

South Walton County Mosquito Control District

REGULAR BOARD MEETING

January 16, 2017

Agenda

Call to Order

Invocation and Pledge

Approval of Minutes (motion)

Administration Items

1. Financial Reports for Dec 2017
2. Approval of Expenditures for Dec 2017 **(motion)**
3. Attorney Applicant Discussion **(motion)**
4. Purchase of Aquatic Vegetation Rake **(motion)**
5. Other

Operations

1. Activity Report
2. Initial Roll out of GovClarity- Field Force Software
3. Other

Announcements

1. 2018 FMCA Tallahassee Days Feb 5-6, Tallahassee FL
2. Other

Seat 1- Commissioner John Magee

Seat 2- Commissioner Tim Norris

Seat 3- Commissioner Ronnie Faulk

Restate New Action Items

Public Comments

Adjourn

REGULAR BOARD MEETING

December 19, 2017

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 were Director Ben Brewer and Office Coordinator Geraldine Via.

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

Director Brewer stated the minutes for the November meeting will be presented next month for approval.

The Financial Report for November 2017 was presented.

Commissioner Norris asked for approval of the November 2017 expenditures. **A motion was made by Commissioner Magee seconded by Commissioner Faulk to approve the monthly expenditures list for November 2017 as presented. Motion passed unanimously.**

Director Brewer presented the Board with a quote from Hydro Solutions Consulting, LLC regarding mosquito control drainage management. Amy Tracy, Senior Scientist with HSC joined the meeting by phone. She gave a brief history on her education and qualifications. Her project history includes assisting clients in regulatory compliance and experience with watershed restoration. Amy has served as the project lead for applied water resources project planning, pollutant load calculations, and best management practices retrofit alternatives. Additionally, she has experience conducting public meetings related to the development and implementation of watershed plans and experience in rule development and funding programs. HSC celebrates 10 years of providing clients the highest level and water, wastewater and stormwater design, permitting services and utility coordination and relocation design services. She is located in Fernandina Beach, Florida. **A motion was made by Commissioner Magee seconded by Commissioner Faulk to approve \$10,000 for the proposal from Hydro Solutions Consulting LLC. Motion passed unanimously.**

Commissioner Norris stated next on the agenda is Election of Officers. **A motion was made by Commissioner Faulk, seconded by Commissioner Norris to elect Commissioner Magee as Chairman. Motion passed unanimously.**

A motion was made by Commissioner Magee, seconded by Commissioner Norris to elect Commissioner Faulk as Secretary. Motion passed unanimously.

A motion was made by Commissioner Magee, seconded by Commissioner Faulk to elect Commissioner Norris as Treasurer/Vice Chairman. Motion passed unanimously.

Director Brewer is interested in purchasing an aquatic vegetation rake (AVR) for the excavator to be used to clean out the ditches. He has received a quote from Maximized Water Management, LLC for the amount of \$12,000. The Board discussed the purchase of the rake and would like more information such as what is included in the purchase, availability of replacement parts and warranty information.

Director Brewer presented the Activity Report for the month of November 2017. There was not a lot of adulticiding and the storm drain treatment was completed. There were six positive chickens for West Nile and two chickens positive for Eastern Equine Encephalitis. He stated *Culiseta Melanura* larva is hard to find and is the mosquito that spreads the EEE. There should be a total of seven new chicken coops completed by the middle of January.

Director Brewer announced the Florida Mosquito Control Association 2018 Dodd Short Courses January 21-26, 2018 in Altamonte Springs, Florida.

Commissioner Faulk suggested starting to search for a replacement for Office Coordinator Geraldine Via since she plans to retire in a year or so. Commissioners Norris and Magee agreed. He would like to attend the Florida Mosquito Control Association Tallahassee Days. Director Brewer stated the meeting will be February 5 & 6, 2018.

Commissioner Norris asked about seeing a drone. Commissioner Magee stated there will be a presentation at the upcoming FMCA Dodd Short Courses in January. He would like to have the outfalls mapped or a video with the drone. Director Brewer mentioned it would be a good idea to do a virtual tour of the ditches and outfalls using the county maps and google earth.

Director Brewer restated his action items. He will meet with Amy Tracy, get more information on the AVR, look into Styrofoam for roof of chicken coops, post Office Coordinator position, get information on FMCA Tallahassee Days, and research the purchase of a drone.

A motion was made by Commissioner Magee, seconded by Commissioner Faulk to adjourn. Motion passed unanimously. Meeting adjourned at 11:02a.m.

Ronald Faulk, Secretary

Timothy Norris, Chairman



Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

MOSQUITO CONTROL MONTHLY REPORT

Submit to:
Mosquito Control
3125 Conner Blvd, Bldg 6
Tallahassee, FL 32399-1650

ADAM H. PUTNAM
COMMISSIONER

Section 388.341 F.S., Rule 5E-13.027, F.A.C.
Telephone: (850) 617-7995; Fax (850) 617-7969

COUNTY/ DISTRICT South Walton County

FISCAL YEAR: 2017-2018

MONTH: December

LOCAL FUNDS RECEIPTS AND BALANCES

ACCT NO	DESCRIPTION	Budgeted Receipts	Monthly Receipts	Receipts Year to Date	Balance to Be Collected
311	Ad Valorem (Current/Delinquent)	\$ 2,409,532.00	\$ 1,340,652.45	\$ 1,962,103.17	\$ 447,428.83
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ -	\$ -	\$ -	\$ -
361	Interest Earnings	\$ 2,000.00	\$ 485.20	\$ 494.04	\$ 1,505.96
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
380	Other Sources	\$ 4,500.00	\$ 470.56	\$ 1,095.29	\$ 3,404.71
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 2,417,032.00	\$ 1,341,608.21	\$ 1,963,692.50	\$ 453,339.50
BEGINNING FUND BALANCE		\$ 1,685,370.72	\$ -	\$ -	\$ 1,685,370.72
Total Receipts & Balance		\$ 4,102,402.72	\$ 1,341,608.21	\$ 1,963,692.50	\$ 2,138,710.22

LOCAL FUNDS EXPENDITURES AND BALANCES

ACCT NO	Uniform Accounting System Transaction Code	Budgeted Expenditures	Monthly Expenditures	Expenditures Year to Date	Balance to Be Expended
10	Personal Services	\$ 808,770.25	\$ 54,383.62	\$ 189,966.27	\$ 618,803.98
20	Personal Services Benefits	\$ 423,146.31	\$ 41,580.85	\$ 117,614.35	\$ 305,531.96
30	Operating Expense	\$ 134,830.00	\$ 9,683.87	\$ 20,078.76	\$ 114,751.24
40	Travel & Per Diem	\$ 19,500.00	\$ 755.46	\$ 1,992.52	\$ 17,507.48
41	Communication Services	\$ 19,500.00	\$ 556.08	\$ 3,069.32	\$ 16,430.68
42	Freight Services	\$ 2,900.00	\$ 218.41	\$ 436.30	\$ 2,463.70
43	Utility Service	\$ 10,650.00	\$ 566.82	\$ 2,061.56	\$ 8,588.44
44	Rentals & Leases	\$ 53,250.00	\$ 187.23	\$ 493.49	\$ 52,756.51
45	Insurance	\$ 45,000.00	\$ -	\$ 28,497.12	\$ 16,502.88
46	Repairs & Maintenance	\$ 63,200.00	\$ 1,561.73	\$ 4,431.49	\$ 58,768.51
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 9,000.00	\$ -	\$ 255.00	\$ 8,745.00
49	Other Charges	\$ 6,500.00	\$ 218.60	\$ 1,396.77	\$ 5,103.23
51	Office Supplies	\$ 5,000.00	\$ 162.89	\$ 1,129.58	\$ 3,870.42
52.1	Gasoline/Oil/Lube	\$ 27,250.00	\$ 963.11	\$ 3,731.57	\$ 23,518.43
52.2	Chemicals	\$ 175,699.54	\$ -	\$ -	\$ 175,699.54
52.3	Protective Clothing	\$ 6,500.00	\$ (102.21)	\$ 844.66	\$ 5,655.34
52.4	Misc. Supplies	\$ 37,500.00	\$ 1,767.27	\$ 8,091.64	\$ 29,408.36
52.5	Tools & Implements	\$ 9,000.00	\$ 1,113.87	\$ 1,221.80	\$ 7,778.20
54	Publications & Dues	\$ 9,085.00	\$ 148.01	\$ 1,999.53	\$ 7,085.47
55	Training	\$ 11,995.00	\$ -	\$ 1,055.00	\$ 10,940.00
60	Capital Outlay	\$ 501,897.62	\$ 783.81	\$ 1,783.80	\$ 500,113.82
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 240,000.00	\$ -	\$ -	\$ 240,000.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 2,620,673.72	\$ 114,549.42	\$ 390,150.53	\$ 2,230,523.19
0.001	Reserves - Future Capital Outlay	\$ 1,176,729.00	\$ -	\$ -	\$ 1,176,729.00
0.002	Reserves - Self-Insurance	\$ 222,600.00	\$ -	\$ -	\$ 222,600.00
0.003	Reserves - Cash Balance to be Carried Forward	\$ 52,400.00	\$ -	\$ -	\$ 52,400.00
0.004	Reserves - Sick and Annual Leave	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
TOTAL RESERVES ENDING BALANCE		\$ 1,481,729.00	\$ -	\$ -	\$ 1,481,729.00
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 4,102,402.72	\$ 114,549.42	\$ 390,150.53	\$ 3,712,252.19
ENDING FUND BALANCE		\$ -	\$ 1,227,058.79	\$ 1,573,541.97	\$ (1,573,541.97)

By submission of this monthly report of receipts, expenditures, and balances, I attest it is true and correct.



Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

Submit to:
Mosquito Control
3125 Conner Blvd, Bldg 6
Tallahassee, FL 32399-1650

MOSQUITO CONTROL MONTHLY REPORT

ADAM H. PUTNAM
COMMISSIONER

Section 388.341 F.S., Rule 5E-13.027, F.A.C.
Telephone: (850) 617-7995; Fax (850) 617-7969

COUNTY/ DISTRICT South Walton County

FISCAL YEAR: 2017-2018

MONTH: December

STATE FUNDS RECEIPTS AND BALANCES

ACCT NO	DESCRIPTION	Budgeted Receipts	Monthly Receipts	Receipts Year to Date	Balance to Be Collected
311	Ad Valorem (Current/Delinquent)	\$ -	\$ -	\$ -	\$ -
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ -	\$ -	\$ -	\$ -
361	Interest Earnings	\$ 5.00	\$ 0.27	\$ 0.60	\$ 4.40
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 5,188.20	\$ 224.10	\$ 3,412.30	\$ 1,775.90
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 5,193.20	\$ 224.37	\$ 3,412.90	\$ 1,780.30
BEGINNING FUND BALANCE		\$ 3,031.12	\$ -	\$ -	\$ 3,031.12
Total Receipts & Balance		\$ 8,224.32	\$ 224.37	\$ 3,412.90	\$ 4,811.42

STATE FUNDS EXPENDITURES AND BALANCES

ACCT NO	Uniform Accounting System Transaction Code	Budgeted Expenditures	Monthly Expenditures	Expenditures Year to Date	Balance to Be Expended
10	Personal Services	\$ -	\$ -	\$ -	\$ -
20	Personal Services Benefits	\$ -	\$ -	\$ -	\$ -
30	Operating Expense	\$ -	\$ -	\$ -	\$ -
40	Travel & Per Diem	\$ -	\$ -	\$ -	\$ -
41	Communication Services	\$ -	\$ -	\$ -	\$ -
42	Freight Services	\$ -	\$ -	\$ -	\$ -
43	Utility Service	\$ -	\$ -	\$ -	\$ -
44	Rentals & Leases	\$ -	\$ -	\$ -	\$ -
45	Insurance	\$ -	\$ -	\$ -	\$ -
46	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
47	Printing and Binding	\$ -	\$ -	\$ -	\$ -
48	Promotional Activities	\$ -	\$ -	\$ -	\$ -
49	Other Charges	\$ 25.00	\$ -	\$ -	\$ 25.00
51	Office Supplies	\$ -	\$ -	\$ -	\$ -
52.1	Gasoline/Oil/Lube	\$ -	\$ -	\$ -	\$ -
52.2	Chemicals	\$ -	\$ -	\$ -	\$ -
52.3	Protective Clothing	\$ -	\$ -	\$ -	\$ -
52.4	Misc. Supplies	\$ -	\$ -	\$ -	\$ -
52.5	Tools & Implements	\$ -	\$ -	\$ -	\$ -
54	Publications & Dues	\$ -	\$ -	\$ -	\$ -
55	Training	\$ 8,199.32	\$ -	\$ -	\$ 8,199.32
60	Capital Outlay	\$ -	\$ -	\$ -	\$ -
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ -	\$ -	\$ -	\$ -
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 8,224.32	\$ -	\$ -	\$ 8,224.32
0.001	Reserves - Future Capital Outlay	\$ -	\$ -	\$ -	\$ -
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ -	\$ -	\$ -	\$ -
0.004	Reserves - Sick and Annual Leave	\$ -	\$ -	\$ -	\$ -
TOTAL RESERVES ENDING BALANCE		\$ -	\$ -	\$ -	\$ -
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 8,224.32	\$ -	\$ -	\$ 8,224.32
ENDING FUND BALANCE		\$ -	\$ 224.37	\$ 3,412.90	\$ (3,412.90)

By submission of this monthly report of receipts, expenditures, and balances, I attest it is true and correct.

**South Walton County Mosquito Cont. Dis
Check Register**

For the Period From Dec 1, 2017 to Dec 31, 2017

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acct	Amount
EFT	12/1/17	Trustmark	102001	30.60
EFT	12/1/17	State of Florida Disbursement Unit	102001	498.85
EFT	12/1/17	Florida Retirement System	102001	10,164.92
4181	12/6/17	Harley Sampson Jr.	102001	146.00
4182	12/7/17	AXA Equitable	102001	252.29
4183	12/12/17	U. S. Postal Service	102001	188.00
4184	12/12/17	Blue Tarp Financial, Inc.	102001	347.65
4185	12/12/17	Ace Hardware of South Walton	102001	4.78
4186	12/12/17	FedEx	102001	218.41
4187	12/12/17	Florida Mosquito Control Association	102001	1,561.00
4188	12/12/17	Liberty National Life Insurance Company	102001	263.55
4189	12/12/17	American Family Life Assurance Company	102001	960.53
4190	12/12/17	Publix Super Market, Inc.	102001	147.13
4191	12/12/17	O'Reilly Automotive, Inc.	102001	119.04
4192	12/12/17	Regional Utilities of Walton County	102001	64.47
4193	12/12/17	Home Depot Credit Services	102001	298.00
4194	12/12/17	Vulcan Construction Materials, LP	102001	659.05
4195	12/12/17	Choctawhatchee Electric Cooperative	102001	502.35
4196	12/12/17	Retif Oil & Fuel LLC	102001	907.93
4197	12/12/17	Preferred Governmental Insurance Trust	102001	3,192.00
4198	12/12/17	Airgas	102001	391.31
4199	12/12/17	Verizon Wireless	102001	556.08
4200	12/12/17	First Bankcard Services	102001	1,254.29
4201	12/12/17	Coppins Monroe PA	102001	442.00
4202	12/12/17	Fletcher's Mobile Detailing, Inc.	102001	225.00
4203	12/12/17	Lowe's	102001	873.78
Direct Deposit	12/13/17	Payroll # 6	102001	19,098.95
EFT	12/13/17	Internal Revenue Service	102001	6,237.49
EFT	12/13/17	State of Florida Disbursement Unit	102001	498.85
EFT	12/13/17	Nationwide	102001	670.00
4204	12/18/17	John J. Magee	102001	799.10
4205	12/18/17	Mass Mutual	102001	2,492.80
4206	12/18/17	Warren Averett, LLC	102001	7,000.00
4207	12/18/17	Foster & Foster, Inc.	102001	1,300.00
4208	12/19/17	Walton County Board of Commissioners	102001	16,864.39
4209	12/19/17	Bankers Security Life Insurance	102001	70.42
4210	12/19/17	Guardian	102001	1,120.41
4211	12/19/17	Met Life Insurance Company	102001	297.15
3956V	12/21/17	Florida Mosquito Control Association	102001	-1,561.00
Direct Deposit	12/27/17	Payroll # 7	102001	17,986.85
EFT	12/27/17	Internal Revenue Service	102001	5,993.65
EFT	12/27/17	State of Florida Disbursement Unit	102001	498.85
EFT	12/27/17	Nationwide	102001	670.00
EFT	12/27/17	Florida Retirement System	102001	6,863.97
4212	12/28/17	Constitution Life Insurance Company	102001	818.71
4213	12/28/17	UNUM	102001	680.85
4214	12/28/17	DEX Imaging	102001	27.64
4215	12/28/17	I Fix Computers	102001	565.37
4216	12/28/17	Wal Mart Community	102001	95.16
4217	12/28/17	Melhorn's Mini Market	102001	57.97
4218	12/28/17	Blue Tarp Financial, Inc.	102001	341.59
4219	12/28/17	UniFirst Corporation	102001	553.87
4220	12/28/17	Airgas	102001	319.22
4221	12/28/17	Ronco Electric Service, LLC	102001	417.00
Total				115,048.27

SOUTH WALTON COUNTY MOSQUITO CONTROL DISTRICT

Activity Report -- Month of December 2017

All programs operated as usual.

Adulticide used: 2.33 - gallons - Kontrol 30 30 totaling \$ 126.98
 .75 - gallons . Deltagard totaling \$ 130.25

Larvicide/herbicide used:

12 . ounces Coco Bear \$ 1.75
4 - each Altosid XR slim \$ 12.92
139 - pounds Fourstar BTI CRG \$1,572.09
1 . pound Vectolex WDG \$ 59.50
.25 . pound Vectobac WDG \$ 8.62

Service requests:

2 - Thank you
1 - Spray
1 - Inspections
1 - Ditch

12 chickens were tested positive in December - WN

1 . WN collection date 11/20 reported 12/22 . Band # 20 Site B21B . Mathews
11 -WN collection date 12/18 reported 12/29 - Band # 14 Site B11B . County Line (East)
 Band #466 Site B13B - Goldsby Road
 Band # 26 Site B14B - Christian International
 Band #19 & #30 Site B21B - Mathews
 Band #32 Site B2B - Sandestin
 Band #583 Site B3B - Hogans Hardwood
 Band #584 Site B7B - Substation
 Band #589 Site SW11 - 2524 N Hwy 393
 Band #520 Site SW17 - 393 South
 Band #331 Site SW18 - Walton Way

North Walton Mosquito Control had 2 chickens positive 1 WN and 1 EEE in December.