# Jackson County Vector Control District

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**Notice of Budget**
**Hearing Meeting**

Our budget hearing meeting will be held Thursday June 15th, 2023 at 5:00 PM. Board meetings can be attended in person or available via Zoom only. Zoom log-in information for the public can be found at the Districts website: http://jcvcd.org/, listed under public meeting notices. Board members and budget committee members will receive their log-in information with board packet. Please call or email the District office to confirm if you are able to attend or are having issues logging into Zoom.

**WHO'S PRESENT? Robin Norris, Craig Hilty, Cal Lanfear, Gary Stevens, Karen Adams, Geoff Taylor, Joan Lane, Andrew Partin, Eric Dittmer -Via Zoom.**

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**AGENDA**

1. **Call to Order: Robin Norris -June 15th, 2023 5:00pm**

2. **Approval of the Agenda MOTION: Gary Stevens asked to add #11 Public Notice and Karen Adams asked to add #12 to make a statement**
   **Craig Hilty : Second: Gary Stevens – Unanimous**

3. **Approve Minutes of the April 20, 2023 Board Meeting and May 18, 2023 Budget Committee Meeting April 20: MOTION: C. Hilty : Second: G. Stevens Unanimous**
   **Karen Adams questioned why in the minutes it didn't show that she was wanting to make a statement and she was told no. Robin Norris, Cal Lanfear, Gary, Stevens, Craig Hilty do not remember that happening. K. Adams asked why she could not speak as a public unit and Cal Lanfear and C. Hilty Told her she is a board member. K. Adams said whatever go ahead. Geoff Taylor stated that when the agenda is sent out prior to the meeting any board member can email him back with questions or comments. G Stevens volunteered to be the contact for additions to the agenda and asked the board members to email both G Stevens and G Taylor.**
   **G. Stevens asked about the tick-testing and if we could get grant money for tick testing. G. Taylor said we could received grant money if available.**

   **Minutes of May 18th, 2023: As Written MOTION:C Hilty : Second: G. Stevens Unanimous**

**4. Public Input: NA**

**5. Budget Hearing**

**G. Taylor read the information from LB1 matching the data from the LB30 pages 1-5. G. Taylor said the District Authority estimate 2023-2024 has not change data from our April 20, 2023 and May 18, 2023 meetings. K. Adams asked how we got the estimated District amount of $1,085,530. G. Taylor explained based on what the county assessors office predicts for JCVCD based on a 0.0429/$1,000.**

**G. Stevens asked about the Notice of Budget Hearing input for "All other resources except current year property taxes" showing $55,000 and on our OR-LB-20 ( Page 1) showing $60,000. G. Taylor said it was an clerical error on line #4 interest should have reflect $20,000 and not $25,000 per our prior meeting approved by budget numbers. Joan Lane will update.**

**G. Stevens asked about Page 2 line # 31 the unappropriated ending balance and what that money is for. G. Taylor answered saying it is our unappropriated fund and would have to take the steps to pull out since it was not part of the budget year.**

**K. Adams asked about Page 5 Capital Outlay line # 3 Electrical upgrade and if we were to use this for the construction remodel. G. Taylor stated it is not for that it is for emergency power issues.**

**K. Adams questioned on Page 2 Line # 4 Fleet Vehicles, why they were listed as fleet vehicles and not ½ tons and ¾ ton pickup like prior years. G. Taylor answered stating at this time JCVCD does not know what they will have access to purchase by. E. Dittmer asked if G. Taylor took into consideration inflation rates while projecting these numbers for the Fleet Trucks. G. Taylor acknowledged that he had considered inflation rates. K. Adams asked if we are getting 4 wheel drive. G. Taylor answered yes but looking into 2 wheel drive also. K. Adams asked how often do we need crew cab vehicles. G. Taylor says the resell value is high for crew cabs. C. Lanfear asked if we could do a trade in or an auction on our older trucks. G. Taylor says we are looking into auctioning them off. K. Adams asked if we are only getting Chevrolets. G. Taylor answered stating no we are looking into other truck brands and referenced back to our April budget meeting showing the trucks and quotes we had received. C. Lanfear says he does not recommend diesel due to the cost for fuel. C. Hilt agreed.**

**K. Adams asked bout line # 11 Lantel Telecommunications if that was for the new phones. G. Taylor Stated that was Covid Funds to buy the TV and Ipads for contact communications back in the 2020-2021 budget cycle. Our new phones are with Zuiltys powered by Touchpoint.**

**G. Taylor read over the LB -50 we are submitting to the accessors office.**

**6. Resolution Adopting Budget, Making Appropriations and Categorizing Taxes-Combined, Resolution MOTION: C Hitly : Second: C. Lanfear_ Unanimous**

**G. Taylor read Resolution No. 22-23-06. K. Adams asked about the Total appropriation funs $1,746,000 vs the $2,190,400 budget. G. Taylor stated that the next two-line items shows the $444,400 for the Unappropriated funds and then the total budget of $2,190,400.**

**7. Financial Report**

**a. Printout of April, and May bills**

**G. Taylor share at the format was changed back to original settings after reviewing new lay out in April per K. Adams request.**

**K. Adams asked about the charge for Lab and Field $28,100.00. G. Taylor stated it was payment for the PCR testing machine we just got the invoice for. K. Adams asked about the funds transfer to the credit cards, why doesn't the board see all the recipients for the credit cards. G. Taylor states that the Board Secretary comes into the office every week or every other week and reviews the credit card transactions and approves them. K. Adams states she would like to see copies of the credit card statements. G. Taylor stated that is not how the process works and this has been the board policy since the beginning. Both G. Stevens and C. Hilty agreed with G. Taylor. C. Hilty states that he comes in and reviews the credit cards and asked K. Adam if she didn't trust him. K. Adams said that she did trust him. C. Hilty stated that if she would like to see the credit card statement then she could run for secretary. K. Adams asked the board about approving seeing the statement monthly. R. Norris states that G. Taylor emails each board member the monthly printout of bills. G. Taylor states that we have our bookkeeper track all the credit card transactions and balance them and we have an audit each year to check accounting. K. Adams would like to know who to send her questions to if she has a question. G. Taylor says to email or call him with questions. MOTION:C Hilty : Second: G. Stevens Unanimous**

**b. Budget vs. Actual**

**K. Adams asked about the numbers entered in June for the budget. G. Taylor said that is the most up-to-date numbers he as for the month and wanted to share for the meeting.**

**8. Vector Ecologist Report- Andrew Partin**

**Andrew Partin shared that we are done with our tick collection and working with a Dr. Debess after the testing of the 100 ticks and 100 nymphs in 12 site locations. Dr. Debess is hoping to publish his findings. A. Partin shared the Jim Clover was a big help in the collection. C. Hilty asked if there was some way to recognize Jim for his help in the collection. G. Stevens, R. Norris, C. Lanfear agreed with C. Hilty. K. Adams asked who Jim Clover is. G. Taylor explained that Jim Clover is an Biological Consultant that use to work for Jackson County Vector Control in years past and we hire him to help with collections as a temporary employee. G. Stevens asked if they could use part of their board fund of $2000 to get him a plaque. K. Adams stated that Jim Clover probably has enough plaques and suggest we**

**get him a gift certificate to somewhere. Then K. Adams phone rang and she stepped out of the room to take the call for a moment. Andrew shared about the first test on the PCR machine and it went well. K. Adams asked if he had found West Nile Virus at this time. A. Partin said no.**

**9. Manager's Report- Geoff Taylor**
**G. Taylor read his manager's report.**

**10. Tire Drive – Informational**
**G. Taylor talked about the tire drive flyer and the dates. K. Adams asked why cant we do it at a different location. G. Taylor asked the board what they thought about renting the Jackson County Expo or the New Grange Parking lot. K. Adams suggested an unused piece of county property then we could have the recycle trucks here to take right away. K. Adams asked if we have to hire help for the tire Drive. G. Taylor said yes. K. Adams wanted to know if we always did just three day. G. Taylor said yes. G. Taylor said we are still trying to work with the DEQ dept for the drive. G. Taylor suggested we put a flyer up at the Rogue Valley Transfer Station. G. Hilty asked if they have to be a Jackson County Resident. G. Taylor said yes.**

**11. Vector Control Site Plan – Informational**
**G. Taylor shared the most recent site plans provided by the Architect. K. Adams asked about the height of the new shop and how to heat it. G. Taylor said they are still working on the Master Plan and the shop won't be this year only the office. K. Adams asked where the mosquitofish stock tank would go if we built it. G. Taylor said out along the side of the building or look into a smaller tank. K. Adams is concerned G. Taylor office is not close to the front desk and he will be disconnect on what is happening. K. Adams would like to know where the files will go. G. Taylor states that we will have a storge room for files. C. Hilty, G. Stevens, R. Norris agrees they like the look of the new plans for the office. K. Adams asked where would we work during the construction. G. Taylor said in the shop and that the Architect gives us a 45 day turnaround. C Hilty asked what is the next step G. Taylor stated we have to talk to District Representative about getting bids from the contractor so we can present them to the board. K. Adams asked about any other plans for them to review. G. Taylor said that these are the plans that the architect had designed after talking with Geoff Taylor, Andrew Partin, and Joan Lane. C/ Lanfear asked if we did have an architect working on this, G. Taylor said yes. G. Stevens stated that if the employee like the plans that works for him. G. Stevens asked how long till the other lab is done. G. Taylor said hopefully in 2 years.**

**12. Public Notice:**
**G. Stevens would like to vote on the best way to publish public notice in the newspapers. Options are in the Daily Courier in Josephine County, and they just opened a new newspaper company in Medford called the Rogue Valley**

**Times. G. Stevens suggest we publish in both papers. Board voted. MOTION:__C. Hilty : Second: G. Stevens Unanimous**

**13. Karen Adams Statement**
**Please see attachment of statement submitted by K. Adams.**

**14. Confirm Date and Time for next Board Meeting**

a. **October 19th, 2023 4:30PM -Board Meeting**
b. **January 18th, 2024 4:30PM -Board Meeting**
c. **April 18th, 2024 4:30PM -Board Meeting**

**15. Approval and recommendations**

**16. Adjourn 7:02pm MOTION: G. Stevens : Second: C. Hilty**

Respectively Submitted

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Board Secretary/Treasurer

These are the items that I have been advocating for during the last few months. I have not ordered any staff around, on the few occasions I have been at the office I only ask them If everything is going OK?

Meetings monthly to oversee expenditures. Meetings only 3 to 6 months apart as it appears on the district website do not allow us to stay current with district expenditures and operations such as a proposed building expansions for $200,000 that is on this months agenda. We need to have an in-depth study of this undertaking.

As a public service, at least during the season, I would like to see Fridays included in the work week during the mosquito season so treatments can be done for county residents before the weekend.

I repeatedly requested an Executive meeting to allow 2 new trustees to be updated on time sensitive compliance of an agreement as a result of investigation in 2022, and discussion of later discoveries. When an executive session was finally held last month, after a lengthy presentation; when I tried to ask a question I was told by Mr. Taylor to stop yelling at him. I stated that I was not yelling and Mr. Lanfear suggested that I resign. The meeting then ended and I was not allowed to ask any questions. I have a problem with my vocal cords and my voice is usually so gravely I have to repeat myself and make an effort to project any volume. I was not yelling and this example of disrespect by Mr. Taylor and Mr. Lanfear to a board member should not be allowed to continue.

Legal Notices are supposed to be published in a paper that is widely distributed in the county. The Rogue River Times as per their website has a readership of approximately 1800 only comes out once a week and is for Rogue River, Wimer, and Gold Hill by subscription. The Grants Pass Daily Courier has delivery routes in Jackson County 5 days a week and is available in racks in stores, and also a digital issue. Jackson County, most school districts, other Special districts, and many other Jackson County entities are using the Courier for their notices. What is our excuse for not publishing to the widest circulation? (legally)?

I would like to see Accurate published notices and complete information on our Website. The date and time of this regular Scheduled Board meeting today was listed as a Budget Hearing and did not show the time of the meeting. It also shows an Executive Meeting on the agenda which I think should be held since the last one was cut short.

Even though, as a Vector Control Special District we are not required to meet monthly, (because some smaller districts do not operate year round), since we do operate year round, It looks to me we should meet monthly like most other Vector and other special districts.

We should be made aware when vacations are taken, and it might be a good idea for everyone to clock in and out.

Record meetings to insure correct and complete minutes and for the protection of board members.

Because we now know that we are to oversee expenditures MONTHLY, why don't we have a regular meeting to do that and also keep up to date on district operations? Why only do the absolute minimum to get by which seems to be the status quo of the current administration.

Karen Adams