MEETING OF THE BOARD OF TRUSTEES OF THE

SOUTHLAKE MOSQUITO ABATEMENT DISTRICT

**MINUTES**

# May 8, 2017

1. **ROLL CALL**

 The meeting was called to order at 7:33 p.m. by President Barbara Struthers. Trustees Susan Levy, and Roger Simonson were present. Trustees Tony Bilotti and Larry Feder were 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 March 13, 2017 regular meeting. Motion by Trustee Levy, seconded by Trustee Simonson to approve the minutes of the March 13, 2017 regular meeting. All in favor. Motion passed.

 4**. TREASURER’S REPORT**

Trustee Levy reviewed the March 2017 report with the Trustees. Trustee Levy reported that she went to the bank to obtain fiscal year end information and to look into renewing an expiring certificate of deposit. The CD that expired on April 30 was renewed for one year at an interest rate of 1.29%. She added about $47,000.00 to the CD principal so that the total was brought up to $350,000.00. The Prime Saving account had $394,363.63 as of year end (April 30). The checking account had $175,113.40 as of year-end. The four year CD which matures in August had a balance of $132,229.83 as of April 30. No checks were written in April. Motion by Trustee Simonson to accept, as presented, the Treasurer’s Report for March 2017 and the year end review by Trustee Levy. Seconded by Trustee Struthers. All in favor. Motion passed.

 5**. BILLS**

 The Trustees then considered the following bills:

1. Diver, Grach, Quade & Masini, LLP - $1,849.49 -Legal services ($55.49 of amount is reimbursement for Publication Notice for Chicago Trib.)

2. Smith Accounting Services - $100.00-Accounting services.

3. Clarke Mosquito - $62,800 – First Contract Installment.

4. Barbara Struthers - $77.75 – Reimbursement for expense-get well flowers to Trustee Simonson).

5. Allen Wayne Ltd. - $9,344.81 – Preparation of educational materials and shipment of same.

6. Phenix - $4,329.00- Brochures/preparation and shipment.

7. West Insurance Agency - $500.00-Public Official Bond for Trustee Struthers.

8. David Data, Inc. - $3,510.00 – Website Maintenance.

9. David Data, Inc. - $1,650.00 –Website Maintenance.

The trustees had an extensive discussion concerning the web site services bills. They expressed concern at the breadth and extent of the time expended and the resultant charges. They commented that the site was still not performing in the manner that they expected after the extended discussion with Mr. Greenberg at the November 2016 meeting. Following the discussion Trustee Levy moved that the Board pay all the bills as presented except the David Data, Inc. bills. Seconded by Trustee Simonson. Roll Call. Ayes: Simonson, Levy, and Struthers. Nays: None. Absent. Feder and Bilotti. Motion passed.

 6**. OLD BUSINESS**

A. Status of delivery of public health educational materials and plans for dissemination of same. – Trustee Struthers commented that she had a good experience with the content providers, Allen Wayne and Phenix, but that she again ran into numerous problems with the local printer/publisher, Landmark. Landmark has changed printers numerous times and it makes it very difficult to accomplish the local distribution in Highland Park. All the product has been delivered except to Landmark. She reported that no brochures will have to be purchased in 2018 because there is excess inventory in hand.

 7. **NEW BUSINESS**

A. Discussion concerning and adoption of 2017 Annual Budget and Appropriation Ordinance. – Attorney Masini distributed the draft ordinance which has the same appropriation amount, $693,000, as in the tentative ordinance and in the past several years’ final ordinances.

The trustees commented that no members of the public appeared at the public hearing which was held prior to tonight’s meeting. They also observed that the ordinance is designed so that sufficient funds are appropriated to address abatement needs in a “heavier’ year, but all the appropriated funds have never been completely expended during a season.

Following the discussion Trustee Simonson moved that the trustees adopt the Annual Budget and Appropriation Ordinance as presented with a total appropriation of $693,000 for the 2017-2018 fiscal year. Trustee Levy seconded. Roll call. Ayes: Simonson, Levy and Struthers. Nays: None. Absent Trustees Feder and Bilotti. Motion passed.

 8. **Reports**

 Clarke – Mr Balis reported that aerial larvacide applications have begun. The New Jersey traps will become operational on May 15. The inspections of the woodland pools and flood plain areas have begun.

 Trustee Levy advised that she will not be able to attend the June meeting.

 The Riverwoods Flower sale is May 20.

 9. **Adjournment**.

 Trustee Levy moved that the meeting be adjourned. Seconded by Trustee Simonson. All in favor. The meeting adjourned at 8:40 p.m.

 Respectfully submitted,

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Roger Simonson, Secretary of Southlake Mosquito Abatement District