

# **DELTA VECTOR CONTROL DISTRICT**

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## **Minutes of the Board of Trustees – Thursday, October 18, 2018.**

### **1. Roll Call:**

Present: Greg Gomez, President; Belen Gomez, Secretary; Kevin Caskey, Linda Guttierrez, Larry Roberts, Michael Cavanagh, Rosemary Hellwig.

Staff: Michael Alburn, Manager.

### **2. Closed Session 54957(b):**

Public Employee Discipline/ Dismissal/ Release.  
General Manager.

No Report.

### **3. Consent Calendar:**

The Manager provided information on Board Orders No. 08 & 09 as well as Travel Authorization for staff. Following discussion, it was moved by Larry Roberts, seconded by Michael Cavanagh and unanimously carried to approve the Consent Calendar as presented.

### **4. Public Forum**

None.

### **5. Staff Report:**

The Manager reported the following:

Seasonal Staff has departed.

Service Requests nearly double those of last 5 years.

Winter Work Schedule is being developed with a training emphasis (written & documented) for non-ASE workers.

Dairy Drains are breeding at their peak for the season. We will be treating until end of month.

Oil tank has sediment in the bottom 6 inches after we received shipment from Univar. Something in the recipe didn't stay blended. The substance has properties like molasses. The pump burned up immediately upon filling larval truck after we received the product August 27<sup>th</sup>. No solution for emptying the tank has been agreed upon yet. Receiving 4 – 8 fifty-five gallon drums at a time to get us through the season (at bulk price with swap being handled by Univar so we don't have to deal with disposal).

Vehicle lift for shop was received but it is the wrong model, working with NAPA to swap for correct model. We accepted the product and took the shipping container apart so they MAY charge us some freight for the swap. Even so, we will be under our budgeted amount on the

line item. Closer supervision will be required in the future for purchasing item numbers and for accepting shipments. Corrections underway.

Tire Changer and Wheel Balancer have been received and are operational. Training will occur upon completion of field work.

All filings have been completed on the lab ownership transfer. The lease-lease back is complete.

Continuing Ed training at the World Ag Expo October 30<sup>th</sup>.

**6. Hayashida and CM Construction Contracts:**

Hayashida

Dale Bacigalupi has reviewed and the contract is acceptable in form and content.

\$66,857 (\$7,600 Schematic Design, \$5,907 Design Development/ CUP fees, \$41,150 Permit & Construction Docs, \$3,500 Permit Application/ Plan Check, \$3,350 Bidding, \$5,350 Construction Admin).

CM Construction

Dale Bacigalupi has reviewed and the contract is acceptable in form and content.

\$36,000 (\$12,000 Pre-Construction Phase, \$24,000 Construction Phase).

As an aside, the MVCAC will hold a quarterly BOD meeting in November 2019 where an open house will be held at the District for members to visit and tour.

Following discussion, it was moved by Michael Cavanagh, seconded by Larry Roberts and unanimously carried to approve the contracts.

**7. Quarterly Expense/ Revenue Report:**

Expense

Building & Yard Supplies/ Repairs experienced \$2,099 in charges for a condenser in the lab.

Vehicle purchased for \$25,377 (\$30,000 budget item).

Revenue

Minimal interest income was received.

**8. Board Policy No. 2128:**

The Manager reported that the policy is out of date. The District is insured through the VCJPA not the SDRMA. The Board needs to be presented an amended policy for adoption. Recommendation of Manager was to come back with a policy that blends the requirements for DMV reports, Pull Notice participation and point calculations with the Vehicle Code negligent driver determination of Negligent Operator (i.e., 4 points in 12 months, 6 in 24 months, 8 in 36 months) while staying within the VCJPA minimums for participation. It is expected to have the first reading in November, second reading and approval in December allowing for implementation in 2019 for seasonal hiring. It was agreed that the policy should be amended as recommended.

**9. Adjournment:**

The meeting adjourned at 8:17 p.m. The next meeting will be held on November 14<sup>th</sup>.

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Michael W. Alburn, Recording Secretary