

February 19, 2025

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
(847) 537-2306 # 229

February 19, 2025

The regular meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held at 6:30 pm Wednesday, February 19, 2025, at 1500 Hicks Rd Suite 100, Rolling Meadows, IL 60008.

There being the presence of a quorum, Daniel R. Ansani, President, called the meeting to order.

Trustees present: Daniel R. Ansani, President; Dale Niewiardowski, Vice President / Secretary; Russell Nowak, Treasurer; Justin Harbison, Assistant Treasurer; Carol Johnson, Assistant Secretary.

No Trustee was not permitted to attend the meeting by video or audio conference.

Trustees Absent:

Also present: James Thennisch, Director; Carolyn Strahammer, Attorney; Patrick Irwin, Assistant Director; Ewa Migacz, Office Manager.

The minutes of the January 15, 2025, meeting were read. Trustee Russell Nowak made a motion to accept the minutes as read, and Trustee Dale Niewiardowski seconded the motion.

The Secretary called the roll, and all ayes had been cast for approval of the motion, thereby declaring the motion carried.

The Treasurer's Report for January 2025 was presented, and all checks were approved for payment. Trustee Dale Niewiardowski made a motion to accept the report as read, and Trustee Russell Nowak seconded the motion.

The Secretary called the roll, and all ayes had been cast for approval of the motion, thereby declaring the motion carried.

Attorney Carolyn Strahammer presented the Tentative Budget and Appropriation Ordinance for the Board's review and approval. The Attorney mentioned that the Trustees should receive information from the County Clerk about filing their ethics statements in March.

A motion was made by Trustee Carol Johnson that the Tentative Budget

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and Appropriation Ordinance of the Northwest Mosquito Abatement District for the period of May 1, 2025 to April 30, 2026, as submitted by Daniel R. Ansani, Dale Niewiardowski, Russell Nowak, Justin Harbison, Carol Johnson, James Thennisch, and Patrick Irwin be adopted for the aforesaid period and the Secretary is instructed to comply with the instructions as to the publications of the motions as contained in the ordinance. Trustee Russell Nowak seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

**TENTATIVE BUDGET AND APPROPRIATION ORDINANCE
OF THE NORTHWEST MOSQUITO ABATEMENT DISTRICT
MAY 1, 2025, TO APRIL 30, 2026**

WHEREAS, on December 18, 2024, the Northwest Mosquito Abatement District, by the Board of Trustees, caused to be prepared a Tentative Budget and Appropriation Ordinance for the period May 1, 2025, to April 30, 2026; and

WHEREAS, the aforesaid Tentative Budget and Appropriation Ordinance has been prepared and submitted to the Board of Trustees for inspection and approval in tentative form.

WHEREFORE, be it resolved that the Tentative Budget and Appropriation Ordinance, as set out below, shall be filed with the Secretary of the NORTHWEST MOSQUITO ABATEMENT DISTRICT and that he shall make available said Tentative Budget for public inspection, as of February 21, 2025, for at least thirty (30) days thereafter.

FURTHER RESOLVED, that the Secretary shall publish, as of February 21, 2025, in a newspaper of general circulation in the area covered by the District, a public notice that the said Tentative Budget is on file and available for public inspection, as set out below.

NOTICE

Notice is hereby given that an Tentative Budget and Appropriation Ordinance of the NORTHWEST MOSQUITO ABATEMENT DISTRICT, in the County of Cook, State of Illinois, for the fiscal year May 1, 2025 to and including April 30, 2026 is on file and conveniently available for public inspection at the temporary office of the NORTHWEST MOSQUITO ABATEMENT DISTRICT, 1500 Hicks Rd. Suite 100 Rolling Meadows , Illinois, and will so remain from February 21, 2025 until final action is taken thereon by the Board of Trustees.

DATED THIS 19th DAY OF FEBRUARY 2025

NORTHWEST MOSQUITO ABATEMENT DISTRICT

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By: _____
Dale Niewiardowski, Vice President/Secretary

ESTIMATED RECEIPTS

Cash on Hand, May 1, 2025 (Estimated)		\$ 2,020,681.47
Cash to be received:		
2024 Tax Levy Extension:		\$ 3,389,316.13
Cash to be received from 2025 Levy:		
Extended amount (Estimated)	\$3,556,644.40	
To be received after fiscal year	\$3,556,644.40	
To be received during fiscal year	<u>\$ - 0 -</u>	
Plus: Cash to be received from State of Illinois Personal Property Replacement Tax		<u>\$ 169,058.00</u>
TOTAL CASH AVAILABLE DURING FISCAL YEAR		\$5,579,055.60

ESTIMATED EXPENDITURES

I. Personal Services		
Salary of Director		\$ 202,000.00
Salary of Assistant Director		\$ 154,000.00
Salary of Field Employees		\$ 1,015,000.00
Salary of Office Manager		\$ 134,000.00
Salary of Chief Field Operations		\$ 134,000.00
Salary of Chief Internal Services		\$ 134,000.00
Employer's Share of Employees' Retirement Fund (FICA)		\$ 130,500.00
Employer's Share of Employer's		

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	Retirement Fund (IMRF)	<u>\$ 135,000.00</u>
	TOTAL	\$ 2,038,500.00
II.	Contractual Services	
	Insurance: Business Auto	\$ 73,000.00
	Insurance: General Liability and Pollution Liability	\$ 60,000.00
	Insurance: Umbrella Liability	\$ 20,000.00
	Insurance: Workmen's Compensation	\$ 28,000.00
	Insurance: Property	\$ 60,000.00
	Insurance: Hospitalization	\$ 310,000.00
	Insurance: Unemployment	\$ 30,000.00
	Materials & Service: Motor Vehicles	\$ 35,000.00
	Materials & Service: Field Equipment	\$ 7,100.00
	Materials & Service: Buildings & Grounds	\$ 65,000.00
	Materials & Service: Radio	\$ 8,500.00
	Maintenance	\$ 45,000.00
	Light	\$ 15,000.00
	Heat	\$ 20,000.00
	Telephone	\$ 38,000.00
	Water	\$ 4,000.00
	Legal Fees and Expenses	\$ 65,000.00
	Legal Administration	\$ 21,000.00
	Auditing and Accounting	\$ 25,000.00
	Dues and Subscriptions	\$ 10,000.00
	Computer Software	\$ 60,000.00
	Payroll Expense	<u>\$ 15,000.00</u>
	TOTAL	\$1,014,600.00
III.	Right-To-Use Lease Payments	

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	Right-to-Use Principal Payments	\$ 100,000.00
	Right-to-Use Interest Payments	<u>\$ 25,000.00</u>
	TOTAL	\$ 125,000.00
IV.	Debt Service	
	Principle Payment	\$ 0.00
	Interest Expense	\$ 250,000.00
	Fiscal Agent Fees	<u>\$ 5,000.00</u>
	TOTAL	\$ 255,000.00
V.	Travel	<u>\$ 3,000.00</u>
	TOTAL	\$ 3,000.00
VI.	Commodities	
	Insecticides	\$ 335,000.00
	Motor Vehicle Fuel	\$ 65,000.00
	Office Supplies	\$ 15,000.00
	Postage & Cartage	\$ 3,000.00
	Shop Supplies	\$ 20,000.00
	Lab Supplies	\$ 45,000.00
	Uniforms	\$ 15,000.00
	Safety Equipment	<u>\$ 16,000.00</u>
	TOTAL	\$ 514,000.00
VII.	Equipment	
	Motor Vehicles, Field Equipment	\$ 4,000.00
	Lab Equipment Purchase	\$ 2,500.00
	Office Equipment Purchase	\$ 7,500.00
	Shop Equipment Purchase	\$ 7,500.00
	Radio Equipment Purchase	\$ 3,500.00
	Computer Hardware	<u>\$ 10,000.00</u>
	TOTAL	\$ 35,000.00

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VIII.	Contingencies	\$ 15,000.00
	TOTAL	\$ 15,000.00
IX.	Education	
	Educational Meetings	\$ 30,000.00
	Training and Development	\$ 5,000.00
	Literature Purchase	\$ 750.00
	TOTAL	\$ 35,750.00
X.	Capital Improvement Fund	
	1. Truck purchase	\$ 0.00
	2. Wheeling Building	\$ 532,000.00
	TOTAL	\$ 532,000.00

RECAPITULATION

Personal Services	\$ 2,038,500.00
Contractual Services	\$ 1,014,600.00
Right-To-Use Lease Payments	\$ 125,000.00
Travel	\$ 3,000.00
Debt Service	\$ 255,000.00
Commodities	\$ 514,000.00
Equipment	\$ 35,000.00
Contingencies	\$ 15,000.00
Education	\$ 35,750.00
Capital Improvement Fund	\$ 532,000.00
TOTAL ESTIMATED EXPENDITURES	<u>\$4,567,850.00</u>

APPROPRIATED EXPENDITURES

I.	Personal Services	
	Salary of Director	\$ 202,000.00

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	Salary of Assistant Director	\$ 154,000.00
	Salary of Field Employees	\$ 1,015,000.00
	Salary of Office Manager	\$ 134,000.00
	Salary of Chief Field Operations	\$ 134,000.00
	Salary of Chief Internal Services	\$ 134,000.00
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	TOTAL	\$ 2,038,500.00
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Capital Improvement Fund	<u>\$ 532,000.00</u>
TOTAL APPROPRIATED EXPENDITURES	<u>\$4,567,850.00</u>
TOTAL APPROPRIATION	<u>\$4,567,850.00</u>
ESTIMATED CASH ON HAND AT CLOSE OF FISCAL YEAR (AVAILABLE TO REDUCE LEVY)	\$ 1,011,205.60
ESTIMATED DEFICIT	\$ - 0 -

This Ordinance shall be in full force and effect as of the date of its passage.

Passed by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT this 19th DAY OF FEBRUARY 2025.

Approved this 19th DAY OF FEBRUARY 2025.

President of the Board of Trustees of the
NORTHWEST MOSQUITO ABATEMENT DISTRICT

Vice President Secretary of the Board of Trustees of the
NORTHWEST MOSQUITO ABATEMENT DISTRICT

Attorney Strahammer confirmed that the Tentative Budget notice will be published in the Daily Herald on February 21st. A public hearing on the Budget (2025-2026) is scheduled for Wednesday April 2nd "special meeting". The notice of the meeting is scheduled to be published on February 28th.

Patrick Irwin, PhD, the Assistant Director, presented the Entomology Report. The department has received three applications for the assistant to the entomologist position. Two interviews have been conducted, and a phone conversation was held with the third applicant, during which it was clarified that the job start date does not align with their availability. The recommendation is to offer the position to Jacqueline Sanderson, with a proposed start date of March 10, 2025.

Dr. Irwin also reported that there are currently six applicants for the summer field/lab positions, with an additional three individuals expressing interest who have yet to submit their applications.

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Interviews for these positions are set to begin in March.

Furthermore, the schedule for presentations at the AMCA, featuring individuals affiliated with NWMAD, is planned for Thursday. Dr. Irwin provided an update that Springfield Days will take place on March 25 and 26. For more information, attendees can visit <https://imvca.org/springfield-days/springfield-days-2025/>. The designated hotel for the event is the Wyndham Springfield City Center, located across the street from the site of the 2024 IMVCA meeting. Dinner on March 25 will be sponsored by Clarke, Target Specialty Products, and RISE.

Director Thennisch presented the operations report.

The District's general insurance is currently under review for renewal.

A rebate for Altosid purchased in 2024 has been received from Central Life Sciences.

The Applicant Pro application program has been added to streamline the seasonal employee hiring process. This program will facilitate automated job postings and electronic applications.

The Field Operations Department has enhanced its social media presence to promote seasonal job openings.

Director James Thennisch informed the Board of Trustees that the Internal Services Department is continuing its work at the Bartlett location, while maintenance in Elk Grove includes interior painting.

Winter vehicle and equipment maintenance is currently underway at the Elk Grove location.

After testing three GPS tracking units, the District plans to purchase 27 additional locators for all field vehicles.

The demolition of the Wheeling building is progressing, with the final approval of the Cook County permit pending insurance information from the demolition contractor.

ComEd has approved connecting power to the existing buildings at Wheeling, and a transformer pedestal has been ordered.

The battery in the forklift, currently located in Rolling Meadows, has

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been replaced and will be moved to Elk Grove to ensure that the District has forklifts at all sites.

The next Board meeting is scheduled for March 19th.

Attorney Carolyn Strahammer presented a contract for legal representation, and the Trustees discussed the proposal.

Trustee Nowak made a motion to accept Carolyn D. Strahammer PC as Attorney for the District for the next 2 years. Trustee Carol Johnson seconded the motion and it passed unanimously.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

There being no further business to come before the Board, a motion was made by Trustee Russell Nowak to adjourn and seconded by Trustee Dale Niewiardowski; the motion passed unanimously at 6.58 p.m.

President

Vice President /Secretary