

## Regular Meeting Minutes

### Florida Keys Mosquito Control District

Marathon Office

503 107<sup>th</sup> Street

Marathon, FL 33050

**January 15, 2019 10:00 am (approximate)**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on January 15, 2019 at the FKMCD Marathon office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stan Zuba, Vice-Chairs, Brandon Pinder, Secretary/Treasurer; Tom McDonald, Commissioner; Jill Cranney-Gage, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney.

**Employees Present Were:** Mikki Coss, Director of Operations; Joshua Kogut, Director of Aerial Operations; Bruce Holden, Finance Director; Chrissy Bloxom, Executive Assistant; Michael Behrend, Insurance and Human Resource Coordinator; Josh Clemente, Network IT Coordinator.

**Invited Guests Present:** None

**Community Input:** One member of the audience addressed the Board.

**Approval of Agenda:** Chairman Goodman requested to amend the agenda to include item 11c. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner Pinder and passed 4 to 0, Commissioner Zuba abstained* to amend the agenda as stated. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner McDonald and passed 4 to 0, Commissioner Zuba abstained,* to accept the agenda as amended.

**Approval of Commissioner Participation via Telephone:** *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney-Gage and passed 4 to 0, Commissioner Zuba abstained* to allow Commissioner Zuba to participate via telephone. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner Pinder and passed unanimously* to approve the Consent Agenda.

**Attorney's Report:** Dirk Smits, Board Attorney, addressed the Board with an update on the bond validation. Mr. Smits mentioned there was one legal issue. He stated that a hearing could be scheduled in February. Director Leal advised the Board, that after the hearing they could place the order for the helicopters and receive them by the end of the year. Director of Aerial Operations, Joshua Kogut, gave further details on the ordering process.

**Director's Report:** Executive Director Leal presented Field Inspector, Billy Ryan, with the Employee of the Quarter award. Director Leal addressed the Board on FKMCD Operations and Travel and Training. She talked about the Salt Lake City Abatement District personnel visiting the FKMCD. Commissioner McDonald inquired about the new sprayers on the spray trucks. Director Leal explained that due to low mosquito numbers they have not been tested. Director Leal is confident they will function properly. Director Leal expressed some concern over public perception, as they are very quiet. Chairman Goodman discussed with Director Leal the scheduling of a Drone Workshop, for February, and FKMCD's communication during a hurricane. Director Leal will update the Board on the communication, in the Director's Report next month.

**2019 Election of FKMCD Board Officers:** Commissioner McDonald nominated Commissioner Goodman as Board Chair, Commissioner Zuba seconded the nomination, with no other nominations; Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Commissioner Pinder nominated Commissioner Zuba as Vice-Chair, Commissioner Cranney-Gage seconded the nomination, with no other nominations; Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Commissioner McDonald nominated Commissioner Pinder as Secretary/Treasurer, Commissioner Zuba seconded the nomination, with no other nominations; Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

***Items for Board Discussion:***

***Items for Board Review and Action:***

***11a.) 2019 FKMCD Meeting Schedule*** – Director Leal began the discussion by mentioning that the third Tuesday was a day that worked out well to schedule the monthly Board meetings. The discussion was held by going through each month on the 2019 calendar. The meeting dates were changed for the months of March, October, November and December. All other 2019 meetings will be held on the third Tuesday of that month. The meeting time will remain at 1pm.

***11b.) Emergency Ratification for 2 Fuel Control Units on N700FK*** – Director Leal explained to the Board, that due to the urgency and availability in getting parts for the aircraft, an emergency purchase was made, in accordance with the Purchasing Policy, for (2) two fuel control units in the amount of \$17,000.00 each. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney-Gage and passed unanimously* to ratify the purchase for the Fuel Control Units totaling \$35,000.00.

***11c.) Ratify the Appointment of William Southcott to the OPEB Board*** – Chairman Goodman stated that the Board has heard Mr. Southcott's desire to be on the OPEB Board. *A motion was made by Commissioner Pinder, seconded by Commissioner McDonald and passed unanimously* to appoint William Southcott to the OPEB Board.

***Good of the Order:***

- Director Leal mentioned that a Drone Workshop and Audit Committee Meeting would be scheduled for February. The Board set the Audit Committee Meeting to begin at 1pm with the Drone Workshop and Regular Meeting immediately follow. It was also decided to schedule an OPEB Meeting, Strategic Plan Workshop and Regular Meeting for March.
- Chairman Goodman discussed the importance of having workshops.

There being no further business to come before the Board the meeting was adjourned.

*For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).*