UINTAH MOSQUITO ABATEMENT DISTRICT

BOARD OF TRUSTEES MEETING MINUTES

June 18, 2026

The Board of Trustees of the Uintah Mosquito Abatement District (UMAD) held a Board meeting on June 18, 2026, at 6:00 pm at the district office located at 1425 East 1000 South in Naples, Utah.
Telephonic participation for Board members is available as per district policy adopted April 9, 2020.

Board Members - Present
Dean Bell – Uintah County
Cyndie Mattinson – Uintah County
Gary "Red" Hatch – Naples City
Ted Munford – Vernal City

Board Members - Present by phone
Lori Leatham – Ballard City

Board Members - Absent
None

Administration - Present
Danny Rasmussen – Director
Trevor Weeks – Assist. Director

Present by phone
Kathryn Peacock - Clerk

Public – Present
None

Public – Present by phone
None

Board Meeting

1. **Call to order.**
   Dean Bell called the meeting to order at 5:59 PM.

2. **Prayer or Inspirational Thought**
   Lori Leatham offered an inspiration thought.

3. **Pledge of Allegiance**
   Ted Munford led the Pledge of Allegiance.

4. **Roll Call**
   All attendees were present as listed above.

5. **Public input**
   None

6. **Report on the Fraud Risk Hotline email and Dropbox**
   Lori Leatham reported that no incidents had been reported to the hotline email. Dean Bell reported that no reports came to the box located at the District office.

7. **Approval of April 16, 2026, Board Meeting Minutes; April 16,2026, Closed Meeting Minutes; and April 21, 2026, Special Board Meeting Minutes**
   Red Hatch motioned to approved all minutes listed above. Ted Munford seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

8. **Approval of Bills, Expenditures, and Financial Statements.**
   Lori Leatham noted that Zions Bank fees are increasing and recommended monitoring them to search for better rates. Ted Munford shared from his own business experience that finding an ideal offer can be difficult. Danny Rasmussen stated he would look into the matter, and Ted suggested that Kathryn look into it instead to reduce Danny's workload.
   Additionally, Lori questioned the late fees associated with certain seasonal license renewals. She expressed that these fees should be the responsibility of the seasonals if they were aware of their license expiration dates. Danny explained that this was the first occurrence of this particular late renewal fee and stated he would speak with the seasonals regarding fees and timely renewals.
   Ted Munford motioned to approve the Bills, Expenditures, and Financial Statements as presented. Cyndie Mattinson seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

9. **Report on the attendance of the 2026 AMCA Annual Meeting.**
   Lori Leatham, who was the sole attendee, provided a report on the meeting. She noted that an *Aedes aegypti* mosquito had been found and emphasized that it is better for all districts to establish a decisive plan now rather than waiting for an infestation to occur. Additional recommendations from the meeting included pesticide rotation to reduce resistance in *Culex pipiens* mosquitoes and better public awareness by making the district website more engaging for public education, with a suggestion to perhaps create a mosquito rap.

10. **Approval of district personnel and trustee attendance of the following meetings:** The Board reviewed the approval of district personnel and trustee attendance for the following meetings:

a. Utah Mosquito Abatement Association Annual Conference (Ogden, Utah October 26-28, 2026)

b. American Mosquito Control Association meeting (St. Louis, Missouri March 1-5,2027)

c. West Central Mosquito and Vector Control Association Meeting (Dates and location to be determined),

d. Utah Association of Special Districts Annual Meeting (Layton, Utah Nov. 4-6)

Danny Rasmussen expressed that the Board generally approves all members to attend these meetings. However, he wished to explicitly leave the option open for clerk Kathryn Peacock to attend the UASD Annual Meeting in November.
Cyndie Mattinson motioned to approve the attendance of Board members and administrative staff at the above-listed meetings at Danny's discretion. Following some discussion, Ted Munford clarified the motion to specify that if Board members wish to attend an additional Board member event, the district will cover that additional cost. Dean Bell seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

11. **Approval of the 2026 Certified Tax Rate.**
Danny Rasmussen reported that the current certified tax rate is set at 0.000193, which will generate a total revenue of $1,173,002. He noted that the original budget projection was approximately $65,000 less than this amount, with the increase driven by new tax development revenue coming in from the county. Danny proposed that this tax rate be accepted. Red Hatch motioned to approve the tax rate schedule as presented. Dean Bell seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

12. **Update on the RFP process to secure a new District Auditor. Discussion and Action.**
Danny Rasmussen reported that the Request for Proposals (RFP) has not yet been issued. He noted that the document is mostly ready but requires some final polishing. Danny plans to set a two-week submission deadline once it is posted, and he will reach out to the Board for approval after the proposals are received.
He further noted that while rotating auditors is considered a best practice, it is not legally required. No action was taken by the Board at this time.

13. **Legal counsel findings: Compensation time for District Employees with Exempt Status. Discussion and action.**
Danny Rasmussen presented legal counsel's review of the District's compensatory time policy for exempt employees. Under the current Policy and Procedures Manual, exempt employees earn compensatory time at a rate of time and a half for hours worked beyond 40 per week. Legal counsel officially reviewed and approved this ongoing practice, confirming it complies with relevant legal standards. However, Rasmussen noted that the Policy and Procedures Manual should be revised in the future to clarify these specific terms. He also clarified for the record that District employees are not classified as State employees.

14. **Discussion regarding the long-term vision of the District. Discussion and action.**
The Board held a comprehensive discussion regarding the long-term vision of the District, specifically focusing on abatement practices, research efforts, and staffing increases.

- **Capital Funds & Staffing:** Danny Rasmussen noted that a definitive plan is needed for the District's Capital Funds. Ted Munford suggested that the initial focus should be on staffing. Following an extensive discussion, it was agreed that staff should create clear, updated job descriptions. Ted recommended that staff organize their duties, set goals, and plan for future needs accordingly.
- **Expansion & Public Education:** Lori Leatham suggested planning for overall expansion, while Cyndie Mattinson recommended that public education be made a priority in the long-term planning process.
- **Facility Requirements:** Danny focused on future facility needs, highlighting the following requirements for a potential facility plan: 1) A larger laboratory to potentially include larvae testing; 2) Two additional office spaces to accommodate future personnel; 3) Expanded locker room space to better accommodate both sexes; 4) A larger shop area; 4) Additional pull-through parking.

Danny noted that considerations must be made regarding whether to expand the current facility by purchasing adjacent land or to contact realtors to evaluate the market value of the current property and explore building an entirely new facility. No formal action was taken.

15. **Discussion on how to best utilize the Capital Project Fund for additions to the current facilities/properties, or construction of a new facility on different property. Discussion and action.**
Danny Rasmussen suggested beginning the evaluation process by focusing on the current facility, which would include obtaining preliminary architectural drawings. Additionally, he recommended researching alternative properties available on the market and determining the potential acquisition costs. Danny advised that the District focus on gathering this further information before taking formal action. No action was taken at this time.

16. **Approval to start preliminary planning for site and facility drawings. Discussion and action.**
Ted Munford motioned to authorize Danny Rasmussen to review professional qualifications and select a qualified professional so that direct negotiations for the cost of the drawings can begin. Cyndie Mattinson seconded the motion.
The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

17. **Approval to seek estimated property value of current District properties. Discussion and action.**
Danny Rasmussen requested authorization to contact a realtor to obtain a preliminary market estimate for the value of the current District property.
Dean Bell motioned to grant Danny approval to contact realtors or qualified individuals to determine current property values as well as local property availability. Ted Munford seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

18. **Approval to obtain cost estimates of potential properties to build a new facility. Discussion and action.**
Dean Bell motioned to authorize Danny Rasmussen to obtain cost estimates for potential properties suitable for building a new facility. Ted Munford seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

19. **Review of the Manager's Report – Discussion and Action as needed.**
A Manager's Report hand out was previously provided. No further action needed.

20. **Future Agenda items.**

The Board identified the following items to be placed on future meeting agendas: 1) **Personnel:** Discussion regarding the potential transition of Kathryn Peacock to a full-time position; 2) **Banking Fees:** An update from Danny Rasmussen regarding his investigation into the upcoming fee increases from Zions Bank; 3) **District Auditor:** A review and discussion of the proposals received through the RFP process once they are returned.

21. **The next Regularly Scheduled Board Meeting will be held August 20, 2026, at 6:00 PM at the abatement office.**

22. **Vote to adjourn.**

Red Hatch motioned to adjourn the meeting. Dean Bell seconded the motion. The motion passed unanimously, with Ted Munford, Cyndie Mattinson, Lori Leatham, Dean Bell, and Red Hatch voting in favor.

Attested____________________ Date 7/21/26

Attested V W Dean Bell Date 7-21-26