

Regular Meeting Minutes

Indian River Mosquito Control District

May 10, 2022 @ 6:00 PM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on May 10th, 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 (Finance Director), Johanna Avril (HR Generalist), Sarah McInnis (Senior Entomologist), Josh Reilly (IT Specialist), Michael Hart (Larvicide Supervisor), Morel Jules (Impoundment Supervisor), and Melanie Pacot-Stansberry (Payroll Coordinator).

Visitors: Anna Kirkland and Jeff Summersill

I. **Call to Order** – Chairman Erpenbeck called the meeting to order at 6:00 PM.

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 consent agenda. The Board unanimously approved; motion passed.

Action Item - Staff to provide more memo detail to the monthly financial distribution reports per Commissioner Broda.

IV. **Public Comment** – none

V. **Old Business**

A. Security & Fencing Project (Attachment C)

A change order in the amount of \$4,785 is needed to address changes to the project for the gate installation. The Contractor will be installing a 12-inch culvert and removing asphalt at the south and north gates to install two PVC pipes for electrical conduit. The remaining project balance is under budget by \$40,090.24

Staff recommended approval of the change order in the amount of \$4,785.

Commissioner Lowther made a motion to approve staff recommendation. The Board unanimously approved; motion passed.

B. Auditor Engagement Letter (Attachment D)

The Board authorized contract extension to the auditing firm CRI for the current fiscal year at the February Board meeting. The letter of engagement is being submitted to the Board for an acknowledgement of the price increase of \$1,200 for these services.

VI. New Business

A. Budget Amendment (Attachment E)

A budget amendment is required to increase the Publications & Dues account by \$6,500 for payment of Sustaining Governmental Membership dues for the American Mosquito Control Association. Prior and current fiscal year AMCA dues will be paid from current year account.

Staff recommended approval of Budget Amendment #3 and adoption of Resolution 2022-002.

Commissioner Lowther made the motion to approve Budget Amendment #3 and Resolution 2022-002. The Board unanimously approved; motion passed.

B. Aerial Adulticiding Contract Amendment (Attachment F)

The District's aerial larvicide contractor, Thomas R. Summersill, Inc., has requested a contract amendment to address increased costs. The total cost per acre would increase from \$8 to \$11 per acre, the minimum acreage would decrease from 250 acres to 180 acres and there would be an additional \$2,000 positioning fee per job.

Staff recommended approval of the contract amendment.

Commissioner Broda made the motion to approve the contract amendment. The Board unanimously approved; motion passed.

C. Policy Review- Medical Leave (Attachment G)

The medical leave policy has been reviewed and revised to clarify the intent and the method of calculation of sick leave payments.

Staff recommended approval of the medical leave policy as amended.

Commissioner Lowther made the motion to approve the policy as amended. The Board unanimously approved; motion passed.

D. Strategic Planning

At the last meeting, staff discussed the need for the District to prepare a strategic plan.

Staff is requesting authorization to proceed with procurement of professional services this fiscal year to prepare a strategic plan.

Commissioner Lowther made the motion to proceed with procurement of professional services to prepare a strategic plan. The Board unanimously approved; motion passed.

E. Renewal of Insurance

Florida Municipal Insurance Trust (FMIT) has requested renewal information to be provided by the end of May for the new fiscal year. Staff sought Board authorization to proceed with renewing insurance with FMIT.

Staff recommended renewal of insurance with Florida Municipal Insurance Trust (FMIT).

Commissioner Erpenbeck suggested that staff plan to prepare an RFP for insurance for next fiscal year.

Commissioner Lowther made the motion to renew insurance with Florida Municipal Insurance Trust (FMIT). The Board unanimously approved; motion passed.

F. Discussion of Budget Considerations

Staff is preparing the budget. There are several items being considered.

- Compensation
 - Merit vs Standard Pay Raise
 - Cost of Living Adjustment
- Professional Services
 - Water Quality Monitoring of Impoundments
 - LiDAR work
 - Compensation & Pay Study
- Capital Projects- Vista Royale Dike Improvements
- Capital Equipment- portable pump

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

- **Special Projects/Capital Equipment Purchases-** Lisa provided the following report:
 - Generator- still in the permitting phase of project but the generator has been shipped
 - Fencing & Security- on schedule and all contractors are ready to begin work, permit has been completed
 - Still waiting on the bush hog mower
- **Permanent Control/Impoundments**
 - Began pumping up the south impoundments on April 18th
 - Golf Course pump was pulled and repaired a second time
 - Vickers pump was pulled and is at MWI for repair
 - Experiencing electrical issues at Oyster Bar pump, used portable MWI pump to continue pump up
 - Utilized portable MWI pump to assist in pump up of Vista Gardens, need to improve eastern dike at Schlitts Impoundment
- **Larvicide-** Hart provided the following Larvicide Program report
 - Maximum tide 23"; maximum rainfall reported was 4.2" at Medical Center Field
 - Maximum adult numbers 1- 5 countywide, with 15-20 in isolated areas along the lagoon
 - One aerial mission was completed on April 4th totaling 1,037 acres and 5th totaling 924 acres
 - April 6th, Inspectors participated in Domestic inspection training
- **Arbovirus Surveillance-** Sarah provided the following Surveillance and ULV report.
 - District: 1 chicken at the Fellsmere flock tested positive for EEE. It has been removed and the area will be treated as soon as weather permits.
 - Statewide: There has been 5 chickens positive for EEE throughout the State for the month of April bringing the total to 12 positive year-to-date. There has been 1 positive sentinel for both SLE and WNV year-to-dates. In April, one inconclusive sentinel chicken tested positive for a flavivirus and 5 statewide year-to-date. There were 4 imported cases of Dengue in April bringing the total to 17 statewide year-to-date.
- **Mosquito Surveillance**
 - The Graves aspirator had 30 total *Cx. nigripalpus*, compared to 19 the week before. Out of those populations, .2% are gravid. There were not enough specimens generated for dissection.
 - The Lockwood aspirator contained 55 *Cx. nigripalpus*, compared to 27 the week before. 34% of those females were gravid. There were not enough specimens generated for dissection.
 - *Cx. nigripalpus* has been the dominant species in the sentinel trap sites.

- The average sentinel trap sites total populations have increased for the month of April.
- For both inland and coastal trap sites, the numbers show the total populations increasing throughout March with the largest average being in April, which is to be expected.
- **ULV**
 - 92 miles treated, below the historical average of 406 due field data not supporting, but mainly due to wind conditions
 - 66 service requests compared to the historic average of 58.

Johanna provided an update on the City of Sebastian's Earth Day Event on April 23rd, 2022. It was a great event. May 21st Sherry will be speaking at the Veteran's Association.

VIII. Commissioner's Comments – none.

IX. Upcoming Meetings and Events

- OPEB Trust Meeting- June 7th, 2022 at 9:00 AM
- Board Meeting – June 7th, 2022 at 9:05 AM
- Florida Association of Special Districts- Annual Meeting June 13th- 16th
- Board Meeting- July 12th, 2022 at 6:00 PM
- Board Meeting- August 9th, 2022 at 9:00 AM

X. Adjournment

Commissioner Lowther made the motion to adjourn. The Board unanimously approved. The meeting was adjourned at 7:14 PM.

Attest:


