

MINUTES OF THE BOARD OF TRUSTEES
OF THE
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT
FEBRUARY 12, 2020

Acting President Cabral called the Regular Meeting of the Board of Trustees to order at 7:02 p.m. at the District Office at 15 Melvin Road, American Canyon, California.

Members Present: Cabral, Dorman, Maffei

Members Excused: Valentine, Ray

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

ADOPTION OF AGENDA

Maffei motioned, seconded by Cramer, to adopt the agenda as presented. Motion passed unanimously.

APPROVAL OF DISTRICT MINUTES

Maffei motioned, seconded by Cramer, to adopt the district minutes as presented. Motion passed unanimously.

PUBLIC COMMENTS

None.

REVIEW CORRESPONDENCE

None.

RECESS BOARD OF TRUSTEES MEETING AS THE MOSQUITO ABATEMENT DISTRICT AND CONVENE AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES

The meeting was called to order by Acting President Cabral at 7:04 p.m.

Members Present: Cabral, Dorman, Maffei

Members Excused: Valentine, Ray

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING DECEMBER 31, 2019

For the quarter ended December 31, 2019, the District earned \$1,501 in interest for the monies held with the County of Napa. No action required.

REVIEW AND TAKE ACTION ON 2020 BIENNIAL NOTICE FOR THE DISTRICT'S CONFLICT OF INTEREST CODE AND CERTIFICATION OF RESOLUTION NO 77

Cramer motioned, seconded by Maffei to accept Resolution 77 approving the District's 2020 Conflict of Interest Code with no changes but with the clerical correction of the District name; Resolution 77 should list Napa County Mosquito and Disease Control District. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION TO FILL VACANT ACTING SECRETARY POSITION ON THE DISTRICT'S BOARD OF TRUSTEES

Cramer motioned, seconded by Maffei to nominate current board member Deborah Maffei as Acting Secretary; Member Maffei accepted. Motion passed unanimously.

APPROVE PAYMENT OF BILLS FOR JANUARY 2020

Cramer motioned, seconded by Maffei, to approve the bills as paid in January 2020. Motion passed unanimously.

ADJOURN MEETING AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES AND RECONVENE AS THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

DISCUSSION AND POSSIBLE ACTION TO CREATE A FINANCE AD HOC COMMITTEE TO ADDRESS THE DISTRICT'S ANNUAL BUDGET AND ACTUARIAL REPORTING

Cramer motioned, seconded by Maffei, to create a finance ad hoc committee consisting of the District Manager, Wesley Maffei and Board Members Valentine and Cramer; Member Cabral is an alternate ad hoc committee member. Motion passed unanimously.

REVIEW AND TAKE ACTION ON 2020 BIENNIAL NOTICE FOR THE DISTRICT'S CONFLICT OF INTEREST CODE AND CERTIFICATION OF RESOLUTION NO 248

Cramer motioned, seconded by Maffei to accept Resolution 248 approving the District's 2020 Conflict of Interest Code with no changes. Motion passed unanimously.

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING DECEMBER 31, 2019

For the quarter ended December 31, 2020, the District earned \$9,084 in interest for the monies held with the County of Napa. The VCJPA Member Contingency Fund earned interest of \$5,858.

The CalPERS OPEB account earned interest of \$161,227 for the quarter ended December 31, 2019. No action required.

DISCUSS TRUSTEE ITEMS

-Member Cramer hopes to scheduled a District presentation before the St Helena city council soon.

MANAGER'S REPORT

-The District received zero service calls for the month of February.

-The District Manager expects March to be busy month for legislative matters.

-The District Manager passed around a Certificate of Achievement for former board member Chuck Carbone for signature. Chuck served for 12 years as a Board Member representing the City of Napa. Manager to deliver at a later date.

-The District Manger recently met with PARS (Public Agency Retirement Services) representatives to discuss the possibility of the District moving its OPEB account to PARS. Manager to discuss further with newly formed ad hoc committee.

-Newly hired Vector Ecologist, Brenda Cyr, will start work on February 24, 2020.

APPROVE PAYMENT OF BILLS FOR JANURY 2020

Maffei motioned, seconded by Cramer, to approve the bills as paid in January 2020. Motion passed unanimously.

ADJOURNMENT OF MEETING

Cabral motioned, seconded by Dorman to adjourn the meeting at 7:43 p.m. Motion passed unanimously.