

FOUR RIVERS VECTOR CONTROL DISTRICT

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Minutes Board of Trustees – Regular Meeting July 16, 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, Steven Emerson, Duncan Atwood, and Rodney Dieckhoff. Members absent: None **District Employees:** Sierra Dieckhoff and Myles Bowlin
Visitors: 3 Virtual, 12 In-Person

Public Comment:

Tony DeBone – Stated appreciation for the addition of new board members and the rotation of positions. Expressed willingness to assist in forming a budget committee and indicated interest in serving on the committee.

Megan Tucker – Expressed concerns regarding spending and suggested budget reductions. Stated that established rules are not being followed, that regular meetings should be held, and that a budget committee should be established.

Edward Horvath – Commented that mosquito treatment is not being conducted efficiently. Reported that he owns a mosquito control company and has received several hundred calls from district residents regarding mosquito issues.

Scott Asla – Stated that he has resided in the district for nine years and that this year has been particularly challenging for mosquito populations. Acknowledged that nature cannot be fully controlled and that mosquitoes are a natural presence in wooded areas.

Dale Fuller – Recognized the challenging mosquito season and thanked district employees for their hard work.

Approve previous meeting minutes:

Meeting Minutes for May 21, 2025: Duncan Atwood made a motion to approve the regular meeting minutes for May 21, 2025, Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Steven Emerson – Abstained. The motion carried unanimously.

Budget Hearing Minutes for May 21, 2025: Duncan Atwood made a motion to approve the budget hearing minutes for May 21, 2025, Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Steven Emerson – Abstained. The

motion carried unanimously.

Treasurer's Report

Treasurer's Report for YTD June 30, 2025: Eva Wild Crain made a motion to approve the Treasurer's Report for YTD June 30, 2025, Amy Varner seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Steven Emerson – Yes. The motion carried unanimously.

Manager Update

All areas of the district have now been treated at least once, and re-treatment efforts are underway along the Big Deschutes River. The Little Deschutes River has mostly dried up, and we are not currently finding a lot of mosquito larvae in the remaining water. Fogging operations have been conducted as frequently as possible. Looking ahead to next season, we plan to recruit additional employees to improve treatment efficiency and allow for multiple crews to work in different areas simultaneously.

The board inquired about the golf courses in Crosswater, Myles reported that these areas have been treated several times. Additionally, the district has provided the greenskeepers with BTI to assist in monitoring and treating water hazards within the golf courses and ponds in the Crosswater and Vandever Ranch neighborhoods.

Old Business

- a) Board review of receipts/transactions from January 2023-Present: All board members received the google link to view the receipts/transactions and bank statements. Amy Varner stated she still has questions but would like to address them during another meeting.
- b) Sign Resolution 25-03 Employee Handbook/Policy Handbook: Eva Wild Crain made a motion to table signing the resolution for the employee handbook/policy handbook; Steven Emerson seconded the motion. Rodney Dieckhoff – No, Amy Varner – Yes, Duncan Atwood – No, Steven Emerson – Yes, Duncan Atwood – No. The motion carried by a vote of 3 in favor and 2 opposed.
- c) Sign Resolution 25-04 District Bylaws: Amy Varner made a motion to table signing the resolution for the District Bylaws; Eva Wild Crain seconded the motion. Rodney Dieckhoff – No, Amy Varner – Yes, Duncan Atwood – No, Steven Emerson – Yes, Duncan Atwood – No. The motion carried by a vote of 3 in favor and 2 opposed.
- d) Discussion of Compensation Study: HR Answers compensation study estimate was presented to the board, no decision was made to move forward with compensation study at this time. Discussion tabled until board can ensure sufficient funds in budget to fund the study.

New Business

- a) Board Re/Appointments: The Board Chair administered the oath of office to the three reappointed board members: Amy Varner, Eva Wild Crain, and Steven Emerson. All three members agreed to the oath, signed the document, which will be kept on file at the district office and filed with the county.
- b) Motion to remove Lawrie Dieckhoff from financial institutions: A discussion was held to remove Lawrie from all financial institutions as she is no longer a board member. The discussion was approved by all current board members.
- c) Motion to temporarily move district board meetings to Sunriver Deschutes Public library on a temporary basis until office is ADA Compliant: Discussion was held regarding the current meeting location at the library, which does not remain open late enough to accommodate the meetings. The board agreed to explore alternative locations. Amy Varner suggested the River Meadows Club House, and member of the public Jerry Preston offered the Oregon Water Wonderland Sanitary District board room as a possible venue.
- d) Motion to move to monthly board meetings: Steven Emerson made a motion to move to monthly meetings; Amy Varner seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Steven Emerson – Yes. The motion carried unanimously.
- e) Motion to approve annual 3% COLA wage increase for salaried positions: Amy Varner made a motion to table the COLA increases for salaried positions pending the wage study; Eva Wild Crain seconded the motion. Duncan Atwood noted that the COLA represents only a cost of living increase, not a general raise/wage increase, and that it was already included and approved in the 25/26 budget. Rodney Dieckhoff – No, Amy Varner – Yes, Duncan Atwood – No, Steven Emerson – Yes, Duncan Atwood – No. The motion carried by a vote of 3 in favor and 2 opposed.
- f) Discussion of researching/finding new auditing company: Board was notified that our current auditors are no longer performing municipal audits and staff is currently researching new auditor options, no comments were made by board members.
- g) Discussion of employee drug screening: Amy Varner inquired about the status of employee drug screening, referencing a discussion from February 2024. She asked whether drug screening was currently being performed. Myles Bowlin, Operations Manager, responded that no drug screening has been conducted since previously discussed.
- h) Discussion of company vehicles: Vehicle usage will be discussed at a future work session meeting.
- i) Discussion of payroll programs and services: Amy Varner asked for clarification on who is responsible for processing payroll and how it is processed. She also expressed interest in discussing the ongoing wage assessment.

- j) Discussion of credit card and checking account usage: No discussion was held, tabled until future work session.
- k) Discussion of customer calls and emails: The board questioned the district's policy on returning phone calls and following up with residents and suggested exploring the possibility of implementing an automated phone system. Operations Manager Myles Bowlin responded that staff strive to return all calls and answer as many inquiries as possible; however, during peak season, it can be challenging to respond to everyone in a timely manner. In response to board questions, Bowlin clarified that he was not previously aware Sunday fogging was not occurring. He also noted that he monitors the district email account as needed but does not routinely use it for daily communication. Bowlin further confirmed that he had not submitted a complaint regarding Board Member Amy Varner.
- l) Discussion of Special Road District #1 using Vector Control office: Amy Varner questioned whether the Road District pays a fee for using the district's office space for their meetings. Board Chair Rodney Dieckhoff responded that there was never an agreement to pay a fee; rather, an exchange of services was arranged. He stated that the board can revisit the matter after reviewing the meeting minutes where this discussion originally took place.
- m) Discussion of tracking program for trucks: Eva Wild Crain inquired about GPS tracking for vehicles, board to continue discussion at work session to update vehicle policy.
- n) Discussion of truck usage, mileage reports, and fuel usage: Vehicle usage will be discussed at a future work session meeting.
- o) Discussion of selling drone and purchasing quads with foggers: Discussion of selling drone since we do not currently use the drone for treatments, drone will need to be listed on a government surplus auction site such as Public Surplus Auctions.

Good of the Order – Future Agenda Suggestions

No future agenda items were discussed

Schedule next meeting: The next meeting is scheduled for August 20, 2025 at 6:00 p.m. at a to be determined location due to ADA compliance. A work session is scheduled for August 13, 2025 at 6:00 p.m. at a to be determined location due to ADA compliance.

Adjourn Meeting: Board chairman Rodney Dieckhoff adjourned the regular meeting at 7:43 p.m. on July 16, 2025.