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

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

Due to dialing in for the Teleconference – meeting has been recorded and the MP3 recording is on file in the MAD Office

May 13, 2021

The joint meeting of the Barberton-Norton Mosquito Abatement District (MAD) was held on Thursday, May 13, 2021 and called to order at 6:00 PM by Karen Miller, Vice President. To stay in compliance with social distancing requirement pertaining to COVID-19 the meeting was also conducted by Teleconference.

Those answering roll call: Bill Braman, Steve Despot, Karen Miller, Denise Mullins and Kimberly Trenary. Also in attendance: Harry Ciccolini (BOA), Jim Hrubik (BOA), Dale Sungy (BOA), Brian Griffith, Fiscal Officer, Andy Dobben, Operations Manager, Jill Easterling / Administrative Assistant, Attorney Rebecca Sremack.

Absent: Shannon McNulty (DAC) and Shaun Jaber (DAC)

No Guests in attendance

## **MINUTES** -

Steve Despot made the motion and seconded by Bill Braman to approve the minutes as recorded of the 4-8-2021 Teleconference meeting as recorded:

Roll Call: Yeas: Braman, Despot, Miller, Trenary Abstain: Mullins

Nays: None Motion carried

### <u>COMMUNICATIONS</u> - None at this time

### REPORTS -

- A. Vice-President (Miller) Nothing to report
- B. Treasurer / Fiscal Officer (Griffith) -
  - Will be working on the Budget and will have either for June or July meeting
- C. Operations Manager (Dobben) -
  - Hired John Rose he will be trapping and spraying at night
  - Raises for the crew in the past Russ would request a 25¢ raise. Asking board to consider increase.
  - Reached out to Tom Stancil @ Ganley Ford Base model F250 \$32,000 each. Took off \$9,000 for government pricing. There is a chip shortage for the Ford trucks. No trucks available now for sale. Revisit in the fall.
  - Used tow motors \$3,000 \$5,000 @ Freedom Fork Lift
  - Ramp testing of WNV start up costs \$7,000 \$10,000. Test kits come in package of 100. Would need to order 2 to 3 times a year at a cost of \$4,000 \$6,000. May need to hire someone new to handle just this.
  - Toolboxes for trucks cost of \$300 \$800. Recommend holding off until we get new trucks

Discussion of Field Crew raises. Jill to send 2020 regulation showing current salaries.

Trucks - purchased in 2008. Question raised if we should sell or trade-in. Andy would like to get rid of three and to keep one for barrier spraying. Andy was looking at the 2022 Ford trucks. After discussion, was agreed to hold off until the fall. Looking to replace Truck #120, #121 and #123. Andy would also like to get bed liners when purchasing the new trucks. Andy asked if we were looking to replace one at a time or what the board thought.

Discussion by board regarding purchase of Tow Motor - Karen Miller approved the purchase of a Tow Motor for a purchase price of up to \$5,000. Operation Manager has approval to purchase up-to \$5,000.

# OLD BUSINESS- Nothing at this time

# **NEW BUSINESS-**

# A. Approve April 2021 Detailed Trial Balance and Bank To Book Reconciliation.

**Motion** by Steve Despot and seconded by Denise Mullins:

"To approve April 2021 Detailed Trial Balance and Bank to Book Reconciliation."

Yeas: Braman, Despot, Miller, Mullins, Trenary Roll Call:

> Nays: None Motion carried

### B. Election of Board Officer's

Motion by Karen Miller and seconded by Bill Braman to nominate Steve Despot for President of MAD: "To elect Steve Despot as acting President of MAD."

Roll Call:

Yeas: Mullins, Braman, Miller

Nays: None

Abstain: Trenary, Despot

Motion carried

Motion by Karen Miller to nominate Denise Mullins for Vice- President of MAD:

Denise Mullins declined - certain issues in the future coming up and don't know if she can continue on and doesn't feel it would be in the best interest at this time.

Motion by Karen Miller and seconded by Steve Despot to nominate Bill Braman for Vice-President of MAD: "To elect Bill Braman as Vice-President of MAD."

Roll Call:

Yeas: Trenary, Despot, Miller, Mullins

Abstain: Braman

Nays: None

Motion carried

#### Board of Appraiser's – Discussion of Assessment.

Dale Sungy expressed that he only had current year-to-date figures. Budget for next year approximately \$373,000.

- Brian will reach out to the County for a new file to calculate assessments and provide to the appraisers.
- Brian stated 1<sup>st</sup> half should be higher anywhere up to \$40,000, 2<sup>nd</sup> half is always lower
- Spending cash surplus from assessment. Brian advised we still need to keep some surplus does not recommend reducing assessment
- Assessment has been .52% since 2013
- MAD has been in operation since 2005

- Dale Sungy feels we should spend part of our surplus and upgrade our operations. Need to have a plan. Brian stated we are over 100% of our annual expenditures and our fund balance, we have plenty of money and does not recommend going out and just spend money. Brian is in agreement to spend money on capital items such as replacing the trucks. We can't buy all four at once, but can replace one or two at this time.
- Bill Braman asked a question can we set aside now \$33,000 for Truck #120 for a purchase this year, next truck to be purchased in May 2022 would that help our issue?
- Karen Miller asked Dale if the appraisers were looking to raise the rate this year Dale advised no.
- Steve Despot agreed that we should purchase a truck this year and recommended Andy make a purchase wish list for the future. Doing the WNV testing in-house was just a suggestion and there is other technology that we can explore. Andy stated that the RAMP testing would be a good place to start even if only doing some of the testing as it would be a quicker turnaround than to the State. Keep in mind that the State testing is free.
- Brian will request assessment list tomorrow. Andy to provide list of items to purchase so Brian can incorporate into the budget.

Kim Trenary advised that the lease is up this year. Brian Griffith stated that there is an extension clause permitting us to add to the term.

# **<u>COMMENTS-</u>** Nothing at this time

Dale Sungy asked Brian Griffith to provide budget and numbers from the county. Once these numbers are received the appraisers will make a recommendation.

**NEXT MEETING** -

\* Next Regular board meeting set for Wednesday, June 23, 2021 @ 6:00 pm. \*\* Note different day for meeting.

\*\* Meeting to be held in the Garage area of the MAD office. 6' Social Distancing will be followed and masks are required. If fully vaccinated – masks are at your discretion.

Andy will set-up garage area for meeting.

# <u>ADJOURN</u>

Motion to adjourn made by Bill Braman and seconded by Denise Mullins, there being no further business to discuss, the meeting was adjourned at 6:44 pm.

Secretary

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Dat**s-a**pprovea:\_

New e-mail address: mad@mosquitodistrict.com

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\*\* Minutes recorded by MP3