

REGULAR BOARD MEETING

February 15, 2011

The Board of Commissioners of the South Walton County Mosquito Control District held its Regular Board Meeting at the headquarters office in Santa Rosa Beach, Florida at 9:30 a.m.

The Commissioners attending the meeting were James Crawford, Robert Hudson and John Magee. Also attending the meeting were Director Stephen Sickerman, Office Manager Geraldine Via, Attorney Lori Bytell, Jennifer Costello of O'Sullivan Creel and Leah Stratmann of the Beach Breeze.

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

A motion was made by Commissioner Magee, seconded by Commissioner Hudson to approve minutes of the January 18, 2011 Regular Board Meeting. Motion passed unanimously.

The Financial Report for January 2011 was reviewed.

The Activity Report was reviewed.

A letter has been received from engineer Les Porterfield of Toxicological Environmental Associates, Inc., expressing a desire to terminate the contractual relations with the District. It was agreed to hold the final payment until receipt of any documents produced by Mr. Porterfield on behalf of the District. **A motion was made by Commissioner Magee, seconded by Commissioner Hudson to accept the contract termination request for engineering services with TEA. Motion passed unanimously.** Commissioner Hudson stated that there should be request for quotes sent out to select a new engineer. Commissioner Magee suggested that there be a detailed job description or guidelines for the next engineer. **A motion was made by Commissioner Magee, seconded by Commissioner Hudson to have Director Sickerman contact Scott Jenkins to find out if he would be interested in working for the District on a temporary basis. Motion passed unanimously.** Commissioner Hudson said that the hourly rate should not be more than \$150.00 per hour.

Jennifer Costello of O'Sullivan Creel, LLP presented the 2010 Audit Report. She stated that they had a great experience with the audit this year and that everybody was very welcoming and provided all the information requested. As of September 30, 2010 it is their opinion that the financial statements are materially stated and reflect the true position of the District.

The Board discussed having Director Sickerman to obtain quotes from the 2 human

resource companies for reviewing and revising the Employee Handbook and to make their recommendations to the Board.

Attorney Bytell stated that she had made changes to the current handbook in the disciplinary and termination sections. **A motion was made by Commissioner Hudson, seconded by Commissioner Magee, to approve the changes to the Employee Handbook submitted to the Board by Attorney Bytell. Motion passed with Commissioners Hudson and Magee voting yes. Commissioner Crawford voted no.** The employees will be made aware of the changes. **A motion was made by Commissioner Hudson, seconded by Commissioner Magee to approve the monthly statement for legal services. Motion passed unanimously.**

Director Sickerman announced that the Hazmat Collection Day will be held here Saturday morning, March 5th. He also announced that the Florida Mosquito Control Association Tallahassee Days will be on April 4th & 5th and he will be attending the FMCA Board Meeting in Ocala on April 13th.

A motion was made by Commissioner Magee, seconded by Commissioner Crawford to have any monthly invoice for contract services for billable hours to be approved by the Board. Motion passed with Commissioners Crawford and Magee voting yes. Commissioner Hudson voted no.

A motion was made by Commissioner Magee, seconded by Commissioner Hudson to adjourn. Motion passed unanimously.

The meeting was adjourned at 11:29 a.m.

James Crawford, Chairman

Robert Hudson, Secretary