



# San Mateo County Mosquito Abatement District

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## MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES, JANUARY 9, 2008

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
Tim Frahm	Donna Rutherford
Christine Fuller	Betsey Schneider
Cal Hinton	Richard Tagg
Ray Honan	

### 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 November and December, revenue received for November and December, minutes of the November board meeting with corrections and twenty-five (25) fixed asset retirements. Curtis/Honan, carried unanimously.

### Policy Committee

Chairman Riechel reviewed the minor changes to the Commute Cost Reimbursement policy #5201. Additional wording was required to clarify which addresses were allowed for travel to and from work.

**MOTION:** Approve Commute Cost Reimbursement policy #5201. Riechel/Fuller, carried unanimously.

### Vector Control Program

Manager reported on the status of adding vector control services to our current list of programs. Manager Gay received a draft copy of a Resolution and a letter from the Director of San Mateo County Environmental Health Department, Dean Peterson, outlining the pending transfer of services. He asked for comments or corrections to be submitted to the office by Friday, January 11, 2008.

Trustee Honan inquired "if this work would be duplicating work already in process from private pest control companies?" Supervisor Counts responded that "this work is to monitor that the work related to bait station positioning is actually being done. It does not duplicate the private pest control company duties but it will make sure that bait stations are being placed in proper and useful locations". "Our responsibilities will rest with resolving resident complaints by providing information and educating them on prevention" stated Supervisor Counts.

Trustee Frahm inquired about the individual city contracts. "Half Moon Bay is unaware of any current contract for rat control". Manager Gay stated that each city that was interested, previously negotiated a contract with a private pest control company to handle rat control. The Environmental Health Department oversees that the contracts are in effect and verifies that baiting is taking place. It is at that time, Environmental Health bills the pest control company for a nominal fee for the work. This work will be what our District will be doing in regard to the contracts for each city. Trustee Frahm also inquired "if additional insurance will be required due to the poison baiting?" "All liability issues are carried by the private pest control companies since they are doing the baiting, though our insurance with the VCJPA will cover us if needed" stated Manager Gay. "Once we receive a copy of all contracts, we will look closely at Half Moon Bay" stated Manager Gay.

### Bay Road Property Update

Manager Gay reported on the current status of the Bay Road property. The plans have been submitted to the County. The permit fees will be charged on a time and materials basis.

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, along with the County Controllers Office, is working on having the property tax bill exempted. We have contacted the individual taxing agencies and the corrections should be made shortly.

### Trustee Field Day

Manager Gay thanked all those who attended. The Technicians and Trustees all enjoyed the one on one conversation during the event. The Trustees were impressed with the programs and the discussion. It was beneficial to learn more detailed information regarding problem areas in each city from the Technician responsible for that area.

### 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 cool weather.
- Chronic standing water under homes continues to be a year round problem in almost every city.

- Cord Grass removal program is starting to show real results and US Fish and Wildlife will be able to open areas of Bair Island to tidal flow due to the good results in the elimination of the invasive plant.
- A national mosquito management plan is being formulated by U.S. Fish and Wildlife for national guidelines on refuge lands, which does allow mosquito management on areas where there previously was none. A letter was sent, in conjunction with Alameda County and Santa Clara County, in regards to the Don Edwards Wildlife Refuge, which borders each of these counties. Some points brought up in this letter were that mosquito control should not be considered a use of the refuge such as the general public but rather a public health related issue, which would make our mosquito control more essential. Also under consideration is to list not only currently known diseases caused by mosquitoes but diseases that could be introduced to the county and excessive biting and adverse reactions to mosquitoes. The District emphasizes integrated pest management and larval control to prevent large fly offs of mosquitoes. Most refuge areas are not normally located as close to urban areas as we have here with Bair Island. Mosquito breeding at Bair Island has a tremendous impact on the surrounding cities. The last point in this letter was to include surveillance activities by default, rather than having to justify the activities as work is needed. An environmental assessment and an endangered species consultation will need to be done for this process to be complete.

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

- All eight jeeps have arrived and they are being sent to Mar-Len Supply for modifications to the tank areas.
- The marsh areas of Bair Island are all being flooded right now due to the rains. This will require us to use a helicopter for aerial treatment in the next two to three weeks to prevent breeding.
- The technicians have been at Bair Island removing old siphon pipes, which were used to drain water out of parts of Bair Island. The pipes are being cut and removed for disposal. Winches and cables have been used to remove the pipes which are partially submerged in mud and are 150 feet long, 12 inches around and ½ inch thick. The purpose to remove these old pipes is to assist US Fish and Wildlife to open this area back to tidal marsh.
- The Operations staff is continuing with equipment maintenance.
- Once the weather improves, James would like to invite Trustees to visit Bair Island by boat to see all of the work that is being performed.

#### **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 reviewed the attendance for 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, were 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. Program agendas were mailed under separate cover.

There will not be a Legislative Day this coming year. The District will meet independently with Legislators at the local level.

**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**

The Governor has announced a 14 billion dollar budget shortfall. He recommends a 10% cut across the board for the state budget.

The District continues to follow legislative bills related to public health.

**General**

A three year contract has been received from C.G. Uhlenberg, the District's independent auditors. This contract was signed and approved.

**Board Committee and Staff Announcements**

Clerk Williams announced that Trustee Frahm, Half Moon Bay, and Trustee Bury, Redwood City, have been reappointed for a 4 year term as Trustees.

Clerk Williams announced that the IRS has raised the rate for mileage to 50.5 cents per mile for reimbursable travel. This amount will be in effect for the 2008 travel season.

**Committee Meetings**

**Policy Committee:** Chairman Riechel reported that the next scheduled meeting is January 16, 2008 at 12:00pm to discuss the Capital Asset Policy and Procedures.

**Environmental Committee:** Chairman Curtis reported that the next scheduled meeting is February 13, 2008 immediately preceding the Board meeting at 6:00pm.

**Strategic Planning:** Chairman Fil reported that the next scheduled meeting is January 22, 2008 at 12:00pm.


**Reminder of Next Regularly Scheduled Board Meeting**

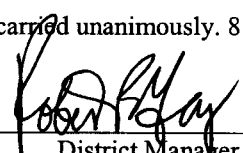
The next regular board meeting is scheduled for February 13, 2008 at 7:00pm.

**MOTION:** Approve next meeting for February 13, 2008. Hinton/Anderson, carried unanimously.

**Adjournment**

Approved: **MOTION:** Adjournment. Honan/Hinton carried unanimously. 8:37pm

  
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President

  
\_\_\_\_\_  
District Manager  
2-13-08  
\_\_\_\_\_  
Date

\* Robert Bury arrived at 7:10pm