

Regular Meeting Minutes

Indian River Mosquito Control District

June 7, 2022 @ 9:05 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on June 7th, 2022, at the District Office.

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

Staff: Sherry Burroughs (Executive Director), Lisa Ridley (Finance Director), Josh Reilly (IT Specialist), Todd Hingle (Larvicide Foreman), and Melanie Pacot-Stansberry (Payroll Specialist)

Visitors: Terry McGinn

I. **Call to Order** – Chairman Erpenbeck called the meeting to order at 9:05 AM

II. **Pledge of Allegiance (OPEB meeting)**

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)

B. Financial Report (Attachment B)

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

IV. **Public Comment** – Terry McGinn requested an updated organizational chart

V. **Old Business**

A. Special Projects Update- Lisa provided the following update:

- Fencing and security project is underway with the driveway island and electrical components started. All materials are on site and the contractor is working to get the fencing installation scheduled.
- The generator permits have been issued. Complete Electric has received the generator and is working to schedule installation.

VI. **New Business**

A. Policy Review- Leave Policies (Attachment C)

The Leave Policies have been reviewed, revised, and combined into Chapter 7 of the new employee handbook. Discussions to place the handbook and job opportunities on the website were noted.

*Action Item: Staff to revise wording in section 2. **Scheduling Annual Leave C**) as requested by Commissioner Broda.*

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

B. September TRIM Public Hearings- Date Determination (Attachment D)

Commissioner Broda recommended to change the date of the regular Board Meeting to Tuesday, September 6th, 2022 at 6:05 PM to allow for public comment and review of the tentative budget. This will follow the OPEB Trust Meeting at 6:00 PM. The tentative budget hearing will be held on September 13th, 2022 at 5:01 PM and the final budget hearing will be held on September 20th, 2022 at 5:01 PM.

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 provided the following report

- **Organizational Structure**
 - Scott Artman, Surveillance Specialist is leaving July 1st
 - Frank Cuccurese was promoted from Impoundment Operator to Surveillance Specialist
 - Chris Spencer was promoted from Coastal Inspector to Impoundment Operator
 - Josh Reilly laterally transferred from Aerial Specialist to IT Specialist
 - Daniel Long was promoted from Coastal Inspector to Aerial Specialist
 - Heather Whitehead was promoted from Arbovirus Assistant to Laboratory Technician
 - Recruitment in progress for (2) coastal inspectors, tentative start date of June 20th
 - Interviews for the Operations Director are scheduled

- **Permanent Control/Impoundments**
 - MWI portable pump is down due to a mechanical issue, a rental pump is being utilized at Water Tower impoundment
 - Bill's pump was repaired and reinstalled
 - The electrical issues were resolved at the Oyster Bar Pump
 - Working on dike stabilization at Vista Royale prior to the rain
 - Staff is engaging with the President of Oyster Bay Property Owner's Association regarding easement access

- **Larvicide**
 - Maximum tide 34"; rainfall 2", maximum rainfall daily reported was 1.5"
 - Maximum adult numbers 30+ on Island #42, Oyster Bar and Vista Royale, 5-10 along the lagoon, on the mainland and the barrier island
 - One aerial mission was completed on May 13th-14th totaling 2,021 acres with Censor G and Vectobac GS
 - Drone treatment at Garden Grove, Forest Park Woods, Medical Center Field, and Golf View with Altosid XRG

- **Arbovirus Surveillance**
 - District: 1 EEE positive bird at Fellsmere
 - Statewide: There have been 4 chickens positive for EEE and 4 positive WNV throughout the State for the month of May along with 10 imported cases of dengue

- **Mosquito Surveillance & ULV**
 - Average mosquito populations are down from the prior month, except at 4th Street and Fellsmere Fire Station where there was an increase
 - 176 miles were treated, this is below the historical average of 565 for May. 12 ULV zones were treated, four of those were treated twice in the month of May
 - Received 122 phone calls and 7 email service requests; this is above the historical average of 58

- **Education & Outreach**
 - May 21st Veteran's Association- Sherry gave a presentation in Fellsmere to approximately 16 attendees, the reception was positive and the guests were very receptive of the information that was provided
 - June 24th Imagine Schools outreach event
 - Presentation at Antilles HOA

VIII. Commissioner's Comments –

- Commissioner Lowther: Filed for election as County Commissioner and submitted his resignation to the IRMCD Board of Commissioners, if elected his last meeting will be November 2022. In the event that Commissioner Lowther is not elected his last meeting will be December, 2022.
- Commissioner Broda: None
- Commissioner Erpenbeck: None

IX. Upcoming Meetings and Events

- Florida Association of Special Districts- Annual Meeting June 13th- 16th 2022
- Board Meeting- July 12th, 2022 at 6:00 PM
- Board Meeting- August 9th, 2022 at 9:00 AM
- OPEB Trust Board Meeting- September 6th, 2022 at 6:00 PM
- Board Meeting- September 6th, 2022 at 6:05 PM
- Tentative Budget Hearing- September 13th, 2022 at 5:01 PM
- Final Budget Hearing- September 20th, 2022 at 5:01 PM

X. Adjournment

Commissioner Broda made the motion to adjourn. The Board unanimously approved. The meeting was adjourned at 10:09 AM.

Attest:




