

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 11, 2018

Next Meeting(s): Thursday, February 15, 2018 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, January 11, 2018, at 5:00 PM.

Board members in attendance:

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
Mr. Bill Youker, V.P., Harrell Construction Company, Inc.

Chairperson Howell called the meeting to order.

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

Roll Call: Chairperson Howell noted ~ All were present except Commissioner Rock who arrived at 5:19 PM.

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

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 Moeller
- Seconded by: Commissioner Brandhorst
- 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 Brandhorst
- 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 – December 14, 2017 at 6:00 PM
5. Change February 8, 2018 Board Meeting to February 15, 2018 (5:00 P.M.)
6. Budget Amendments ~ None

UNFINISHED BUSINESS:

Item 1: 8 ACRE PARCEL CONSTRUCTION PROJECT UPDATE ~ Mr. Bill Youker, Vice-President, Harrell Construction

- Mr. Youker stated that building 400 is almost dried in and sheet rock should be going up the week after next, the utilities are approximately 90% complete, the permit for building 800 (lab) will be next week, he will be attending the aerial committee meeting next week to address the hanger (building 900) and fuel tanks for the helicopter, and they are working on getting things done up front, such as, the parking area, etc. prior to the March 20-22, 2018 Workshop, as requested by Dr. Xue.

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

Item 2: INTERN PRESENTATION REPORT ~ Mr. Christopher Bibbs/Dr. Daniel Dixon

- Dr. Dixon gave a presentation which noted the benefits of the intern program and how it enhances AMCD's programs; we obtain outside funding for the interns and utilize added equipment and material and it benefits our applied research, as well as, supporting the students and their projects. The students are from all over Florida, nationally, and internationally and since 2005, there have been 45 interns, there were 7 of them in 2017: Morgan Smith (UNF), Steven Smoleroff (UNF), Joe Davis (W. Carolina Univ.), Hannah Swetnam (UNF), James Martin (Univ. of FL), Heidi Knecht (E. Carolina Univ.), and Carlye Mangum (Univ. of FL). Three of the interns obtained their PHPC License and two were hired as full time AMCD technicians, Steven Smoleroff and Carlye Mangum.

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

Item 3: DISCUSSION AND APPROVAL TO APPOINT ADJUNCT POSITION ~ Dr. Rui-De Xue

- Dr. Xue stated this would be for 4-5 non-paid adjunct positions with a total cost involved at not over \$20,000 per year and it will obtain additional expertise and free assistance from outside the District. His Recommendation is:
 - Authority for the Director to hire 4-5 adjunct expert positions, without pay, based on the District's needs. The Director will bring the names of scientists or engineers, with brief resumes, to the Board for approval under the Consent Agenda.
 - The person filling the adjunct position will fill out a voluntary application form and will be under supervision by the related District staff.

- The District will provide the office or laboratory space, with equipment, for the adjunct position person to use.
 - The District will provide the laboratory experiment cost and publication fees. All data generated at the District will belong to and be the District's property.
 - The District may use grant money to fund the adjunct person to travel to and attend professional meetings for presentations.
 - The District will provide a short term (not over 4 weeks per year) of housing at the District's Guest house, at no charge to the adjunct person.
 - All official costs for the adjunct positions will not be over \$20,000 per year.
- A. A motion was made to approve Dr. Xue to appoint 4-5 adjunct positions as recommended and to move forward with this program.**
- Motioned by: Commissioner Brandhorst
 - Seconded by: Commissioner LeBlanc
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

Item 1: REVIEW OF THE GOVERNMENT IN THE SUNSHINE LAW & ETHICS ~ *Mr. Wayne Flowers*

- Mr. Flowers gave an overview of the Government in the Sunshine Law and Ethics and stated he would be doing a class at the Dodd Short Course on this also. 286.011, the Open Meetings Law summary is that all meetings are to be open to the public, meetings are to be noticed, and minutes taken. This covers all meetings of elected officials and any Board business communication outside of the meetings is against the Sunshine Law, where the knowing violation is a 2nd degree misdemeanor and a non-known violation is a fine of up to \$500. The public records law has retention requirements; to maintain and make the records available to the public. On Ethics, you cannot solicit or receive anything of value or unlawful compensation, any gifts of a value over \$25 has to be reported and for voting conflicts of interest - you must state the nature of the conflict and not vote on it.

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

Item 2: ELECTION OF OFFICERS (CHAIRPERSON, VICE-CHAIRPERSON, and SECRETARY/ TREASURER) ~ *Board Members*

- A. A motion was made to elect Commissioner Catherine Brandhorst as Chairperson.**
- Motioned by: Commissioner Rock
 - Seconded by: Commissioner Brandhorst
 - VOTE: Accepted by: Commissioners' Rock and Brandhorst
 - VOTE: Opposed by: Commissioners' Howell, Moeller, and LeBlanc
 - **MOTION FAILED 2:3**
- B. A motion was made to re-elect Commissioner Gary Howell as Chairperson.**
- Motioned by: Commissioner LeBlanc
 - Seconded by: Commissioner Moeller
 - VOTE: Accepted by: Commissioners' Howell, Moeller, and LeBlanc
 - VOTE: Opposed by: Commissioners' Rock and Brandhorst
 - **MOTION PASSED 3:2**

C. A motion was made to elect Commissioner Gina LeBlanc for Vice-Chair.

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

D. A motion was made to elect Commissioner Jacqueline Rock as Secretary/Treasurer.

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

Item 3: RECOGNITION OF 2017 CHAIRPERSON'S SERVICE ~ ~~New Chairperson~~ (Commissioner Brandhorst)

- Commissioner Gary Howell was re-elected as Chairperson again this year so Commissioner Catherine Brandhorst volunteered presenting the plaque, honoring him and his service in 2017 as chairperson.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 4: DISCUSSION OF FMCA TALLAHASSEE LEGISLATION MEETING ~ Commissioner Jeanne Moeller

- Commissioner Moeller provided handouts on the FMCA Minutes on Budget Discussion, the CRC Proposal 69, information on Waste Tires statute and the Dodd Short Course Agenda for the Commissioner's Caucus. They are looking at moving the positions of \$500K funding from FMEL back to FMEL, UF, and IFAS; looking to change 80/20 Tier Structure, (we no longer get State Funding as our budget is over 2 million dollars); is asking members to attend because of concerns over the Trade bill that could impact research, even at a district level because it could affect trade secrets; bill for Special Districts impacts ad valorem taxes, (Revision 96 requires this to go to voters every 10 years to empower the districts to tax voters); Ethics certification, and this will all be discussed at the Dodd Short Courses also.
 - **THERE WAS NO MOTION ON THIS ITEM**

REPORTS:

1. **Director** ~ Dr. Xue stated that the 2017 Annual Program report is completed – page 9 shows the budget and the grants that were received were over \$165K; is working on the 15th Annual Workshop Tentative Agenda (copy provided on the table), emphasis this year at the workshop is hurricanes, insecticide resistance that includes speaker Dr. Vincent Corbel from France speaking on this, and new technology for surveillance and new traps, and we have over 50 presentations this year; we have scheduled winter training; Dr. Xue and Mr. Richard Weaver attended the Fly-In Class this week and we will be doing the all employee training in the coming weeks, and the week after next is the Dodd Short Courses.
2. **Attorney** ~ Mr. Flowers stated he had nothing further to add.

COMMISSIONER COMMENTS:

Commissioner Moeller ~ the Dodd Short Course lunch will be at the hotel restaurant (on your own) and the speakers are from the Seminole County Health Department; thanked staff; and noted that on page 8 of the annual report the survey shows an 11% increase in customer satisfaction on staff's professionalism and a 7% increase over 2014-2017 in the public being aware and active participants, thanked the staff for their hard work.

Commissioner Howell ~ thanked all for re-electing him as chairperson again this year, this Board works smoothly together on a majority of things; invited the public to feel free in giving us information, and looks forward to working in 2018 to completion of the new construction project on the 8 acre parcel.

Commissioner Brandhorst ~ is studying and researching new methods and chemicals and thanked Commissioner Howell on a job well done in 2017.

Commissioner LeBlanc ~ thanked staff and congratulated James Wynn on winning the Grass Roots award.

Commissioner Rock ~ thanked the Board for being elected to the new position of Secretary/Treasurer; congratulated Commissioner Howell on being re-elected as chairperson; called private business owners (Bed and Breakfasts) and will be having Dr. Dixon attend with her to inspect their properties and give them an overview of what they see during the inspections for a future project to document bed and breakfasts and a surveillance inspection project.

ATTACHMENTS:

1. None

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:42 P.M.

ATTEST



Chairperson, Commissioner Gary Howell



Secretary/Treasurer, Commissioner Jacqueline Rock

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.