



South Walton County Mosquito Control District
2021-2022 Regular Board Meeting
Wednesday, October 27, 2021 – 3:00 PM
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 October 27, 2021 @ 3:00 PM.

Commissioner Donna Johns called the meeting to order at 3:02 PM and opened with a Prayer and Pledge of Allegiance to the American Flag.

The Commissioners attending the meeting were, Doug Liles and Donna Johns and Kristine Faulk phoned in for the meeting. Laura Donaldson, attorney, attended in-person.

Staff Present: Darrin Dunwald, Director
Cammie Henderson, Office Manager

Public: Amy Tracy, Dewberry - Hydro
Julie Ogle

APPROVAL OF MINUTES

September 21, 2021 Regular Board Meeting Minutes motion to approve.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

September 24, 2021 Final Budget Hearing Minutes motion to approve.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Ratification of Emergency Meeting

September 22, 2021 Tentative Budget Hearing Minutes motion to approve.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

PUBLIC COMMENT - NON-AGENDA ITEMS - None

ADMINISTRATION'S REPORT

Financial Tentative Report for September 2021 discussion ensued.

Request for motion to approval September Expenditures as presented by Donna Johns.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously



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Performance Reviews discussion ensued.

Request motion to approve Revised Performance increases as presented by Donna Johns.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Cost of Living discussion ensued. Will move forward with the amount approved in the budget at 5%.

Director Performance Review discussion ensued. Motion to approve:

5% performance increase and 5% cost of living increase for the Director.

Approval for Laura Donaldson to complete an Amendment to Employment Agreement and Present for signatures by Chairman and Director. Increases effective 10/1/2021

Motioned requested by Donna Johns.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Labor Report discussion ensued on open Mechanic position.

LEGAL

September Billing

Request for motion to approval Legal expenditures as presented by Donna Johns.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

OPERATIONS

September Summary – Discussion ensued

Spray Missions Chart

Service Request Chart

Building Location – Discussion ensued. Building recommendations to build on the East side of the ditch to eliminate the need for a new bridge. Commissioner Liles requested weekly meeting is DAG.

Surface Water Model Development – Project Status Update by Amy Tracy. Discussion ensued after presentation.

COMMISSIONERS

Seat – 1 Doug Liles

Requested information about product availability. Was there any product not available?

Seat – 2 Donna Johns

Seat – 3 Kristine Faulk



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OLD BUSINESS

- Update Travel Policy – tabled until November 11th meeting
- Credit Card Policy – tabled until November 11th meeting
- Update fence– tabled until November 11th meeting
- Certified Letter to Palmetto HOA regarding fence– tabled until November 11th meeting
- Auditor Selection Information – Posted in papers & website in September - October

NEW BUSINESS

- Branding importance – Discussion ensued about developing a DBA. We will follow up next meeting.
- YES, Your Environmental Services – suggestion for DBA - Looking at a naming contest.

COMMENTS BY COMMISSION AND PUBLIC - None

Request for motion to Adjourn by Donna Johns.

- Motioned by: Commissioner Doug Liles
- Seconded by: Commissioner Kristine Faulk
- Motion approved: Unanimously

Adjourn meeting by Madam Commissioner Donna Johns at 5:03 PM.

Madam Chairman Kristine Faulk: *Kristine Faulk*
Commissioner Doug Liles: *Doug Liles*
Commissioner Donna Johns: *Donna Johns*

Next Scheduled Meeting(s):

Regular Board Meeting: November 11, 2021 – 10 AM – SWCMCD, 774 N County Hwy 393, Santa Rosa Beach, FL 32459