

# MOSQUITO ABATEMENT

## ST. TAMMANY PARISH

### BOARD OF COMMISSIONERS

David C. Stuart, *Chairman*

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

Dr. Andrew J. Englande, *Commissioner*

Kathryn Townsend, *Commissioner*

Dr. Vicki Traina-Dorge, *Commissioner*

### DIRECTOR

Dr. Kevin A. Caillouet, *Ph.D., M.S.P.H.*

## **MINUTES**

### **Board of Commissioners Meeting October 19, 2022**

#### **OPEN**

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:00pm by Acting Chairman Dr. Vicki Traina-Dorge, at the St. Tammany Parish Mosquito Abatement District, 62436 Airport Road, Slidell, LA.

Present were Dr. A.J. Englande, Jr., Dr. Peter Gerone, Ms. Kathryn Townsend, and Dr. Vicki Traina-Dorge, Commissioners; Mr. Jake Abdalla, Legal Counsel; Dr. Dawn Wesson, Advisor; Dr. Kevin Caillouet, Director; Mr. Chad Simon, Accounting Manager; Mrs. Sarah Malasovich, and Mrs. Susan Lowrie, Office Managers. Assistant Director Calvin Smotherman attended the meeting virtually. Chairman David Stuart and Advisor Ron Francis were absent.

#### **PUBLIC COMMENT PERIOD**

Acting Chairman Traina-Dorge opened the floor for public comment. There were no members of the public present.

#### **MINUTES** (Appendix 1)

The minutes from the September 21 public hearing and September 21 regular meeting were presented. The minutes were approved on a motion by Commissioner Englande and seconded by Commissioner Townsend. Carried.

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

Accounting Manager Simon presented the Treasurer's Report and summarized September disbursements, revenue, and vendor payments.

Commissioner Gerone made a motion to accept the Treasurer's Report as presented. Commissioner Townsend seconded the motion. Carried. The Treasurer's Report was approved in consideration of, and according to, the District's strategic operational plan and administrative priorities.

Commissioner Traina-Dorge reviewed all credit card purchases for the month of September. All charge accounts were found reasonable, accurate and consistent with District purchasing policies. Commissioner Townsend will verify credit card purchases before the November meeting.

Commissioner Townsend made a motion to accept the credit card purchase review. Commissioner Englande seconded the motion. Carried.

**2023 PROPOSED OPERATING BUDGET** (Appendix 3)

Accounting Manager Chad Simon presented the proposed 2023 operating budget. Projected revenue totaled \$8,074,030.85, with expenses estimated at \$12,799,838.41. The increase in expenditures is due to capital construction expansion (\$3.9M) and capital equipment (\$223K) [campus expansion furniture (\$47K), two vehicles (\$56K), ATV (\$13K), modeling computer (\$13K) parish-wide weather stations (\$32K), campus expansion security system (\$30K) ULV equipment (\$15K) and various other small equipment (\$27K)].

Director Caillouet stated the proposed 2023 operating budget will be formally adopted at the November 15 meeting.

**2023 SALARY RANGE**

Director Caillouet presented the September 12-month CPI of 8.2%, a 40-year high record inflation. The Director sought Board approval for an 8.2% COL increase for all employees for 2023. In addition, two changes were proposed: (1) all cost-of-living increases will be effective January 1 each year and (2) freeze salary minimums at current rate, and reevaluate annually.

Commissioner Gerone moved to approve the 8.2% COL increase for all employees for 2023 and to adopt the additional two proposed changes as outlined by the Director. Commissioner Englande seconded the motion. Carried.

**2023 HEALTHCARE INSURANCE** (Appendix 4)

Director Caillouet stated the current small group BCBSLA healthcare monthly premium is \$50,657.46. However, BCBSLA reclassified the District as a large group and issued an alternative proposal with an increase of \$217.88/month. The Director recommended the Board adopt this new alternative plan at a monthly rate of \$50,875.34.

Commissioner Englande moved to accept the alternative large group proposal of \$50,875.34 per month. Commissioner Townsend seconded the motion. Carried.

**2023 DENTAL AND LIFE INSURANCE** (Appendix 5)

The Director presented a bundled group proposal for dental, life and vision coverage from Principal. Vision coverage marginally increased, dental rates slightly decreased, and the group basic life monthly premium was reduced from \$349.52 to \$287.65. The District presently pays 100% of vision and 50% of dental premiums for full time employees and qualified dependents, and 50% of life insurance premiums for full time employees.

Commissioner Englande moved to accept the Principal Insurance bundle for dental, life and vision coverage for 2023. Commissioner Gerone seconded the motion. Carried.

**NOVEMBER BOARD MEETING DATE – TUESDAY, NOVEMBER 15**

- a. Public Hearing – 2023 Proposed Operating Budget – 12:45pm  
A public hearing to receive public comment on the 2023 proposed operating budget will be held at 12:45pm, on Tuesday, November 15 at the District office.
  
- b. Regular Meeting – 2023 Operating Budget Adoption – 1:00pm  
The regular meeting of the Board of Commissioners will be held at 1:00pm, Tuesday, November 15, to adopt the 2023 proposed operating budget.

**CAMPUS EXPANSION PROJECT**

The Director provided an update on the campus expansion project. The foundation soil has been compacted on the building site. The contractor is currently excavating a swale for the retention pond and will begin working on foundation forms next week.

**BOARD APPROVALS**

a. Travel

1. LMCA Annual Meeting - Kinder, LA - December 6-8, 2022

The LMCA Annual Meeting will be held at the Coushatta Casino Resort in Kinder, December 6-8. Commissioners planning to attend the LMCA meeting were asked to advise the Director.

2. AMCA Annual Meeting - Reno, NV -February 27-March 3, 2023

The AMCA Annual Meeting will be held in Reno, NV. District personnel will present four papers at the meeting. Commissioners were asked to complete travel forms with preferred dates of travel by January 1.

3. Director’s Travel to WEFTEC Conference (Appendix 6)

Acting Chair Traina-Dorge reviewed the Director’s travel to the Water Environmental Federation Technical Exhibition and Conference and called for a motion to approve the parking and toll fees.

Commissioner Gerone made a motion to accept the Director’s travel as presented. Commissioner Englande seconded the motion. Carried.

b. Bids

1. Treatment Tracking Hardware (Appendix 7)

Two bids were received as follows.

<u>MCES</u>	
Stellar LT GPS In-cab Controller	\$ 38,247.85
<u>Clarke Mosquito Control</u>	
Option 1 (current FMI pumps)	\$ 82,565.47
Option 2 (new FMI pumps)	\$ 95,332.51
Option 3 (new ULV aerosol generators)	\$196,763.32
Daytime Larviciding Equipment	\$ 58,617.00

The Director recommended approval of the bid from MCES, because they performed the original installation and can convert portions of the existing hardware. Clarke Mosquito Control would have to replace the entire hardware.

Commissioner Englande moved to award the Treatment Tracking Hardware bid to MCES for \$38,247.85. Commissioner Gerone seconded the motion. Carried.

c. Contracts

None

d. Director's Time Card, Leave and Travel - August 14-September 10 (Appendix 8)

Acting Chairman Traina-Dorge reported Chairman Stuart reviewed the Director's time card, leave and travel for September 11–October 8. She called for a motion to approve the time card as presented.

Commissioner Gerone moved to approve the Director's time card, leave and travel. Commissioner Townsend seconded the motion. Carried.

**CALENDAR OF EVENTS**

The Director reviewed recent operational highlights and upcoming events.

- Meetings with Valent Biosciences
- Insurance Product Resources Meeting
- ADS Multi-Spectral Imaging Meeting
- Cedarwood School Visit
- Construction Meetings
- DWWTF Outreach Meetings
- Emergency Relief Committee Meetings
- Valent Biosciences Visit
- One Health Grant Meeting
- Emergency Relief Effort to South Florida Post Hurricane Ian
- Columbus Day Holiday
- SLU Biology Visit
- Statistical Analyst Meeting
- Performance Evaluation Process Review
- Health Insurance Review
- Septic MD Consultant Meeting
- Directors Roundtable in Baton Rouge
- NOMTRCB Former Director Ed Bordes Funeral
- Water Training Lecture
- Election Day Holiday
- Xylem Water Quality Monitoring Demonstration
- Veteran's Day Holiday
- Board of Commissioners Meetings
- Staff Meetings

Commissioner Englande asked the Director to review the restructured performance evaluation process at an upcoming meeting. He also recommended including an article and photos from the emergency relief effort to South Florida in a future monthly report. Commissioner Englande additionally suggested the Director make a presentation to SELU Biology Department professors and graduate students as an outreach tool for interns.

### **MOSQUITO CONTROL REPORT**

Director Caillouet reported 134 mosquito pools (3.0%) returned positive for West Nile virus, out of 4,397 tested by the Louisiana Animal Disease Diagnostic Laboratory (LADDL) at LSU. The Department of Health reported a total of four human cases in St. Tammany Parish in 2022. Most of the WNV infected mosquito pools were found in *Culex quinquefasciatus*.

Assistant Director Smotherman reported *Cx. nigripalpus* and *Cx. salinarius* populations spiked, while *Cx. quinquefasciatus* decreased as drought conditions continued. During September, night adulticiding operations treated 90K acres and daytime larviciding treated 1,500 miles of septic ditches.

GIS Manager Hieu Duong translated weekly trap data collected during the third quarter and created heatmaps to provide a visual representation of how the top three mosquito species were distributed geographically across the parish.

### **ADJOURN**

There being no further business, the meeting was adjourned at 1:57pm on a motion by Commissioner Englande and seconded by Commissioner Gerone. Carried.

Respectfully submitted,



Peter J. Gerone  
Secretary

### **Appendices**

1. Minutes
2. Treasurer's Report
3. 2023 Proposed Budget
4. 2023 Healthcare Insurance
5. 2023 Dental, Life and Vision Insurance
6. Director's Travel
7. Treatment Tracking Hardware Bids
8. Director's Time Card, Leave & Travel