

Placer Mosquito & Vector Control District
Board of Trustees Regular Board Meeting – Minutes
August 20, 2012 4:30 p.m.
Placer Mosquito & Vector Control District Office
2021 Opportunity Drive, Roseville, CA 95678

1. **Call to Order:** President Stackpoole called the meeting to order at 4:30 p.m.
2. **Roll Call:** Trustees Steve Harvey, Merry Holliday-Hanson, Russ Kelley, Harlin Smith, Bob Snyder and Linda Stackpoole. Trustee Cunningham was absent.
District Employees present: Manager Joel Buettner, Isabel Alvarez, Kelley Burcham and Eugenie Guadron.
3. **Pledge of Allegiance** was led by Trustee Holliday-Hanson
4. **Agenda Review:** The Board accepted the agenda as presented.
5. **Public Comment:** There were none.
6. **Consent Agenda**
A motion to approve the financial report of July 2012; ratification of pesticide purchases; and approval to purchase mosquito control larvacides and adulticides was made by Trustee Smith, seconded by Trustee Kelley, unanimously approved.
A motion to approve the minutes of the July 16, 2012 Special Board Meeting was made by Trustee Smith, seconded by Trustee Snyder, approved by roll call vote.
Ayes: Trustees Kelley, Smith, Snyder and Stackpoole.
Noes: ∅ Abstain: Trustees Harvey and Holliday-Hanson Absent: Trustee Cunningham
7. **Staff Reports**
 - A. Control Operations – Along with the report included in the Board packet Mr. Burcham reported the Following.
 - Mr. Burcham made a presentation to Sheridan Municipal Advisory Council on Wednesday, August 8, 2012.
 - The District has not been able to treat the organic fields as vigorously as in the past year because the cost of larvacide has increased.
 - Manager Buettner reported a new project to evaluate population density of mosquitofish in rice fields. Dr. Mary Sorenson and Vector Control Technicians Scott Schon and Tommy Moore have been trapping wild mosquitofish, *Gambusia affinis*, in organic rice fields to determine how many fish enter the fields through irrigation water.
 - B. Administration Office Manager Report – No additional items to report.
 - C. Laboratory Report – No additional items to report.
 - D. Public Information and Outreach Report - No additional items to report.
 - E. General Manager Report - Along with the report included in the Board packet Manager Buettner reported the following:
 - West Nile Virus is very high this year around the country.
 - Manager Buettner recommended having a personnel committee meeting in early September to review the policy manual. Manager Buettner will have a conference call on Thursday, August 23, 2012 to review labor laws with the District's attorney.



8. Board Review and Consideration of Resolution 2012-13

There was discussion to update the draft PMVCD Records Retention Schedule to improve the footnote description or eliminate the footnoted retention codes that are not being used.

A motion to adopt Resolution 2012-13 Establishing a Records Retention and Document Destruction Policy with the above changes was made by Trustee Kelley, seconded by Trustee Smith, approved by roll call vote.

*Ayes: Trustees Harvey, Holliday-Hanson, Kelley, Smith, Snyder and Stackpoole
Noes: ∅ Abstain: ∅ Absent: Trustee Cunningham*

9. Board Review and Consideration to Authorize the General Manager to Accept Nomination of Vice President of the Mosquito and Vector Control Association of California (MVCAC)

A motion to Authorize the General Manager to Accept Nomination of Vice President of the MVCAC was made by Trustee Snyder, seconded by Trustee Kelley, unanimously approved.

10. Board/Staff General Discussion

There was a discussion regarding plan check reviews. Manager Buettner will be sending a letter to all the planning departments of the cities in Placer County to advise them on what is needed when submitting plan checks for review.

11. Announcements

- A. The District office will be closed on September 3, 2012 in observance of the Labor Day Holiday.
- B. The next regular Board meeting will be held, September 17, 2012 at 4:30 p.m., at 2021 Opportunity Dr., Roseville, CA 95678.

12. Adjournment: President Stackpoole adjourned the meeting at 5:20 p.m.

Minutes approved by the Board and dated, this 17th day of September, 2012 by me after passage

Linda Stackpoole, President:



Attest:

Isabel Alvarez, Board Secretary:

