

PROCEEDINGS FOR THE REGULAR MONTHLY BOARD MEETING
NORTH SHORE MOSQUITO ABATEMENT DISTRICT
BOARD OF TRUSTEES

At the convened monthly meeting for the North Shore Mosquito Abatement District Board of Trustees held at the district office, 117 Northfield Road, Northfield, Illinois, Saturday, June 7 2008. President Zimmer called the meeting to order at 9:03 a.m.

ROLL CALL

Trustee Nelson HowardPresent
Trustee Otto CesarioPresent
Trustee Carol BlusteinPresent
Trustee John ZbeskoPresent
Trustee William Zimmer.....Present

OTHERS IN ATTENDANCE

Superintendent Robert Berry
Attorney Norman Rosen
Office Manager Jennifer Zimmer

I. MINUTES

Minutes of the regular board meeting May 3, 2008, were approved with minor corrections. Motion made by Trustee Zbesko and seconded by Trustee Howard. All ayes.

II. REPORT FROM BOARD OFFICERS

1. President: No report
2. Vice President: None
3. Treasurer: Trustee Zbesko read financials for May. Total receipts were \$19,811.60, total disbursements were \$74,767.48, and total assets were \$1,238,916.75. Motion to approve financials made by Trustee Zimmer and seconded by Trustee Howard. All ayes.
4. Secretary: No report.

III. REPORT FROM LEGALCOUNSEL

Attorney Rosen reported he had sent a letter to the auditors confirming that there are no pending cases of litigation and none expected.

He also reported that Commonwealth Edison has still not responded to the district's request for a letter of agreement granting access to their power line rights-of-way but the letter is expected soon. Superintendent Berry noted that Commonwealth Edison still has not mowed the tall grass and weeds under their lines in Lincolnwood which presents a fire danger for NSMAD trucks attempting to spray in those areas (catalytic convertors under the trucks can start a fire). We are continuing to urge Commonwealth Edison to do this mowing.

Attorney Rosen reported that the county has not yet sent the NSMAD a signed copy to be signed by the district of the county's updated written agreement for file sharing of county GIS data.

IV. SUPERINTENDENT'S REPORT

Action Items

Superintendent Berry reported that Northern Weathermakers contacted him about setting up a long-term service contract with the district. They have serviced the district's equipment several times in the past. Following up on this, Superintendent Berry called five heating and air conditioning companies for cost comparisons of annual service contracts. The building's present heat/air system dates back to late 90's and has required repairs on several occasions.

Two companies responded. Northern Weathermakers asked for a one-year contract for \$580, including four inspections per year, cleaning of the unit, replacing filters and performing repairs, as needed, for an extra charge. Unique Indoor Comfort presented a \$550 contract, including four inspections and no charge for parts replacement.

Trustee Zimmer moved to accept the Unique bid for a one year contract. Trustee Howard seconded. All ayes.

Truck bids -- Three bids on the district's '93 Chevy have been received. Carmax set the value of the truck at \$750. The lowest bid received was \$500.50. A local construction company bid \$600. A third bidder offered \$1000. Trustee Zbesko moved to accept the high bid of \$1000. Trustee Howard seconded. All ayes.

Informational Items

Auditors said they would have their report ready before the July meeting. Superintendent Berry and Ms. Zimmer said that the auditors had several operational recommendations for the board's review. Included was a suggestion to use QuickBooks software rather than manual checking. Ms. Zimmer was comfortable with that procedure and the board had no

negative comments. Also the auditors had questioned the occasional (but rare) use of signature stamps. There was a brief discussion about why this is useful at times. The fact that the organization is small and the stamps are kept in a locked compartment seemed, to the board, to justify the continued existence of the stamps.

Superintendent Berry reported that a press release went out to the community requesting information from anyone with catch basins. Many basins, installed years ago and now forgotten, have become havens for mosquitoes. The office has received a good public response, but mostly from Lake County, which is not in our district. We did also receive responses from inside our district and have taken action on those reported basins.

District staff is now engaged in updating the file sharing of aerial photos and other GIS mapping information gathered by the county in previous years.

The district decided to acquire Tom Tom GPS navigation systems for the trucks instead of Garmin systems that were originally planned. Unlike Garmin, the Tom Tom system automatically calculates longitude and latitude readings without requiring manual entry. This information is used to notify the driver when the truck is approaching a “shut-off” address.

The district’s public communications program is beginning to bear fruit. The district is receiving fifteen calls a day from residents concerning catch basins, shut-offs, spraying notifications, etc. Trustee Zbesko suggested that the public be made even more aware of the districts mosquito abatement efforts which include GPS mapping of the district.

Trustee Zimmer commented that district employees working in residential areas on tasks such as door hanger distribution could use more visible identification. He suggested red baseball caps with “NSMAD” on the caps.

Superintendent Berry reported that four temporary workers will be coming on board on June 9, making the total number of workers eighteen. Of these workers, only six are new. He said the summer workers are “doing a wonderful job.” They have already covered two-thirds of the district in larvaciding. Some of this success can be attributed to retirees who were able to start before the student workers were available.

The district will be participating in several July 4 parades. The NSMAD will have a visible presence in Evanston, Morton Grove and Skokie, with the possibility of one more parade being added.

Trustee Blustein suggested taking mosquito literature to be placed on tables at summer community street events. Other board members agreed to take literature to their respective community events.

V. LAB REPORT

Superintendent Berry reported that there are an enormous amount of culex and flood type larvae out in forests now. Forty-two vec tests have been conducted and no West Nile Virus mosquitoes have been found in our area. However, when pipiens type mosquitoes begin to show up, the district may begin spraying before any positive virus mosquitoes are found.

A mosquito pool collected in DuPage County and another in Tazwell County (Peoria area) were found to contain mosquitoes carrying West Nile Virus. Unfortunately, county programs just report the presence of the disease but don't do any abatement activity.

VI. OLD BUSINESS:

Trustee Cesario reported that he had contacted several more potential venues for the district holiday employee party -- Bones, Café Lucci, and Wildfire, but prices and noise were a problem for each. Via Venneto was the party site in 2007 and it meets all criteria. The board agreed to reserve Via Venneto for Christmas 2008.

Trustee Blustein suggested that the board hold a special session on a Saturday to solely discuss all employee benefits (medical, retirement, etc.). Trustee Zbesko suggested that Trustee Blustein prepare an agenda of topics to cover. Trustee Blustein requested that everyone email their suggestions for the agenda. Attorney Rosen clarified that minutes for this type of meeting are kept but not published and no voters for action are made in closed session. Saturday June 14 at 9:00 a.m. was set as the date for the meeting.

VII. NEW BUSINESS: None

Trustees Howard moved to adjourn the meeting, Trustee Zbesko seconded. The meeting was adjourned at 10:23 a.m.

ATTESTED
President, William Zimmer

SUBMITTED
Secretary, Nelson Howard