

Regular Meeting Minutes

Indian River Mosquito Control District
September 7, 2021 @ 9:05 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on September 7th, 2021, at the District Office.

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

Staff: Sherry Burroughs (Executive Director), Sarah McInnis (Operations Director) and Lisa Ridley (Finance Director)

Visitors: Judy Avril, Ray Hooker, Chandler Hooker and Bob McNelly

- I. **Call to Order** – Chair Broda called the meeting to order at 9:05 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)
 - B. Financial Report (Attachment B)

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

Sherry noted there were several checks paid this month that she called to the Board's attention. These were payments for dividend on Mr. Beidler's life insurance policy, plumbing and pump repairs, electrical work, and software database fees.

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

- IV. **Public Comment**
None.

- V. **Old Business**

- A. **Section 125 Plan Premiums**

Staff requested board approval of the Section 125 premium rates for the rates to apply on October 1st.

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

- VI. **New Business**

- A. **Grove Place Easement (Attachment C)**

The District has an existing access easement on the property at 723 Grove Place, which is at the southern end of the South Deerfield Impoundment. Bob McNelly represents the property owner and offered to provide the District with an easement from the roadway to the existing mosquito control easement, in exchange for the District allowing him to construct a retaining wall within the District's easement.

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.

After significant discussion, **Commissioner Erpenbeck made the motion to move forward with modifying the easement and accepting the change, contingent upon a final site plan and easement document. The Board unanimously approved; motion passed.**

B. Consideration of 2022 Board Meeting Dates (Attachment D)

The schedule of dates for the Board Meetings for 2022 was provided for Board review and approval.

Commissioner Lowther made the motion to approve the 2022 meeting dates. The Board unanimously approved; motion passed.

C. Approval of FY2021-2022 Tentative Budget (Attachment E)

Lisa presented the revised tentative budget, which provides two options; continue with the current millage rate of 0.2515 or chose the rolled back rate of 0.2430. She outlined and explained the adjustments that were made to the draft budget adopted in July. Two of the capital projects budgeted in current year, the generator and the fencing and security project, were moved to the 2021-2022 budget as they will not be expensed in the current year. Other changes included moving items that were previously considered to be capital (those over \$1,500 but under \$5,000) into the general line item, due to the Board's decision to increase the capital asset threshold to \$5,000 at last month's Board meeting.

Commissioner Erpenbeck made the motion to approve Option 2 at the 0.2515 millage rate for the tentative FY2021-2022 budget. Commissioner Erpenbeck and Commissioner Lowther voted in favor; Chair Broda voted against; motion passed. This budget will be presented at the Tentative Budget Hearing on September 14, 2021.

D. Approval of Surplus/Auction Items (Attachment F)

There are two old spray trucks, Vehicle # 314 and #315, both are 2000 Chevy S-10s with over 50,000 miles and in fair to poor condition. These vehicles were replaced with new F-150 that were budgeted and purchased earlier this year. Staff is seeking Board approval to classify these vehicles as surplus.

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

E. Approval to Replace Bush Hog Mower

Late last week, the bush hog mower broke down. Since we are still within the mowing season, staff is seeking authorization to purchase a replacement mower. We received three quotes, and staff recommends purchasing the John Deere 6-foot mower at the cost of \$4,997.30. It is more durable and has a larger (4-inch) cutting capacity than the Land Pride or the Titan.

Commissioner Erpenbeck made the motion to approve the purchase of the mower. The Board unanimously approved; motion passed.

F. COVID Pay Practices

Due to recent increases in COVID cases and school closures, staff is seeking direction with regards to the pay policy. Previously a federal mandate existed that required employers to provide up to 80 hours of COVID pay for those experiencing symptoms or caring for someone who was and provided 2/3 pay for dependent childcare. Staff is recommending continuing the prior mandate. This would be consistent with what Indian River County is providing as well.

Commissioner Erpenbeck made the motion to mimic the previous federally mandated COVID pay policy (from 2020) until January 31st, as the Board will revisit the issue at the January Board meeting. The Board unanimously approved; motion passed.

VII. Director's Report – Sherry provided the following report.

- **Water main at Water Tower** – The City of Vero Beach is planning to directional bore a water main through the Water Tower impoundment. The contractor will be performing test borings on site today.
- **Impoundment drawdowns** – Staff met with IRLT and Dr. Shenker to discuss the drawdown plans. It was agreed that we would open the culverts for South Knights and South Bills two weeks prior to opening the remaining impoundments. Staff expressed concerns and challenges with the drawdowns. There are more logistics and information to gather prior to implementing these drawdowns. Staff is gathering more information and will place the topic on the agenda for discussion at the October meeting.
Action Item: *Staff to calculate total cost of each drawdown, including staffing and equipment costs.*
- **Censor Order** – We finally received half of the order of Censor last week and are waiting on the remainder of the order.
- **MapVision – database** – Staff is getting used to the new tablets and are finding it very efficient to use. We still have some minor issues that may arise, but they are being resolved. We are working on providing a method for staff to enter pump operation and maintenance data.
- **MapVision – ULV application** – The new application is working well, and we have received positive feedback from the drivers. All but two of the drivers have now been trained on the new system.
- **Website** – Staff is waiting on site map from Revize.
- **Attendance Policy** – Staff is finalizing the draft policy that will be placed on the October agenda for Board review and approval.
- **Security and Fencing Improvements** – Staff met with the architect this past week and we received revised/updated drawings. It was recommended that we procure it as one project.
- **Generator** – Staff met with three generator companies last week to obtain quotes, which will be brought before the Board for decision and approval at the next meeting.
- **Vehicle Accident** – We have received a total of three claims to date. The insurance totaled the vehicle and will be issuing a check for \$33,115 (paid \$31,200 in Oct 2017). A new replacement would cost \$28,400. Staff is seeking authorization from the Board to proceed with replacement of the vehicle upon receipt of the check from the insurance company. **The Board granted approval to replace the vehicle with funds received.**
- **FMCA Meeting – Travel Arrangements** – The hotel arrangements have been corrected. We now have six rooms reserved and the villa reservations were cancelled.

Sarah provided the following operational report.

- 8 sentinel chickens have tested positive for EEE to date and there are currently 6 that have tested inconclusive.
- Observed downward trend in trap numbers towards the end of August and significantly less numbers of floodwater species towards the end of the month. The sentinel traps highest average was on 8/25 with 4,502 in the trap and last week the average was 737. Inland traps the highest average was on 8/4 with 1,624 in the trap and last week the average was 130. The coastal traps highest average was 1,583 and last week average was 460.

- 2, 768 acres were treated by plane. The Medical Center Field and Golf Course View (44 acres) were treated by drone. One mission failed to be conducted due to tropical storm activity in the Gulf and the planes were grounded. Those areas were treated with ground aduaticide on 9/1.
- A total of 1,836 miles were treated by ground, which is above the historical average of 1,512.
- Staff met with MWI and visited each impoundment to get their recommendations for pump maintenance. No trespassing and strong current advisory signs are being placed at the impoundment entrances, exits and pump stations. All impoundments are currently closed, and staff is looking to open when there is a high tide event and upon coordination with Land Trust for their fish study at Water Tower, South Knights and South Bills.

VIII. Commissioner's Comments

- Commissioner Lowther addressed John Beidler's life insurance dividend and there was a short discussion regarding the payments. Commissioner Lowther also suggested the Board may want to create a policy in the future for the District to cover their insurance costs, as the costs are increasing, and their salary is set at \$400 per month.

IX. Upcoming Meetings and Events

- Tentative Budget Hearing – September 14th, 2021
- Final Budget Hearing – September 21st, 2021
- Regular Board Meeting - September 7th, 2021
- FMCA Annual Conference - November 15th- 18th, 2021

X. Adjournment

Commissioner Lowther made the motion to adjourn. The Board unanimously approved. The meeting was adjourned at 11:15 AM.

Attest: _____



A. Espentak