

Beach Mosquito Control District
Regular Board Meeting
Monday, December 9, 2019

Call to Order and Roll Call. The regularly scheduled meeting of the Board of Commissioners for the Beach Mosquito Control District was called to order by Chairman Couch at 5:00 p.m. on Monday, December 9, 2019, with all Commissioners present. The Director and Legal Counsel were also present.

Approval of Minutes. Commissioner Dean presented the minutes of the November 9, 2019 meeting, and moved to approve. Caldwell seconded. The motion passed unanimously.

Financial report. Commissioner Caldwell presented the financial report, and recommended it be filed for audit.

Old Business.

- A. New Headquarters Update. The Director conferenced in the Engineer of Record by phone. The Engineer reported the status of various punchlist items and their impact on the timeline to move into the building. The Engineer confirmed a temporary CO had been issued, and the District should be able to move in on time. Discussion ensued regarding the substantial completion timeline and the significant outstanding items. The Director confirmed the timeline for the cable install, furniture install, and move. Brief discussion ensued regarding insurance coverage overlap for the new and old headquarters.
- B. Sale of Current Headquarters Update. The Director reported that this was the Commission's last meeting in the current headquarters, and that he had scheduled a walkthrough with the realtor to confirm what items will stay and what will go. The closing of the property is scheduled for January 7, 2020, and the

Director requested permission to stay until the second week of January just in case. The new owner asked for permission to start leasing and Clauson indicated to him it would not be a problem.

Attorney Report. No report.

Director Report.

- A. Calendar Review. The Director presented the calendar of upcoming events, trainings and meetings of note for December, January and February. He reported that Roberta Lawrence would be assisting with bills and payroll, and that the headquarters would be closed for 2 weeks beginning December 23rd.
- B. Operations Update. The Director reported no mosquitoes and no service requests due to the dry weather. He said the District would discontinue trapping next week, and 2 employees will take care of chickens over holidays as in past years.

New Business.

- A. Office Position. The Director reported that last Tuesday was Terri's last day, and the terms of her separation of employment. He said that he had met with Roberta and she is a recommendation from the District's accountant. Until a permanent replacement is found, she will help out for \$45/hour, every 2 weeks to do payroll and pay bills. The Director said he would advertise the position in the paper and internet, and hoped to interview someone this month that can start in January.
- B. Reschedule Jan 2020 Meeting. Confirmed rescheduled meeting for January 20, 2020. Discussion ensued regarding signage for the new headquarters and the legal requirements for posting agendas.

Announcements. None.


There being no further business, the meeting was adjourned at 5:25 p.m.



Larry Couch, Chairman



Joyce Dean, Secretary



Brandon Caldwell, Treasurer