

# UINTAH MOSQUITO ABATEMENT DISTRICT

## BOARD OF TRUSTEES MEETING MINUTES

March 4, 2026

The Board of Trustees of the Uintah Mosquito Abatement District (UMAD) held a special Board meeting on March 4, 2026, at 3:30 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  
Cyndie 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 3:35 PM.
- 2. Prayer or Inspirational Thought**  
Danny Rasmussen offered an opening prayer.
- 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 noted that he had not checked the drop box located at the District office.

**7. Review of the URS Service Agreement Form. Discussion and possible action to approve the Service Agreement, including the selection of participation options and employer contribution elections within the Traditional and Roth 401(k), 457(b), and Traditional and Roth IRA retirement savings plans for District employees.**

Prior to the meeting, Mr. Rasmussen provided a prefilled copy of the URS Service Agreement to all Board members for their review. During the meeting, he reviewed the form in detail, noting that the proposed selections would allow all employees—regardless of benefit status—to contribute to Traditional and Roth 401(k), 457(b), and Traditional and Roth IRA retirement savings plans.

Mr. Rasmussen highlighted that the 401(k) and 457(b) plans would include loan provisions for participants. Additionally, he informed the Board that he had verified with URS staff that offering these contribution options to non-benefited employees does not constitute a formal benefit under URS guidelines. Cyndie Mattinson made a motion to accept the URS service agreement allowing both benefited and non-benefited employees to contribute to URS plans. Ted Munford seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

**8. District Personnel Policy and Procedures Manual – Amendments**

- **SECTION XIV: PAYROLL ADMINISTRATION 3. Pay Deductions**
- **SECTION XVII: BENEFITS: 6 Retirement System**

Rasmussen provided a handout for Board review of policy amendments regarding the above URS service agreement. Ted Munford made a motion to accept Personnel Policies and Procedures Manual changes as they have been presented. Lori Leatham seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

**9. Closed Meeting agenda item**

Ted Munford motioned that Board move to a closed meeting to discuss personnel issues. Cyndie Mattinson seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor. Closed meeting began at 3:43 PM.

#### 10. Action from the closed meeting if needed.

The Opening Meeting resumed at 4:32 PM at which point Ted Munford stated that after the Closed Meeting the Board has a verbal warning to offer and Lori Leatham has a statement to read. Lori Leatham then read a verbal warning directed to Danny Rasmussen (Director) and Trevor Weeks (Assistant Director) for insubordination. The statement included a brief history of previous Board meetings where discussions were held to determine what should be done with surplus pesticide that was no longer going to be utilized by the District. During these prior Board Meetings, when asked by the Board if they would be willing to sell the product to another Mosquito Abatement District, both Rasmussen and Weeks responded that they would not take part in the action. Leatham indicated that the basis for their refusal to sell the product was because of the ethical nature of this particular products use. Leatham continued with, "since the threat of insubordination has been made publicly evident, we submit the following". Then the following points were directed at Rasmussen and Weeks:

1. Both have signed Ethical Behavior Pledges.
2. Their behavior was defiantly unethical behavior.
3. Evidence of potential and openly intended insubordination has been presented at the last two consecutive Board Meetings.
4. The Board has reasons to expect this behavior to continue.
5. It is the responsibility of the Board to deal with any and all instances of insubordination.

The statement continued with the Board issuing the following Verbal Warnings and comments on Disciplinary Actions:

#### Verbal Warnings

1. Insubordination will not be tolerated.
2. There is an expectation to recognize and respect the Board's authority for final decision making.

#### Disciplinary Actions:

1. Disciplinary Actions will be delt with case-by-case with consideration to the type and nature of the infraction.
2. Actions may include verbal warnings, written warnings, suspension of employment or termination of employment.
3. This statement will act as a verbal warning moving forward.

No other comments were made and no discussion was held.

**11. Future Agenda items**

Lori Leatham requested the following as agenda items for the April Board meeting: Discussion on rotating the Districts CPA, and discussion on district policy regarding the personal use of District property. Dean Bell requested an agenda item to discuss Board Member training.

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

**13. Vote to adjourn.**

Ted Munford motioned that the meeting adjourns. Lori Leatham seconded the motion. The motion passed with Ted Munford, Dean Bell, Cindy Mattinson, Red Hatch, and Lori Leatham in favor.

Attested Val Dean Bell

Date 4-16-2026

Attested Red Hatch

Date 4/16/26