

# Board Meeting Minutes of the Animas Mosquito Control District

## Meeting Held:

Tuesday, November 15, 2022

Location: AMCD Shop

870 County Road 252

Durango, CO 81301

&

Zoom Meeting

<https://us02web.zoom.us/j/87052183385?pwd=UDc1c0N5ZzIXanJTRIZMbS9FU3U0UT09>

Meeting ID: 870 5218 3385

Passcode: 716708

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## I. Meeting Called to Order

Ted Hermesman III, Board President, called the meeting to order at 12:09 pm

## II. Roll Call

Present: Ted Hermesman III, Board President / Jim Bryce, Board Vice President / Dave Dillon, Board Member / Seth Foster, District Manager / Melody Schaaf, Office Manager / Douglass Field, FredrickZink & Associates/ Brad Kairalla, Board Member – via Zoom

Absent: Janet Pettigrew, Board Secretary

## Quorum established

## \* III. Minutes & Financials

A. Board reviewed the October 15, 2022, meeting minutes, as well as, the November 1<sup>st</sup>, 4<sup>th</sup> & 8, 2022 special meeting minutes. Motion to approve these minutes was made and seconded. Motion passed unanimously.

B. Board reviewed the October 2022 financials. Shane asked what the treasury fee was. Douglass stated that is what the county charges to collect our taxes. Dave asked if we charge for out of district abatement. Ted spoke on the cost benefit of having properties in the district vs charging OOD fees and does an inclusion have to be contiguous. Seth will investigate this. Motion was made and seconded to approve the October 2022 financials. Motion passed unanimously.

## IV. Managers' Report

 Manager updated the board on the great season we had this year; Performance reviews had been done with each employee, they were all invited to return next season and all accepted; Each seasonal employee had been offered the board approved, 80/20 health, vision, dental and life insurance coverage, but only two were interested. C.E.B.T requires 60% participation for medical, but they could still receive the vision and dental and help in finding coverage in the open market. For Mel to receive the board approved coverage, Seth would need to participate as well for the required participation percentage \* The order for the three F-150 trucks was placed on July 17<sup>th</sup>. The third Ford inventory manager I dealt with assured me that they would be available by October, but when I went to

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check, that manager was no longer employed and I was put in contact with his replacement, Eric Akin. He informed me the trucks had not even been previewed. The previous manager failed to remedy some building constraints. Fleet orders are not being previewed right now but retail orders are. Durango Motor Company is offering us invoice pricing. Each truck will cost almost \$5,000.00 less than our Fleet pricing \* 811 has been contacted to have a full property line inspection performed at 6525 CR 250 from Animas Water, Charter, LPEA, and Atmos. Steve McCormack, surveyor, is performing the ALTA survey to verify title and the easement from the neighbor to the South; Update on Adrew Rapiejko's plans for septic and drainage. There is a contract, reviewed by our Attorney, to be signed today for Andrew's work to move forward. He will be available for a meeting on the 22<sup>nd</sup> to present his findings; There is a business in our area that is interested in possibly purchasing the orchard portion of the 6525 CR 250 property from AMCD, roughly 1.5 acres. \* The board discussed the property – water easement, septic, orchard parcel, etc., Board wants to hold off on possibly selling the orchard parcel until we are further along. Dave and Jim stated that they had reached out to the owner of the sewer plant property, Russ Smith, about possibly buying a piece of that land, on the NW side of the new road going in. It is not currently on the market; it is just a possible contingency in case the current purchase fell through for some unforeseen reason. \* Met with Leading Edge regarding their mosquito control software. I will be testing the program this winter and will meet with Leading Edge in February at the West Central Mosquito Conference. They do not use ESRI and are 100% American and the programming is performed here in the U.S. \* Update on overtime totals and OOD totals this year \* Still need to hire a new Auditor. Douglass has suggested Jamie Mathews and Steven Plutt.

### **V. Unfinished Business**

A. Discussion re-opened on the water easement. Looks like it is inside the ditch easement. Still trying to locate paperwork on this. Need to get this figured out. Jim will meet with Mr. Noble regarding the water easement.

B. Discussion re-opened on the truck purchase. Ted asked where the fleet pricing was on the quote. Much discussion followed. To make sure we are getting a good offer, we should check with someone else, maybe visit with Farmington or Cortez, to make sure we are getting the fleet pricing in black and white. Maybe Ford put the fleet program on hold, due to the economy. Might consider holding off on the purchase of new equipment until things change so we are sure to get the discounted fleet pricing. Seth will reach out to Keesee Motor Company in Cortez tomorrow morning.

C. Discussion re-opened on the purchase of the Kubota RTV's, if the quote was through a fleet program and what is the trade-in value of the old ones. What is the cash value. Seth will investigate this.

D. Ted stated that he thought everyone should sit down and figure out where we are headed, i.e. The need for the new equipment. Do we really need it. Seth explained that it is all necessary. Each piece of equipment has its important place in the mosquito

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abatement of the district as every property is unique. Jim stated that he was able to go out with the crews this year and could verify that every piece of equipment has its place if the equipment is used as it is intended.

E. Discussion opened on possibly renting equipment rather than purchasing. Ted asked about the hours on the tractor. Shane asked about the 4 Argos and if the drone could replace these. Seth said no, the Argos have their place in concert with the RTV's. Much discussion followed. Seth will investigate renting a skid steer.

F. Douglass went over the 2023 Proposed Budget. At the request of the board in the last meeting, he has included the 2020 and 2021 Budgets for comparison. The land purchase this year for \$930,000.00 will change the 2022 projected fund balance by \$500,000.00 bringing the fund balance down to \$2.3 million which will carry over into 2023. The projected capital improvement costs for next year, the building and equipment, will bring the 2023 estimated fund balance to approximately \$362,000.00. Now that the money from the district resident taxes will be used accomplishing the things that it was requested for, this is a fair fund balance. He suggested the board look at creating a fair fund balance policy to maintain going forward to cover needs. You want some cushion but not excessive while you also have the \$100,000.00 contingency in the budget to cover any unexpected expenses, but you can also have a supplemental budget before you have these expenditures. The budget that is required by DOLA in December will have the 2022 estimated ending budget and the 2023 proposed budget line items without all the detail. Shane asked about the total revenues and total expenditures. Discussion followed. No action taken.

G. Ted requested another breakdown of all the equipment with hours/mileage and how much they are used, to get a possible life expectancy. Douglass said he could put together a list of fixed assets.

H. Discussion re-opened on the property and building. Need to figure out what it is we are looking for in planning for the years to come and get a plan going. Discussion followed.

I. Douglass spoke on the auditor that he had suggested. Discussion followed. He will get a full resume from Jamie Matthew and Steven Plutt for the board. He will also reach out to Bud and get his input.

J. Seth spoke on the CEBT insurance. Mel by herself cannot be covered through CEBT. Seth would need to be covered as well to qualify with CEBT requirements (60% participation or better). We could still offer the seasonal employees dental and vision and help them find coverage in the open market. Much discussion followed. The board asked for another comparison on Mel's current insurance with Bright Health and see if they can offer coverage comparable to the CEBT proposal.

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**VII. Public Input**

A. No public input

**Meeting Adjourned:** 1:51 pm

Minutes Respectfully submitted by Melody Schaaf, Office Manager on December 9, 2022. These minutes approved by the Board of Directors on December 13, 2022.

The next Board meeting is scheduled for Tuesday, January 17, 2022, at 12:00 pm.



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