

# Anastasia Mosquito Control District of St. Johns County

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## BOARD OF COMMISSIONERS

Jeanne Moeller, Chairperson  
Trish Becker, Vice-Chairperson  
Gina LeBlanc, Secretary/Treasurer  
Catherine Brandhorst, Commissioner  
Gayle Gardner, Commissioner



## DISTRICT DIRECTOR

Dr. Rui-De Xue



Thursday, January 14, 2021

Next Meeting(s): Thursday, February 11, 2021 – 5:00 PM

## MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, January 14, 2021, at 5:00 P.M.

Board members in attendance:

Mrs. Jeanne Moeller, Chairperson  
Mrs. Trish Becker, Vice-Chairperson  
Mrs. Gina LeBlanc, Secretary/Treasurer  
Ms. Gayle Gardner, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director  
Mr. Wayne Flowers, Attorney

Chairperson Moeller called the meeting to order.

**CEREMONY:** Returning Commissioner Gena LeBlanc and new Commissioner Gayle Gardner were sworn into office by AMCD Attorney Mr. Wayne Flowers. New Commissioner Mrs. Catherine Brandhorst was absent.

**ROLL CALL:** Chairperson Moeller noted ~ Mrs. Catherine Brandhorst, Commissioner was not present.

Commissioner Moeller led the invocation (moment of silence) and Mr. Wayne Flowers led the Pledge of Allegiance to the flag.

**CITIZEN PARTICIPATION:** For Items not on the Agenda ~ None

**APPROVAL OF AGENDA:** Chairperson Moeller asked that item number 4 on the consent agenda be pulled before approval of the Agenda.

Commissioner Becker asked that her report on her trip to South Walton Mosquito Control be added to Unfinished Business number 3. Commissioner Moeller stated that the item should be placed under New Business number 4

A. **A motion was made to pull item number 4** (Minutes: Regular Board Meeting, Thursday, December 10, 2020 at 5:00 PM) **from the consent agenda.**

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Gardner
- VOTE accepted unanimously by all commissioners present
- **MOTION PASSED UNANIMOUSLY**

Commissioner Moeller stated: Look at page 3 of 5, New Business, Item 1 Authority for staff to purchase military helicopter, if you go down to the last sentence “Mr. Smith stated we would like to purchase two of the helicopters that they looked at, using parts from one to fix the other and then sell the second one to assist paying for the one we are keeping”, needs to be deleted. Mr. Smith did not say that, it was part of Commissioner Girvan’s motion, so before we do the minutes it needs to be deleted, whoever does the minutes needs to delete that line and then we can approve the minutes.

**APPROVAL OF AGENDA: Chairperson Moeller called for approval of the Agenda with the addition of Commissioner Becker’s presentation.**

A. **A motion was made to approve the Consent Agenda as amended**

- Motioned by: Commissioner Gardner
- Seconded by: Commissioner LeBlanc
- VOTE accepted unanimously by all commissioners present
- **MOTION PASSED UNANIMOUSLY**

**APPROVAL OF CONSENT AGENDA: Chairperson Moeller called for approval of the Consent Agenda as modified.**

B. **A motion was made to approve the Consent Agenda as presented.**

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

**Consent Items ~ APPROVAL OF:**

1. Treasurer’s Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. **REMOVED:** “Minutes: Regular Board Meeting, Thursday, December 10, 2020 at 5:00 PM”
5. 2021 Committee Members list
6. I.T. Technician and Receptionist job descriptions
7. Budget Amendments ~

**UNFINISHED BUSINESS:**

**Item 1: Welcome to new Commissioners and their statements~**

Commissioner Moeller welcomed the new Commissioners and asked if they would like to make statements.

Commissioner LeBlanc said, “thank you to the people of St. Johns County for reelecting me and I look forward to serving you for the next four years”.

Commissioner Gardner said, "I'm honored to be here and looking forward to working with everyone and I know I have a lot to learn as a rookie Commissioner so I hope you all will be patient with me".

Commissioner Becker also welcomed the new and returning Commissioners.

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

**Item 2: Update about bid progress for permitting and construction of the AMCD Disease Vector Education Center building~**

*Mr. Richard Weaver*

The design contract with Harrell Construction is complete, blueprints have been delivered consisting of 155 pages of detailed drawings. The cost of this project was \$170,379.98. These plans were submitted to the County in December to prevent cost increases caused by 2021 changes to the building code. The plans are under review and AMCD has gotten comments from the building department. Commissioner Becker asked what these comments were and Mr. Weaver reviewed the comments with the Board of Commissioner, Commissioner also asked if water pressure was still a problem, Mr. Weaver stated this was no longer an issue.

The site design and construction contract was explained next, the design was finished quite a while ago and the build portion was completed in November. The delay was because AMCD had to add a fire hydrant to the plan and build. The total cost of this project was \$288,877.45.

The bid solicitation documents in the bid package were explained and reviewed, it was explained that this is a very detailed bid solicitation package. Mr. Weaver reviewed the milestone dates for the bid solicitation and explained where the bid solicitation was advertised, the St. Augustine Record, and Demand Star a contractor's web site. It was explained that AMCD staff will open, score and bring the bid proposals to the Board of Commissioners at the February meeting. It was explained that at this point AMCD has seven contractors interested in the project. Commissioner Becker stated she would like to attend that meeting.

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

**NEW BUSINESS**

**Item 1: Review of the Government-in-the-sunshine law ~**

*Mr. Wayne Flowers*

Mr. Flowers started by stating he would cover three broad areas for discussion; Sunshine Law, Public Records Law, and Ethics. Mr. Flowers explained that he normally attends an annual seminar that lasts a day and this presentation would be a cliff notes version. Mr. Flowers stated that he hopes this will be helpful and if Commissioners have any questions to pick up the phone and call him.

Sunshine Law: Mr. Flowers covered that meetings must be open to the public, must give notice of meetings, and minutes of meeting must be taken. It was explained in depth what is a meeting and typical violations and pitfalls. Mr. Flowers also explained some exemptions to the Sunshine Law, violations, and penalties.

Public Records Law: Mr. Flowers covered what is a public record, retention of records, violations and penalties with an example.

Ethics: Mr. Flowers explained that this part was very important and very dense. Public office should be independent, impartial, and not for private gain. He reviewed Chapter 112 of the Florida Statutes to include gifts. At this point Commissioner Becker asked what would happen if a Commissioner was out

having dinner with a realtor? Mr. Flowers explained that this would be covered under gifts and went on to explain in depth what is gifts with examples. Mr. Flowers continued with other ethics issues to include prohibition of doing business with the agency to include contracts, misuse of public position, and voting conflicts of interest. Mr. Flowers closed by stating if there any questions please call him.

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

**Item 2: Election of Officers (Chairperson, Vice-Chairperson, Secretary/Treasurer) ~**

Chairperson Moeller opened the floor for nominations, starting with Chairperson. Commissioner LeBlanc nominated Commissioner Moeller to continue as Chairperson the motion was seconded by Commissioner Gardner. There was no discussion.

**A. A motion was made to nominate Commissioner Moeller for Chairperson.**

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

Chairperson Moeller opened the floor for nominations for Vice-Chairperson and nominated Commissioner Becker for that position. Commissioner Gardner seconded the motion. There was no discussion.

**B. A motion was made to nominate Commissioner Becker for Vice-Chairperson.**

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

Chairperson Moeller opened the floor for nominations for Secretary/Treasurer and nominated Commissioner LeBlanc for that position. Commissioner Becker seconded the motion. There was no discussion.

**C. A motion was made to nominate Commissioner Leblanc for Secretary/Treasurer.**

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

**Item 3: Recognition of 2020 Chairpersons service~**

Chairperson Moeller explained she request not to receive a plaque and read her certificate of recognition and thanked everyone, and is glad to be Chairperson.

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

**Item 4: Presentation of Commissioner Becker's trip to South Walton Mosquito Control (this item was added to the agenda)**

Commissioner Becker gave a PowerPoint presentation on her trip to South Walton Mosquito Control District. Commissioner Becker explained that their County has two mosquito control programs, one is County and the other is an Independent District like AMCD which this report is on. The complex is 10 acres and the District was established in 1964. The District had significant flooding last year from hurricane Sally. The millage rate is .24 and the annual budget is 11 million dollars this year. The District is taking COVID-19 protections very similar to AMCD. Programs include a disposal site for large trash items like refrigerators, maintenance of ditches in the District, yellow fly trap program, sentential chicken program with 16 sites, mosquito trap program with 21 sites, and a buffalo turbine for Larviciding. The District is working on a long-term plan including new buildings and an education center. Commissioner Becker invited South Walton staff to visit our facility.

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

**Additional Item:** Chairperson asked Mr. Dana Smith, Chief Pilot to update the Board of Commissioners on the new aircraft. Mr. Smith started by saying what a great deal the aircraft were. He explained that the aircraft were well maintained and have good paint and how AMCD planned to update the current paint to match our current vehicles. Mr. Smith also explained the amount of valuable equipment the aircraft came with to include NVG capability, wire strike, and an expensive landing light. The aircraft will need a few thinks to make them FAA compatible and were a great deal at \$180,000.00, and are insured for a value of \$500,000.00. These aircraft put AMCD in a great position in our ten-year plan. Commissioner Becker asked if we (AMCD) want to keep all 3? Mr. Smith responded that yes, the district should keep all three and explained why to include radios are compatible with St. Johns County fire and police bands, he also outlined how each aircraft will be used; 74M dry larvicide, 69F adulticide with a backup adulticide for 74M, and leave 42D with low skids and use this for inspections and possible working with EOC, FEMA and Fire Department. Mr. Smith also stated the program costs for a 350-hour program should not increase with the third aircraft and recommends keeping the three helicopters, that they will last forever. All aviation operations can be run from the Districts location. Commissioner Becker asked if our new helicopters will be allowed to use the Mosquito 2 and 3 call signs, Mr. Smith responded that yes and he has submitted the necessary paperwork. Commissioner LeBlanc stated that she is so excited, and that the District is doing the taxpayers a great service.

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

**REPORTS:**

1. **Director** ~ Dr. Xue welcomed new Commissioner's and asked that Commissioner Gardner get banking authority next week, he thanked Mr. Smith and Mr. Bruner for getting the helicopters over the holidays. Reported that the District was back to work after the holidays, the District had 1 employee test positive for COVID 19 before the holidays all 5 employees that had close contact were tested and none tested positive. Dr. Xue also said the District is still following CDC guidelines, and meeting on line. Dr. Xue thanked the Board of Commissioners for the air program, and said the District should keep all 3 aircraft, 2 for pesticide and 1 non-pesticide. He is hoping AMCD can develop a MOU to work with St. Johns County Fire, and in the future help other counties with air capabilities.
2. **Attorney** ~ Mr. Flowers reported that the House Speaker put out his statement and that LLW reported on this in their preview of upcoming session report. The Speaker was concerned about transparency for Special Districts or quasi-governmental entities. The concern is the Speaker may be targeting Special Districts and the statement specifically mentioned the

Coalition Against Domestic Violence who had a Director that was paid an exorbitant salary and spent State of Florida money out of State. House Bill 195 will increase the reporting requirements to a State web site for Directors and staff of Special Districts that use State money beginning in 2021. Mr. Flowers said they will need to keep an eye on this legislation. Commissioner Moeller asked if there was a Senate bill yet? Mr. Flowers didn't know.

**COMMISSIONER COMMENTS:**

**Commissioner Gardner** ~ Overwhelmed! The bill Mr. Flowers spoke of is something to keep on our radar.

**Commissioner Becker** ~ As the Education Committee Chair, I want to do a better job so I am going back to school at St. Johns River State College, shout out to Mr. Hanna. Thanks the voters of St. Johns County for believing in women and excited to see a Board full of amazing, strong woman and hopes the Board will inspire young women to run for office. Looking forward to see what can be accomplished in 2021. I have taken two AMCA Webinars, also voted yes to update the AMCA Bylaws. On December 18<sup>th</sup> I attended legislative delegation day with Dr. Xue and Chairperson Moeller who spoke to Senator Hudson and Representative Stevenson about the SIT building and about the District, Representative Stevenson would like to visit the District. On December 22<sup>nd</sup> Dr. Qualls and I were on the City of St. Augustine radio show Break Room on the Flagler Collage radio station 88.5. Had a great time, did two episodes, the show was very highly rated and had good comments. Stated that my heart goes out to families affected by COVID 19 and from the domestic terrorists that attacked the Capitol Building and hopes no more blood is shed and people get the help they need.

**Commissioner LeBlanc** ~ Thank the staff for everything that they have done and continue to do and I am looking forward to working with each of you Board members this year.

**Commissioner Moeller** ~ Dr. Xue and I are working on the money for our SIT (building), \$890,000.00. We are trying to get out of appropriations, there are an Appropriations Committee, Sub-Appropriations Committee, Agricultural Committee and Sub-Committee, and have them in both Houses. There are approximately 60 people, a few of them are on both Committees, so we will be sending letters and information to them. I will be signing these letters. I will work with staff to put in an opinion column in the Record and sending it to Districts we want to work with, and sending it to their local newspapers. Asked for consent from the Board to sign the letter. Commissioner Becker asked what is the letter? Commissioner Moeller responded that the letter is an informational letter about the SIT (building), why we want it, how its going to help, basically what we said at the delegation meeting. Commissioner Becker makes a motion.

**A. A motion was made to allow Commissioner Moeller to write a letter with Dr. Xue to go out to legislators and (an) accompanying opinion piece to be published.**

Dr. Xue pointed out the Board had already given permission. Motion was withdrawn by Commissioner Becker.

**o MOTION WAS WITHDRAWN**

Commissioner Moeller pointed out that it is important the Board speak with one voice and to call Dr. Xue with comments, do not contact legislators directly. Thanked the staff.

**ATTACHMENTS: ~**

1. None

**ADJOURNMENT:**

Chairperson Moeller adjourned the meeting at 6:36 P.M.

ATTEST

  
\_\_\_\_\_  
Chairperson, Commissioner Jeanne Moeller

  
\_\_\_\_\_  
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.*