



South Walton County Mosquito Control District  
2021-2022 Regular Board Meeting  
Thursday, December 16, 2021 – 10:00 AM  
**Minutes of Meeting**

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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 December 16, 2021 @ 10:00 AM.

Madam Chairman Faulk called the meeting to order at 10:01 AM and opened with a Prayer and Pledge of Allegiance to the American Flag.

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

Staff Present:     Darrin Dunwald, Director  
                      Cammie Henderson, Office Manager  
                      Rich Mitchell, Environmental Ops Manager

Public:             Geraldine Via  
                      Timothy Yandell  
                      Amy Myers

#### APPROVAL OF MINUTES

November 11, 2021 Regular Board Meeting Minutes motion to approve.

Motioned by: Commissioner Donna Johns

Seconded by: Doug Liles

Motion approved: Unanimously

#### PUBLIC COMMENT - NON-AGENDA ITEMS

Timothy Reed Yandell – UAS Solutions

Presented information on his company and drone capabilities

#### ADMINISTRATION'S REPORT

Financial Report for Year-End

Budget Amendment #3 2020-2021 (motion)

Request for motion to approval Budget Amendment #3 as presented by Kristine Faulk.

Motioned by: Commissioner Donna Johns

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Financial Report for October

October Expenditure (motion)

Request for motion to approval October expenditure as presented by Kristine Faulk.

Motioned by: Commissioner Donna Johns

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Financial Report for November



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November Expenditures

Request for motion to approval November expenditure as presented by Kristine Faulk.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Donna Johns

Motion approved: Unanimously

Budget Amendment #1 2021-2022

Capital Expenditures additions with carryover dollars

Request for motion to approval capital expenditure by Kristine Faulk.

Motioned by: Commissioner Donna Johns

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Labor Report

New Lead Mosquito Control Tech position, discussion ensued

Mechanic position, discussion ensued

PT to FT promotion for Mosquito Control Tech

Request for motion to approval promotion of Cameron Williams to Lead Mosquito Control Tech and Shad Farmer to Mechanic by Kristine Faulk.

Motioned by: Commissioner Donna Johns

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Resolution 2022-04 – Employee Recognition and Event Funding Policy (motion)

Request for motion to approval Employee Recognition & Event Funding Policy with change after January 1, 2022, must be held in South Walton County by Kristine Faulk.

Motioned by: Commissioner Donna Johns

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

End of the Year Holidays (motion)

Request for motion to approval 3 administrative day and to be closed December 23 – December 31 by Kristine Faulk.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Donna Johns

Motion approved: Unanimously

LEGAL

November Billing

Request for motion to approval Legal expenditures as presented by Kristine Faulk.

Motioned by: Commissioner Doug Liles

Seconded by: Donna Johns

Motion approved: Unanimously

Leave donation policy change

Request for motion to revise policy to include donation during company shut down by Kristine Faulk.

Motioned by: Commissioner Doug Liles

Seconded by: Donna Johns

Motion approved: Unanimously



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OPERATIONS

November Summary – Discussion ensued

DAG Changes – Discussion ensued; new information tabled by Doug Liles until January meeting

COMMISSIONERS

Seat – 1 Doug Liles

Outsource new bookkeeper for fraud prevention, discussion ensued

Monthly review prior to board meeting

Suggested Geraldine Via could review, check signatures on checks, etc...

Preparation for future state performance audits, discussion ensued.

Where are we at in preparing for the audits – September 2023 audits start

Construction manager update – no construction documents, discussion ensued.

Move forward with RFP.

Library of Consultants – Laura to provide a draft contract to Darrin. Discussion ensued.

Update on 2021 board action items – running total of the year for the next year

Seat – 2 Donna Johns

Grant – appropriations were sent into Rep Drake and Senator Gainer

Updated on Auditor Selection

Monday, posting on Demand Star, NW FL Daily News, and DeFuniak Herald

Bid due January 24, 2022 @ 3:00 PM

Update on contract with the county (re: board attendance, etc.)

Discussion ensued – are we voting members? No

Disclaimer for Storm Water for TRC

Laura will send Darrin documentation

Laura will send Commissioner documentation about TRC voting

Seat – 3 Kristine Faulk

OLD BUSINESS

Update fence – Starts January 3, 2022

Certified Letter to Palmetto HOA regarding fence – mailed certified

DBA - tabled

IT – Still using Robert – tabled until next meeting.

Lumen – send contract to Laura

Engineering Group – These fall under library of consultants discussed earlier by Doug Liles

NEW BUSINESS

January Board Meeting Date – Moved to January 25 at 10AM.

Financial Manager Consultant

FDIC – protection for balance

Health of Bank

Contact FMCA about new fee structure

RFP Construction Manager

COMMENTS BY COMMISSION AND PUBLIC - None



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Request for motion to Adjourn by Commissioner Kristine Faulk

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Donna Johns

Motion approved: Unanimously

Adjourn meeting by Madam Chairman Kristine Faulk at 12:53 PM.

Madam Chairman Kristine Faulk:

*Kristine Faulk*

Commissioner Doug Liles:

*Doug Liles*

Commissioner Donna Johns:

*Donna Johns*

**Next Scheduled Meeting(s):**

Regular Board Meeting: January 25, 2022 – 10 AM – SWCMCD, 774 N County Hwy 393, Santa Rosa Beach, FL 32459