

WHEATON MOSQUITO ABATEMENT DISTRICT
REGULAR MEETING OF May 5, 2020
MINUTES

MEETING MODIFICATION DUE TO COVID-19

Pursuant to Governor Pritzker's Executive Order, which suspends the requirement of the Illinois Open Meetings Act requiring in-person attendance by members of a public body during the duration of the Gubernatorial Disaster Proclamation, the members of the District will be participating in the meeting through the virtual meeting platform Microsoft Teams.

Members of the public may attend the meeting by utilizing the following link: [Join Microsoft Teams Meeting](#), or by calling 1-312-754-8028 and using Conference ID 642 466 460#. In addition, public comments can be emailed in advance of the meeting to rjones@rjoneslawoffice.com.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 p.m. by Trustee Bolds.

Members present: Trustee Bolds, Trustee Almiron, Trustee Stolt, Trustee Mull

Members absent: None

Also present: Robin Jones, Attorney for District
Clark Wood, Clarke Environmental Mosquito Management, Inc.
Tracy Olsen

2. PUBLIC COMMENTS

None

3. APPROVAL OF THE MINUTES OF PRIOR MEETING

Minutes from the March 3, 2020, meeting were reviewed. Trustee Almiron moved the minutes from the meeting of March 3, 2020, be approved. Trustee Stolt seconded the motion. There was no discussion.

Voice vote: Motion carried.

4. APPROVAL OF BILLS

The following outstanding bills were submitted for payment:

Clarke Environmental invoice, April installment	\$76,990.03
Robin N. Jones, Esq. for March and April	\$1020.00
<u>Chris Cozart, accounting services for March and April @ \$125.65</u>	<u>\$251.30</u>
Total	\$78,261.33

Discussion: None

Trustee Almiron moved to approve the payment of the aforementioned bills, including the bill due in April to cover the first installment of the District's 2020 contract, totaling \$78,261.33.

Trustee Mull seconded the motion.

Roll call vote:

Ayes: Trustee Bolds, Trustee Almiron, Trustee Stolt, Trustee Mull

Nays: None

Absent: None

Motion carried.

5. TREASURER/SECRETARY REPORT

The balances at the end of the fiscal year as of March 31, 2020, are as follows:

Providence Bank Checking Account:	\$1,785.18
Providence Bank Money Market:	\$174,219.27
<u>Wheaton Bank & Trust Money Market:</u>	<u>\$153,080.34</u>
Total	\$329,084.79
<u>Outstanding check to Chris Cozart</u>	<u>\$125.65</u>
Adjusted balance	\$328,959.14

The balances as of April 30, 2020, are as follows:

Providence Bank Checking Account:	\$2,191.76
Providence Bank Money Market:	\$97,344.09
<u>Wheaton Bank & Trust Money Market:</u>	<u>\$153,070.35</u>
Total	\$252,606.20

Trustee Mull moved to approve the Treasurer's Report. Trustee Almiron seconded the motion.

Voice vote: Motion carried.

Note:

Fees (~\$12/month) are greater than interest earnings (~\$2.50/month) for the Wheaton Bank & Trust Money Market account. The District's financial and investment policy may require modification to authorize investment in a different bank. FDIC limits must also be considered. The District's Attorney will research the policy regarding steps for change.

6. ATTORNEY'S REPORT

A Notice of Public Hearing was sent to the newspaper to announce the budget hearing and adoption of the Budget Ordinance scheduled for the June meeting.

There are two resolutions for New Business.

- Resolution 20 R 2: This formalizes District policy for signing checks and making electronic fund transfers, requiring two signatures on a physical check. The Treasurer or another designated trustee may authorize electronic payments of invoices and collect records of electronic transactions for audit. The President of the District is authorized to make purchases up to \$1,000 without prior approval; expenditures would be reported at the following meeting.
- Resolution 20 R 3: An audit proposal by Karrison LLC was slated for adoption in April, but there was no District meeting due to COVID-19 precautions. The fees are consistent with previous charges.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

- Approval of Resolution 20 R 2 - A RESOLUTION APPROVING A POLICY REGARDING AUTHORITY TO PREPARE AND SIGN CHECKS BY THE WHEATON MOSQUITO ABATEMENT DISTRICT

Trustee Mull moved to approve acceptance the resolution. Trustee Stolt seconded the motion.

Discussion: None

Roll call vote:

Ayes: Trustee Bolds, Trustee Almiron, Trustee Stolt, Trustee Mull

Nays: None

Absent: None

Motion carried.

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- Approval of Resolution 20 R 3 - A RESOLUTION AUTHORIZING THE PRESIDENT OF THE WHEATON MOSQUITO ABATEMENT DISTRICT TO EXECUTE AN AGREEMENT FOR AUDIT SERVICES

Trustee Almiron moved to approve acceptance the resolution. Trustee Stolt seconded the motion.

Discussion: The District's Attorney will advise the Auditor of the change of Treasurer. Trustee Almiron described some points of the auditing process.

Roll call vote:

Ayes: Trustee Bolds, Trustee Almiron, Trustee Stolt, Trustee Mull

Nays: None

Absent: None

Motion carried.

9. CONTRACTOR'S REPORT

- Presentation of the pre-season outlook report. Brood prediction started April 1.
- Mosquito control is an essential service that is part of public health and is not affected by shelter-in-place.
- A meeting with the Illinois Natural History Survey is scheduled for May 6, 2020, to go over summer research projects.
- Street and backyard catch basin work will begin in a couple of weeks.
- The Clarke hotline, WMAD@clarke.com and portal are functional links to citizens.
- Several city and county events have been cancelled, so the master schedule is being revised to reflect a reduction of 31 services (10 special events, 10 backpack barrier of Memorial Park, 10 lighted ballpark treatments and the County Fair). The corresponding cost reduction (approximately \$9,284) will be credited toward the last core payment for services at the end of the season.

10. ADJOURNMENT

Trustee Almiron moved to adjourn the meeting. Trustee Stolt seconded the motion.

Voice vote: Motion carried.

The meeting was adjourned at 7:39 p.m.

The next meeting will be held on June 2, 2020, at 7:00 p.m., at Wheaton City Hall.

Respectfully submitted,

Harvey Mull