



San Mateo County
Mosquito and Vector Control District
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MINUTES OF THE REGULAR BOARD MEETING

JUNE 8, 2011, 7:00 P.M.

A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on June 8, 2011 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT	Ronald Anderson	Joseph Fil
	Christine Fuller	Raymond Honan
	Maria Martinucci	Robert Maynard
	Barry Meinert	Leon Nickolas
	Robert Riechel	Betsey Schneider
	Richard Tagg	Lawrence Peterson
	Samuel Lerner	Valentina Cogoni
	Tim Frahm	Donna Rutherford
	John Curtis	James Ridgeway
	Donelle O'Connor	

TRUSTEE ABSENT James Metz

OTHERS PRESENT District Manager, Robert Gay
Accounting Supervisor, Vika Sinipata
Laboratory Director, Dr. Chindi Peavey
Operations Director, James Counts

1. President Honan called the meeting to order at 7:07 p.m.
2. The Regular Meeting of the Board of Trustees was opened with the Pledge of Allegiance.
3. A roll call indicated that 19 Trustees were present, one was absent, and there is one vacancy in the Town of Colma.
4. **REPORT ON RETURN FROM CLOSED SESSION.** District Manager's Compensation will be referred to the District Finance Committee for negotiation on a

salary increase and the Board President Raymond Honan will meet with the District Manager and review his evaluation from the Board for Fiscal Year 2010 – 2011.

5. SPECIAL PRESENTATIONS

- **Resolution M-010-11.** Transferring \$250,000.00 from the General Reserves to the Vector Control Joint Powers Agency Membership Contingency Trust Fund.

ACTION: Motion was made by Trustee Richard Tagg and seconded by Trustee John Curtis to approve Resolution M-010-11. *Motion* passed unanimously.

- **Resolution M-011-11.** Transferring funds from the General Fund No. 02706 Appropriate Contingencies #861 to the listed accounts.

ACTION: Motion was made by Trustee James Ridgeway and seconded by Trustee Donna Rutherford to approve Resolution M-011-11. *Motion* passed unanimously.

- **Resolution M-012-11.** Transferring funds from the General Fund No. 02706 to the Capital Fund No. 02705.

ACTION: Motion was made by Trustee Leon Nickolas and seconded by Trustee Lawrence Peterson to approve Resolution M-012-11. *Motion* passed unanimously.

- **Resolution M-013-11.** Transferring funds from the Capital Fund No. 02705 Appropriated Contingencies Account #8611-05 to the listed accounts.

ACTION: Motion was made by Trustee Christine Fuller and seconded by Trustee Barry Meinert to approve Resolution M-013-11. *Motion* passed unanimously.

6. PUBLIC COMMENTS AND ANNOUNCEMENTS.

- Stephanie Busan, Vector Control Technician for the District provided an overview of the Hoarding Situation in San Mateo County. An excellent handout was provided to the Board Members for use in their cities and county residents.
- Trustee Leon Nickolas also provided an overview of his participation on the San Mateo County Task Force for Hoarding. A general discussion resulted around the District's involvement with various City and County's agencies working toward helping residents with hoarding issues.

7. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- President Honan received a letter from the District's Employee Association dated June 8, 2011. The District Employee Association has filed and received status from the State of California as the "Peninsula Vector Workers Association."
- Trustee Valentina Cogoni, Secretary attended the AMCA Legislative Day in Washington DC.

- Trustee Cogoni outlined the Washington Legislators and Staff that were visited. Discussion emphasized the District's operations on the peninsula with prevention and outreach. Trustee Cogoni stressed how the California Legislators and staffers were less than informed of our mosquito surveillance and control operations on the peninsula and spent a great deal of time educating them on our services. It was considered very successful.
- Trustee Samuel Lerner, Vice-President attended the AMCA Legislative Day in Washington DC.
 - Trustee Lerner emphasized the work with trying to pass HR 872. Trustee Lerner noted a comment from a Senior Staffer with Senator Sam Farr with the discussion around HR 872 that the benefits of the NPDES Permit will not override the costs.

8. AGENDA AMENDMENTS

- No amendments.

9. CONSENT CALENDAR

- Minutes from May 11, 2011, Regular Board Meeting.
- General Fund #02706 Reconciliation for April 2011.
- General Fund #02706 Check Listing for May 2011.
- Capital Fund #02705 Reconciliation for April 2011.
- Capital Fund #02705 Check Listing for May 2011.
- Petty Cash #1020, Reconciliation for April 2011.
- Bay Pointe Landscape Contract for July 1, 2011.
- Hyundai Motor America Invoice 2011 Sonata Hybrid Model G0402F4S, \$25,281.00 base price plus taxes and fees.
- Nissan 2011 Frontier 4x4 Pro-4x Pickup Truck (2), \$24,869 each plus taxes and fees.
- ARGO 2011 Avenger 750 HDi Realtime AP Camouflage (2), \$22,365 each includes taxes and trade in allowance.
- Toyota 2011 Sienna Minivan, \$29,084 base price plus taxes and fees.
- Lab (Insect Museum) Freezer, under \$600.00

ACTION: Trustee Lawrence Peterson requested the vehicles are pulled from the Consent Calendar.

ACTION: Motion was made by Trustee Samuel Lerner and seconded by Trustee Robert Riechel to approve the consent calendar. Motion passed unanimously with one abstaining.

Trustee Lawrence Peterson discussed his concerns with purchasing foreign vehicles rather than American vehicles. Discussion resulted around where vehicles are built and where parts are generated. The Board was in favor of supporting U.S. businesses and their subsidiaries but agreed with the staff recommendations on these years' vehicles.

ACTION: Motion was made by Trustee Robert Maynard and seconded by Trustee Donna Rutherford to approve consent calendar items #8 through #11. Motion passed unanimously.

The District Policy Committee will review the Vehicle Disposal Policy and make recommendations for the Board approval. The District Policy Committee with direction from the Legal Counsel will review State laws governing the purchasing of vehicles by trustees and staff including the Health and Safety Code.

10. BOARD COMMITTEE REPORTS

- **Environmental – Chairperson John Curtis**
 - No report provided.
- **Financial – Chairperson Leon Nickolas**
 - Provided a review of the Committee’s review of the Operational Budget for Fiscal Year 2011-12.
 - Next scheduled meeting is June 28, 2011.
 - Reviewed financial documents for trustees at Board meetings.
- **Manager’s Evaluation Committee – Chairperson Valentina Cogoni**
 - The committee has tabulated the results of the manager’s evaluation and the Board President will review the results with the District Manager.

ACTION: Motion was made by Trustee John Curtis and seconded by Trustee Robert Riechel to extend the District Manager’s Amendment to the Employment Agreement dated June 9, 2010 for one month to allow completion of a new Amendment to the Employment Agreement for Fiscal Year 2011-12. Motion passed unanimously.

- **Policy Committee – Chairperson Robert Riechel**
 - The committee will schedule a meeting to review the District’s Property Disposal Policy.
- **Strategic Planning Committee – Chairperson Joseph Fil**
 - The committee has a meeting scheduled for August 30, 2011.

11. DISTRICT STAFF REPORTS

- **Accounting Supervisor, Vika Sinipata**
 - Provided a verbal and written report on the financials and the overview of the administrative programs.
- **Laboratory Director, Dr. Chindi Peavey**
 - Provided a verbal and written report on the entomology programs completed in May and proposed in June. Included information on the status of West Nile virus in California.

- **Operations Director, James Counts**
 - Provided a verbal and written report on the operation programs completed in May and proposed in June. Included information on the catch basin entrapment devices that may pose a problem for all cities in the future.

12. DISTRICT MANAGER REPORT

- **Legislative.** Reviewed the current list of bills being monitored by our state agency. Discussion centered on bill - HR 872.
- **Mosquito and Vector Control Association of California.** The next Annual Conference is January 29, 2012 in Burlingame.
- **Vector Control Joint Powers Agency.** Updated information was provided.
- **American Mosquito Control Association.** Reviewed the trustee seniority list for attending the next Annual Conference February 26, 2012.
- **California Special District Association.** The District has five trustees attending the Annual Conference, October 10-13, 2011.
- Meeting with County Board of Supervisors is continuing.
- New gas line to the shop building is completed. In addition, the District is receiving bids on replacing the Headquarter Building roof.

13. NEXT REGULAR SCHEDULED BOARD MEETING

ACTION: Motion was made by Trustee Ronald Anderson and seconded by Trustee Richard Tagg to approve the next meeting for July 13, 2011. Motion passed unanimously.

14. ADJOURNMENT

ACTION: Motion was made by Trustee John Curtis and seconded by Trustee James Ridgeway to approve the adjournment of the meeting. Motion passed unanimously.

There being no further business, the meeting was adjourned.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on September 14, 2011.

** All reports that were provided to the trustees as the board meeting will be available upon request.

Approved:



 District Manager



 Board President