

# Board Meeting Minutes of the Animas Mosquito Control District

## Meeting Held:

Tuesday, January 18, 2022

Location: 2500 Main Ave/La Plata County Fairground  
Animas Room of the Extension Building

## 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  
Butch Knowlton, Board Vice President  
Ann Bruce, Board Director  
Ted Hermesman, Board Secretary  
Seth Foster, Operations Manager  
Melody Schaaf, Office Manager  
Douglass Field, FredrickZink & Associates  
Bud Smith, Attorney at Law  
Janet Pettigrew, Board Director – via phone

## Quorum established

## \* III. Minutes & Financials

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

B. Board reviewed the November 2021 financials. Bud asked why depreciation was not shown on the financials. Douglass stated that FredrickZink & Assoc. work with the fund balance, depreciation is shown in the Audit. Motion to approve the financials was made and seconded. Motion passed unanimously.

## IV. New Business

A. Update on Pat.

\*B. Bud presented the RFP for capital improvements. Discussion on getting a contractor involved early and doing a cost-plus rather than maximum price for bids. Preliminary review done on property plat, waiting for the final. Discussion on how construction would affect the daily operations. Board asked Seth and Mel to go over the plans and make suggestions on any changes and meet with Tim Flanagan as soon as possible. Need to find out about septic changes and time frame. Motion made and seconded, to approve Bud moving forward with the RFP. Motion passed unanimously.

\*C. Board discussed Resolution 2022-1, designating time and place for 2022 Board meetings. Motion made and seconded to approve the Resolution. Motion passed unanimously.

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

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D. Discussion opened on upcoming election. Bud stated that the Call for Nominations would be published one time in the local paper after January 23<sup>rd</sup> and should be posted on the district's website. Three seats up for 2022 election; Scott (3 year), Butch (3 year) and Janet (1year). Deadline for self-nominations is February 25<sup>th</sup> and write-in candidates is February 28<sup>th</sup>.

\*E. Discussion opened regarding what should be posted on the district website. Bud stated that legislature is pushing for more transparency. Board unanimously agreed that we should post Transparency Notice, Budget, Meeting Agendas & Minutes and agreed that we should be better at updating the website.

\*F. Discussion opened on the Colo Trust accounts. Scott asked Douglass to get all the Board members on the Colo Trust Plus account. Douglass spoke on the Colo Trust Edge account. The Edge account reports unrealized losses which must be disclosed on the District financial statements. Suggestion was made to have the monthly tax revenues deposited into the Plus account instead of the Edge account. The Plus account is more suited to frequent withdrawals whereas the Edge account is intended for long range investing with higher returns. Board unanimously agreed. Douglass left the meeting.

G. Scott signed the final plat for the boundary adjustment with Davis. Bud left the meeting.

H. Discussion opened regarding the Personnel Handbook that the Attorney had edited for the Board. Board discussed timeclock and remote work policy; vehicle accidents should require mandatory, immediate drug/alcohol testing before any workers comp took effect (need to contact our medical providers to implement this before any claim); need to ask the Attorney what the legalities are regarding termination/no tolerance for test refusal; possible background checks (Western Reporting). Will reapproach the Personnel Handbook in the next meeting.

### **V. Unfinished Business**

A. Discussion opened on when to buy new trucks. Will approach again at a later date.

### **No Public Input**

**Meeting Adjourned:** 1:57 pm

Minutes Respectfully submitted by Melody Schaaf, Office Manager on February 15, 2021.

These minutes were approved by the Board of Directors on February 15, 2021.

The next Board meeting is scheduled for Tuesday, March 15, at 12:00 pm.

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