

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

MINUTES

Board of Commissioners Meeting
April 15, 2026

1. Call to Order – The meeting of the Board of Commissioners, St. Tammany Parish Mosquito Abatement District, was called to order at 1:01 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, Mr. Glen Boyer, Mr. Tod Klotzbach, and Mr. David Billiot, Commissioners. District employees present were Dr. Kevin Caillouet, Executive Director; Chad Simon, Finance Director, Jennifer Bushnell, PIO, Joshua Foulon, Field Operations Supervisor, Paul Spadoni, Aerial Supervisor, and Sarah Malasovich, HR and Office Manager. Also present was Mosquito Biologist Mark Bunch. Chris Handy of Bradley Murchison joined virtually.
2. Public Comment – No other members of the public were present.
3. Board Approvals
 - a. Approval of minutes (Appendix 1, 2) – March 18, April 1 - A motion to approve these minutes was made by Commissioner Boyer, seconded by Commissioner Klotzbach, and carried.
 - b. Credit card purchases – Commissioner Billiot reviewed the credit card statements and associated documentation for March expenditures and found them to be in good order. A motion to approve the credit card purchases was made by Commissioner Billiot seconded by Commissioner Klotzbach, and carried. Commissioner Traina-Dorge will review the April purchases for the May meeting.

A motion to move item 5.c. Open Meetings Law to this time was made by Commissioner Klotzbach, seconded by Commissioner Boyer and carried.

5. c. Open Meetings Law – Executive Director Caillouet stated that he will occasionally distribute information via a group email but would recommend that no “reply all” be made, as that could create a walking forum. Additionally, Dr. Caillouet stated that best practices include avoiding any polling regarding decisions, information or perspectives for business purposes, as those items should be discussed in a public meeting setting. Attorney Chris Handy reiterated the points encouraging thoughtfulness to avoid open meetings violations, referencing an AG opinion and memo that were distributed to the commissioners. Mr. Handy then left the meeting.

- c. Travel – none

- d. Executive Director's Time Card and Leave (Appendix 3) – March, 2026 - Chairperson Traina-Dorge reviewed the Executive Director's Time Card and Leave for and found all to be in good order. A motion to approve the time card was made by Commissioner Boyer, seconded by Commissioner Billiot, and carried.
- e. Bids (Appendix 4) – A bid to purchase the Britten Norman Islander was received in the amount of \$625,100 from Oberman Aviation, LLC, which is above the minimum bid set of \$625,000, with an offer of \$50,000 deposit. The purchaser would then pay associated additional costs for the sale. A motion to award this bid was made by Commissioner Boyer, seconded by Commissioner Billiot and carried.
- f. Contracts (Appendix 5)
 - i. Aircraft Hull and Liability Insurance – Arthur Gallagher – \$157,827 – insurance renewal. A motion to approve this renewal was made by Commissioner Billiot, seconded by Commissioner Klotzbach, and carried.
 - ii. Expert Consultation on the Operational Integration of Mid-Infrared Spectroscopy for Mosquito Parity Assessment – Western Carolina University – Executive Director Caillouet discussed this project that is not fully documented as of yet and will be a forthcoming agreement. Additional discussion ensued regarding parity and identification processes. More details will come with the related MOU very soon.

4. Old Business

- a. Ethics & Tier 2.1 Personal Financial Disclosure Statements – Due May 15, 2026

5. New Business

- a. Treasurer's Report (Appendix 6) – this report was not available to view.
- b. Incidents and Claims Report – There were four new incidents:
 - i. Aircraft Hull Claim – bird strike on the Otter on 03.24.2026 – Otter was out of commission for a few weeks, resulting in about \$11,000 of damages.
 - ii. LDAF complaint – crawfish pond in Madisonville on 03.25.2026 – a complaint of impacted crawfish from the helicopter mission the night prior to the complaint. Discussion ensued. No additional information has been made available to the district at this time. Discussion regarding the potential impact continued.
 - iii. Employee injury – burned hand on 04.01.2026 – employee burn on coffee pot spill, worker's comp claim.
 - iv. Auto accident – employee rear-ended another driver on 04.06.2026 – Discussion about the installed dash cams ensued.
- d. Treasurer's Report – this report was now available to review. Finance Director Simon presented the Treasurer's Report, summarizing February 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 and budget to actual comparisons. Discussion about assigned funds ensued. The auditors will be in person

doing field work on April 20 and April 21. Discussion regarding septic inspections ensued, as well as discussions regarding assigned funds. A motion to approve the Treasurer's Report was made by Commissioner Boyer, seconded by Commissioner Klotzbach, and carried.

- e. Employee Benefits – Executive Director Caillouet reviewed the historical costs for benefits paid for by the district and the employees, noting that historically, this was 100% paid for by the district for employees and dependents. Currently, the cost share is 100% for the employees, and 80%/20% for the dependents. Dr. Caillouet shared some additional examples of other entities and what the cost to STPMAD would be if the district was switched back from May-Dec to 100% coverage (approx. \$64,000). Additional discussion ensued, including questions about post-employment healthcare as a potential benefit. Dr. Traina-Dorge stated that the review of this would be undertaken to attempt to support the hardship this may have caused to employees.
- f. 2026 Assigned Funds Plan – Executive Director Caillouet presented the Assigned Funds Plan as proposed for 2026, detailing different accounting buckets assigned including aerial maintenance and repair, hurricane and storm contingency, short term positions, septic inspections cost sharing and professional fees. Discussion ensued. Dr. Caillouet mentioned that per policy, any change greater than \$60,000 requires board approval. Additionally, total budget expenditures is 5% greater than the approved amount, an amended budget has to be approved as well. Commissioner Boyer proposed increasing Public Relations related to the millage campaign. Discussion regarding the associated costs and usage ensued. A motion to approve the assigned funds plan as presented was made by Commissioner Boyer, seconded by Commissioner Billiot and carried.
- g. 2026 Millage Recommendation – Executive Director Caillouet presented the projections if the millage is renewed at 2.27 mills or to roll forward to 2.8 mills which maintains less than 6 months of assigned funds. The Board discussed the parish growth vs. expenditure growth, noting that the assessor and sheriff's office are stating that development (revenue grown) will not be as exponential in upcoming years. Commissioner Boyer asked if inflation is accounted; Finance Director Chad Simon stated that it is at a standardized 4%. Commissioner Klotzbach stated that it is important to be financially responsible but stated as well that a public relations communication of a roll up this year in line with our millage campaign is confusing. A motion to remain at 2.27 mills for the 2026 millage was made by Commissioner Klotzbach, seconded by Commissioner Boyer, and carried.
- h. Board of Commissioners Travel Policy – Executive Director Caillouet presented estimated travel costs for Board meetings (AMCA, AMCA Washington Days, and LMCA), with some suggested guidelines for costs and a related travel policy. Recommendations made included limiting all attendance to 2 Commissioners per event, with preference given to those in their first year or who have not attended these meetings previously. Commissioner Traina-Dorge suggested titling this line item as "Training" or "Education" rather than travel, as it needs to be indicated that this is educational for the Commissioners. Commissioner Boyer stated that a travel

policy should not be needed as there have not been issues historically with any of the presented concerns, but agreed that training is the goal and should be thusly indicated. Commissioner Billiot stated that as a commissioner, a national conference out of the state may not be needed, although he supports local or state conferences. Further discussion ensued.

- i. May Special Board Meeting Date – Thursday, May 7 – 1pm. – Commissioners Boyer and Billiot would not be available. April 29 at 11am would be a better time and this is the time chosen by the Board.
- j. Deputy Director Positions – Executive Director Caillouet recognized that Jennifer Bushnell, Dr. Isik Unlu and Josh Foulon have all been offered and have accepted the Deputy Director positions. All of these will be effective on April 19.
- k. Calendar of Events –
 - March 18, April 15, May 20 – STPMAD BOC Meeting
 - March 18 – Covington Elementary
 - March 19 – Pineview Middle
 - March 20 – Pontchartrain Elementary
 - March 21 – Slidell Arts Evening
 - March 21 – Lakeview Hospital Ready-Start-Grow Day
 - March 25 – STP Council Agenda Review Millage Presentation
 - March 25 – Lancaster Elementary
 - March 25 – Slidell Junior High Adopt a Pond
 - March 25 – Property/Casualty Insurance review LDCV
 - March 25 – Council Agenda Review Meeting
 - March 28 – Abita Springs Whole Town Garage Sale
 - March 31, April 2 – Dr.'s Unlu and Duong - Adv Med Ent at Tulane
 - April 1, May 7 – STPMAD Staff Meeting
 - April 1 – Lacombe VFW
 - April 2, April 6 – Deputy Director Interviews
 - April 2, May 7 - Special STPMAD Board of Commissioners
 - April 3 – Good Friday Holiday
 - April 4 – Youth Wellness Fair
 - April 6 – Septic Inspection CEA with STP
 - April 6 – Property/Casualty Review with LDCV
 - April 8 – Folsom Community Women in Business
 - April 8 – Pontchartrain Basin Restoration Citizens Group
 - April 9 – STP Council Meeting – Millage Proposition
 - April 10 – Little Oak Elementary
 - April 12 – Abita Springs Busker Festival
 - April 15 – Marigny Elementary
 - April 16 – Northlake Rotary – Mandeville
 - April 17 – Deputy Directors Planning
 - April 18 – Bayou Lacombe Earth Day
 - April 19 – Northshore Autism Association
 - April 19 – Northshore Democratic Women's Club
 - April 20 – Deputy Directors Start Date

Board of Commissioners – Minutes
April 15, 2026

- April 20 – STPMAD Pilots' Memorial
 - April 21 – Rotary Club – Covington
 - April 24-25 – Northshore Garden & Plant Sale
 - April 24 – Covington Kids Block Party
 - April 25 – Beaks & Barks Adoption Event
 - April 25 – Touch a Truck Folsom
 - April 28 – Kathryn's HOA
 - April 29 – Coin du Lestin HOA
 - May 5-6 – LNS Retreat BTR
 - May 6 – STPMAD Staff Meeting
 - May 6 – Covington Business Association Meeting
 - May 7 – TBG Service Review
 - May 7 – PBR Citizens Group Meeting
 - May 12 – GIS District Meeting
 - May 15 – STPMAD Crawfish Boil
6. Mosquito Control Report – Field Supervisor Josh Foulon presented the mosquito control report for April, 2026, noting that the trapping counts of all species are climbing a little later than historical averages. The highest counts of mosquitoes are *Culex salinarius*, with the next highest population being *Aedes vexans*. Mr. Foulon stated that the correlation is evident between total mosquitoes and truck missions as well as the West Nile Virus positive pools. He then went on to show treatment responses to mosquito counts and tests. A motion to accept this report was made by Commissioner Klotzbach, seconded by Commissioner Boyer, and carried.
7. Adjournment – A motion to adjourn the meeting at 3:23 p.m. was made by Commissioner Boyer, seconded by Commissioner Klotzbach, and carried.

Respectfully submitted

Glen Boyer

Glen Boyer
Secretary/Treasurer

Appendices 1 – Minutes from 3/18

Appendix 2 – Minutes from 4/1

Appendix 3 – Executive Director's Time Card

Appendix 4 – Oberman Aviation Bid

Appendix 5 – Gallagher Aircraft Hull & Liability Insurance Renewal

Appendix 6 – Treasurer's Report