

Regular Meeting Minutes

Indian River Mosquito Control District

October 12, 2021 @ 9:00 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on October 12th, 2021, at the District Office.

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

Staff: Sherry Burroughs (Executive Director), Lisa Ridley (Finance Director), Sarah McInnis (Senior Entomologist) and Johanna Avril (HR Generalist)

Visitors: Mark Seagrave (Florida City Gas), Forrest Smalley (Florida City Gas), Tori Bacheler (Kimley Horn), Calvin Flavors (Peninsula Pipeline), Solomon McClaskey (Peninsula Pipeline), John Burke (Peninsula Pipeline), and Barry Kennedy (Peninsula Pipeline).

I. **Call to Order** – Chair Broda called the meeting to order at 9:01 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 (September 7th, 14th and 21st). The Board unanimously approved; motion passed.

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

Sherry requested to add the procurement of scan tool for the shop as an item to the agenda under new business.

Commissioner Lowther made the motion to change to the meeting agenda. The Board unanimously approved; motion passed.

IV. **Public Comment** – None.

V. **Old Business**

A. **Generator Procurement** (Attachment C)

Staff received three quotes for the generator; two of the quotes exceed the budgeted amount. Staff recommended awarding the contract to Complete Generator Sales & Service. Chair Broda inquired if their quote included the slab and the permitting. Lisa confirmed that it did.

Commissioner Lowther made the motion to award the contract to Complete Generator Sales & Service. The Board unanimously approved; motion passed.

VI. New Business

A. Florida City Gas Presentation

Mark Seagrave provided a presentation regarding their plans to bring natural gas to the barrier island, crossing under the causeway at 510 to AIA. He provided an overview of their project, outlining the path and the expected timeframe for completion and asked the Board for any comments they had. The Commissioners expressed their appreciation to them for the informational presentation.

B. Attendance Policy (Attachment D)

Johanna provided an overview of attendance policy.

After some discussion, **Commissioner Lowther made the motion to approve Policy 2021-006, with the caveat that if staff found issues later down the road the policy would be brought back to the Board for revision. The Board vote 2:1 for approval; Commissioner Broda opposed; motion passed.**

C. Travel Reimbursement Policy (Attachment E)

Johanna provided an overview of the travel reimbursements policy. It was agreed that the policy would not differentiate between Commissioners and employees with regards to conference registrations and hotel reservations.

Action Item: ***Staff to revise the policy to remove the language regarding commissioner reimbursement for hotel and conference registration, submit to Legal for review and then resubmit to the Board at the next meeting for consideration of adoption.***

D. Discussion of IRLT Impoundment Drawdowns (Attachment F)

Staff have compiled the costs for the drawdowns over the last three years, outlining what has been invoiced (2019 and 2020) to the Land Trust versus the total cost. IRLT is tentatively scheduled to discuss their future drawdown plans with Board at the November meeting. Staff sought Board direction as to how to proceed with invoicing the costs for the 2021 drawdown. After much discussion, the Commissioners agreed to discuss the costs with the Land Trust at the next meeting.

Action Item: ***Staff to submit the itemized costs to the IRLT in advance of the November Board meeting.***

Commissioner Lowther left the meeting at 11:15 AM.

E. Discussion of Culvert Installation and Reimbursements (Attachment G)

Staff have one culvert to install for the County at Oyster Bar and five culverts to install at Sand Point for Lost Tree Village. Both of these projects are to be reimbursed, however there has not been any formal agreement in place for this type of work. LLW has prepared a draft reimbursement agreement which was submitted for discussion and Board direction regarding the concept of having such a document in place. Staff sought Board direction on whether to proceed with the reimbursement agreement for the County project or the Lost Tree Village project, or both. There was discussion regarding whether 100% of the costs would be charged to the County versus a for profit organization. After discussion, it was agreed that staff could move forward with the agreement and the discussion of the percent of the cost to be billed would be tabled until the next meeting.

Action Item: ***Staff to move forward with the agreements, including the cost estimates and reschedule item for the November meeting to continue the discussion of the billable amounts.***

F. Budget Amendment (Attachment H)

Lisa indicated that the budget amendment and associated resolution was for the state account, in the amount of \$5,952, for the proceeds from sale of equipment (Vehicles #202 and #252).

Commissioner Erpenbeck made the motion to approve Resolution Number 2021-007 and Budget Amendment #4. The Board unanimously approved; motion passed.

G. Procurement of Scan Tool for the Shop

Staff requested to utilize a portion of the capital funds already budgeted for mower head to procure a scan tool for the shop. The cost is \$6,195 with a one-year subscription for software updates of \$1,499, totaling \$7,694.

Commissioner Erpenbeck made the motion to approve the procurement of the scan tool in the amount of \$6,195 with a \$1,499 annual subscription. The Board unanimously approved; motion passed.

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

- **Impoundment drawdowns/early releases** – Staff opened South Knights on September 27th, South Bills, along with Middle and North Bills on Monday, October 4th, and Water Tower yesterday, October 11th.
- **Impoundments** –
 - Completed repair of pump station platform, at Golf Course.
 - Replaced chain link gate at the pump station at 73rd.
 - Ordered the bush hog mower in September; waiting on it to arrive.
 - Stabilized the culvert #1 at Sand Pointe (attachment of the photos of before and after were provided)
 - Prioritizing culverts to be replaced.
- **Larvicide** –
 - Max tide 25 inches; max rainfall last week 2.25 inches
 - Adult numbers 5 to 8 per minute
 - Conducted two field tests
 - **Altosid P35** at Garden Grove Woods – P35 is granular material with a 35-day residual. It was applied by drone at 7 pounds per acre on September 28th. The treatment was applied in the open area where IRLT had ground out the pepper trees. So far, the material is working well. Staff did observe *Culex nigripalpus* larvae but had a zero-landing rate on Friday the 8th.
 - **Natular SC** at Pine Island pump station and Bayview Hole East - The test was performed using the new liquid at Bayview Hole East and Pump Station Spot, in Pine Island on Tuesday the 5th. There were no new larvae at Pump Station Spot on Friday the 8th, which was 11ppt salinity. Bayview Hole, which was zero ppt salinity, had 1st -3rd instar *Culex nigripalpus* on the 8th. It did kill the initial broods in both locations, but the residual affect seems to not be if the same as the Natular 2EC.
- **MapVision – database** – Larvicide is fully operational. Surveillance is beginning to enter trap data and the service request module is implemented. Staff is waiting on the impoundment pump data form and to format reporting features.
- **MapVision – ULV application** – Five of the eight trucks are running the new application. All of the drivers have now been trained on the new system.

- **Website** – Staff reviewing site map from Revize.
- **Security and Fencing Improvements** – Staff requested quotes and are waiting on responses.
- **Administrative** – The bookkeeper has submitted rate increase starting January 1, 2022; increasing from \$100 to \$125 per month for the main account and from \$30 to \$35 for OPEB.

Sarah provided the following surveillance report.

Arbovirus

- Two human cases of West Nile (WN) virus in Collier County
- One horse with WN in Suwannee County
- Five sentinel chickens tested positive for WN in Charlotte, Duval, Lee, Sarasota and Walton Counties.
- No St. Louis Encephalitis (SLE) this week.
- One Eastern equine encephalitis (EEE) in an emu in Lake County and one sentinel in Walton County.
- One international travel related case of dengue.
- District flocks were negative for WN, SLE and EEE.

Weather

- Temperatures average a high of 88 and a low of 72.
- Average rainfall was 8.8 inches (0.278 average daily rainfall)
- Dry conditions led to decrease in adult numbers for the past two weeks
- Had several days of rain since Friday, therefore expecting an increase in larval and adult populations in the coming week.

ULV

- Treated 1,387 miles by ground ULV.
- Due to low trap numbers, ULV missions have been scaled back for the past two weeks.

Surveillance

- Service requests have decreased. Total for September was 27, as compared to the historical average of 21.
- Service requests and technician's note are being entered into MapVision.

Map Vision

- Staff using MapVision for larviciding, aduiciding, service requests and rain data.

VIII. Commissioner's Comments

- Commissioner Erpenbeck – He is interested in exploring opportunities to reduce global footprint, analyzing fuel consumption and looking into natural gas options. He also added that Collier MCD is expanding their district boundaries.
- Commissioner Broda – She thanked Michael Hart and Sarah McInnis for the field site visit to the Grove Place easement and encouraged her fellow commissioners to visit the site as well.


IX. Upcoming Meetings and Events

- Board Meeting – November 9th, 2021
- FMCA Annual Conference - November 15th- 18th, 2021
- Board Meeting – December 14th, 2021
- Board Meeting – January 11th, 2022
- FMCA Dodd Short Courses –starting January 31st, 2022

X. **Adjournment**

Commissioner Erpenbeck made the motion to adjourn. The Board unanimously approved. The meeting was adjourned at 11:45 AM.

Attest: _____



M. Erpenbeck