

Regular Meeting Minutes

Indian River Mosquito Control District

June 8, 2021 @ 9:05 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on June 8, 2021 at the District Office. The meeting was also held virtually via Zoom.

Present: Janice Broda (Chair), Matt Erpenbeck (Vice-Chair) and Tom Lowther (Secretary/Treasurer)

Staff: Director Sherry Burroughs, Dave Pelley, Lisa Ridley and Sarah McInnis

Visitors: none

I. **Call to Order** – Chair Broda called the meeting to order at 9:06 AM.

II. **Pledge of Allegiance**

III. **Consent Agenda** *(All items as Consent Agenda items are considered routine and non-controversial by the Board and will be approved in a single motion. There will be no separate discussion of these items. Prior to this meeting, Board members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.)*

A. Approval of Minutes (Attachment A)

Commissioner Lowther made motion to approve. The Board unanimously approved; motion passed.

B. Financial Report (Attachment B)

Commissioner Lowther made the motion to approve. The Board unanimously approved; motion passed.

IV. **Public Comment**

None.

V. **Old Business**

A. **Draft Procurement Policy**

Continued discussion from previous meeting. The Board discussed Bid Net and the thresholds defined in the draft policy. Staff was asked to revise and submit.

B. **Draft Scope of Work for Salary & Benefits Study**

Upon request, staff prepared a draft scope of work for a salary and benefits study for Board's review and comment. The Board discussed the salary study and concerns of wage compression. Staff was asked to provide the following:

- Copies of the Citrus County RFP and benefit comparison from a prior study.
- Provide presentation on different incentives that affect employee salaries, such as advanced certification.
- Determine which other independent districts require public health licenses of all employees.

VI. **New Business**

A. **Approval of TRIM September tentative & Final hearing dates**

The Board decided to move the regular Board meeting from September 14th to the 7th and set the tentative budget hearing date for the 14th and the final budget hearing for the 21st.

This is a Public Meeting. Should any interested party seek to appeal any decision made by the Board of Commissioners with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings and that, for such purpose he may need to ensure that a record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. Anyone who needs a special accommodation for this meeting may contact the Office Manager at 772-562-2393 at least 48 hours in advance of the meeting.

VII. Director's Report

Sherry reported that staff was waiting on an revised cost estimate from the architect as there is an expected increase due to material expenses. Staff is also planning to proceed with rebidding the generator. Dave provided the operational report for the previous month.

VIII. Commissioner's Comments

There were no comments.

IX. Upcoming Meetings and Events

A. Regular Board Meetings

- July 13th, 2021

B. Events

- National Mosquito Control Awareness Week, June 20-26th
- AMCA Virtual Washington Conference, May 10th-14th

X. Adjournment

Commissioner Lowther made the motion to adjourn. The Board unanimously approved. The meeting was adjourned at 10:44 AM.

Attest: 
