

Board Meeting Minutes of the  
**Animas Mosquito Control District**

Monday, August 19, 2025

AMCD Shop

6525 County Road 250

Durango, CO 81301

And Microsoft Teams Meeting

**I. Meeting Called to Order**

A. Jim Bryce, Board Vice President, called the meeting to order at 12:06 pm.

**Roll Call**

B. Present: Jim Bryce, Board Vice President / Janet Pettigrew – Board Secretary / Andrew Parker – Board Director / Dave Dillon – Board Director / Seth Foster, District Manager / Melody Schaaf, Office Manager / Bud Smith – Attorney / Ted Hermesman, Board President

Via Microsoft Teams: Kim Alex – CRS

**Quorum established.**

**II. \*Minutes & Financials**

A. The board reviewed the July meeting minutes. Motion to approve these minutes was made and seconded. Motion passed unanimously.

B. The board reviewed the July financials with CRS. Discussion followed. Ted Hermesman arrived. More discussion followed. Motion to approve the July financials was made and seconded. Motion passed unanimously. Kim left the meeting

**III. Unfinished Business**

A. The attorney went over the Colorado Open Records Act that the district adopted in 2019. The manager had brought to his attention recently that it was time to update this document. So, he revised it due to changes in statutes in the past six years, the biggest change being with the search and retrieval fee. It was at \$30 per hour, after the first hour, now it is \$41.37 per hour. Discussion followed. If the board approves the revised document today, it should be posted on the district's website. \* Motion was made and seconded to adopt this revised CORA policy. Motion passed unanimously and the president signed the document.

B. The attorney then went over the district bylaws that he had personalized for the district, from a template provided by the SDA. This is a policy manual for the board of directors on how they will conduct business. It also states that the chain of command must be followed. Discussion followed. It was suggested that the public input be put at the top of the agenda rather than at the end, and comments should be subject to a maximum time limit, determined by the presiding officer of the meeting. One clerical error was discovered. \* Motion was made and seconded to adopt these bylaws with the discussed

(\* Indicates vote/approval took place for action or expenditure)

corrections. Motion passed unanimously. It will be signed by board president and secretary when the updated document is received.

- C. Another discussion opened regarding the old property and greenhouse, whether to rent or sell, and what would best meet the fiduciary responsibility of the district. The manager will investigate rent prices and selling prices before a decision is made. Crews are currently performing inspections/treatments on as many habitats as possible before the rain.

Bud left the meeting.

**IV. New Business**

- A. No new business

**V. Manager Report**

- A. The manager updated the board on operations. Catching a lot of mosquitoes in the traps but not finding many larvae. Most of these mosquitoes are from irrigation habitats and not containers. The vector testing has been all negative so far. The board asked about the accuracy of the tests. Discussion followed.
- B. There was discussion on the effect of AMCD's product on tics. Now that there is no daytime fogging, tic populations are on the rise.
- C. Several people from the La Plata County Health Department will be visiting the shop on September 28<sup>th</sup> to tour the shop and lab and discuss AMCD operations.

**VI. Items from the Floor**

- A. \*The board discussed the visitor parking in front of the building. It was suggested that there be a sign put up in at least one space designating that space just for visitors. Motion was made and seconded to approve one space, with signage, for visitor parking. Motion passed unanimously.

**VII. Public Input**

- A. No public input.

**VIII. Meeting Adjourned: 12:59 pm**

Minutes respectfully submitted by Melody Schaaf, Office Manager September 11, 2025.

These were approved by the Board of Directors on September 16, 2025.

The next Board meeting is scheduled for Tuesday, October 21, at 12:00 pm.