

**MEETING OF THE BOARD OF TRUSTEES OF THE
SOUTHLAKE MOSQUITO ABATEMENT DISTRICT
MINUTES**

February 13, 2023

1. **ROLL CALL**

The meeting was called to order at 7:44 p.m. by President Barbara Struthers. Trustees Tony Bilotti and Roger Simonson were present. Trustees Susan Levy and Brent Ross were absent. District Attorney Robert J. Masini and LeeAnn L. Gurysh were in attendance along with George Balis of Clarke. The meeting was held at the Deerfield Village Hall in the Police Conference Room.

2. **PUBLIC COMMENT**

None

3. **ELECTION OF OFFICERS**

President Struthers nominated Trustee Simonson to act as the Ethics Officer as well as Secretary. Trustee Bilotti seconded the nomination. All in Favor. Motion passed. Trustee Simonson motioned that the slate of officers remain the same from 2022. President Struthers pointed out that that may need to change if either she and/or Trustee Levy leave the board. She suggested re-electing at that time. Trustee Bilotti seconded the motion. All in favor. Motion passed.

4. **MINUTES**

The trustees reviewed the minutes of the October 10, 2022 regular meeting. Motion by Trustee Simonson, seconded by Trustee Bilotti to approve the minutes of the October 10, 2022 regular meeting minutes. All in favor. Motion passed. Trustee Bilotti moved to confirm the tax levy discussed at the October 10, 2022 regular meeting. Trustee Simonson seconded the motion. All in favor. Motion passed.

5. **TREASURER'S REPORT**

Trustee Simonson requested to table the treasurer's report for October 2022 as Trustee Levy was absent. Report will be reviewed and discussed at the March meeting.

6. **BILLS**

President Struthers reviewed the following bills with the Trustees:

1. RJM Legal, LLC	\$9,261.63	Legal Services (10/2022 through 2/2023)
2. Smith Accounting Services	\$100.00	Accounting Services for November 2022
3. Smith Accounting Services	\$75.00	Accounting Services for December 2022
4. Smith Accounting Services	\$75.00	Accounting Services for January 2023
5. Liberty Computer Centre	\$200.00	Website & Facebook Maintenance for November
6. Liberty Computer Centre	\$200.00	Website & Facebook Maintenance of December
7. Liberty Computer Centre	\$350.00	Website & Facebook Maintenance for January 2023 and Annual Web Hosting Renewal
8. Liberty Computer Centre 2	\$200.00	Website & Facebook Maintenance of February 2023

Trustee Simonson moved that the bills be paid as presented. Seconded by Trustee Bilotti. Roll Call. Ayes: Bilotti, Simonson and Struthers. Nays: None. Absent: Trustees Levy and Ross. Motion passed.

7. **REPORTS**

A. Report on Organization and Destruction of Documents. Attorney Masini reviewed the process he went through to properly destroy old records of the District that were no longer needed. He stated that he still had paper records from the 1930s. Attorney Masini worked with the state to properly archive what was needed to be kept and destroyed all other documents and received certification from the state that all was completed properly. He stated that documents would be kept electronically going forward. Trustee Simonson thanked Attorney Masini for his work in completing this task.

8. **OLD BUSINESS**

A. None.

9. **NEW BUSINESS**

A. The annual conference will be held at the end of February in Reno. Trustee Simonson will attend and Mr. Balis will be present. Trustee Simonson will check for any new educational materials. Trustee Bilotti moved to approve using District funds to cover Trustee Simonson's expenses for the conference. President Struthers seconded. All in favor. Motion passed.

B. The holiday party will be rescheduled for some time in March and trustees will be notified of the date.

C. Mr. Balis provided a overview of the coming year for Clarke. He said it was too early to determine what impact the winter weather will have on the mosquitos this year. There has been a lot of rain. He said that Clarke is currently training new employees for the coming season. President Struthers asked about drone spraying and Mr. Balis said that they are testing some of that but they are limited by the amount of spray the drones can hold currently so it is not widely used.

D. Attorney Masini pointed out that tentative appropriation ordinance has to be approved at least 30 days before the final ordinance is set to be approved. Due to the meeting schedules this year, the tentative ordinance should be passed in March so it can be approved in May. Attorney Masini suggested the same amount from last year as there is no anticipated increase in expenses this fiscal year.

10. **ADJOURNMENT.**

Trustee Simonson moved that the meeting be adjourned. Seconded by Trustee Bilotti. All in favor. The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Roger Simonson, Secretary of Southlake
Mosquito Abatement District