

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

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, January 19, 2023

Next Meeting(s): Thursday, February 9, 2023 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, January 19, 2023, at 5:00 P.M.

Board members in attendance:

Mrs. Gayle Gardner, Chairperson
Mrs. Trish Becker, Vice-Chairperson
Mrs. Gina LeBlanc, Commissioner
Mrs. Catherine Brandhorst, Commissioner
Mrs. Martha Gleason, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney
Casey Woolsey, St. Johns County Judge

Vice-Chairperson Becker called the meeting to order.

Commissioner Brandhorst led the invocation and the Pledge of Allegiance to the flag.

CEREMONY: Oath of Office / Swearing in of Commissioners, Mrs. Trish Becker and Mrs. Martha Gleason ~ St. Johns County Judge Casey Woolsey

- Judge Woolsey administered the Oath of Office to returning commissioner, Mrs. Trish Becker and new commissioner, Mrs. Martha Gleason. Group pictures were then taken of the Board for the AMCD website and historical significance.

ROLL CALL: Vice-Chairperson Becker noted ~ All were present

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

APPROVAL OF AGENDA: Vice-Chairperson Becker called for approval of the Agenda.

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

- Motioned by: Commissioner Gleason
- Seconded by: Commissioner Brandhorst
- VOTE accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

APPROVAL OF CONSENT AGENDA: Vice-Chairperson Becker called for approval of the Consent Agenda.

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

- Motioned by: Commissioner Gleason
- 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: Regular Board Meeting, December 8, 2022 at 5:00 P.M.
5. Updated Employee Handbook (**Postponed till February 9, 2023 Board Meeting**)
6. Dr. Xue attending Clarke Mosquito Control Meeting, Chicago, Illinois, Feb. 13-16
(**New memo on table**)
7. 2023 Committee Member List
8. Renew Contract for Aerial Mosquito Control Services Adulticide
9. MOU 2023 Summer Internship Program
10. Budget Amendments

UNFINISHED BUSINESS:

Item 1: Review of the Government-In-The-Sunshine Law & Ethics ~ *Mr. Wayne Flowers*

- Mr. Flowers gave an overview of the Government in the Sunshine Law and Ethics. The Open Meetings Law summary: all meetings are to be open to the public, meetings are to be noticed, and minutes recorded, which covers all meetings of elected officials; any Board business communications outside of the meetings are against the Sunshine Law; the knowing violation is a criminal fine up to 6 days in jail and a \$500 fine; an unknown violation is a civil fine of up to \$500; any communication between 2 or more Board members on public business that will later come before the Board would be a violation of the Sunshine Law; communications can also be via phone, email, texts, etc. The public records law has retention requirement; to maintain and make the records available to the public. He stated he would be teaching at the FMCA Dodd Short Course, Commissioner's Caucus and go into more detail on the Sunshine Law and Ethics then.

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

Item 2: Update about Center for Disease Control (CDC) Grant Application and Outline of Five (5) Year Work Plan ~ *Dr. Rui-De Xue*

- Dr. Xue explained after receiving the Board approval, AMCD staff have begun the application process for the five-year CDC grant. He continued stating AMCD has reached out to Lee County Mosquito Control District (LCMCD), each Department of Health (DOH) in FL., Georgia, North Carolina and South Carolina, so far, LCMCD, Georgia DOH and one industry have sent supporting letters. Dr. Xue mentioned the deadline is February 3rd and hopefully we receive more letters to support the application before the deadline. Dr. Xue reviewed the outline for discussion that included applying for the five year CDC grant, finish assisting the Board to complete district policy auditing, finish special district's accountability auditing, complete Department of Defense (DOD) grant, develop Assistant Director job title, organize and host the 18th Annual Workshop, hold the first meeting for adjunct professors and consultants (March 27th), finish all facility construction (Education Center and Sterile Insect Technology (SIT) building), continue analyzing operational

cost of the aerial program, start planning for operational cost of the Education Center and SIT building, continue to train college and high school interns (Ponte Vedra High School, CDC & ESA), and continue leadership services for AMCA.

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

NEW BUSINESS

Item 1: NEW COMMISSIONER'S STATEMENT ~ *Commissioner Martha Gleason*

- Commissioner Gleason thanked the St. Johns County Citizens for electing her and to her opponent for being supportive. She stated that tonight, as she was sworn in, she held a bible in her hand, which was the same one her husband's grandfather was given in 1904 and inside two little pieces of paper, the first being her birth certificate from Cuba and her Naturalization Certificate. She explained the reason for mentioning those things is due to how serious she takes her position. Mrs. Gleason stated she will always ask questions, look out for the tax payers, and ensure the Board is being fully transparent.

Item 2: ELECTION of OFFICERS (Chairperson, Vice-Chairperson, and Secretary/Treasurer) ~ *Board of Commissioners*

- Vice-Chairperson Becker mentioned you must serve on the Board for one year to qualify for any officer positions and then asked if there were any nominations for the Chairperson and Commissioner Brandhorst nominated Commissioner Trish Becker.
 - A. **A motion was made to elect Commissioner Trish Becker as Chairperson.**
 - Motioned by: Commissioner Brandhorst
 - VOTE: ACCEPTED Commissioner Brandhorst and Becker
 - **MOTION FAILED 2:3**
- Commissioner LeBlanc nominated Commissioner Gayle Gardner as Chairperson.
 - B. **A motion was made to elect Commissioner Gayle Gardner as Chairperson.**
 - Motioned by: Commissioner LeBlanc
 - VOTE: ACCEPTED Commissioner LeBlanc, Gleason, and Gardner
 - **MOTION PASSED 3:2**
- Commissioner LeBlanc nominated Commissioner Becker as Vice-President.
 - C. **A motion was made to elect Commissioner Becker as Vice-Chairperson.**
 - Motioned by: Commissioner LeBlanc
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**
- Commissioner Becker nominated Commissioner Gina LeBlanc as Secretary/Treasurer.
 - D. **A motion was made to elect Commissioner Gina LeBlanc as Secretary/Treasurer.**
 - Motioned by: Commissioner Becker
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

REPORTS:

1. **Director** ~ Dr. Xue; the DOH announced St. Johns County was under mosquito-borne illness advisory from November 2, 2022 to January 2, 2023. Last year St. Johns County had one human case of WNV, one imported dengue fever case, two human imported malaria cases, one horse with

EEE, and one horse with WNV. The staff is preparing for the annual mandatory training, DODD short courses for employees who need to obtain their CEUs, staff is working with FEMA to reimburse AMCD for 75% of operational cost due to hurricane Ian and Nicole.

2. **Attorney** ~ Mr. Flowers; congratulated re-elected and newly elected officers and welcomed newly elected Commissioner Gleason. Mr. Flowers informed the Board he would be out of town for the February 9th Board meeting and requested he attend via phone; the Board came to a consensus to approve Mr. Flowers request.

COMMISSIONER COMMENTS:

Commissioner LeBlanc ~ thanked everyone for their continued work hard.

Commissioner Brandhorst ~ thanked Dr. Xue, Mr. Flowers and the staff for everything they do.

Commissioner Gardner ~ thanked everyone for all their hard work and appreciates being a part of it all.

Commissioner Gleason ~ Thanked Dr. Xue, Mr. Flowers and the staff for preparing her as quickly as possible. She mentioned AMCD has a top-notch group and is excited to work with everyone to continue improving the districts mission.

Commissioner Becker ~ wanted to mention that AMCD has traps collecting mosquitoes throughout St. Johns County and the report given to Commissioners from December shows inside those traps was a mosquito count over 16,000. She mentioned that is a high count for December and explained AMCD staff has to collect each trap, collect the mosquitoes inside and identify the species, gender and threat level. This year is the 101 year of Florida Mosquito Control Association (FMCA) and soon Commissioners will be attending DODD short course Commissioners Caucus to learn. She'd like to thank the citizens for reelecting her and mentioned being a little sad for not being elected chairperson but will continue to do the best she can in her current position.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Vice-Chairperson Becker adjourned the meeting at 6:20 P.M.

ATTEST



Chairperson, Commissioner Gayle Gardner



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.