

Meeting Minutes
Rescheduled Regular Meeting
May 19, 2014

- I. **Call to Order:** The meeting was called to order by President Gray at 7:01 p.m.
- II. **Roll Call:** *Present:* C. Gray, R. Cortez, D. Byam, M. McLeod, G. Dorsett, T. Groom, R. Bloom, K. Christensen. *Excused:* J. D. Cummings.
- III. **Approval of Minutes of Previous Meeting:** T. Groom moved that the minutes of the regular board meeting held on March 24, 2014 be approved as written, seconded by R. Bloom; motion passed with no dissensions.
- IV. **Guest Agenda Items:**
- V. **Financial Report:** The Manager discussed the Benton County Treasurer's statements and the Year-to-Date reports for April, 2014.
- VI. **Correspondence:**
- VII. **Manager's Report:** The Manager updated the board on the status of the current mosquito season.
 - A. **Washington Day Report:** The Manager updated the board on her recent trip for AMCA Washington Days.
- VIII. **Old Business:**
 - A. **Army Corps Biological Assessment:** The Manager stated that the Army Corps has been paid \$20,000 of the approved budget of \$40,000 to prepare a biological assessment. The Manager stated that the Corps may have funding available to cover a portion of the assessment costs.

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B. Koontz Slough: The Manager stated that work has been completed on the Koontz Slough project. The District extended the existing pipe to reach the drain and fabricated a new cover to replace the concrete cover. The Manager provided photos to show the board the scope of the finished work.

IX. New Business: After a discussion by the board, items A and B were treated as one and covered with one motion.

R. Bloom moved to authorize the Manager to establish a Small Works Contract per RCW 39.04.155, not to exceed \$35,000 to address repairs and maintenance of the facility, seconded by D. Byam; motion passed with the following roll call vote:

M. McLeod	Aye	R. Bloom	Aye
D. Byam	Aye	T. Groom	Aye
K. Christensen	Aye	G. Dorsett	Aye
R. Cortez	Aye		

A. Chip/crack Seal:

B. Build Roadway Behind Fence:

C. Chemical Bids: The Manager stated that the majority of the products used by the District are sole source, meaning there is only one company that can provide the product needed, so any attempt to obtain bids would only result in that person or company bidding on it. Therefore, bids were only collected for the few products that could have competing providers.

T. Groom moved to approve the bids from:

Adapco in the amount of \$9.73 per gallon for the purchase of BVA Larvicide 2; Adapco in the amount of \$30.13 per gallon for the purchase of Wisdom TC; Univar in the amount of \$181.13 per gallon for the purchase of Dibrom Concentrate; Target Speciality Products in the amount of \$369.22 per case for the purchase of Mavrik Perimeter. These bids meet all statutory requirements and are in the District's best interest, seconded by R. Bloom with the following roll call vote:

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M. McLeod	Aye	R. Bloom	Aye
D. Byam	Aye	T. Groom	Aye
K. Christensen	Aye	G. Dorsett	Aye
R. Cortez	Aye		

D. Surplus Items: R. Bloom moved to surplus the following items:

1. (5) Intermec 700C handheld computer, GPS antenna and GPS Puck (Emtac S3 BTGPS) to be sold as a package for \$100.
2. (7) Shadow Tracker; GPS Fleet Tracking \$40.
3. (1) HP iPAQ hx2700 pocket PC \$80.
4. (1) CMT March II; Data collective device (2004), Start at \$200 but accept offer over \$120.
5. (1) Duracraft Heavy Duty Bandsaw. Model HBS-346. 3/4 HP engine. \$40.
6. (1) Whitco Inc. Industrial heated pressure washer. \$50

seconded by R. Bloom; motion passed with no dissensions.

E. Surplus Policy Change: R. Bloom moved to change the surplus policy to state that items valued at less than \$100 can be sold at auction or by other similar means and do not require a vote by the Board of Trustees, and all cash and electronic payments as acceptable forms of payment for surplus items, seconded by T. Groom; motion passed with no dissensions.

F. Surveillance Assistants: T. Groom moved to change the Employee Handbook to establish that Surveillance Assistants are not required to obtain a pesticide applicators license, seconded by R. Cortez; motion passed with no dissensions.

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X. Payment of Bills and Signing of Documents: After review by the Board, R. Bloom moved that warrant numbers 4150 through 4257 in the amount of \$209,870.76 be approved for payment, seconded by R. Cortez; motion passed with the following roll call vote:

M. McLeod	Aye	R. Bloom	Aye
D. Byam	Aye	T. Groom	Aye
K. Christensen	Aye	G. Dorsett	Aye
R. Cortez	Aye		

XI. Adjournment: With no further business to come before the Board, Secretary Byam adjourned the meeting at 7:32 p.m.

Respectfully Submitted:

Gloria W. Lawson
Recording Secretary

Attest: D. Byam
Secretary

Attest: C. Gray
President