MEETING OF THE BOARD OF TRUSTEES OF THE

SOUTHLAKE MOSQUITO ABATEMENT DISTRICT

**MINUTES**

# July 10, 2017

1. **ROLL CALL**

The meeting was called to order at 7:30 p.m. by President Barbara Struthers. Trustees Susan Levy, Larry Feder and Tony Bilotti were present. Trustee Roger Simonson was absent. District Attorney Robert J. Masini, and George Balis of Clarke were also in attendance.

2**. PUBLIC COMMENT**

None.

3**. MINUTES**

The Trustees reviewed the minutes of the June 12, 2017 regular meeting. Motion by Trustee Bilotti and seconded by Trustee Levy to approve the minutes of the June 12, 2017 regular meeting. All in favor. Motion passed.

4**. TREASURER’S REPORT**

Trustee Susan Levy reviewed the April, May and June reports. She pointed out that the cash balance at June 30, 2017 was $1,051,747.12. She also pointed out that in the 2016 fiscal year the District brought in $491,200 and spent $449,409. Trustee Feder noted that the property tax distributions for June 2017 were about $50,000 less than June 2016. He wondered if this reflected a lower levy by the District. Trustee Levy said the amount of the tax levy was the same in each year. The difference must be in the payment schedule by the County Treasurer. The total amount to be received this year will be about the same as last year.

Following the discussion Trustee Feder moved to accept, as presented the Treasurer’s Reports for April, May and June. Seconded by Trustee Bilotti. All in favor. Motion passed.

Trustee Levy then reviewed the Annual Financial Report for the May 1, 2016 to April 30, 2017 fiscal year with the trustees. Following a brief discussion Trustee Levy moved that the Annual Financial Report for the May 1, 2016 to April 30, 2017 fiscal year be accepted as presented. Seconded by Trustee Feder. All in favor. Motion passed.

5**. BILLS**

The Trustees then considered the following bills:

1. Diver, Grach, Quade & Masini, LLP - $1,316.25 for – Legal services plus $152.58 reimbursement for publication cost paid to the Chicago Tribune Media Services.

2. Clarke Mosquito - $86,203.67 which includes $62,800 – Third Contract Installment and $23,403.67 for adulticiding treatments from June 19 through July 7, 2017.

3. Barbara Struthers - $100.00 – Reimbursement for expense-helper at Deerfield Farmers Market.

4. Smith Accounting/Cindy Smith - $350.00 – Accounting services.

5 22nd Century Media $465.15 – Distribution of brochures in the local Highland Park paper.

6. AMCA - $325.00 – renewed annual memberships for five trustees.

Following a brief discussion Trustee Levy moved that the Board pay all the bills as presented. Seconded by Trustee Bilotti. Roll Call. Ayes: Levy, Bilotti, Feder and Struthers. Nays: None. Absent. Trustee Simonson. Motion passed.

6**. OLD BUSINESS**

A. Discussion of current state of the District’s Website – Mr. Balis brought the web site up on his computer for viewing. The trustees reviewed the site in real time for its current content, ease of usage, and appearance. They noted the following among other matters.

1. The Hotline phone number is located on a separate page from the home page and it is in very tiny text.

2. The site reflects that new material seems to be added randomly with no thought or attention to any organization.

3. The print text throughout is very small and difficult to read.

4. Phone numbers when displayed are too small and not linked to which office is being called.

The trustees discussed the possibility of finding a new provider for site maintenance services.

B. Update on the Lake County Forest Preserve District’s Amended Mosquito Management Policy. – The Lake County Forest Preserve’s Amended Mosquito Management policy was adopted by the Forest Preserve District. Mr. Balis reported that the District did have larvaciding performed in the Prairie Wolf Slough even though disease had not been found.

7. **NEW BUSINESS**

A. Discussion and possible action on purchasing educational materials – Trustee Struthers suggested that it might be a good idea to get a video that conveys the messages that are in the brochures. She thought it might be a better way to get the message to children rather than with reading materials. Mr. Balis showed a short video with Sesame Street characters that was created a few years ago by S.C. Johnson Company. The trustees discussed the matter and the consensus was they did not want to incur the cost of creating a video just for the District. However, if there are stock videos available with good messages they might consider purchasing some of them. Mr. Balis offered to check with S.C. Johnson Company to see if they would allow the district to use the Sesame Street video with a “contact your local district” add-on.

B. Make final arrangements for July 19 Highwood Market – Trustee Struthers and Bilotti will be attending.

8. **Reports**

Trustee – The trustees had a brief follow-up on discussion at the June meeting with Ms. Gagerman and the issue of regulation of mosquito and other insect control contractors for individual homeowners. The consensus was that it would be wise for municipalities to require that services be licensed locally, have insurance and only use materials that are EPA approved. The trustees discussed the difficulty in making certain the material dosages used were safe and as recommended. Mr. Balis said that Clarke had prepared an information piece for Riverwoods to distribute to its residents. He will send it to the trustees so the piece can possible be placed on the websites of the other municipalities within the District.

Clarke – Mr Balis distributed the written monthly report. He mentioned that June was very dry in the first half and some rain received in the later part of the month. No WNV has been found yet in any Lake County traps this season. He also reviewed the trap counts, brood predictions and upcoming services with the trustees.

9. **Adjournment**.

Trustee Feder moved that the meeting be adjourned. Seconded by Trustee Levy. All in favor. The meeting adjourned at 8:56 p.m.

Respectfully submitted,

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Robert J. Masini, District Attorney on behalf of Roger Simonson, Secretary of Southlake Mosquito Abatement District