

Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting  
MINUTES

Monday January 8, 2007 4:00pm  
Placer MVCD Office, 150 Waverly Drive, Lincoln, CA

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Board of Trustees

Rocklin	Harlin Smith (President)	Loomis	Miguel Ucovich
Auburn	Bob Snyder (V. President)	Placer-at-Large	Galen Clothier, Ph.D.
Colfax	Sherrie Blackmun	Roseville	John Cunningham
Lincoln	Linda Stackpoole		

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- 1) Call to Order: The meeting was called to order by President Smith at 4:00 p.m.
- 2) Roll Call and Determination of Quorum: Board Trustees Smith, Snyder, Ucovich, Cunningham and Clothier were present. Trustee Blackmun was absent.  
District employees present were Manager Dill, Dr. Jamie Scott, Vicki Siefer, and Rita Haury.
- 3) Pledge of Allegiance: Trustee Ucovich led the pledge of allegiance.
- 4) Old Business:
  - a. Closed Session: Discussion and possible action in the matter of the public appointment or employment of Manager.
  - b. *Action Item*: President Smith reported that the Board had appointed Dr. Jamie Scott as interim Manager to take effect January 15, 2007. Mr. Dill will be available for help if needed.
  - c. Timeline: Trustee Snyder and Manager Dill gave a report on the timeline set for relocation to the new District facilities. Relocation should occur in mid-September of 2007; PMVCD must vacate the present site by October 2007. Trustee Snyder suggested that the District consider leasing construction trailers for temporary use at the Fiddymont Road site while new facilities are built. The District may also want to consider using existing modular buildings in the new site plan. At the July 2007 Board meeting the District will know if the new benefit assessment has passed and work can begin on drawings of new site then (if assessment passes PMVCD anticipates moving into the new facility around October of 2008). A list of architects in area was presented to the Board. After discussion, the Board asked Manager Dill to draft a letter to be e-mailed, with contact person as Dr. Jamie Scott, to invite concept proposals from architects in area. Selection of an architect will occur by March 2007. Concept proposals must be received by the District by

2:00p.m., Friday, February 2, 2007. Firms may fax, e-mail, or mail proposals.

The architectural firm must have experience working with a government agency and have designed a BSL2 laboratory.

*A motion was made by Trustee Snyder, seconded by Trustee Clothier to begin architect selection and proposal, unanimously adopted.*

d. Administrative Office Manager Vicki Siefer reported to the Board that District funds are available for hiring an architect for new District office, laboratory and facilities in Placer County Trial Balance, gl account 2453, designated for Fixed Assets and Acquisitions.

e. *Action Item:* Change of time and date of regular Board meetings:

*A motion was made by Trustee Ucovich, seconded by Trustee Clothier to change the regular Board of Trustees meetings to the 3<sup>rd</sup> Monday of the month at 4:30 p.m., unanimously adopted.*

f. *Action Item:* Purchasing of recording system for Board meetings:

*A motion was made by Trustee Snyder, seconded by Trustee Cunningham authorizing the purchase of a record/transcriber from TranscriptionGear.Com not to exceed \$1,000.00, unanimously adopted.*

5) Consent Agenda:      Action Item

a. Minutes:

b. Financial Report:

In-house warrant list

Budget update

Trustee Clothier requested that the minutes of December 11, 2006, Item 4a, be corrected to read:

"It was discussed by the Board to temporarily appoint Dr. Jamie Scott as interim Manager (formal confirmation/denial will be at the January Board meeting)." The minutes have been corrected as requested.

Trustee Ucovich questioned the Financial Report in-house warrant list, page 2, date 12/29/06 category 2931, US Bank-cal-card charge for parking-ESA Conference, Indiana for \$151.00 and page 3, date 12/29/06, category 2931, Dollar Rent-A-Car for \$618.00. Dr. Scott explained that she had parked her car at the Sacramento Airport and rented a car in Chicago. To reduce costs, she stayed with family near the conference and commuted to the meetings in the rental car, rather than renting a hotel room.

*A motion was made by Trustee Clothier, seconded by Trustee Snyder to accept consent agenda as corrected, unanimously adopted.*

6) Public Comment: No one from the public wished to address the Board.

7) Staff's Report:

c. Manager's Report: A written report was presented to the Board.

Manager Dill reported that the District has received five applications for the position of Manager. Applications will be accepted until January 12<sup>th</sup> at 12:00 p.m. Candidate interviews will be held January 22, 2007 from 9:00 a.m. to 5:00 p.m. at the Rocklin City Administration Building, Rocklin, CA. Regarding the lease with the City of Lincoln, he has talked to Gerald Johnson with the City of Lincoln and the City will check for possible asbestos in the existing structure at the new District site to determine if it can be torn down or burned. Manager Dill will contact Gerald to ask him to expedite the District lease with the Lincoln City of Lincoln to be on the Lincoln City Council agenda.

- d. Vector Ecologist's Report: Dr. Jamie Scott presented a written report. She reported that the slow days of mosquito activity are nearly over for the season. The snowmelt mosquitoes (*Aedes increpitus*) have started to hatch now, and the regular season is beginning. She also reported that the numbers of *Culex pipiens*, the primary vector of West Nile virus (WNV) in urban and suburban areas, has remained higher than usual and that if their numbers continue to remain high that this could provide the right conditions for early-season WNV transmission. Trustee Ucovich asked under what conditions that early-season WNV transmission could occur and Dr. Scott explained that there were a number of factors including temperatures, precipitation, and when the birds that amplify the virus are nesting all affect WNV activity, but that the weather that would be the least conducive to mosquito activity would be cold, dry, and windy.
- e. Public Outreach Representative Report: No report was given

8) Review correspondence: There was no correspondence presented to the Board.

9) Presentations: There were no presentations made to the Board.

10) New Business: There was no new business to present to the Board.

11) Committee Reports: The Board Committees for 2007 are:

Personnel Committee: Trustees Smith, Snyder, and Ucovich  
Building Committee: Trustees Clothier, Snyder, and Cunningham  
Budget Committee: Trustees Cunningham, Smith, and Snyder

AD HOC Committees:

Policy Committee: Trustees Smith and Cunningham

Search Committee: Trustees Ucovich, Snyder, and Clothier

Committees will meet as needed.

12) Open Time for Board or Staff Comments: Manager Dill gave details of a CSDA conference for Board of Trustees which will be held January 25<sup>th</sup> and 26<sup>th</sup> in Carmichael, CA.

Trustee Ucovich asked about having a Truckee PMVCD satellite site. Manager Dill said that the District plans to lease the trailer used last year by our District technician at the Wildlife Center in Tahoe.

After discussion by the Board the next regular Board of Trustees meeting has been set for Tuesday, February 20, 2007 at 4:30 p.m. (Monday the 19<sup>th</sup> is a District holiday).

13) Announcement of next regular Board meeting: The next regular Board meeting will be held Tuesday, February 20, 2007 at 4:30 p.m. at the Placer MVCD Office, 150 Waverly Dr, Lincoln, CA.

The District Office will be closed the following days in January:  
January 1<sup>st</sup> New Years Day  
January 15<sup>th</sup> Martin Luther King Day

The District Office will be closed the following days in February:  
February 16<sup>th</sup> Lincoln's Birthday  
February 19<sup>th</sup> President's Day

14) Adjournment: President Smith adjourned the meeting at 5:28 p.m.

Recording Secretary: