

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE
TULARE MOSQUITO ABATEMENT DISTRICT, HELD AT THE OFFICES OF THE
DISTRICT, MEFFORD FIELD, TULARE, CALIFORNIA ON THE 16th DAY OF
DECEMBER 2022, AT THE HOUR OF 11:00 A.M. OF SAID DAY**

Present at the meeting called at 11:00 a.m. at the place above designated were: Charlie Pitigliano, presiding, Craig Smith, Robert Uchita, Stan Creelman and Chuck Mayer. Also present at the Board Meeting were Michelle Dempsey, General Manager, Jacob Davis, Operations Director, and Chad M. Lew, counsel for the District.

Agenda Item No. 1: Citizen Comments.

Charlie Pitigliano opened the floor to citizen comments, but there were no comments from the public.

Agenda Item No. 2: Review Minutes of November 8, 2022 Board of Trustee Board Meeting.

The minutes of the meeting held on November 8, 2022, were presented to the board in writing and reviewed. Upon a motion made by Robert Clark, seconded by, Robert Uchita, and unanimously carried, the minutes of the board meeting held on November 8, 2022, were approved as presented.

Agenda Item No. 3: Payment of Check Number 7041 - 7055, Payment of Direct Deposit Numbers DD 1484 - DD 1495; Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments, Union Bank Charges and Credits, and Claim Number 21942 a Transfer of Funds form Tulare County Fund #778 to the District's Union Bank Account #*****4408.

The board members reviewed the District's Union Bank checking account, check numbers 7041 - 7055, payment of direct deposit numbers DD 1484 - DD 1495, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, the electronic debit payments from the District's Union Bank account, and claim number 21942 in the sum of \$97,897.71, which were transfers from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4408. Upon a motion duly made by Robert Clark, seconded by Stan Creelman, and unanimously carried, the Union Bank checking account, check numbers 7041 - 7055, payment of direct deposit numbers DD 1484 - DD 1495, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, the electronic debit payments from the District's Union Bank checking account, and the transfer from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4408, by Claim Number 21942 in the sum of \$97,897.71 were approved.

Agenda Item No. 4: Discussion, Decision and Action to File 2022 Warrant Return and Start 2023 Warrant

Chad advised the board that pursuant to the 2022 Area Inspection Warrant, a 2022 Warrant Return will be filed with the Tulare County Superior Court detailing the District's use of the 2022 Area Inspection Warrant. The board discussed the need and desire to secure an Area Inspection Warrant for the 2023 season, and upon a motion duly made by Charles Mayer, seconded by Craig Smith, and unanimously carried, the board instructed and authorized District Counsel and the General Manager to take all action necessary to apply for an Area Inspection Warrant for the 2023 season from the

Tulare County Superior Court.

Agenda Item No. 5: Discussion, Decision and Action to Approve New District Policy Handbook. Michelle advised the board that she and Sheri worked to revised the Districts Policy Manual, and provided it to District Counsel for review. District Counsel advised the board of the areas of revision that he had questions, concerns or thoughts. After some discussion, the board directed District Counsel to confer with the District Manager to review the questions, concerns and thoughts about the revision and then place the matter back on the agenda at a future meeting for review, consideration and approval.

Agenda Item No. 6: Discussion, Decision and Action to Approve Changing Dental, Vision & Life Insurance.

Michelle advised that the District's Dental, Vision and Life Insurance policy is maturing, but was having difficulty corresponding with the District current insurance broker for dental, vision and life insurance policy, so they reached out to another provider for a quote. Michelle will obtain the required documentation to change brokers and providers, and place the matter on the agenda at a future meeting.

Agenda Item No. 7: Discussion, Decision and Action to Approve Purchase of Surveillance Drone. Jacob advised the board of the development of the District's drone program and the need to initially purchase a small surveillance drone. Jacob advised that he consulted with other district's about their drones and the pros and cons of each. Jacob provided the board with quotes for the drones he recommended the District purchase. Upon a motion duly made by Charles Mayer, seconded by Stan Creelman, and unanimously carried, the board authorized Jacob to purchase Mavic 3 Fly More Package at a cost not to exceed \$3,500.00.

Agenda Item No. 8: Manger's Report

- a. US Bank 3rd Qtr Rebate Check - Michelle advised the board that the District received the rebate check from US Bank for the third quarter in the sum of \$327.04.
- b. Certification Test Results - Michelle advised the board that two employees took the test for certification and one passed and the other failed by one wrong answer.

Agenda Item No. 9: Meeting Adjourned.

There being no further business before the board, upon a motion duly made by Robert Clark, seconded by Craig Smith, and unanimously carried, the meeting was adjourned at 12:01 p.m.

SECRETARY