

Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting – Minutes  
December 18, 2017 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

1. **Call to Order:** President Kelley called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Peter Gilbert, Merry Holliday-Hanson, Russ Kelley, Mike Mattos, Will Stockwin and Robert Snyder were present. Trustee Colin Roe was absent with notification.

**District Employees Present:** Manager Joel Buettner, Mario Boisvert, Mike Ashley, Ada Barros, Jake Hartle, Nikki Rockwell, and Scott Schon.

3. **Pledge of Allegiance** was led by Trustee Snyder.
4. **Introduction of Guests:** There were none.
5. **Agenda Review:** The Board accepted the agenda as presented.
6. **Public Comment:** There were none.

7. **Consent Agenda**

*A motion to approve the amended minutes of the November 20, 2017 Regular Board Meeting and was made by Trustee Gilbert, seconded by Trustee Stockwin unanimously approved, no abstentions.*

*A motion to approve the financial report for November Regular Board Meeting was made by Trustee Snyder, seconded by Trustee Stockwin, unanimously approved, no abstentions.*

8. **Staff Reports**

- A. Public Information and Outreach Report – Along with the report included in the Board packet, Ms. Barros reported the following:
  - A collaborative partnership with the Roseville library system has been developed to bring a series of monthly science lab presentations to library patrons beginning in January through May of 2018.
- B. Operations Report – Along with the report included in the Board packet, Mr. Boisvert reported the following:
  - There was a spike in catch basin inspections due to a special project spearheaded by Scott Schon and Mike Ashley, the District's new Lead Vector Control Technicians. Mr. Schon and Mr. Ashley gave a brief presentation to the Board on the catch basin project. Presentation slides will be attached to the Board Packet. Mr. Boisvert also reported that the District will be acquiring 12 new BG traps if the District is awarded Zika monies through a CDPH funding opportunity.
- C. Mosquito & Disease Surveillance Report – Along with the report included in the Board packet, Mr. Hartle reported the following:
  - The laboratory is working on two projects. One project is focusing on determining mosquito survival rates in our colony, which the other project is looking at modifying our current traps to include in-line filters. The laboratory staff also visited the Sacramento-Yolo MVCD colonies last week to observe their set-up and operations.

- D. Applied Research Report– A written report was submitted. No additional items were reported.
- E. General Manager's Report – Along with the report included in the Board packet, Mr. Buettner reported the following:
- A full-time vector control position in the Tahoe substation is being considered. Revising this position from a seasonal position may have an impact in future recruitment and retention. This new position would come with all the benefits of regular full-time employees. The hours for the position can be adjusted to allow for accumulated comp time during the busy season to supplement time lost during the slow season in order to maintain full-time status, salary, and benefits. If this position is approved, it is anticipated that it will be filled and operational by April of 2018.
  - The Board requested a report on the fiscal impact of this proposal. Mr. Buettner stated that a formal staff report will be provided at the January 2018 Board meeting.

**9. Board Review and Consideration of Aerial Applicator Contract**

*A motion to approve the 2017 aerial applicator contract was made by Trustee Mattos, seconded by Trustee Gilbert, unanimously approved, no abstentions.*

*Adjourned to Closed Session at 5:25 PM.*

**10. Closed Session:**

- A. Closed Session: Conference with District designated labor negotiator Joel Buettner regarding negotiations with employee organizations: Placer Mosquito and Vector Control District Employees Association and Placer Mosquito and Vector Control District Association of Managerial Employees (pursuant to *Government Code Section 54957.6*).
- B. Public employee performance evaluation: General Manager (pursuant to *Government Code Section 54957*).

*Open Session reconvened at 6:12 PM.*

**11. Report from Closed Session:**

The Board reported that Manager Buettner received a positive performance evaluation, and approved the following adjustments to his compensation: 1) 5% salary increase 2) an amount equivalent to the COLA given to the employees (2.9%) as an employer contribution to his 457 deferred-compensation plan with the understanding that this would be non-pensionable, and 3) One additional floating holiday to be consistent with other employees.

**A. Board Review and Consideration of General Manager Salary Adjustment**

*A motion to increase General Manager Buettner's salary by 5%, placing the annual salary at \$143,976.72, effective December 23, 2017 was made by Trustee Gilbert, seconded by Trustee Mattos, approved by roll call vote.*

*Ayes: Trustees Gilbert, Holliday-Hanson, Kelley, Mattos, Roe and Stockwin*

*Noes: Trustee Snyder*

*Abstain: ø*

*Absent: ø*

**12. Board/Staff General Discussion – There was none.**

**13. Announcements**

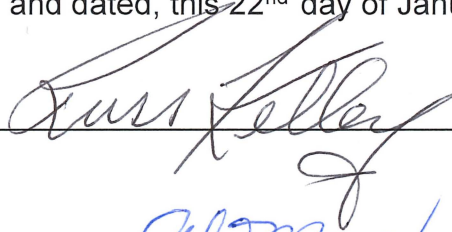
- A. The District office will be closed December 25, 2017 in observance of the Christmas Holiday.
- B. The District office will be closed January 1, 2018 in observance of the New Year's Holiday.
- C. The District office will be closed January 15, 2018 in observance of the Martin Luther King Jr.'s Holiday.
- D. The next regular Board meeting will be held January 22, 2018 at 4:30 PM, at 2021 Opportunity Dr., Roseville, CA 95678

**14. Adjournment:** *A motion to adjourn the Regular Board Meeting was made by Trustee Gilbert, seconded by Trustee Mattos, unanimously approved, no abstentions*

President Kelley adjourned the meeting at 6:16 PM.

Minutes approved by the Board and dated, this 22<sup>nd</sup> day of January, 2018 after passage.

Russ Kelley, Board President:

A handwritten signature in black ink, appearing to read "Russ Kelley", written over a horizontal line.

Attest:

Ada Barros, Interim Board Secretary:

A handwritten signature in blue ink, appearing to read "Ada Barros", written over a horizontal line.

