

REGULAR BOARD MEETING

July 12, 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 Robert Hudson, John Magee and James Crawford. Also attending the meeting were Office Manager Geraldine Via, Operations Coordinator Joseph Jinright, Secretary Cynthia Dillingham, 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 Hudson, seconded by Commissioner Magee to approve the minutes of the June 21, 2011 Regular Board Meeting. Motion passed unanimously.

A motion was made by Commissioner Hudson, seconded by Commissioner Magee to approve the minutes of the June 27, 2011 Emergency Board Meeting. Motion passed unanimously.

The Financial Report for June 2011 was reviewed.

Mrs. Via stated that she has met with Bryan Flanagan, Fiscal Officer with the South Walton Fire District. Mr. Flanagan was very helpful in assisting with the computer updates regarding the employee 3% contribution to the Florida Retirement System. He kindly expressed his willingness to assist with any need we may have with the Peachtree accounting program.

Mrs. Via stated that while talking to the FRS she was informed that on-call part-time employees may not be eligible to participate. She submitted the requested information so the FRS can make a determination as to the eligibility. It may take as long as three months to receive their determination. In the meantime she was instructed not to be pay into the FRS for these employees.

The Activity Report was reviewed.

Commissioner Hudson asked what we could do as an agency to help educate the community about the mosquitoes. He stated that the Asian Tiger Mosquitoes brochure was too technical and suggested a more simplified brochure. Mrs. Via stated that she would be working on a more user friendly educational brochure.

Commissioner Hudson stated that the Department of Agriculture & Consumer Services

would prefer that we have an interim director but will not require it as long as we are aggressively seeking a new director.

The Board reviewed the applications that were submitted for the Director III position. It was decided to send five of the applications to Angela Weeks-Samanie, of DACS, for her to review and to determine if the applicants meet the required qualifications. The Board discussed dates for setting the interviews. Mrs. Via was asked to contact Attorney Bytell to verify whether or not the meeting for the interviews would require public notice advertising.

The Board recessed at 10:35 a.m. to give Mrs. Via the opportunity to contact Attorney Bytell. The meeting reconvened at 10:45 a.m.

Attorney Bytell was in court and not available. Mrs. Via will contact the Commissioners once she gets that information from Attorney Bytell to coordinate the date for the interviews. Mrs. Via will then contact the applicants and inform them of the date and time of the interviews. The Board also discussed paying the applicants that are interviewed for their lodging and actual travel expense. It was agreed to do so.

Mrs. Via asked for Board's approval to increase Budget Amendment 4, which was approved at the June 21, 2011 Regular Board Meeting, by \$5,000.00 transferring the monies from Account 89 Contingency to Account 49 Other Charges. This increase is for the cost of advertising for the Director III position. **A motion was made by Commissioner Hudson, seconded by Commissioner Magee to approve the increase for Budget Amendment 4. Motion passed unanimously.**

Mrs. Via gave copies of Tentative Detailed Work Plan Budget to the Board.

ACCOUNT 10 PERSONAL SERVICES

Commissioner Hudson suggested that \$27,653.60 be moved to Account 89 Contingency. If Kenneth McDaniel's part time status is changed to full time the funds can be transferred back from Account 89 Contingency.

ACCOUNT 20 PERSONAL SERVICE BENEFITS

Mrs. Via stated that there will be an adjustment to Account 20 due to lowering the amount of employee salary in Account 10.

ACCOUNT 44 RENTALS AND LEASES

The Board agreed to increase Account 44 by \$1,000.00.

ACCOUNT 47 PRINTING AND BINDING

Mrs. Via suggested increasing Account 47 in the amount of \$300.00 due to the printing of new stationary and business cards.

Break at 11:10 a.m. and reconvened at 11:12 a.m.

ACCOUNT 52.2 CHEMICALS SOLVENTS & LUBRICANTS

Mrs. Via stated that the Glyphosate in Account 52.2 was increased to 90 gallons. .

ACCOUNT 60 CAPITAL OUTLAY

Commissioner Hudson stated that he would like to remove the \$40,000.00 for the GPS Systems from Account 64.

ACCOUNT 89 CONTINGENCY

Account 89 Contingency was increased by \$27,653.00 from Account 10 Personal Services.

Five minute break 11:30 a.m.

RESERVES

Commissioner Hudson stated that he would like to remove \$60,000 from Account 0.001 Future Capital Outlay. Commissioner Hudson stated that he would like to keep the millage rate at .1138, the same as last year, and authorized Mrs. Via to make any necessary adjustments needed in Account 0.001 Future Capital Outlay in order to keep the same millage. **A motion was made by Commissioner Hudson, seconded by Commissioner Magee to approve the Tentative Detailed Work Plan Budget. Motion passed with Commissioners Hudson and Magee voting yes and Commissioner Crawford voting no.**

Mr. Jinright gave an update on the 13th Street Project. He stated that the culvert pipes received from Walton County Road Department is 24" in diameter, one is 20' long and the other is 10' long. Commissioner Crawford stated that he didn't think that would be enough. Commissioner Hudson stated that he would like for Engineer Scott Jenkins to provide the elevations and tell us if the culverts should be lowered. Commissioner Crawford stated that we will need another 24" pipe for the other small culvert. The Board agreed to purchase the additional culvert if needed.

Mr. Jinright presented the Board with copies of quotes from Beard Equipment Company and Thompson Tractor Company Inc. for the new excavator. Commissioner Hudson asked if the quotes were on comparable equipment. Mr. Jinright stated that the excavators are comparable

although different brands come with different sizes of buckets. The Heavy Equipment Operators like both the John Deere and the Caterpillar excavator. They have not been able to locate a Kubota excavator in the area to try. The nearest one he can find is in Atlanta, Georgia. Mechanic Darrin Dunwald joined the meeting and informed the Board that there is a privately owned Kubota excavator having maintenance done in Calloway, Florida and that we could try it today. Commissioner Crawford stated that he would like to go with them to evaluate the Kubota excavator. Commissioner Hudson stated that if the only way to test a Kubota excavator is to go to Atlanta then they should go. The Board agreed.

Mrs. Via announced that the Internal Revenue Service has increased the mileage to 55.5 cents per mile.

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

The meeting was adjourned at 12:05 p.m.

James Crawford, Chairman

Robert Hudson, Secretary