

REGULAR BOARD MEETING

November 19, 2015

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 at 9:30 a.m.

The Commissioners attending the meeting were Timothy Norris, Ronald Faulk and John J. Magee. Also attending the meeting were Director Ben Brewer, Office Coordinator Geraldine Via, Pat Magee and Bob Hudson.

The meeting opened with a Prayer and Pledge of Allegiance to the American Flag.

A motion was made by Commissioner Norris, seconded by Commissioner Faulk to approve the minutes of the October 20, 2015 Regular Board Meeting. Motion passed unanimously.

Office Coordinator Geraldine Via presented two budget amendment revisions recommended to her by Stacy Reese, Administrative Assistant II with Florida Department of Agriculture and Consumer Services. She explained Budget Amendment #8 that was approved at the September Board Meeting needs to be corrected. The September 2015 Local Financial Report for the State has negative numbers in the "Balance to be Collected" column. The reason for the negative numbers is because we have received monies above the amount that was budgeted. These monies must be budgeted for the report to balance. Account #311, Ad Valorem will increase by \$13,506.56, Account #361, Interest Earnings will increase by \$162.66, Account #369, Misc/Refunds will increase by \$39,435 and Account #380, Other Sources will increase by \$1,092.03. This increase of \$31,196.25 will make the total for Budget Amendment #8 be \$54,196.25. To balance Account 52.2 Chemicals will increase by \$31,196.25 and Account \$89 Contingency will not decrease by the \$23,000 previously approved. The DACS September Financial Reports will reflect these changes. **A motion was made by Commissioner Norris, seconded by Commissioner Faulk to approve the revision of Budget Amendment #8 to increase the amount to \$54,196.25. Motion passed unanimously.** Local Budget Amendment #1 which was approved at the October Board Meeting also needs to be corrected. Account #380, Other Sources currently has budgeted \$433,969.20. This number should only be \$1,670.40. The remaining \$432,298.80 should be in the Beginning Fund Balance which will increase that amount to \$825,617.38. This amendment will decrease Account #380 by \$432,298.80 and increase the Beginning Fund Balance by \$432,298.80. The expenditures will remain the same. **A**

motion was made by Commissioner Norris, seconded by Commissioner Faulk to approve the revision to Budget Amendment #1 as presented. Motion passed unanimously.

Director Brewer presented the Financial Reports for October 2015.

Commissioner Magee asked for approval of the monthly expenditures list for the month of October 2015. **A motion was made by Commissioner Faulk, seconded by Commissioner Norris to approve the monthly expenditures list as presented. Motion passed unanimously.**

Resolution 2015-05 accepting a full and final settlement of all claims against BP and others resulting from the deepwater horizon oil spill, authorizing the execution and delivery of a general release and other necessary documents and providing an immediately effective date was presented to the Board for approval. The final settlement is in the amount of \$25,000. **A motion was made by Commissioner Norris, seconded by Commissioner Faulk to approve Resolution #2015-05. Motion passed unanimously.**

Director Brewer gave a status update on the administrative action items. He is finishing the job description for the entomologist/lab technician position. He has collected exit interviews from other agencies and is working to complete one for SWCMCD. He is looking into setting up a trust for the actuarial funds. He is working on new door hangers and using QR (Quick Response) codes to link the hanger to District information. He is also still working on a compensatory time policy. He handed out a report of the vehicles owned by the District showing which vehicles will be up for surplus.

Director Brewer recommended purchase of the Batwing mower which the funds had already been set aside. The Board agreed for it to be ordered by next meeting.

Director Brewer is looking into using aluminum chicken coops like the ones being used by North Walton Mosquito Control which seem to be stronger, easier to clean and more expensive. We will start with a couple of them to be placed in the more public sites.

Director Brewer has talked to Engineer Scott Jenkins about options for protecting the building from future flooding and is waiting for a drawing from Mr. Jenkins.

Director Brewer is waiting for the rain to stop to finish the parking lot and also for the electrician to finish with the electrical work for the gate.

The Board agreed to have the Christmas Luncheon at Applebee's on December 15, 2015.

Director Brewer asked for board approval for two extra days off for Christmas holidays, Monday, December 28 and Thursday, December 31. The Board agreed to Thursday, December 31. **A motion was made by Commissioner Faulk, seconded by Commissioner Norris to**

approve one extra day off on Thursday, December 31, 2015. Motion passed unanimously.

Director Brewer presented the Activity Report for the month of October 2015. There were four chickens positive for West Nile Virus. Commissioner Norris requested that a map with the chicken coop sites be added to the boardroom.

Upcoming meetings are the SE Regional Mosquito Control Entomology Workshop on December 7, 2015 at the Florida State University Campus in Panama City, Florida, the Florida Mosquito Control Association 2016 Dodd Short Courses in Altamonte Springs, FL on January 25-29, 2016 and the SE Regional Mosquito Control Workshop on March 7-8, 2016 at the FSU Campus in Panama City, FL.

Commissioner Magee suggested joining the Florida Association of Special Districts. **A motion was made by Commissioner Norris, seconded by Commissioner Faulk to approve joining the Florida Association of Special Districts. Motion passed unanimously.**

Commissioner Magee stated the dates for the Tallahassee Days has been scheduled for February 14 and 15, 2016 which is Valentine's Day on Sunday and President's Day on Monday. He is concerned about attendance on those dates.

Director Brewer stated his action items are to look into an attorney for OPEB Trust, purchase the batwing mower, call Dr. Roxanne Connelly, Florida Medical Entomology Laboratory, about the future of sentinel chickens, contact Applebee's to schedule the Christmas Luncheon, figure a way to illustrate site location of chicken coops to the Commissioners, look into sending part time employees for training, become member of Florida Association of Special Districts, contact FMCA about changing the date for Tallahassee Days, and to be sure the website is compliant.

Commissioner Magee asked if there are any public comments. Mr. Bob Hudson stated the Walton County Tax Payer's Association Board has asked him to attend mosquito control meetings. He stated the website is not compliant. It does not provide information to the general public in advance and he would like to see the minutes and supporting documents in advance. His request is for the district to provide this information on the website before the meeting.

A motion was made by Commissioner Norris, seconded by Commissioner Faulk to adjourn. Motion passed unanimously. Meeting adjourned at 11:04 a.m.

Tim Norris, Secretary

John Magee, Chairman