

**MINUTES OF REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
INDIAN RIVER MOSQUITO CONTROL DISTRICT
NOVEMBER 10, 2020**

The monthly meeting of the Indian River Mosquito Control District Board of Commissioners was held in the District's office on Tuesday, Nov. 10, 2020.

Participating at the District office were: Commissioners Janice Broda and Tom Lowther, Director Doug Carlson, Assistant Director Sherry Burroughs, Michael Hudon, Mark Kartzinell, Melanie Pacot-Stansberry, Johanna Avril, Commissioner-Elect Matt Erpenbeck, Jeff Andros.

Participating by ZOOM included: Commissioner Buck Vocelle, Terry McGinn, Tom & Sue Ether, Alan Curtis, Dave Pelley, Victoria Drumhelter, John Mum, Natasha Martinez (Civic Plus), Richard Jones (Civic Plus), Diane Richards, Dylan Johnston (Revize), Janice Rustin (LLW), Steven Schwartz (PD/GO), Bob Bruce, Dave.

Chairman Lowther called the meeting to order at 9:00AM and read the conditions under which this ZOOM meeting will operate.

APPROVAL OF MEETING MINUTES

- October 13, 2020 Regular Meeting,
- Revised Minutes of September 8, 2020 Regular Meeting,
- Reconvened September 23, 2020 Tentative Budget Hearing, and
- September 29, 2020 Final Budget Hearing (Attachment A)

Citizen Tom Ether requested that the Board reconsider action regarding detailed public comments within the September 23rd and 29th minutes, He stated that the comments were inappropriate as they were not pertinent to the business of the meetings. The minutes for the Regular Monthly October 13, 2020 meeting, with the deletion of the first two sentences under the Public Comment section, were approved through a motion by Buck Vocelle. The minutes of the Sept. 8, 2020 meeting were approved through a motion by Janice Broda. The minutes of the Sept. 23rd and Sept. 29th meetings were approved with the deletion of the last sentence under Comments or Questions from the Public or Press, through a motion by Buck Vocelle as they were not pertinent to the business of those meetings. Janice Broda suggested that the Board develop a policy regarding what is appropriate for minutes.

FINANCIAL REPORT (Oct. 1 through Oct. 31; Attachment B)

Income	\$47,318.94
Disbursements	
Local Funds (includes Checks 13061-13125 & dd11513-dd11575).....	\$345,789.97
Non direct-deposit payroll	\$4,670.11
State Funds (no check)	\$0
Total Disbursements	-\$350,460.08
Net.....	-\$303,141.14
Change in cash position from last month	-\$299,087.33
Bank balance (all accounts).....	\$1,720,621.61
Less reserves and contingency	-\$305,380.00
Total available cash	\$1,415,241.61

Through a motion by Buck Vocelle, the financial information was accepted and filed for audit.

PROPOSED FISCAL YEAR 20-21 AMENDMENTS #1 & #2 (Attachment C).

- Because of an increase in income of \$500K, the Beginning Fund Balance was increased to the actual fund balance of \$2.0M. Amended expenditures included increasing Communication Services by \$2.5K, Contingency was increased by \$186K to a total of \$422K. The State Fund Budget was increased by \$544. Through a motion by Janice Broda, it passed to approve FY 2020-21 Amendment #1 (Local) and Amendment #2 (State) and adopt Resolution #2020-008.

PUBLIC COMMENTS

Mr. Andros said that political activities should not be allowed by District employees. He also said that he is planning to file a lawsuit to obtain public records in regard to Commissioner Broda's government Facebook page.

OLD BUSINESS

- **PROGRESS INTEGRATING MAPVISION INTO THE DISTRICT'S OPERATIONS (Attachment D).** Sherry reported that staff received access to the test database and will have training on it next week. Staff is also purchasing two tablets to test with the new system. Janice Rustin (Lewis, Longman & Walker) reviewed the attached memo concerning our agreement with Leading Edge and the possibility of engaging a 3rd Party Repository. Staff was authorized to work with Leading Edge on implementing the recommendations in the LLW memo. Mr. Carlson said that Leading Edge did receive a copy of the memorandum.
- **UPDATE ON PROCESS FOR INCREASING BOARD SIZE FROM 3 TO 5 COMMISSIONERS (Attachment E).** Mr. Carlson referred to the attachment which was provided by LLW. Ms. Rustin summarized that document for the Board also with the recommendation that if the Board wants to pursue this option, she said the safest course of action would be to amend the District's enabling act. She added that the next legislative session commences on March 2, 2021 and adjourns April 30, 2021. Some discussion occurred in which it was mentioned that there is no need to rush to accomplish this (so wait) and other comments that since the county is growing and there needs to be more representation on the Board. Through a motion by Buck Vocelle, it passed to move forward with a means to increase the Board size. Staff was instructed to contact Representative Grall's office as a starting point and to use LLW as appropriate.
- **CONSIDERATION OF DEVELOPING NEW WEBSITE (Attachment F).** Johie Avril provided an overview of the District's efforts to identify a company to develop an ADA-compliant website for the District. The 3 companies that were identified participated by ZOOM and said some words on their behalf. There were also comments from the public. After considerable discussion, Staff was instructed to get some additional clarifications to be considered at next month's meeting. Also trying to include public input is a goal.
- **AWARD OF BID FOR GENERATOR SYSTEM FOR DISTRICT OFFICE AND DRY CHEMICAL BUILDING (Attachment G).** Doug referred to the attachment which explained the electrical engineer's recommendation which is to use the local bid from Energized Electric for this project. His recommendation is that we move ahead with the generator. Through a motion by Buck Vocelle, it passed to award the bid to Energized Electric as described in the attachment.
- **OPENING OF CHEMICAL BIDS.** Bids for *Bti* were received from Adapco and Target Specialty Products. A bid for Censor (=spinosid) was received from Clarke Mosquito control. Staff will analyze the bids to be reviewed at the December meeting.

- UPDATE ON JOB DESCRIPTIONS. Sherry Burroughs summarized the two positions which Cody Associates recently reviewed for us. She mentioned that their review did not seem to be careful in their analysis. Staff was instructed to move ahead with the process of a full salary survey which is a process that will take many months to accomplish.
- UPDATE ON DEVELOPMENT OF PUBLIC RECORDS REQUEST POLICY (Attachment H). Doug referred to the attachment which provided several examples of PRR by another mosquito control program and local governmental agencies. A draft was provided for the Board's consideration. Staff will provide the draft to our attorneys for their review.
- CONSIDERATION OF DEVELOPING ANNUAL EVALUATION FOR DIRECTOR (Attachment I). Doug referred to the attachment which included how several mosquito control programs go about their annual evaluation of their director. The material will likely be used to develop an evaluation process in the future.

NEW BUSINESS

- CONSIDERATION OF REPLACEMENT FOR DIRECTOR. Chairman Lowther opened the conversation by saying that Sherry Burroughs was hired at IRMCD several years ago with the possibility that she would become the Director when Doug left. He added that the same information was considered when we promoted her to Assistant Director a year and a half ago. Comments from the public raised the possibility of doing a search to fill the position. Matt Erpenbeck stated that he would like this decision to be made by the new Board early next year. Ms. Broda agreed with that statement. After some further discussion, through a motion by Buck Vocelle, it passed to hire Sherry as the Interim Director as a contract is worked out with her. The vote was 2-1 with Ms. Broda voting against it.
- STATUS OF BANK SIGNATURE CARDS. Mr. Carlson mentioned that with a new commissioner to begin in January and a replacement for the Director, new signature cards will need to be executed within the next few months.

DIRECTOR'S REPORT

- TEMPORARY CONTROL.
 - LARVICIDING. Mr. Carlson reported that 2477 acres were aerially larvicided in October. The historical average for the month is 1046 acres. The last 5-year average is 1002.
 - ADULTICIDING. During October, 1619 miles were sprayed. The historical average is 1162 mi. The last 5-year average is 367 miles.
 - Michael Hudon provided an overview of the EPA's draft assessment of Dibrom (=naled).
 - SERVICE REQUESTS. 161 service requests were received in October. The historical average for the month is 95. The last 5-year average is 68 requests.
- PERMANENT CONTROL. Sherry reported that the dikes are really wet due to continued rainfall and high tides. One of the County's contractors has done damage to the dike at Vista Royale accessing the site to repair and replace the observation pier. She also reported that the electrical service has been replaced at Oyster Bay subdivision, which provides the main power to the Oyster Bar pump station. Frank Cuccurese has been promoted to Impoundment Supervisor and is fitting into his new role nicely. The mini-excavator and articulating dumptruck are both on order and came in well under budget (\$28,502 below budget). We anticipate delivery of DW60 is approximately 60 days and the excavator within 14-16 weeks.
- ARBOVIRUS SURVEILLANCE. Mark Kartzinel reported that the District currently has 24 unconfirmed West Nile positives which has put us under a Mosquito-Borne Illness Advisory. He explained the

problems that the state lab was having with the confirmatory tests. Statewide year-to-date there have been 259 positives. Information on mosquito population size was also presented noting that Culex populations have increased.

- EDUCATIONAL ITEMS. There were none since the October Board meeting.
- UPCOMING MEETINGS & EVENTS
 - Dec. 8 – Board meeting @ 9AM
 - Jan. 12, 2021 – Board mtg. @ 9:05AM (preceded by OPEB mtg.)
 - Feb. 9 – Board mtg. @ 9AM

COMMISSIONER COMMENTS

Buck Vocelle complimented Matt Erpenbeck for winning the election and doing so in a very professional fashion.

MOTION FOR ADJOURNMENT

As there was no further business to discuss, through a motion by Janice Broda, the meeting was adjourned at approx. 11:35AM.

Attest:

