

Board Meeting Minutes of the Animas Mosquito Control District

Meeting Held:

Wednesday, March 16, 2022

Location: AMCD Shop

870 County Road 252

Durango, CO 81301

I. Meeting Called to Order

Scott Maycock, Board President, called the meeting to order at 12:12 pm

II. Roll Call:

Present:

Scott Maycock, Board President – via Zoom

Butch Knowlton, Board Vice President

Ann Bruce, Board Director

Ted Hermesman, Board Secretary

Seth Foster, Operations Manager

Melody Schaaf, Office Manager

Bud Smith, Attorney at Law

Janet Pettigrew, Board Director

Anna Kaufman, CPA – via Zoom

Shane Kairalla, 2022 New Board Member – via Zoom

Quorum established

* III. Minutes & Financials

A. Board reviewed the January 2021 meeting minutes. Motion to approve the minutes was made and seconded. Motion passed unanimously.

B. Board reviewed the January and February 2021 financials. Motion to approve the financials was made and seconded. Motion passed unanimously.

IV. Unfinished Business

* A. Bud spoke on the published RFP. Very few responses and no one has excepted. Suggestion was made to hire a construction manager and hire out separately for each phase. Discussion opened on asking Butch to fill this spot. Butch said he would be happy to give advice and keep the continuity. More discussion on property improvements. It was suggested that we hold off on the improvements because of the present cost of supplies and shipping difficulties and revisit in September or October when doing the proposed budget for next year. A temporary mill levy reduction is a possibility. Staff should continue to watch prices and let the board know when the climate changes. The property boundary adjustment is complete. Motion was made to delay construction on the property. Motion was seconded and passed unanimously.

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

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B. Ted asked Seth and Mel what was most for the district to have right now since the building addition has been delayed. A climate-controlled area for product is the most important thing to have as soon as possible. Discussion held on possible ways to make this happen. No decision made.

C. Scott asked Melody to speak about the election and the two new board members, Jim Bryce, and Shane Kairalla, who will take their oath in the May meeting.

V. New Business

*A. Seth spoke on the website and keeping it compliant. We want to hire the company Streamline, who work with the SDA, at a cost of \$200 a month. Motion was made and seconded to approve. Motion passed unanimously.

B. Discussion on who was listed as signers on all accounts and if Pat had been removed. Decision was made to defer these changes until after the new board members take their oath. Ann had already changed the Chase credit card, removed Pat, and added Seth.

-Bud left the meeting-

VI. Unfinished Business

*A. Discussion re-opened on job descriptions and employee compensation. Scott suggested getting busy on the retirement with Ryan Maycock or someone else. Discussion followed. Motion was made and seconded to have Ryan come in and present a retirement plan for employees. Motion passed unanimously.

*B. Anna asked about Seth and Melody's raises and back-pay. Discussion followed. Board asked Seth and Mel to find out what wages are at other mosquito districts in Colorado. Discussion followed regarding proper compensation.

-Shane left the meeting-

After much discussion, motion was made and seconded to increase both of their wages to \$65,000 annually/\$31.50 per hour, plus benefits to be revisited at the end of the year. Motion passed unanimously.

A. Anna will contact the payroll department to put this in motion and get their retro pay back to January. Board asked for an itemized breakdown of each employee's current compensations.

No Public Input

Meeting Adjourned: 1:57 pm

Minutes Respectfully submitted by Melody Schaaf, Office Manager on April 19, 2022.

These minutes were approved by the Board of Directors on April 19, 2022.

The next Board meeting is scheduled for Tuesday, May 17, 2022, at 12:00 pm.

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