

The Regularly Scheduled Meeting of the Board of Commissioners for Beach Mosquito Control District was called to order by Chairman Couch at 5:00 P.M., November 4th, 2013. Couch requested the roll be recorded, and noted that all commissioners and the director were present.

Approval of Minutes

Secretary Dean confirmed that everyone received and reviewed the minutes of the meeting from October 14th, 2013 and asked if there were any corrections or changes. Hearing none, Dean moved the minutes be approved as submitted; Smith seconded, and the motion carried without dissent.

Financial Reports

Treasurer Smith referenced the financial reports and commented that the money is trickling in; he added that we have received about \$12,000.00 in Excess Funds and a little over \$2,000.00 in Bankruptcy for a total of \$14,180.60 of revenues. Smith went on to say that we will be getting more money because the Tax Bills went out this week and added that the total account balance is \$136,233.87. Smith asked if there were additional questions or comments. Hearing none, he recommended the financial report be filed for audit

Old Business

Chairman Couch called for Old Business, Department of Revenue Compliance Letter. Clauson reported that we received the compliance letter from DOR stating that we accomplished all requirements for the TRIM process; so we are in compliance and will receive our funding.

Couch moved to next item, FMCA Meeting Update. Clauson updated the board on the travel plans for the upcoming FMCA Meeting on November 17th through November 20th.

Attorney Report

No report

Director Report

Clauson began with the calendar review and went over the scheduled events for November and December. He stated that Mulla is at Patronis School today and tomorrow. Smith and Clauson are traveling to Tallahassee tomorrow, November 5th for Legislative Meetings and coming back the same day. We have a staff meeting scheduled for Wednesday, November 6th. Veteran's Day Holiday is on Monday, November 11th. Tom Kaiser from Nation Air, our Helicopter Insurance Carrier, is coming for a visit on Wednesday the 13th. The FMCA Annual Meeting at Cape Coral, Florida is on November 17th, through November 20th. Sherry's Birthday is on the 19th and Larry's birthday is on the 24th. Thanksgiving Holidays are Thursday and Friday, November 28th and the 29th. Clauson then went on to December's Calendar and stated that the Board Meeting is scheduled for December 9th. The Mosquito Identification Workshop at FSU is on the 11th and Mulla and Summers will be attending. The Christmas Parade will be on December 14th and the 20th is the last work day before we shut down for the holidays.

Smith questioned if we were going to have the helicopter in the Christmas Parade and Clauson answered yes that it will be similar to what we did before. We will find out more and can talk about it at the December 9th Board Meeting.

Clauson moved on to the operation's update and stated that it has been slow with not much mosquito activity. He referenced the Activity Reports that Summers put together for the month of October. He reported that there is still some standing water; the ditches are drying up but there are still some areas holding water that just will not dry up. He then referenced the reports and graphs that Mulla put together reflecting the mosquito activity for October and stated that we are still showing *Cx nigripalpus*, which are West Nile Vectors, as dominant and mentioned that we have not had any chickens to seroconvert; although there have been some conversions in other parts of the state.

Clauson stated that Mulla and Summers will be attending the Mosquito Identification Workshop at FSU.

He then informed the board that our last water bill had doubled and after searching we found another water leak. He added that we rented a ditch witch and the guys have put new pipe in to repair the leak.

New Business

Couch then moved to the next item on the agenda, District Relocation Efforts. Clauson began by reporting that he had met with Sabrina from St. Joe and referenced three mapped diagrams of the Beach Commerce Park Phase II located in their meeting packets. He noted that lot 5, which is the lot that he, Gunn and Duke had looked at earlier, was not for sale but for lease only and mentioned that Caterpillar owns lot 4 also. He went on to say that there is lot 3 that has another building on it and stated that those are the only two buildings that far out. Clauson added that he and Gunn Flew over to survey the area and found that lots 6 through lots 10 out by the road are pretty high and he felt that any of those lots would be good. A lengthy discussion ensued regarding costs, location and helicopter access. Couch brought up that we might want to check with the City of Panama City Beach to see if they have any vacant property that they may be willing to sell to us at a better price.

Couch then went to the next item, Quote to Move Portable Building, from the FAMU Lab to the District. Clauson reported that he had called Atlas Portable Building on 231 to discuss the cost involved to move the portable building from the lab to the district and came up with a cost of approximately \$800.00. A discussion ensued and Clauson stated that with the board being in agreement he will coordinate with Jacob Fish and Atlas Portable Buildings to move forward.

Clauson brought up that the last item to be discussed is Phillip Harvey's Job Grade and position. Harvey wanted to comment on the Pay Step Plan and his job grade. A lengthy discussion ensued regarding the pay plan, job grades, positions, rates of pay and a bonus program. After much discussion Clauson made a recommendation to eliminate the Maintenance Technician Position, which is no longer necessary. Smith made a motion to eliminate the Maintenance Technician Position, Dean seconded and it passed unanimously.

Clauson then brought up that he got a quote to replace the office carpet. Smith interjected that the chairs need to be replaced as well. Smith made a motion to replace the carpet and purchase new chairs for the board room. Dean seconded and it passed without dissent.


Couch asked Clauson to get with Harvey and come to a conclusion. Clauson added that he would also be working with Bennett on the Pay Step Plan and job grades which initiated another lengthy discussion regarding the different steps on the Pay Step Plan. It was agreed upon that Clauson would work into the Grade/Step plan another position, Mosquito Technician 2.

Announcements

There were no announcements and no further business to come before the board, and Chairman Couch adjourned the meeting at 6:00 P.M.



Larry Couch, Chairman



Joyce Dean, Secretary



John Smith, Treasurer