

COWLITZ COUNTY
NOXIOUS WEED CONTROL BOARD MEETING

May 14th, 2019 -- 6:00 p.m.
Administration Annex, 2nd Floor
207 4th Avenue North, Kelso, WA 98626

MINUTES

PRESENT

Members: Joe Godinho, John Gross, Mike Imboden, Eino Suomi; and Commissioner Gardner.

Weed Staff: Jennifer Mendoza, Jim Mallett, and Beth Tanner.

Honored Guest: Bob Roth

1. **CALL TO ORDER** – The Regular Meeting of the Board was called to order by Mr. Gross at 6:00 p.m.

2. **APPROVAL OF MINUTES – Apr 10th, 2018**

It was moved by Mr. Suomi and seconded by Mr. Godinho to approve the minutes of the April 10th, 2019 meeting as mailed. The motion carried unanimously.

Recognition of 14 Years of Service – Thank You Mr. Roth – Mr. Gross, and everyone present, extended their appreciation for Mr. Roth's years of service to our community.

3. **COMMISSIONER'S REPORT** –

Commissioner Gardner opened a discussion regarding the appointment of Ms. Edwards to the Board. A brief discussion followed. Commissioner Gardner will be following up to ensure the process is moving forward.

4. **OLD BUSINESS:**

Action Required:

Update/ No Action:

Introduction of New Coordinator – Mrs. Mendoza and each Board member introduced themselves by sharing a brief background.

Accessories for New Truck - Mrs. Mendoza shared that the truck accessories have not yet been added. She is planning on utilizing funds from the vehicle reserve. A brief discussion followed. Mr. Mallett offered a pair of monitoring systems that include remote clip-ons at no cost other than installation. Mrs. Mendoza will be following up with a formal proposal.

5. **NEW BUSINESS:**

Action Required:

Update Authorization Form – Ms. Tanner provided two new authorization forms for everyone to sign. They were passed around for completion.

Inspector Position – Pay Rate – Mrs. Mendoza shared the responsibilities of the inspector position and proposed the pay-rate be increased to \$18-\$21 per hour to obtain a quality candidate. She discussed comparable rates in other counties.

It was moved by Mr. Gross and seconded by Mr. Suomi to increase the inspector's pay rate to \$18 - \$21 per hour for the remainder of this year. The motion carried.

The Board instructed Mrs. Mendoza to appoint the second place coordinator candidate to the inspector's position.

Update / No Action

Recognition of 14 Years of Service – Thank You Mr. Roth – covered earlier

6. AUDIENCE PARTICIPATION

7. OTHER ITEMS NOT ON THE AGENDA / MISC. CORRESPONDENCE

Mr. Mallett queried the Board regarding his role going forward. A discussion followed. It was decided he would remain a resource for the program but he would no longer be on the payroll. The Board expressed their sincere gratitude for Mr. Mallett's help during the transitions.

8. FINANCES

Budget Status Report (April 2019) – The Budget Status and Expenditure Report for April of 2019 was reviewed by the board members. Approximately 17.24% of the budget was processed to date.

Revenue Estimate Status Report and Cash Flow Report (April 2019) – The board members reviewed the reports which shows the cash balance is \$353,435.16.

9. VOUCHERS RATIFICATION

Staff Payroll – Payroll and Front Office reports for April 2019 were presented. The voucher amount for April payments ratification was \$1,913.57.

It was moved by Mr. Godinho and seconded by Mr. Suomi to approve the financial reports, staff's payroll, and to ratify the vouchers for April 2019. The motion carried unanimously.

10. ADJOURNMENT – 6:59 p.m.

Chairman

Date