

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092
Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, March 15, 2018

Next Meeting(s): Thursday, April 12, 2018 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, March 15, 2018, at 5:00 PM.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Jacqueline Rock, Secretary/Treasurer *(arrived 5:21 P.M. due to traffic)*
Mrs. Catherine Brandhorst, Commissioner
Mrs. Jeanne Moeller, Commissioner *(arrived 5:10 P.M. due to traffic)*

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney

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 *(with two arriving late ~ due to traffic)*

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

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

- Commissioner Brandhorst requested New Business Agenda Item #2 “Aerial Committee Update Report” be moved to Unfinished Business #3.
 - A. **A motion was made to approve the Agenda as Amended.**
 - Motioned by: Commissioner Brandhorst
 - Seconded by: Commissioner LeBlanc
 - 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 Brandhorst
- 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 – February 15, 2018 at 5:00 PM
5. Exempt Employee Evaluation Form Revision
6. Pilot Job Description
7. Strate Welding Supply Company 5 Year Renewal Contract
8. Support Staff to Collaborate with UF Professors to apply for DACS Grant
9. Quarterly Budget Analysis
10. Budget Amendments ~ Receipts (Grants & Donations & FEMA Reimbursement) - -
Expenditures (Personal Services & Benefits & Capital Outlay) \$278,690.85

UNFINISHED BUSINESS:

Item 1: South Parcel & Research Facility Construction Project Update ~ Mr. Bill Youker,
Vice-President, Harrell Construction

- Mr. Youker stated that building 400 had the sheet rock hung and they would be painting it next week, the rest of the underground items were installed, the loop road was complete, they were waiting on the county on the water flow situation and received a response so they will be permitting building 800 next week, then 500 (the chicken house) will go into permitting and should be built within 60 days after the permitting, the fuel station has been purchased and all metal buildings have been ordered. Mr. Youker stated that for the purpose of the workshop and tours, they will have all the buildings staked out so it can be seen where they will be located.

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

Item 2: Approval of North Station (10150 Cartwheel Bay Avenue, St. Johns, FL) Property
Purchase Proposals and Recommendation ~ Mrs. Kay Gaines

- There were 10 packets requested and of those, four submitted proposals. Two of those four attended the Board meeting and spoke.
- Srilatha Kancharkuntla, Blue Star Veterinarian Hospital, 2851 CR 210 W, St. Johns, FL 32259: She stated she is a veterinarian from India (2005) started two animal hospitals here, likes the layout of the Cartwheel Bay property and that it is open rural, is wanting to use existing buildings to move the animal hospital there and put in an area for pet owners to walk their dogs, is willing to have the chickens and chicken buildings there until the chickens can be moved.
- Michael Herzberg, 1 Sleiman Parkway, Jacksonville, FL 32216: They are the adjacent mall property owners, they wrap around the east and south end of the AMCD property, they are developing the southern 20 acres of their property and have a retention pond near the northwest property line and would like to expand that onto this AMCD property and not put any structures on the property. He noted they were approached by the county to possibly collaborate on the retention pond on the property for a widening of the roadway they are doing. They will match or beat the dollar amount for the property, they need no due diligence, no contingencies, they want the property to protect

the shopping center and have it as a buffer for the nearby residents, are willing to close immediately and have no problem leaving the chickens there until we move them.

- AMCD attorney, Mr. Wayne Flowers noted that the two entities that spoke stated they would not require due diligence, he restated that Mr. Herzberg stated that he would go up or match the price, and that of course the Board should consider all four proposals, but that these two require no contingencies.
- Commissioners' comments included the preference to sell it to and have the animal hospital on the property, the use of the property and whether the new owners would need to rezone it, environmental factors, and the use of the property itself.

At this point, the Board allowed Mr. Herzberg to present another price proposal which he then presented it as \$630,000. They then allowed Mrs. Kancharkuntla to present another price proposal and she presented as \$650,000. The Board then immediately made a motion:

A. A motion was made to sell the 10150 Cartwheel Bay Avenue, St. Johns, FL property to Blue Star Veterinarian Hospital at \$650,000.

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

Mr. Flowers stated that we will need to prepare a contract for execution and that he will prepare the contract.

Item 3: Aerial Committee Update Report ~ Mr. Richard Weaver (Moved from New Business #2)

- The committee met March 12th at 10 AM, they discussed the 10% deposit on the helicopter, they feel the helicopter can provide the function for the District's needs and the budget. Mr. Paul Leone told them that if the Lee County helicopter doesn't work out for them, he has a lead on another possible helicopter for purchase. Mr. Brad Gunn provided information on a convention that he attended and brought literature that was helpful to the committee. Commissioner Howell was impressed with the committee doing their research.

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

NEW BUSINESS

Item 1: Education Committee Meeting Report & 15th Workshop Update ~ Commissioner Jacqueline Rock

- The committee meeting was held March 12th at 1:00 P.M., in April there will be an active shooter training, a beekeeper meeting in May and future education workshop on barrier treatment, interviews for seasonal employees and interns later this month. There are 185 people expected for the Workshop this year, including the Department of Health personnel, the Open House is scheduled for May 24th, prototype from Molly Clark, Education Specialist, on Future Eradication Methods, committee presented excellent team work.

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

Item 2: Aerial Committee Update Report ~ Mr. Richard Weaver (Moved to UF Business #3)

Item 2: Discussion and Approval of Recommendation of Certified Public Officer for Board Meetings ~ Board Members

➤ Commissioner Brandhorst stated this was not needed and made a motion.

A. A motion was made to drop this item from the Agenda.

- Motioned by: Commissioner Brandhorst
- **MOTION FAILED for LACK of a SECOND**

➤ The Board continued discussion on this item and stated there is concern that all are safe, there is no harm in getting more information and what it would cost.

B. A motion was made to have staff find out what the cost is to have an officer at the Board meetings.

- Motioned by: Commissioner LeBlanc

➤ Commissioner Howell amended the motion to bring this back at a future time and to find out the legalities of where you can have weapons.

C. The motion was amended to have staff find out what the cost is to have an officer at the Board meetings and to bring the information back to the Board at a future time.

- Motioned by: Commissioner Howell
- Seconded by: Commissioner LeBlanc
- Vote: Accepted unanimously by all commissioners.
- **MOTION PASSED UNANIMOUSLY**

➤ Dr. Xue stated that the future plan, after the construction is complete, is to have the front gate stay locked and have everyone announce themselves at the gate and then be buzzed in. The county and many governments have security checks at their meetings. Staff will obtain information on costs, etc. and bring it back to the Board.

REPORTS:

1. **Director** ~ Dr. Xue stated that next week is the 15th annual Workshop and all are invited, there are many interesting talks from people from all over the country, lunches will be provided each day by some of the vendors. Tuesday evening is the lecture and dinner, please RSVP if you are able to attend.
2. **Attorney** ~ Mr. Flowers stated he researched the question concerning the address being required on the Speaker Cards and Barbara Peterson, Director of the First Amendment Foundation, gave the opinion that it is not legal to require them to give their address, he suggested that we put "optional" on the address line of the Speaker Cards.

COMMISSIONER COMMENTS:

Commissioner Moeller ~ the policies and procedures in the Commissioners Handbook needs updated, there are several things such as, the state funds information needs taken out, some of the new Commissioner's biographies need added, whatever policy updates that have been done need added, the Intergovernmental Committee meetings that no longer meet needs taken out and the staff information needs updated.

Commissioner Howell ~ today's meeting was important, we sold the north station property for \$650,000, that we have had since 1989, thanked Mrs. Gaines and Mr. Weaver, thanked the employees for being on top of things, thanked Dr. Xue for his leadership, thanked the construction crew. We need to keep all of our people and all those in our schools in our prayers.

Commissioner Brandhorst ~ talked to Mr. Weaver on the aerial budget and purchase of the helicopter and the pilot position, talked to Dr. Xue on personnel savings with the addition of the helicopter, April 5th is the next Financial Committee meeting and the committee will discuss the budget then.

Commissioner LeBlanc ~ thanked staff for all they do.

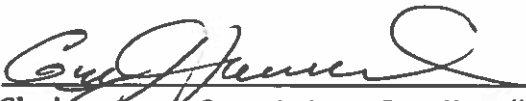
Commissioner Rock ~ thankful to the people who work here, all are hard workers, thanked Mr. Weaver and Dr. Xue.

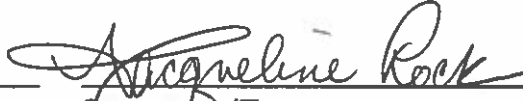
ATTACHMENTS: ~

1. *15th Arbovirus Surveillance and Mosquito Control Workshop Agenda*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:25 P.M.

ATTEST 
Chairperson, Commissioner Gary Howell


Secretary/Treasurer, Commissioner Jaqueline 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.