MOSQUITO ABATEMENT
ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting
September 17, 2025

1. Call to Order – The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:03 p.m. by Chairperson Vicki Traina-Dorge, at the St. Tammany Parish Mosquito Abatement District, 62436 Airport Road, Slidell, LA.

   Present was a quorum consisting of Dr. Vicki Traina-Dorge, Mrs. Kathryn Townsend, and Mr. Jake Groby, Commissioners. Jake Abdalla was also present. District employees present were Dr. Kevin Caillouet, Executive Director; Calvin Smotherman, Deputy Director, Chad Simon, Finance Director, Paul Spadoni, Supervisor of Aerial Operations, and Sarah Malasovich, HR and Office Manager. District employees Josh Foulon and Mark Bunch were present as well.

2. Public Comment – No other members of the public were present. Commissioner Townsend asked Mark Bunch to express some of the questions he is hearing in the field. Mr. Bunch stated that he is hearing questions about the Parish leadership taking funds from the District, or if the west side of the parish is taking funds from the east side. Commissioner Groby suggested that a one-page fact sheet be prepared for field employees to address residents' questions. Mr. Bunch stated that he has encouraged residents to attend the District board meetings. Commissioner Townsend stated that the district should feel comfortable informing residents that the council denied the District's resolution to go to vote for milage.

3. Electing of Board Position: Secretary/Treasurer – Commissioner Traina-Dorge nominated Commissioner Boyer for the position of Secretary/Treasurer. Commissioner Townsend motioned that Mr. Boyer be appointed this position, seconded by Commissioner Groby. Aye votes were made by Commissioners Groby, Townsend and Traina-Dorge, passing unanimously.

4. Board Approvals
   a. Approval of Minutes (Appendices 1 & 2) – August 20 and September 3 – A motion to approve these minutes was made by Commissioner Groby, seconded by Commissioner Townsend, and carried.
   b. Credit card purchases – Chairperson Traina-Dorge reviewed the credit card statements and associated documentation for August expenditures and found them to be in good order. A motion to approve the credit card purchases was made by Commissioner Townsend, seconded by Commissioner Groby, and carried. Commissioner Townsend will review the September purchases for the October meeting.
   c. Travel – Executive Director Caillouet notified the Commissioners that LMCA in Baton Rouge and AMCA in Portland Oregon meetings are approaching and invited the Commissioners to indicate if they wish to attend either of these.
   d. Director's Time Card and Leave(Appendix 3) – August, 2025 - Chairperson Traina-Dorge reviewed the Executive Director's Time Card and Leave for August, 2025 and found all to be in good order. A motion to approve the time card was made by Commissioner Townsend, seconded by Commissioner Groby, and carried.
   e. Bids – None
   f. Contracts(Appendices 4 & 5) –
      i. Wright Flood Insurance – Flood Insurance Renewal - $2,200 Premium
      ii. Archer Counseling – Supervisor Staff Development - $750

      A motion to approve both contracts was made by Commissioner Groby, seconded by Commissioner Townsend, and passed.

5. Old Business

a. Cell Phone Town Proposal - Vertical Bridge – Chairperson Traina-Dorge asked the Commissioners to discuss whether to move forward to contract with the Vertical Bridge organization. Commissioner Groby submitted a motion to move forward with this process, seconded by Commissioner Townsend, and carried.
b. Intent to call Election for April 2026 Millage Renewal – Chairperson Traina-Dorge asked to move this agenda to the end of the meeting. Commissioner Groby so moved, seconded by Commissioner Townsend, and carried.

6. New Business
    a. Treasurer's Report(Appendix 6) – Finance Director Simon presented the Treasurer's Report, summarizing August disbursements, revenue and vendor payments, and reviewed the balances of the accounts, highlighting some larger dollar income and expenses as well as the assigned funds disbursements. A motion to approve the Treasurer's Report was made by Commissioner Groby, seconded by Commissioner Townsend, and carried.
    b. Britten Norman Islander Airplane Repair & Sale – Aerial Supervisor Paul Spadoni shared issues that were discovered in 2023 of the Islander Aircraft, followed by the lengthy timeline for the engine repair. Mr. Spadoni continued with the current operations update on this aircraft as well.
    c. Tax Refund – Executive Director Caillouet stated that, in light of public perception on social media and since the Council has denied the District the opportunity to go to ballot in April 2026, the District needs to focus on assuring the voters of our fiscal responsibility. Dr. Caillouet then shared the year-end fund balance projection, sharing that there is a $4 Million unassigned fund balance and requested that the Board again consider creating a tax refund to the taxpayers of St. Tammany Parish. The refund would be proportionate to the taxpayers' cost. Additional budget consolidations could assist with this as well, suggesting that insurance, benefits, and raises could all create other savings opportunities beyond the goal of a 5% budget reduction that is underway thus far. Discussion about this process ensued, including how to manage the program and how to track and determine who would be impacted. Commissioner Townsend asked what would happen if the payer cannot be found, and Executive Director Caillouet stated it would go to the state's uncollected monies. As this process hasn't been done before, the process is not clearly defined but the District would engage an organization to assist the process. Commissioner Groby asked about the apportionment that goes to the District Attorney's office as well as the State. The Commissioners agreed for the District to proceed with exploring this opportunity.
    d. Personnel Set to Retire and Replacement Plan – in follow to a question in a prior meeting, Executive Director stated that in the current situation, the plan would be to not replace retiring personnel or to make temporary positions permanent. Additional shared services might be available to identify additional efficiencies, which may be discovered at the Government Efficiency Committee that is scheduled to have its initial meeting on September 18. Dr. Caillouet stated that, for example, if fleet management could be a shared service, it might be possible to not replace a retiring shop manager.
    e. Salary Survey and Salary Range Adjustments (Appendix 7) – Executive Director Caillouet presented the adjusted minimum and maximum salary recommendations based on the Salary Survey committed by Purple Ink, noting adjustments that will be made for 2026 for six positions.
    f. Incidents and Claims Report – There were no new incidents or updates on old claims.
    g. Calendar of Events – There was no calendar available for review, but Executive Director Caillouet mentioned a number of parish meetings that may be relevant for Board members to attend. Commissioner Groby asked that the District provide information about these meetings to coordinate not having a quorum at these meetings.
    h. November Board Meeting Date – Executive Director Caillouet stated that the November board meeting date may need to be held on a Tuesday, and that this upcoming meeting will be on either Tuesday, November 18 or Wednesday, November 19.
    i. Mosquito Control Report – Deputy Executive Director Smotherman presented the Mosquito Control Report, mentioning that the expectation is to see an increase in *Culex nigripalpus*. Executive Director Caillouet updated the Arbovirus Report, noting that the numbers of human-infected neuroinvasive West Nile virus are reducing, but there was one positive mosquito pool test with Eastern Equine Encephalitis. The *Mansonia* population was most prevalent in August,

followed by *Culex salinarius*, *Culex quinquefasciatus*. Service requests are lower than typical for this time of year but the fall spike is anticipated. In August, larvicide treatments were applied to approximately 1,300 miles, while adulticide treatment covered approximately 75,000 acres by truck and approximately 50,000 acres by aircraft. Commissioner Groby moved to accept the Mosquito Control Report, seconded by Commissioner Townsend, and carried.

7. Agenda Item 5.b – Intent to call Election for April 2026 Millage Renewal. Chairperson Traina-Dorge asked for a motion to enter executive session. Commissioner Groby so moved, seconded by Commissioner Townsend, and carried. The Board entered Executive Session at 2:02 p.m.
   The board moved to exit executive session and return to a public meeting at 2:35 p.m., on a motion from Commissioner Groby, seconded by Commissioner Townsend, and carried. The board determined there are legal process questions and they will need to be answered before moving forward. It was determined that a special meeting to confer with this would need to occur. The District will contact Foley Judell for clarity of these question prior to such a meeting. The anticipated time for that meeting will be 9:00 am on Monday, September 22, 2025.

8. Adjournment – A motion to adjourn the meeting at 2:49 p.m. was made by Commissioner Townsend, seconded by Commissioner Groby and carried.

Respectfully submitted

Kathryn Townsend

Kathryn Townsend
Vice Chairperson

Appendix 1 – Minutes from August 20
Appendix 2 – Minutes from September 3
Appendix 3 – Executive Director August Time Card
Appendix 4 – Wright Flood Insurance Renewal
Appendix 5 – Archer Counseling Contract
Appendix 6 – Treasurer's Report
Appendix 7 – Purple Ink Salary Survey