



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday February 20, 2025
2:00– 3:00 P.M.
Camano Center- 606 Arrowhead rd. Camano Island, WA**

Minutes

Opening of Meeting

- **Call to Order –2:04 PM**
- **Roll Call – Theresa Fletcher, Patricia Campbell, Bill Watkins, Bruce Trimble, Jay Lawrence**
- **Review / Approval of last meeting minutes –Bruce made a motion to approve the minutes, Bill seconded, all in favor. Motion carried.**
- **Review / Approval of Agenda – Bill made a motion to approve the agenda, Bruce seconded, all in favor. Motion carried.**

Review Expenditures

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Jay Lawrence annual utilities	661453	\$564.00	1/8/2025
Leading Edge Aerial Technologies, Inc.	661857	\$1,595.00	1/15/2025
Bank Of America Credit Card	662224	\$411.79	1/22/2025
Frontier Precision	662225	\$805.00	1/22/2025
Total		\$3,375.79	

- **Approval of Vouchers – Bruce made a motion to approve the vouchers, Bill seconded, all in favor. Motion carried.**

• **Payroll**

Paperwork is included in the meeting portfolio for payroll expenses listed below.

Name	Warrant (Check) Number	Amount	Date	Frequency
Jay Lawrence Last Payroll Vacation payout	661454	\$9,893.72	1/8/2025	One Time
Jay Lawrence Payroll 1/01/2025 – 1/19/2025	662506	\$1,089.08	1/29/2025	Monthly
WA. Department of Labor & Industries	EFT	\$326.52	1/31/2025	Quarterly
WA. Employment Security Department	EFT	\$0.19	1/31/2025	Quarterly



WA. Paid Family & Medical Leave	EFT	\$120.56	1/31/2025	Quarterly
WA Cares Fund	EFT	\$132.30	1/31/2025	Quarterly
	Total	\$11,562.37		

- **Approval of Payroll Expenditures** – Theresa made a motion to approve the payroll, Bill seconded, all in favor. Motion carried.

Total Expenditures - \$14,938.16

1) New Business –

- a) Meeting with Isabella Loy Assistant Editor/Reporter Stanwood Camano News
 - i) Met for interview on Thursday January 23.

2) Continuing Business –

- a) District Manager position – Jay made sure job is still posted.
 - i) Jay had one applicant and talked to him on February 14.
 - (1) Nick from Louisiana, I emailed him back and told him if he is really interested, we can talk later and see if maybe we can figure something out. Discussion about increasing the salary offered to candidates, we can increase in the next budget cycle but that wouldn't start until 2026. Some other options were discussed such as summer help or just hiring a bookkeeper part time, but this doesn't solve the issue. Talk more to Nick about options he might be interested in trying. Patricia asked Jay for a decision as to whether he is really interested in staying longer or not. Jay suggested that he would be willing to stay on throughout the year while we continue to search for or negotiate a plan with a candidate that would start next year. Either way Jay would still need to continue working to supervise and train.
 - (2) Jay said he would be willing to continue working for his same salary plus \$1,000.00 per month stipend. He will continue to pursue a replacement while continuing. Keep Nick in the loop, investigate seasonal help. Jay will be reinstated at same salary plus \$1,000.00 stipend. Jay will write something up for the board to approve.
- b) Still one open position on the board. Theresa, Pat, and Bruce terms are up for renewal.

“I am happy to reappoint these members as soon as I receive written confirmation from them that they would like to be reappointed. This can be just an email from each of them, meeting minutes where their wishes are recorded, or a scanned copy of a letter indicating their interest, anything you may have from them will work. Thank you for your time.”

Layla Tromble Deputy Clerk of the Board / Executive Assistant, Board of Island County Commissioners. Layla A. Tromble LA.Tromble@islandcountywa.gov

3) Manager Report –

- a) Drone changes are coming that may affect our drone fleet. Restrict drones to US made drones use only, starting 2026. Starting June 2025 state agencies cannot buy a drone if it's not made in the US. Don't know if anything will come of it or not.

Financial report Jay read through the financial report.



Balance January 31, 2025 - \$48,854.14

Receivables Tax year	January 2025 Income	Amount Receivable
2020	\$0	\$67.47
2021	\$0	\$100.90
2022	\$0	\$460.62
2023	\$36.95	\$ 843.92
2024	\$617.40	\$ 3,323.72
2025	\$0	\$162,000.00
<u>Total Income</u>	<u>\$654.35</u>	
<u>Total Receivable</u>		<u>\$166,796.63</u>

Next Regular Meeting scheduled for Thursday, March 20, 2025. Camano Senior and Community Center at 2:00 PM –3:00 PM.