

Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting – Minutes  
June 17, 2019 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

1. **Call to Order:** President Kelley called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees, Peter Gilbert, Russ Kelley, Colin Roe and Will Stockwin were present. Trustee Jill Gayaldo, Merry Holliday-Hanson and Robert Snyder were absent with notification.

**District Employees Present:** Manager Joel Buettner, Mario Boisvert, Jake Hartle, Isabel Alvarez, Mike Ashley, Tom Moore, Nikki Rockwell, Scott Schon and Jennifer West.

**Public Attendees:** Kurt Rudnick, Ashley Walkup, Madelyn Meehan and Mr. Tom Toy Lincoln High School FFA.

3. **Pledge of Allegiance** was led by Trustee Stockwin.
4. **Introduction of Guests:** James Ramsey, Vavrinek, Trine, Day and Company, LLP (District auditing firm)
5. **Agenda Review:** *A motion to approve the Agenda as presented was made by Trustee Gilbert, seconded by Trustee Holliday-Hanson, unanimously approved, no abstentions.*
6. **Public Comment:** Mr. Toy, Instructor/Future Farmers of America (FFA) Advisor introduced himself and three students, he gave the history and Background of the Lincoln School Farm and the program, Mr. Toy thanked Dr. Boisvert, staff and the Board for the opportunity to work with the District. The Lincoln High School FFA students presented posters to the Board and District staff.

**Presentation Posters:**

- **Organisms in Vernal Pool**, Madelyn Meehan
- **Are Drones Good For Agriculture**, Kurt Rudnic
- **Mosquito Prevention**, Ashley Walkup

The Board thanked the students and Mr. Toy for their excellent presentations.

7. **Consent Agenda**

*A motion to approve the minutes of the May 20, 2019 Regular Board Meeting; Memorandum of Understanding between Placer Mosquito and Vector Control District Employees Association and Placer Mosquito and Vector Control District; Memorandum of Understanding between Placer Mosquito and Vector Control District Association Of Managerial Employees and Placer Mosquito and Vector Control District was made by Trustee Gilbert, seconded by Trustee Stockwin, unanimously approved by voice call vote, no abstentions.*

**8. Presentation of PMVCD FY 2017-2018 Financial Audit Report by Vavrinek, Trine, Day and Company, LLP**

Mr. James Ramsey, partner at Vavrinek, Trine, Day and Company (VTD), presented the District's FY 2017-2018 audit report of the financial statements and reported no findings. He thanked management and District staff for their assistance during the audit.

*A motion to accept and file the FY 2017-2018 Audit report prepared by VTD was made by Trustee Roe, seconded by Trustee Stockwin. Unanimously approved, no abstentions.*

**9. Board Review and Consideration to Approve Leading Edge Associates' Proposal for a Semi-Custom Data Management Software Package (MapVision)**

There was a consensus by the Board to direct the General Manager to have legal counsel review the contract prior to signing, as well as, to incorporate a payment schedule that would hold back a significant amount until after successful completion of the project. Twenty-five percent of the total project cost was discussed as a reasonable hold-back amount.

*A motion to approve Leading Edge Associates' Proposal pricing and scope of works as presented and direct the General Manager to finalize and execute a contract with Leading Edge Associates was made by Trustee Gilbert, seconded by Trustee Stockwin, Unanimously approved, no abstentions.*

**10. Board Review and Consideration of Resolution 2019-07**

*A motion to approve Resolution 2019-07 Requesting Collection of Charges on Tax Roll for Tax Year 2019-20 was made by Trustee Roe, seconded by Trustee Gilbert, approved by roll call vote.*

*Ayes: Trustees Gilbert, Kelley, Roe, and Stockwin*

*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo, Holliday-Hanson and Snyder*

**11. Board Review and Consideration of Resolution 2019-08**

*A motion to approve Resolution 2019-08, amending the District Budget for Fiscal Year 2019-20, was made by Trustee Roe, seconded by Trustee Stockwin, approved by roll call vote.*

*Ayes: Trustees Gilbert, Kelley, Roe, and Stockwin*

*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo, Holliday-Hanson and Snyder*

**12. Board Review and Consideration of Resolution 2019-09**

*A motion to approve Resolution 2019-09, setting the Salary for the Accounting Technician Classification, was made by Trustee Gilbert, seconded by Trustee Stockwin, approved by roll call vote.*

*Ayes: Trustees Gilbert, Kelley, Roe, and Stockwin*

*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo, Holliday-Hanson and Snyder*

**13. Board Review and Consideration to Approve and Adopt FY 2019-2020 Pay Scale**

*A motion to approve and adopt FY 2019-2020 Pay Scale Effective July 01, 2019 was made by Trustee Gilbert, seconded by Trustee Roe, approved by roll call vote.*

*Ayes: Trustees Gilbert, Kelley, Roe, and Stockwin*

*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo, Holliday-Hanson and Snyder*



**14. Staff Reports**

- A. Operations Report – A written report was submitted. No additional items were reported.
- B. Mosquito & Disease Surveillance Report – Along with the report included in the board packet, Mr. Hartle reported the following:
  - Mr. Hartle thanked the Board for approving the Operations Manager Position and Contract.
  - There was a slight Increase in *Culex. tarsalis* and *Culex. pipiens* in the past week.
- C. General Manager’s Report – Along with the report included in the board packet, Manager Buettner reported the following:
  - Public Affairs Program Manager job will be reposted as Public Information Officer. Final filing date is July 19, 2019.

**15. Board/Staff General Discussion**

- On behalf of the employee association Ms. Alvarez thanked the Board and staff for approving the memorandum of understanding and the negotiation process. Trustee Gilbert thanked the employees.

**16. Announcements**

- A. The District office will be closed on July 4, 2019 in observance of the Independence Day Holiday.
- B. There will be a Special Board Meeting/Public Hearing on July 15, 2019 at 4:00 PM at 2021 Opportunity Drive., Roseville, CA 95678 in lieu of the July 15, 2019 4:30 PM regular Board meeting.

**17. Adjournment:** President Kelley adjourned the meeting at 5:50 PM.

Minutes approved by the Board and dated, this 17<sup>th</sup> day of July, 2019 after passage.

Russ Kelley, Board President:  \_\_\_\_\_

Attest:

Isabel Alvarez, Board Secretary:  \_\_\_\_\_