

Anastasia Mosquito Control District of St. Johns County

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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, December 15, 2016

Next Meeting(s): Thursday, January 12, 2017 – 6:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, December 15, 2016, at 6:00 PM

Board members in attendance:

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

Absent:

Ms. Janice Bequette, Commissioner (out of the country on business)

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne E. Flowers, Attorney
Mr. Don Lohr, Herbie Wiles Insurance

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 Bequette.

CITIZEN PARTICIPATION: For Items not on the Agenda ~

- Wes Jones, 212 Vassar Road, St. Augustine, FL: Use of Naled and communication to the public – proposed we explore alternatives to Naled and the fact that the public doesn't understand the chemicals on the trucks, so better communication to the public would be beneficial and the use of bat houses and better means of notifying the public under spray conditions, etc.

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 Browning
- 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 Moeller
- 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 October 20, 2016 at 6:00 P.M. (*No November Meeting*)
5. Quarterly Budget Analysis
6. FMCA Dodd Short Courses Commissioners Caucus, Altamonte Springs, FL. (January 29 – February 3, 2017 (All Five Commissioners))
7. Update Wording on Annual and Sick Leave Policy
8. Budget Amendments ~ Reclassify Receipts: Grants and Donations \$26,495.06; Reclassify Receipts: Interest \$25.00

UNFINISHED BUSINESS:

Item 1: RFP – Property Sale for Anastasia Island Property ~ Dr. Rui-De Xue

- Dr. Xue stated we followed Board policy, and on July 7th Chairperson, Gary Howell, attorney, Mr. Wayne Flowers and himself, went to the St. Augustine Beach City meeting, along with their city manager and lawyer to talk about their request. We published the RFP, and we postponed the deadline to November 18th at the request of the County Attorney, and also called all government agencies with this information. Only the City of St. Augustine Beach and St. Johns County submitted an RFP. A Planning Committee meeting was held and based on the proposed use of the property, the committee recommended awarding the RFP to St. Johns County. The Commissioners discussed this and the majority agreed with the Planning Committee's recommendation.
- Mr. Flowers recommended the next step would be for himself, Dr. Xue and Mr. Weaver to work on a Sale Agreement for approval by the Board.
 - **By a Consensus of the Board, it was agreed that Dr. Xue, Mr. Flowers, and Mr. Weaver would work on a Contract for the Sale Agreement.**
- A. **A Motion was made to have the Anastasia Mosquito Control District donate the Anastasia Property to St. Johns County.**
 - Motioned by: Commissioner Moeller
 - Seconded by: Commissioner Brandhorst
 - Commissioner Brandhorst withdrew her second
 - **Motion failed for lack of a second**
- B. **A Motion was made to award the RFP to St. Johns County for the sale of the Anastasia Island Property at 500 Old Beach Road, St. Augustine, FL 32080 as presented.**
 - Motioned by: Commissioner Browning
 - Seconded by: Commissioner Brandhorst
 - VOTE: Accepted by Commissioners' Browning, Howell, and Brandhorst
 - OPPOSED: by Commissioner Moeller
 - **MOTION PASSED 3:1**

A break was taken at this time: 6:37 P.M.

Meeting reconvened at 6:40 P.M.

Item 2: Approval of Committee Recommendation for Health, Dental, Life Insurances

~ *Mr. Don Lohr, Herbie Wiles Insurance*

- Mr. Don Lohr stated he shopped the market and the options were given to the Insurance Committee and the recommendation by the committee was to keep the same plan and company as it was within the budget and there was only a 1.28% increase.
- A. **A Motion was made to approve the committee recommendation for the Health, Dental, and Life Insurance as presented, keeping the same company and plan as we have had.**
 - Motioned by: Commissioner Moeller
 - Seconded by: Commissioner Brandhorst
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

Item 3: Approval of Draft Design & Development RFP of 8 Acres Research Property

~ *Dr. Rui-De Xue*

- Dr. Xue stated we followed the Board direction for Harrell Construction to do a draft design for the research property and he gave a presentation showing the design. The Planning Committee recommended the Board accept the draft design and the authority to develop, publish, and collect the RFP and bring it back in time for the February Board meeting.
- A. **A motion was made to accept the draft design and to develop an RFP and the authority to publish and collect the RFP.**
 - Motioned by: Commissioner Browning
 - MOTION FAILED for Lack of a Second
- B. **A motion was made to delete the schedule of Alternates, #1 and #2 on page 12 and to approve the Draft Design and Development RFP for the 8 acre Research Property as amended.**
 - Motioned by: Commissioner Browning
 - Seconded by: Commissioner Moeller
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

Item 1: Appreciation and Farewells for Commissioners' Bequette and Browning

~ *Commissioner Gary Howell*

- A plaque in appreciation of their terms as Commissioners and a farewell to them was presented to Commissioner Browning and Commissioner Bequette (accepted for her by Commissioner Moeller, as she was absent) by Chairperson Gary Howell.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 2: Planning Committee Meeting Report ~ *Commissioner Vivian Browning*

- Commissioner Browning stated that the Planning Committee met on November 29, 2016 and looked at the RFP for the design and development of the research property and made recommendations. The RFP will go out in January and come back to the Board in February or March 2017. She explained the guest house as “alternative housing”, the same as the EOC utilizes. She also suggested putting out an RFP for the North Station property, proposed a name change for the Anastasia Mosquito Control District, making it more regional.

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

Item 3: Operations Committee Meeting Report ~ *Commissioner Gary Howell*

- Commissioner Howell stated that they held the Operations Committee meeting on November 28th and discussed service requests in October and November (including the over 3000 calls in one week), and the good job everyone at AMCD did during this time. They discussed aerial operations where we had difficulty getting aircraft to spray and also had difficulty having the aircraft company to get chemicals, an MOU with Lee County for Aerial Spraying, doing a better job getting the word out, and moving forward on the research property design.

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

REPORTS:

1. **Director** ~ Dr. Xue ~ this year, there were 4 travel related Zika cases, 26 suspected cases of mosquito-borne diseases (Zika, Chikungunya, Dengue Fever), there were no locally acquired mosquito-borne diseases, there were 7 positive EEE Chickens, County Road 210 hot spots with 5 positive chickens, 2 for WNV at County Road 214 and Tocoï area, due to the hurricane in October - there were over 3600 service requests in just one month, which was more than any other year since 2003. The general number for a whole year has averaged around 3000. The purpose of the World Health Organization (WHO) meeting in Brazil was insecticide resistance to mosquitoes and Dr. Xue gave 2 presentations there. He and Commissioner elect, Mrs. Rock plan to visit the west coast in January to see how the other Districts are run and will attend the aerial short course. Thanked the Board for their support and the employees for all their hard work and support and welcomed the two new incoming commissioners.
2. **Attorney** ~ Mr. Flowers ~ has been with the District for six (6) years this month and thanked the Board for the opportunity to work with them and appreciated working with Commissioners' Browning and Bequette, and looks forward to working with the new commissioners as well.

COMMISSIONER COMMENTS:

Commissioner Browning ~ Agreed that we need to look at other sources other than Clarke for our aerial program. Thanked Mr. Flowers and stated he has an impeccable reputation and his law firm has a power position statewide that we are benefited by. It has been good serving as Commissioner for the District and thanked the Board in being able to serve with them.

Commissioner Bequette ~ absent

Commissioner Moeller ~ There were a lot of issues with Clarke's contract and they were extremely incompetent, we need to have a new contract and need to put out new RFP's for this. We may need to buy a helicopter in the future to use for adulticiding and larvaciding because of the county's growth. There will be no combined meeting with Directors this year at the Dodd Short Courses, as the committee saw little or no use and they wanted to know what is happening with other Commissioners in other Districts. The five commissioners will attend the Commissioners Caucus and everyone was encouraged to stay for the full day. Will miss Commissioners' Browning and Bequette.

Commissioner Howell ~ Looks forward to working with the new commissioners coming on board, there are a lot of future challenges, we will work on the glitches that we have had in the past and thanked everyone for jobs well done.

Commissioner Brandhorst ~ Thanked Commissioners Bequette and Browning for a job well done during their terms, Commissioner Browning gave us knowledge that we needed to build this building, and Commissioner Bequette gave us a way to look at things from different angles. At the Finance Committee meeting, it was noted we came in \$900,000 under budget this year. Thanked the staff for a job well done after the Hurricane and is glad Supervisor Mrs. Gaines is back and healthy.

ATTACHMENTS: ~ None

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 7:57 P.M.

ATTEST 
Chairperson, Commissioner Gary Howell


Secretary/Treasurer, Comm. Catherine Brandhorst

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.