

Anastasia Mosquito Control District of St. Johns County

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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, December 12, 2019

Next Meeting(s): Thursday, January 16, 2020 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, December 12, 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 (*absent due to Repellent Meeting in Malta*)
Mr. Wayne Flowers, Attorney
Mr. Don Lohr, Herbie Wiles Insurance
Mr. Bill Youker, V.P., Harrell Construction Company, Inc.
Mr. Jeb Smith, St. Johns County, Board of County Commissioners

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

PROCLAMATION: Commissioner Jeb Smith, St. Johns County BOCC, read the Proclamation that the St. Johns County Board of County Commissioners passed on December 3, 2019 to AMCD regarding the Anastasia Mosquito Control District Appreciation Day as worked on by our AMCD Commissioner Trish Becker and attorney, Mr. Wayne Flowers. He also congratulated Commissioner Becker on doing an excellent job on this and congratulated the AMCD Board of Commissioners on 70 years of service. Pictures were then taken of Mr. Jeb Smith and the AMCD Board.

- Commissioner Howell recognized a member of the audience and Commissioner Becker introduced him; Mr. Nash with a Boy Scout Eagle Troop who was here to observe and listen to real time government politics in order to receive a badge. Mr. Nash thanked the Board for allowing him to be here and stated it would be a good experience for him.

It was also noted that Dr. Xue was absent as he was in a European Repellent meeting in Malta.

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
- VOTE accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Chairperson Howell called for approval of the Consent Agenda.

- Commissioner Becker requested Consent Agenda Item #9: Main Rotor Hub Overhaul Bid, be pulled and added to Unfinished Business #3 for discussion.

A. A motion was made to approve the Consent Agenda as Amended (moving Consent Agenda Item #9 to Unfinished Business #3).

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Becker
- 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: October 10, 2019 at 5:00 PM
5. Move January Board meeting from Jan. 9, 2020 to Jan. 16, 2020 at 5PM (returning to work after the week that board books normally would go out)
6. Dr. Xue and Commissioner Moeller to visit Collier County and Lee County Mosquito Control Districts & attend the Fly-In Class
7. Administrative Leave Policy Revision
8. GLP Proposal FY 19-20
9. ~~Main Rotor Hub Overhaul Bid Award~~ (*Pulled and Added to Unfinished Business #3*)
10. Approval of Program Review Proposal
11. AMCD and NECE CRADA Collaboration Non-Funded Agreement
12. Affiliation Agreement Renewal between UNF and AMCD
13. Budget Amendments ~ Increase in Beginning Fund Balance, Local Fund \$1,538,008.74

UNFINISHED BUSINESS:

Item 1: Approval of Committee Recommendation for Health, Dental, & Life Insurances

(with benefits beginning on date of hire) ~ *Mr. Don Lohr, Herbie Wiles Insurance Company*

- Mr. Don Lohr spoke about the insurances offered including the Committee recommendation on renewing our current Florida Blue Health Insurance, United Concordia Dental Insurance and Guardian Life Insurance, and moving our vision, (which is a voluntary plan and solely employee paid, not District funded) to United Health Care at a lower rate and also the

District's policy amendment to have the Insurance begin on Date of Hire, effective January 1, 2020. Commissioner Howell spoke to other agencies and they said we were getting a good deal. Commissioner Becker stated that our insurance is a really good deal and better than Northrup Grumman, which has great insurance. She also gave Mr. Lohr condolences on Mr. Wiles passing. Commissioner Moeller noted that renewing our current Florida Blue Health Insurance shows \$26,000 over budget, but that this program is a living thing and we included in this funding number, a pilot who we haven't hired, we have lost 2 staff members, 3 people are in DROP, and 2 people who will receive insurance through grant money; therefore this is not a true figure.

A. A motion was made to approve the Health, Dental, & Life Insurances as presented.

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

Item 2: RFP Award for Site Plan, Permits and Design of the Disease Vector Education Center

➤ Mrs. Gaines, Operations Manager stated that 11 companies requested the RFP packets but only one contractor submitted the RFP, Harrell Construction Company. Their submittal was \$412,245 which included a 5% cost overrun amount and was still under the \$500,000 budgeted amount and the approval was for the money amount, not the contract. Some of the commissioners didn't feel good about passing this without being able to ask questions of Dr. Xue and Mr. Richard Weaver, who were not at the meeting. They also noted that Dr. Xue wanted to bring others in on the design of the building and that didn't happen yet, but it was also noted that the RFP was what they asked for and was under budget. At a suggestion from Mr. Flowers, it was discussed and motioned to table this item until January.

A. A motion was made to table this item and put it back on the January 16, 2020 Board meeting Agenda with a conference or workshop with staff.

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

Item 3: Main Rotor Hub Overhaul Bid Award *(Pulled from Consent Agenda Item #9)*

➤ Commissioner Becker questioned whether this was something that had to be done each year or a one-time thing. Mrs. Gaines answered that it is something that needs done after so many hours each time.

A. A motion was made to approve the Main Rotor Hub Overhaul BID Award to Arrow Aviation as presented at \$20,998.84.

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

NEW BUSINESS:

NONE

REPORTS:

1. **Director** ~ Dr. Xue; was absent due to being at a European Repellent meeting in Malta.
2. **Attorney** ~ Mr. Flowers; noted that the Legislature convenes in January and his partner stated that the only thing that is mosquito control specific is a budget request from Miami Dade for appropriations to build their mosquito control facility.

COMMISSIONER COMMENTS:

Commissioner Becker ~ thanked Mr. Nash and also thanked Mr. Jeb Smith and the St Johns County Board of County Commissioners for listening to her presentation which was about 10 minutes long; at the presentation, she went over our new buildings and what we do and have done for the last 70 years and how proud we are of our employees at AMCD; the FMCA meeting was here in St. Augustine on Nov. 17th, with over 280 people attending and that Sunday we hosted an Open House here at AMCD for them; Commissioner Moeller organized a Commissioner Day here at AMCD and we had a Drone presentation; she thanked Commissioner Moeller for a job well done; she attended the St. Johns County Legislative Delegation Meeting on November 20th and spoke with Senator Travis Hutson and Representatives Renner and Stevenson on the importance of our District and the funding for other counties that rely on state money; she invited them to tour our facilities; she also mentioned how phenomenal a job our Education Specialist, Edward Zeszutko, did on the float which she pointed out the display of it that was set up in the Board room, the tire Christmas tree; thanked all the staff and stated Merry Christmas and Happy Holidays.

Commissioner LeBlanc ~ The Planning Committee meeting was November 14th, everything has been wrapped up except the permit for test pools which will be in January, issues at 700 with ventilation, door replacement in the hangar, and the building 800 door that is sticking; also discussed the feasibility study to be done in March or April. Wished everyone a Merry Christmas.

Commissioner Moeller ~ asked Mr. Flowers if the Administrative Leave that is given during the holiday two week shut down is covered as the policy reads and he said yes; she stated we need to update the policy book and pay plan; we may want to make a new policy on lost equipment as in the last three years we have lost two trucks and several cell phones, and in the past we have also lost hand held sprayers and the employees didn't have to pay to replace any of that equipment or the insurance deductible; we are waiting on our aerial staff to tell us what tug they want so it can be purchased as it was already approved for purchasing; Dr. Xue wants to wait on purchasing the nursing truck until after we hire a full time pilot.

Commissioner Girvan ~ he and Dr. Xue visited MosquitoMate in Lexington Kentucky, their staff like and appreciate us; they asked him to look at their books and he said the freight costs were outrageous, which was because the mosquitoes are only alive three days after they are radiated, therefore have to be shipped via air; they asked us to think about putting up a building on our property to lease to them for them to do this work, which could then be shipped via ground.

Commissioner Howell ~ Thanked Commissioner Becker on working with the St. Johns County Board of County Commissioners on the Proclamation; he mentioned we are all a team and work well together; mentioned the flag at half-mast and wished peace on earth and good will to all; appreciates Mr. Nash for being here; Happy Holidays to all.

By a consensus of the Board: Commissioners' Moeller, Becker, and Howell will be attending the Tallahassee Legislation meeting January 21st and 22nd, 2020.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:14 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.

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