

MINUTES OF THE BOARD OF TRUSTEES
OF THE
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT
FEBRUARY 14, 2024

President Valentine called the Special Meeting of the Board of Trustees to order at 7:00 p.m. at the District Office at 15 Melvin Road, American Canyon, California

Members Present: Cramer, Gorman, Maffei, Valentine

Members Excused: Cabral

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board

ADOPTION OF AGENDA

Cramer motioned, seconded by Gorman, to adopt the agenda as amended. Motion passed unanimously.

APPROVAL OF DISTRICT MINUTES

Maffei motioned, seconded by Gorman, to adopt the Minutes as presented for the December 13, 2023 special meeting held at 5:45pm. Motion passed unanimously.

Gorman motioned, seconded by Cramer, to adopt the Minutes as presented for the December 13, 2023 special meeting held at 8:00pm. Motion passed unanimously.

PUBLIC COMMENTS

None.

REVIEW CORRESPONDENCE

District Manager reviewed the California Special District Magazine noting articles on the Telephone Consumer Protection Act, the relationships between LAFCO and districts, AB2449 and, navigating First Amendment Audits.

RECESS BOARD OF TRUSTEES MEETING AS THE MOSQUITO ABATEMENT DISTRICT AND CONVENE AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES

The meeting was called to order by President Valentine at 7:11 p.m.

Members Present: Cramer, Gorman, Maffei, Valentine

Members Excused: Cabral

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 118 TO DELEGATE AUTHORITY FOR ACTION ON POSSIBLE CLAIMS

Cramer motioned, seconded by Gorman, to adopt Resolution No. 118 delegating authority for action on possible claims to the District Manager and/or the Assistant Manager, in their absence, with the direction of District Counsel. Motion passed unanimously.

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING DECEMBER 31, 2023

For the quarter ended December 31, 2023, the District earned \$4,385 in interest for the monies held with the County of Napa. No action required.

REVIEW AND DISCUSSION OF STATEMENT OF REVENUES AND EXPENSES FOR QUARTER ENDED DECEMBER 31, 2023

Statement reviewed by Board; no action taken.

APPROVE PAYMENT OF BILLS FOR DECEMBER 2023

Gorman motioned, seconded by Maffei, to approve the bills as paid. Motion passed unanimously.

APPROVE PAYMENT OF BILLS FOR JANUARY 2024

Maffei motioned, seconded by Cramer, to approve the bills as paid. Motion passed unanimously.

ADJOURN MEETING AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES AND RECONVENE AS THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

REVIEW AND TAKE ACTION TO ACCEPT THE DISTRICT'S BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDIT FOR FISCAL YEAR ENDED JUNE 30, 2023

Maffei motioned, seconded by Gorman, to accept the District's audit performed by Brown Armstrong, CPA. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION TO CREATE AN AD HOC COMMITTEE TO DISCUSS DISTRICT FINANCES

Cramer motioned, seconded by Gorman to create a finance ad hoc committee consisting of board members Deborah Maffei, Brian Cramer, and District Manager Wesley Maffei. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 277 TO DELEGATE AUTHORITY FOR ACTION ON POSSIBLE CLAIMS

Cramer motioned, seconded by Gorman, to adopt Resolution No. 277 delegating authority for action on possible claims to the District Manager and/or the Assistant Manager, in their absence, with the direction of District Counsel. Motion passed unanimously.

REVIEW AND DISCUSS REPORT FROM THE OCTOBER 2023 TREEHOLE PROJECT WITH CLARKE ENVIROMENTAL MOSQUITO MANAGEMENT

Excerpts from the final report provided by Clarke Environmental Mosquito Management were reviewed by Board; no action taken.

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING DECEMBER 31, 2023

- District earned \$6844 in interest for the monies held with the County of Napa
- Public Agency Retirement Services account earned \$206,782 for the quarter ended December 31, 2023
- CalPERS CERBT account earned \$413,131 in interest
- VCJPA Member Contingency Fund earned \$51,087 in interest

No action taken.

REVIEW AND DISCUSSION OF STATEMENT OF REVENUES AND EXPENSES FOR QUARTER ENDED DECEMBER 31, 2023

Statement reviewed by Board; no action taken.

DISCUSS TRUSTEE ITEMS

- Form 700 reminder to all board members
- Member Cramer noted that he's received mosquito complaints from residents along the river.

MANAGER'S REPORT

- The District completed 3 service calls for December 2023 and 5 service calls for January 2024. Technicians are out in the field looking at all water bodies for possible breeding. The District has completed preemptive drone treatments in difficult to access mosquito breeding sites.
- NPDES report has been completed and submitted.
- Wesley Maffei, District Manager, and Karl Malamud-Roam of Vector Control Consultants continue to work on the PEIR update.

APPROVE PAYMENT OF BILLS FOR DECEMBER 2023

Gorman motioned, seconded by Maffei, to approve the bills as paid. Motion passed unanimously.

APPROVE PAYMENT OF BILLS FOR JANUARY 2024

Cramer motioned, seconded by Maffei, to approve the bills as paid. Motion passed unanimously.

ADJOURNMENT OF MEETING

Maffei motioned, seconded by Gorman to adjourn the meeting at 8:09 p.m. Motion passed unanimously.