



# PUBLIC MEETING MINUTES

December 21, 2018

Gem County Mosquito Abatement District  
Gem County Courthouse, Main Courtroom (3<sup>rd</sup> Floor)

1:00 p.m.

**CALL TO ORDER:** 1:05 p.m.

**MEMBERS PRESENT:** Michele Chadwick; Tom Carlsen, Bonnie Diedrich, Anita Taylor

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Director Jason Kinley; Deputy Director Cody Johns.

**ROLL CALL:** Director Jason Kinley; Deputy Director Cody Johns; Co-Chair Tom Carlsen; Member Bonnie Diedrich; Co-chair Michele Chadwick; Member Anita Taylor.

**AGENDA AMENDMENTS:** Mrs. Chadwick entertained a motion to exchange the Manager's Report with New Business in the order on the agenda so that New Business is addressed prior to the Manager's Report. Ms. Diedrich moved to exchange the Manager's Report with New Business in the order on the agenda so that New Business is addressed prior to the Manager's Report, Mr. Carlsen seconded the motion, and the motion carried unanimously (Diedrich, Carlsen, Unanimous).

**CONSENT AGENDA:** The consent agenda was presented to the board. After brief discussion, Mrs. Chadwick entertained a motion to approve the consent agenda as presented. Mrs. Taylor moved to approve the consent agenda as presented, Ms. Diedrich seconded the motion, and the motion carried unanimously (Diedrich, Taylor, Unanimous).

**ITEMS FROM THE BOARD:** None.

**NEW BUSINESS:** Mr. Kinley presented the 2018 Season End Inventory. He reported no losses of equipment and the inventory was updated to reflect any additional purchases for 2018. Mrs. Chadwick entertained a motion to accept the 2018 Season End Inventory as presented. Mr. Carlsen moved to accept the the 2018 Season End Inventory as presented, Ms. Diedrich seconded the motion, and the motion carried unanimously (Carlsen, Diedrich, Unanimous). Mr. Kinley introduced Jordan Zwygart with Zwygart, John, & Associates, CPAs, who serves as the district's third party auditor. It was noted by Mr. Kinley and Mrs. Chadwick that the district was disappointed with Zwygart Associates for not meeting the district's report deadline for the second year. It was asked of Mr. Zwygart how the district can better communicate with the auditor the need to receive reports in a timely manner for trustee review prior to public meetings. Mr. Zwygart assured the trustees and director that the delay was solely their responsibility and it will not happen again. Mr. Zwygart presented the Fiscal Year 2018 Audit Report and discussed it with the director and the trustees at length. Upon completion of discussion, Mrs. Chadwick entertained a motion to accept the Fiscal Year 2018 Audit Report as presented. Mr. Carlsen moved to approve the Fiscal Year 2018 Audit Report as presented, Ms. Diedrich seconded the motion, and the motion carried unanimously (Carlsen, Diedrich, Unanimous). Mr. Kinley presented the 2018 Year End Report for discussion and consideration. After lengthy discussion, Mrs. Chadwick entertained a motion to accept the 2018 Year End Report with the suggested additions. Mrs. Taylor moved to accept the 2018 Year End Report with the suggested additions, Ms. Diedrich seconded the motion, and the motion carried unanimously (Taylor, Diedrich, Unanimous). Mr. Kinley presented the board with an annual calendar showing all scheduled meeting dates for upcoming GCMAD public meetings.

**MANAGER'S REPORT:** Mr. Kinley provided an in-depth explanation of source reduction project number SR2019-01. Prior to trustee discussion, Ms. Diedrich announced a conflict of interest (verbally on record and in writing to the board of trustees prior to the meeting) and asked to be excluded from all decision making on source reduction project SR2019-01. After discussion, Mrs. Chadwick entertained a motion to ratify source reduction project SR2019-01 and the reimbursement payment of \$1900.00 to the property owner. Mr. Carlsen moved to ratify source reduction project SR2019-01 and the reimbursement payment of \$1900.00 to the property owner, Mrs. Taylor seconded the motion, and the motion carried. Ms. Diedrich abstained from voting (Taylor, Carlsen).

**ADJOURNMENT:** Mrs. Chadwick entertained a motion to adjourn the meeting. Ms. Diedrich moved to adjourn the meeting, Mrs. Taylor seconded the motion, and the motion carried unanimously (Diedrich, Taylor, Unanimous). The meeting adjourned at 2:27 p.m.