

# MOSQUITO ABATEMENT

## ST. TAMMANY PARISH

### MINUTES

#### Board of Commissioners Meeting

August 16, 2023

#### OPEN

The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:00 p.m. by Chairman David Stuart, at the St. Tammany Parish Mosquito Abatement District, 62436 Airport Road, Slidell, LA.

Present were Dr. Vicki Traina-Dorge, Ms. Kathryn Townsend and Mr. David Stuart, Commissioners; Mr. Jake Abdalla, Legal Counsel; Dr. Kevin Caillouet, Director; Mr. Chad Simon, Accounting Manager; GIS Manager Dr. Hieu Duong, and Mrs. Sarah Malasovich, Office Manager. Commissioners Dr. Peter Gerone and Dr. A.J. Englande, Jr were absent. Mr. Calvin Smotherman, Assistant Director, attended the meeting remotely.

#### PUBLIC COMMENT PERIOD

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

#### BOARD APPROVALS

1. Minutes (Appendix 1) – The minutes from the July 19 meeting were presented. Chairman Stuart called for a motion to approve those minutes. Commissioner Traina-Dorge so moved, seconded by Commissioner Townsend, and carried.
2. Credit Card Purchases – Commissioner Traina-Dorge reviewed all credit card purchases for the month of July. All charge accounts were found reasonable, accurate and consistent with District purchasing policies. Commissioner Townsend moved to approve the credit card purchases review as presented, seconded by Commissioner Traina-Dorge. Carried. Chairman Stuart will verify credit card purchases before the September meeting.
3. Travel (Appendix 2) – Director Caillouet presented a request to attend Utah Mosquito Abatement Association's Annual Meeting from October 29-31, 2021. Commissioner Townsend moved to approve this request; seconded by Commissioner Traina-Dorge, carried.
4. Director's Time Card and Leave (July 16 – August 12) (Appendix 3) - Chairman Stuart reviewed the Director's time card and leave for July 16 through August 12. Chairman Stuart called for a motion to approve the Director's time card. Commissioner Traina-Dorge so moved, by Commissioner Townsend, carried.
5. Bids – none
6. Contracts - none

#### OLD BUSINESS

1. Administrative Policy Handbook Review (Appendix 4) – Director Caillouet presented the Administrative Handbook, summarizing that changes made were to adhere to the Louisiana Legislative Auditor's recommendations. Chairman Stuart called for motion to approve the

handbook, so moved by Commissioner Traina-Dorge. The motion was seconded by Commissioner Townsend, carried.

2. Non-Compensatory Employee Benefits (Appendix 5) – Director Caillouet summarized the non-compensatory benefits provided to employees of the District. Chairman Stuart commented that the package provided is very impressive.
3. Campus Expansion Update – Director Caillouet updated the Board on the construction of the new building. Given the electrical issue, the new estimated occupancy date is December 2023. Discussion regarding the relative flood risk ensued. Assistant Director Smotherman described the drainage plan including a dedicated drainage canal on the property.

### **NEW BUSINESS**

1. Treasurer’s Report (Appendix 4) - Accounting Manager Simon presented the Treasurer’s Report and summarized June disbursements, revenue, and vendor payments and reviewed the balances of the accounts. Commissioner Stuart asked for clarity on contingency plan for increases in costs for variable items including chemical use and insurance. Director Caillouet detailed the District’s plan for chemical stock to ensure continuity of service. He stated variance of insurance costs will happen. Director Caillouet reiterated that holding funds in Unassigned Funds is a responsible contingency reserve, per the auditors. Director Caillouet described how the management of these budget items, including an approximate six-month contingency, are used to determine the millage rates for the District. Commissioner Traina-Dorge reiterated that this plan allowed the District to roll back the millage again this year. Commissioner Stuart called for a motion to approve the Treasurer’s Report. Commissioner Townsend so moved, seconded by Commissioner Traina-Dorge, and carried.
2. LiDAR Update – GIS Manager, Dr. Hieu Duong, presented an update on the LiDAR project, creating ground elevation models in leaf-off conditions (allowing better ground penetration), and at low tide, across the parish to identify flood potential. A company will fly across the parish to provide this model. Further, the District has water loggers and public gauge stations to enhance the data sets, and has input data from GSPS, the NOAA Weather Center, etc. The resulting models may indicate likely mosquito habitats throughout the Parish, based on water pooling, thus identifying where the District can target larvicide efforts to decrease mosquito populations. Further development could also include measuring levels of pollution of the water sources. The Board commended this impressive work and thanked Dr. Duong for his efforts.
3. Calendar of Events – The Director reviewed recent operational highlights and upcoming events:
  - STPMAD Board of Commissioners Meetings
  - Outreach Event Planning Meeting
  - STP OWTS Ordinance Planning Meeting
  - STPMAD UAV Future Uses Planning Meeting
  - Study of US Institutes (SUSI) for Global Student Leaders – Climate Change & the Environment Onsite Visit
  - Automating Treatment Decision Process Planning Meetings

- Construction Meetings
  - STP Wastewater Task Force Regulatory Committee
  - LST Induction Event
  - STPMAD Staff Meetings
  - LMCA Annual Meeting Planning
  - Floodwater Mosquito Modelling Planning
  - ULL Mosquitofish Project Meetings
  - GIS District Meetings
  - Autonomous Recording Unit Bird Species Detection Meeting
  - CDC Analysis of OWTS Data
  - STP OWTS Ordinance Outreach Planning
  - STPMAD Budget Year 2023 Close-out Planning
  - LST Lunch Meeting
  - Automating Treatment Decision Process Planning
  - LST Retreat
  - Labor Day Holiday
  - LST Classes
4. Mosquito Control Report - Assistant Director Smotherman shared the monthly mosquito control report. There were five of 4,232 West Nile Virus infected pools with no human infections reported in St. Tammany Parish. The infected pools were found in *Culex erraticus*, *Culex nigripalpus*, and *Culex quinquefasciatus*. *Cx. quinquefasciatus* are the most abundant species but remain low, likely due to drought and control efforts. *Cx. salinarius* counts are also decreasing, but *Cx. nigripalpus* appear to be beginning their seasonal population increase spike. The parish is below average for all species. Approximately 2,000 miles were treated in larvicide missions. Ground adulticide missions have continued with approx. 70,000 acres treated. Aerial adulticide missions treated 78,054 acres. Adulticide missions are decreased due to the decrease in mosquito counts and service requests.

### ADJOURN

There being no further business, the meeting was adjourned at 2:11 p.m. on a motion by Commissioner Traina-Dorge. Commissioner Townsend seconded the motion, which carried.

Respectfully submitted,



Dr. Peter J. Gerone  
Secretary

Appendix 1 – July 19, 2023 Minutes

Appendix 2 – Director’s Pre-Travel Request

Appendix 3 – Director’s Time Card June 18 – July 15

Appendix 4 – Administrative Policy Manual

Appendix 5 – Non-Compensatory Benefits

Appendix 6 – Treasurer’s Report