

Regular Board Meeting Minutes

Indian River Mosquito Control District

May 9, 2023 @ 6:00 PM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on May 9th, 2023 at the District Office.

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

Staff: Sherry Burroughs (Executive Director), Lisa Ridley (Director of Finance & Administrative Support Services), Josh Reilly (IT Specialist), Morel Jules (Larvicide Supervisor), Todd Hingle (Larvicide Foreman), and Melanie Pacot-Stansberry (Payroll Specialist).

Visitors: Richard Kirkland, Todd Thompson, and Terry McGinn

I. Call to Order- Chair Broda called the meeting to order at 6:00 PM.

II. Pledge of Allegiance

III. Approval of Meeting Minutes for April 11, 2023 (Attachment A)

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

IV. Financial Report (Attachment B)

Commissioner Kirkland made the motion to accept and file the financial report for audit. The Board unanimously approved; motion passed.

V. Public Comment- Terry McGinn stated he attended the Taxpayer Association meeting, and it was acknowledged that IRMCD is planning to televise the monthly Board Meetings.

VI. Old Business

A. Compensation Study (Attachment

Lisa Ridley introduced Kerreen Conley, Senior Manager Consultant, and Kara Skotzke, with HR Solutions at Rehmann. Kereen presented the Compensation Study to the Governing Board. After a lengthy discussion and clarification regarding the Boards prior decision to compensate employees at 10% above market in 2018, Commissioner Erpenbeck made a motion to approve Option #3, Commissioner Kirkland seconded. Commissioner Broda expressed concerns regarding overcompensation of staff exceeding market value. Staff clarified the current compensation study results which revealed employees do not exceed seventy-fifth percentile of market value. Staff stated there is budgeted contingency to address the compensation alignment up to the fourth option presented by Rehman. Commissioner Broda stated she would be very supportive of the fourth option, if any employees under a "formal employment contract" would not be included offering a friendly amendment to Commissioner Erpenbeck's motion. Commissioner Erpenbeck discussed the factors he considered for budgeted compensation and making his motion to approve the Consultant's recommendation for Option #3. He stated that he was not prepared to discuss the formal employment contract. Commissioner Broda agreed that perhaps the employment contract should be addressed at another time.

Commissioner Erpenbeck made the motion to approve Option #3 of the compensation study, Commissioner Kirkland seconded. The Board unanimously approved; motion passed.

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 Finance Director at 772-562-2393 at least 48 hours in advance of the meeting.

B. OPPAGA Performance Review Update-

Staff stated there is no updated information to report for the OPPAGA Performance Review.

C. Intent to Issue Insurance Bid

Staff is seeking Board direction to proceed with an Invitation to Bid insurance services including:

- General Liability, Breach Response and Cyber Liability, Automobile, Property, and Workers Compensation
- Ancillary Policies including Executive Travel, Petroleum Storage Tank, and Public Entities Pollution Legal Liability

Commissioner Erpenbeck stated due to the uncertainty in the insurance market in Florida, he feels it is best to hold off and re-visit the bid for general insurance next fiscal year.

Commissioner Erpenbeck made the motion to postpone the general insurance bid and re-visit the next fiscal year. The Board unanimously approved; motion passed.

D. Audit Committee Formation/Adoption of Evaluation Procedures/ Approval of Draft Request for Proposal (Attachment D)

Lisa Ridley stated Board members will need to form the Audit Committee, Adopt the evaluation procedures, and approve the Draft Request for Proposal. Clarification was made per Florida Statute that the cost can be included in the request for proposal, however the decision should not be based on cost but qualifications.

Commissioner Broda made the motion to form the Audit Committee, Adopt the Selection Procedures, and approve the Request for Proposal for staff to advertise. The Board unanimously approved; motion passed.

E. Strategic Plan Quarterly Update (Attachment E)

Staff provided an update outlining where the District is within each strategic objective, this information will be provided to the Commissioners on a quarterly basis.

VII. New Business- None

VIII. Director's Report-

- Nothing new to report from the Director. The District report is included, and the staff is available for any questions.
- Commissioner Broda asked for a Fellsmere shrimp farm update. Sherry stated there is nothing further to report other than the documentation from the attorney that was sent to all Commissioners after the last Board meeting. Todd provided a brief update from the staff's last site visit in April stating the location will be treated as a research project.
- Commissioner Broda has received many requests from residents requesting an explanation for the high numbers of mosquitos on both sides of the lagoon. Commissioner Kirkland also reported that she has been approached with these questions on the western side of US1. Morel Jules stated that due to high winds this season and many different species of mosquitos, control efforts have been challenging. Jules stated the treatment window is tight to meet the target, and weather conditions can hinder treatment. Staff requested the Commissioners forward any questions or requests from residents to the office, this can be via phone, email, or website service request so staff can find the best control measures for each situation.

- Commissioner Broda requested a landing rate report other than just the 30 plus areas. Staff reported there are over 200 landing rate sites and would need more specifications for the data that is being requested. This request led to a lengthy discussion regarding the MapVision database, reporting capabilities, and outstanding issues. Staff stated there are bi-weekly meetings with Leading Edge to correct these issues. Staff have been working with the vendor to create functionality within the database needed by the District. Commissioner Broda would like to see a list of all the issues with the database that have been sent to Leading Edge for correction. Terry McGinn asked if this is a canned or custom database and suggested embarrassing the vendor may encourage them to move more quickly with the customizing and corrections. Staff stated that the District has not paid to fix any errors or upgrades but only for maintenance of the database, clarifying that the database is fully functional.

IX. Commissioner's Comments- None

X. Upcoming Meetings and Events

- UF Aquatics Short Courses, Orlando – May 15th – 18th, 2023
- AMCA Washington Conference – May 17th- 18th, 2023
- OPEB & Regular Board Meeting – June 6th, 2023 @ 6:00 PM
- FASD Annual Meeting, Orlando – June 12th-15th, 2023
- FMCA Annual Meeting, Port Charlotte – November 13th -16th, 2023

Terry McGinn requested an update on the progress of the audio/visual set up for the Board room. Staff provided an update and stated the project completion date is set for June 15, 2023.

XI. Adjournment

Commissioner Broda made the motion to adjourn. The Board unanimously approved; the meeting was adjourned at 7:35 PM.

Attest:

