MEETING OF THE BOARD OF TRUSTEES OF THE

SOUTHLAKE MOSQUITO ABATEMENT DISTRICT

**MINUTES**

# November 14, 2016

1. **ROLL CALL**

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

2**. PUBLIC COMMENT**

Mr. Hance introduced himself as the Treasurer of the Lake Bluff Mosquito Abatement District. He was interested in seeing how the District conducted its business.

 3**. MINUTES**

 The Trustees first reviewed the minutes of the October 10, 2016 public hearing on the 2016 tax levy. Motion by Trustee Levy, seconded by Trustee Simonson to approve the minutes of the October 10, 2016 public hearing on the 2016 tax levy ordinance. All in Favor. Motion passed.

 The Trustees reviewed the minutes of the October 10, 2016 regular meeting. Motion by Trustee Simonson, seconded by Trustee Levy to approve the minutes of the October 10, 2016 regular meeting. All in favor. Motion passed.

 4**. TREASURER’S REPORT**

Trustee Levy reviewed the October 2016 report with the Trustees. She stated that the District had $1,012,597.17 in all accounts as of October 31, 2016. Motion by Trustee Bilotti to accept, as presented, the Treasurer’s Report for October 2016. Seconded by Trustee Feder. All in favor. Motion passed.

 5**. BILLS**

 The Trustees then considered the following bills:

1. Diver, Grach, Quade & Masini, LLP - $1,277.25 -Legal services

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

3. David Data, Inc. - $4,832.97- for website maintenance and upgrade of site..

Trustee Levy questioned the amount of the David Data bill. Mr. Greenberg explained that the site had been crudely hacked twice since the summer. He mended it the first time and upgraded the site the second time to better protect it.

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

 6**. OLD BUSINESS**

 Prior to taking up the first agenda item, the trustees had a brief discussion with Mr. Hance on how the District and its Treasurer manage its accounts and produce the monthly reports.

 A. Discussion of current set up and workings of District’s website and possible actions taken with respect to the site’s current workings and possible new features or revisions. – President Struthers told the trustees that Mr. Greenberg had been invited to the meeting so everyone could review the current layout of the District’s website. The goal of the evening was to make the Home Page more compact, to update and revise and refine the available information on the site and the links from the site, so that more information will be more easily available to anyone who visits the site. Mr. Hance told the trustees that he had recently visited many district websites over the past few days and that the SLMAD site was the most comprehensive and easy to use of all the sites.

 Among the items the trustees discussed were:

* Change “Latest Events” to “Upcoming Events”,
* Add the ability to report “problem swimming pools”.
* Discussed revision on page 2 to the “About Us” info, the principles of operation and other relevant data on what the District does and how residents can communicate and get information from the site.
* The articles and video information available on Page 3, the link to only the FAQs of the AMCA site rather than the entire site.
* Trustee Bilotti asked whether the District has received much in the way of feedback on the site. Trustee Feder and Levy said no feedback has been received.
* The information available on page 4 addressing Education. They noted the District’s brochures were there. The trustees want to strive for newsworthy items of interest related to mosquitoes and the public health issues that arise.
* Eliminate the duplicative Public Comment Policy on page 5, Administrative, and make sure the drop downs include Minutes and Financial.

 They asked Attorney Masini to make sure Mr. Greenberg has the past five years of the monthly Treasurer’s report page with the simplified statement of accounts the Annual Budget & Appropriation Ordinance, Tax Levy Ordinance and Annual Financial Reports.

 President Struthers will provide Mr. Greenberg with three new links to the CDC web site. She also wanted three non-government sites linked, the AMCA, Clarke and the AMA web links.

 Mr. Greenberg explained in a bit more detail why he had to upgrade the site and change the software language because the site’s original software was no longer supported.

 There was a brief discussion about the AMCA annual conference scheduled for February 13-17 in San Diego. Trustees Feder, Struthers and Simonson indicated they would likely attend.

 B. Trustee Simonson and Mr Balis then led a discussion on the possible extended adult treatment of driveways on the east side of Portwine Rd. south of Deerfield Rd. They had found that there were many more driveways longer than 200 feet than anticipated. To treat them would cost an additional $500-$600 per application. There was discussion of how treatments came to be provided to the driveways in the Vernon Woods Subdivision, west of Portwine Rd. The reason is that it is a unique location of a very low lying area bordered on the west by the Des Plaines River, with accessibility issues. The subdivision as a whole came to the District nearly 20 years ago and it was determined that this approach, in that area, would have a generally beneficial effect for the District.

 Trustees Levy and Struthers expressed concerns that expanding such a service to the new area could set a precedent that would be unintended as to the nature of the services provided by the District. Following discussion of the matter, it was decided that the District would not provide driveway service in the area east of Portwine Rd.

 Trustee Simonson said he thought the best way to address the situation was for Clarke to send a letter to the identified property owners offering them the opportunity to purchase the driveway service at a favorable price when Clarke is performing adulticiding in the area. The trustees were all pleased with this approach.

 President Struthers reminded the trustees that the holiday dinner is scheduled for 6:30 p.m. on December 12 at Italian Kitchen.

 7**. NEW BUSINESS** – None.

8. **Reports**

 A. Clarke. – None.

9. **Adjournment**.

 Trustee Levy moved that the meeting be adjourned. Seconded by Trustee Simonson. All in favor. The meeting adjourned at 9:28 p.m.

 Respectfully submitted,

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Roger Simonson, Secretary of Southlake Mosquito Abatement District