

UINTAH MOSQUITO ABATEMENT DISTRICT

BOARD OF TRUSTEES MEETING MINUTES

February 19, 2026

The regular meeting of the Board of Trustees of the Uintah Mosquito Abatement District (UMAD) was held on February 19, 2026. The Board Meeting was held 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

Ted Munford – Vernal City
Dean Bell – Uintah County
Cindy Mattinson – Uintah County
Gary “Red” Hatch – Naples City
Lori Leatham – Ballard City

Administration - Present

Danny Rasmussen – Director
Trevor Weeks – Assistant Director
Kathryn Peacock - Clerk

Board Members - Present by phone

None

Public – Present

None

Board Members - Absent

None

Public – Present by phone

None

Board Meeting

- 1. Call to order.**
Red Hatch called the meeting to order at 5:59 PM.
- 2. Prayer or Inspirational Thought**
Kathryn Peacock offered an opening prayer.
- 3. Pledge of Allegiance**
Dean Bell 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. Election of officers for 2026 (Chair, Vice Chair, Treasurer, and Clerk)

Red Hatch made the motion to nominate Dean Bell as chair. Cyndie Mattinson seconded the motion. The motion passed with Ted Munford, Cindy Mattinson, Red Hatch, and Lori Leatham in favor. Dean Bell abstained from voting.

Ted Munford made the motion to nominate Red Hatch as Vice Chair. Lori Leatham seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor. Ted Munford made the motion to nominate Danny Rasmussen as treasurer and Kathryn Peacock as clerk. Dean Bell seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

8. Election of the 2026 Internal Audit Committee

Rasmussen stated the names of committee members of the past years as being Dean Bell, Danny Rasmussen, Trevor Weeks, and Lori Leatham. Red Hatch made a motion that the committee members for 2026 stay the same as it was last year. Ted Munford seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

9. Approval of the December 11, 2025 Board Meeting and Budget Hearing Minutes

Dean Bell moved to approve the minutes as written. Red Hatch seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

10. Approval of Bills, Expenditures, and Financial Statements

Cyndie Mattinson made a motion to approve the Bills, Expenditures, and Financial Statements as presented. Lori Leatham seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

11. 2025 Annual Report of the Uintah Mosquito Abatement District – Discussion and action

Rasmussen provided a copy of the Annual Report previously to Board Member for their review, stating that overall, it had been a mild year in comparison to previous years. Ted Munford moved to accept the Annual Report as written. Lori Leatham seconded the

motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

12. Report on the attendance of the 2026 West Central Mosquito & Vector Control Association Annual Meeting

Rasmussen reported that a pre-conference workshop was attended by both him and Cyndie. A mock scenario was created as if a new vector was found in our district. Then districts determined what their response and action plan would be, responding in a competitive fashion. Uintah Mosquito Abatement District (UMAD) teamed up with Utah County Mosquito Abatement and won the competition with 95% accuracy. Weeks reported that Utah County had utilized Artificial Intelligence (AI) to accurately map storm drains with great success. Additionally, Multispectral Drone camera imagery is being utilized to accurately map mosquito sources. He reported an *Aedes aegypti* vector mosquito is moving into southern and central portions of the state of Utah. UMAD is considering utilizing a ‘sticky’ type mosquito traps for surveillance to determine if these mosquitos are in our district.

13. Presentation of the 2026 Annual Fraud Risk Assessment – Discussion and action

The Fraud Risk Committee met at 5:00 PM prior to this meeting and it was determined that the District is considered low risk. Dean Bell moved to accept the Fraud Risk Annual Report as written. Lori Leatham seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

14. UMAD Purchasing Policy amendments - Discussion and Action

Rasmussen explained that UMAD had previously adopted the Utah Association of Special Districts (UASD) Purchasing Policy in 2014 and that with that, any amendments UASD made to the template automatically become UMAD policy. He also provided a handout with proposed amendments to the current UASD’s Purchasing policy for the Board’s approval. Lori Leatham moved to approve the Purchasing Policy amendments as presented. Ted Munford seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

15. Utah Retirement System (URS) Roth 401K and Roth 457B plan options for District Employees – Discussion and action

Mr. Rasmussen reported that URS now offers Roth 401(k) and Roth 457(b) savings plan options and proposed that the District offer these plans to benefited employees. During the discussion, Lori Leatham noted that it appeared these plans could be extended to all employees. Mr. Rasmussen agreed to investigate whether opening participation to non-benefited staff would impact their employment classification.

Initial Motion: Dean Bell moved to approve the URS offer for all benefited employees. Ted Munford seconded the motion. The motion passed unanimously with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham voting in favor.

Amended Motion: Following further discussion, the Board sought to broaden the scope of the approval contingent upon verification of employee status.

Ted Munford moved to authorize staff to research and verify that offering these savings plans to non-benefited employees would not cause them to be reclassified as benefited; if confirmed, the District is authorized to proceed with offering the savings plans to all employees. Lori Leatham seconded the motion.

16. District Personnel Policy and Procedures Manual – Amendments

Rasmussen provided a handout with proposed amendments for the Board's review and approval.

- a. Section III: Employee Hiring – Veteran Preference
- b. Section XVII: 6. Retirement System – Roth 401K and Roth 457B. This section upgraded.
- c. Section XIV: Payroll Administration 3. Pay Deductions amendment

Ted Munford motioned to accept the above proposed amendments to the Personnel Policy and Procedures Manual as provided in the handout. Cyndie Mattinson seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

17. Discussion and approval of Job Postings

Rasmussen provided copies of the proposed seasonal drone pilot and field technicians job postings to the Board for approval. Lori Leatham motioned to approve the job postings for Seasonal Drone Pilot and Seasonal Mosquito Control Technician as presented. Cyndie Mattinson seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

18. Board member attendance at various conferences – Discussion and action

Rasmussen indicated that the Board Member Policy Manual indicates that board members are encouraged to attend various meetings. Lori Leatham expressed the importance of attending the Utah Association of Special Districts (UASD) meeting and suggested that it would be nice if board members could attend at least once per term. Further discussion was held regarding the importance and benefits of attending meetings listed in the Board Member Policy Manual but it was generally agreed upon that requiring attendance was not necessary. No formal action was taken.

19. Board Member and Employee attendance of the 2026 American Mosquito Control Association Annual Conference (AMCA) – Discussion and Action

Mr. Rasmussen informed the Board that the 2026 AMCA Annual Conference is scheduled three weeks later than usual, which would result in his absence the week immediately preceding the start of the mosquito season. He expressed that while he was willing to attend, the timing presented significant professional and personal conflicts. Mr. Munford noted that under normal circumstances, felt it was important for the Manager or Assistant Manager to attend. The Board reached a consensus that, given the specific timing of this year's event, attendance for Mr. Rasmussen or Mr. Weeks was not mandatory and would be left to their discretion. It was indicated that Lori Leatham would be in attendance. No formal action was taken.

20. Board Member and Employee special travel accommodation and allowances for 2026 AMCA Annual Meeting – Discussion and Action

Mr. Rasmussen addressed the Board regarding travel policies for Board Members or employees who choose to extend their stay for personal reasons beyond the timeframe required for District business. He proposed establishing a "reimbursement cap" based on the standard rates and dates necessary to fulfill the business purpose of the trip. Any additional expenses incurred due to extended stays or adjusted travel dates for personal reasons would be the sole responsibility of the individual.

Following a detailed discussion, the Board reached a consensus to apply this proposal to Lori Leatham's upcoming travel to the AMCA conference. Furthermore, the Board directed that this practice be utilized as the standard procedure for all District travel moving forward. No formal motion was made, but the Board was in general agreement with the concept.

21. Managers' Report

Mr. Rasmussen provided a verbal update regarding the LiDAR mapping project on the Green River, noting that the project is currently stalled due to a lack of interest from available contractors.

Mr. Weeks reported that preparations for new equipment are progressing well. Additionally, he informed the Board that the District is ready to proceed with the implementation of the drone program for the upcoming season.

22. Update, discussion, and potential action regarding the selling or disposing of undesired pesticide

This item was previously tabled during the December 2025 meeting to allow for further research by Board Members and staff as to the financial and ethical implications of disposal versus sale. Mr. Rasmussen presented his findings to the Board as follows:

1. **Product Viability:** The manufacturer confirmed the product has a three-year shelf life and is currently viable. The manufacturer also offers testing for recertification of viability if needed.
2. **Disposal Costs:** Professional disposal by a private contractor would cost the District over \$3,000.00.
3. **UDAF Option:** Disposal through the Utah Department of Agriculture and Food (UDAF) Pesticide Disposal Event would be free of charge.

Staff Recommendations:

Rasmussen voiced to the Board that in his opinion as the Director, he felt it was in the best interest of the District to dispose of the product through the Utah Department of Agriculture and Food's pesticide disposal program. He further stated that on a personal level, as well as ethically, that he felt like it is the best thing to do. In response to an inquiry from Red Hatch regarding whether he would facilitate a sale if directed by the Board, Mr. Rasmussen indicated he would decline to do so. Assistant Manager Trevor Weeks, when asked for his position, stated that he felt like he shouldn't be drug into it but was of the opinion that the product should be disposed of.

Board Discussion:

- Dean Bell expressed that if we had a way to dispose of it without expense that it was a good option
- **Lori Leatham** maintained that the most financially responsible course of action would be to sell the product, noting that the District cannot account for how other entities might choose to use it.
- **Ted Munford** expressed that if the District cannot use the product ethically, it follows that other entities could not either.
- **Cyndie Mattinson** raised concerns regarding potential liability for the District if the product were sold to another party.

After continuing the discussion, Ted Munford made a motion to dispose of the product at no cost to the District through the Utah Department of Agriculture and Food. Dean Bell seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch in favor. Lori Leatham abstained.

23. Closed meeting agenda item

No motion was made to go into a closed meeting.

24. Action from the closed meeting if needed

No action was taken.

25. Future Agenda items

No future agenda items requested.

26. The next regularly scheduled Board meeting will be held April 16, 2026 at 6:00 PM

27. **Vote to adjourn**

Dean Bell motioned to adjourn. Cyndie Mattinson seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, and Red Hatch in favor. Lori Leatham did not vote.

Attested Val Dean Bell Date 4-16-2026

Attested [Signature] Date 4/16/26