



CLACKAMAS COUNTY
VECTOR CONTROL DISTRICT

MINUTES OF THE REGULAR BUSINESS MEETING OF THE BOARD OF TRUSTEES
July 8, 2025

An audio recorded Regular Business Meeting of the Clackamas County Vector Control District Board of Trustees was held on July 8, 2025. The recordings are retained for a one-year period, and recordings will be provided upon request within one year of the meeting date. The meeting was called to order at 4:30 p.m., by Chairman Waylon Martin.

ROLL CALL

Board of Trustees Members Present: Waylon Martin – Chairman
Vacant Position – Vice-Chairman
Dan Green - Secretary
Lowell Hanna – Treasurer
Vacant Position – Board Member

Staff: Amber Wimsatt – Interim Executive Director
Theresa Micallef – Office Manager
Maggie Atchley – Field Manager
Daniel Smith – Seasonal Field Crew

Absent: None.

Guest: Chris West - Owner/President of PAC/WEST Resources, Via Zoom
Taurica Salmon - Citizen of the County
Gregg Barron – North Morrow Vector Control District, Via Zoom

Items before the Board:

Review, Modify or Accept Agenda

Approval of June 10, 2025 Regular Meeting Minutes – A motion was made by Treasurer Lowell Hanna, seconded by Secretary Dan Green to approve the May 13, 2025 Regular Business Meeting Minutes as submitted via e-mail. With no further discussion, motion unanimously approved. The original copy of the approved minutes was signed by Secretary Dan Green. (2025-052)

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 Spreadsheets’ was distributed to the Board Members. Treasurer Lowell Hanna discussed the ‘Monthly Master Spreadsheets’ with the Board Members.

Spraying Update – Interim Executive Director Amber Wimsatt updated the Board Member about the seasonal spraying, the ‘Respiratory Protection Plan’, and the respirator fit testing.

Interim Executive Director Conference Debrief – Interim Executive Director Amber Wimsatt updated the Board Members on the ‘Biology of Vector-borne Diseases Course’ that she recently attended at the University of Idaho. There were over 800 applicants from 74 countries around the world of which only 30 applicants were chosen to participate in the course.

New Source Reduction Program (Tires) – Interim Executive Director Amber, Chris West - Owner/President of PAC/WEST Resources, and the Board Members discussed a new mosquito source reduction program through recycling tires for the Clackamas County residents. A motion was made by Secretary Dan Green, seconded by Treasurer Lowell Hanna, to authorize Interim Executive Director Amber Wimsatt to enter into an agreement with Les Schwab to promote the return of tires for the month of September 2025 in the amount of \$10,000.00. A discussion occurred, motion unanimously approved. (2025-053)

* Chris West - Owner/President of PAC/WEST Resources exited the Board Meeting at 5:15 p.m.*

Pilot Student Volunteer Program – Interim Executive Director Amber Wimsatt discussed with the Board Members a pilot student volunteer program that will be occurring at CCVCD.

Pesticide Update - Interim Executive Director Amber Wimsatt updated the Board Members regarding CCVCD’s unusable and/or unused pesticide in storage at CCVCD. Interim Executive Director Amber Wimsatt and the Board Members agreed upon proper disposal of the unusable and/or unused pesticide in storage at CCVCD.

Building Discussion – Chairman Waylon Martin updated the Board Members regarding a discussion he had with CCVCD’s Attorney Eileen Eakins about the contract with ‘LRS’. Chairman Waylon Martin informed the Board Members that the contract with ‘LRS’ had lapsed on June 30, 2025 and therefore is terminated and no action by the CCVCD Board of Trustees is necessary.

Interim Executive Director Amber Wimsatt informed the Board Members about an email she had received from the Oregon City Planning Department regarding the NROD and the wetland on the CCVCD property, a discussion occurred regarding removal of trees, replanting of trees, fence removal and fence replacement. A

motion was made by Treasurer Lowell Hanna, seconded by Secretary Dan Green to authorize Interim Executive Director Amber Wimsatt to sign a contract with 'PDX Tree Service' for the removal of 21 dead or hazardous trees, labor and replacement trees to replant 27 trees to be in NROD compliance with the City of Oregon City, the total amount is \$23,735.00, a discussion occurred, motion unanimously approved. (2025-054)

A motion was made by Treasurer Lowell Hanna, seconded by Secretary Dan Green to authorize Interim Executive Director Amber Wimsatt to sign a contract with 'PDX Tree Service' to remove existing fencing, post, materials and debris to be in NROD compliance with the City of Oregon City, the total amount is \$12,625.00, to be done at a later date from the first contract with 'PDX Tree Service'. With no further discussion, motion unanimously approved. (2025-055)

Audit Update – Chairman Waylon Martin updated the Board Members regarding a discussion he had with CCVCD's Attorney Eileen Eakins about moving forward with a forensic audit to uphold CCVCD's fiduciary responsibilities. Interim Executive Director Amber Wimsatt informed the Board Members that she is waiting for a quote from a highly recommended forensic audit company, and she will update the Board Member's when she obtains the quote.

Break from 5:50 p.m. to 5:55 p.m.

Pay Matrix for Interim Executive Director – The Board Members discussed which step on the pay matrix Interim Executive Director Amber Wimsatt should be placed at. A motion was made by Treasurer Lowell Hanna, seconded by Chairman Waylon Martin to place Interim Executive Director Amber Wimsatt at step #3 on the pay matrix. A discussion followed, Chairman Waylon Martin voted in favor, Treasurer Lowell Hanna voted in favor, Secretary Dan Green voted in favor out of courtesy, motion unanimously approved. (2025-057)

Items That May Occur Before the Meeting:

Interim Executive Director Amber Wimsatt informed the Board Members that a meeting was held with PAC/WEST Resources and Clackamas County Public Health to work on having a network for relaying mosquito-borne disease information between organizations and the public. This meeting will be a monthly meeting moving forward. Interim Executive Director Amber Wimsatt informed the Board Members that she is attending the OMVCA bimonthly meetings, and she has a presentation planned at the Canby Adult Center for August 18th at 1:00 p.m.

Interim Executive Director Amber Wimsatt updated the Board Members regarding the 'ABC' CCVCD Board of Trustees applicants.

* Gregg Barron – North Morrow Vector Control District exited the Board Meeting at 6:20 p.m.*

Public Comment – Limited to 5 minutes per person:

Taurica Salmon - Citizen of the County asked as to how the donated pesticide would be transported. Interim Executive Director Amber Wimsatt informed Taurica Salmon that the organizations receiving the pesticides would be transporting them in their work vehicles.

Adjournment:

There being no further business before the Board, the meeting was adjourned at 6:24 p.m., by Chairman Waylon Martin.

BOARD OF TRUSTEES
CLACKAMAS COUNTY VECTOR CONTROL DISTRICT

By: _____

Board Position: _____