



## Canyon County Mosquito Abatement District

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[www.2cmad.org](http://www.2cmad.org)

### Board of Trustees Monthly Meeting

## Minutes

February 18, 2025

4:00pm

Canyon County Mosquito Abatement District Office  
9719 Booker Lane  
Nampa, ID 83686

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm.

1. **Call to order:** Doug Shinn called the meeting to order at 4:09 PM
  2. **Roll call of Board Members:** Doug Shinn, Scott Robinson, Tammy Dittenber, & Corey Turner  
**Staff & Guests:** Jim Lunders
  3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Jim Lunders
  4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
  5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person):
  6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
    - a. Consideration and approval of Canyon County MAD Budget Hearing and Board of Trustees Monthly Meeting minutes for January 21, 2025.
    - b. Review of Budget vs Actual and Statement of Activity for January 21, 2025.
- Corey Turner moved to accept the items on the Consent Calendar as presented, Scott Robinson seconded, motions carried unanimously.
7. **Old Business:** None
  8. **New Business:**
    - a. **Director's Report:** Jim updated the BOT that the staff is currently working on calibrations and other winter maintenance. Jim plans to order product next week during vendor spring promotions.

b. 2024 Annual Report and 2025 Work Plan:

Scott Robinson moved to authorize the presentation of the Annual Report & 2025 Work Plan to the Canyon County Board of Commissioners, Corey Turner seconded, motion carried unanimously.

c. 2025 Organizational Chart: Jim updated the board on his plan for organization of the program this season. The only major change was moving primary supervision of the Maintenance Supervisor to the Assistant Director. Jim explained this was because the Maintenance Manager was going to be expected to run trap routes along with his other duties.

d. Supervisor; Larvacide (sUAS) Job Description:

Tammy Dittenber moved to approve the Supervisor; Larvacide (sUAS) Job Description as presented, Scott Robinson seconded, motion carried unanimously.

e. Seasonal Office Admin Job Description:

Corey Turner moved to approve the Seasonal Office Admin Job Description as presented, Tammy Dittenber seconded, motion carried unanimously.

f. 2025 Honda ATV Purchase:

Scott Robinson moved to approve the purchase of a Honda ATV from Edge Performance Sports for \$9339.99, Tammy Dittenber seconded, motion carried unanimously.

**9. Board Discussion: None**

**10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]:**

Tammy Dittenber moved to go into Executive Session pursuant to [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, Scott Robinson seconded the motion passed at 5:14 PM.

Tammy Dittenber moved to exit Executive Session, Scott Robinson seconded, motion carried unanimously at 5:40 PM.

**11. Action Item(s) for next meeting:**

**12. Next meeting dates:** BOT Meeting March 18, 2025, 4:00 pm District Office.

**13. Adjourn**

Tammy Dittenber moved to adjourn, Corey Turner seconded, motion carried at 5:50 PM.