

# Marin/Sonoma Mosquito & Vector Control District

Board of Trustees  
595 Helman Lane  
Cotati, CA 94931

**June 10, 2009**

## **MINUTES**

**1. CALL TO ORDER**

President Litwin called the meeting to order at 7:12 p.m.

**2. ROLL CALL**

**Members present:**

Barnard, Nancy	Ring, William
Bouey, Charles	Ross, Sandy
Bradner, Tom	Schulze, Ed
Davis, Tamara	Smith, Roger
Egger, Frank	Zwart, Herman
Libeu, Paul	Litwin, Craig
Pitcher, Bill	

**Members absent:**

Ayala, Steve  
Campbell, James  
Fuhs, Henry  
Holland, William  
McPhee, Wendy  
Cynthia, Rodericks  
Smith, Fred (*arrived at 7:13 pm*)  
Stabler, Richard

**Others present:**

Jim Wanderscheid, District Manager  
Dawn Williams, Administrative Assistant  
Erik Hawk, Special Projects Supervisor/Biologist  
Eric Engh, Education Program Specialist

A quorum was present, and a due notice had been published.

**3. PUBLIC TIME**

No comments.

**4. CONSENT CALENDAR**

**A. APPROVAL OF AGENDA**

**B. MINUTES**

May 13, 2009 Board Meeting

**C. FINANCIAL**

Warrants - May 2009

May Payroll: \$ 153,130.64

May Expenditures: \$ 289,793.49

Total: \$ 442,924.13

**D. ENDING ACCOUNT BALANCES:**

Operating Fund: \$ 5,488,677.59

Investment Fund: \$ 3,541,674.82

*It was M/S Trustee Bradner/Trustee Davis to accept the Consent Calendar with the following change to the May 13, 2009 Minutes:*

*Item 6 A, Adult Mosquito Control*

*It was M/S Trustee Holland/Trustee Schulze to direct the District Manager to continue to implement our approved Notification System, continue with the ~~existing~~ No Spray List, to continue with our Integrated Pest Management, and to also put the No Spray List into a policy.*

*Item 6 E, Clean Water Act & National Pollutant Discharge Elimination System (NPDES), third bullet down*

*The law firm is Archer Norris, A a Walnut Creek Law Firm.*

Trustee Egger asked about Item 6 A, Adult Mosquito Control on the Minutes. He said the Minutes state the Adult Mosquito Control Program is part of the Notification Program and the No Spray Policy of this District, which he thought was independent of each other even though they all rely on each other.

Manager Wanderscheid explained that whether we are talking about the Notification or No Spray Policy it is all referring to the Adult Mosquito Control Program.

Trustee Ross said the Minutes state that we will be putting No Spray into a policy, which she said, is already a policy.

Manager Wanderscheid explained that it's not in a policy and that he is in the process of writing it into a policy now. Once it has been legally written the Board will be voting on it to become a policy.

*Motion passed with Trustee Egger Abstaining.*

5. **NEW BUSINESS**

A. **2009/2010 Budget will be presented for Board approval**

Manager Wanderscheid stated that the state is in a budget crisis and Proposition 1A will be enacted and 8 % of our ad valorem taxes could be used. Manager Wanderscheid has this money in our budget for this purpose.

Included in the budget is GASB 45 (Health Insurance) and GASB 50 (Pension Fund of Unfunded Liability).

Also included in the budget is the salary adjustment for Erik Hawk who not only does source reduction but also has taken on permitting that Chuck Krause had done, as well as, other tasks.

The position at the front desk is being changed because the Auditor would like to see two sets of eyes in the financial department. The idea was to move Dawn Williams into Vicki Hausknecht's office for 2 or 3 days per week to assist her.

Ron Keith and Chris Canterbury are asking the Board to reinstate the Golden Handshake. The Budget and Salary Committee decided to put money in the budget to do the actuary study to see if the Golden Handshake is feasible.

Manager Wanderscheid would like to see the Board over the next few months adopt a 10 year plan to bring the District closer to the complete funding of GASB 45 and GASB 50. This would include getting actuary studies done every 3 years.

Trustee Bradner explained more in detail about the Budget.

A discussion ensued.

*It was recommended by Budget Chair Trustee Bradner to pass the 2009/10 Budget. It was M/S Trustee Davis/Trustee Bouey to acknowledge that we have revenue of 7.3 million dollars and we are budgeting 7.3 million dollars. The 10 million cash showed on the top and bottom of the budget are not part of the budget. With a proviso that further Board action will be required and with a 3% provision for a special competitive salary adjustment proposal that the General Manager will bring to the Board, which is already in the budget. That further Board action is required for expenditure of anything for GASB 45 or GASB 50 numbers.*

*Motion passed unanimously.*

B. **Update regarding the notice of violation of Clean Water Act**

The 6<sup>th</sup> Circuit allowed a 2 year extension of a NPDES permit for Adult Mosquito Control. The EPA has been asked to give a full report about the complaint to all the judges on the 6<sup>th</sup> Circuit by June 7<sup>th</sup>. The EPA has 2 years to come up with a permit that we will be able to apply for.

A discussion ensued.

- C. **Trustee Ross has requested 10 minutes to give a report regarding American Association of State & Territorial Health Officers (AASTHO)**  
Item postponed until following meeting.

- D. **Trustee Ross wanted to share this letter dated May 14, 2009 from Bill Rotham regarding teleconferencing District Board meetings**

Trustee Ross shared a letter she received from Dr. Bill Rotham suggesting that the Board should consider teleconference meetings some times for the Marin people because of the distance to drive up to the District. Trustee Ross also stated that the Brown Act allows this provided that it's in a public place.

Trustee Schulze stated that the use of the Chambers in Marin is very ~~extensive~~ *expensive* due to the additional requirements needed such as additional lighting and security.

Trustee Ross said that it could be used for important meetings. Maybe College of Marin could be considered.

President Litwin stated that anywhere can be utilized as a public place as long as it has been noticed.

Trustee Egger asked if the Board had ever talked about rotating meetings.

Manager Wanderscheid replied, "The location of our District was chosen by the Board members in order to centralize the District between the two counties."

Trustee Davis also stated that we have had committee meetings in Marin to accommodate that.

- E. **Adult Mosquito Control Program update**

Manager Wanderscheid explained that a policy is in the process of being created for Adult Mosquito Control Program. He will be meeting with the Notification Committee to discuss the policy and bring it to the Board.

## 6. **BOARD COMMITTEE REPORTS**

- A. **Legislative Committee**

Trustee Davis stated that they are planning on meeting with the legislatures this fall and will not meet with them during the summer months while they are working on the budget.

**B. Policy Committee**

Nothing to report.

**C. Budget & Salary Committees**

Nothing to report.

Trustee Ring stated that there was a salary survey put together recently that he would like to see a copy of.

Manager Wanderscheid said that he would like to gather more information to have a better comparison for the salary survey. He also would like to put together a Salary Negotiation Committee ~~compiled with~~ *composed of* 2 people from the Salary Committee and 2 from the Budget Committee to look at the Districts salaries and put together a four year contract by next budget.

The Salary Negotiation Committee consists of Trustees Nancy Barnard, Fred Smith, Bill Ring, and Wendy McPhee. The ex-officio's are President Litwin and Vice President Bradner.

Manager Wanderscheid said that he would like to meet with this new committee next Board meeting night which is July 8<sup>th</sup>.

Trustee Egger stated that the CSDA Conference is being held in September.

A discussion ensued.

Manager Wanderscheid asked if Trustee Egger wanted to go to the CSDA Conference and if he plans on attending he needs to let him know by the middle of July.

**7. MANAGERS REPORT**

Nothing to report.

**8. WRITTEN COMMUNICATIONS**

President Litwin asked if everyone had a chance to read the letters of appreciation addressed to District staff.

**9. OPEN TIME**

Trustee Davis thanked Erik Hawk for taking her out to the Laguna. She explained that there are acres and acres of Ludwigia that looks like land if you were on the road because it is so thick. She also recommended that others go out and see for themselves. She also had an opportunity to see other weeds that are causing problems but the Ludwigia is the worst.

A discussion ensued.

Trustee Schulze asked if the District tracks the 700 and AB1234 requirements.

Manager Wanderscheid said that we don't track the AB1234 and that it's the Trustees responsibility. We do track the 700 forms.

A discussion ensued.

Trustee Schulze asked if we were going to meet in August or September.

Manager Wanderscheid said that if there wasn't anything on the Agenda for August we won't have a meeting.

Trustee Schulze asked if we were going to have a barbeque.

Manager Wanderscheid said we can plan the barbeque for the September meeting.

A discussion ensued.

Trustee Ross asked if there was going to be any changes with the furnishings or the carpet she would like for them to check with her about the chemical sensitivities of the materials used.

Trustee Schulze asked if we were going to have the meeting before the dinner.

President Litwin said it will be 5:30 or 6:00 for the meeting and then the dinner.

A discussion ensued.

**10. ADJOURNMENT**

There being no further business to come before the Board, it was M/S by Trustee Davis/Trustee Schulze to adjourn the meeting at 8:05 p.m.

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*District Representative*  
*MSMVCD*

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*Date of Approval*

\_\_\_\_\_  
*Trustee*  
*MSMVCD Board of Trustees*

\_\_\_\_\_  
*Date of Approval*