

Minutes, August 13, 2025

DURHAM MOSQUITO ABATEMENT DISTRICT

Minutes of the meeting of the Board of Trustees of Durham Mosquito Abatement District held at The Durham Memorial Hall, August 13, 2025 at 7:30 p.m.

PRESENT: Trustees: Lance Smith, Chuck Jenkins, Sandra Atteberry, Jack Azevedo, Chief Admin. Officer Anita Weinreich , Manager Aaron Amator

Absent: Bill Dempsey

CONSENT AGENDA:

July 9, 2025 Minutes were read, Corrections submitted by Sandra Atteberry-adding names of Auditors to clarify. /Approved. M/S/C (Atteberry/Jenkins)

August bills payable in the amount of \$18,737.62 M/S/C (Azevedo/Jenkins)

August Financial report and ACH Payments of \$4,221.09 approved. M/S/C (Azevedo/Jenkins)

ITEMS FROM THE FLOOR:

CORRESPONDENCE:

CLOSED SESSION: Personnel and Procedures Discussion

NEW BUSINESS:

- Discussion and Approval of Employee Handbook. Corrections to the vacation section of Handbook. Approved with corrections. M/S/C (Azevedo/Atteberry)
- Discussion and Approval of Job Description of Chief Administrative Officer and District Manager. Corrections suggested, noted and approved. M/S/C (Azevedo/Atteberry)
- Discussion and Approval of New Contract for District Manager. Approved with corrections. M/S/C (Atteberry/Azevedo)

OLD BUSINESS:

Audit Update- Anita stated that she is still waiting to hear from Auditing firm-LSL.

Anita said that she submitted the contract to the new auditor – Joy McNulty.

Anita also stated that she submitted the Budget to the County.

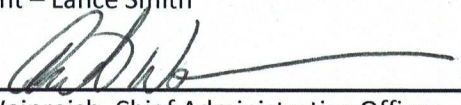
MANAGERS REPORT:

Aaron stated that it has been a lighter season than normal. Jack asked him if they could fog in the mornings and Aaron stated that there isn't enough time in the mornings. It was asked if he had current Business cards and was decided that we would update the cards and order.

Meeting Adjourned – at 9:32



President – Lance Smith



Anita Weinreich, Chief Administrative Officer