

CHELAN COUNTY MOSQUITO CONTROL DISTRICT NO. 2

Leavenworth, Washington 98826

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

**Meeting Scheduled for April 6, 2026 at 6:00 p.m. at LMCD Office 10171 Chumstick Highway,
Unit 5A, Leavenworth, WA 98826**

Minutes

Meeting was called to order at 6:00 p.m. by President Christine Parsons. Secretary/Treasurer Denise Pinkham, Member Ted Knight, Member Brad Zapalowski, Leavenworth City Council Member Mike Bedard were present.

Public present were Manager R.D. Nelle and Teri Sessions.

Member Bedard **moved** to approve the agenda, Member Knight seconded, and the agenda was approved unanimously.

Introductions were given by all present in the room.

No Public Comments were made.

Secretary/Treasurer Pinkham **moved** to approve the Special Meeting minutes from March 5, 2026, Member Bedard seconded, and the motion passed unanimously.

Staff Member Teri Sessions provided a description of her experience throughout her years working for the District and described the need for new equipment and provided the example of a dangerous situation with dysfunctional boots and waders. Teri elaborated upon the need to provide cost effective training for staff to maintain their certifications.

R.D. Nelle provided the Manager's report:

Highlights included:

Provided a narrative of the visit to the Grant County Mosquito District #1.

Informed the Board of the resignation of Julie Reynolds as of March 30, 2026.

Explained the need for new equipment for safety and efficiency needs.

Described that the phone service is not functioning, a dead bolt is needed on the office door and a utility sink is needed for sampling, testing and cleaning equipment.

Provided examples of why and explained the need to increase the limits on the Manager's credit card.

Discussed the need to decide on treating the County property that lies outside the boundaries of the District but impacts the District because of prolific mosquito breeding locations on the property.

Board action after the report included: Direction to contact Sherpa about the phone problem; Secretary/Treasurer Pinkham will contact the bank about credit limit increase for the R.D. Nelle; Consensus amongst the Board to treat the County property outside the District boundary; and the Manager was directed to have deadbolt installed and obtain bids for utility sink installation.

Member Bedard **moved** to have the position advertised to replace Julie Reynolds, Member Knight seconded, motion passed unanimously.

President Parsons provided updates on employee contracts, Zoom account needs, Open Meetings Act, and Earth Day booth. She provided an update on the draft of potential by-law amendments and Member Knight joined in that discussion and expressed the need to have a full Board discussion at a future meeting on the proposed amendments.

Member Knight informed the Board that the County had confirmed receipt of the appointment of Brad Zapalowski to the Board. (County Resolution appointing Member Zapalowski was received on 4/7/2026 via email).

Secretary/Treasurer Pinkham informed the Board that the County system was down and she was unable to provide current balance of budget. Secretary/Treasurer Pinkham and Board members discussed duties of the Secretary/Treasurer position and whether they need to be changed in by law amendments. And discussion occurred around IT contract and needs for passwords to be available for website etc.

In other business direction was given to have first names only on emails for the Board members.

A discussion followed about the next meeting and it was set for **May 18, 2026 at 6 p.m.**

Mike Bedard moved to adjourn the meeting, Ted Knight seconded and the motion was approved unanimously at 7:36 p.m.

Expenditures approved by the Board:

<u>Vendor/Payee</u>	<u>\$ Amount</u>	<u>Description</u>
Christine Parsons	\$45.22	UPS store / emp handbook copies
Adapco/Azelis	\$6,922.60	Pesticide chemicals
Adapco/Axelis	\$1,890.50	Pesticide chemicals
Cashmere Valley Bank	\$603.54	(Pinkham) Ward Media-Spring Notice \$116.00 / Leav Mini Storage Apr-June \$285.00 / Tracfone 1mo svc \$18.03 / Zoom renewal \$184.51
Cashmere Valley Bank	\$238.77	(Sessions) Polz fire extinguishers (2) \$176.26 / Walmart copy paper, sticky notes \$17.10 / Costco TPaper/Paper Towels \$45.41

Marson and Marson Lumber	\$3.79	(Sessions) fld supplies / tape \$3.79
NWMVCA	\$100.00	2026 Dues (Parsons & Hendricks)
RD Nelle	\$200.03	275.9 miles @.725 (2/23-3/21/2026)
Cashmere Valley Bank	\$927.24	Nelle cr cd: Office Supplies - Amazon \$152.85 (tacks,stapler,equip/ph charger, safety signs, bulletin boards (2), highlighters, door stop, waste basket, elec safety sign) Field Equip/Supplies: Amazon \$ 112.41 (writing tablets, pens, pencils, markers, thermometer) Amazon \$379.38 *Chest waders (\$108.39 x2) Nelle/Reynolds *muck boots/Reynolds \$162.60 *Sportsmans Warehouse \$282.60 wading boots (\$129.99 x2) Nelle/Reynolds
Theresa Sessions	\$26.83	37 miles @.725 (2/28-3/22/2026)
Total 23Mar2026_payables	\$10,958.52	* denotes tracked annual expenditure allotment
RD Nelle	107.25 hrs	2/23-3/21/2026 hours worked
Cassandra Hendricks	29 hrs	2/25-3/16/2026 hours worked
Theresa Sessions	57.75 hrs	2/28-3/22/2026 hours worked
Total March2026_payroll	194 hrs	Gross: \$6263.84