

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, November 21, 2024

Thursday, December 12, 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, November 21, 2024, at 5:00 P.M.

Board members in attendance:

Mrs. Gayle Gardner, Chairperson
Mrs. Martha Gleason, Vice-Chairperson (Excused Absence Due to Being Sick)
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 (Via Phone)

Chairperson Gardner called the meeting to order.

Chairperson Brandhorst led the invocation and pledge of allegiance.

ROLL CALL: Chairperson Gardner noted ~ that all were present, minus Commissioner Gleason who was excused due to being sick.

CITIZEN PARTICIPATION FOR ITEMS NOT ON THE AGENDA:

- Mr. Ed Slavin congratulated the Commissioners for winning the election and he looks forward to the upcoming year. Mr. Slavin also requested some items on the agenda should be tabled until Commissioner can be present to be a part of the vote. Mr. Slavin also strongly urged the Board to repost the District Attorney position with more details.
- Mr. T.J. Mazzotta thanked everybody on the Board and within the District for all their hard work and he looks forward to working with everyone. Mr. Mazzotta requested the DVEC and SIT building close out be tabled until December when all Commissioners can be present to vote.

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 Becker
- Seconded by: Commissioner Brandhorst
- VOTE: Accepted unanimously by all commissioners (Minus Commissioner Gleason)
- **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 as presented.

- Motioned by: Brandhorst
- Seconded by: Gardner
- VOTE: Accepted Unanimously by all Commissioners (Minus Commissioner Gleason)
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Chemical inventory
2. Minutes: October 24, 2024 Regular Board Meeting
3. Annual Physical Inventory
4. Holiday Work Schedule
5. Board Members to Attend AMCA Meeting, San Juan, March 4th – 7th
6. Staff Travel Request for Business Meetings

UNFINISHED BUSINESS:

1. Item 1: Health, Dental and Life Insurance Renewal by Committee ~ Mr. Don Lohr

- Mr. Don Lohr stated Florida Blue health insurance offered a great renewal offer with an 0.85% increase and rate decrease for dental insurance with United Concordia and a flat renewal with Guardian life insurance. Mr. Lohr noted he believes the committee would like to renew all lines of coverage as presented.

A. A motion was made to approve the Health, Dental and Life Insurance as presented.

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

2. Item 2: DVEC and SIT Update and Close Out ~ Mr. Richard Weaver

- Mr. Weaver began explaining the original SIT contract was approved by the Board and signed by the chairperson on August 12, 2021 for \$2,099,361 and included a 10% cost overrun allowance of \$209,000 and after the design portion of the contract was completed additional cost were added and that contract change was approved by the Board and signed by the chairperson June 16, 2022 with a change of \$546,690 for the addition of the cold room contract, which was approved by the Board of April 11, 2024 at \$140,000. He continued to explain that construction was significantly delayed due to procurement issues throughout the building process. Mr. Weaver stated major constructions were done October 2024, however there are still a few outstanding punch list items that are still

being worked on. He continued to note the SIT project ended up being \$80,397 under budget. Mr. Weaver began explaining the DVEC and noted originally AMCD had two bids that were acceptable, Compass bid was for \$2,500,000 and Harrell was for \$3,784,000. He noted to date AMCD has spent \$3,967,622.79 and so far, the total cost to date is over four million. He continued to explain in May 2024 the Board passed a resolution to grant an extra \$356,571 to finish the DVEC. Mr. Weaver noted some minor projects are incomplete and in order the finish these projects he would need the Board to grant him about \$50,000 more to complete the projects that are incomplete.

- Mr. Slavin requested the Board wait to vote on this item until Commissioner Gleason is present to be apart of the conversation and vote.
- Mr. Mazzotta also requested the Board table this item until Commissioner Gleason was present to participate.

A. A motion was made to approve an additional \$50,350 to complete the DVEC Projects.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Brandhorst
- VOTE: Accepted unanimously by all commissioners (Minus Commissioner Gleason)
- **MOTION PASSED UNANIMOUSLY**

3. Item 3: 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 there was no budget amendment for this month due to the new fiscal year. Mr. Hanna answered questions the Board of Commissioners asked.
 - **NO MOTION WAS MADE FOR THIS ITEM**

NEW BUSINESS:

1. Item 1: Annual Employee Appreciation, Holiday Checks and Bonuses ~ Dr. Rui-De Xue

- Dr. Xue mentioned this was the worst mosquito season AMCD has experienced with 13,000 mosquitoes found in one trap. He noted due to staff working very hard this year he would like to propose \$800 for each employee for a holiday bonus, \$100 for each employee that have reached five years of employment and \$2,000 for two outstanding employees.
- Commissioner Brandhorst proposed Commissioners should get \$500 for each year they have served due to not receiving a raise in many years.

A. A motion was made to approve Commissioners receive an extra \$500 bonus for each year served.

- Motioned by: Commissioner Brandhorst
- **FAILED DUE TO LACK OF SECOND**

B. A motion was made to approve raising holiday bonuses for each employee and Commissioner by \$200.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Becker
- VOTE: Accepted unanimously by all commissioners (Minus Commissioner Gleason)

○ MOTION PASSED UNANIMOUSLY

- **Item 2: Discussion and Approval of Director's Recommendation to Pay \$5,000/Each to Veterans and Military Family (Four Employees) Who Do Not Use AMCD Health Benefits and Saves the District about \$108,176 in 2024 ~ Dr. Rui-De Xue**
- Dr. Xue mentioned four employees are veterans or military family and they do not use AMCD health benefits and will have saved the District \$108,176 in 2024. He recommended that the Board approves to pay each of those employees \$5,000 for saving the District money and payments will be adjusted based on months at the District.
- The Board came to a consensus to table this item until the December meeting, in order to give the District Attorney time to research the legality of this proposal.

○ NO MOTION WAS MADE FOR THIS ITEM

REPORTS:

Director ~ Dr. Xue reported the mosquito season has started to slow down in St. Johns County since the VDCI treated around 260,000 acres of St. Johns County and helped knocked down the mosquito population. He also noted luckily the state helped pay for the cost of that treatment. Dr. Xue also mentioned AMCD had a visiting scientist from Tiawan Chonxiong University join for two months and the new Pilot (Lee Carter) has been hired, the A&P mechanic (Ralph Bruner) has been promoted to Aviation Manager and Morgan Duett has been promoted to Drone Pilot with pay adjustment effective November 4th. Dr. Xue congratulated everyone who ran in the election for Board of Commissioners and won and he also thanked the DVEC staff especially Mrs. Sandy for volunteering her time to the DVEC.

- Mrs. Sandy noted she brought her eight grandkids for a visit in June 2024 and was smitten and knew she had to be a part of this establishment. She mentioned it is the best kept secret in St. Johns County and is her happy place.

Attorney ~ Mrs. Amy Myers reported she intends to attend the December Board meeting via phone and her firm host annual state required ethics training, all Commissioners are welcome to come the Panama City Beach on December 16th to complete ethics training.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ None

Commissioner Brandhorst ~ Congratulated Commissioner Gardner, LeBlanc and Mazzotta on winning in the election.

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

Commissioner Becker ~ Congratulated everyone and welcomed them to the Board and thanked Mr. Weaver for all his hard work and time put in to the DVEC. She thanked everyone for their hard work and noted she is excited to finish the DVEC and focus on the development of the Aviation Department and the Education Program.

Commissioner Gleason ~ Excused absence due to being sick.

ATTACHMENTS: ~

ADJOURNMENT: Chairperson Gardner adjourned the meeting at 6:18 P.M.

ATTEST  
Vice-Chairperson, Commissioner Martha Gleason 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 proc