

# Anastasia Mosquito Control District of St. Johns County

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## 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, May 10, 2018

Next Meeting(s): Thursday, June 14, 2018 – 5:00 PM

## MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, May 10, 2018, at 5:00 PM.

Board members in attendance:

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

Also in attendance:

Dr. Rui-De Xue, Director  
Mr. John Wallace, Attorney (*standing in for Mr. Wayne Flowers but came in at 5:50 PM*)  
Ms. Julieann Klein, CPA, Lombardo Spradley & Klein, CPAs  
Mr. Bill Youker, Vice-President, Harrell Construction Co., 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 the attorney who was on his way from Jacksonville.

**CITIZEN PARTICIPATION:** For Items not on the Agenda ~

- Mrs. Carolyn Wolfe: support for Commissioner Jacqueline Rock running for City of St. Augustine Mayor seat.
- Mr. Paul Wise (Commissioner Rock's husband): support for Commissioner Rock's running for Mayor; she doesn't want to leave Mosquito Control but will support Mosquito Control in her position of Mayor if she is elected.
- Ms. Christine Montufar (Heritage Park): support for Commissioner Rock running for Mayor, her devotion will be a great benefit to the District as well, in all the issues and would like the AMCD Board to support her in running for Mayer.

**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 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 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 – April 12, 2018 at 5:00 PM
5. Contract Renewal for Aerial Spraying (Small - Application Dynamics for 2018 only)
6. Pay Plan Revision (Seasonal Rate of Pay, Promotion Grades for MC Techs, COLA)
7. Hiring Policy Revision (Qualified Relatives may apply for temporary intern or seasonal positions only)
8. Permissive Use Agreement (Joint Use with St. Johns County for Old Beach Road Property – May and June 2018)
9. Quarterly Budget Analysis
10. Budget Amendments ~\$6,184.20 (*From Misc. Revenue to Training*) \$650,000.00 (*from Sale of Cartwheel Bay Ave. Property to Capital Outlay*)

**UNFINISHED BUSINESS:**

**Item 1: Auditor's Report (FY16/17) for Period Ending Sept. 30, 2017, Ppt. ~ Ms. Julieann Klein**

- Ms. Klein presented her PowerPoint with information for the audit period ending September 30, 2017. The letter, given to Commissioners this evening, is communication required by the auditor standards. AMCD's financial statements represent fairly in all material standards. There were no control deficiencies. This was a record year for mosquito control due to the two hurricanes Matthew and Irma, with a 1.1 million dollar increases in expenditures, such as, personnel and double the chemical. It was discussed that 2.2 million dollars in reserves was adequate. It was also noted that if the extra \$25,000 in exemptions is put on the ballot and passed, AMCD would lose thousands of dollars of revenue.

**A. A motion was made to accept and approve the Auditor's Report for FY 16/17, for period ending September 30, 2017, as presented.**

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

**Item 2: 8 Acre South Parcel & Research Property Construction Project Update Report ~ Mr. Bill Youker**

- Mr. Youker stated they hired an engineer for the water flow situation and last week the water flow test was positive (same as in 2016) so now they can move forward. They may need a fire pump on the hangar; Building 800 has gone through review by the Building Department and it will be 7-10 days for permitting, building 500 and screened enclosures are moving into permitting, the other buildings are ordered. The chicken house (500) should be done late June 2018, building 800 is here, and 900 has a ship date of August 10, 2018. The project completion date should be the end of 2018 or the first of 2019.
  - **THERE WAS NO MOTION ON THIS ITEM**

**Item 3: Aerial Committee Meeting Report and Approval of Recommendation to Purchase a Bell 206 used Helicopter ~ Mr. Richard Weaver**

- Mr. Weaver stated the meeting was May 7<sup>th</sup> and they discussed the Bell 407 is not an affordable option so no down payment was made per the approval given at the February 15, 2018 Board meeting. The FAA Inspection was approved and the application submitted to FDOT. The hangar construction project was discussed, Mr. Peter Paul Leone reported there was a Bell 206 in Lee County that we may be able to purchase; Lee County should have all their new helicopters this week; Dr. Xue will call Lee County and get an update on the surplus status on the Bell 206's; Lee County may sell us one of three pieces of equipment needed with a helicopter; the committee went over the aviation budget numbers and agreed to purchase a Bell 206 from Lee County.

Mr. John Wallace, Attorney, Lewis Longman and Walker, entered the meeting at this time. *(He didn't realize the start time of the meetings had changed this year from 6 PM to 5PM).*

- A. **A motion was made to approve the purchase of a Bell 206 helicopter for adulticiding and larvaciding from Lee County and it was not to exceed \$800,000.00.**
  - Motioned by: Commissioner Brandhorst
  - Seconded by: Commissioner Rock
  
- B. **The motion was amended to approve staff to purchase a helicopter for adulticiding and larvaciding and it was not to exceed \$800,000.00.**
  - Motioned by: Commissioner Brandhorst
  - Seconded by: Commissioner Rock
  - VOTE: Accepted unanimously by all commissioners
  - **MOTION PASSED UNANIMOUSLY**

**NEW BUSINESS**

**Item 1: Applied Research Committee Meeting Report ~ Commissioner Jeanne Moeller**

- Commissioner Moeller stated that the meeting was May 4, 2018, they are looking at doing more environmental friendly research this year, continue to not use Organophosphates or impact non-target species; this year male mosquitoes treated by radiation and Wolbachia infected mosquitoes are being put out in small areas for an experiment; working with SpringStar on AGO traps again; public media is needed on the sterile mosquitoes because they will be infused with iridescent dyes and we want the public to know and not be alarmed when they see them.
  - **THERE WAS NO MOTION ON THIS ITEM**

**Item 2: Review and Update of Officer Election Law and Regulations ~ Mr. John Wallace, Lewis Longman & Walker (standing in for Mr. Wayne Flowers)**

- Mr. Wallace stated he reviewed the Statute and it states you can't hold dual office so when a commissioner decides to qualify for another office, they must let go of their present seat. Commissioner Rock has presented her letter of resignation and she will resign as of December 3, 2018, per the Statutes.
- Other Commissioners raised concerns that she will be out of the country for three months (she stated she will use media technology to call into the meetings) and the time of her vacancy and the processing time of the Agriculture Commissioner appointing someone will cause hardships to the Board. Mr. Wallace answered the question of when application can be made to appoint someone and stated it did not specify an exact time but he noted that the vacancy of the position (December 3, 2018), not the resignation notice would appear to trigger the application process for her seat on the AMCD Board.
  - **THERE WAS NO MOTION ON THIS ITEM**

**REPORTS:**

1. **Director** ~ Dr. Xue stated all projects for the season have begun already. There were four (4) EEE positive sentinel chickens and these areas were then treated.
2. **Attorney** ~ Mr. Wallace stated he had nothing further to add.

**COMMISSIONER COMMENTS:**

**Commissioner Moeller** ~ asked what we are doing for Mosquito Control Awareness Week? Dr. Xue stated we will be doing a lot of media coverage for Mosquito Control Awareness week, June 25<sup>th</sup> to the 29<sup>th</sup>. Commissioner Moeller is handing out pamphlets for the Smart Device App, which will broadcast to smart phones and devices for push notifications in your specific zip code.

**Commissioner Howell** ~ introduced our visiting scientist, Mrs. Hui Liu, he explained he is Chairperson and his job and obligation is to maintain balance; he thanked the public for being at the meeting and speaking what's on their minds, and he encourages Commissioner Rock in what she is doing and the projects she is working on and thanked the aerial committee for all their hard work.

**Commissioner Brandhorst** ~ attended the Aerial Committee meeting (which was published in the St. Augustine Record for public notice) and went over the aerial budget.

**Commissioner LeBlanc** ~ thanked staff for their hard work.

**Commissioner Rock** ~ Open House is May 24, 2018, so she can attend, as she is Chair of the Committee and will be out of the Country from May 29, 2018 through August 24, 2018 and that all the public are invited, along with the beekeepers, gardeners, and aerial committee members and pilots.

**ATTACHMENTS: ~**

1. *Budget Draft FY 2018/2019 (Put on the Board Table 5-10-18)*

**ADJOURNMENT:** Chairperson Howell adjourned the meeting at 6:50 P.M.

**ATTEST**   
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**Chairperson, Commissioner Gary Howell**

  
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**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.*