

**MINUTES OF REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
INDIAN RIVER MOSQUITO CONTROL DISTRICT  
JULY 14, 2020**

The monthly meeting of the Indian River Mosquito Control District Board of Commissioners was held in the District's office on Tuesday, July 14, 2020.

Participants were: Commissioners Janice Broda and Tom Lowther, Buck Vocelle (participating via ZOOM), Director Doug Carlson, Assistant Director Sherry Burroughs, Mark Kartzinel, Melanie Pacot, Michael Hudon, Candidates Matt Erpenbeck and Jeff Andros.

Chairman Lowther called the meeting to order at 9:00AM.

**MINUTES OF JUNE 9, 2020 REGULAR MEETING (Attachment A)**

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Through a motion by Janice Broda, the minutes of the June 9, 2020 meeting were accepted.

**FINANCIAL REPORT (June 1 through June 30; Attachment B)**

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Income.....	\$133,432.66
Disbursements	
Local Funds (includes Checks 12833-12881 & dd11241-dd11300).....	\$478,299.66
Non direct-deposit payroll.....	\$16,505.49
State Funds (no checks).....	\$0.00
Total Disbursements.....	\$494,805.15
Net.....	-\$361,372.49
Change in cash position from last month.....	-\$363,129.71
Bank balance (all accounts).....	\$3,062,229.07
Less reserves and contingency.....	-\$700,000.00
Total available cash.....	\$2,362,229.07

Through a motion by Janice Broda, the financial information was accepted and filed for audit.

**RECOGNITION OF BRUCE PEERY'S RETIREMENT**

Doug Carlson mentioned that we planned to present Bruce Peery with a plaque recognizing his 13 years of service, however he was unable to attend the meeting. Bruce started at the District as an Inspector/Sprayer and a few years later was promoted to the Biologist/Entomologist position. Bruce brought a tremendous knowledge of biology to the District having worked many years in field positions conducting biological monitoring. He is truly a naturalist, something that one doesn't see too commonly today. His knowledge of entomology and related sciences will be missed by the District and he was wished well for the future.

**OLD BUSINESS**

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• **UPDATE ON COVID-19 IRMCD PRACTICES**

Sherry Burroughs provided an update on the District's efforts regarding COVID. She reported that on June 29<sup>th</sup>, Indian River County issued Emergency Order #2020-15 seeking voluntary compliance for individuals to wear face coverings to ensure the health, safety and welfare of the residents of Indian River County. At the District, "no mask, no entry" signage was posted at all external entry doors to the buildings. Staff are asked to wear face coverings when entering the buildings and when social distancing is not

possible. We currently have one person out due to COVID exposure.

- **PROGRESS INTEGRATING MAPVISION INTO THE DISTRICT'S OPERATIONS.**

Sherry updated the Board as to where the District is with integrating the database system into our operations. Josh Reilly and Victor Recendez have been chosen as our "super users" for the database. Josh has compiled and provided data sets to Leading Edge Associates (LEA) for incorporation into the new database. There will be a meeting with LEA on July 16 to discuss comments on the specifications document.

Doug reported that he has contacted two companies (Escrowtech, Praxis) who provide third party repository services. Both companies have been very forthcoming with providing information and at an upcoming meeting he will be providing a report as to what has been learned.

- **STATUS OF DEVELOPING A GENERATOR SYSTEM FOR DISTRICT OFFICE AND DRY CHEMICAL BUILDING (Attachment C).**

Doug referred to the attachment which provides an opinion of cost of approx. \$61K. In a conversation last week with Mr. Binkley (EDB Architects), Doug learned that their office is closed for health reasons but they expect to have the bid specs completed soon. Mr. Lowther inquired about the cost and noted that the architect was only proposing an 30kw generator and he recalled that the need was for an 48kw generator. Doug will inquire about the difference in sizes.

## **NEW BUSINESS**

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- **CONSIDERATION OF APPROVAL TO USE FMIT FOR GENERAL INSURANCE AND WORKERS COMP FOR FY 20-21**

Doug asked the Board for approval to continue to use FMIT for general insurance and workers comp services in FY 20-21. He mentioned that we have learned from our attorney that we are not required to go out for bid for insurance. Whenever we have done this in the past, the price from FMIT has always been lowest and their services have been the best offered. Some of their beneficial services include:

- Free employment law advice - We have used this several times and have been very pleased with the advice provided.
- Property Damage Mitigation Services - For disaster recovery such as hurricanes, they provide SynergyNDS for crisis planning, disaster response and loss recovery,
- Safety grants – Up to \$6K grants are provided annually to purchase safety equipment.

After some discussion, through a motion by Buck Vocelle, it passed to use FMIT for our general insurance and workers comp for FY 2020-21.

- **PRELIMINARY BUDGET CONSIDERATIONS.**

Mr. Carlson stated that the preliminary budget information needs to be submitted to FDACS by tomorrow (July 15). The formal process for final budget adoption will occur in September. Last week, Doug, Sherry and Diane Richards met individually with each commissioner and provided an overview of the budget options developed.

- The tax base is \$19.5 billion which is up 5.2% from the previous year.
- Three options (each with subsections) were presented for consideration: millages of 0.2436 (= rolledback rate), 0.2515 (= same as FY 19-20 rate) and 0.2755 (= 13.3% over rolled-back rate).
- Staff's recommendation was the 0.2515 rate which will provide adequate funding to accomplish most of the items that staff feels are important during the next fiscal year.
- This generates a budget of \$6.29M which is a decrease of 13.3% from the previous year.
- Four options within the 0.2515 rate were provided which offered different maximum merit pay rates. Staff's recommendation is using the 2-C option with a 2% max merit rate.

- A discussion item was whether to include a receptionist which staff feels would be beneficial. Using a temp agency for part of the year was mentioned as another option.

Some discussion occurred such as Mr. Vocelle's question about the internal budget development process and the importance of having supervisors involved. Mr. Vocelle encouraged reorganization/reclassification of job titles and job descriptions. Mr. Lowther stressed the importance of good communication during this (and other) work processes.

Through a motion by Buck Vocelle, it unanimously passed to accept Budget 2-C as the District's preliminary budget for FY 2020-21.

- **CONSIDERATION OF SECURING FIRM FOR FY 20-21 AUDIT**

Doug mentioned that CRI is engaged for our FY 19-20 audit which will be conducted in Fall 2020/Spring 2021. This is the last year of the 3-year agreement that we have with them and as part of that agreement they will do the October 1, 2020 chemical inventory even if we do not continue with them. CRI (Christina Noll-Rhan) has said that when a company/agency chooses to continue with a firm via an extension, it is customary that will be announced when the last audit in that cycle is completed. For us that would be in Winter/Spring 2021. The Board expressed their interest in staff going through the process of hiring an auditing firm (as per Florida Statutes) at the appropriate time to be prepared for the FY 2020-21 audit. Ms. Broda suggested that we begin preparation of the RFP for audit services.

## **DIRECTOR'S REPORT**

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- **TEMPORARY CONTROL.**

- **LARVICIDING-** Mr. Carlson reported that 1488 acres were aerially larvicided in June. The historical average for the month is 2366 acres. The last 5-year average is 3184.
- **ADULTICIDING.** During June, 1198 miles were sprayed. The historical average is 1347 mi. The last 5-year average is 1042 miles.
- **SERVICE REQUESTS.** 310 service requests were received in June. The historical average for the month is 127. The last 5-year average is 109 requests.

- **PERMANENT CONTROL**

Sherry reported that staff has started the drawdown process at Water Tower Impoundment, at the request of the Indian River Land Trust. Two culverts were opened today to begin the process as the water levels are very high and the remainder of the culverts will be opened by Wednesday. Culverts will then be closed on Tuesday, July 28 and the impoundment will be re-flooded. In addition, we are working with Courtney Electric to provide electrical repairs at the Oyster Bar pump station.

- **ARBOVIRUS SURVEILLANCE**

Mark Kartzinel reported that in June, there were 12 more West Nile positive cases in Miami-Dade, bringing the year-to-date total to 18. The majority of these individuals were asymptomatic blood donors who were reportedly homeless, offering no address or a fake address, making tracing difficult. Year-to-date there have been 15 locally transmitted cases of dengue between Monroe and Miami-Dade counties.

- **EDUCATIONAL ITEMS.**

- **WTTB RADIO.** Doug was interviewed by Bob Soos on June 23 using the National Mosquito Control Awareness Week as the primary topic of discussion.
- **CHRISTIAN FM.** On June 24, Mark Kartzinel was interviewed by the local Christian FM station (WSCF; 91.9) on mosquitoes and arboviruses.
- **PLANET VERO.** Doug was interviewed for the first time by Planet Vero on June 25. They broadcast their programs on WAXE (1370AM), 107.9FM, 101.7FM, Livestream.com and Facebook 'Live. While Mosquito Control Awareness Week was mentioned, the interview covered a broad spectrum of mosquito control-related topics.

**UPCOMING MEETINGS & EVENTS**

- August 11 @ 9:00AM
- September 8 @ 9AM (after OPEB mtg. at 9:00)
- Sept. 15 @ 5:01PM – Tentative Budget Hearing
- Sept. 22 @ 5:01PM – Final Budget Hearing
- Oct. 13 – first Board meeting of new fiscal year

**COMMENTS**

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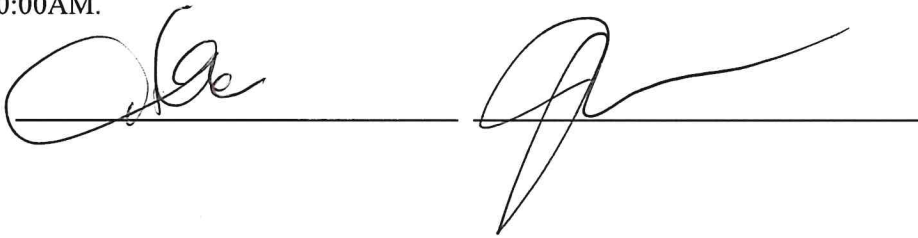
Mr. Jeff Andros stated that he made several public records requests that have not been provided, there was no public comment placed on the agenda, and he questioned why there was no opportunity for the citizens/public to participate in this meeting via Zoom. Doug Carlson provided a chronology showing the date the requests were received (July 1) and the dates the information was provided (July 6 and July 13). Doug was instructed by the Board to get with Mr. Andros after the meeting to further discuss the records requests. Mr. Vocelle suggested staff modify the meeting agendas to include a section for “Public Comment” and we advertise meetings via Zoom for public participation, as long as COVID-19 still exists.

**MOTION FOR ADJOURNMENT**

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As there was no further business to discuss, through a motion by Janice Broda, the meeting was adjourned at approx. 10:00AM.

Attest:

Two handwritten signatures are written over a horizontal line. The signature on the left is a cursive 'JG' and the signature on the right is a cursive 'JB'.