



South Walton County Mosquito Control District
2024-2025 Regular Board Meeting
Thursday, November 21, 2024 – 10:00 AM
Minutes of Meeting

The Board of Commissioners of the South Walton County Mosquito Control District held its Regular Board Meeting at the District Office at 774 North Highway 393, Santa Rosa Beach, Florida on November 21, 2024, at 10:00 AM.

Chairman Steve Young called the meeting to order on October 21st at 10:00 AM and opened with a Prayer and Pledge of Allegiance to the American Flag.

The Commissioners attending the meeting were Doug Liles, Steve Young, and Kristine Faulk. Attorney Amy Myers was present.

Staff Present: Darrin Dunwald, Director
 Cammie Henderson, Finance & HR Manager
 Gerry Williams, Operations Manager

APPROVAL OF MINUTES

October 17, 2024, Regular Board Meeting Minutes

Minutes were tabled, Commissioner Doug Liles would like the reason he voted no to be added to the minutes.

Action Item:

- Add additional information on October minutes to include reason for no vote.

PUBLIC COMMENT - NON-AGENDA ITEMS

Suzanne Harris: Would like to know the limits and card holders for company credit cards. Discussion ensued.

Limits	User
\$5,000 each	3 Commissioners and Director
\$100,000	Chemical Card
\$20,000	Amazon Card
\$5,000	Petty Cash Card
\$25,000	Large Purchase

Commissioner Doug Liles asked if the construction money had a separate account. Discussion ensued.

Action Item:

- Suzanne Harris wants to know why we don't have a Financial Advisor.
- Suzanne Harris requested to see last year's credit card statements and backup.



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Operations

Phase II (motion)

Darrin Dunwald's presentation regarding Phase II. Discussion ensued.

Commissioner Doug Liles wants to know how we went from approximately 14,000 Square Feet on the original RFQ to where we are now 36,000 Square Feet. Discussion ensued. Commissioner Doug Liles asked attorney Amy Myers about the difference in RFQ. Amy Myers said we are okay because the RFQ was designed and built. Darrin Dunwald recommends the CMU & concrete buildings at approximately \$11.5, based on overall economic and sustainability. Discussion ensued. Chairman Steve Young summarized the overall project and moved forward to get a motion.

Request for a motion to approve resolution 25-002 Phase II Service Order 8 DAG Architects.

Motion by: Commissioner Kristine Faulk

Second by: Chairman Steve Young

Motion approved: 2 to 1

Commissioner Doug Liles is voting against it because he feels we can do better. He wants individual prices on Phase II buildings.

Administration Building Update by Rob Dinwoodie. Discussion ensued.

Action Items:

- Commissioner Doug Liles is asking to have the price of each building separate.
- Commissioner Doug Liles wants the cost of a standard steel building.
- Commissioner Doug Liles wants the cost and budget dollars for the Administration Building and each building in Phase II. Cammie Henderson, Finance, stated that in 2017, the total construction cost was estimated to be \$12 million.
- Commissioner Doug Liles wants clear and concise answers. Simple matrix provided.

ADMINISTRATION'S REPORT

Financial Report for October – Discussion ensued.

October Expenditures. Discussion ensued.

Request for a motion to approve October expenditures as presented for CPA to review.

Motion by: Commissioner Doug Liles

Second by: Commissioner Kristine Faulk

Motion approved: Unanimously

Director Review Discussion ensued. Goals for 2024-2025. Discussion ensued.

Request for a motion to approve Director goals for 2024-2025.

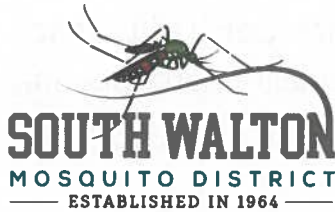
Motion by: Commissioner Kristine Faulk

Second by: Commissioner Doug Liles

Motion approved: Unanimously

Action Items:

- Chairman Steve Young to present goals to Darrin Dunwald for 2024-2025.



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LEGAL

October Billing (motion) – Discussion ensued.
Request for a motion to approve the October invoice.
Motion by: Commissioner Doug Liles
Second by: Commissioner Kristine Faulk
Motion approved: Unanimously

Action Items:

- Provide the schedule of record retention for Commissioners.

OPERATIONS (con't)

October Summary with Lab Report – Discussion ensued.
Two techs passed the aquatic herbicides and natural herbicides tests. Discussion ensued.

COMMISSIONERS

Seat – 1 Doug Liles – None
Seat – 2 Steve Young – None
Seat – 3 Kristine Faulk – None

ADDITIONAL NON-AGENDA ITEMS - None

PRIOR ACTOIN ITERMS

1. Commissioner Doug Liles asked for the preliminary cost of a metal structure. (Ongoing - waiting on design completion.)
2. County road access through property behind our facility during Phase II. (county not receptive – **closed November 2024**)
3. Commissioner Doug Liles asked about the realistic cost of a claim for drone liability (schedule for April).
4. Director Darrin Dunwald to check with other districts to see how they handled drone liability. (schedule for April)

ACTION ITEMS FROM OCTOBER BOARD MEETING:

5. Local agreements between Walton County. (Long process, cost sharing – situational) Board must vote before agreement is signed. (**Closed November 2024**)
6. Commissioner Doug Liles is asking our attorney to write a letter to the County about the outfall of SWCMCD ditches with property behind the facility. Commissioner Liles would like our stormwater engineer's opinion to review the property development behind SWCMCD. **Update 11/24** - Commissioner Liles wants letter to go to Board of Commissioners on outfalls. They don't have a MS4 on those ditches (Mosquito Control Ditches). We are not accountable for the storm water that goes in those ditches, we only maintain those ditches.



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7. Commissioner Doug Liles would like to see the Wharton-Smith payout. **(emailed it 10/28/2024 to all commissioners and Darrin Dunwald) Closed November 2024.**
8. Commissioner Doug Liles would like to know the content of items marked PFAS on the legal billing from Amy Myers. **Closed November 2024.**
9. Amy Myers will look at ditch maintenance, what we have done (historically), and the future of placing ditch debris on someone’s property. Is there any precedent with the county? Then, the district can look at the benefits/costs of moving forward—we need recommendations from Amy Myers. Amy confirmed that we need get agreement to leave ditch debris on property. **(Future Date move to April) Create a plan.**
10. Commissioner Doug Liles would like to see information regarding the taxation of material purchases. **(Included in the board packet.) Closed November 2024.**

ALL NEW ACTION ITEMS NOVEMBER MEETING

- Add reason/information for voting no to the October minutes.
- Financial Advisor
- Suzanne Harris requested to see last year’s credit card statements and backup.
- Commissioner Doug Liles would like to know the cost of each building in Phase II.
- Commissioner Doug Liles wants to know the cost of a standard steel building.
- Commissioner Doug Liles wants the cost and budget dollars for the Administration Building and each building in Phase II. Cammie Henderson, Finance, stated that in 2017, the total construction cost was estimated to be \$12 million.
- Commissioner Doug Liles wants clear and concise answers. Simple matrix.
- Chairman Steve Young will present the goals to Darrin Dunwald for 2024-2025.
- Finance will provide the schedule of record retention for Commissioners.

COMMENTS BY COMMISSION AND PUBLIC - None

Request for motion to Adjourn by Chairperson Steve Young

Motion by: Commissioner Doug Liles

Second by: Commissioner Kristine Faulk

Motion approved: Unanimously

Chairperson Kristine Faulk adjourned the meeting at 12:27 PM.

Chairperson Kristine Faulk: *Kristine Faulk*

Commissioner Steve Young: *St Y*

Commissioner Doug Liles: *Doug Liles*