

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT  
BOARD MEETING  
MINUTES No. 02-6

A regular meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Tuesday, November 12, 2002, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT	Russ Belleci Jon Elam John Hall Richard Head Charles Lupsha Jeannette Mahoney Richard Mank Tim McDonough Earl Mortenson Myrto Petreas James Pinckney Ronald Tervelt Dick Vesperman
TRUSTEES EXCUSED	Heather Gibson David Jameson Daniel Pellegrini
TRUSTEES ABSENT	Nancy Brownfield David Carpenter Richard Means John Poon
OTHERS PRESENT	Craig Downs, General Manager Nancy Fontaine, Secretary Mark Cornelius, General Counsel Ray Waletzko, Administrative Analyst Ann Donohue, Vector Ecologist Deborah Bass, Public Relations Officer Steve Schutz, Entomologist Gale Jirik, Operations Manager Michael Yeater, Technology Technician Michael O'Connor, R.J. Ricciardi, CPA

1. President Mahoney called the meeting to order at 7:00 p.m.
2. A roll call indicated that 13 Trustees were present, 3 were excused, 4 were absent, and there were two vacancies.
3. The meeting opened with the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA AS POSTED

\*\* Motion was made by Trustee Elam and seconded by Trustee Head to approve the Agenda as posted. Motion passed.

5. PUBLIC INPUT ON NON AGENDA ITEMS

None.

6. CONSENT CALENDAR

A. MINUTES - APPROVAL OF MINUTES 02-5, REGULAR BOARD MEETING HELD ON SEPTEMBER 10, 2002.

B. EXPENDITURES - APPROVAL OF EXPENDITURES OF SEPTEMBER 1, 2002 THROUGH OCTOBER 31, 2002, INCLUDING CHECKS NO. 9301 THROUGH NO. 9514, IN THE AMOUNT OF \$322,184.07

C. PAYROLL - APPROVAL OF PAYROLL EXPENDITURES OF SEPTEMBER 1, 2002 THROUGH OCTOBER 31, 2002, INCLUDING CHECKS NO. 54420 THROUGH NO. 54567, IN THE AMOUNT OF \$188,123.79

D. INVESTMENT ACTIVITY REPORT FOR AUGUST 2002 & SEPTEMBER 2002

\*\* A motion was made by Trustee Hall and seconded by Trustee Head to approve the Consent Calendar. Motion passed.

7. ACTION ITEMS

A. Report on District Audit - (Appendix IV) Michael O'Connor, District Auditor and Administrative Analyst Waletzko gave an overview of the District Audit for FY 2001/2002. Mr. O'Connor reviewed the Management Letter and discussed current year observations regarding the District audit. Overall the District has a good financial position.

\*\* A motion made by Trustee Elam and seconded by Trustee Head to accept the FY 01/02 District audit and Management Letter. Motion passed.

B. Report on Excess Vehicles - Administrative Analyst Waletzko explained that the District has (4) vehicles that are scheduled to be disposed as per District policy.

\*\* A motion was made by Trustee Elam and seconded by Trustee McDonough to approve the excess sale. Motion passed.

C. Report on Structure and Improvements and Equipment Purchases

General Manager Downs reported that the required number of trustees required to approve the asphalt bid were not present.

\*\* A motion was made by Trustee Hall and seconded by Trustee Elam to discontinue the

item to approve the asphalt bid. Motion passed.

General Manager Downs reported the Triton All-Terrain vehicles cannot be accommodated by the existing trailers used with the Argos. Approval is required to purchase two trailers for the Tritons.

\*\* A motion was made by Trustee McDonough and seconded by Trustee Head to approve the purchase of two trailers in the amount of \$4,600.00. Motion passed.

General Manager Downs reported that due to recent hiring of additional staff he is seeking approval for additional office furniture.

\*\* A motion was made by Trustee Tervelt and seconded by Trustee Vesperman to approve the purchase of office equipment in the amount of \$2,625.99. Motion passed.

## 8. INFORMATIONAL REPORTS

- A. Report on Mosquito Infestation, Pt. Richmond - Operations Manager Jirik reported on mosquito problems encountered in Pt. Richmond over the past five years. He reported on the mosquito sources that have been found (sewage treatment plant, catch basins, natural ponds & drains, swimming pools, ornamental ponds, urns, water under homes, buckets, barrels, etc.). A New Jersey light trap and CO<sub>2</sub> traps are being used weekly to monitor adult populations. Approximately 50 homes were door-tagged and field personnel have been regularly inspecting and treating all known natural sources and are using a more effective pesticide at the sewage treatment plant. Mosquito populations have been reduced to acceptable levels. Throughout Contra Costa County, back yard sources are difficult to find and may pose a serious problem when, or if, West Nile Virus arrives.
- B. 2002 Operations Report - Operations Manager Jirik reported on field operations, by vector, for 2002. In the mosquito control program, the District conducted assaults along with aerial treatments of known problem areas. During the summer and autumn months, minimal problems were encountered with irrigated pastures and duck clubs, except on a couple of properties. District personnel are working with these property owners to correct these problems. In November 2002, marsh treatments increased. In the rodent control program, additional personnel have been hired to expand the roof rat program, which includes additional baiting of sources and community education. On November 20, 2002, the District is hosting a code enforcement meeting. In the rabies reduction program, starting November 1, 2002, the District began conducting property inspections before providing traps to the public. In the yellowjacket/bee control program, there was no change in operating procedures. For the year, service requests increased by 30%, due to advertizing, the tabloid, and publicity concerning West Nile Virus. The District is in the process of preparing for the arrival of West Nile Virus, in 2003.
- C. Lyme Disease Program (Appendix I) - Vector Ecologist Ann Donohue reported that the District's tick program has two components, annual surveillance of tick populations and tick service requests. In 1993 a County wide tick surveillance was conducted. Over a three year period 154 locations were sampled and 2594

adult Western black-legged ticks were tested for the presence of the Lyme disease spirochete. Six locations were found with positive ticks; Selby Marsh near Crockett, Port Costa, Martinez, Briones Regional Park Bear Creek Staging area, Lafayette and San Ramon.

The 2001-02 tick population was average except for peak season activity which was our highest on record with 166 ticks per flag hour being collected. At the Bollinger Canyon Rd. site, 537 ticks were collected, 100 tested and one tick was found positive. At the Springhill Rd. site, 204 ticks were collected, 100 tested and one was found positive. At the Briones Regional Park site, two out of 40 ticks tested were positive. One additional location in the County was found with positive ticks. This site was at a residence on Springhill Road in Lafayette, 24 ticks were tested and three were found positive. Further surveillance of this area is planned for the 2002-03 season.

The District's tick service request program provides information on ticks and Lyme disease and tick identification and testing for Contra Costa County residents. Due to increased awareness of District services there has been a corresponding increase in the number of tick service requests per year. There were only 23 tick service requests in 1993, that number has increased to 182 in 2001. The District offers in house testing of live Western black-legged ticks at no charge to County residents. Dead ticks will be sent out to a private lab for a fee of \$49.

- D. Report on Annual Environmental Audit/CEQA Compliance (Appendix II) - General Manager Downs presented Environmental Project Manager Malamud-Roam's annual internal audit of the District's potential environmental impacts during October 2001 - September 2002, in compliance with the CEQA Mitigated Negative Declaration adopted by the Board in 1999. It was concluded that the District is in compliance with all relevant environmental regulations, that the District has continued to shift from oil-based pesticides to bacterial products and insect growth regulators, that some new procedures might be necessary to verify where the public is using mosquito fish, and that no other new mitigation actions are needed by the District.
- E. MVCAC 2003 Legislative Contact and Communication Plan (Appendix III) - General Manager Downs reviewed the Legislative Contact and Communication Plan for 2003 adopted by the Mosquito and Vector Control Association of California. It is being funded out of MVCAC's reserves for one year. A proposal to increase member dues is in the works to fund this effort in future years.
- F. Report on MOU with Represented Employees (SEIU Local 790) - General Manager Downs reported that the District Board at their September meeting, unanimously approved an M.O.U. concluding labor negotiations with SEIU, Local 790, and that Local 790 has subsequently ratified and signed the contract. General Manager Downs, as he was authorized, also signed the contract and it is in full force. A union-management team is conducting a joint M.O.U. training session on November 15, 2002.

## 9. BOARD AND STAFF ANNOUNCEMENTS

- A. Board -
- B. Staff - Holiday Party to be held on December 7, 2002 at the Pyramid Brewery in Walnut Creek.
  - Trustees up for reappointment were announced, Jim Pinckney and Russ Belleci, both county appointments.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:44 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Board of Trustees held on January 27, 2003.

-----  
Richard Mank  
Secretary, Board of Trustees