

Regular Board Meeting Minutes

Indian River Mosquito Control District

April 11, 2023 @ 6:00 PM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on April 11th, 2023 at the District Office.

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

Staff: Sherry Burroughs (Executive Director), Michael Hart (Director of Operations), Peter Jiang (Director of Scientific Programs), Johanna Avril (Human Resource Generalist), 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: Cherrief Jackson (Clarke), Richard Carnell (Fellsmere Joint Venture), Tom Lowther, Terry McGinn, and Kevin White

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 March 14, 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- Richard Carnell, with Fellsmere Joint Venture, provided a shrimp farm update, presented photographs to the Board, and discussed the outcome of the Environmental Control Board hearing. Mr. Carnell stated that there will be a bankruptcy hearing on Friday, April 14, 2023. He will provide the Executive Director with a copy of the Environmental Control Board and bankruptcy hearing documentation.

Terry McGinn provided an email regarding the availability of the products ordered for the board room's acoustic-audio visual project. The message included a link to a Board Meeting in Richland Township and stated, "it is about the public access for all reasons whether persons attend or watch historically."

VI. Old Business

A. Compensation Study Update

Johanna reported that the firm will be providing a draft of the compensation study by April 30th and Rehmann will present the study at the May 9th, 2023 Board meeting.

B. OPPAGA Performance Review Update

The District received a request for additional information on March 28th regarding the arbovirus program and asset inventories for FY2019-2020 and FY2020-2021, the data was submitted on the 31st. Commissioner Erpenbeck asked if the District will receive a copy of the draft report and when it will

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.

be provided. Staff stated the report should be completed in June by the third party and presented to OPPAGA. Staff has not been made aware if the District will receive the draft prior and what processes will follow for the OPPAGA presentation to the Legislature.

C. Herbicide Use Discussion (Attachment C)

Staff prepared a memorandum for the Board outlining the historical use of herbicides, costs for herbicides purchased and costs associated with training the Permanent Control staff. Staff recommends the strategic objective 1 of Goal 6 be re-written as follows and not to prohibit the use of any legally approved product. Commissioner Erpenbeck had concerns regarding changes to the Strategic Plan. Commissioner Broda requested that one permanent control staff be licensed since one licensed personnel can supervise up to fifteen employees to manage the herbicide application on the impoundments. Commissioner Kirkland suggested that at least two employees be licensed.

Permanent Control staff will be trained in invasive plant management techniques for use on the impoundment dikes. Two Permanent Control staff will obtain and maintain a public applicator license for natural areas by FY 2023-2024.

Commissioner Kirkland made the motion for two permanent control staff to be licensed and maintain a public applicator license and training for natural areas by FY 23-24 and the reinstatement to the strategic plan to be re-written as stated. Commissioner Broda seconded. Commissioner Erpenbeck opposed; motion passed.

D. Hurricane Nicole FEMA

Staff submitted Cost Share Reimbursement request for Bills impoundment on 4/3/2023 totaling \$80,506.11; anticipated reimbursement total from FEMA/State is \$70,442.85. Reimbursement request submitted for Oyster Bar impoundment on 4/5/2023 totaling \$25,899.64; anticipated reimbursement total from FEMA/State \$22,662.19. Reimbursement request submitted for Sebastian Inlet impoundment on 4/6/2023 totaling \$25,017.06; anticipated reimbursement total from FEMA/State \$21,899.93. Reimbursement request submitted for Schlitt's impoundment on 4/10/2023 totaling \$29,895.41; anticipated reimbursement total from FEMA/State \$26,158.48. The total reimbursement request to date is \$161,318.22 for Hurricane Nicole. Commissioner Broda requested to know when the District may receive reimbursement, staff stated that FEMA must do a site visit and they are very back logged.

E. Storage Cost Video Files (Attachment D)

The IT staff has prepared the video file storage cost estimate requested during the March 14th Board Meeting. The estimate includes 2 Toshiba hard disc drives, and 1 hard drive enclosure for a total of \$289.97.

Commissioner Kirkland made the motion to accept staff recommendation to proceed with the purchase of video file storage equipment. The Board unanimously approved; motion passed.

VII. New Business

A. Larvicide Presentation – Michael Hart and Morel Jules

Jules provided a presentation of the larvicide program to show what the larvicide department and District provides to the taxpayers of Indian River County for the Commissioners and public.

B. Intent to Issue Insurance Bid

Staff is seeking direction for insurance bid preparation, to proceed with a bid advertisement for General Liability, Breach Response and Cyber Liability, Automobile, Property, and Workers Compensation. The following ancillary products are also included: Executive Travel, Petroleum Storage Tank Liability, and Public Entities Pollution Legal Liability. This bid will exclude Health Insurance. After discussion, it was decided to table this item for agenda at the May 9, 2023 Board meeting.

C. Aerial Adulticide Bid Award (Attachment E)

Staff is recommending the Bid award to VDCI, based on comparison of treatment cost per acre, mission response time, and number of available FDACS licensed pilots. Commissioner Broda questioned the pollution liability in the VDCI bid response and was reassured that it is included on the certificate of insurance. Cherrief Jackson, with Clarke, was present for the award announcement and requested confirmation that only one company was awarded.

Commissioner Erpenbeck made the motion to award the Aerial Adulticide Bid. The Board unanimously approved; motion passed.

D. Audit Timeline (Attachment F)

Lisa stated the Board has until the end of FY 2023 to renew with the current auditor and reviewed the timeline for the auditor selection process. After discussion, a decision was made to proceed with a Request for Proposals and start the selection process.

Commissioner Kirkland made the motion to go out for bid and start the selection process for an Auditor. Commissioner Broda seconded. Commissioner Erpenbeck opposed; motion passed.

VIII. Director's Report

- Monthly Board report was submitted with Board packets. The report was reformatted and updated to include Research updates, the Waste Tire Program, and special project/activities, including FEMA, LiDAR, audio/visual improvements to the Board Room, IT Gap Assessment, Cybersecurity grant proposal, sentinel chicken coop fabrication and MapVision database.
- Sherry provided an update in response to Mr. McGinn that all the audio-visual components have been ordered and the consulting team has been obtained to help with the implementation and set up, but it is not to exceed \$500.00.
- The Research Entomologist position has closed, and staff are reviewing 22 applications with plans to schedule interviews next week.
- Sherry shared a presentation of photos and some video footage of Anastasia's new education center.

IX. Commissioner's Comments- None

X. Upcoming Meetings and Events

- Regular Board Meeting – May 9th, 2023 @ 6:00 PM
- 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

XI. Adjournment

Commissioner Erpenbeck made the motion to adjourn. The Board unanimously approved; meeting was adjourned at 7:40 PM.

Attest:


