

Commissioner Bowen called to order the regularly scheduled meeting of the Lee County Mosquito/Hyacinth Control Districts (LCMHCD) on July 16<sup>th</sup>, 2020 at 10:00 a.m. in the William Opp Training Center at District headquarters, 15191 Homestead Road, Lehigh Acres, Florida, 33971.

**PRESENT:**

- Seat 1- Commissioner Ed Brantley
- Seat 2- Commissioner Brian Farrar, Secretary/Treasurer
- Seat 3- Commissioner Mike Ellis
- Seat 4- Commissioner Steve Bowen, Vice Chair
- Seat 5- Commissioner George T. Mann, Jr.
- Seat 6- Commissioner T. Hart
- Seat 7- Commissioner Bruce Scott, Not Present

Legal Counsel – John Agnew

**STAFF:**

- Executive Director- Dr. David Hoel
- Assistant Director- Aaron Lloyd
- Chief Financial Officer- Sean O’Neill
- Deputy Director, Lee County Hyacinth Control District- Kevin Watts
- Deputy Director, Public Information & Education- Eric Jackson
- Public Information Specialist- Jamie Fowler
- HR Director- Jackie Small
- IT Director – Keith Lowe
- Risk Manager- Rick Pardo
- Manager, Scientific Intelligence- Milton Sterling
- Executive Administrative Assistant- Summer De La Cruz

**VISITORS:**

None

**PUBLIC COMMENTS:**

The following citizens addressed the Board:  
None

**MINUTES APPROVAL:**

*Commissioner Bowen requested board approval for the month of June 18<sup>th</sup>, 2020 meeting minutes. Commissioner Farrar moved to approve the June 18<sup>th</sup>, 2020 meeting minutes. Commissioner Mann seconded the motion to approve the minutes as presented. The board unanimously approved, motion passed.*

**LEE COUNTY HEALTH DEPARTMENT REPORTS:** Manager, Scientific Intelligence- Milton Sterling with LCMHCD.

**CONSENT AGENDA:**

- Surplus

*Commissioner Bowen requested board approval on the consent agenda item Surplus. Commissioner Ellis moved to approve the consent agenda. Commissioner Brantley seconded the motion to approve the consent agenda. The board unanimously approved, motion passed.*

**OLD BUSINESS:** Jackie Small, HR Director

**The average of the Executive Director evaluation scores are as follows:**

- Leadership 4.3

- Communication 4.6
- Fiscal Management & Oversight 4.6
- Resource Management 4.6
- Ethics 4.5

**NEW BUSINESS:**

Approval of the millage rate and Department of Revenue forms DR-420, Certification of Taxable Value, and DR-420MMP, Maximum Millage Levy Calculation-Preliminary Disclosure, complies with Florida Statute 200.065 and sets the maximum millage rate that may be levied for the fiscal year September 30, 2021 budget for LCMCD. The tentative budget will be reviewed by the Board at the August workshop.

Tentative millage rate of .2439 (roll-back rate) for the Lee County Mosquito Control District for the fiscal year ended September 30, 2021.

*Commissioner Bowen requested board approval for approval of the millage rate of .2439 roll back rate for LCMCD. Commissioner Farrar moved to approve the roll back rate for LCMCD. Commissioner Mann seconded the motion to approve the .2439 millage rate. The board unanimously approved. Motion Passed.*

Approval of the millage rate and Department of Revenue forms DR-420, Certification of Taxable Value, and DR-420MMP, Maximum Millage Levy Calculation- Preliminary Disclosure, complies with Florida Statute 200.065 and sets the maximum millage rate that may be levied for the fiscal year September 30, 2021 budget for LCHCD. The tentative budget will be reviewed by the Board at the August workshop.

Tentative millage rate of .0221 (roll-back rate) for the Lee County Hyacinth Control District for the fiscal year ended September 30, 2021.

*Commissioner Bowen requested board approval of the Millage rate of .0221 roll back rate for LCHCD. Commissioner Hart moved to approve the roll back rate for LCHCD. Commissioner Ellis seconded the motion to approve .0221 millage rate. The board unanimously approved. Motion Passed.*

**Commissioners Handbook:** *A guide to serve the public by Milton Sterling.*

*Commissioner Bowen requested board approval of the Commissioners Handbook. Commissioner Mann moved the motion. Commissioner Ellis seconded the motion to approve the Commissioner Handbook. The board unanimously approved. Motion Passed.*

**Employee Handbook update:** The Executive team has been working on updating the Employee handbook since the start of the pandemic. Dr. Hoel briefed the Board with some updates and will have a draft to them around October 2020. Dr. Hoel is requesting a commissioner to work with staff to complete the Employee Handbook.

**FACILITIES REPORT:** Assistant Director Aaron Lloyd

- Park Road project has begun and the contractor has been selected.
- Environmental assessment company AMRC is working with LCMCD on Building A & H (Miller Building and FVAL Building).
- Boca Grande Heliport (County owned), is moving forward on updating the building, asphalt for the driveway, garage doors and impact windows.

**DIRECTOR'S REPORT:** Executive Director Dr. David Hoel

King Air 200- The King Air 200 tank is awaiting the test fixture to arrive as it needs a load test before permanently mounting the tank onto the aircraft. Once mounted onto the aircraft, a test flight will have to be performed throughout its flight envelope to assure no undesirable flight

characteristics present themselves. After this is accomplished, the spray system will need functional and droplet tests conducted. Anticipate completion in 30 days. Second tank expected at end of summer.

The helicopter ULV 90 gallon system is currently being built, and we have tank. We have acquired the material for the lid gasket, dry brake for loading, bulkhead fittings for the tanks filler, vent and associated tubing, hardware and electrical components. Completion should occur within 30 days.

- N7247Y was sold flown to Georgia yesterday.
- N198RD (DC-3C-TP) is operational for Dibrom. Currently being used for training Mike Haslam.
- N146RD (DC-3C-TP) is operational for Dibrom.
- N484MC (C90) is operational for Dibrom.
- N4843MC (E90) is operational and currently has a clean tank in case we want to use it for Imperium, but can be ready for Dibrom in short order.
- N866MC (H125) is operational for liquid larvicide/Dibrom (23 gallon system).
- N868MC (H125) is operational for liquid larvicide/Dibrom (90 gallon system).
- N764MC (H125) is operational for liquid larvicide.
- N766MC (H125) is operational for liquid larvicide.
- N765MC (H125) is due for 150 hour inspection.
- N867MC (H125) is operational for granular larvicide.

Hurricane plan is finally finished after initial work following Hurricane Irma. It addresses pilot evacuation sites, pilot pre- and post-activities, facilities preparation, post-storm inspections, HR activities, Fleet maintenance activities, IT prep and unit communications.

LAMSID (Lehigh Acres Municipal Services Improvement District) meeting was conducted to discuss post-hurricane helicopter surveillance with David Lindsay, District Manager and Rob Dilallo, Fire Chief, Lehigh Acres Fire Rescue. Directed them to seek assistance through Ortiz EOC.

Following up on a recent news release about SIT in Lee County, CDC's policy and communications group interviewed LCMCD's SIT team to draft some language for CDC to present to Congress in an effort to raise support for SIT. A one-page info sheet was generated for CDC's use.

Eric Jackson Deputy Director of LCMCD updated the Board on the new procedures in the Lee County School District due to COVID-19. Eric Jackson spoke of the new challenges that that teachers face regarding 'in person instruction' and how the District is working with Lee County School Board this year to provide a live virtual format.

#### **FINANCIAL REPORT:**

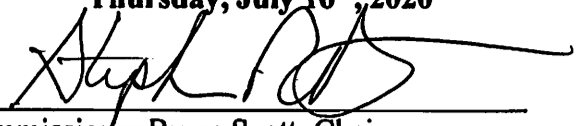
*Commissioner Farrar presented the Lee County Mosquito Control District Treasures report for June 2020. Commissioner Farrar moved to approve the Mosquito Control District financials. Commissioner Ellis seconded the motion and the board approved unanimously. Motion Passed.*

*Commissioner Farrar presented the Hyacinth Control District Treasures report for June 2020. Motion to approve the Hyacinth financials was made by Commissioner Farrar, and the motion was seconded by Commissioner Brantley, and the board approved unanimously.*

*Commissioners had no additional comments.. Meeting adjourned at 11:22 a.m.*

**Regular Meeting Minutes**

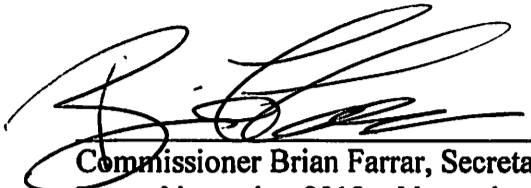
**Thursday, July 16<sup>th</sup>, 2020**



Commissioner Bruce Scott, Chair

Term: December 2016 – November 2020

STEPHEN R. BOWEN - VICE CHAIR



Commissioner Brian Farrar, Secretary/Treasurer

Term: November 2018 – November 2022

