

Board Meeting Minutes of the Animas Mosquito Control District

Meeting Held:

Tuesday, November 19, 2021

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
Janet Pettigrew, Board Director
Seth Foster, Supervisor
Melody Schaaf, Office Manager
Carl Schaaf, AMCD Employee
Douglass Field, FredrickZink & Associates
Anna Kaufman, FredrickZink & Associates
Bud Smith, Attorney at Law

Absent:

Pat Kelley, Manager (Excused)

Quorum established

III. Unfinished Business

A. Update on Pat's condition. Scott spoke on the tough decisions to be made regarding Pat's employment. Pat and his wife Cindy had been informed that he would be cut to half-pay for November and December. Discussion followed. Motion was made to release the position that Pat holds at the end of December. Motion was seconded. One against (wants Pat to have a say) four in agreement. Motion passed.

B. Discussion opened regarding salaried employees. Board agreed to do away with the manager/salary position. Seth and Melody will take over as a management team. The Board asked Seth and Melody to create job descriptions, what their current duties are and what the managers current duties are and how their duties would change in taking over the management position. Would we need to hire another employee since 2 people would be performing a three-person job? Will revisit this again in the January meeting.

C. The Board discussed the use of the new drone in 2022 with Seth.

D. Bud updated the Board on the progress or the property boundary adjustment and the drainage easement Platte. The Bendy's are not responding to any of his correspondence. Bud will send his contact information for the Bendy's to Butch, Seth and Mel so they can try to get a response.

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

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E. Bud would like to see the District do an RFP for a construction manager for the capitol improvement project. He will put this together for the January meeting.

E. Scott asked to have Scott Maycock put on the agenda for the January meeting to re-approach getting benefits for all AMCD employees.

F. Board went over the 2022 Budget and Five-Year plan. Douglass suggested that the Board might look at adjusting some of the line items to better represent the actual expenditures. Douglass will make these changes. Bud will put the Budget Message and Budget Resolutions together. Motion was made to approve the 2022 Budget. Board agreed to have a phone conference at 10 am on Monday, November 29th to approve the 2022 Budget after the final changes were made and all documents were prepared.

G. Scott signed the drainage easement document to the Bendy's. Bud will reach out again with this signed document.

H. Scott asked Seth how bad the current trucks really are performing. Seth updated the Board on their condition. Seth will keep checking the Ford website for new trucks and will keep the Board in the loop.

I. The updated Personnel Handbook will be approached in the January meeting.

J. Board discussed a new sick leave policy in 2022. Will approach this again in the January meeting.

*** III. Minutes & Financials**

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

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

No Public Input

Meeting Adjourned: 2:08 pm

Minutes Respectfully submitted by Melody Schaaf, Office Manager on January 17, 2021.

These minutes were approved by the Board of Directors on January 17, 2021.

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