

## REGULAR MEETING MINUTES

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT  
MARATHON OFFICE  
503 107<sup>th</sup> STREET  
MARATHON, FL 33050  
October 17, 2017**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on October 17, 2017.

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

***Employees Present Were:*** Mikki Coss, Director of Operations; Joshua Kogut, Director of Aerial Operations; Bruce Holden, Finance Director; Beth Ranson, PEIO; Chrissy Bloxom, Executive Assistant; Michael Behrend, Insurance and Human Resource Coordinator; Christine Thompson, IT Specialist; Robert Lee, Director of Aircraft Maintenance; Glenn Cullingford, Chief Pilot.

***Invited Guests Present:*** Bill Sprague

***Community Input:*** NONE

***Approval of Agenda:*** Chairman Goodman stated that he would like to add to the Consent Agenda the minutes from the Special Meeting and the Final Budget hearing that was held on October 5, 2017. The Chairman removed item 11a) and added item 11d). *A motion was made by Commissioner McDonald, seconded by Commissioner Pinder, and passed unanimously to approve the amended Agenda. A motion was made by Commissioner Pinder, seconded by Commissioner Zuba and passed unanimously to approve the Consent Agenda.*

***Item for Board Review and Action:***

a.) **Monthly Building Update** – Bill Sprague began by updating the Board on the landscaping around the building at the Big Coppitt location. Mr. Sprague gave an update on the status of the building's progress. Director Leal explained to the Board the new changes in the timeline of the building's completion date. *A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously to approve the building update.*

***Attorney's Report:*** Dirk Smits explained the status of the Trex Properties, LLC settlement offer presented to the FKMCD. Mr. Smits will consult with the insurance carrier and bring this item back for Board approval in November. Mr. Smits discussed the hearing scheduled for November 1, at 10am, on the term limits legislation. Chairman Goodman stated he would attend that hearing with Dirk.

***Director's Report:*** Director Leal addressed the Board regarding the FKMCD's Hurricane Irma operation cost, Wolbachia trials, GM trials, Operations, Spray Requests and the Zika Virus.

***Items for Board Discussion:***

a.) **Vernis & Bowling Contract** - Dirk Smits explained to the Board the current increases in the Vernis & Bowling fees on his contract. The Board agreed to put the contract as an item for review and action at November's board meeting.

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

a.) **Surplus Items** – Bruce Holden explained to the Board the value of the assets owned by the FKMCD and requested permission for disposal of the items. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald and passed unanimously to accept the disposal of the surplus items.*

b.) **Compensation for Public Emergency Response Work during Hurricane Irma** – Director Leal presented the Board with two different pay options for the employees that worked during Hurricane Irma. *A motion was made Commissioner McDonald, seconded by Commissioner Cranney-Gage and passed unanimously* to approve option 2; administrative leave plus time and a half pay for those employees.

c.) **Policy for Compensation for Public Emergency Response Work** – Director Leal presented the Board with two Resolution options for a policy of compensation during emergency response work. *A motion was made by Commissioner Cranney-Gage, seconded by Commissioner Pinder and passed unanimously* to accept Resolution Option 2, which consists of administrative leave plus time and a half pay for those hours worked by the employee.

d.) **Emergency Authorization of Roof Repairs** – Director Leal received multiple quotes for the necessary roof repairs at the Marathon and Key West facilities. After some discussion and a review by the FKMCD attorney, *A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously* to approve the signed contract for All Keys Area Roofing.

***Good of the Order:***

- Director Leal mentioned the upcoming fiscal year conferences. Director Leal asked the Commissioners to advise her, at the November meeting, who would like to attend those conferences. Chairman Goodman asked to be advised as soon as possible of the conferences and the dates that they will be held. Director Leal agreed to send the information to the Commissioners as soon as possible.
- Director Leal advised the Board that there will be an Administrative Policy Workshop and OPEB Meeting held in November. After some discussion, it was decided to hold the Administrative Policy Workshop at 9:30am. The OPEB and Regular meeting will follow thereafter.
- Chairman Goodman asked when the Actuarial Report will be completed. Director Leal responded that they will be ready to discuss it at the January 2018 meeting.
- Chairman Goodman asked if the Commissioners would be getting ID cards. Director Leal confirmed that Michael was present and would take their pictures to make the ID cards.

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

*Respectfully submitted,*



*Andrea Leal*  
*Executive Director*

*Board of Commissioners*  
*Florida Keys Mosquito Control District*



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*Phillip L. Goodman, Chairman*



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*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](http://www.keysmosquito.org).*