

Commissioners of the Lee County Mosquito/Hyacinth Control District (LCMCD/LCHCD) held a regular Board meeting, November 30, 2017, at 10:00 a.m. in the Auditorium at District headquarters, 15191 Homestead Rd., Lehigh Acres, Florida.

**PRESENT:** Vice-Chairman William M. Ellis, Secretary-Treasurer Brian F. Farrar, Commissioners Ed Brantley, George "Pat" Mann, Bruce C. Scott

**STAFF:** Wayne Gale – Executive Director, Assistant Director - Dr. David Hoel, Russ Baker - Chief Financial Officer, Shelly Redovan - Deputy Director Communications & Education, Eric Jackson – Public Information Officer

**VISITORS:** Jamie Saunders, St. James City, FL

**PUBLIC COMMENTS:** None

**MINUTES APPROVAL** – Vice-Chairman Ellis requested Board approval for the October meeting minutes. Commissioner Mann made the motion to approve the minutes. Commissioner Farrar seconded the motion and the Board unanimously approved the minutes.

**LEE COUNTY HEALTH DEPARTMENT REPORT** – Jennifer Roth, Director of Epidemiology advised the Board that West Nile Virus (WNV) is still circulating and last week 25 chickens tested positive throughout the state. The District is investigating to see if we have had any positive cases. She will keep the Board informed. Flu is far below where we were this time last year. It is early in the season our county usually peaks in February. The yellow fever vaccine from Europe is approved for Lee County and will be available at the Health Department. Travel vaccines will be provided at the Health Department location.

**EMPLOYEE HANDBOOK UPDATES** – Susan Merris, Human Resources Director provided information on the summary in the packets. The Paid Time Off (PTO) policy contains the majority of changes in the package. Overall employees understand the changes and have accepted them well. The last two pay cycles have gone much quicker according to Russ Baker, CFO. Commissioner Ellis requested a motion to approve the handbook updates as presented. Commissioner Mann made the motion to approve the revised handbook updates. Commissioner Scott seconded the motion and the Board approved unanimously.

**PROJECTS UPDATE:** Dr. David Hoel advised that one of the King Airs has arrived and the other should be here within the next week. The A-Star deliveries will begin in March. The aircraft are fully assembled by Airbus and the spray systems will be installed prior to them arriving. They should be arriving in 10-14 day intervals with the last arriving around the first week of May. Three pilots have been scheduled for training and the mechanics are going in small groups to their facility in Dallas for training. Commissioner Mann asked about our stockpile of parts for these new aircraft. There will be a list of parts provided that we will need on hand but due to the newness of the aircraft and the warranty our parts inventory will be reduced. We are also getting an outside assessment of the parts we will be trading in. Hueys are going to be sold with their spare parts to help decrease our stockpile of parts. We want to be 100% sure, we can handle any mosquito problems that may arise before we get rid of our current inventory.

Dr. Hoel stated that we did replace one of the shade tents damaged by Hurricane Irma and the other three are being worked on. They repairs should be completed by the next Board meeting.

Concerning the plant debris from Hurricane Irma there is a large pile that the cleanup organization begin chipping by the start of January and removal of the chipped wood will commence. They will probably be unloading debris for two more months.

This past week Dr. Hoel and Director Gale went to the United States Department of Agriculture (USDA) in Miami to look at their X-ray machine. They showed us how they use the cooling system to keep the machine cool and LCMCD has looked at a RadSource model V2400 that is a vertical machine. RadSource is in Suwanee, GA and would be available to service them. They do come with a 1-year warranty. They showed us some of the auxiliary equipment used to measure radiation coming from the machine. We also met with an insect geneticist who will be testing in Gainesville to figure out what doses we need to irradiate the mosquitoes. He will be here in December to provide consultation. The Sterile Insect Technique (SIT) Building is proceeding but at a slower pace right now due to staff working on hurricane recovery. Commissioner Mann asked about the life expectancy of the X-ray tubes. Dr. Hoel believes it is 3 years but has promised to look into that figure to make certain. The entire process is an extremely hot process. The room will not have to be lead lined since the cabinet is self-contained to handle the cans of pupae for x-raying. The safety process and the testing process of the males involves a strict quality assurance program. The District will create a public information release sometime in March regarding this subject. We have to have at least one-year's mosquito surveillance prior to any sterile insect release. This is not a genetically modified mosquito technique and we will need to put out good solid information to the public so there will be not issues or misunderstanding in the future concerning this.

**DIRECTOR'S REPORT:** Executive Director Gale reported that the District has received a public information requests regarding the Woodstock Airport. There is a group that is challenging the use of the facility and has stated that we will be receiving service of legal documents opposing the use of the facility as an airport. We have not at this time received service. We will have more information once service has occurred. There will be a meeting with our attorneys to see what it means and what our options are. Director Gale is unsure how many people are involved until service has been performed.

The Florida Mosquito Control Association annual meeting was just held and very well attended. The District is holding the Annual Fly-In January 9 through the 11<sup>th</sup>. The Dodd Short Course will be the 22-26<sup>th</sup> of January. Commissioners Day is usually the Tuesday of that week and asked the Board members to please let us know if they plan to attend. Executive Director Gale will be traveling on behalf of the American Mosquito Control Association (AMCA) to Louisiana, December 4-7, California Vector Control Meeting, January 28-31 and then the AMCA annual meeting where he will relinquish his presidency.

Director reminded the Board that the next monthly Board meeting will be December 14.

Director turned the next comments over to Chief Financial Officer, Russ Baker to discuss the lease purchase agreement.

**REFUND RESOLUTION** – Russ Baker, Chief Financial Officer requested approval of a resolution to refund the helicopter purchase deposit. What happens for tax purposes is we have to have the resolution so that we can pay ourselves back for our upfront money of 20%. The resolution allows us to pay ourselves back to comply with Internal Revenue Service (IRS) regulations. Commissioner Farrar made motion; Commissioner Scott seconded the motion to approve the resolution. The Board unanimously approved.

**BUDGET AMENDMENTS** – Russ Baker, CFO, requested to delay approval of the budget amendments at a later date and apologized for not having information for them earlier. Russ has not had a chance to review and present the finalized reports to Director Gale, this is the year we switch to a modified accrual basis of accounting and due to the sale of helicopters and property and a large amount of old parts we are making the adjustment in inventory now to value these older parts. Russ asked the Board if they would approve his presenting the Budget amendment at a later date. The Board approved and Russ will have the resolution at the next meeting.

**FINANCIAL UPDATE:** Commissioner Farrar, Secretary Treasurer will review the financial report with the Board. He began with Hyacinth Control whose expenses are relatively consistent with last year. After completion of his review, Commissioner Farrar

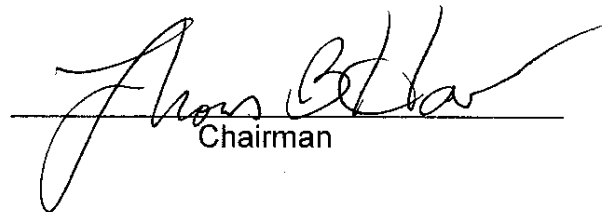
made the motion approve the Hyacinth Control report as presented. Commissioner Mann seconded the motion and the Board approved with no dissenting votes.

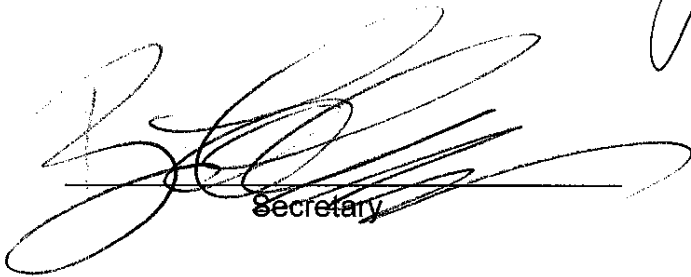
Commissioner Farrar next presented the Mosquito Control report. Upon completion of his report, Commissioner Farrar made a motion to approve the Mosquito financials as read. Commissioner Brantley seconded the motion and the Board unanimously approved.

Commissioner Farrar attended the FMCA conference and observed that our presentations pointed up how advanced Lee County Mosquito Control is compared to many of the Districts and the fact that our staff provide education, information and assistance to smaller districts in any way possible. Our presence was much appreciated and the event went smoothly.

Director Gale advised the Board that when former Executive Director William Opp passed away this year his family requested a building be named for him. It was agreed by our executive staff that his legacy to the District provided the district the ability to create the new Administration Building and Training Center. Executive Director Gale asked the Board to approve the naming of the Training Center portion of the Administration Building after him. Motion made by Commissioner Mann to approve the naming of the Training Center. Commissioner Farrar seconded the motion and the Board approved unanimously.

There being no further business the meeting was adjourned.

  
Chairman

  
Secretary