

Delta Mosquito & Vector Control District

Conlin Reis
General Manager

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Minutes of the Board of Trustees – Wednesday, February 12, 2025, Start: 4:31 p.m.

1. **Roll Call:**

Present: Greg Gomez, President; Linda Gutierrez, Secretary; Lori Berger, Larry Roberts, Mike Burchett and Rosemary Hellwig.

Absent: Kevin Caskey

Staff: Conlin Reis, General Manager and Mary Ellen Gomez, Administrative Assistant.

Others Present: Crystal Lynn, California Class (Remote) and John Kalmbach, Sol-Tek Solar

2. **Employee of the Quarter:**

The General Manager and the Board of Trustees presented the Employee of the Quarter Certificate to Benjamin Sperry

3. **Election of Officers/Administration of Oaths:**

Following discussion, it was moved by Larry Roberts and Rosemary Hellwig to nominate Greg Gomez as the President of the BOT and Linda Gutierrez as the Secretary of the BOT and the Board members unanimously approved both of their nominations.

BOT Member, Larry Roberts signed his oath of Office for re-appointment.

4. **Public Forum:**

No members of the public were present.

5. Consent Calendar:

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the consent calendar as presented.

Motion: Trustee Burchett Second: Trustee Roberts

6. Investment and Finance Overhaul Project:

6b. California Class Presentation/Consideration of Enrollment

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve enrollment in California Class.

Motion: Trustee Roberts Second: Trustee Hellwig

6c. Resolution 25-04: Changes to DMVCD's Revolving Fund

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the Resolution for changes to DMVCD's Revolving Fund.

Motion: Trustee Roberts Second: Trustee Burchett

6d. District Bank Designation

Following discussion, it was the consensus of the Board that the District Manager use his discretion to choose between the two options after a deeper evaluation, with a preference for Tri Counties Bank due to its local presence.

6e. Resolution 25-05: Reinvestment of Funds from Tulare County

The Board reviewed Resolution 25-05, which directed the reinvestment of Tulare County Funds. At the Manager's suggestion, the Board chose to re-visit this resolution at the next regular board meeting.

7. Manager's Report (Summary):

December and January focused on improving Delta's operations workflow and training program, with completion expected by March. Five staff attended the MVCAC Annual Meeting, where Delta's presentations drew interest and influenced future studies.

Data collection for the 2024 Annual Report is underway but delayed for corrections. The District received six service requests, conducted four mosquito inspections, and performed three source treatments.

The OPM position remains vacant, though interviews will begin soon. Alysia Davis joined as Vector Control Operations Analyst, bringing extensive seasonal experience. Fleet maintenance progressed, facility improvements were made, and preparations for an aerial treatment program are ongoing.

Outreach included STEM events, technician phone maintenance, and MVCAC conference preparations. Mosquito surveillance recorded lower-than-average trap counts, with *Culex quinquefasciatus* and *Aedes aegypti* as the most common species. Arbovirus testing is delayed, but so far, 211 samples tested positive for WNV, eight for SLEV, and two for both. Mosquitofish production was lower than last year, and no larvae samples or kissing bugs were reported.

8. Re-appointments:

Trustee that was to be polled was not in attendance, will re-visit at the next Board Meeting.

9. AB1234 and AB1825 Training Requirements:

Trustees reviewed the Training sheet; the Administrative Assistant notified them she will make them aware once assigned.

10. Policy Revision(s).

First Read

- a) New Policy #1084: Investment Policy
- b) Revision, Policy #3004: Holidays

The General Manager presented two policies, one to add a new policy, Policy #1084 to establish an Investment Policy. To consider a change in Policy #3004, minor revision regarding Floating Holidays. Action, if any, will be taken on these items at the March meeting.

Second Read

c) Revision, Policy #1000: Purpose of Board Policies

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the revisions to Policy #1000.

Motion: Trustee Hellwig Second: Trustee Roberts

d) New Policy #2140: Background Checks (Livescan)

The Board discussed a new background check policy for the District. There was some discussion.

It was moved, seconded, and passed by the members of the Board of Trustees to adopt Policy #2140 as presented.

Motion: Trustee Guttierrez Second: Trustee Berger

Ayes: Trustee Guttierrez, Trustee Berger, Trustee Gomez, Trustee Roberts
Noes: Trustee Hellwig

11. Financial Audit 2023/2024:

The General Manager notified the Board of Trustees that the draft Audit was received late Monday, he is asking them to review it and will revisit this at the March Board Meeting.

12. Section 125 Elective Component:

Following discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to approve the Section 125 Elective Component as presented.

Motion: Trustee Roberts Second: Trustee Hellwig

13. Inspection Warrant:

The General Manager notified the Board of Trustees he will bring this item back to the March meeting as the warrant still being worked on by new Legal Counsel for the District.

14. Arbovirus Testing for Tulare Mosquito Abatement District:

The General Manager notified the Board of Trustees he is tabling this item, will be brought back to the March meeting.

15. Solar Project Update and New Proposal:

John Kalmbach presented data pertaining and answered questions from the Board regarding the Solar Panel Project and how the change will benefit the District. Following discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to continue moving forward with Sol-Tek Solar on this project.

Motion: Trustee Roberts

Second: Trustee Berger

16. District Uniform Jackets:

Following discussion, it was moved, seconded and passed unanimously by the members of the Board of Trustees to approve the purchase of District Uniform Jackets.

Motion: Trustee Hellwig

Second: Trustee Gutierrez

17. Board of Trustees Member Comments:

None.

18. Future Agenda Items:

None.

19. Adjournment:

Board President, Greg Gomez adjourned the meeting of the DMVCD Board of Trustees at 7:00 pm.

Conlin Reis, Recording Secretary
