

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

BOARD OF COMMISSIONERS

David C. Stuart, *Chairman*

Dr. Peter J. Gerone, *Secretary-Treasurer*

Anthony Alfred, *Commissioner*

Dr. Andrew J. Englande, *Commissioner*

Dr. Vicki Traina-Dorge, *Commissioner*

MINUTES

Board of Commissioners Meeting May 15, 2019

DIRECTOR

Dr. Kevin A. Caillouet

OPEN

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:01pm by Chairman David Stuart, in the District office at 62512 Airport Road, Building 23, Slidell, Louisiana.

Present were Mr. Anthony Alfred, Dr. Peter Gerone, Mr. David Stuart, and Dr. Vicki Traina-Dorge, Commissioners; Dr. Bob Lowrie and Dr. Dawn Wesson, Advisors; Mr. Jake Abdalla, Legal Counsel; Dr. Kevin Caillouet, Director; and Mr. Calvin Smotherman, Assistant Director. Commissioner A.J. Englande, Jr. and Advisor Ron Francis were absent from the meeting.

PUBLIC COMMENT PERIOD

Chairman Stuart opened the floor for public comment. There were no members of the public present.

MINUTES

The minutes from the April 17 meeting were presented. Commissioner Alfred moved to approve the minutes. Commissioner Traina-Dorge seconded the motion. The motion carried.

TREASURER'S REPORT AND CREDIT CARD PURCHASES

Director Caillouet presented and discussed the Treasurer's Report. The CPA firm of Ericksen, Krentel & LaPorte will attend the June meeting to present the 2018 audit exit conference. Chairman Stuart reviewed and approved the Director's time card for April 14 - May 11, 2019. Commissioner Alfred reviewed all credit card purchases for April and reported that credit card accounts were found reasonable, accurate and consistent with District purchasing policies. Commissioner Traina-Dorge will verify the credit card purchases before the June meeting.

Commissioner Gerone moved to accept the Treasurer's Report, credit card reconciliation, and Director's time card. Commissioner Traina-Dorge seconded the motion. Carried.

LWCC DIVIDEND (Appendix 1)

The Director reported that the District received a dividend check from Louisiana Workers Compensation Corporation for \$48,948. He also provided a summary of LWCC dividends distributed to the District from 2003-2018, totaling \$502,323.

PERSONAL FINANCIAL DISCLOSURE STATEMENTS - TIER 2.1 FORMS (Appendix 2)

Legal Counsel Abdalla reported that all Commissioners must submit their Tier 2.1 Personal Financial Disclosure Statements by today's deadline. As members of a board or commission with authority to expend, disburse or invest \$10k or more of funds each calendar year, the Louisiana State Board of Ethics requires this annual filing.

INTEGRATED MOSQUITO MANAGEMENT (IMM) PLAN APPROVAL (Appendix 3)

Director Caillouet sought Board approval for the updated Integrated Mosquito Management Plan. The IMM Plan defines operational strategies and tactics for controlling nuisance and vector mosquitoes. The plan also identifies specific thresholds and triggers for management of nuisance and vector populations, and permits management to operate outside the parameters of the plan when certain circumstances arise. The Director reviewed specific risks, events, thresholds and control measures. The Director will reevaluate the plan annually.

Commissioner Alfred moved to accept and approve the Integrated Mosquito Management Plan. Commissioner Gerone seconded the motion. Carried.

HELICOPTER ASSESSMENT AND OUTREACH PLAN (Appendix 4)

Director Caillouet reported that helicopter spray system characterization tests were recently performed to assess droplet density, swath width, and larval mortality. The Director also reviewed the helicopter outreach program, which included local television news and radio interviews, Associated Press coverage, social media posts, and residential mailings, flyers and yard signs. On May 21, contractor Blackstar Helicopter will aerially apply a fine mist of water-dispersible *Bti* larvicide over 2,000 homes in Tammany Hills subdivision. Weekly aerial larvicide operations will continue in this area for one month, in an effort to reduce the incidence of West Nile virus transmission. Efficacy tests will be performed after each application to detect larval mortality. Helicopter larviciding treatments will prevent larvae from developing into adult mosquitoes, effectively treat areas with high concentrations of *West Nile virus* and container breeding mosquitoes, provide greater access to woodland and marsh habitats, use environmentally friendly products with minimal impact on non-target species, and successfully reach areas with the greatest health threats.

FIREPROOF FILE CABINETS ZERO VALUE DECLARATION AND DISPOSAL

Legal Counsel Abdalla investigated the legal process for disposition of surplus property deemed unsaleable and potentially hazardous. He concluded that if the fireproof file cabinets are unsaleable, possibly hazardous, and of zero value, the Board may declare the file cabinets as such and authorize lawful disposal.

Commissioner Traina-Dorge resolved to declare the fireproof file cabinets at zero value and granted the Director authority to dispose of them by proper and legal means. Commissioner Gerone seconded the motion. Carried.

BIDS - ARCHITECT - CAMPUS EXPANSION

Fifteen architectural proposals for the campus expansion were publicly opened and read aloud as follows:

| | |
|---------------------------------|---------------------------------|
| Dammon Engineering | Greenleaf Lawson Architects |
| Linfield, Hunter & Junius, Inc. | Washer Hill Lipscomb Cabaniss |
| NANO Architecture | Moates Savoie Hunley Architects |
| RCL Architecture, LLC | Mathes Brierre Architects |
| SCNZ Architects, LLC | Meyer Engineers, Ltd. |
| N-Y Associates, Inc. | Piazza Architecture Planning |
| KVS Architecture | RHH Architects, APAC |
| Duplantis Design Group | |

Chairman Stuart appointed a committee comprising Commissioner Alfred, Legal Counsel Abdalla, and Director Caillouet to review the architectural proposals. The committee will present its findings at the June meeting.

BOARD APPROVALS

- A. **Travel** - none
- B. **Contracts** - none
- C. **Director's Time Card** - (See Treasurer's Report)

MOSQUITO CONTROL REPORT

Calendar of Events

The Director reviewed recent operational highlights and upcoming events.

- Helicopter Demonstration Day, swath width and droplet characterization utilizing VectoBac WDG, The Lake 94.7 Radio interview, helicopter larvicide application field tests in Tammany Hills
- Employed GIS Contractor Carlos Stich and IT Specialist Webber Jannsen
- St. Tammany Parish Council Agenda Review Committee, Capital Area Region Sewerage Operators, and New Orleans Mosquito Academy presentations
- School presentations at Magnolia Trace Elementary, Little Pearl Elementary, Covington Elementary, and Mayfield Elementary
- Archbishop Hannan High and Florida Avenue Elementary "Insect Adventure" day camp programs
- Participation in the following meetings: Public Tax, Insecticide Resistance, Chief Sanitarian Site Sewage, Clarke Mosquito Control-new products, Capital Area Region Sewerage Operations, Imperium Product Discussion/Directors, monthly staff operational and safety training
- Lab participation and training for on-site sewage system inspections with LPBF
- Attorney General Public Agency and NOMC/LMCA Mosquito Academy workshops
- Louisiana Legislative Auditor Enhanced Audit visit

Mosquito Control Activities

Assistant Director Smotherman reported that year-to-date larval control applications treated 78,137 acres of roadside septic ditches. In March, ground adulticide operations for control of adult mosquitoes resumed, spraying more than 159,882 acres to date.

NEW BUSINESS

Legal Counsel Compensation

Director Caillouet reported the Board would like to ensure that Legal Counsel Abdalla is fairly compensated for his services to the District. The Louisiana Legislative Auditor also requested a contractual agreement between the St. Tammany Parish District Attorney's office and the District for legal services. Legal Counsel Abdalla will contact the DA's office regarding compensation and a contractual agreement and provide a report to the Board.

ADJOURN

There being no further business, Commissioner Gerone moved to adjourn the meeting at 2:04pm. Commissioner Traina-Dorge seconded the motion. Carried.

Respectfully submitted,

Peter J. Gerone
Secretary/Treasurer

Appendix

1. LWCC Dividend
2. Tier 2.1 Financial Disclosure Form
3. IMM Plan
4. Helicopter Outreach