



CANYON COUNTY MOSQUITO ABATEMENT DISTRICT

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Board of Trustees Monthly meeting

Agenda

December 15, 2020

4:00pm via Zoom

Join Zoom Meeting

<https://zoom.us/j/4972787210?pwd=Z3lTRDgwYW44OWhtNVhUSzBHVmhOZz09>

Meeting ID: 497 278 7210

Password: 685131

Dial In at

+1 253 215 8782

Find your local number: <https://zoom.us/j/4972787210>

Phone #: 857-444-6500

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm via Zoom.

1. **Call to order:**
2. **Roll call of Board Members:**
Staff & Guests:
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:**
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person):
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action without necessary discussion. If the public wishes to discuss an item on the Consent Calendar, please notify the Clerk of the Board prior to the beginning of the meeting or you may speak about the item during Public Comment Period.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for November 24, 2020.
 - b. Review of Budget vs Actual and Statement of Activity for November 2020

Action: The chair would entertain a motion to accept the items on the consent calendar as presented.

7. Executive Session (if any) [Idaho Code §74-206, (1) Personnel (a) selection and (b) evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:

Action: The chair would entertain a motion to enter executive session pursuant to Idaho Code §74-206, (1) Personnel (b) evaluation and (1)(f) Discuss litigation with attorney.

Executive Session

Action: The chair would entertain a motion to leave executive session.

8. New Business:

a. Director's Report:

b. District Restructuring:

Action: The chair could entertain a motion to approve the District's 2021 Organizational Chart as presented.

c. Assistant Director Vacancy

d. Office Administrator Vacancy

e. Authorized Signers at First Interstate Bank

Action: The chair would entertain a motion to remove Julie Treasure from all CCMAD accounts with First Interstate Bank, the authorized signers on all CCMAD Accounts with First Interstate Bank effective December 16, 2020 shall be James J. Lunders, Douglas Shinn, and Norman Brown.

9. Old Business:

a. 2021 Salary Ranges

Action: The chair would entertain a motion to approve the District's 2021 Salary Ranges as presented.

b. Office Administrator Job Description

Action: The chair would entertain a motion to approve the Office Administrator Job Description as presented.

c. Seasonal Larvicide Technician Job Description

Action: The chair would entertain a motion to approve the Seasonal Larvicide Technician Job Description presented.

d. Policies & Procedures

Action: The chair would entertain a motion to approve the District's 2021 Interim Leave Policy as presented.

10. Board Discussion:

11. Action Item(s) for next meeting: Job Descriptions and Policies & Procedures.

12. Next meeting dates: BOT Meeting January 19, 2021 at 4:00 PM.

13. Adjourn

The chair would entertain a motion to adjourn.