

**Cache Mosquito Abatement District  
Board of Trustees Meeting  
November 21, 2024**

The Cache Mosquito Abatement District (CMAD) Board of Trustees met for a regular meeting on Thursday, November 21, 2024, at 6:52 p.m. and 7:16 p.m. in the Bear River Environmental Health Department conference room (85 E 1800 N, North Logan). Representatives from 13 municipalities were present:

David Gatherum, Hyde Park	Joe Archer, North Logan	Kim Hatch, Trenton
David Wood, Amalga	David Kunz, Providence	Ned Simper, Lewiston
Paul James, Hyrum	Wade Campbell, Smithfield	Brian Myers, Mendon
Jeff Ricks, Unincorporated	Craig Hidalgo, Clarkston	
Don Sheffer, Richmond	Craig Rigby, Newton	

Excused: Kevin Tingey, Wellsville; Gregory Shannon, Nibley; Joe Hansen, Cornish; Kermit Price, Millville;

Also present: Richard Rigby, Manager; Sierra Bradley, Clerk

**MEETING CALLED TO ORDER AND ROLL CALL**

The meeting was first called to order at 6:42 p.m. by Vice Chair Craig Hidalgo and roll call was recorded. Then again after being closed at 7:16 p.m.

**ADOPT AGENDA**

The agenda was reviewed.

Wade Campbell moved and Ned Simper seconded that the agenda be adopted. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Motion passed unanimously.

**MINUTES OF PREVIOUS MEETING**

The minutes of the October 24, 2024 meeting were reviewed.

Wade Campbell moved and Don Sheffer seconded that the minutes be approved. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Abstain: Hidalgo Motion passed unanimously.

**MANAGER AND CLERK REPORTS**

Manager Richard Rigby reported things are wrapping up. Equipment, such as foggers and ATVs, is being winterized. One of the ATVs is getting the snowplow installed to be ready for winter. Trucks are being fixed from accidents and should be completed here soon. Wayne County will buy a used fogger from us for \$5,000. Richard gave two presentations at the UMAA conference at the end of October: one about the CMAD's season and the other about USU engineering students' projects. He wrapped up his report by giving the annual manager's report which can be found on the district's website. Clerk Sierra Bradley reported and did her portion of the annual report for the season. She reminded everyone to deposit their compensation checks. Sierra attended the Utah Association of Special

Districts (UASD). She attended the three-day conference and learned more about the .gov change, the website, and records/information requirements. She let the board members know that on the first day of the conference board members are welcome to come and attend board member training which covers their yearly training.

### **BUDGET**

Proposed Budget for 2025: it was proposed for Personnel a total of \$117,200; Administration \$70,700; Abatement \$293,600; and Vehicles/Equipment \$110,500. Making the grand total for the year \$592,000.

### **ADJOURNMENT**

David Wood moved and Wade Campbell seconded that the meeting be adjourned the first time. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Motion passed unanimously

The meeting adjourned at 7:00 p.m.

### **RE-OPENING OF MEETING**

The meeting reopened at 7:16 p.m.

Wade Campbell moved and Joe Archer seconded that the meeting be reopened. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Motion passed unanimously

**REVIEW AND APPROVE BILLS: 24 October 2024 – 21 November 2024**

<b>Personnel</b>	<b>\$3,962.22</b>	<b>Administration</b>		<b>\$2,990.99</b>
Payroll Tax Liability	\$281.57	Admin Manager Miles		\$280.22
Clerk	\$711.22	Travel & Training		\$2,416.66
Manager	\$2,625.00	Office Equipment (Wi-Fiber,QB)		\$169.00
Workers, Larvicide	\$267.63	Office Supplies (Instant Ink)		\$7.48
Workers, Adulticide	\$0.00	<b>Phones</b>		<b>\$117.63</b>
Workers, Surv/Custodial	\$76.80		Google Cloud	\$14.40
			Verizon	\$47.83
			Verizon Connect	\$55.40
<b>Abatement</b>	<b>\$924.17</b>			
Maintenance	\$444.58			
Fuel	\$255.65			
<b>Operations Site</b>	<b>\$223.94</b>	<b>Vehicles/Equipment</b>		<b>\$0.00</b>
Hyde Park City	\$89.49			
Rocky Mountain Power	\$503.86			
Dominion Energy	\$78.16			
Waste Management	\$56.29			

Paul James moved and Craig Wade Campbell seconded that the bill be paid. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Motion passed unanimously.

**OFFICIAL ADJOURNMENT**

Dave Gatherum moved and Wade Campbell seconded that the meeting be adjourned officially. Ayes: Gatherum, Sheffer, Wood, Archer, Ricks, Kunz, Hidalgo, Campbell, Rigby, Hatch, Simper, Myers, and James Nays: None. Motion passed unanimously

The Meeting officially adjourned at 7:23 p.m.

Prepared by Sierra Bradley Date 21 November 2024

Accepted: 12 December 2024