

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, June 13, 2024

Thursday, July 11, 2024 – 5:00 PM~ Regular Meeting

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, June 13, 2024, at 5:00 P.M.

Board members in attendance:

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

Also in attendance:

Dr. Rui-De Xue, Director
Mrs. Amy Myers, Attorney

Chairperson Gardner called the meeting to order.

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

ROLL CALL: Chairperson Gardner noted ~ that all were present.

CITIZEN PARTICIPATION FOR ITEMS NOT ON THE AGENDA: None

APPROVAL OF AGENDA: Chairperson Gardner called for approval of the agenda as presented.

- A. **A motion was made to approve the agenda as presented.**
- Motioned by: Commissioner Brandhorst
 - Seconded by: Commissioner Gleason
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

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

- A. **A motion was made to approve the Consent Agenda by moving Consent Item #5 to New Business #4.**

- Motioned by: Becker
- Seconded by: Gleason
- VOTE: Accepted Unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Chemical Inventory
2. Minutes: Regular Board Meeting, May 9, 2024
3. Service agreement about trash collection between Waste Management and AMCD
4. Renewal of aerial emergency spraying with the VDCI
5. **RFP/bidding for helicopter turban wheels (Moved to New Business #4)**
6. Helicopter insurance renewal

UNFINISHED BUSINESS:

- **Discussion and approval of a resolution about ratifying expenditure of the DVEC ~ Mrs. Amy Myers**
- Mrs. Amy Myers read from the Disease Vector Education Center (DVEC) resolution, ratification of revised DVEC spending. Some major points of the resolution focused on the Harrell Construction site plan and design (\$459,257.43), Compass Group building construction (\$2,716,290.00), new scope of work by various vendors (\$902,938.30), May 2024 Board approved additional expenditures through September 2024 (\$356,571.39), and bring the total revised cost of the DVEC project to \$4,435,057.12. It was noted the DVEC project was to be completed by September 30, 2024, and not to exceed \$4,435,057.12.
 - A. **A motion was made to approve the resolution of the DVEC expenditure.**
 - Motioned by: Commissioner Gleason
 - Seconded by: Commissioner Brandhorst
 - VOTE: Accepted by All Commissioners
 - **MOTION PASSED UNANIMOUSLY**

Item 2: Financial Report and Budget Amendment ~ Mr. Scott Hanna, C.F.O

- Mr. Hanna reviewed the treasurer's report/vouchers with the Board of Commissioners. Mr. Hanna also explained that budget amendments are usually meant to amend overspending. However, the District earned more revenue than the budget originally anticipated. Mr. Hanna answered questions the Board of Commissioners asked.
 - A. **A motion was made to approve the budget amendment as presented.**
 - Motioned by: Commissioner Becker
 - Seconded by: Commissioner Gleason
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS:

Item 1: AMCA Washington DC legislation meeting report ~ Commissioners

- The Board of Commissioners (Mrs. Gleason, Mrs. Becker, and Ms. Gardner) each reported on their experience at the AMCA Washington DC Legislation meeting. They also expressed concerns about what they would like to see in the future. Dr. Xue, as President of the AMCA, thanked and appreciated our Board of Commissioners for supporting and attending the AMCA's Washington DC legislation meeting, which has a significant positive impact on legislators for surveillance and control of mosquitoes and vector-borne diseases.

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

Item 2: Surveillance techniques/methods for mosquito populations ~ Mr. Smoleroff

- Mr. Steven Smoleroff introduced himself to the Board of Commissioners and presented a PowerPoint presentation. Mr. Smoleroff began his PowerPoint by pointing out that the operational surveillance program differs from the arbovirus surveillance program and explaining why operation surveillance is important in mosquito control. He continued to explain different surveillance methods and the maintenance involved. Mr. Smoleroff showed graphs, maps, and charts to exhibit AMCD's traps throughout Saint Johns County. He also answered questions from the Board of Commissioners.

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

Item 3: Discussion about the proposed draft budget for FY2024/2025~Dr. Xue

- Dr. Xue noted that AMCD staff distributed the FY24/25 draft budget books on May 30, 2024, and based on the new budget schedule, the board members should discuss and give input about the draft budget book. Mrs. Gleason asked a question about the storage building's need and budget of \$800,000 and drainage of \$400,000, and Dr. Xue answered her questions. The amounts were based on the RFP. These projects in the proposed budget do not mean we must spend next year. Mrs. Becker asked Mr. Dana Smith, Chief Pilot, about any additional budget for another pilot, and Mr. Smith explained his training for a new pilot from his unit. Dr. Xue mentioned there are still three more months for further discussion and modifications, but if any Board member has any suggestions/corrections, to let Mr. Scott Hanna or himself know. Dr. Xue stated the tentative millage rate will need to be decided at the July 11th Board meeting, the first public hearing will be September 12th at 5:30 P.M., and the final public hearing will be September 26th at 5:30 P.M, the DAC's certified budget is due September 30, 2024.

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

Item 4: RFP/Bidding for Helicopter Turban Wheels ~ Dana Smith

- Dana Smith began reporting during the annual inspection that it was found that the number five carbon seal was leaking, and because of this, the engine needed to be removed and the seal replaced; this replacement triggered the need to replace the third-stage turbine wheel. He continued to explain in a rush, AMCD requested bids for the replacement of the number

five carbon seal and third-stage turbine wheel with a bid request starting May 22nd, to allow enough time for the repair shops to respond to the bid request for the closing date for the bid was June 7th, after the Board books were delivered. Mr. Smith mentioned the bids were opened and evaluated by staff on June 10th and placed on the table at the Board meeting for the Commissioner's consideration. He continued to explain that the staff recommended that the Board approve the bid recommendation and answered questions from the Board of Commissioners. The Board of Commissioners decided to award the bid to the H.E.R.O.S Inc. and allow Mr. Smith to spend any additional cost that may be added once the engine is reviewed and not to exceed \$80,000.

A. A motion was made to approve the bid to H.E.R.O.S Inc. to include any additional parts or services required and not to exceed \$80,000.

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

REPORTS:

Director ~ Dr. Xue reported St. Johns County has been very dry, and the weather has been different this year than in the past. He also reported he flew to Washington DC to attend the Centers for Disease Control (CDC) Division of Vector-borne Diseases' Roundtable Meeting on May 23. About 65 people participated in the meeting in person, and they discussed the national strategy and priority funding for the next several years. Dr. Xue also reported all seasonal employees and interns have started and received the mandatory training. They include several high school students and a couple of college interns, all funded by different grants AMCD has received. AMCD pays college interns \$18.30 an hour and high school interns \$15 an hour.

Attorney ~ Mrs. Amy Myers reported she met with staff to draft the DVEC resolution, met with the auditor regarding concerns with the recent audit, responded to inquiries about the minutes and agenda, and met with the chairperson.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ No Comment.

Commissioner Brandhorst ~ Is grateful to work with such wonderful people.



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

Commissioner Becker ~ Let everyone know next week is National Mosquito Control Awareness Week, the upcoming open house on June 27 at 3 pm, and the education committee meeting on June 17 at 10:30 am. She also let everyone know Commissioners Day at the FMCA annual meeting in November was canceled, and they will add more to the Commissioners Caucus at the DODD short course. She also wanted to point out that rumors have come to light that AMCD is spending government money to fund the DVEC and the staff associated with DVEC, and she wanted to let everyone know that is not true. She also wanted to point out how well the AMCD internship

program is progressing. She has received many inquiries from citizens requesting their children to participate in the AMCD internship program.

Commissioner Gleason ~ Thanked everyone for all their help in resolving the expenditures for the DVEC and mentioned Mrs. Julieann Klein's recent audit; she would like to have a written comment from Mrs. Klien stating she was under the impression AMCD was still working with the Compass Group contract when the audit was completed to document for the record.

ADJOURNMENT: Chairperson Gardner adjourned the meeting at **6:47 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.