

FOUR RIVERS VECTOR CONTROL DISTRICT

56478 SOLAR DRIVE, BEND, OR 97707
WWW.FOURRIVERSVECTORCONTROLDISTRICT.COM

Minutes Board of Trustees – Regular Meeting January 15, 2025 – 6:00 p.m.

Call to Order: Chairman Rodney Dieckhoff call the meeting to order at 6:00 p.m.

Roll Call: Members present; Amy Varner, Eva Wild Crain, Lawrie Dieckhoff, Duncan Atwood, and Rodney Dieckhoff. Members absent: None **District Employees:** None **Visitors:** None

Public Comment: No public comment

Approve previous meeting minutes:

Meeting Minutes for October 16, 2024: Duncan Atwood made a motion to approve the meeting minutes for October 16, 2024, Lawrie Dieckhoff seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Treasurer's Report

Treasurer's Report for YTD December 2024: Duncan Atwood made a motion to approve the Treasurer's Report for YTD December 2024, Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Manager Update

Rodney read the managers update and there were no questions or comments. Please see attached manager update document for details.

Old Business

- a) Bylaws and Policy Manual: Documents have been submitted to HR Answers for review, we are still awaiting a response. No further/questions or comments were raised by board members.
- b) Wage Increases: Amy Varner requested more information on how wage increases were calculated and who was responsible for administering wage increases. Clarification was given that the board has authority to oversee and administer a wage increase for the Operations manager position. The Operations manager has the authority to administer wage increases within the means of the budget to any staff members under them (i.e.

seasonals, office manager, etc.)

New Business

- a) SDAO Annual Conference: The SDAO annual conference is being held in Bend this year. The board discussed and attendance was encouraged for those that were interested in attending and learning more about special districts/state regulations/laws/etc.
- b) Meeting Times: Amy Varner requested clarification on when the board meetings held. Clarification was given that in the current bylaws the board meets three (3) times per year in the months of January, June, and October. Previously when the district was experiencing management issues the board at the time decided to meet more frequently at the discretion of the operations manager and board president. Operations were back to normal so normal meeting times/dates were resumed.

Good of the Order – Future Agenda Suggestions

- a) Emails: A reminder was given by board chairman Rodney Dieckhoff that emails can constitute a public meeting if all board members are being addressed in an email. We are allowed to send out a group email with notices; however, if you have questions please do not 'reply all' to the group as that creates a quorum and is subject to public meeting law. If you have any questions, they need to be directed to the email sender or board chairman.
- b) Public Records Request Policy: Information was given on how a member of the public or individual board member may request public records. Each board member was presented with a public record request form if they chose to take one.
- c) Christmas Dinner: Eva Wild Crain inquired if the employees had a Christmas dinner, and if not, proposed the possibility of a spring appreciation dinner.

Schedule next meeting: The next meeting is scheduled for May 21, 2025 at 6:00 p.m. at the district office located at 56478 Solar Drive, Bend, OR 97707.

Adjourn Meeting: Board chairman Rodney Dieckhoff adjourned the regular meeting at 6:38 p.m. on January 15, 2025.

Manager Update

Board of Trustees – Regular Meeting

January 15, 2025, at 6:00 p.m.

Drone Update

- No Usage Last Season: We did not use the drone last year because we were awaiting approvals from the FAA and other local agencies to ensure compliance. By the time all certifications were secured, the areas suitable for drone treatment had already been treated manually.
- Pilot Program for This Year: This season, we plan to use the drone in larger, open areas as a "pilot" program. The goal is to assess its effectiveness compared to manual treatment methods.
- Evaluation and Future Plans: If the drone proves useful, we will incorporate it into our operations for future seasons. If not, we may explore selling the drone and reallocating the funds to other equipment upgrades. Testing the drone is essential before making any final decisions.

Plans for Spring

- Early Start to Treatment: We are closely monitoring water levels across the district, which remain significant due to current conditions. We aim to begin treatments early in the spring (April), weather permitting.
- Helicopter Deployment: To prepare for the hatching season, we plan to use a helicopter for treatment across the district in early spring. This proactive approach should help us stay ahead of mosquito population surges.
- Staffing Updates:
 - Returning Team Members: Cody and Pete will manage fogging operations during the June-September season.
 - Larviciding Crew: Myles and Ryan will handle larviciding. Ryan has been studying during the off-season to prepare for his licensing test.
 - Additional Support:
 - Cody may assist with larviciding if needed.
 - Steven's return for the upcoming season is uncertain due to his other commitments. He may be available in an on-call capacity if required.