

Notice Posted:

9/18/18

10:00am

**Board of Commissioners Meeting
September 19, 2018 - 1:00pm
St. Tammany Parish Mosquito Abatement District
62512 Airport Road, Building 23, Slidell, LA**

AGENDA

1. Call to order
2. Public comment period
3. Approval of minutes -- August 15, 2018 meeting
4. Review of Treasurer's report and credit card purchases
5. Building expansion project timeline
6. Digital business processes presentation by Financial Administrator
7. Authorization to open new credit cards with First Bank & Trust
8. Accounting Manager full-time position
9. Amendment of Pilot salary resolution
10. Employee cellular phone stipend
11. Fuel variance policy
12. Drug testing policy
13. Board approvals
 - a. Travel –
 - b. Contracts –
 - Enterprise Fleet Management resolution clarification
 - Twin Otter inspection contract – Innovative Turbine Aircraft Solutions
 - Payroll/time management software -- Paylocity
 - GPS fleet tracking software – GPS Insight
 - c. Director's time card, leave, and travel
14. Mosquito control report
15. November Board meeting date

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Board of Commissioners Meeting Proposed Resolutions
September 19, 2018

- 8.18.1. Resolution to approve minutes from the August 15, 2018 meeting of the Board of Commissioners.
- 8.18.2. Resolution to approve the Treasurer's report and credit card purchases for the month of August.
- 8.18.3. Resolution to assign \$4 million from the STPMAD reserve funds to fund the STPMAD expansion plan as conceptually presented at the August 15, 2018 meeting and further detailed at the September 19, 2018 meeting of the Board of Commissioners.
- 8.18.4 Resolution to approve the creation of a full-time Accounting Manager position.
- 8.18.5 Resolution authorizing STPMAD management to open new credit cards with First Bank & Trust.
- 8.18.6 Resolution to amend a resolution from the August 15, 2018 meeting regarding the salary structure of the full-time pilot, Brandon Campbell.
- 8.18.7 Resolution to approve the payment of \$7/month cellular phone-use stipend to all daytime STPMAD employees.
- 8.18.8 Resolution to approve the STPMAD Drug Testing Policy as presented and written.
- 8.18.9 Resolution to amend and clarify a resolution from the August 15, 2018 meeting regarding the contract with Enterprise Fleet Management from "explore" to "engage the vendor in this contract".
- 8.18.10 Resolution to approve the Twin Otter inspection contract with Innovative Turbine Aircraft Solutions.
- 8.18.11 Resolution to engage in the contract as presented with the payroll and time management vendor Paylocity.
- 8.18.12 Resolution to engage in the contract as presented for GPS fleet tracking with the vendor GPS Insight
- 8.18.11 Resolution to approve the Director's time cards, leave, and travel for the period of August 19-September 14, 2018.
- 8.18.12 Resolution to adjourn the meeting of the Board of Commissioners.