

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, October 13, 2022

Next Meeting(s): No November Meeting
Thursday, December 8, 2022 – 5:00 PM ~ Regular Meeting

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, October 13, 2022, at 5:00 P.M.

Board members in attendance:

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

Also in attendance:

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

Chairperson Moeller called the meeting to order.

Commissioner Brandhorst led the Invocation and the Pledge of Allegiance to the flag

ROLL CALL: Chairperson Moeller noted ~ All were present

CITIZEN PARTICIPATION: For Items not on the Agenda

- Gary Howell made his comments toward the end of the meeting, he apologized to the Board for being late. Mr. Howell mentioned AMCD should consider urging the County to install a light to make the District more accessible to the public. Mr. Howell thanked the Board of Commissioners and the staff at AMCD for all their hard work.

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

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

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner Gardner
- 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. Regular Board Meeting, September 15, 2022 at 5:00 P.M.
 - b. First Public Hearing, September 15, 2022 at 5:30 P.M.
 - c. Final Public Hearing, October 3, 2022 at 5:30 P.M.
5. Cintas Uniform Contract Renewal
6. Holiday Work Schedule
7. Budget Amendments (NONE)

- Commissioner Moeller asked Dr. Xue if Ms. Jackie Small has a report prepared, Dr. Xue explained due to hurricane Ian, unfinished business #2 will need to be postponed.

APPROVAL OF AGENDA: Chairperson Moeller called for approval of the Agenda.

A. A motion was made to approve the Agenda with the deletion of Unfinished Business #2.

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

UNFINISHED BUSINESS:

Item 1: Disease Vector Education Center Update

Mr. Richard Weaver

- Mr. Weaver mentioned he would be discussing the construction portion of the Education Center. Mr. Weaver stated the CO (Certificate of Occupancy) has still not been obtained and that means AMCD can work in the building but cannot occupy it. He mentioned the number of incomplete items is in the high 60's and the displays are moving forward but it has definitely been impacted by Compass group's slow building progress and incomplete work. Mr. Weaver noted during the recent storm the classroom portion had some water damage and it will need to be repaired. Mr. Weaver continued to review the list of items that are complete and incomplete, he mentioned the biggest delay in the project is obtaining the CO and the mess Compass Group left behind (dust on the walls). Mr. Weaver noted it's going to look great once the project is complete and the design team is optimistic the project will be complete by March 2023.

- **No Motion Was Made On This Item**

Item 2: Update about AMCD Job Descriptions Audited by LCMCD, Ms. Jackie Small

- Postponed due to the impact of hurricane Ian in Lee County.

NEW BUSINESS:

Item 1: DOD Grant Report (2nd year) Ppt.

Dr. Vindhya Aryaprema

- Dr. Vindhya began the report by explaining AMCD is conducting a 3-year study that will address the development of action thresholds for *Aedes*, *Culex*, and *Anopheles* mosquitoes in different operational environments. The second year of the study was completed successfully achieving two objectives: to identify published mosquito control action thresholds across the world, associated surveillance and implementation characteristics through a systematic literature review, and to develop statistical models for action thresholds using AMCD historical data on mosquito surveillance. Dr. Vindhya continued explaining the literature review of publications in the last decade (2010-2021) was conducted using two search engines, according to PRISMA guidelines, and of the 1,485 initial selections, only 87 were included in the final review. Overall, the two studies will help organize surveillance systems targeting the development and implementation of action thresholds, and guide future modeling efforts of other mosquito control programs and deployed armed forces personnel with a need of mosquito control but lacking active surveillance programs.

- **No Motion Was Made On This Item**

Item 2: Director's Evaluation Results Report

Chairperson Mrs. Jeanne Moeller

- Commissioner Moeller read the letter that was prepared by Mr. Wayne Flowers, attorney, describing Dr. Xue's evaluations from each commissioner, with an overall average score of 97.6. The attorney also stated in the letter that consistent with the scores, there were many positive comments from the Commissioners regarding Dr. Xue's performance on the evaluation forms and that "AMCD's policy provides that "based on the budget for pay increases and if the numerical number is 90% or higher, a motion to authorize a pay increase or merit raise can be made". AMCD Board of Commissioners discussed the possibility of giving Dr. Xue a raise, based on the combination of his performance review and the COLA raise that was recently approved, majority of the comments agreed Dr. Xue should be given a raise.

B. A motion was made to approve giving Dr. Xue a 2% merit raise based on a positive performance evaluation and an overall score of 97.6.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Becker
- VOTE: Accepted by Commissioner LeBlanc, Becker, Brandhorst and Gardner
- VOTE: Opposed by Commissioner Moeller
- **MOTION PASSED 4:1**

REPORTS:

Director ~ Dr. Xue reported SJC had a mosquito outbreak this week and around 100 service requests are being submitted each day. AMCD is responding with ground and aerial adulticide every night, in hopes the mosquito population will decrease by Saturday evening. Dr. Xue also reported

four sentinel chickens tested positive for WNV. Dr. Xue also mentioned Commissioner Moeller is receiving a leadership award and the Board of County Commissioners will be holding a public hearing, regarding the proposed development of industrial warehouse use and commercial/office use at the corner of EOC and Agriculture Center Drive.

Attorney ~ Mr. Flowers reported he successfully contacted the governor's office to follow up regarding the letter to have Commissioner Brandhorst suspended. Mr. Flowers spoke with Mr. Ryan Newman who explained the original letter was lost in transition and was never received. Mr. Flowers provided an electronic copy and noted due to hurricane Ian, a response will be delayed.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ No comments.

Commissioner Becker ~ I have been asked to be a speaker for AMCA in Reno, Nevada to speak about special districts and the sunshine law. I recently got my notary license, got accepted into Flagler College Administrative Professional program and I've been speaking at a lot of campaign events and chatting with

Commissioner LeBlanc ~ Thanked the staff for all their hard work.

Commissioner Brandhorst ~ I've been in the hospital four times recently. I have not been able to attend meetings.

Commissioner Moeller ~ AMCD has been working with Ms. Jackie Small and I spoke with her recently, Ms. Small suggested AMCD sign up for an Employee Assistance Program (EAP), due to District expansion and the lack of an HR program. The annual cost for this program is \$2,500, if the budget allows it, I believe an EAP could provide a lot of benefits and I recommend the District consider signing up.

ATTACHMENTS: ~

1. None

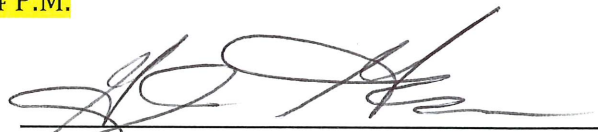
ADJOURNMENT:

Chairperson Moeller adjourned the meeting at 6:24 P.M.

ATTEST



Chairperson, *Commissioner Jeanne Moeller*



Secretary/Treasurer, *Commissioner Gayle Gardner*

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.