

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS

Trish Becker, Chairperson
Martha Gleason, Vice-Chairperson
T.J. Mazzotta, Secretary/Treasurer
Gayle Gardner, Commissioner
Gina LeBlanc, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Wednesday, January 15, 2025

Thursday, February 13, 2025 – 5:00 PM~ Regular Meeting

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Wednesday, January 15, 2025, at 5:00 P.M.

Board members in attendance:

Mrs. Trish Becker, Chairperson
Mrs. Martha Gleason, Vice-Chairperson
Mr. T.J. Mazzotta, Secretary/Treasurer
Mrs. Gayle Gardner, Commissioner
Mrs. Gina LeBlanc, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mrs. Lawsikia J. Hodges, Attorney

Chairperson Statement: Commissioner Gardner read a reminder statement to the attendees of this Board meeting held on Wednesday, January 15, 2025, at 5:00 P.M., “For the district's policy, the district recognizes that promoting and preserving decorum and civility during public meetings best enables the board to fairly and expeditiously conduct the business of the district. All participants, including members of the public, elected commissioners, and district staff are expected to conduct themselves with respect, courtesy, and decorum during board meetings, refraining from personal attacks, disruptive behavior, and language that is offensive or inflammatory while allowing for open and respectful exchange of diverse viewpoints. The chair has the responsibility of preserving order and decorum. As a reminder of the board's policy, no commissioner shall speak on any questions, discuss any matter, interrupt, or make a motion without first being recognized by the chair. Additionally, according to the board's policy, any person disrupting a board meeting by making personal, impertinent, or slanderous remarks or by boisterous behavior while the board is in session, may be removed from the meeting. In short, I ask that you would treat others as you would like to be treated. Thank you in advance for your cooperation.”

Chairperson Gardner called the meeting to order.

Commissioner LeBlanc led the invocation and pledge of allegiance.

CEREMONY: Oath of Office / Swearing in of Commissioners, Mrs. Gayle Gardner, Mrs. Gina LeBlanc, and Mr. T.J. Mazzotta ~ AMCD Attorney, Mrs. Hodges

- AMCD Attorney Mrs. Lawsikia Hodges administered the Oath of Office to returning commissioners, Mrs. Gayle Gardner and Mrs. Gina LeBlanc, and new commissioner, Mr. T.J. Mazzotta. Group pictures were then taken of the Board for the AMCD website and historical significance.

ROLL CALL: Chairperson Gardner noted ~ that all were present

Chairperson Statement: Commissioner Gardner stated as a reminder “I'd like to welcome the public again to the meeting. Thank you for attending. A copy of the district's public comment policy is available upon request, but I'd like to highlight a few points. Members of the public must be recognized by the chair. No person shall approach or address the AMCD Board of Commissioners until the chair permits that person to approach and address the board prior to addressing the board, the person desiring to speak should fill out a speaker's request slip provided by the AMCD staff, and return the speaker's request to the designated AMCD staff member. Each speaker providing public comment shall limit comments to three minutes. A member of the public, in speaking in any manner, shall confine him or herself to the question or matter before the board. Shall not use unbecoming, abusive, or unparliamentary language. And shall avoid commenting on the personalities or characters of any board members, former board members, other officials, staff, or the public. Members of the public and designated representatives shall address their comments to the board as a whole, and not to any Commissioner individually or any group of commissioners, imposing a demand for an immediate response from a board, from the board or any member thereof during public comments shall be considered out of order. Persons shall not address the board with personal, impertinent, or slanderous remarks, or become boisterous. A Commissioner shall not engage in dialogue with persons making public comments unless the question or comment is directed through the chair, or made with the permission of the chair. Thank you for your cooperation.”

CITIZEN PARTICIPATION FOR ITEMS NOT ON THE AGENDA:

- Mr. Tom Reynolds requested the Board also provide snacks at these board meetings, but his main reason for attending was the controversy around Commissioners receiving bonuses and he believes as an elected official they should be properly compensated.
- Mr. Ed Slavin congratulated newly elected, Commissioner Mazzotta, to the Board of AMCD Commissioners and that he would like to disagree with the chairperson's statement believing it is ambiguous and void of vagueness and does not comply with the law of the 11th circuit. He also mentioned when AMCD had St. Johns County sheriff officers attend meetings in the past and it should not be something the citizens should have to experience. Lastly, Mr. Slavin mentioned the conference to Puerto Rico for Commissioners attendance should be canceled, not one Board member is speaking and it would be wasteful to the taxpayers' dollars.
- Commissioner Becker mentioned she was asked to give a talk at the conference.

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

A. A motion was made to approve hiring law enforcement security officers at regular Board meetings for safety and/or decorum for discussion on the agenda as item New Business #5.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Mazzotta
- VOTE: Accepted by Commissioners Becker, Mazzotta, LeBlanc and Gardner
- VOTE: Rejected by Commissioner Gleason
- **MOTION PASSED 4:1**

B. A motion was made to approve the agenda with the addition of New Business #5.

- Motioned by: Commissioner Gleason
- Seconded by: Commissioner Mazzotta
- 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 with the removal of Consent Items #3, #5, and #6 and move to New Business #6, #7, & #8, as well as remove Consent Items #7 and move it to Unfinished Business #5.

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

Consent Items ~ APPROVAL OF:

1. Chemical Inventory
2. Minutes: Regular Board Meeting, December 12, 2024.
3. Board members to attend the FMCA Tallahassee Legislation Meeting, March 18, 2025
4. Update 2025's Committee member list
5. Commissioner Mr. Mazzotta for AMCA annual meeting, San Juan, March 3-7, 2025
6. Dr. Xue's AMCA presidential travel activity (January 21-24, 2025, funded by AMCA) and WHO/TDR activity (Feb 18-20, funded by WHO/TDR)
7. MOU between AMCD and MosquitoMate for Biopesticide

UNFINISHED BUSINESS:

Item 1: Discussion and approval of the Director's recommendation to contract with Frontier Precision to replace the AMCD database, mapping, and phone app software at \$200,000 ~ Dr. Xue

- Dr. Xue noted that AMCD has been using Mobisoft for the past ten years and in the last few years staff has noticed a lot of issues with the software they provide. He mentioned AMCD sent out an RFP for a new database software provider and received five RFP's back and the committee selected Frontier for consideration, with the stipulation that the lawyer reviews the contract and staff brings it back to the Board for approval.

A. A motion was made to award Frontier Precision the RFP and for the lawyer to review the contract and AMCD staff bring it back to the Board for approval at the next Board meeting.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner LeBLanc
- VOTE: Accepted unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 2: Discussion and approval of the Director's recommendation to contract with MGT/HR firms and the District will pay their services by proposed hourly rates based on the District needs ~ Dr. Xue

- Dr. Xue stated the Board passed two motions in a previous meeting: 1. Staff to hire a full-time HR Generalist and 2. For staff to send out an RFP to hire an HR company to come in and review HR-related items within the District. He mentioned the RFP for the HR company was sent out and AMCD received the RFP's from two companies, one company could not attend but the other was able to make it to the meeting. Dr. Xue noted one company is asking for \$60,000 or \$72,000 a year and the other would like to bill by the hour. Dr. Xue stated that based on District needs he would like to recommend the company with hourly billing since an HR Generalist will be hired full-time soon.
- After speaking with Carla Mazik, an HR specialist contracted through MGT, the Board of Commissioners ultimately decided hiring an hourly company was in the best interest of the District and the taxpayers.

A. A motion was made to award the RFP to the MGT HR Consultant to help guide the District, the attorney is to review the contract and staff will bring it back to the Board for approval.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Mazzotta
- VOTE: Accepted unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 3: Discussion and approval of the Director's recommendation to contract with Gruhn May, inc. to develop a site, permitting, and construct/repair the NE property drainage (not over \$400k) ~ Dr. Xue

- Dr. Xue stated that AMCD opened a bid on December 16, 2024, for the development of a site plan, permitting, and construction of property drainage. He noted only one company showed up for the pre-bid meeting, Gruhn May Inc., and was qualified to submit a bid. Dr. Xue also noted the committee made up of AMCD staff recommends the Board of Commissioners award the bid to Gruhn May Inc., for the development of a site plan, permitting, and construction/repair of the northeast property drainage of the District.
- After discussion and speaking with a representative from Gruhn May Inc., the Board came to the consensus to award the bid to Gruhn May Inc., with the condition that the contract should be reviewed by the lawyer and brought back to the Board of Commissioners for approval.

A. A motion was made to award the drainage bid to Gruhn May Inc., with the condition that the contract is to be reviewed by the lawyer and brought back to the Board of Commissioners for approval.

- Motioned by: Commissioner Gardner
- Seconded by: Commissioner Becker
- VOTE: Accepted by Commissioner Gardner, Becker and LeBlanc
- VOTE: Rejected by Commissioner Gleason and Mazzotta
- **MOTION PASSED 3:2**

Item 4: Financial Report and Budget Amendment ~ Aye McKinney, Accountant

➤ Mrs. McKinney reviewed the treasurer's report/vouchers with the Board of Commissioners. Mrs. McKinney also explained there was no budget amendment for this month due to the new fiscal year. Mrs. McKinney answered questions the Board of Commissioners asked.

- **NO MOTION WAS MADE FOR THIS ITEM**

Item 5: Discussion and approval of Cooperative Agreement between AMCD and Mosquito Mate ~ Dr. Qualls

- Mrs. Hodges noted this a time sensitive agreement and assured the Board she has reviewed the agreement and added some items that are required based on Florida Statutes and the only thing the Board is missing is exhibit A, which is the scope of work portion of the agreement.
- Dr. Qualls stated the reason that exhibit A, scope of work, is missing is because MosquitoMate is coming in and doing their own process within the District building, so the idea is that this is a collaborative agreement, they come in and provide a service and acknowledge this is for a long duration. She explained with this agreement the idea is to establish a partnership that potentially lead to long term collaboration with some kind of business agreement. Dr. Qualls mentioned Exhibit A was approved at the December 12, 2024 Board meeting and was contingent on the addition of some legal language.
- Mrs. Hodges stated normally contracts are presented as a whole and approved as a whole, but if the Board is comfortable moving forward because legal council was already giving and part of it was already approved, then they certainly should move forward. She also mentioned she is comfortable moving forward with this contract and feeling protected for the coming year.
- Commissioner Mazzotta expressed his concerns that he has not seen exhibit A and is not comfortable approving the contract as presented but is comfortable with it if the lawyer is.
- Mrs. Hodges stated she would be more comfortable if she was the one the review Exhibit A, under the condition that it does not put a halt in operations.
- Dr. Qualls mentioned it wouldn't stop operations but it is time sensitive because MosquitoMate is waiting for a response from AMCD to move forward with their project.
- After discussion and speaking with Dr. Qualls and Attorney, Mrs. Hodges, the Board came to the consensus to give Attorney Mrs. Hodges the power to review the entire

agreement and approve it, and bring it back to the Board for signature, to keep the timeline.

A. A motion was made to approve Mrs. Hodges to review the entire Cooperative Agreement between AMCD and MosquitoMate and have her approve it and then bring it back to the Board for signature.

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

NEW BUSINESS:

Item 1: New Commissioner statement ~ Mr. T.J. Mazzotta

- Commissioner Mazzotta thanked everyone and noted he was grateful to have the opportunity to serve on the Anastasia Mosquito Control District Board of Commissioners.

○ **NO MOTION WAS MADE FOR THIS ITEM**

Item 2: Office election (Chair, Vice Chair, and Secretary) ~ Attorney Mrs. Hodges

- Mrs. Hodges opened the floor for nominations, Attorney Mrs. Hodges pointed out that under Roberts Rules of Order, a second is not needed for this process.

A. A motion was made to nominate Trish Becker for Chairperson

- Motioned by: Commissioner Gardner
- Seconded by: None (not necessary)
- VOTE: Accepted by Commissioner LeBlanc, Gardner and Becker
- **MOTION PASSED 3:2**

B. A motion was made to nominate Martha Gleason for Chairperson

- Motioned by: Commissioner Gleason
- Seconded by: None (not necessary)
- VOTE: Accepted by Commissioner Mazzotta and Gleason
- **MOTION FAILED 2:3**

- Mrs. Hodges opened the floor for nominations for Vice-Chair.

A. A motion was made to nominate Martha Gleason for Vice-Chair

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Mazzotta (not necessary)
- VOTE: Accepted by Commissioner Becker, Mazzotta, Gardner, and Gleason
- **MOTION PASSED 4:1**

B. A motion was made to nominate Gayle Gardner for Vice-Chair

- Motioned by: Commissioner LeBlanc
- Seconded by: None (not necessary)
- VOTE: Accepted by Commissioner LeBlanc
- **MOTION FAILED 1:4**

➤ Mrs. Hodges opened the floor for nominations of Secretary.

A. A motion was made to nominate Gayle Gardner for Secretary

- Motioned by: Commissioner Gina LeBlanc
- Seconded by: None (not necessary)
- VOTE: Accepted Commissioner LeBlanc
- **MOTION FAILED 1:4**

B. A motion was made to nominate T.J. Mazzotta for Secretary

- Motioned by: Commissioner Becker
- Seconded by: None (not necessary)
- VOTE: Accepted Commissioner Gardner, Becker and Gleason
- **MOTION PASSED 3:2**

C. A motion was made to nominate LeBlanc for Secretary

- Motioned by: Commissioner Mazzotta
- Seconded by: None (not necessary)
- VOTE: Accepted Commissioner Mazzotta
- **MOTION FAILED 1:4**

Item 3: Appreciation of 2024's Chairperson's service ~ New Elected Chair

➤ Chairperson Becker presented a plaque to Commissioner Gardner for serving as AMCD Board chairperson for 2024.

- **NO MOTION WAS MADE FOR THIS ITEM**

Item 4: Review on the Sunshine Law Primer (Ppt)~ Attorney Mrs. Hodges

➤ Mrs. Hodges gave an overview presentation of the sunshine law for the Board of Commissioners.

- **NO MOTION WAS MADE FOR THIS ITEM**

Item 5: Discuss and approve hiring a deputy at the meeting for safety reasons ~ Dr. Xue

➤ Commissioner Becker noted that in trying to start fresh with a new commissioner, new lawyer, and new Assistant Director it would be wise for the Board to approve hiring law enforcement at regular board meetings regarding safety and decorum. She also pointed out most government agencies do have law enforcement present at all their meetings.

A. A motion was made to approve hiring law enforcement to attend monthly Board meetings.

- Motioned by: Commissioner Gardner

- Seconded by: Commissioner Mazzotta
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Item 6: Board Members to Attend the FMCA Tallahassee Legislation Meeting, March 18, 2025

- Commissioner Gleason expressed concern that the offices are small and it may be overwhelming for too many representatives from St. Johns County to attend and maybe we appoint one person, like the chair, to attend instead.
- After the Board of Commissioners and staff discussed the importance for new commissioners to experience these events, the Board came to the consensus to allow Commissioner Mazzotta to attend.

A. A motion was made to approve Commissioner Mazzotta and Gardner to attend the FMCA Tallahassee Legislation Meeting, on March 18, 2025.

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

Item 7: Commissioner Mazzotta to Attend AMCA Annual Meeting in San Juan, March 3rd-7th, 2025

- Commissioner Gleason expressed concern about the necessity of Commissioners attending meetings without being invited to speak and using taxpayer dollars to do so.
- Commissioner LeBlanc noted that she believes education is valuable in all forms and is never a waste.
- Commissioner Mazzotta mentioned new Commissioners should take every opportunity to educate themselves in order to do the right thing for the taxpayers.
- Commissioner Gleason agreed since the other Commissioners have already been approved to attend, she agrees Commissioner Mazzotta should also get the opportunity to attend.

A. A motion was made to approve Commissioner Mazzotta to Attend the AMCA Annual Meeting in San Juan, March 3rd-7th, 2025

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

Item 8: Dr. Xue's AMCA Presidential Travel Activity, funded by AMCA, January 21st-24th, 2025 and WHO/TDR activity February 18th-20th, 2025 also funded by WHO/TDR

- Commissioner Gleason expressed concern for Dr. Xue traveling to India when the company's insurance does not provide coverage overseas.
- Dr. Xue noted he has supplemental travel/health insurance and is not worried about the possible threats that India may have. He also mentioned that he will give a presentation about AMCD's programs and would just need to be approved for the District to pay \$800 to cover the cost in the USA to travel for the India SOVE meeting.

A. A motion was made to approve Dr. Xue's travel request for \$800 to partially support his International Conference on Vector-borne Disease in India as the AMCA Presidential activity, and attend the WHO/TDR meeting.

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

REPORTS:

Director ~ Dr. Xue welcomed newly elected Commissioner Mazzotta and noted that they had met several times before the meeting. He also mentioned last year St. Johns County experienced four hurricanes and had no human cases, even any travel-related cases, or positive horses. Dr. Xue thanked the Board of Commissioners for looking out for the lowest tax for the taxpayers of St. Johns County and always trying to do what's best for them.

Attorney ~ Mrs. Hodges noted she has been reviewing contracts and procurement policies. She also mentioned she has two more presentations on the sunshine law and public records, she would like to host a two-hour workshop regarding parliamentary documents for all Commissioners.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ Thanked everyone.

Commissioner Mazzotta ~ Thanked everyone.

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

Commissioner Becker ~ Thanked everyone and reminded everyone that there will be a learning curve to following Board meeting procedures and to remember to be patient during that time.

Commissioner Gleason ~ Thanked everyone.

ATTACHMENTS: ~

ADJOURNMENT: Newly elected Chairperson Becker adjourned the meeting at **8:55 P.M.**

ATTEST



Chairperson, Commissioner Trish Becker



Secretary/Treasurer, Commissioner T.J. Mazzotta

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.