

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, October 20, 2016

Next Meeting(s): Thursday, December 15, 2016 – 6:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, October 20, 2016, at 6:00 PM

Board members in attendance:

Mr. Gary Howell, Chairperson
Ms. Vivian Browning, Vice-Chairperson
Ms. Janice Bequette, Commissioner
Mrs. Jeanne Moeller, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. John Wallace, Attorney (*Standing in for Mr. Wayne Flowers – mtg. conflict due to date change of mtg.*)

Absent:

Mrs. Catherine Brandhorst, Secretary/Treasurer (*due to illness*)

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 Commissioner Brandhorst (Ill)

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

REPORT BY DR. XUE - By a consensus of the Board, Dr. Xue was asked to give a report on the effects of the Hurricane Matthew on the mosquito population. There were over 2000 service requests this week so far in just three days, all employees took action working days, nights and weekends to treat, this has been the worst year for mosquito populations. Monday Dr. Xue ordered an aerial spray but the contractor only provided one airplane (due to servicing other counties also) and only did about 50,000 acres on Wednesday evening and will continue this evening to air spray another 50,000 acres. Without the contractor's capabilities - some of the expected aerial spray had to be taken off the plan. He only received concerns from about 11 people on the use of Naled for the aerial spray, thanked them for their concern for the environment and assured all that this is a last resort to control the outbreak of mosquitoes. After this,

there will not be any further aerial spray and with weather conditions expected to turn cooler, this will help the outbreak. He thanked all employees and Board members for their hard work and long hours.

Board members noted we need to look at better media for notices during such an event and we need to play our meetings on the St. Johns County Government channel.

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 Bequette
- 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 Bequette
- 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:
 - a. First Public Hearing of September 8, 2016 – 5:30 PM
 - b. Regular Board Mtg. of Sept. 8, 2016, immediately following the First Public Hearing
 - c. Final Public Hearing of September 22, 2016 – 5:30 PM
5. Winter Work Hours
6. Annual Physical Inventory Report
7. Christmas Gift Checks
8. AMCA Annual Meeting Board Attendance Approval, San Diego, Ca., Feb. 13-17, 2017
(Commissioners' Howell and Moeller)
9. Conduct of Workshops and Meeting's Policy Amendment (due to "Public Comment" policy that was approved at the September 8, 2016 Board Meeting)
10. Postpone December 8, 2016 Board meeting to Thursday, December 15, 2016 at 6 P.M.
11. Mobisoft Database Maintenance and Hosting Contract
12. Budget Amendments ~ None

UNFINISHED BUSINESS:

Item 1: DISCUSSION AND APPROVAL OF PAY PLAN POLICY ~ *Dr. Rui-De Xue*

- Dr. Xue stated the 10 step/10 grade Pay Plan was approved in June 2016 and the Job Description salary Ranges in August 2016. He recommends the Pay Plan policy for approval, which was based on the Lee County Plan and was sent to the attorney for review. If approved today, the plan will be put together in November 2016 to be implemented December 1, 2016. After some questions on the line in parenthesis under Step Increases, first bullet "the lower the Step, the higher the increase", it was suggested to delete that portion from the policy.

A. A Motion was made to approve the Pay Plan policy as amended.

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

Item 2: APPROVAL OF PLANNING COMMITTEE RECOMMENDATION ON MERGING THE NORTH STATION TO THE BASE STATION ~ *Dr. Rui-De Xue*

- This was also on the Agenda last year, the Planning Committee voted to merge the North Station into the Base Station, the mechanic, gasoline, chemicals and all are housed here at the Base Station already, this would save the District money on management, facilities, equipment, and services, we have other staff needs, such as a generator, as well as others, that we could use the funds for.

A. A Motion was made to close the North Station and merge it to the Base Station effective November 1, 2016.

- Motioned by: Commissioner Browning

B. The motion was amended to merge the daily operations of the North Station into the Base Station effective November 1, 2016 and still maintain the North Station property.

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

NEW BUSINESS

Item 1: DIRECTOR'S EVALUATION RESULTS AND SALARY DISCUSSION ~ *Dr. Rui-De Xue*

- Commissioner Howell read Mr. Flowers letter on Dr. Xue's evaluation and results, which the total average overall score was 97.08. The Board also discussed salary options and it was decided to give Dr. Xue a raise above the COLA he just received and provide him with an AMCD vehicle to use in St. Johns County with the ability to drive it home and have him agree to keep business and personal use separate.

A. A motion was made to increase Dr. Xue's salary to the same level as Pasco County at \$129,402 annual salary and provide him with a company vehicle.

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

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

- As Commissioner Brandhorst was absent, Dr. Xue provided the Financial Committee meeting report; Commissioner Brandhorst met with staff at the Financial Committee meeting, she had reviewed the budget and the south research property development plan, she was concerned over the salary and job description information until Dr. Xue explained it and she does support it, she also supports the Pay Plan policy.

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

Item 3: VIRUS DETECTION AND TRAP COMPARISON FOR EEE VECTOR (Ppt) ~ *Dr. Daniel Dixon*

- Dr. Daniel Dixon went over his PowerPoint on Molecular Biology Methods, working on mosquitoes from the field and checking what viruses they carry. Project, he compared 5 traps for EEE vectors, prepared samples for molecular analysis using ramp assays, alternative methods for arbovirus surveillance, vector test, Genie III, RT-PCR, in summary, the goal is to be able to survey for viruses in a fast and cost effective manner.

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

Item 4: DISCUSSION AND DECISION FOR DRC MOU WITH ST. JOHNS COUNTY (Dependent on RFP process) ~
Dr. Rui-De Xue

- **THIS ITEM WAS WITHDRAWN PRIOR TO THE MEETING BY A CONSENSUS OF THE BOARD.** The requestor; St. Johns County Land Management Systems, withdrew their request.

REPORTS:

1. **Director** ~Dr. Xue was elected for President of the Florida Entomology Society; surveillance – 4 imported Zika, 1 WNV positive sentinel chickens, 11 positive sentinel chickens for EEE, St. Johns County is still under a mosquito-borne advisory for EEE, in research we received approximately \$26,000 from DOH for Zika, are working on another grant for \$26,000 for Zika with University of Florida and the USDA, Tuesday met with FEMA at the EOC and proposed the need for additional cost for hurricane of \$490,000 additional, shut down 2 days for the hurricane, Oct. 6th and 7th, purchased new chemicals, possibly \$300,000 for aerial spray and we may get 75% funding from FEMA for the cost associated with the hurricane.
2. **Attorney** ~ Mr. Wallace had nothing to report.

COMMISSIONER COMMENTS:

Commissioner Bequette ~ all the extra hard duty is appreciated, thought the social media that we did was good, on Facebook, Twitter, etc., and appreciates the efforts there. Thanked all for what we do protecting the citizens and those that came to the meeting.

Commissioner Moeller ~ went to SOVE meeting with Dr. Xue, it was interesting and all were friendly, different information than received at AMCA, thanked the staff for all their hard work. Suggested we allow Public Comment from the two members of the Public that came in late to the meeting.

PUBLIC COMMENT: Wes Jones, 212 Vassar Road, St. Augustine, FL – concerns with the lack of communication to the public concerning the aerial spraying. It is the duty of all city and county Boards to make it known as to what is happening, social media shouldn't be the only thing used. Millennials don't read the newspaper, they rely on their smart phones, suggested we possibly coordinate with the City and County as alerts to smart phones during such a situation.

Misti Balzer, 218 North Whitney Street, St. Augustine, Fl – is a midwife and had many concerns for and from her pregnant patients due to the aerial spraying and where they were spraying and felt there was a lack of communication.

Commissioner Browning ~ Congratulated Dr. Xue on his Entomology appointment, disappointed in the article in today's opinion page by Jim Sutton in the St. Augustine Record, it shows a lack of respect to AMCD,

requested the staff and chairperson follow up on this, since Commissioner Moeller will also be at the FMCA meeting as the chair of the FMCA Commissioners meeting, Commissioner Browning wanted it noted that she will also be attending. Suggested the FMCA provide financial reports to all FMCA members.

Commissioner Howell ~ agreed we need to address the media situation. (Commissioner Bequette stated there was an alert system to send these type of alerts to citizens called "Send the Word Now".) He thanked everyone, Commissioners, staff, and the public and stated he pays attention to the public who address us appropriately with good suggestions.

Commissioner Brandhorst ~ absent

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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