

CHELAN COUNTY MOSQUITO CONTROL DISTRICT NO. 2

Leavenworth, Washington 98826

Phone (509) 548-5904 Email: info@LeavenworthMosquitoControl.org

**Meeting Scheduled for June 15, 2026 at 5:00 p.m. at LMCD Office 10171 Chumstick Highway,
Unit 5A, Leavenworth, WA 98826**

Minutes

The Meeting was called to order at 5:00 p.m. by President Christine Parsons, Member Ted Knight, and Member Brad Zapalowski were present. Both Treasurer/Secretary Pinkham and Member Bedard were not present and provided notice to the Board of their planned absence at the Special Meeting held on June 10, 2026.

Public present: Manager R.D. Nelle.

No Public Comments were made.

Board Action: Agenda was approved by Member Knight's motion and Member Zapalowski's second and the motion passed unanimously.

President Parsons discussed the need to amend previous minutes to include expenditures and fix minor details like removing "draft" from the versions of the minutes available to the public. Member Knight discussed the changes made.

Board Action: Member Knight moved with a second from Member Zapalowski to approve the amendments to the minutes from 12/23/25, 1/19/26, 2/23/26, 3/5/26, 4/6/26, and the minutes from 5/18/26 and 6/10/26. The motion passed unanimously.

District Manager's Report: R.D. Nelle provided a report for May of 2026 with updates on operations and other items.

President's Report: President Parsons discussed her reference checks for applicant Klev Peckham, and Mr. Peckham was offered employment with the District, which he accepted. Klev will begin filling out the necessary forms this week and the decision to hire Klev was reaffirmed by the Board Members at the meeting by signing the minutes from Special Meeting 6/10/26.

President Parsons showed an example of the sign for the District Office.

Board Action: The Board approved the purchase of two signs by Motion from Member Knight and a second from Member Zapalowski. The Motion passed unanimously.

President Parsons provided a brief update on the audit of the District being conducted by the State of Washington and future annual reporting needs.

President Parsons discussed the purchase of magnets for the employees' vehicles and the use of the cartoon mascot. The use of the simple District name only with contact information, similar to the building sign, was addressed as a possible option so that the magnets could be quickly identified by the public and property owners.

Board Action: Member Knight moved with a second from Member Zapalowski to use the District name and contact information only (similar to the building sign) on the vehicle magnets while continuing to use the cartoon Bavarian themed mosquito as the mascot for the District. The Motion passed unanimously.

The Board discussed the notes sent to the Board by Secretary/Treasurer Pinkham prior to the meeting the following are actions taken on those notes.

Board Action: Member Knight moved with a second from Member Zapalowski to not have Board Members as an option on the office phone tree for the District. The Motion passed unanimously.

Board Action: Member Knight moved with a second from Member Zapalowski to officially change R.D. Nelle's title to "District Manager" to address any confusion, and for his title to conform with the amended by-laws of the District. The Motion passed unanimously.

Board Action: Member Knight moved with a second from Member Zapalowski to have Terri Sessions provided with back pay to reflect an adjustment to her hourly rate that was inadvertently not made after the Board decided to provide the adjustment on June 16, 2025, and to fix her hourly rate to \$30.12. Motion carried unanimously.

Member Knight briefly introduced the amendments to the By-Laws as previously presented to the Board at the May 18, 2026 Regular Meeting. The Board briefly discussed the District Manager being listed as a point of contact for Board Members to contact if they will be absent from meetings and decided to keep the District Manager as a point of contact in addition to the President. President Parsons requested two edits to ensure consistency with the title Secretary/Treasurer.

Board Action: Member Knight with a second from Member Zapalowski moved to adopt the By-Laws as provided to all members prior to the May 18, 2026 Regular meeting with edits made from that meeting and with the above changes made, and for the amended by-laws to be effective on June 15, 2026. Motion passed unanimously.

Next Meeting is scheduled for July 20th at 5 p.m. at the District Office.

Board Action: Member Knight moved to end the meeting at 5:48 p.m. with a second from Member Zapalowski and the motion passed unanimously.

Expenditures Approved by the Board:

20May2026_payables	Cashmere Valley Bank		104.2	Pinkham: 104.20 - Amazon / ofc ink
20May2026_payables	Cashmere Valley Bank		481.48	Nelle: 108.59 - Amazon / fld equip - waders 141.16 - Amazon / fld equip - coolers 32.55 - Amazon / ofc file organizer 127.05 - Amazon / Fld Equip - respirator 21.70 - Amazon / fld misc equip 50.43 - Amazon / fld equip - respirator
20May2026_payables	Cashmere Valley Bank		108.58	Nelle: 108.58 - Amazon / fld equip - coolers
20May2026_payables	Cashmere Valley Bank		100.22	Sessions: 18.43 - Amazon / fld equip - mapping supplies 13.50 - Amazon / fld equip - mapping supplies 68.29 - Amazon / 58.53 - ofc supplies file folders, 9.76 fld equip - whistles
20May2026_payables	Total: \$794.48			
May2026_payroll	Nicholas Parton	72.5		4/19/26-5/25/2026
May2026_payroll	Cassandra Hendricks	102.25		4/19/2026-5/22/2026
May2026_payroll	Richard Nelle	141		4/19/2026-5/21/2026
May2026_payroll	Theresa Sessions	156.75		4/18/2026-5/22/2026
May2026_payroll	Total Hrs: 472.5			Gross \$14362.14
10June2026_payables	Theresa Sessions		150.08	4/18-5/22/2026 mileage 207@.725
10June2026_payables	Richard Nelle		135.07	4/19-5/21/2026 mileage 186.3 @ .725
10June2026_payables	Nicholas Parton		47.85	4/19-5/21/2026 mileage 66@.725
10June2026_payables	Cassandra Hendricks		29.00	4/19-5/22/2026 mileage 40 @.725
11June2026_payables	Cashmere Valley Bank		284.45	Nelle: 195.23 - Office Depot / fld mapping ink/paper 89.22- Amazon / fld equip, misc ofc equip,
11June2026_payables	Cashmere Valley Bank		431.65	Pinkham: 285.00 - Leav Mini Storage / qtr rental fee 65.04 - Elementor / web editing renewal sftwr 37.02 - Amazon / Ofc equip - conf tbl power strips (2) 22.88 - Amazon / telephone (wireless card) 21.71 - Amazon / Ofc equip - monitor camera
11June2026_payables	Total: \$ 716.10			