MEETING OF THE BOARD OF TRUSTEES OF THE

SOUTHLAKE MOSQUITO ABATEMENT DISTRICT

**MINUTES**

# March 13, 2017

1. **ROLL CALL**

 The meeting was called to order at 7:40 p.m. by President Barbara Struthers. Trustees Tony Bilotti, Susan Levy, Larry Feder, and Roger Simonson were present. 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 January 9, 2017 regular meeting. Motion by Trustee Simonson, seconded by Trustee Levy to approve the minutes of the January 9, 2017 regular meeting. All in favor. Motion passed.

 4. **ELECTION OF OFFICERS for 2017 YEAR**

 Trustee Struthers announced that the trustees had to conduct their annual selection of officers for the coming year. She asked for nominations for president. Trustee Feder moved to nominate Trustee Struthers for another term as Board President. Trustee Levy seconded. No other nominations were made. The trustees voted by acclimation for Trustee Struthers.

 President Struthers then nominated Trustee Levy for another term as Board Treasurer. Trustee Bilotti seconded. No other nomination were made. President Struthers called for a vote. The trustees voted by acclimation for Trustee Levy.

 President Struthers then asked for nominations for Secretary. Trustee Levy nominated Trustee Simonson for another term as Board Secretary. Trustee Feder seconded. No other nominations were made. President Struthers called for a vote. The Trustees voted by acclimation for Trustee Simonson.

 5**. TREASURER’S REPORT**

Trustee Levy reviewed the January and February 2017 reports with the Trustees. She stated that the District had $1,010,969.63 in all accounts as of February 28, 2017. She pointed out there was very little activity in the accounts in the past two months. Motion by Trustee Bilotti to accept, as presented, the Treasurer’s Reports for January and February 2017. Seconded by Trustee Feder. All in favor. Motion passed.

 6**. BILLS**

 The Trustees then considered the following bills:

1. Diver, Grach, Quade & Masini, LLP - $984.75 -Legal services

2. Smith Accounting Services - $150.00-Accounting services.

3. Reimbursement to Trustee Struthers for expenses incurred in attendance at the AMCA Annual Conferences - $2,556.14. The Board having received all expense documentation and a report on the proceedings from the Trustee.

4. Reimbursement to Trustee Bilotti -$2,025.11. The Board having received all expense documentation and a report on the proceedings from the Trustee.

5. Reimbursement to Trustee Feder - $2,166.14. The Board having received all expense documentation and a report on the proceedings from the Trustee.

6. Reimbursement to Trustee Simonson - $2,421.20. The Board having received all expense documentation and a report on the proceedings from the Trustee.

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

7. **Reports**

 A. Trustees reports on the AMCA Annual Conference. - Each of the Trustees who attended the Conference briefly discussed their impressions of and what they took from the event. The written reports of each are attached to the minutes.

 Trustee Feder mentioned to the others that the announcement of the event at page 34 of the fall edition of Wing Beats makes no mention of the trustee sessions. The Trustees all agreed the trustee sessions should be mentioned and more importantly, the off-site trustee session should be scheduled on a separate day or portion of a day so the trustees will not miss some of the educational sessions. President Struthers has prepared a letter to be send to the AMCA with this suggestion.

 Trustee Bilotti said that he sent an e-mail to Stanley Cope of Lake Bluff, the current president of AMCA. Mr. Cope has not yet replied.

 **NEW BUSINESS**

B. Discussion concerning availability of new public education materials and possible action on the purchase of same. – The Trustees’ discussion of the Annual Conference followed directly into a discussion of the familiar and the new education information pieces that were available and which ones might work best for the trustees’ public health information initiative within the District. Following an extensive review of the materials and discussion, the consensus was as follows:

1. The Bite Buster youth comic was the material of choice for distribution in the District’s elementary schools.

2. The “Zika If You Travel” from Phoenix Printers was the choice for giving District residents information before traveling and it is also generally useful. The trustees discussed distributing this piece with the local newspaper and water bill distribution.

Trustee Levy suggested that the newspaper/water bill distribution of the Zika brochure also incorporate the map in Trustee Simonson’s Conference report that shows the range of the Aedes aegypti mosquito in the continental U.S.

The Trustees also discussed the question of which products are the most effective at protecting people from mosquito bites. Trustee Levy stated that the most effective products are those that contain DEET. Mr. Balis said the four repellents on the market that are considered most effective are those with: (1) DEET; (2) Picaridim; (3) Oil of Lemon Eucalyptus, and (4) IR 3535.

Following the discussions, Trustee Levy moved that the Board approve the expenditure of up to $15,000.00 for various items of public health education materials for distribution generally and to elementary school age children within the District. Roll Call. Ayes: Simonson, Bilotti, Levy, Feder and Struthers. Nays: None. Motion passed. travel form Phoenix Printers was the choice for giving District residents information before traveling and it

 8**. OLD BUSINESS**

 None.

 9**. NEW BUSINESS**

 A. Discussion and consideration of and adoption of 2017 Tentative Annual Budget and Appropriation Ordinance. – Attorney Masini advised the trustees that in order to be able to adopt the annual budget and appropriation ordinance in May during the first meeting of the new fiscal year the tentative ordinance must be adopted tonight so that it can be made available to the public for the requisite period of time prior to the May meeting. He distributed a draft ordinance which provided for a total appropriation identical to the past several years, $693,000.00. The District typically spends between $450,000 to $520,000 each year on a levy of about $485,000.00

Following a brief discussion among the trustees, Trustee Levy moved that the Board adopt the Tentative Annual Budget and Appropriation Ordinance as presented with a total appropriation of $693,000.00 for all purposes. Seconded by Trustee Simonson. Roll Call. Ayes: Simonson, Bilotti, Levy, Feder and Struthers. Nays: None. Motion passed.

 7. Reports.

 B. Clarke Report – Mr. Balis briefly reported that pre-emergence aerial activities are scheduled to begin mid May and the woodland pools in Riverwoods and the ravines in Highland Park will begin being inspected in April.

 10. **Adjournment**.

 Trustee Feder moved that the meeting be adjourned. Seconded by Trustee Levy. All in favor. The meeting adjourned at 9:10 p.m.

 Respectfully submitted,

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Roger Simonson, Secretary of Southlake Mosquito Abatement District