

# **DELTA VECTOR CONTROL DISTRICT**

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## **Minutes of the Board of Trustees – Wednesday, April 10, 2019.**

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

Present: Greg Gomez, President; Belen Gomez, Secretary; Kevin Caskey, Linda Gutierrez, Rosemary Hellwig, and Larry Roberts.

Absent: Michael Cavanagh.

Staff: Michael Alburn, Manager.

### **2. Consent Calendar:**

The Manager provided information on the following items:

32826 CM Construction, \$8,800.

Following discussion, it was moved by Larry Roberts, seconded by Linda Gutierrez and unanimously carried to approve the Consent Calendar as presented.

### **3. Public Forum**

None.

### **4. Staff Report:**

Weed sprayer Walt Stutsman broke his leg in two places walking the bank of the London Waste Treatment Facility on March 21<sup>st</sup>. He will be having surgery to pin the breaks on April 17<sup>th</sup>.

All staff are in the field; surveillance, crop mapping, source inspections, weed and larval treatments to dairy and wastewater lagoons are ongoing.

The District will be putting together a budget for the Engineer's Report to be submitted to the Board next month.

The District will be hosting a booth at Earth Day in the City of Visalia.

The Treatment schedule and coordinating responsibilities for the Kaweah River Rock Plant is included in the PDF.

The State sent the proficiency panel performance results and Jesse Erandio, Biologist did outstanding work getting the District certified to use multiplex assays to test for SLEV, WEEV & WNV. Delta is one of 13 agencies doing their own testing (DART, SAYO, COAV, WVAL, SAND, SANM, ALCO, ACVC, PLCR, ORCO, STCL, SJCM & DLTA).

**5. Proposed New Classification – VC Tech III/ Mechanic:**

The Manager presented a job description for a VC Tech III/ Mechanic. The position is the same as VC Tech III except for the detail of ASE Certification has been added making a new classification of employee.

Currently, the District has three people with ASE Certifications (Foreman, (2) Tech III's). The District Foreman currently has three ASE Certificates, down from six previously held. The VC Tech III's have nine and four respectively. ASE Certificates for Tech III's earn \$75/ month for each (Foreman does not earn additional money). The age range for those with certificates is between 50 and 63 years. Two other VC Tech III's have no certificates. They have 20 & 16 years with the District respectively. These employees are not allowed to work on vehicles without direct supervision by the Foreman or one of our Tech III's with a certificate.

Our ability to keep a shop open for winter maintenance is going to be taxed in the next couple of years with retirement and/ or promotions. We cannot allow individuals to be the mechanics without certifications because the District will be required to show the qualifications of the mechanic who worked on the vehicle after any accident. The Manager recommended that the District develop the ASE aspect of the program.

It was further recommended that the District pay \$125 per month per certificate, so that a person who holds all 9 certificates and oversees those who don't have such earns a comparable wage to the Foreman.

Our cost would be approximately \$50,000 more to switch from a Tech II to a Tech III/ Mechanic and it would be expected that we would budget for the position this coming fiscal year and possibly hire in November. If we fill the position(s) we will hire fewer Tech II's next spring. The budget will dictate how many positions become available.

One negative alternative for the District, if it doesn't recruit competent mechanics is to shop out much of the winter work. This would cause us to lose experienced workers who would not be required in the winter. The potential to diminish our summer employee competence levels then becomes more likely as those employees find work elsewhere. The opportunity is available for all to be certified and compensated as an incentive.

The Manager expressed that the District would look to fund one or two VC Tech III/ Mechanic positions in the next fiscal budget, with a November 1 hiring date.

Following discussion, it was moved by Kevin Caskey, seconded by Belen Gomez and unanimously carried to allow for the creation of the VC Tech III/ Mechanic position and to increase the stipend for each certificate to \$125 per certificate/ per month, effective 7/1/19.

**6. 3<sup>rd</sup> Quarter Revenue/ Expense Report:****Revenue**

We received a slight uptick in Interest and previously it was reported that we will receive \$20,000 more than we budgeted in Current Secured income. If the Interest continues we will see \$15K more than budgeted. The Misc. line is coming up short, JPA held back some funds we were expecting, as a result we will likely end up with \$20- \$25K of unanticipated revenue.

Expenses

Estimates are that we will carry over \$150,000 in unspent budgeted funds. Gasoline projects to be \$5,000 over spent, but our projection is at \$3.75 a gal and we haven't paid that this year. We are also conservatively spending out the \$100,000 money for the project and thus far only \$51,000 has been spent. Building permit and bid docs, etc., will be a significant expense so we just projected spending out the line item. Retirement is off because we didn't calculate the ASE portion of payroll, problem has been identified and will be remedied on the next budget.

The Manager indicated that we are in a good place with funding. Confident we will carry over between \$170 - \$175 K.

**7. Building Project Update:**

The Manager reported that the Building permit is being applied for this week. We expect to wait 6 weeks for the City to complete. Bid docs ready end of May, early June. Open Bid at a special meeting toward later part of June. Recall that we will approve a budget at the June 12<sup>th</sup> Board meeting so the bid results will be able to be acted upon when opened.

**8. Other Post-Employment Benefits (OPEB):**

The Manager presented the engagement letter received from MacLeod Watts, Inc. for the 2019 update to the biannual Actuarial Valuation and related reports on behalf of the District.

This valuation is required by the State Controller and CalPERS. Information goes to them and our own auditor as part of GASB 75 (Accounting and Financial Reporting for Postemployment Benefit calculations). The price is \$750 more than the last valuation, \$6,850.

Following discussion, it was moved by Larry Roberts, seconded by Belen Gomez and unanimously carried to approve the engagement letter as outlined.

**9. Board Travel Calendar:**

The Manager discussed the meetings available for attendance in the 2019/20 fiscal year.

AMCA	March 16 – 20, 2020; Portland, OR
CSDA	September 25 – 28, 2019; Anaheim, CA
MVCAC	January 26 – 29, 2020; San Diego, CA

Trustees will communicate any travel interests to the Manager by the May Board meeting so it can be included in the Budget to be presented in June.

**10. Adjournment:**

The meeting adjourned at 7:50 p.m.

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Michael W. Alburn, Recording Secretary