

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
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, June 20, 2019

Next Board Meeting(s): Thursday, July 11, 2019 – 5:00 PM
WORKSHOP: Thursday, August 8, 2019 – 1:00 PM Aerial Program

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, June 20, 2019, at 5:00 P.M.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Jeanne Moeller, Vice-Chairperson
Mrs. Gina LeBlanc, Secretary/Treasurer
Mr. Don Girvan, Commissioner
Mrs. Trish Becker, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney
Mr. Bill Youker, V.P., 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

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 Girvan

- Commissioner Howell requested Unfinished Business #2: "Aircraft Progress Update & Approval of Hiring Aircraft Mechanic", be moved to Unfinished Business #4 and have Unfinished Business #3 and #4 moved up to Unfinished Business #2 and #3 consecutively.

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

B. The motion was amended to approve the Agenda as corrected.

- Motioned by: Commissioner Howell
- 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 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 – May 9, 2019 at 5:00 PM
5. Revised Job Description for Entomologist & Scientific Manager
6. Arthropod Management Plan Renewal for Anastasia State Park
7. St. Johns River Water Management Plan Renewal
8. Budget Amendments ~ \$64,379.36 (*from Receipts – Interest, Grants, Misc.; to Expenditures – Personal Services & Benefits, Operating, Travel & Per Diem, Fleet Ins. and Training*)

UNFINISHED BUSINESS:

Item 1: 8 ACRE PARCEL & RESEARCH PROPERTY CONSTRUCTION PROJECT UPDATE ~ Mr.

Bill Youker, V.P. Harrell Construction Co., Inc.

- Mr. Youker reported: building 500 (greenhouse, insectary, and labs) was under construction and the roof was put on yesterday; the test pools are in place and operational; building 800 is complete and the Certificate of Occupancy (C.O.) was received today; the punch work and racks in the chemical storage and warehouse need done; building 900 is complete; the sprinkler system is complete, they still need to do some landscaping and tree planting; the greenhouse should be complete in mid-July and the generator should be in by the end of July.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 3 (2): AMCA WASHINGTON, DC. LEGISLATION CONFERENCE (May 14-15, 2019) REPORT

~ Commissioner Jeanne Moeller

- Talking Points were: Red Tape Act, which is part of the national Clean Water Act and allows us not to have to duplicate work and permits and to help alleviate citizens groups from finding us in wrong doing without proof; the Smash Act bill passed through the House and Senate, which is to strengthen mosquito control issues; funding the CDC which is part of the Smash Act; After the conference, they sent letters to Senators and Representatives who are watching the Smash Act but one of them said “Nothing is going to happen in the Senate until after the 2020 elections.”
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 4 (3): LEGISLATIVE SESSION REPORT ON ITEMS PERTAINING TO SPECIAL DISTRICTS and/or MOSQUITO CONTROL ~ Mr. Wayne Flowers, Lewis Longman, & Walker, PA

- Mr. Flowers reported that the final budget passed by the legislature provides 2.66 million dollars to the FDACS Mosquito Control Program, \$500,000 of this to the FDACS Competitive Grants Research Program and \$500,000 to IFAS, Florida Medical Entomology Lab, to fund three research positions. The IFAS request workload increase was funded for 1 million dollars. FMCA stated they may fund one of the three research positions. Senate Bill 7014 on Special District websites: the tentative budget needs posted on the website 72 hours before final adoption was changed to the tentative budget needs to be posted on the website for 45 days prior to adoption and the final budget needs to be on the website for 2 years after adopted. Mr. Flowers also mentioned that local government Audit Selection Committees must consist of three (3) members, one of which is a member of the governing Board and that employees of the local government cannot serve on the committee, which will require some adjustment to AMCD procedures for this in the future. House Bill 7021, will require mandatory electronic filing of form 1 and form 6, Financial Disclosures, within the next few years.

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

Item 4 (4): AIRCRAFT PROGRESS UPDATE & APPROVAL OF HIRING AIRCRAFT MECHANIC ~ Mr. Peter Paul Leone

- Mr. Leone reported that we have our own fuel here now at AMCD for the helicopter; avionics upgrades and modernization is complete; FAA requirements approved by FAA and complete, we now have a dolly to move the helicopter around on the ground, the Dibrom loading system is complete, training is completed for load masters, loaders and required aircrew. The granule larvicide system is calibrated and ready, the liquid larvicide system is ready, we weighed and balanced the helicopter which assisted in FAA approval, and the NVG cockpit is approved. Commissioner Moeller assured staff that staff will not be cut due to having the helicopter, as all staff are needed. There was also discussion on the need for a Workshop for the Aerial Program.

A. A motion was made for staff to set up an Aerial Program Workshop concerning the program and funding, open to the public, and notice it as a meeting for Thursday, August 8, 2019 at 1:00 P.M.

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

B. A motion was made to approve hiring a full time A & P Aircraft Mechanic with Inspection Authorization now and for the salary to be raised to \$65,000 per year.

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

NEW BUSINESS

Item 1: NATIONAL MOSQUITO CONTROL AWARENESS WEEKS PLAN and OPEN HOUSE UPDATE REPORTS ~ *Mr. Edward Zeszutko, Education Specialist*

- Mr. Zeszutko reported that for the Mosquito Control Awareness week: he will be doing questions of the day every day on Facebook, a commercial on radio station 105.5 and a public service announcement on station 103.9, setting up a “What kind of mosquito are you?” quiz that everyone can take, a different aspect each day is set up for “What we do”, and having the helicopter be part of two summer camps next week. For the Open House: he is setting up a larval dip pool and having a tank of Gambusia fish so the public can feed the fish with the larvae, there will be tables with information on them in the Board room, Mosquito Mate staff will be assisting with a table on the Wolbachia Project, there will also be a table with the SIT project, a mosquito eater table showing what other specimens eat mosquitoes, necklace making like was done last year, a misidentified mosquitoes table, and a mosquito cut out art project to teach the different parts of the mosquito.

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

Item 2: AMCD & DOH COLLABORATION MEETING and EDUCATION COMMITTEE MEETING ~ *Commissioner Trish Becker*

- Commissioner Becker gave statistics of positive sentinel chickens and horses for arboviruses from last year as discussed at the AMCD & DOH meeting, she advised all that if traveling to be sure to get immunizations and then thanked all DOH personnel for meeting with us and for their planning and collaborations with us.

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

Item 3: FY19/20 DRAFT BUDGET DISCUSSION ~ *Board Members & Dr. Rui-De Xue* (PLEASE BRING YOUR DRAFT BUDGET BOOKS TO THE MEETING WITH YOU)

- Dr. Xue requested that the Board get with him on any changes they see that is needed in the FY19/20 budget; at the July 11, 2019 Board meeting staff will present the budget in more detail and at that time the Board will set the tentative millage rate. Commissioner Moeller requested that any employee that is under \$15 an hour be brought up to \$15.00 per hour starting October 1st. Dr. Xue stated we need to make a policy change to the Pay Plan Policy and then make the salary adjustments for anyone under \$15.00 per hour. He will put it on the July or August Agenda

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

REPORTS:

1. **Director** ~ Dr. Xue; 3 sentinel chickens tested positive for EEE, more rain this week will cause an increase in populations next week, he joined the 6th International meeting in China in May where there were over 200 people from 15 countries and he attended the WHO meeting last week in the Netherlands concerning the Global Vector Control response plan and they shared strategies, information, and new technologies; in the District’s cooperation with the University of Florida, we will receive 2 grants: “Keystone Virus Surveillance” and “EEE and WNV Vector Surveillance”, we will hire 2 interns to work on this, we have 7 interns that have already started, along with a visiting scientist from Bangladesh, Dr. Miah, the Open House is next Thursday and all are invited and encouraged to attend, we have had responses from the City of St. Augustine, the City of St. Augustine Beach, St. Johns County Commissioners, and Representatives that will attend, staff will prepare to have finger food at the Open House.

2. **Attorney** ~ Mr. Flowers; had nothing further to add.

COMMISSIONER COMMENTS:

Commissioner Becker ~ has spoken to many groups about our Open House and about AMCD in general in the past month; is visiting the St. Augustine City Council next week and will invite them, is purchasing advertising space on social media to attract more people to the Open House; this year she is planning future collaborations with Mr. Zeszutko for attending more schools and community events together, thanked Dr. Xue going to the Netherlands and on to China to be President of the International Conference; thanked staff for dedication to making the 70th year celebration the best.

Commissioner LeBlanc ~ thanked the staff for all they do.

Commissioner Moeller ~ mentioned the great work James Wynn did in changing the way we handled the equipment from last year to this year on the NECE project which was a great success and in his making of the equipment here in our shop and stated he is a very creative man; thanked Mr. Richard Weaver in assisting her all week and Mr. Scott Hanna on answering budget questions. Orange County, Brevard County, South Walton County, and Salt Lake out of Utah are all looking at our entire campus to emulate what we are doing here; the Open House was in the paper on Monday; would like to honor past Commissioners' Mrs. Emily Hummel and Mrs. Mary Willis as they were instrumental in early years since 2006 on the discussions on the aerial program and would like a plaque put on the hangar called the "Hummel-Willis Aviation Facility".

Commissioner Girvan ~ we have made great progress especially in our aerial program, our staff are outstanding and he thanked staff for their hard work.

Commissioner Howell ~ loves seeing the smiling faces on the Board, they are all team players, our mosquito control is number one and it is fun; we have top notch people that work for us; let's keep up the good work and keep AMCD number one, he also thanked the tax payers and voters.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:46 P.M.

ATTEST _____

Chairperson, Commissioner Gary Howell

Secretary/Treasurer, Commissioner Gina LeBlanc

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.

2. **Attorney** ~ Mr. Flowers; had nothing further to add.

COMMISSIONER COMMENTS:

Commissioner Becker ~ has spoken to many groups about our Open House and about AMCD in general in the past month; is visiting the St. Augustine City Council next week and will invite them, is purchasing advertising space on social media to attract more people to the Open House; this year she is planning future collaborations with Mr. Zeszutko for attending more schools and community events together, thanked Dr. Xue going to the Netherlands and on to China to be President of the International Conference; thanked staff for dedication to making the 70th year celebration the best.

Commissioner LeBlanc ~ thanked the staff for all they do.

Commissioner Moeller ~ mentioned the great work James Wynn did in changing the way we handled the equipment from last year to this year on the NECE project which was a great success and in his making of the equipment here in our shop and stated he is a very creative man; thanked Mr. Richard Weaver in assisting her all week and Mr. Scott Hanna on answering budget questions. Orange County, Brevard County, South Walton County, and Salt Lake out of Utah are all looking at our entire campus to emulate what we are doing here; the Open House was in the paper on Monday; would like to honor past Commissioners' Mrs. Emily Hummel and Mrs. Mary Willis as they were instrumental in early years since 2006 on the discussions on the aerial program and would like a plaque put on the hangar called the "Hummel-Willis Aviation Facility".

Commissioner Girvan ~ we have made great progress especially in our aerial program, our staff are outstanding and he thanked staff for their hard work.

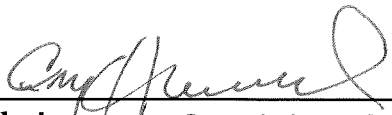
Commissioner Howell ~ loves seeing the smiling faces on the Board, they are all team players, our mosquito control is number one and it is fun; we have top notch people that work for us; let's keep up the good work and keep AMCD number one, he also thanked the tax payers and voters.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:46 P.M.

ATTEST 
Chairperson, Commissioner Gary Howell


Secretary/Treasurer, Commissioner Gina LeBlanc

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.