

**MINUTES
FLORIDA KEYS MOSQUITO CONTROL DISTRICT**

**REGULAR MEETING
FKMCD MARATHON OFFICE
503 107TH ST, MARATHON, FL
FEBRUARY 21, 2017**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on February 21, 2017.

PRESENT WERE: Phil Goodman, Chairman; Tom McDonald, Commissioner; Jill Cranney-Gage, Vice-Chair; Brandon Pinder, Secretary/Treasurer; Stan Zuba, Commissioner; Andrea Leal, Executive Director; and Dirk Smits, Board Attorney.

EMPLOYEES PRESENT WERE: Bruce Holden, Financial Director; Beth Ranson, PEIO; and Tammy Hollander, Executive Assistant

INVITED GUESTS PRESENT: none

COMMUNITY INPUT: None

APPROVAL OF AGENDA: Chairman Goodman explained that we need an amendment to the agenda to add item 9f, regarding the repair of the helicopter. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner Zuba, and passed unanimously* to approve the agenda, with the revisions.

A motion was made by Commissioner Cranney-Gage, seconded by Commissioner Zuba, and passed unanimously to approve the consent agenda.

ATTORNEY'S REPORT: Dirk Smits asked County Attorney Bob Schillinger to speak about item 9b "Opposing Reduction in Judgeships" so that the commissioners would have a better understanding of the issue.

DIRECTOR'S REPORT: Andrea Leal, Executive Director addressed the board on the following topics: Big Coppitt Project Update (given by Bill Sprague), Fish and Wildlife updates, barrier treatments with chemical testing, AMCA conference and open positions within the district.

ITEMS FOR BOARD DISCUSSION:

8a. Commissioner Conference Schedule – there was discussion about whom would attend upcoming conferences. Commissioner Zuba stated that, in order to help the budget, he would pay his own travel expenses for the Washington Days conference. Commissioner Pinder removed his name from the Washington Days attendee list as he is attending Tallahassee Days in March.

ITEMS FOR BOARD REVIEW AND ACTION:

9a. Resolution 2017-02 "Facsimile Signatures" - *A motion was made by Commissioner McDonald, seconded by Commissioner Pinder, and passed unanimously* to approve the updates to the signatures.

9b. Resolution 2017-03 "Opposing Reduction in Judgeships" - *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney-Gage, and passed unanimously* to adopt the resolution.

9c. FMLA Policy - *A motion was made by Commissioner Pinder, seconded by Commissioner McDonald, and passed unanimously* to approve the updates to the policy.

9d. Harassment Policy - *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner McDonald, and passed unanimously* to approve the updates to the policy.

9e. Audit Committee Charter - *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner McDonald, and passed unanimously* to approve the suggested revisions to the Charter.

9f. Helicopter repair – Steve Bradshaw and Robert Lee explained how they found out about the additional repairs needed while work was done for RFP 2016-12. The board agreed that there was good cause due to safety issues to add this item to the agenda, and that it is impractical to put it out for bid since the equipment is already there. The amount is \$19,245.12. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner McDonald, and passed unanimously* to approve the additional repairs. There was then a second part to item 9f, and this one was in regards to the compressor. During the repairs, it was discovered that there was a lot of corrosion, which is typical for a part with the amount of flight hours and exposure to salt air. The board agreed that there was good cause due to safety issues to add this item to the agenda, and that it is impractical to put it out for bid since the equipment is already there. The amount is \$19,123.06. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald, and passed unanimously* to approve the additional repairs.

GOOD OF THE ORDER

- Commissioner McDonald stated that he wants the board to be more involved in budgeting. Bruce Holden suggested that we do a “line by line” review in the July workshop.
- Commissioner Pinder stated that the DODD Short Courses were very informational and he suggested that all attend.
- Bruce Holden informed the board that our interest rates on reserves are increasing from 51 basis points to 65, which translates to approximately \$5,000 in additional interest in the course of the year.
- Chairman Goodman mentioned that we are planning a Strategic Plan Workshop in April. Commissioner Cranney-Gage asked if the AI Projects would be included in this so that we make sure employee ideas do not fall through the cracks.
- Chairman Goodman has been invited to be a speaker at a Zika Conference in Washington at the end of March.
- Steve Bradshaw gave an update on the repairs being done at the Marathon offices.

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

Respectfully submitted,



Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District



Phil Goodman, Chairman



Brandon Pinder, Secretary-Treasurer

For more specific information or detail of meeting, please refer to the digital recording of the meeting at www.keysmosquito.org.