

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

Gary Howell, Chairperson
Catherine Brandhorst, Vice-Chairperson
Jeanne Moeller, Secretary/Treasurer
Gina LeBlanc, Commissioner
Jacqueline Rock, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, January 12, 2017

Next Meeting(s): Thursday, February 9, 2017 – 6:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, January 12, 2017, at 6:00 PM

Board members in attendance: *(after Officers appointed at this meeting)*

Mr. Gary Howell, Chairperson
Mrs. Catherine Brandhorst, Vice-Chairperson
Mrs. Jeanne Moeller, Secretary/Treasurer
Mrs. Gina LeBlanc, Commissioner
Mrs. Jacqueline Rock, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne E. Flowers, Attorney
Ms. Vivian Browning, Former Commissioner

Chairperson Howell called the meeting to order.

Commissioner Howell led the invocation and the Pledge of Allegiance to the flag.

CEREMONY: Mr. Flowers swore in new Commissioners' Gina LeBlanc and Jacqueline Rock, whose terms began Tuesday, January 3, 2017 and runs through Monday, January 4, 2021; and returning Commissioner Gary Howell whose re-election term began, Tuesday, January 3, 2017 and runs through Monday, January 4, 2021.

Roll Call: Chairperson Howell noted ~ All were present.

CITIZEN PARTICIPATION: For Items not on the Agenda ~

NOTE: The motion to approve the Agenda was actually done after the 2017 Chairperson's election, as the meeting agenda was interrupted so that Commissioner Moeller could state her comments and information on the Legislation meetings at this time, before she left, as she had just received an urgent message of a family emergency at this time and she needed to leave.

APPROVAL OF AGENDA: Chairperson Howell called for approval of the Agenda.

A. A motion was made to approve the Agenda as presented.

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner Rock
- VOTE accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Chairperson Howell called for approval of the Consent Agenda.

A. A motion was made to approve the Consent Agenda as presented.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting of December 15, 2016 at 6:00 P.M.
5. AMCD Committee Member Replacements and Updates
6. Supervisor/Supply Manager to attend New Jersey Mosquito Control Association meeting 2017 (*March 15, 2017 through March 17, 2017*)
7. Budget Amendments ~ Computations: Tank Liability \$1,016.00 and Capital Outlay for Replacement of Cylinders \$6,000.00

At 6:10 P.M., Commissioner Jeanne Moeller noted that she received an urgent message and had to leave due to a family emergency.

- Prior to leaving she gave a brief overview of the Legislation meetings (**New Business #2** on the Agenda) and that the FMCA asked for an extra one million dollars for Zika and she will be speaking as the Co-Chair of FMCA Legislative Committee at the local Legislation Delegation meeting; she is also the state commissioner's representative and requested all attend the full day of the Commissioner's Caucus at the Dodd Short Courses at the end of the month.
- She also spoke on her **comments section** that she would like the February Board meeting time moved to an earlier time and that the time of the board meetings be added to the February Agenda for the Board to discuss, as staff are putting in 14 hour days on Board meeting days.

UNFINISHED BUSINESS:

Item 1: ELECTION OF OFFICERS (Chairperson, Vice-Chairperson, Secretary/Treasurer)

A. A Motion was made to nominate Commissioner Gary Howell for Chairperson.

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

It was at this time that the Agenda was formally approved.

UNFINISHED BUSINESS: (Cont'd)

Item 1: ELECTION OF OFFICERS (Chairperson, Vice-Chairperson, Secretary/Treasurer) (Cont'd)

B. A Motion was made to nominate Commissioner Catherine Brandhorst for Vice-Chairperson.

- Motioned by: Commissioner Howell
- Seconded by: Commissioner Rock
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

C. A Motion was made to nominate Commissioner Jeanne Moeller for Secretary/Treasurer.

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 2: RECOGNITION OF 2016 CHAIRPERSON'S SERVICE ~ *Vice-Chairperson Catherine Brandhorst*

- Newly elected Vice-Chairperson Catherine Brandhorst presented the plaque to Chairperson Gary Howell in recognition of his service and dedication in serving as Chairperson in 2016.
 - **THERE WAS NO MOTION ON THIS ITEM**

Re-elected Chairperson Gary Howell continued conducting the meeting at this time.

Item 3: REVIEW OF THE GOVERNMENT IN THE SUNSHINE LAW AND ETHCIS *Mr. Wayne Flowers*

- Our attorney, Mr. Wayne Flowers, stated that the three main basic requirements of the Government in the Sunshine Law are: meetings of the Board or Commissioners must be open to the public; reasonable notice must be given of the meeting; and Minutes must be taken of the meeting. He then gave a broader overview of the law in respect to Florida Statute 286.011 (emails, public records, etc.) The full law is in the Commissioner's Handbook. He also gave an overview on Ethics (voting conflicts of Interest, acceptance of no gifts to influence position, etc.), based on Chapter 112 which is outlined in the information included in the Board book. He also noted that the Sunshine Manual can be obtained from the Florida Attorney General's website.
 - **THERE WAS NO MOTION ON THIS ITEM**

NEW BUSINESS

Item 1: NEW COMMISSIONERS' STATEMENTS ~ *Commissioners' Jacqueline Rock and Gina LeBlanc*

- Commissioner Jacqueline Rock thanked her family and friends who encouraged her to run for an elected AMCD Commissioner and looks forward to working with the commissioners and staff. She noted that she retired from working as an elected delegate for Senator Bernie Sanders and stated she will uphold AMCD's mission and that her goals with AMCD are; public relations, prevention of diseases, efficiency, supporting science and research, education and outreach, and expansion.
- Commissioner Gina LeBlanc thanked the people of St. Johns County for electing her and that her goals are; supporting the mission and goals of AMCD and the District's vision of being a leading District.

- **THERE WAS NO MOTION ON THIS ITEM**

Item 2: DISCUSSION ON LOCAL LEGISLATION MEETING AND UPDATE ON FMCA'S TALLAHASSEE LEGISLATION MEETING ~ Commissioner Jeanne Moeller

- Commissioner Jeanne Moeller's information on this Agenda Item can be found above on page two (2) of these Minutes.

- **THERE WAS NO MOTION ON THIS ITEM.**

Item 3: Ph.D. STUDENT PROJECT PROGRESS REPORT ~ Mr. Christopher Bibbs, Biologist

- Mr. Bibbs noted he has a strong passion for education and will be writing more grants. He gave an overview of his program of study which is on Pyrethroids, through a grant from FDACS at the University of Florida, under program advisor, Mr. Phil Kaufman. He discussed his outline of the milestones for this project, transferring his M.S. Degree credits, written literature review, form a program of study, appoint a Ph.D. committee, dissertation on proposal, Ph.D. qualifying exams, dissertation defense, file the dissertation, and then graduate.

- **THERE WAS NO MOTION ON THIS ITEM**

REPORTS:

1. **Director** ~ Dr. Xue; welcomed the new commissioners and the reelection of Commissioner Howell; stated that winter is our slow season and we are preparing for employee training and our surveillance programs; we have two new hires that both begin on Monday, February 6, 2017 - a new Education Specialist, Ms. Molly Clark who is a Purdue University graduate and was a bio-technician for the Dept. of Health in Indiana and currently works for the Florida Department of Agriculture for bio control, and also Seasonal Inspector/Sprayer, Morgan Duett who was promoted to a full time position as a Mosquito Control Technician I; the Local Legislation meeting is Wednesday, January 18th in the County Auditorium at 4:00 P.M. - Representative Cyndi Stevenson will be there and Commissioner Jeanne Moeller will be giving a presentation as representative for the FMCA; the FCCMC meeting will be held January 24th at the Whitney Lab at 11:00 A.M. (this meeting will be on research grants and Zika); the Commissioner's Caucus with the FMCA Dodd Short Courses will be Tuesday, January 31, 2017 in Altamonte Springs, Florida; Commissioner Rock accompanied Dr. Xue over the last three days visiting Pasco, Lee, and Collier Counties and attended the Aerial Fly In Class.
2. **Attorney** ~ Mr. Flowers; he, along with Mr. Richard Weaver and Dr. Rui-De Xue, has been working with the county staff on developing the contract for the sale of the AMCD property on Anastasia Island and that it will go to the St. Johns County Commission on January 17th and be on the AMCD Agenda in February.

COMMISSIONER COMMENTS:

Commissioner Rock ~ thanked Dr. Xue for including her in the aerial fly in class, she commented on the aerial program needs at AMCD which was based on her visiting Pasco, Collier, and Lee County, along with the Aerial short course.

Commissioner LeBlanc ~ had no comments but wanted clarification on Commissioner Moeller's mention of changing the Board meeting times.

- **There was a Consensus of the Board to add this to the February Agenda.**

Commissioner Brandhorst ~ wants to speak more with Biologist, Mr. Christopher Bibbs on what he is

doing with his Ph.D. project.

Commissioner Moeller ~ None

Commissioner Howell ~ glad that the new commissioners are on board, looks forward to moving forward and is for an aerial program and appreciates the public in the audience and everyone's hard work.

ATTACHMENTS: ~ None

ADJOURNMENT:

Chairperson Gary Howell adjourned the meeting at 7:32 P.M.

ATTEST



Chairperson: Commissioner Gary Howell



Secretary/Treasurer: Commissioner Jeanne Moeller

These minutes are not intended to be a verbatim transcript of this meeting and could easily be misinterpreted by a reader who was not present. To obtain a full and accurate record of the meeting, an individual should view/listen to the entire proceedings via the District's DVD visual/recording system.