

## Regular Board Meeting Minutes

Indian River Mosquito Control District

November 8, 2022 @ 6:00 PM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on November 8, 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 (Director of Finance & Support Services), Johanna Avril (Human Resource Generalist), Michael Hart (Director of Operations), Josh Reilly (IT Specialist), and Daniel Long (Aerial Coordinator)

**Visitors:** Anna Kirkland, Terry McGinn, and Judy Avril

**I. Call to Order** – Chairman Erpenbeck called the meeting to order at 6:00 PM.

**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 for October 11, 2022 (Attachment A)

B. Financial Report (Attachment B)

**Commissioner Lowther made the motion to approve the Consent Agenda after discussion. The Board unanimously approved; motion passed.**

**IV. Public Comment- None**

**V. Old Business**

**A. Strategic Planning**

The stakeholder invitations have been delivered electronically. The website has been updated with Town Hall meeting information and flyer. Commissioner Broda asked who the invitations were sent to. Staff invited numerous county and city managers, IR Land Trust, IR Shores officials, FMEL personnel, and many stakeholders with interest in the Strategic Planning.

**B. Compensation Study**

The compensation study request for proposals has been reposted, as staff only received one proposal. The current posting will close on November 18, 2022.

**C. Evening Board Meeting Schedule**

At the September meeting the Board decided to table the decision on whether to continue with the alternating meeting times until the November meeting. Staff is seeking a decision as to the dates and times of the Board meetings for the 2023 calendar year. It was decided to hold the Regular monthly Board meetings at 9AM.

*Action Item: Staff to post meeting dates and times*

**Commissioner Lowther made the motion to hold regular Board Meetings monthly at 9AM. Commissioner Erpenbeck seconded; Commissioner Broda opposed. The Board approved; motion passed.**

## **VI. New Business**

### **A. Policy Review – Chapter 4 Employment & Chapter 5 Safety Practices & Loss Prevention (Attachment C)**

Staff have reviewed and amended the chapter on Employment. The Safety Committee reviewed the Safety Manual and Vehicle Use Policy and recommended changes to be incorporated into the Employee Policy Manual. Those changes have been incorporated into the document.

*Staff recommends approval of the policies as amended.*

**Commissioner Lowther made the motion to approve Chapters 4 and 5 as amended. The Board unanimously approved; motion passed.**

### **B. Budget Amendment for Cash Balance Forward (Attachment D)**

The beginning fund balance was amended to reflect the actual fund balance of \$3.2M and the funds were reallocated through various expenditure account categories, as indicated in the budget amendment document. Commissioner Broda was ashamed that a lower millage rate was not adopted. Commissioner Broda stated that we are here to serve the interest of the taxpayers, that this shows that we are not transparent, and she is mortified.

*Staff recommends approval of Budget Amendment #1 and adoption of Resolution #2022-009.*

**Commissioner Lowther made the motion to approve Budget Amendment #1 and Resolution #2022-009. The Board unanimously approved; motion passed (Commissioner Broda stated she agreed because the “money has to go somewhere but it should have been in the taxpayers’ pockets”.)**

### **C. Florida Association of Special Districts – Membership Renewal**

Per Board direction, the District has paid \$1,500 for annual membership dues since 2014. Staff is seeking approval from the Board to pay the full membership fee of \$4,000.

*Staff recommends payment of the membership dues in the amount of \$4,000.*

**Commissioner Broda made the motion to authorize payment of the membership dues in the amount of \$4,000. The Board unanimously approved; motion passed**

## **VII. Director’s Report**

- **Chemical Bids** – the request for bids for chemicals was advertised on Monday, November 7<sup>th</sup>.
- **Website Updates** – Staff provided an overview of the changes to the website, based upon comments and feedback from residents and Commissioner Broda. These include the following changes.
  - updating the map access to indicate areas planned for treatment as well as those areas treated within the last seven days
  - changing “spray zones” to “treatments”
  - changing the spray zone quick button to treatments and linking to the service request/treatment map
  - deleting the old GIS map and necessity to know ULV zones
  - providing directions as to how to access the treatment map if users were used to accessing that information via the previous GIS map.

- Revise completed ADA compliance and made updates to make sure the website is compliant. Staff reviewed and tested utilizing available equipment, additional testing is beyond the district's equipment capabilities.

Hart provided the following Operations Report.

- **Permanent Control/Impoundments**

- All portable pumps were brought back to district and all breaker boxes at pump stations were turned off a little earlier than normal due to approaching Hurricane Ian.
- All impoundment culverts were opened and secured to allow water to flow outside the impoundments.
- Completed early openings/drawdown at South Bills (10/17) and Water Tower Impoundments (10/24) which were also rescheduled due to the hurricane.
- Operators surveyed all impoundments to check and record any damages to dikes and culverts.
- Operators are currently removing debris, mowing, repairing and replacing damaged bridges.
- LiDar data files were received, and staff is coordinating with Leading Edge to obtain the appropriate software to be able to perform data analysis. Staff presented a short video from Leading Edge which outlines how the District can utilize the survey data.
- Commissioner Broda asked if any damages are being reported to FEMA from Hurricane Ian. There were no significant damages to request reimbursement from FEMA.

- **Larvicide**

- Maximum tide was 36" on the 24<sup>th</sup> at St. Christopher, maximum daily rainfall 5" at Preachers, monthly maximum rainfall reported 9.5"
- Maximum adult numbers 30+ at Bridge Spot, ELC, Island #42 and Pine Island (middle finger).
- Aerial - Fixed wing: 3 aerial missions totaling 1,223 acres were completed on the 18<sup>th</sup>, 19<sup>th</sup>, and 21<sup>st</sup>, using Vectobac, Summit Bti and Censor.
- Aerial - Drone work: 70 acres with Altosid XRG at Banana Patch, Golf Course, Golf View, and Garden Grove Woods.

- **Adulticide**

- 63 missions, totaling 885 miles were treated, which is below the historical average of 1,118 from the prior month.

- **Service Requests**

- Received 160 service requests; this is above the historical average of 94 for October
- 65 requests submitted through website, 91 requests by phone and 3 by email

- **Entomology**

- Arbovirus Surveillance
  - District: no activity
  - Statewide:
    - WNV: 50 sentinels (309 YTD), 1 human (2 YTD), 1 horse and 4 mosquito pools
    - SLE: 0 sentinels (8 YTD)
    - EEE: 4 sentinels (62 YTD), 0 horses (11 YTD)
    - Flavivirus: 2 sentinels (17 YTD)
    - DEN: 1 travel case at District; 165 travel cases statewide (639 YTD), 13 local, (36 YTD)
  - Bay, Charlotte, Collier, Hillsborough, Lee, Osceola, Palm Beach, Pinellas, Sarasota and Walton are under a mosquito borne illness advisory
  - Broward, Miami-Dade and Volusia are under a mosquito borne illness alert

- Mosquito Surveillance
  - Graves aspirator
    - Total of 60 Cx. nigripalpus, 30% parity, 5 species, total population of 75; rainfall average 2.5 inches
  - Lockwood aspirator
    - 163 Total Cx. nigripalpus, 26% parity, 5 species, total population of 187; rainfall average 1.53 inches.
  - The average populations for both Cx. nigripalpus and non-Culex species have increased for the month of October for the sentinel, inland and coast sites.
- **Education & Outreach**
  - November 19<sup>th</sup> – Director Presentation at the Veterans Association Meeting
  - \*Date to be determined for school visit with St. Helen Catholic School

Staff seeking guidance on what the Commissioners would like to see on the Operational Report

Sherry updated the Commissioners on the completion of the fencing and security operations.

Due to Hurricane Nicole, the office will be closed on Wednesday, 11/19 and Thursday, 11/20/2022.

**VIII. Commissioner's Comments: None**

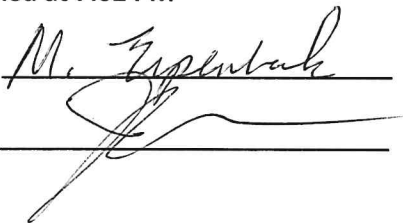
**IX. Upcoming Meetings and Events**

- FMCA Annual Meeting – November 14<sup>th</sup> – 17<sup>th</sup>
- Strategic Planning Town Hall Meeting – December 8<sup>th</sup> at 6:00 PM
- Strategic Planning Workshop – December 15<sup>th</sup> & 16<sup>th</sup>, from 8:00 AM to 5:00 PM
- Regular Board Meeting – December 13<sup>th</sup> at 9:00 AM
- FMCA Dodd Short Courses – January 29<sup>th</sup> – February 2<sup>nd</sup>, 2023
- AMCA Annual Meeting – February 27<sup>th</sup> – March 3<sup>rd</sup>, 2023

**X. Adjournment**

**Commissioner Broda made the motion to adjourn. The Board unanimously approved; meeting was adjourned at 7:02 PM**

Attest:

  
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