

Beach Mosquito Control District
Regular Board Meeting
October 10, 2022

Call to Order and Roll Call. The regularly scheduled meeting of the Board of Commissioners for the Beach Mosquito Control District was called to order at 5:00 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and previous Office Manager Lauren Dee, Interim Office Manager, Michelle Buell, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the September 7th and 12th, 2022 meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. TRIM Complete- Received last item needed, the DR-422, from Dan Sowell's office. Packet is to be mailed off the following day to the Department of Revenue.
- B. Alternative Dispute Resolution Procedure- Drafted by legal counsel Amy Myers, as alternatives resolutions to the arbitration procedures stated in the Employee handbook. Will be reviewed by commissioners and discussed again in November board meeting.

Attorney Report.

Due to a previous discussion, Amy Myers checked Florida State Statutes and other sources and confirmed that special districts have the authority to bond if needed, although it might not be recommended.

Director report.

- A. Calendar Review – October 3rd-7th Emily and Kaylyn went to Vero Beach for FMEL larval identification course. October 4th-7th James attended Safran meeting in San Diego. Pirate’s Parade October 8th was canceled due to low employee participation. Board meeting is October 10th. October 12th there is a Performance Insight meeting that James is attending via Zoom. October 13th MapVision UAS demo-canceled due to impacts from Hurricane Ian. October 15th Cindy is attending an event at Camp Helen. Lee will be off October 17th-18th. Thunder Beach begins October 19th. Fishing Rodeo is October 22nd at Frank Brown Park. Cindy is giving a presentation October 26th at the Optimist Club. October 27th Spooky Science at Hutchinson Beach Elementary. November 4th, Cindy is going to University Academy to talk about mosquito control. Board meeting is November 7th. Veterans Day holiday is November 11th. Cops and Kids is on November 12th. FMCA meeting is November 14th-November 17th. Thanksgiving holidays are November 24th and 25th. Blood drive December 2nd at Arnold High School. The Christmas parade is December 10th. Board meeting was December 12th but was requested to be changed to December 5th. Our office closure this year begins on December 19th and the employees return to work January 3rd (for the Monday crew) and January 4th (for the Tuesday crew). Adoption of another admin day for this year’s holiday break was requested from Employees to avoid having to use an addition ten hours of leave time because of the way the holiday falls on the calendar this year. Commissioner Smith made a motion to adopt an additional admin day for the Christmas and New Year’s holidays this year. Commissioner Dean seconded. The motion passed unanimously.
- B. Operations and COVID Updates – We have no other COVID cases among employees. Mosquitoes are low due to little rain and dry conditions. Chicken seroconversions are slowing down as well. Service request are very few.

New business.

- A. Reschedule December Board Meeting- James requested a date change for the December board meeting from December 12th to December 5th due to being out of town. There were no conflicts with the date change with the Commissioners. Will advertise new date in the paper.

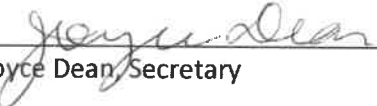
- B. Budget Amendment 2022-02 – Lauren discussed the budget amendment. The amendment shifted money from the contingency line item into rentals and leases, and promotional activities. This will be the last budget amendment for FY 2021-2022. Commissioner Dean made a motion to approve the budget amendment of \$5,500. Commissioner Smith seconded. The motion passed unanimously.
- C. Approval of Office Manager Job Description- With Lauren leaving the District, it was discussed that Michelle fill in for the office duties, with Lauren’s assistance, for the time being. The Job description was discussed for the position to be posted. There were no corrections needed and James was informed since it was not a new position there was no approval needed for the job description.

Any other announcements:

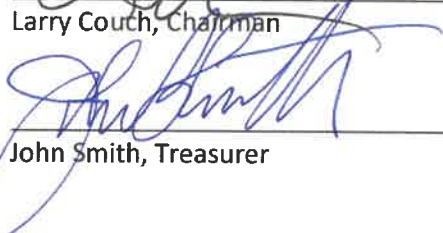
There being no other business or announcements, the meeting was adjourned at 5:45pm.



Larry Couch, Chairman



Joyce Dean, Secretary



John Smith, Treasurer