

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting February 19, 2020

OPEN

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:11pm by Acting Chairman Vicki Traina-Dorge, in the District office at 62512 Airport Road, Building 23, Slidell, Louisiana.

Present were Mr. Anthony Alfred, Dr. A.J. Englande, Jr., Dr. Peter Gerone, and Dr. Vicki Traina-Dorge, Commissioners; Dr. Ron Francis and Dr. Bob Lowrie, Advisors; Mr. Jake Abdalla, Legal Counsel; Dr. Kevin Caillouet, Director; and Mr. Calvin Smotherman, Assistant Director. Mr. David Stuart, Chairman and Dr. Dawn Wesson, Advisor were absent. Guests included Mr. Nick DeLisi, Lab Manager/Entomologist; Mr. Josh Foulon, Field Operations Supervisor; Mr. Chad Simon, Accounting Manager; and Mr. Ty Gil, Blackstar Helicopters.

PUBLIC COMMENT PERIOD

Acting Chair Traina-Dorge opened the floor for public comment. Mr. Ty Gil of Blackstar Helicopters expressed thanks to the Board for the opportunity to provide contracted helicopter services to the District last year. There were no further comments. Acting Chair Traina-Dorge closed the floor to public comment.

MINUTES

The minutes from the January 15 meeting were presented. Commissioner Alfred moved to approve the minutes. Commissioner Englande seconded the motion. The motion carried.

TREASURER'S REPORT AND CREDIT CARD PURCHASES (Appendix 1)

Accounting Manager Simon presented the Treasurer's Report. He reviewed ad valorem property taxes and interest collected, back taxes, adjudications, bank interest, and holdback. The 2019 revenue collection shortfall was largely due to property value adjustment change orders and uncollectible delinquent property taxes.

Commissioner Alfred reviewed all credit card purchases for January 2020 and reported that credit card accounts were found reasonable, accurate and consistent with District purchasing policies. Commissioner Traina-Dorge will verify all credit card purchases before the March meeting.

Commissioner Alfred moved to approve the Treasurer's Report and credit card review. Commissioner Gerone seconded the motion. Carried.

HELICOPTER EVALUATION PRESENTATION

Field Operations Supervisor Foulon reviewed helicopter insecticide treatments during 2019. He reported that helicopters leave a smaller footprint (5,120 acres), as compared with airplanes (20,000 acres); hover over marshes and urban areas providing pinpoint accuracy of insecticide applications; and cover a larger plot of land in a shorter amount of time. Marsh larviciding granules applied by helicopter dramatically reduced populations of *Anopheles species* and *Culex salinarius* by 80%. Urban larval control by helicopter was comparable to ground larvicide applications in highly organic septic ditches.

Lab Manager/Entomologist Nick DeLisi provided a summary of bucket bioassays performed in a residential area during 2019. *Culex quinquefasciatus* third instar larvae were collected and placed in buckets to simulate open container breeding. Aerial larvicide by helicopter indicated a 63% reduction in larvae, equivalent to the mortality achieved by ground larvicide applications. Helicopter trapping trials were also conducted weekly for four weeks over 400-acres utilizing *Bti*. Aerial larvicide was applied over ten treated and untreated sites and monitored weekly. Results suggested no change in the number of adults in the treated vs. untreated neighborhood.

Helicopter applications in 2019 were as follows: eight urban adulticide missions covering 40,960 acres, three marsh larvicide missions applied over 452 acres, and five urban larvicide missions treating 2,108 acres. During 2020, adulticiding (fluorescent droplets) and marsh larviciding will be further evaluated, along with the cost footprint, to learn if a helicopter purchase is merited.

BOARD RESOLUTION FOR RETIREE DEE SOLLBERGER (Appendix 2)

Acting Chair Traina-Dorge presented a resolution honoring retiree Dee Sollberger's 37+ years of service to the District and the residents of St. Tammany Parish. Commissioner Gerone moved to accept the resolution as presented. Commissioner Alfred seconded the motion. Carried. The resolution was executed by each Board member.

CAMPUS EXPANSION UPDATE

The Director reported that he met with Slidell Mayor Greg Cromer to discuss the property lease for the land adjacent to the existing facility. In addition, Director Caillouet and Michael Hunley, MSH Architects, reviewed preliminary campus expansion plans with the Slidell Planning Committee. The wetlands' mitigation permit is still pending.

ANNUAL LEAVE OVERAGE

Director Caillouet presented an amendment to the January 15 resolution that reduced the maximum annual leave rollover from 600 to 400 hours. He proposed a revised effective date of January 1, 2021, to allow employees time to use all or part of the annual leave overage.

Commissioner Alfred moved to amend the January 15 resolution to read effective January 1, 2021, the maximum annual leave rollover will be reduced from 600 to 400 hours. Commissioner Englande seconded the motion. Carried.

AUDIT ENGAGEMENT LETTER (Appendix 3)

Accounting Manager Simon presented the audit engagement letter from Ericksen Krentel to perform the audit for the year ending December 31, 2019.

Commissioner Gerone moved to accept the audit engagement services of Ericksen Krentel, pending review of the agreement by Legal Counsel Abdalla. Commissioner Englande seconded the motion. Carried.

SALE OF THREE DISTRICT VEHICLES (Appendix 4)

Assistant Director Smotherman presented a list of three surplus vehicles, with minimum bids for each vehicle.

Commissioner Gerone moved to approve the sale of the three vehicles and open bids at the March 25 meeting. Commissioner Englande seconded the motion. Carried.

MARCH BOARD MEETING

Acting Chair Traina-Dorge stated the March 18 meeting was rescheduled to take place Wednesday, March 25, due to a conflict with the AMCA Annual Meeting.

BOARD APPROVALS

A. Travel

LMCA Spring Workshop, February 18-19, 2020, Baton Rouge, LA

Director Caillouet presented a training session at the LMCA Spring Workshop. Secretary/Treasurer Pete Gerone authorized the Director's pre and post travel for the workshop.

AMCA Annual Meeting, Portland, OR, March 16-20, 2020

Secretary Treasurer Pete Gerone reviewed and endorsed pre-travel authorizations for Commissioner Alfred and Director Caillouet to attend the AMCA Annual Meeting.

Commissioner Gerone moved to approve all travel. Commissioner Alfred seconded the motion. Carried.

B. Contracts

a. Helicopter Pesticide Applicator Bids

One bid was received: Blackstar, LLC

Commissioner Alfred moved to award the bid, contingent on the review and approval of Director Caillouet and Legal Counsel Abdalla. Commissioner Gerone seconded the motion. Carried.

b. Jet Fuel Bids

The District received one bid: Sun Coast Resources, Inc. Commissioner Gerone moved to award the bid, subject to the review and approval of Director Caillouet and Legal Counsel Abdalla. Commissioner Englande seconded the motion. Carried.

c. Bill.com (Appendix 5)

Accounting Manager Simon briefly reviewed the Bill.com accounts payable processes initially presented in September. At the Board's request, he spoke with four companies that use Bill.com and all highly recommend their services. Legal Counsel Abdalla also reviewed and approved the Bill.com contract. Initial costs total \$7,600, with an annual recurring price of \$4,600.

Commissioner Alfred moved to approve the contract with Bill.com. Commissioner Englande seconded the motion. Carried.

d. GIS District MOU

Director Caillouet requested Board approval to renew an existing GIS Memorandum of Understanding (MOU) with other parish entities. The annual software cost of \$15k is equally divided among participants. Commissioner Englande moved to approve the GIS District MOU. Commissioner Gerone seconded the motion. Carried.

C. Director's Time Card (Appendix 6)

Acting Chair Traina-Dorge reviewed and approved the Director's time card for January 5 - February 15, 2020. Commissioner Gerone moved to accept the Director's time card as presented. Commissioner Alfred seconded the motion. Carried.

CALENDAR OF EVENTS

The Director reviewed recent operations highlights and upcoming events.

- Vector Surv developers meeting for STPMAD integration
- STPMAD Safety Committee inaugural meeting
- LMCA Training Workshop Planning Committee meeting
- Orleans Mosquito & Termite Board entomologists' visit
- Meeting with Slidell Mayor Greg Cromer
- Rezoning and expanded trap site coverage meetings
- Southeastern Louisiana University Science Fair
- Unmanned Aerial Vehicle Conference
- Interviews for summer laboratory interns
- Retirement of Financial Administrator Dee Sollberger
- LMCA Spring Workshop
- Woodlake Elementary presentation

- Aviation Seminar
- Human Resources Law Seminar
- Town and Country Garden Club presentation
- Abita Springs Elementary Bug Bash presentation
- AMCA Annual Meeting, Portland, OR
- Larviciders and night drivers resume duties in March
- Lake Harbor Middle School presentation
- LA Arbovirus Working Group

MOSQUITO CONTROL REPORT

Assistant Director Smotherman reviewed the number of larvicide product applications in 2019. Applications were as follows: CocoBear larvicide oil-609, Altosid XR briquets-66, VectoBac G-18, MetaLarv-16, Spheratax SPH (50G)-8, and FourStar briquets-6.

He also explained the 2020 Rezoning Project modifying zone boundaries to a two-hour spray window to ensure optimum control of adult mosquitoes, placing at least one arbovirus collection trap in every zone, balancing the workload of each field biologist, and increasing the number of zones from 89 to 97.

ADJOURN

There being no further business, the meeting was adjourned at 2:23pm on a motion by Commissioner Alfred and seconded by Commissioner Englande. Carried.

Respectfully submitted,

Dr. Peter J. Gerone
Secretary

Appendices

1. Ad Valorem Taxing
2. Retiree Board Resolution
3. Audit Engagment
4. District Vehicles Sale
5. Bill.com
6. Director's Time Card

