

Regular Board Meeting Minutes

Indian River Mosquito Control District

October 11, 2022 @ 9:00 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on October 11, 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), Sarah McInnis (Senior Entomologist), Morel Jules (Larvicide Supervisor), Josh Reilly (IT Specialist), and Melanie Pacot-Stansberry (Payroll Specialist)

Visitors: Lawrence Kyzer

I. Call to Order – Chairman Erpenbeck called the meeting to order at 9:00 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)

- September 6, 2022 Regular Board Meeting Minutes
- September 13, 2022 Tentative Budget Hearing Minutes
- September 20, 2022 Final Budget Hearing Minutes

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 Town Hall meeting has been set for December 8th at 6:00 pm at the District Office to solicit public comment prior to the stakeholder workshop. The workshop has been scheduled for December 15th and 16th, from 8:00 am to 5:00 pm both days, at the Indian River County Offices, Building B.

B. Compensation Study

The RFP was advertised with no respondents. Lisa contacted BidNet and selected additional categories which will make it available to over 70 prospective firms. It was readvertised on October 3rd and will close on October 24th.

VI. New Business

A. Policy Review – Chapter 9 Corrective Action, and Chapter 10 Separation of Employment (Attachment C)

Chapters 9 and 10 of the employee handbook were reviewed and revised, as necessary.

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.

Staff recommends approval of the policies as amended.

Commissioner Broda made the motion to approve Chapters 9 & 10 as amended. The Board unanimously approved; motion passed

B. Procurement Policy Update – Cone of Silence (Attachment D)

At the last meeting, the Board agreed with LLW's recommendation for the Board to adopt the cone of silence policy. Staff has amended the Procurement Policy, Section 8, Purchases Requiring Competitive Selection, to include the cone of silence provision.

Staff recommends approval of the cone of silence provision.

Commissioner Lowther made the motion to approve adding the cone of silence provision. The Board unanimously approved; motion passed

C. Bookkeeping Services

The District's long-term bookkeeper has notified staff that she is dropping her private clients. Staff consulted with the auditor and has determined there are sufficient internal controls to retain these services in house. Services will be performed in house for six months. It will be reevaluated to determine if we will continue to perform the services in house or if we need to go out for proposals.

VII. Director's Report

- FASD OPPAGA performance documentation and an update on performance reviews that will be conducted in 2023 were provided to the Commissioners.
- Drone legislation update given; a request is in process to modify the need for use in mosquito control

Sherry provided the following Operations Report.

- **Permanent Control/Impoundments**
 - Culverts opened in advance of pending hurricane. Culverts with research instrumentation at Water Tower remained closed.
 - Staff documenting areas that sustained minor damage and in need of repair.
 - LiDar presentation will be held at the November Board meeting.
- **Larvicide**
 - Maximum tide was 33.5" on the 26th, maximum daily rainfall 3.5" at 6th Avenue, monthly maximum rainfall reported 8.75" at 6th Avenue
 - Maximum adult numbers 30+ at 109th, Vickers Marsh, North Pine, Water Tower, 6th Avenue woods, Lowenstein, County Line, and Oyster Bar
 - Aerial - Fixed wing: 4 aerial missions totaling 2,826 acres were completed on the 13th, 14th, 16th, and 19th using Vectobac, Summit Bti and Censor.
 - Aerial - Drone work: 70 acres with Natular on the 15th at Forest Park, Medical Center Field, Golf View, and Garden Grove.
- **Adulticide**
 - 31 zones, totaling 327 miles were treated, this is below the historical average of 1,273 In September.
- **Service Requests**
 - Received 55 service requests; this is below the historical average of 118 for September

- 22 requests submitted through website, 30 requests by phone and 1 by email

- **Entomology**

- Arbovirus Surveillance
 - District: no activity
 - Statewide:
 - WNV: 161 sentinels (259 YTD), 1 human (2 YTD), 3 horses and 2 mosquito pools (4 YTD)
 - SLE: 7 sentinels (8 YTD)
 - EEE: 3 sentinels (58 YTD), 2 horses (11 YTD)
 - Flavivirus: 23 sentinels (16 YTD)
 - DEN: 254 travel related (474 YTD), 15 local, (23 YTD)
 - Bay, Charlotte, Collier, Hillsborough, Lee, Osceola, Palm Beach, Pinellas, and Sarasota are under a mosquito borne illness advisory
 - Miami-Dade and Volusia are under a mosquito borne illness alert
- Mosquito Surveillance
 - Graves aspirator
 - Total of 23 Cx. nigripalpus, 9 species, total population of 117
 - Lockwood aspirator
 - 93 Total Cx. nigripalpus, 4 species, total population of 107
 - The average populations for both Cx. nigripalpus and non-Culex species have increased for the month of September for the sentinel sites.
 - Average mosquito populations per sentinel site increased for the month of September.
 - Average mosquito populations for coastal and inland trap sites have increased, except for Rosewood, Sebastian and VLE, Jungle Trail and Vista Royale.

Lisa provided the following updates.

- **Security & Fencing Project**

- Access control system is fully functional, HR will be credentialing employees and creating ID badges. Fencing components are all installed, front gate entrance requires additional adjustment before final installation approval is granted.

Sherry provided the following report for Outreach.

- **Education & Outreach**

- Veteran's Association Meeting – November 19th
- Osceola Magnet School Fall Festival – November 5th

VIII. Commissioner's Comments

- Commissioner Broda mentioned that it is difficult to find information on the website. She is recommending that staff take a look at other mosquito control websites for functionality. She would like to see more information on scheduled treatment - for example last time sprayed, when and where the ULV treatments take place and when and where the plane is larviciding.
- Commissioner Lowther- None
- Commissioner Erpenbeck- None

IX. Upcoming Meetings and Events

- Regular Board Meeting – November 8th at 6:00 PM
- FMCA Annual Meeting – November 14th – 17th
- Strategic Planning Town Hall Meeting – December 8th at 6:00 PM

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

X. Adjournment

Commissioner Broda made the motion to adjourn. The Board unanimously approved; meeting was adjourned at 9:40 AM.

Attest: 
