

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting March 17, 2021

OPEN

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:00pm by Acting Chairman Vicki Traina-Dorge, in the St. Tammany Parish School Board Chambers, 321 North Theard Street, Covington, Louisiana.

Present were Mr. Anthony Alfred, Dr. A.J. Englande, Jr., Dr. Peter Gerone, and Dr. Vicki Traina-Dorge, Commissioners; Mr. Jake Abdalla, Legal Counsel; Dr. Kevin Caillouet, Director; Mr. Calvin Smotherman, Assistant Director; and Outreach and Media Specialist Jennifer Bushnell. Advisor Dawn Wesson and Accounting Manager Chad Simon joined the meeting via video conferencing. Chairman David Stuart and Advisor Ron Francis were absent. Kathryn Townsend was a guest at the meeting.

PUBLIC COMMENT PERIOD

Acting Chairman Traina-Dorge opened the floor for public comment. There was no comment from the public.

MINUTES (Appendix 1)

The minutes from the February 17 meeting were presented. Commissioner Alfred moved to approve the minutes. Commissioner Gerone seconded the motion. The motion carried.

TREASURER'S REPORT AND CREDIT CARD PURCHASES (Appendix 2)

Acting Chairman Traina-Dorge reviewed all credit card purchases for the month of February 2021. All charge card accounts were found reasonable, accurate and consistent with District purchasing policies. Chairman Stuart will verify credit card purchases before the April meeting.

Accounting Manager Simon presented the Treasurer's Report and reviewed disbursements, revenue, and vendor payments for the month of February.

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

RESIGNATION & RECOGNITION OF SERVICE - COMMISSIONER ANTHONY ALFRED (Appendix 3)

Commissioner Alfred resigned from the Board of Commissioners effective March 31, following a total of 13 years of service (1976-1980 and 2012-2021). Board members and Director Caillouet expressed gratitude to Commissioner Alfred for his many contributions and dedication to the District and St. Tammany Parish. Commissioner Alfred was deeply honored to work alongside each commissioner and the staff, and to serve the parish residents.

Acting Chairman Traina-Dorge presented a resolution to honor Commissioner Alfred. Commissioner Gerone moved to accept the resolution. Commissioner Englande seconded the motion. Carried.

NOMINATION FOR OPEN COMMISSIONER POSITION (Appendix 4)

Commissioner Alfred nominated Kathryn Townsend, a retired Naval Oceanographic Physical Scientist with more than 30 years of experience in hydrography, remote sensing, and oceanographic models.

Commissioner Gerone moved to extend an invitation to Ms. Townsend to fill Commissioner Alfred's vacant seat. Commissioner Englande seconded the motion. Carried.

Director Caillouet will write a letter of recommendation to Parish President Mike Cooper and the Parish Council requesting they appoint Kathryn Townsend to replace Commissioner Alfred on the Board of Commissioners.

COMPLIANCE QUESTIONNAIRE RESOLUTION FOR 2020 AUDIT (Appendix 5)

Accounting Manager Simon presented the Compliance Questionnaire for Audit Engagements of Government Agencies addressing public bids, public officials/employee ethics, budgeting, accounting, auditing and financial reporting, meetings, asset management, fiscal agency and cash management, debt restriction, and revenue and expenditures restriction laws.

Acting Chairman Traina-Dorge set forth the Systems Survey and Compliance Questionnaire Resolution and entertained a motion to accept the resolution as presented. Commissioner Englande moved to adopt the resolution. Commissioner Gerone seconded the motion. Carried.

2021 INTEGRATED MOSQUITO MANAGEMENT PLAN (Appendix 6)

Director Caillouet distributed the 2021 Integrated Mosquito Management Plan (IMM) to the Board following the February meeting. He stated that a public notice was published in the official journal and on the District's website inviting public comment, but no comments were received.

Commissioner Gerone moved to accept the 2021 Integrated Mosquito Management Plan. Commissioner Alfred seconded the motion. Carried.

ANNUAL COMPLIANCE

All commissioners satisfied annual compliance by completing two sexual harassment prevention courses (supervisor and standard), online Louisiana Board of Ethics Training, and the Business Ethics and Louisiana Code of Governmental Ethics Acknowledgment.

CAMPUS EXPANSION UPDATE

The Director reported that the City of Slidell received clearance from the FAA to release the land and lease on the existing and proposed campus expansion sites. However, they have requested a “through the fence” agreement to operate on airport property, including a nominal access fee. Legal Counsel Abdalla stated that this type of agreement is not unusual. The agreement is currently under review and negotiation.

BOARD APPROVALS

a. Travel - none

b. Contracts

1. Helicopter Pesticide Applicator Bids

No bids were received before the deadline. The contract will be rebid.

2. ULV Mosquito Fogging Machines Bids

Five bids were received for the purchase of six (6) ULV fogging machines.

<u>Vendor</u>	<u>Bid Price</u>
Adapco	\$49,740.00
Clarke	\$59,885.22
MCE	\$58,131.12
Target Specialty Products	\$63,981.84
Versaris	\$59,802.30

Commissioner Alfred moved to accept the lowest responsive bid, subject to the review of Director Caillouet, and final board approval at the April meeting. Commissioner Gerone seconded the motion. Carried.

3. Fiscal Agent RFP

Director Caillouet stated that no proposals were received. Fiscal agency services currently provided by First Bank and Trust are eligible for extension, pending Board approval.

Commissioner Gerone moved to continue fiscal agency services with First Bank and Trust. Commissioner Alfred seconded the motion. Carried.

c. Director's Time Card (Appendix 7)

Acting Chairman Traina-Dorge reviewed and approved the Director's time card for January 31-March 13, 2021. Commissioner Alfred moved to accept the Director's time card. Commissioner Gerone seconded the motion. Carried.

CALENDAR OF EVENTS

The Director reviewed the following recent and upcoming events.

- Active Shooter Disaster Planning
- Hiring Process Review
- Aquatic Pest Management Training
- VCU Threshold Setting Research Meeting
- New Orleans Mosquito & Termite Control Board Research Meeting
- USM Research Meeting
- Plaquemine Parish Advisory Meeting
- LSU Research Meeting on Bumblebee Impact
- AMCA Virtual Annual Meeting
- Helicopter Use Meeting with Sheriff's Department
- Threshold Setting Discussion with Anastasia Mosquito Control District
- LMCA Annual Meeting Planning
- Larvicider's Return March 15
- Annual Staff Training Day
- USACE Meeting for Remote Sensing of Water Hyacinth
- CDC NCEH - Publishing Sewage Associations
- Field Biologist Interviews
- Widespread Internet Outage/Cyber Attack Disaster Planning
- Mosquito Modeling Meeting
- Teach TRMD Advanced Entomology
- Northshore Invasive Aquatic Plants Quarterly Meeting
- Emergency Relief Committee Meeting
- Board of Commissioners Meeting

Director Caillouet noted that IT Specialist Weber Janssen will provide a report on Widespread Internet Outages/Cyber Attacks at the April meeting.

MOSQUITO CONTROL REPORT

The Director stated five WNV-infected mosquito pools returned positive out of 467 (1.1%) sampled this year. No additional mosquito pools have returned positive since January. One ground adulticide operation was employed to treat the zones with positive mosquito pools.

Assistant Director Smotherman reported *Culex salinarius* (salt water mosquito) remained the most abundant species, followed by *Anopheles crucians* (permanent water mosquito). *Culex quinquefasciatus* (southern house mosquito) populations remained low, but will increase as temperatures continue to warm. Larviciders returned for the season on March 15.

ADJOURN

There being no further business, the meeting was adjourned at 1:52pm on a motion by Commissioner Alfred and seconded by Commissioner Gerone. Carried.

Respectfully submitted,

Dr. Peter J. Gerone
Secretary

Appendices

1. Minutes
2. Treasurer's Report
3. Anthony Alfred Resignation
4. Kathryn Townsend Bio
5. Compliance Questionnaire Resolution
6. 2021 IMM Plan
7. Director's Time Card