



# San Mateo County Mosquito Abatement District

1351 Rollins Rd  
Burlingame CA 94010  
(650) 344-8592 Fax (650) 344-3843  
[www.smcmad.org](http://www.smcmad.org)

## MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES, NOV 14, 2007

President Nickolas called the meeting to order at 7:00pm

### TRUSTEES PRESENT:

Ronald Anderson	Robert Maynard
Robert Bury	Leon Nickolas
Robert Blake	Lawrence Peterson
Valentina Cogoni	Dennis Preger
John Curtis	James Ridgeway
Joseph Fil	Robert Riechel
Christine Fuller	Donna Rutherford
Cal Hinton	Betsey Schneider
Ray Honan	Richard Tagg

### TRUSTEES ABSENT:

Doris Kellett

### STAFF PRESENT:

Robert Gay, District Manager  
Karen Williams, Clerk of the Board  
James Counts, Field Operations Supervisor  
Chindi Peavey, Vector Ecologist

### GUESTS/SPEAKERS PRESENT:

None

### Pledge of Allegiance

### Public Input on Non Agendized Items

None

### Consent Calendar

#### MOTION:

Approve the consent calendar, which consisted of the list of expenditures for October, revenue received for October, minutes of the October board meeting with a correction and six (6) fixed asset retirements. Fil/Rutherford, carried unanimously.

**District Annual Audit 2006-2007**

Manager Gay reported on the finalization of the District Annual Audit for 2006-07.

**MOTION:** Approve final District Audit for 2006-07. Honan/Curtis, carried unanimously.

The contract term for C.G Uhlenberg expired at the conclusion of the 2006-07 audit and a new contract was submitted for the 2007-08 fiscal year. The contract amount has increased to \$13,000 due to additional work required for GASB 34, 43 and 45. The billable hours has increased from 88 to over 150 in the last three years. Manager Gay and Clerk Williams indicated that review of other Districts around the state are in the same situation and the cost of the new contract is not out of line with similar size districts. With the history of performance with C.G Uhlenberg, Manager Gay recommended staying with the current auditing firm but to re-address the current contract with details for the billable hours. Trustee Blake requested to have C.G Uhlenberg submit a new contract that had multi-year amounts. Trustee Preger requested to have the words "not to exceed" removed from the contract language.

**MOTION:** To approve audit contract with the stipulation that it be changed to a multi-year contract. Blake/Ridgeway, carried unanimously.

**Vector Control Program**

Manager reported on the package of information provided in the pre-packet regarding incorporating vector control services to our current list of programs. President Nickolas and Manager Gay met with Brian Zamora, Director of Public Health and Environmental Protection for San Mateo County Health Services Agency on October 15, 2007 to discuss moving forward with plans to add additional services for vector control to our current program. Several steps need to be undertaken prior to the program being transferred to the District. A Resolution submitted by Environmental Health to the Board of Supervisors is required authorizing the transfer of services. At that time, Government Code 7530 requires a Resolution on District letterhead to be filed for formal change of the District name. Government Code 5786.9 also requires a 4/5 vote of the Board of Trustees to change the name.

Vector Ecologist Peavey reported on her meetings with employees at Environmental Health and telephone interviews with several other Districts regarding the application of the rodent program. Her findings were as follows:

**Marin Sonoma:** Marin started the rodent program in 1987. Marin focused their rodent program on three methods in three different areas to determine what worked best. They used baiting, trapping and education. They found that the baiting and trapping worked best. They get about 4-5 calls a day.

**Santa Clara County:** They took over the program in the 1980's. They used to do bait blocks in sewers but did not focus on monitoring. They do housing inspections at private residences. They receive about 800 calls a month in August.

**Contra Costa:** Contra Costa took over the program from their County in the 1980's. They do a program that is a series of pulse baiting where they put out bait in a series of sewers repeatedly to saturate the area. This is a way to monitor rodent population. Monitoring is very important in this program.

**Alameda County:** The Alameda County Vector Control program looks like it is the best program in the State. They concentrate on rat control and are very proactive. They focus on monitoring and advocate exclusion tactics.

**Orange County:** Orange County's program includes placing bait stations on homeowners' properties. They created a very nice educational DVD to assist residents but they do receive a large number of service requests due to their program. We will

probably use their idea for public education for our residents but we have to have cooperation from the residents for our program to be effective.

San Gabriel Valley: San Gabriel took over the program in the 1990's. They have decided not to do baiting on private property. They do inspections and provide written reports to homeowners. They also work closely with Code Enforcement.

San Mateo County: Environmental health gets several calls a day and investigates approximately 5 – 6 service requests. Several cities contract with a PPCO (private pest control operator) for placement of bait stations. Environmental Health verifies the placement and bills the PPCO a nominal fee for the monitoring

Overall, the findings of Dr. Peavey's interviews emphasized the importance of monitoring and having an integrated program. Educating residents is important because if they don't help eradicate what attracts the rodents, the baiting stations will always show rodent populations. Our District will probably not pursue placing bait stations on private property but would encourage snap traps for the homeowners. Inspections would be performed and information and education about preventing or removing the problem would be provided.

Field Supervisor James Counts reported on his conversations with Environmental Health and Supervisors from other districts. Some programs in other districts are very labor intense, others are not. After learning about how the County baits the creeks throughout the County, it is possible that down the road our District will be more active in making sure that the stations are effective. Our technicians are already checking the creek systems for mosquito breeding, so the additional work would be minimal. Sewer lines will also be incorporated in the monitoring.

Trustee Fil inquired about what was entailed in the "baiting process". Dr. Peavey explained that bait stations are small tube with holes that rodents can fit in that are placed in areas that are habitats for rodents. It is baited with Bromodiolone, an anti-coagulant that the rat feeds on. Also, snap traps can be part of the baiting process.

Trustee Anderson was interested in "knowing what types of diseases should the District be concerned about?" Dr. Peavey replied that the two main problems caused by rats are plague, which is a bacterium, and Leptosporosis, which is carried in the rodent urine.

Review was made of the contracts that are in place between the County Offices, the Cities that require rodent control, and the private pest control operators. Each contract will be reviewed individually as it becomes due.

### **Bay Road Property Update**

Manager Gay reported on the current status of the Bay Road property. The property has been cleared and new gravel has been laid. The Architect and the Quality Control Engineer, along with the Manager, met with the Planning Department of the County to do the first phase of the plan review.

Ms. Amery Sandoval, County Planning Department Permit Bureau, has officially corrected the address from 832 Barron Ave Redwood City to 890 Barron Ave, Redwood City.

The District is working on having the property tax bill corrected. We should be an exempted property, yet we received a bill for the upcoming tax year. The District may have to have assistance from County Counsel to correct this.

After the site was cleared of debris, the seasonal vehicles were moved to this site to alleviate tight parking at the District headquarters.

**MOTION:** To move forward with plans submittal to the County, Hinton/Fuller, carried unanimously.

### Community Open House Update

The District met its requirement to hold a Community Open House in the North and West County Mosquito and Disease Control District, which consists of cities north of Millbrae and along the San Mateo Coastline. The event is designed to provide homeowners with the opportunity to see what the benefits assessment amounts pay for. The event was held on November 7, 2007 at the South San Francisco Community Center. Though the event was not heavily attended, there were several classes being held in the center, which provided a large amount of foot traffic. Raffle prizes were handed out, insect displays were on hand and the District provided lots of educational information to those who were interested. The District looks forward to next year's event. Manager Gay stated that he would like to keep the same location due to its centralized location in the Northern area and layout of the building was perfect.

**MOTION:** To move forward with plans for the Community Open House Program for 2008-09. Peterson/Hinton, carried unanimously.

### Officer Elections

Secret ballots were mailed out with the nominees for the 2008 Board Officers. All ballots were received and the winning officers are as follows:

President: Leon Nickolas  
 Vice President: Robert Riechel  
 Secretary: Valentina Cogoni  
 Asst Secretary: Ron Anderson

**MOTION:** To approve Board Officers for 2008. Hinton/Schneider, carried unanimously.

### Trustee Field Day

Trustee Field Day is scheduled for December 11, 2007 at District headquarters. The event starts at 9:00am and will be followed with a catered lunch. Presentations and demonstrations of District programs will be provided.

### District Programs/Staff Reports

Vector Ecologist Peavey reported on the activities of the Lab Department. The topics included:

- The numbers of mosquitoes found in traps has been reduced due to the cooling weather.
- Dr. Peavey attended the 8<sup>th</sup> Biennial State of the San Francisco Estuary Conference on Oct 16, 17, and 18<sup>th</sup>. She represents the Coastal Region Vector Control Districts on the Board of Directors of the San Francisco Bay Joint Venture.
- The response to the physician survey that the Lab has been working on has been lackluster. Doctors are just too busy to respond to a written questionnaire on their knowledge of West Nile Virus. Of the 300 surveys sent out, approximately 35 have been returned.

Field Operations Supervisor, James Counts reported on the activities of the Operations Department. Topics included:

- Mosquito Control Technician Rusmiser is working on a summary study of the effectiveness of a new oil product called BVA. Some residents have complained about the smell and sheen that Golden Bear GB1111 leaves on pond surfaces so this new

product may eliminate that problem. The results so far indicate that the BVA is not as effective as GB1111 but the study is ongoing.

- Additional digging and ditching is being performed at Bair Island to open up areas that have filled in since the summer. A meeting with U.S. Fish and Wildlife is scheduled for tomorrow morning to discuss having additional cuts into dike areas to increase tidal flow. The purpose of these cuts will help reduce the populations of the winter and summer salt marsh mosquito.
- The Operations staff is continuing with equipment maintenance.

### **Mosquito and Vector Control Association of California (MVCAC)**

Manager Gay reported on the activities for MVCAC. The association has hired Smith Moore and Associates to be the new management firm handling the day to day operations of the Association. Manager Gay is on the selection committee. Smith Moore and Associates was the Executive Director of the California Special District Association for twelve years. The selection committee also hired Ralph Heim, Public Policy Advocates, to run the legislative department of MVCAC. The change in management firms will save \$200,000 in fees.

MVCAC will sponsor a Legislative Day again this year.

A resolution will be created for Mosquito Awareness week in 2008.

Manager Gay also stated that registrations and reservations have been made for all attendees to the MVCAC Annual meeting at the Wyndham Hotel in Palm Springs. The dates are January 13 – 16<sup>th</sup>, 2008. All travel information, including expense report forms, was provided to attendees in their pre-packet. Each attendee was asked to make their own airline reservations up to a maximum cost of \$225.00 and would be reimbursed on their expense reports at the conclusion of the trip.

### **American Mosquito Control Association Conference**

Manager Gay reported on the activities for AMCA. The annual meeting will be held March 2 – 6<sup>th</sup>, 2008 in Sparks Nevada. Two Trustees and five staff members will be attending.

### **District Manager's Activity Report**

Manager Gay reported on the following activities:

#### Legislative

A bill, SB 343, was recently passed to require Boards to provide staff reports at least 72 hours in advance of meetings.

#### Media

The radio spots from KCBS were great and an easy way to get our message out.

#### General

The District will have two staff members providing talks at the upcoming continuing education classes on December 4 and 6, 2007. The speakers will be Lauren Marcus on *Culex erythrothorax* and Kim Keyser on the new European paper wasp.

**Board Committee and Staff Announcements**

CSDA Conference Attendee Reports

The meeting was held on October 1 – 4<sup>th</sup>, 2007 in Monterey.

Joe Fil: Joe Fil reported on his experience at the recent meeting. He really enjoyed this meeting, stating that it was relaxed and very informative. Topics dealt with the Human Relations aspect of work. He attended the Communication Protocol session, the CSDA Super Session, Employee Discipline and Termination, Connecting Generation Gaps and Solar Solution Issues.

**Trustee Reappointments**

Clerk Williams reported that five Trustee terms up for reappointment. The Trustees whose terms have been reappointed are:

- Leon Nickolas – Millbrae 4 Years
- Richard Tagg – Woodside 4 Years
- Cal Hinton – San Mateo County – At Large 4 Years

Tim Frahm – Half Moon Bay and Robert Bury – Redwood City are scheduled for reappointment but their confirmations are pending.

**Committee Meetings**

Policy Committee: Chairman Riechel reported that the next scheduled meeting is November 28, 2007 at 12:00pm to discuss the Capital Asset Policy and Procedures.

Environmental Committee: Chairman Curtis reported that the next scheduled meeting is January 9, 2008 immediately preceding the Board meeting at 6:00pm.

**Reminder of Next Regularly Scheduled Board Meeting**

President Nickolas, in consultation with the Manager, has concluded there is not sufficient District business to conduct at the December meeting and recommend that the Board, by motion, schedule the next meeting for January 9, 2008.

**MOTION:** Approve next meeting for January 9, 2008.

**Adjournment**

**MOTION:** Adjournment. Anderson/Maynard carried unanimously. 9:27pm

Approved:



President

  
District Manager

01/09/08  
Date