MEETING OF THE BOARD OF TRUSTEES OF THE

SOUTHLAKE MOSQUITO ABATEMENT DISTRICT

**MINUTES**

# October 10, 2016

1. **ROLL CALL**

 The meeting was called to order at 7:33 p.m. by President Barbara Struthers. Trustees Tony Bilotti, Susan Levy and Roger Simonson were present. Trustee Feder was absent. District Attorney Robert J. Masini and George Balis from Clarke were also in attendance.

2**. PUBLIC COMMENT**

None.

 3**. MINUTES**

 The Trustees reviewed the minutes of the September 12, 2016 regular meeting. Motion by Trustee Bilotti, seconded by Trustee Levy to approve the minutes of the September 12, 2016 regular meeting. All in favor. Motion passed.

 4**. TREASURER’S REPORT**

Trustee Levy reviewed the September 2016 report with the Trustees. She stated that the District had $973,972.48 in all accounts as of September 30, 2016. Motion by Trustee Bilotti to accept, as presented, the Treasurer’s Report for September 2016. Seconded by Trustee Simonson. All in favor. Motion passed.

 5**. BILLS**

 The Trustees then considered the following bills:

1. Clarke - $37,734.02- for harborage and adulticide treatments per 26 invoices from 9/12 to 10/6.

1. Diver, Grach, Quade & Masini, LLP - $1,871.54 – ($1,823.25 Legal services, and reimbursement of $48.29 for payment to Chicago Tribune for publication of a legal notice).
2. Smith Accounting Services - $100.00-Accounting services.
3. David Data, Inc. - $1,755.66- for website maintenance.

Following the discussion Trustee Simonson moved that the Board pay all the bills as presented. Seconded by Trustee Levy. Roll Call. Ayes: Simonson, Bilotti, Levy and Struthers. Absent: Feder. Nays: None. Motion passed.

 6**. OLD BUSINESS**

 Trustee Simonson asked to further discuss the proposal to treat with adulticide, the long driveways east of Portwine Road and south of Deerfield Road, when that area is slated for a treatment based upon trap counts. This is presently done to the driveways to the west of Portwine in that area. The trustees and Mr. Balis discussed the matter and the following was the consensus.

* Mr. Balis said the maximum cost, depending on how many of the eligible driveways were to participate, would be $400.00.
* Trustee Simonson said he will get names and addresses of the 55 potentially treatable driveways from the Village.
* Clarke will work with the District to get a communication out to the eligible property owners to determine who would like to be included.

 Trustee Bilotti advised that he placed a call and left a message for County Board member Anne Maine. He is hoping to schedule a meeting to discuss cooperation with the Forest Preserve District.

 President Struthers reported that she had a conversation with the Bannockburn Village Manager. President Struthers brought up possible cooperation with contacting certain property owners near Trinity that are not in the District. Her impression was that the Village was not interested in getting involved.

 The trustees then briefly discussed the possibility of reaching out to the Beeson family about the annexation of its business on the NE corner of Route 22 and Waukegan Road. No decision was arrived at on the matter.

 7**. NEW BUSINESS**

A. Discussion and adoption of 2016 Tax Levy Ordinance. – Attorney Masini distributed a draft tax levy ordinance with a levy of $486,000, the same as last year. A brief discussion followed and the trustees noted that for the prior fiscal year the District spent just over the amount of the levy. Trustee Levy then made a motion to adopt as presented, the Tax Levy Ordinance for the year 2016 with a levy of $486,000. Seconded by Trustee Simonson. Roll call. Ayes: Bilotti, Levy, Simonson and Struthers. Nays: None. Absent: Feder. Motion passed.

B. Discussion and adoption of a Resolution approving the 2016 Fiscal Year Annual Report filed with the Comptroller of the State of Illinois. – Attorney Masini distributed the District’s Fiscal Year 2016 Annual Financial Report and a Resolution of approval for adoption by the trustees. He explained that his office has prepared and filed this report every year. The General Assembly adopted a new statute, effective January 1, 2016, that requires approval of the report by a 3/5 vote of the trustees to avoid the requirement of having a public accounting firm prepare an audit at least once every four years. Prior to this year no audit was required for a governmental body, such as the District, with revenues less than $850,000 however now this additional requirement has been added.

Following the trustees’ review of the report and a brief discussion, Trustee Levy moved that the trustees adopt the Resolution as presented to approve the Fiscal Year 2016 Annual Financial Report for the filing with the State Comptroller’s office. Seconded by Trustee Bilotti. Roll call. Ayes: Bilotti, Levy, Simonson and Struthers. Nays: None. Absent: Feder. Motion passed.

C. Discussion and adoption of an Ordinance to comply with Public Act 99-604, the Local Government Travel Expense Control Act. Attorney Masini distributed a draft proposed ordinance establishing compliance with the newly enacted Local Government Travel Expense Control Act which goes into effect on January 1, 2017. He told the trustees that the manner in which the District’s trustees have handled such expenses since he started representing the Board in 1987, has always been in compliance with the requirements incorporated in the Act. The difference now is that the Board’s historical practice must be incorporated into an ordinance and the trustees must set forth maximum reimbursement amounts for travel, meal, and lodging expenses and formally address a couple other matters.

The trustees discussed what types of matters would be covered by the ordinance. The most discussed point was how to set fair maximums for travel and lodging when those expenses can vary so widely depending on the location of an event. Following the discussion, the trustees agreed on maximums of $4,000 for travel, $150.00 per day for meals and $600.00 per night for lodging, pointing out that they have never even approached the maximums in the past.

Trustee Bilotti moved that the trustees adopt, as presented, the Ordinance Establishing Compliance by the South Lake Mosquito Abatement District with the Requirements of Public Act 99-604, The Local Government Travel Expense Control Act with the maximum of $4,000.00 for travel, $150.00 per day for meals and $600.00 per night for lodging. Seconded by Trustee Simonson. Roll Call. Ayes: Bilotti, Levy, Simonson and Struthers. Nays: None. Absent: Feder. Motion passed.

 9. **Reports**

 A. Clarke. – Mr. Balis did not have written copies of the monthly report, rather he projected it visually in the meeting room. He discussed the fact that the warm September had resulted in the continued WNV cycle and created a need for more adulticiding than typically performed. He reviewed the reports of human WNV cases throughout Illinois. Only one case was reported in Lake County, outside the District.

He discussed Zika and the fact that Aedes Albopictus mosquitoes were found in Evanston and in Grundy County. He said that Miami-Dade County was using an organo phosphate insecticide known as Naled. This insecticide is not normally used because of some environmental concerns. However, because there was extra product available and it is very effective in treating day biting mosquitoes, the Miami-Dade officials determined that the use of it was an acceptable risk.

Mr. Balis said that the traps are no longer in use as of today.

B. President Struthers asked that all trustees carefully check out the District’s website prior to the November 14, meeting so that they could review what needs to be removed and what needs to be added or changed.

The trustees very briefly discussed having the holiday dinner at the Italian Kitchen in Deerfield again.

Mr. Balis passed around a blister card with Spinosade/Natular DT. These small tablets can be used in standing water in containers around people’s homes. They are effective for up to 60 days.

9. **Adjournment**.

 Trustee Levy moved that the meeting be adjourned. Seconded by Trustee Bilotti. All in favor. The meeting adjourned at 9:10 p.m.

 Respectfully submitted,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Roger Simonson, Secretary of Southlake Mosquito Abatement District