

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, May 11, 2017

Next Meeting(s): Thursday, June 8, 2017 – 6:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, May 11, 2017, at 6:00 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. John Wallace, Attorney, Lewis Longman & Walker (standing in for Mr. Wayne Flowers - out of town on business)

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 ~Mr. Bill Youker, VP, Harrell Construction: They will be getting the permits for the first of the buildings for the research facility and should be on the premises in approximately 30-45 days to begin site work. Mr. Youker presented the plaque to AMCD that Harrell Construction was awarded by the VP Buildings Hall of Fame, for excellent craftsmanship and construction for an outstanding building, the AMCD Complex buildings.

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 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 April 13, 2017 at 6:00 P.M.
5. Change Supply Manager's Job Title to Operation's Manager
6. Quarterly Budget Analysis
7. Budget Amendments ~ +\$45,814.22 Receipts from Grants, Workshops, Salvage / - \$45,814.22 in Expenditures

UNFINISHED BUSINESS:

Item 1: APPROVAL OF RECOMMENDATION FOR AERIAL SPRAYING FOR SMALL AREAS

~ *Dr. Rui-De Xue*

- AMCD sent out both an RFP and a Bid but only one company submitted and both times the company was disqualified. Last month the Board approved staff to negotiate with Application Dynamics for aerial spraying of small areas; the final agreement increased the air spray by 10% per acre, AMCD will not pay anything up front and the small airplane will be leased exclusively at \$1. Mr. Flowers, our attorney, reviewed this.
 - A. **A Motion was made to approve the contract with Application Dynamics, LLC, for aerial spraying for small areas, as presented.**
 - Motioned by: Commissioner Moeller
 - Seconded by: Commissioner Rock
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

Item 2: FLORIDA COORDINATING COUNCIL on MOSQUITO CONTROL (FCCMC) MEETING REPORT

(held at AMCD, May 9, 2017) ~ *Commissioner Gary Howell*

- Discussion at the meeting: removing muck from the marsh to keep mosquitoes from breeding; the Yellow Fever in Brazil and getting ready for when it comes to America; the World Health Organization (WHO), United States Center for Disease Control (USCDC), Department of Health (DOH), & Department of Agriculture (DACS) do updates on: disease control, vector control, and the Yellow Fever outbreak; and we received money from DACS to distribute light traps.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 3: DOH & AMCD's ZIKA INCIDENT MANAGEMENT TEAM (Zika IMT) MEETING REPORT ~ *Mrs. Kay Gaines*

- DOH staff stated they enjoyed the AMCD's 14th annual Workshop; St. Johns County has two travel related Zika cases, DOH and AMCD communicate regularly, update on *Aedes aegypti* eradication project in downtown St. Augustine, and that daily Zika reports will no longer be sent out but updates can be obtained through their website – floridahealth.gov.
 - **THERE WAS NO MOTION ON THIS ITEM**

NEW BUSINESS

Item 1: APPLIED RESEARCH COMMITTEE MEETING REPORT ~ *Commissioner Jeanne Moeller & Dr. Rui-De Xue*

- Dr. Xue gave an update on the MGK company project and that they paid \$25,000 for two formulation tests, they want to give us more money for more tests; another company, during the Workshop, spoke to Dr. Xue about giving us money for testing natural oils; Dr. Dixon is working on the SpringStar grant project, Mr. Christopher Bibbs has started his research for his Ph.D. with the Department of Agriculture grant fund from last year, there are two Intern student projects, Morgan Smith paid by UF on a CDC Grant and Steven Smoleroff, UF Intern paid by AMCD on a barrier treatment project which includes two natural oils. Two interns, Joseph Davis and Heidi Knecht begin Monday, along with Dr. Luo Lei will work on the AGO trap project. AMCD is cooperating with UF on a grant for SIT and another one for ACR Resistance, and also applied for a grant from the New Mexico University.

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

Item 2: FINANCIAL and AUDITOR COMMITTEE MEETING REPORT ~ *Commissioner Catherine Brandhorst*

- The committee met today before the Board meeting and voted on accepting the renewal of the contract with Juliann Klein, of Lombardo, Spradley, & Klein, CPA's, for another year. The price and terms are the same as last year's. The committee discussed the Auditor General's changes to the rules, of which, most do not affect us.

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

Item 3: APPROVAL OF AUDITOR CONTRACT RENEWAL ~ *Dr. Rui-De Xue*

- Dr. Xue stated that Ms. Julieann Klein has worked for us for 5-6 years already and has done a great job and the committee voted unanimously to renew the contract as presented.

A. A motion was made to approve the renewal of the Auditor's Contract with Julieann Klein, of Lombardo, Spradley, & Klein, CPA's, as presented.

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

Item 4: DISCUSSION AND APPROVAL OF COLA FOR NEW BUDGET YEAR FY 17/18 ~ *Mr. Scott Hanna*

- Mr. Hanna pulled the Consumer Price Index (CPI) report, which was 2.2% over the past year for March 2016 to March 2017, 2.4% nationally over these last 12 months and he used a rounded 2% for the draft budget. The Board discussed some proposed changes to the pay plan on mosquito control technician levels and promotions and thought this should be tabled until July or August, after that is taken care of.

A. A motion was made to TABLE the determination of the Cost of Living Increase (COLA) until the July 13, 2017 Board Meeting.

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

REPORTS:

1. **Director** ~ Dr. Rui-De Xue: have 1500 imported cases of travel related Zika in Florida but no locally transmitted cases this year, 7 babies have tested positive and born with small heads here in Florida; 6 seasonal employees and 1 Full Time Mosquito Control Technician began May 1, 2017; field training is being done this week and classroom training next week; Molly Clark, Education Specialist, Dr. Daniel Dixon, Molecular Biologist, Mr. Christopher Bibbs, Biologist, and Director, Dr. Rui-De Xue did training for the DACS/AMCA Workshops and we were paid over \$10,000 to do this; AMCD is Host training 75 people, for 2 days here at AMCD, for certification and AMCA/CDC will pay staff and for the rental of our facility to do this; Dr. Xue, Commissioner Jacqueline Rock, and Commissioner Jeanne Moeller will be going to the Washington, DC Legislative meetings next week; the 500 Old Beach Road property was closed on May 10, 2017 and we have received the check as of yesterday; Dr. Xue thanked Mr. Richard Weaver and Mr. Wayne Flowers in taking care of the closing. Dr. Xue will be in China the last two weeks of May, one week for the 5th International Forum and the following week for one week of vacation to visit family. Mrs. Gaines, Operations Manager will be acting Director, along with help from Supervisor, Mr. Tom Columbus while Dr. Xue is away.
2. **Attorney** ~ Mr. Wallace asked a question on review of the Small Area Aerial Spray Contract to affirm that we would have exclusive use of the aircraft during the lease period for the sum of one dollar. Staff assured him that was correct.

COMMISSIONER COMMENTS:

Commissioner Moeller ~in the back page of the reports for incidents and accidents, there were four equipment incidences, equipment falling out of trucks, etc.; was assured we are putting containers in the trucks, but wants it put on record that staff resolved these issues. Also stated North Station employees (at the time of the oil spill incident) need reprimands put in their file and we need to be sure all chemicals are moved here to the base station complex, if they haven't already been. Staff assured her all chemicals are here at the base station complex.

Commissioner Howell ~ thanked the ladies on the Board for their assistance, agreed with Commissioner Moeller that we need to be more cautious, enjoyed the FCCMC and other meetings he's attended and we all need to take the Yellow Fever danger to heart.

Commissioner Brandhorst ~ stated the Mr. Scott Hanna did a fine job putting together the draft budget; we need to say a prayer for Mr. Richard Weaver and support him for the next few months on the research property project, and staff is doing a great job.

Commissioner LeBlanc ~ thanked staff for all their hard work.

Commissioner Rock ~ she is pleased to be here, public has told her they hear that all is running smooth and impressed with what they hear that AMCD is doing. She rode with Mosquito Control Technician, Mr. Patrick Kendrick and he is an excellent educator and helped her understand the challenges they have in what they do. She attended an Education/Environmental Challenge Day and received a thank you letter pertaining to the education they received on Drain and Cover and that they got the message.

ATTACHMENTS: ~

1. *DRAFT BUDGET FY 2017/2018*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 7:16 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.