

# Board Meeting Minutes of the Animas Mosquito Control District

## Meeting Held:

Tuesday, October 15, 2024

Location: AMCD Shop

870 County Road 252

Durango, CO 81301

And

Zoom Meeting

<https://us02web.zoom.us/j/87439408114?pwd=36xg7rcaDvVWemoy2MYawPpAgeQvbg.1>

Meeting ID: 874 3940 8114

Passcode: 226020

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## I. Meeting Called to Order

Ted Hermesman III, Board President, called the meeting to order at 12:05p am.

## II. Roll Call

Present: Ted Hermesman III, Board President / Jim Bryce, Board Vice President / Dave Dillon – Board Director / Shane Kairalla, Board Director / Janet Pettigrew – Board Secretary / Seth Foster, District Manager / Melody Schaaf, Office Manager / Andrew Rapiejko – Civil Engineer / Loren Doughty – Doughty Construction

Via Zoom: Michelle Sainio – MBE/CPA / Crystal Clark – MBE/CPA

**Quorum established.**

## \* III. Minutes

A. The board reviewed the September 17, 2024, meeting minutes and September 30, 2024, special meeting minutes. Motion to approve these minutes was made and seconded. Motion passed unanimously.

## IV. Guest Presentation

A. Andrew went over the fence and gate layout on the new property. He will contact Bud Smith, Attorney, about the legalities of using the existing fence line. There will be a twenty-four-foot electric sliding gate at both entrances. The electricity is already in place for the gates, and they will both have a back-up battery and will be covered by multiple angles and lighting options with security cameras from the shop. Discussion followed.

B. The manager presented the estimates from Agritek to put in the fence and gates.

\* Motion was made and seconded to approve Agritek putting in the fence and gate. Motion passed unanimously.

Andrew left the meeting.

C. Loren updated the board on the landscaping and dirt work. The subbase is in. Waiting on the sand and oil trap which should be delivered in the next couple of days. The next on-site meeting will be October 21<sup>st</sup> at 8 am. Will check the rock wall at that time. Work on the rock wall will be warrantied for about a year.

D. The installation of the fire suppression system began today.

(\* Indicates vote/approval took place for action or expenditure)

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E. The board discussed the damage to Mr. Nobles water line. The line was not in a straight line by the ditch like it was thought. It bends up to the east. Mr. Noble will not pay any of the cost for repairs. We need to find out where the easement runs for this water line, get it marked on a map and adjust the easement if necessary.

F. When the concrete water separator structure is installed, the dirt work will be finished, compaction tests will be performed and then it will be surveyed by McCormick. Then hopefully the asphalt will be poured.

G. We need to get hold of Tim Flanagan for more detailed, accurate plans regarding the interior and placement of things.

H. Loren will check with Four Corners Gravel to get on their list for asphalt before they close for the season.

Loren left the meeting.

I. Michelle introduced Crystal who took Anna Kaufman's place. She has been with MBE for 5 years, working from Wisconsin and hoping with her experience she will be an asset to AMCD.

J. Michelle went over the financials with the board and asked for approval to release the committed funds to unassigned.

\* Motion was made and seconded to approve the financials and to release the committed funds. Motion passed unanimously.

K. The audited financial statements were filed with the state on September 30<sup>th</sup>. The positive pay issue has been resolved. She now has access and the authority with the Bank of Colorado to approve these and she receives daily email alerts from the bank. Some discussion followed. Michelle will be present at each meeting for a while going forward to answer any questions.

Michelle and Crystal left the meeting.

### **V. Unfinished Business.**

A. The board discussed the issues that had been raised with FredrickZink & Associates with the 2023 audit and the merger with MBE CPA. We will give MBE a chance to take care of the financials for a while but be watchful and protect ourselves. Bud Smith, the Attorney, had suggested that we not sign anything for at least a year. Much discussion followed. Maybe update the board once a week on how everything is going.

### **VI. New Business**

A. The manager presented the 2025 Proposed Budget Draft with the attorney's additions and notes. Discussion followed on certain line items; the high cost for the website with streamline (ask the attorney if this cost is necessary), replacement parts for argos and brush hog, phone charges, audit and accounting expense.

### **VII. Managers' Report**

- ✈ Crews have begun trail maintenance this month.
- ✈ I have been working with Michelle and Crystal at MBE. Have granted them access to our QuickBooks. They are working on the three-year comparison for next year's budget.
- ✈ Will need to replace our old Argo tires and get some spares. Need another backup PTO driveshaft for the brush hog.
- ✈ We had a homeschool group come and pick some apples from the orchard and the Durango Food Collective has gleaned the last of the apples. There is a lady interested in

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leasing the orchard next year. The amount and conditions for renting the orchard will be discussed over the winter.

- ✈ The Supervisor and I have spoken with the field technicians and they all plan to return next season. I would like to send them off with a \$3000 end-of-season bonus. No raises have been applied for and these bonus checks are covered with the money in employee payroll from the two vacancies.

The board and manager had more discussion about the fence as well as trail maintenance and it was suggested that a bolt protective drive shaft should be purchased for the brush hog.

\* A motion was made and seconded to approve the \$3000 end-of-season bonus for the field crew. Motion passed unanimously.

### IX. Unfinished Business

- A. The manager presented a quote from Clark Mosquito Control for our product purchase for next season for \$213,797.50. If we lock in our order now, before the end of October, we get it at a lower price. They will store it for us until we need it next season and we will pay the invoice at the time of delivery. The board asked the manager to make sure with the accountants that, since the money for this purchase is in the 2024 budget, that it will not create an issue paying for it next year. Discussion followed.
- B. A question was asked about genetically modified mosquitoes and where they are being used. Discussion followed.
- C. The board asked for a spreadsheet on the site progress, charges, payments etc. Also, who keeps an eye on whether work has been completed before the checks signed for the work. Bud keeps an eye on this, and Loren does not pay for any work that has not been completed.
- D. The board would like notification on all change orders. The manager will forward the change orders and the pay applications to the board.
- E. It was again stated that we will have the property surveyed by drone when all the dirt work is done and compaction testing is complete, before the asphalt is poured.

### IX. Public Input

- A. No public input.

### Meeting Adjourned: 1:55 pm

Minutes respectfully submitted by Melody Schaaf, Office Manager on November 15, 2024.

These minutes were approved by the Board of Directors on November 19, 2024.

The next Board meeting is scheduled for Tuesday, December 17, at 12:00 pm.

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