

**West Millard Mosquito Abatement Board Meeting**  
**Minutes March 10th, 2025 — 1000 North 1050 West Delta, UT**  
**84624**

Attending: Bob Lloyd                      Brandon Smith                      Ray Searle                      Russ Finlinson  
                    Tony Anderson  
Employees: Shannon Moody                      Shane Rowley                      Cally Smith  
Absent:                      None

1. The minutes of the February board meeting were reviewed. Tony Anderson motioned to approve the edited minutes. Bob Lloyd seconded the motion. Voting was unanimous and in the affirmative.
2. The January financial statement was reviewed. Russ Finlinson motioned to approve the January statement. Bob Lloyd seconded the motion. Voting was unanimous and in the affirmative.
3. The February financial statement was reviewed. Russ Finlinson motioned to approve the February statement. Tony Anderson seconded the motion. Voting was unanimous and in the affirmative.
4. Supervisor Report:
  - a. Employees:
    - i. The district has hired three new employees. Jeff Jensen, Lucy Nickle (Intern), and Sydney Wilson (Intern).
    - ii. Scott Wilson will be our burn supervisor. Tony Anderson motioned to pay the Burn Supervisor a \$1 per hour increase. Bob Lloyd seconded the motion. Voting was unanimous and in the affirmative.
  - b. Equipment:
    - i. Shannon and Damon have found an in-bed drone rack that appears to be an optimal solution. Shannon is waiting on pricing from the vendor.
  - c. Operations:
    - i. Update Burn Policies and Procedures. Shannon presented our updated burn procedure (see attached) and the suggested edit to our Policies and Procedures manual. Bob Lloyd motioned to adopt the edit. Tony Anderson seconded the motion. Voting was unanimous and in the affirmative.
    - ii. Jade Taylor has filed another appeal. It will take several months to work through the process.
  - d. Board Member Reports: None
5. Russ Finlinson motioned to Adjourn at 6:39 pm. Tony Anderson seconded the motion. Voting was unanimous and in the affirmative. The next meeting will be held on April 14th.

## Attachment 1

# Burn Plan for West Millard Mosquito Abatement Personnel

### 1. Before you burn:

a. Call in **daily** locations of drains to be burned before burning each day

#### b. When burning in rural areas:

- Call Millard County Sheriff's office (435)743-5302
- Email for Chad Imlay at dispatch: [Cimlay@co.millard.ut.us](mailto:Cimlay@co.millard.ut.us)
- Copland Anderson (Fire Marshall) 435-406-4193

### 2. When burning within city limits call:

- **Delta:** Travis Stanworth (435)406-5523
- **Hinckley:** Steve Thatcher (435)406-6787
- **Lynndyl:** Richard Pyne 801-376-9018
- **Leamington:** Dave Frandsen 801-372-1862

### 3. Drive the entire drain before you burn to inspect for:

- Plastic pipes (we want to burn around these pipes carefully)
- Hot wires/electric fences/power lines close to the drain to be burned
- Wooden fence posts adjacent to the drainage ditch
- Thick vegetation or brush bordering the drain
- Structures/haystacks/farm equipment in close proximity to the drain

### 4. Know the direction and speed of the wind (15mph limit unless approved)

- Check to see what the wind direction and speed will be for the whole day

### 5. Burn both ends of the drain first and start at the downwind end of the drain

### 6. If there are structures/haystacks/manure-filled corrals/power lines, report that drain to the fire supervisor (Scott Wilson).

- He will manually inspect that drain to determine when and if it is safe to burn.

### 7. Don't burn if the relative humidity is above 30% or if the temperature is below 45\*

- Ideal burning can be achieved between 20-30% relative humidity

### 8. Always partner-up when burning: We would rather be overcautious than liable!

- Always have a look-out and always know an escape route from bottom of drains

### 9. After burning, recheck the entire burned drain before leaving the area. Look for:

- Hot spots
- Anything still smoldering
- Sparks that have moved from the desired burn area
- Record locations of every drain burned during the day
- Drive back over every drain burned before returning to the shop.
- If you notice any property damage, report it to a supervisor. We are liable for any damage done to private property.

10. Some property owners have instructed us NOT to burn on their property. We honor those requests and will increase fogging in those areas, if needed. If you are in doubt, contact a supervisor for direction.

## **Things to Consider When Burning**

**(Make sure you have enough matches to get through the day!)**

- **Be aware that our newer trucks have sensors in them that might shut down the motor if the smoke is thick**
- **Know that the Dodge trucks will not go forward if the door is open /Park where you can move truck quickly**
- **Do not ignite a drain when you are in the bottom of the drainage ditch**
- **Make sure you have the larger pump hooked up with a #10 orifice**
- **Check the pumps before you leave the shop to make sure each is working properly**
- **Carry extra fuses for your pump and know how to install them**
- **Make sure tanks are full of water**
- **Carry an extra length of hose in your truck to give you more length to put out fires**
- **Make sure your truck has a fire extinguisher in it and that it has been serviced**
- **When burning drains in town, we must notify the dispatcher or Copeland that we are doing a controlled burn**
- **Know that tamarisks and greasewoods burn hot and emit a caustic smoke when they are burning/Avoid standing directly in the smoke**
- **Fires in drains filled with tumbleweeds or salt grass move very quickly when wind is present. BE CAREFUL!**

## **General Safety**

### **Purpose**

Section 35-9-2 of the Utah Code Annotated states that the purpose of safety rules which the WMMAD actively follows is to "To Preserve human resources by providing for the safety and health of workers..." The WMMAD maintains this goal of protecting all employees from the threat to serious injury or death through enacting the following policies and procedures.

### **Policy**

It is the policy of the WMMAD to strive for the highest possible level of safety in all activities and operations, and to carry out our commitment of compliance with all health and safety laws applicable to our business by enlisting the help of all employees to ensure that public and work areas are free of hazardous conditions.

### **Procedures**

- Every employee will have a current pesticide applicators license.
- Employees will use safety equipment appropriate to the job, such as safety glasses, gloves, masks, aprons.
- WMMAD will have a Respiratory Protection Program. Employees will receive respirator safety training, Confidential medical evaluation performed by qualified health care professional, all employees that are using chemical with labels requiring a respirator must pass the Qualitative Fit Test.
- All accidents, regardless of severity, personal or vehicle, are to be reported immediately to the manager.
- Defective equipment should be reported immediately to the manager.
- When using cell phones and radios, employees must pull over and stop their vehicle. The radios are to be used for company purposes only, and the operator should pull over when at all possible.
- All mosquito abatement personnel will read all chemical labels and use the chemicals only according to instruction.
- Employees will have the opportunity to participate in a safety committee made up of all employees. The safety committee will meet once a month, at a monthly safety meeting where employees will have the opportunity to present a safety meeting during the year.
- WMMAD will have a burn plan and burn safety training for all employees. The WMMAD management along with the Millard County Fire Marshall will compose and adjust the plan where necessary. All employees will receive training and follow the WMMAD burn plan guidelines.