

**REGULAR 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 \*  
Meeting has been recorded and the MP3 recording is on file in the MAD Office*

**June 23 2021**

The joint meeting of the Barberton-Norton Mosquito Abatement District (MAD) was held on Wednesday, June 23, 2021 and called to order at 6:00 PM by Steve Despot, President. To stay in compliance with social distancing requirement pertaining to COVID-19 the meeting was held in the garage area maintaining 6' social distancing.

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 (via phone)

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

Guests in attendance: Atty. Sal Puglisi (Emeritus) and Andy Mullins

**MINUTES** –

Karen Miller made the motion and seconded by Bill Braman to approve the minutes as recorded of the 5-13-2021 Teleconference meeting as recorded:

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

Motion carried

**COMMUNICATIONS** - None at this time

**REPORTS** –

A. **President (Despot)** - Nothing to report

B. **Treasurer / Fiscal Officer (Griffith)** -  
    ▪ Items on the agenda

C. **Operations Manager (Dobben)** -  
    ▪ Purchased used forklift for \$2,950 from Freedom Forklift. Can take back for maintenance  
    ▪ Consideration of raises for the field crew  
    ▪ No WNV in state as of yet. State is currently doing 50% testing

**OLD BUSINESS**- Nothing at this time

**NEW BUSINESS**-

A. **Approve May 2021 Detailed Trial Balance.**

**Motion** by Denise Mullins and seconded by Bill Braman:  
    *"To approve May 2021 Detailed Trial Balance."*

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

Motion carried

**B. Approve May 2021 Bank to Book Reconciliation.**

**Motion** by Bill Braman and seconded by Kimberly Trenary:  
*"To approve May 2021 Bank to Book Reconciliation."*

Roll Call: Yeas: Braman, Despot, Miller, Mullins, Trenary  
Nays: None Motion carried

**C. Accept Board of Appraiser's –2022 Assessment Recommendation**

- Dale Sungy thanked Jim Hrubik for his work on the assessment review and collation.
- Reviewed past three (3) years for trends and where we stand.
- Parcels in district have been relatively constant on average of 19,500
- Values have been constant
- This year the Barberton/Norton property values have increased by 17%
- We started the year and will end the year with a substantial balance in our reserve account
- Brian is comfortable with spending down capital money "one time hits" are okay
- By spending down it will bring our yearly operating budget in line
- Appraisers recommend staying with current assessment of .52 mils

**Motion** by Karen Miller and seconded by Denise Mullins:  
*"To approve Board of Appraisers – 2022 Assessment Recommendation."*

Roll Call: Yeas: Braman, Despot, Miller, Mullins, Trenary  
Nays: None Motion carried

**D. Regulation #2-2021 (Maintenance Assessment for 2022)**

\* Correction of Regulation #2-2021 – Assessing a **.52 mils maintenance assessment** for the year 2022 (*not .00052*)

**Motion** by Kimberly Trenary and seconded by Bill Braman:  
*"To adopt Regulation #2-2021 accepting the Maintenance Assessment for 2022."*

Roll Call: Yeas: Braman, Despot, Miller, Mullins, Trenary  
Nays: None Motion carried

**E. Regulation #3-2021 (2022 Budget)**

**Motion** by Denise Mullins and seconded by Bill Braman:  
*"To approve Regulation #3-2021 – 2022 Budget."*

Roll Call: Yeas: Despot, Miller, Mullins, Trenary, Braman  
Nays: None Motion carried

- Bill Braman made suggestion of giving field crew a one time bonus above the standard raise - rather than a pay raise
- Andy stated there are six field crew – not all F/T – Bonus would be appreciated
- Brian stated retro raise is not much money.
- Suggestion of giving larger raise to certain field crew due to longevity. Suggestion – raises across the board plus a one time bonus of \$250. Board agreed on 5% pay raise + \$250 one time bonus this year only.
- Brian put money into capital fund to purchase two new trucks next year
- 

**NEXT MEETING -** \* Next Regular board meeting set for Thursday, July 8, 2021 @ 6:00 pm.  
**\*\* 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.**

**COMMENTS-**

***BOA – Nothing at this time***  
***DAC – None in attendance***  
***BOD – Nothing at this time***

Atty. Puglisi reminded Steve Despot that the DAC needs to advertise for the Board seat that will be vacant the end of July. This is Kimberly Trenary’s seat.

Kimberly Trenary suggested a Resolution honoring Joseph R. Harrison for forming the MAD District be done at the next meeting. Board is in favor of this. Kimberly Trenary will reach out to Joe and his guest.

Jill Easterling reminded the board that we still need to read the Resolution honoring Russ Shilling. Jill to reach out and invite the family.

**EXECUTIVE SESSION:**

Steve Despot asked for a motion to go into an executive session, Denise Mullins made the motion seconded by Bill Braman for the purpose of discussing personnel matters.

Roll Call: Yeas: Braman, Despot, Miller, Mullins, Trenary  
 Nays: None Motion carried

***INTO EXECUTIVE SESSION AT 6:47PM***  
***BACK IN REGULAR SESSION AT 7:30PM***

Motion made by Kimberly Trenary and seconded by Karen Miller to return to regular session. Meeting back in regular session at 7:30PM

Roll Call: Yeas: Braman, Despot, Miller, Mullins, Trenary  
 Nays: None Motion carried

**ADJOURN**

Motion to adjourn made by Denise Mullins and seconded by Bill Braman, there being no further business to discuss, the meeting was adjourned at 7:31 pm.

All in favor

Secretary

Date approved:

New e-mail address: [mad@mosquitodistrict.com](mailto:mad@mosquitodistrict.com)  
Website: [www.mosquitodistrict.com](http://www.mosquitodistrict.com)

\*\* Minutes recorded by MP3

Motion carried

President