

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
Vivian Browning, Vice-Chairperson
Catherine Brandhorst, Secretary/Treasurer
Janice Bequette, Commissioner
Jeanne Moeller, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, May 19, 2016

Next Meeting(s): Pay Plan Workshop, Thursday, June 2, 2016 – 10:00 AM
Regular Board Meeting, Thursday, June 9, 2016 – 6:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, May 19, 2016 at 6:00 P.M.

Board members in attendance:

Mr. Gary Howell, Chairperson
Ms. Vivian Browning, Vice-Chairperson
Mrs. Catherine Brandhorst, Secretary/Treasurer
Ms. Janice Bequette, Commissioner
Mrs. Jeanne Moeller, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Bill Youker, Vice-President Harrell Construction Company

In attendance by phone:

Mr. Wayne E. 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.

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 Bequette
- Seconded by: Commissioner Moeller

Commissioner Browning requested New Business #3 "Change Order Update on Research Property" be moved to Unfinished #2 to accommodate Mr. Youker with Harrell Construction.

- B. **A motion was made to approve moving New Business #3 “Change Order Update on Research Property” up to Unfinished Business #2 and moving Unfinished Business #2 “500 Old Beach Road Property Disposal Update” to Unfinished Business #3.**
 - Motioned by: Commissioner Browning
 - Seconded by: Commissioner Moeller
 - VOTE accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

- C. **Motion “A” was restated to approve the Agenda as amended above in Motion “B”.**
 - Motioned by: Commissioner Browning
 - Seconded by: Commissioner Moeller
 - 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 Browning
 - 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 of April 14, 2016 at 6:00 P.M.
5. Quarterly Budget Analysis
6. Budget Amendments ~ Operating Expenses (Increase) – Office Supplies (Decrease) \$2,000

UNFINISHED BUSINESS:

- Item 1: NEW BASE STATION COMPLEX CONSTRUCTION UPDATE ~ Mr. Bill Youker, Harrell Construction (10 min)**
- Mr. Youker stated that it is official, both buildings have been inspected and given their Certificate of Occupancy, the locks have all been rekeyed and at this time, they are doing minor things such as, the punch list, etc.
 - The Commissioners asked and Mr. Youker answered: What warranty do we have – There is a one year written warranty from Harrell Construction; all manuals will be given to Mr. Weaver; Mr. Youker stated that there has been a \$65,000 savings on sales tax savings, prompt pay discounts, etc. and there are no outstanding permits.

○ **There was NO MOTION on this item**

Item 2: CHANGE ORDER UPDATE ON RESEARCH PROPERTY ~ Mr. Wayne Flowers (15 min) (Item moved from New Business #2)

- My Youker stated that Harrell Construction presented to us, a change order to our original contract for the Research Property to the south, for construction plans and permitting, which included: Task 1 – getting with the Director and staff to provide a concept on the layout for the expansion. The Easterly Phase would include 24 portable pods for larvacide testing, screen enclosures, a place for chickens, a three bedroom dorm, wind tunnel, and weather station. The Westerly Phase would be long term, the helicopter hangar, additional chemical storage building

- and the fueling for the helicopter. He suggested that the master plan that we present to the county should include both phases. His proposal is based on doing everything at once.
- Commissioner comments included; that the Westerly Phase be stated as a future potential for an aerial worksite because of the present year being a political year. It was stated that when we asked for the zoning on our base complex property, it was based on us agreeing with the County that this would not include a helicopter hangar. Dr. Xue stated the helicopter pad and additional chemical storage building would be used by our contracted helicopter service.
 - Mr. Flowers stated that legally we can't do a change order to the original contract with Harrell Construction because the research property would be a whole new project and therefore would need to be done as an RFP. The RFP would be on qualifications only, not price. The exemptions to Statute 287.055, (if the project costs less than \$325,000 or the fee for study activity is less than \$35,000) would not apply to us.

A. A Motion was made to have staff put out an RFP on qualifications, not price, for the Research Property and return it to the Board with the top three (3) submitters for the Board's review and award at the June, July, or August Board meeting.

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

ITEM 3: 500 OLD BEACH ROAD PROPERTY DISPOSAL UPDATE ~ Mr. Wayne Flowers (10 min) (moved from Unfinished Business #2 to Unfinished Business #3)

- The St. Johns County attorney emailed to Mr. Flowers, the 1972 deed, which describes that the 500 Old Beach Road property should be used exclusively for public purposes by governmental agencies only, otherwise the property shall revert back to the City of St. Augustine. The county attorney stated that the county may have an interest in the property. Our options for the property would be to continue to occupy and use the property, have another government agency use it for governmental purposes, give the property back to the City of St. Augustine, or meet with the city of St. Augustine and see what they want to do or what we can work out with them. The city could do a "Release of Reverter Clause" if that is what they want to do.

A. A Motion was made to have our attorney, Mr. Wayne Flowers, speak to the City of St. Augustine attorney and see what the city's interest is, if any, and bring this back to the Board at the June 9, 2016 Board meeting.

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

PUBLIC COMMENT: Mr. Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL: He suggested we lease the 500 Old Beach Road property to another governmental agency, he had a conversation with an employee from the County Parks and Recreation department who stated that the County is thinking of buying the property to use to store the lifeguard vehicles and equipment for Parks and Recreation. There was also a comment that the County may want it to build a fire station on.

NEW BUSINESS

Item 1: WASHINGTON, D.C. LEGISLATIVE MEETING REPORT ~ Commissioner Janice Bequette (5 min)

- Commissioner Bequette stated that we were very successful, everyone was educated and open to us there. They asked what we thought about genetically modified mosquitoes, they want to get active with us with applied research, there was lots of dialogue, we asked about NPDES (not sure with that yet) and Zika was discussed. She brought some posters back, such as the “Deadliest animal” (the mosquito) for us to use. Florida had the most people there this year.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 2: FINANCIAL AND AUDITOR COMMITTEE MEETING REPORT ~ Commissioner Catherine Brandhorst (5 min)

- Commissioner Brandhorst stated that the committee went over the list of what we do or don't need. Mr. Scott Hanna went over the building fund, we are close to the contract price of \$4,046,955. Dr. Xue stated that the Auditor Report is being postponed to July due to the GASB 68 regulations. By the end of this September our budget should be at about 2.8 to 2.9 million, on schedule.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 3: ~~CHANGE ORDER UPDATE ON RESEARCH PROPERTY ~ Mr. Wayne Flowers (15 min)~~(Item Moved to Unfinished Business #2)

REPORTS:

1. **Director** ~ Dr. Xue stated that during the eradication program of *Aedes aegypti* in downtown St. Augustine, in early April, they found that more than 80% of the residents have bromeliads in their yards and few people knew they can breed mosquitoes. Mr. Christopher Bibbs has made a brochure and we are trying to educate residents to this information. On June 7, 2016, the Master Gardeners, through the University of Florida education office, will use our facility with 20-30 people coming here and the emphasis is on the Zika virus education. Mr. Bibbs will give a presentation for this. The last few weeks we have been working on Zika funding proposals, two grants were applied for; one for “Eradication of Zika Vector Mosquito *Aedes aegypti* and Sustainable Management in St. Johns County” for \$300,000 for two years; and one for was for Dr. Danial Dixon on “Screen Selection to Detect Zika and Other Arboviruses for Local Mosquito Control Programs” for \$170,000. Also the last couple of months we, in cooperation with the University of Florida, applied for two grants, one has been funded for \$81,000 for Mr. Christopher Bibbs for vapor insecticides and repellents and the other one didn't get funded. Also, after the June 2nd Workshop, the draft budget book will be provided at the June 9th Board meeting. We have hired 2 interns and 3 seasonal inspector sprayers that started May 2, 2016. This season it has been difficult to find applicants and is a trend all over.
2. **Attorney** ~ Mr. Flowers stated he had nothing further but did apologize for not being able to be here physically due to a meeting conflict but felt it was important for him to be here by phone rather than sending another partner as he thought it was important to participate for the two items on the agenda he was addressing.

COMMISSIONER COMMENTS:

Commissioner Browning ~ stated that she attended a meeting with John Regan, City manager, and he states we are a world class Mosquito Control District. He wants to bring before the City Commission, to expand the footprint for the Zika eradication into West Augustine, North of May Street, around the pier at

St. Augustine Beach, and Hastings. She suggested we encourage reporters to come to the Open House on June 30, 2016.

Commissioner Bequette ~ stated that this week in Miami Dade, they can now site people in health emergencies and encouraged staff to check with the city and county to see what can be done here in St. Augustine. She stated that she will be out of town for the June 9, 2016 Board meeting but will call in by phone.

Commissioner Moeller ~ thanked staff for the extra work being done door to door, suggested putting up road signs on Agricultural Center Drive, attended the FMCA Financial and Board meeting in Apopka, Florida where the discussion was on Zika, they were encouraged to apply for grants for as much money as possible, for budget purposes keep in mind that in November, the FMCA meeting will be in Destin, Florida and that the fees will be higher and attendees will be down. The Dodd Short Courses are in the process of putting in a 1.9 million grant for regional training sessions on domestic inspectors and use of volunteers and will use our complex if they get the grant.

Commissioner Howell ~ He stated he has handed out 200 to 300 brochures that Mr. Bibbs made and encouraged all to be vigilant about Zika and that everyone is doing a great job.

Commissioner Brandhorst ~ stated we need to do public service announcements once a day every day and do daily mosquito reports. Thanked staff for putting the budget together.

ATTACHMENTS: ~ None

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 7:36 P.M.

ATTEST _____
Chairperson, Commissioner Gary Howell

Secretary/Treasurer, Comm. Catherine Brandhorst

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