

**REGULAR MEETING MINUTES OF THE  
BARBERTON-NORTON MOSQUITO ABATEMENT DISTRICT  
JOINT BOARD OF DIRECTOR'S / APPRAISER'S AND  
DISTRICT ADVISORY COUNCIL**

Public Conference 888-919-5324, No PIN is required

*\*Note – These minutes are not transcribed verbatim \**

*Meeting has been recorded and the MP3 recording is on file in the MAD office.*

May 16, 2024

The joint meeting of the Barberton-Norton Mosquito Abatement District (MAD) was held on Thursday, May 16, 2024 at 131 Snyder Avenue, Barberton, Ohio and called to order at 6:00 PM by Karen Miller, President.

Those answering roll call: Bill Braman, Steve Despot, Karen Miller, Matthew Swyrydenko and Kimberly Trenary. Also in attendance: Harry Ciccolini (BOA), Beth Lester (BOA), Marueen Davis (BOA), Andy Dobben, Operations Manager, Brian Griffith, Fiscal Office, Jill Easterling, Administrative Assistant, and Attorney Rebecca Sremack.

Not in attendance: S. McNulty (DAC), J. Lee (DAC), J. Hager (DAC)

Guest: Captain Dave Polacek, Barberton Fire Department

**MOVE to New Business**

**A. Safety Policy – tour of building / fire extinguisher demonstration**

MAD Board of Directors, Board of Appraisers, Administration, Atty. Sremack and Mosquito Field Crew attended the Fire Extinguisher demonstration conducted by Captain Dave Polacek of the Barberton Fire Department. Very informative demonstration, all MAD members were challenged to operate a fire extinguisher that was timed to put out mock fire.

**MINUTES –**

Steve Despot made the motion seconded by Bill Braman to approve the minutes of the 4-11-2024 regular meeting:

Roll Call: Yeas: Braman, Despot, Miller, Swyrydenko, Trenary  
Nays: None

Motion carried

**COMMUNICATIONS:** Nothing at this time

**REPORTS –**

**A. President (Miller) -** Nothing at this time

**B. Treasurer / Fiscal Officer (Griffith) –** Items on agenda

\*\* Will have 2025 Budget for review / approval next month as well as the Board of Appraisers Assessment Recommendation

### **C. Operations Manager (Dobben)**

- Purchased 2 new trucks and they are getting safety lights put on
- Night spraying will start 2 weeks from tonight
- Spray schedule is out to local papers, MAD web site and Facebook
- Barberton spray will be the last Tuesday of June to cover the July 4<sup>th</sup> weekend
- Will rotate Barberton / Norton spraying
- Sprayers tested – all clear for season
- Safety meeting for crew next Thursday
- On-line auction – Andy will provide all the information and pictures and will send the link to the Board next week
- Steve Despot asked to be added to Safety Contacts for Barberton

### **OLD BUSINESS**

#### **A. Mutual Aid Agreement discussion:**

Matthew Swrydenko reviewed the ORC – need to remove from the agreement or change wording in #A & #B

Atty. Sremack explained she received the bare bones from SCPH. Spoke with Sara Cochrane today – she’s available for any discussion with the Board. Was expecting more detailed information or revisions from the County –they provided costs. Any input from the Board as to how to proceed or the general direction

Karen Miller questioned the verbiage regarding the use of our facility or MAD could use SCPH’s. Atty. Sremack addressed this matter.

Steve Despot asked if issue in Barberton or Norton, would SCPH use our facility as Command Center? Board asked where SCPH garage is located. – behind health department.

Karen Miller questioned section regarding Adulticiding / Larviciding they refer to SCPH – not MAD. Andy explained it was a typo.

Karen Miller asked Atty. Sremack if there was anything alarming that stood out to her – she replied no, that she is comfortable with the agreement. Any further discussion, let Atty. Sremack know. . The Mutual Aid Agreement is not binding, we have the option to back out in writing within 30 days.. Hope to have the agreement ready for approval at next meeting.

Atty. Sremack again explained MAD is not bound and has the right to refuse.

#### **B. Emergency Management**

Karen Miller stated that the Administrative staff’s laptops are old and would like them updated. Matthew Swrydenko to do some research on new laptops / costs and provide for next meeting.

Atty. Sremack stated she reviewed the ORC pertaining to Emergency meetings and if not enough time to advertise as required– the ORC which addresses “Open Meeting Act” that allows an entity to call for an emergency meeting and notify the appropriate papers and put on our website or Facebook.

Atty. Sremack made the suggestion to add section after Paragraph 5 – Article 1 in the By-Laws stating “Emergency meetings are authorized under Open Meeting Act”. We can notify papers and again place on website and Facebook.

**Back-up of files** - Brian's on his computer and flash drive, Jill handles the same. Matthew Swrydenko explained concerns about using the Cloud. We have no server, computers do not talk to each other.

Brian Griffith stated we need a Record Retention Policy. Currently with nothing in place we have to keep everything indefinitely. Karen asked Brian to bring in sample from City of Hudson so that we can use as a guide. Atty. Sremack to research and have possible vote in July.

Karen Miller asked if we need a Record's Retention committee to review documents to be retained. Brian was unsure. Atty. Sremack will research.

### **C. Compensation**

**Motion** made by Bill Braman and seconded by Steve Despot::

*"To approve \$100 reimbursement for Kimberly Trenary for attending Clark Mosquito Workshop."*

Kim asked if this was going to be made a policy so it doesn't have to be voted on every year. Atty. Sremack stated that we added into the By-Laws that something like this can be voted on at a regular meeting. Atty. Sremack is apprehensive of adding something specific to the Clark Mosquito Conference for \$100 as there may be other meetings / trainings to attend at a different cost and they would not be covered. Atty. Sremack recommended this be a voting matter when it occurs.

Roll Call: Yeas: Braman, Despot, Miller, Swrydenko  
Nays:

Abstain: Trenary  
Motion carried

### **NEW BUSINESS -**

#### **A. Safety Policy – conducted at beginning of meeting**

#### **B. Approve April 2024 Detailed Trial Balance**

**Motion** made by Bill Braman and seconded by Steve Despot:

*"To approve the April 2024 Detailed Trial Balance."*

Roll Call: Yeas: Despot, Miller, Swrydenko, Trenary, Braman  
Nays: None

Motion carried

#### **C. Approve April 2024 Bank to Book Reconciliations**

**Motion** made by Kimberly Trenary and seconded by Matthew Swrydenko:

*"To approve the April 2024 Bank to Book Reconciliations."*

Roll Call: Yeas: Miller, Swrydenko, Trenary, Braman, Despot  
Nays: None

Motion carried

**NEXT MEETING:**

**\*Next regular board meeting set for Thursday, June 13, 2024 @ 6:00 pm**

**COMMENTS:**

**BOA** - Review budget / assessment – Will be using the same rate.

**Atty. Sremack** – Maureen has been sworn in and is officially a MAD Board member.

**DAC** - Karen asked Jill for an update since no DAC members were not in attendance regarding term expiration for Steve Despot.

Jill advised she spoke with Shannon McNulty today. The Board Vacancy ad will be sent to the papers for placement for the weeks of June 3<sup>rd</sup> and June 10<sup>th</sup> for letters of interest. The DAC will then meet on June 20<sup>th</sup> to review / interview interested candidates.

**BOD** - Kimberly Trenary thanked Andy for arranging for the demonstration today.

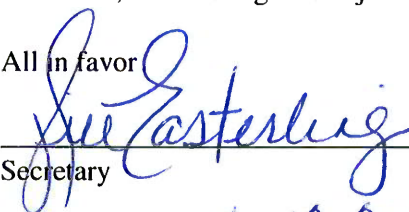
**Andy provided MSDS listing books for board members.**

**Citizens** - No one in attendance

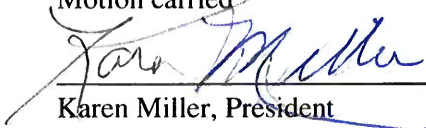
**ADJOURN**

Motion to adjourn made by Kimberly Trenary and seconded by Matthew Swrydenko there being no further business to discuss, the meeting was adjourned at 7:15 pm.

All in favor

  
Secretary

Motion carried

  
Karen Miller, President

Date approved: 6-13-24

New email address: [mad@mosquitodistrict.com](mailto:mad@mosquitodistrict.com)

Website: [www.mosquitodistrict.com](http://www.mosquitodistrict.com)

\*\* Minutes recorded by MP3