



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING OF THE BOARD OF TRUSTEES

September 14, 2021

An audio recorded Regular Business Meeting of the Clackamas County Vector Control District Board of Trustees was held on September 14, 2021. The meeting was called to order at 2:30 p.m., by Chairman Dan Green.

Board of Trustees Members Present: Dan Green - Chairman
Dakota Hufford – Vice-Chairman-Via Zoom
Lowell Hanna – Treasurer
Amber Wimsatt – Board Member

Staff: Josh Jacobson – Executive Director
Theresa Micallef – Office Manager
Maggie Atchley – Field Manager

Absent: Michael Shaw - Secretary

Guest: None

Items before the Board:

Approval of August 10, 2021 Regular Meeting Minutes – A motion was made by Treasurer Lowell Hanna, seconded by Board Member Amber Wimsatt to approve the August 10, 2021 Regular Business Meeting Minutes as submitted via e-mail. With no further discussions, motion unanimously approved. The original copy of the approved minutes were signed by Chairman Dan Green. (2021-044)

Bills & Checks - Bills and Checks were given to Board Members for review and approval. Bills and checks were approved as presented by way of review and signatures.

Monthly Master Spreadsheet – A copy of the ‘Monthly Master Spreadsheet’ was distributed to the Board Members. Treasurer Lowell Hanna read the ‘Monthly Master Spreadsheet’ to the Board Members, a discussion followed.

Pac/West Contract Update – Paperwork for the draft renewal contract between Clackamas County Vector Control District and PAC/West Communications was distributed to the Board Members. A question and answer session occurred with the Board Members, Executive Director Josh Jacobson and Staff. The Board Members will look over the draft renewal contract between Clackamas County Vector Control District and PAC/West Communications and vote on it at the next Board Meeting.

Credit Card Limit – Executive Director Josh Jacobson purposed to the Board Members raising the monthly limit for the ‘Bank of America’ business procurement cards from \$5000.00 to \$10,000.00, a discussion followed and a motion was made by Treasurer Lowell Hanna, seconded by Board Member Amber Wimsatt to raise the monthly limit on the ‘Bank of America’ business procurement cards from \$5,000.00 to \$10,000.00 with a spending limit of \$5,000.00 per item. With no further discussions, motion unanimously approved. (2021-045)

Field Report – Paperwork regarding the ‘Field Report’ was distributed to the Board Members. Field Manager Maggie Atchley updated the Board Members on the field work for the mosquito season year 2021. A question and answer session followed. Field Manager Maggie Atchley informed the Board Members that she would have an end of season report with a West Nile virus update at the next Board Meeting.

Items That May Occur Before the Meeting:

Executive Director Josh Jacobson updated the Board Members on the new CCVCD facility and informed the Board Members that he would have drawings and a proposal at the next Board Meeting. Chairman Dan Green asked Executive Director Josh Jacobson to have alternate drawings be made that would include renting part of the building out to another business.

Executive Director Josh Jacobson updated the Board on the mosquito complaint that the Clackamas River Basin Council had received regarding mosquito issues in retention ponds in Sandy Oregon.

Copies of three (3) quotes for fence installation and wetland clean-up at the new CCVCD building on Warner Milne Road were given to the Board Members. A discussion followed and a motion was made by Treasurer Lowell Hanna, seconded by Board Member Amber Wimsatt to contract with Quality Tree Service and Landscape Maintenance, LLC, for fence installation and wetland clean-up at the new CCVCD building on Warner Milne Road, in the amount of \$19,205.00. With no further discussions, motion unanimously approved. (2021-046)

Vice-Chairman Dakota Hufford exited the Board Meeting at 3:00 p.m. because of technical issues.

Board Members discussed having the front of the new CCVCD building on Warner Milne Road fenced in with an electronic gate system, and asked Executive Director Josh Jacobson to have an evaluation done of the three (3) modular buildings residing on the property.

Public Comment - Limited to 5 minutes per person: No public comment.

Adjournment:

There being no further business before the Board, the meeting was adjourned at 3:09 p.m., by Chairman Dan Green.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____

Michael Shaw
Secretary