South Walton County Mosquito Control District

REGULAR BOARD MEETING

December 18, 2018

Agenda

Call to Order

Invocation and Pledge

Approval of Minutes (motion)

Administration Items

- 1. Financial Reports for November 2018 (motion)
- 2. Approval of Expenditures for November 2018
- 3. Building Plan Update
- 4. Letter to County Regarding MC Ditches/Talking Points
- 5. Election of Officers (motion)
- 6. Other

Legal

1. Attorney's Report/Approval of Invoice (motion)

Operations

- 1. Activity Report
- 2. Drone Demonstration
- 3. Other

Announcements

- 1. FMCA DODD Feb 3-8 ???
- Seat 1- Commissioner John Magee
- Seat 2- Commissioner Tim Norris
- Seat 3- Commissioner Kristine Faulk

Restate New Action Items

Public Comments

Adjourn

REGULAR BOARD MEETING

November 20, 2018

The Board of Commissioners of the South Walton County Mosquito Control District held its Regular Board Meeting at the District Office at 774 North Highway 393, Santa Rosa Beach, Florida at 9:30 a.m.

The Commissioners attending the meeting were Timothy Norris and Kristine Faulk. Also attending were Director Ben Brewer, Office Manager Geraldine Via, and Office Manager Shirley Steele. Commissioner Magee was absent.

The meeting opened with a Prayer and Pledge of Allegiance to the American Flag.

A motion was made by Commissioner Faulk, seconded by Commissioner Norris to approve the minutes of the October 16, 2018 Regular Board Meeting. Motion passed unanimously.

The Financial Report for October 2018 was presented.

The Board reviewed the October Expenditures. A motion was made by Commissioner Faulk, seconded by Commissioner Norris to approve the October Expenditures. Motion passed unanimously.

Attorney Amy Myers joined the meeting by telephone for the Request for Qualifications (RFQ) discussion. DAG submitted a complete RFQ package for review. The review and selection process was completed. A motion was made by Commissioner Faulk, seconded by Commissioner Norris to proceed with DAG. Motion passed unanimously.

Director Brewer announced the Employee Appreciation Luncheon will be December 14. He also asked for approval for three additional days off for the employees after Christmas, December 26 - 28, 2018. A motion was made by Commissioner Faulk, seconded by Commissioner Norris to approve the additional days off. Motion passed unanimously.

The Hand, Arendall, Harrison, Sale, LLC attorney invoice in the amount of \$580.00 was presented for approval. A motion was made by Commissioner Faulk, seconded by Commissioner Norris to approve the September/October 2018 Hand, Arendall, Harrison, Sale, LLC attorney invoice in the amount of \$580.00. Motion passed unanimously.

The Activity Report for the month of October 2018 was presented. The storm drain treatment is completed and there were nine chickens that tested positive for West Nile.

Director Brewer gave an update of the GovClarity program additions that will be available in January.

Director Brewer gave a report on the assistance provided to Bay County Mosquito Control after Hurricane Michael.

Director Brewer is working with Attorney Myers to provide talking points for the Commissioners.

A motion was made by Commissioner Faulk, seconded by Commissioner Norris to adjourn. Motion passed unanimously. Meeting adjourned at 10:50a.m.

Tim Norris, Secretary

John Magee, Chairman



Florida Department of Agriculture and Consumer Services **Division of Agricultural Environmental Services**

MOSQUITO CONTROL MONTHLY REPORT

Section 388.341 F.S., Rule 5E-13.027, F.A.C. Telephone: (850) 617-7995; Fax (850) 617-7969 Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

COUNTY/ DISTRICT South Walton County

FISCAL YEAR: 2018-2019

MONTH: November

LOCAL FUNDS RECEIPTS AND BALANCES

ACCT NO	DESCRIPTION	Budgeted Receipts	Monthly Receipts		Receipts Year to Date		Balance to Be Collected
311	Ad Valorem (Current/Delinquent)	\$ 3,921,332.00	\$ 874,832.88	\$	890,859.38	\$	3,030,472.62
334.1	State Grant	\$	\$ -	\$	-	\$	-
362	Equipment Rentals	\$	\$ -	\$		\$	
337	Grants and Donations	\$ 	\$ -	\$		S	
361	Interest Earnings	\$ 4,000.00	\$ 4.90	\$	10.05	\$	3,989.95
364	Equipment and/or Other Sales	\$ 10,000.00	\$ -	S	-	\$	10.000.00
369	Misc./Refunds (prior yr expenditures)	\$ 2,500.00	\$ 537.54	\$	537.54	\$	1,962.46
380	Other Sources	\$ 6,000.00	\$ 542.69	\$	681.89	\$	5,318.11
389	Loans	\$	\$ -	\$	-	\$	
TOTAL R	ECEIPTS	\$ 3,943,832.00	\$ 875,918.01	\$	892,088.86	\$	3,051,743.14
BEGINNI	NG FUND BALANCE	\$ 2,409,044.99	\$ -	\$		\$	2,409,044.99
otal Rec	eipts & Balance	\$ 6,352,876.99	\$ 875,918.01	\$	892,088.86	\$	5,460,788.13

LOCAL FUNDS EXPENDITURES AND BALANCES

ACCT NO	Uniform Accounting System Transaction Code	Budgeted Expenditures		Monthly Expenditures		xpenditures Year to Date		Balance to Be Expended	
10	Personal Services	\$ 853,645.82	\$	72,052.11	\$	165,146.43	\$	688,499.39	
20	Personal Services Benefits	\$ 512,869.27	\$	71,749.91	\$	100,897.16	\$	411,972.11	
30	Operating Expense	\$ 547,950.00	\$	11,322.06	\$	11,322.06	\$	536,627.94	
40	Travel & Per Diem	\$ 19,500.00	\$	1,404.31	\$	1,584.31	\$	17,915.69	
41	Communication Services	\$ 14,000.00	\$	2,465.17	\$	2,964.59	S	11,035.41	
42	Freight Services	\$ 4,000.00	\$	165.91	\$	165.91	\$	3,834.09	
43	Utility Service	\$ 13,000.00	\$	1,075.95	\$	1,833.43	\$	11,166.57	
44	Rentals & Leases	\$ 53,450.00	\$	459.39	\$	459.39	\$	52,990.61	
45	Insurance	\$ 45,000.00	\$	24,263.99	\$	24,263.99	\$	20,736.01	
46	Repairs & Maintenance	\$ 61,700.00	\$	1,843.10	S	1,876.15	\$	59,823.85	
47	Printing and Binding	\$ 500.00	\$	-	\$		\$	500.00	
48	Promotional Activities	\$ 9,000.00	\$	-	\$		\$	9,000.00	
49	Other Charges	\$ 5,275.00	\$	368.85	\$	558.45	\$	4,716.55	
51	Office Supplies	\$ 5,000.00	\$	402.24	\$	550.08	\$	4,449.92	
52.1	Gasoline/Oil/Lube	\$ 29,000.00	\$	4,854.29	\$	4,854.29	\$	24,145.71	
52.2	Chemicals	\$ 280,000.00	S	16,880.40	S	16,880.40	\$	263,119.60	
52.3	Protective Clothing	\$ 6,500.00	\$	136.97	\$	224.57	\$	6,275.43	
52.4	Misc. Supplies	\$ 47,500.00	\$	2,122.92	\$	3,267.98	\$	44,232.02	
52.5	Tools & Implements	\$ 9,000.00	\$	248.71	\$	275.70	\$	8,724.30	
54	Publications & Dues	\$ 8,000.00	\$	299.00	\$	3,149.16	\$	4.850.84	
55	Training	\$ 12,000.00	\$	489.00	\$	489.00	\$	11,511.00	
60	Capital Outlay	\$ 2,982,671.00	\$	37,980.00	\$	90,113.51	\$	2,892,557.49	
71	Principal	\$	\$	-	\$		\$	_,	
72	Interest	\$ 	S	-	\$		\$	-	
81	Aids to Government Agencies	\$ -	\$		\$		S	-	
83	Other Grants and Aids	\$ -	\$	-	\$		\$		
89	Contingency (Current Year)	\$ 483,215.90	\$	-	\$		\$	483,215.90	
99	Payment of Prior Year Accounts	\$ _	\$	-	\$		\$	-	
OTAL BU	JDGET AND CHARGES	\$ 6,002,776.99	\$	250,584.28	\$	430,876.56	\$	5,571,900.43	
0.001	Reserves - Future Capital Outlay	\$ 25,000.00	\$		\$	-	\$	25,000.00	
	Reserves - Self-Insurance	\$ 235,100.00	\$	-	\$		\$	235,100.00	
0.003	Reserves - Cash Balance to be Carried Forward	\$ 60,000.00	\$	-	\$		\$	60,000.00	
0.004	Reserves - Sick and Annual Leave	\$ 30,000.00	\$	_	\$		\$	30,000.00	
	SERVES ENDING BALANCE	\$ 350,100.00	\$		\$		\$	350,100.00	
OTAL BU	IDGETARY EXPENDITURES and BALANCES	\$ 6,352,876.99	\$	250,584.28	\$	430,876.56	\$	5,922,000.43	
	UND BALANCE	\$ -	\$	625,333.73	\$	461,212.30	\$	(461,212.30)	

By submission of this monthly report of receipts, expenditures, and balances, I attest it is true and correct.



Florida Department of Agriculture and Consumer Services Division of Agricultural Environmental Services

MOSQUITO CONTROL MONTHLY REPORT

Section 388.341 F.S., Rule 5E-13.027, F.A.C. Telephone: (850) 617-7995; Fax (850) 617-7969 Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

COUNTY/ DISTRICT South Walton County

FISCAL YEAR: 2018-2019

MONTH: November

STATE FUNDS RECEIPTS AND BALANCES

ACCT NO	DESCRIPTION		Budgeted Receipts		Monthly Receipts		Receipts Year to Date		Balance to Be Collected	
311	Ad Valorem (Current/Delinquent)	\$		\$	-	\$		\$		
334.1	State Grant	\$		\$	-	\$		s		
362	Equipment Rentals	\$	-	\$		\$		S		
337	Grants and Donations	S		\$	-	\$		\$		
361	Interest Earnings	\$	2.00	\$	0.04	\$	0.10	\$	1.90	
364	Equipment and/or Other Sales	\$		\$	-	\$	-	\$		
369	Misc/Refunds (prior yr expenditures)	\$		\$	-	\$		\$		
380	Other Sources	\$		\$	-	\$		\$		
389	Loans	\$		\$	-	\$		\$		
TOTAL RE	ECEIPTS	\$	2.00	\$	0.04	\$	0.10	\$	1.90	
BEGINNIN	NG FUND BALANCE	\$	1,195.40	\$	-	\$		\$	1,195.40	
Total Reco	eipts & Balance	\$	1,197.40	\$	0.04	\$	0.10	\$	1,197.30	

STATE FUNDS EXPENDITURES AND BALANCES

ACCT NO	Uniform Accounting System Transaction Code	Budgeted Expenditures		Monthly Expenditures	Ex	penditures Year to Date		Balance to Be Expended
10	Personal Services	\$	\$		\$	-	\$	
20	Personal Services Benefits	\$	Ŝ	_	\$		\$	
30	Operating Expense	\$	\$	_	S		\$	
40	Travel & Per Diem	\$	\$	-	\$		\$	
41	Communication Services	\$	\$	-	S		S	
42	Freight Services	\$	\$	-	\$		ŝ	
43	Utility Service	\$ -	S	-	\$		ŝ	
44	Rentals & Leases	\$ -	\$	-	S		\$	
45	Insurance	\$ 	\$	-	\$		S	
46	Repairs & Maintenance	\$	\$	-	S		S	
47	Printing and Binding	\$	\$	-	\$		s	-
48	Promotional Activities	\$	\$	-	\$		\$	
49	Other Charges	\$ 25.00	\$	_	\$		\$	25.00
51	Office Supplies	\$	\$	-	\$		\$	20.00
52.1	Gasoline/Oil/Lube	\$ 	S		S		\$	
52.2	Chemicals	\$	\$		S		s	
52.3	Protective Clothing	\$ 	\$	-	\$		ŝ	
52.4	Misc. Supplies	\$ 	\$		\$	-	\$	
52.5	Tools & Implements	\$ -	\$		\$		\$	
54	Publications & Dues	\$ 	S		\$		\$	
55	Training	\$ 1,172.40	\$	-	\$	-	\$	1,172.40
60	Capital Outlay	\$ -	\$	_	\$		ŝ	1,172.40
71	Principal	\$ 	\$	-	\$		\$	
72	Interest	\$ -	\$	-	\$		\$	
81	Aids to Government Agencies	\$ 	S	-	\$		\$	
83	Other Grants and Aids	\$ -	S	-	\$		\$	
89	Contingency (Current Year)	\$ -	\$	_	\$		\$	-
99	Payment of Prior Year Accounts	\$ _	\$	-	\$		\$	
OTAL BL	JDGET AND CHARGES	\$ 1,197.40	\$		\$	_	\$	1,197.40
0.001	Reserves - Future Capital Outlay	\$ _	\$	-	\$		\$	-
0.002	Reserves - Self-Insurance	\$ -	\$	-	\$	-	\$	
0.003	Reserves -Cash Balance to be Carried Forward	\$ 	\$	-	\$		\$	
0.004	Reserves - Sick and Annual Leave	\$ 	\$	-	S	-	\$	-
OTAL RE	SERVES ENDING BALANCE	\$ -	\$	-	\$		\$	
OTAL BU	IDGETARY EXPENDITURES and BALANCES	\$ 1,197.40	\$		\$	-	\$	1,197.40
NDING F	UND BALANCE	\$	\$	0.04	\$	0.10	\$	(0.10)

By submission of this monthly report of receipts, expenditures, and balances, I attest it is true and correct.

South Walton County Mosquito Cont. Dis **Check Register** For the Period From Nov 1, 2018 to Nov 30, 2018 Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acct	Amount
EFT	11/1/18	Florida Retirement System	102001	12,646.83
EFT	11/1/18	State of Florida Disbursement Unit	102001	498.85
EFT	11/1/18	Nationwide	102001	720.00
EFT	11/1/18	Trustmark	102001	33.80
4714	11/2/18	Emerald Coast Flowers & Gifts	102001	81.00
4715	11/2/18	B & C Fire Safety, Inc.	102001	922.00
4716	11/2/18	Verizon Wireless	102001	739.29
4717	11/2/18	Walton County Board of Commissioners	102001	20,379.98
4718	11/2/18	Bankers Security Life Insurance	102001	70.42
4719	11/2/18	UNUM	102001	910.73
4720	11/2/18	Melhorn's Mini Market	102001	83.12
4721	11/2/18	Hydro Solutions Consulting, LLC	102001	262.47
4722	11/2/18	Azland Mining, LLC	102001	72.00
4723	11/2/18	Retif Oil & Fuel LLC	102001	2,051.80
4724	11/2/18	Wal Mart Community	102001	292.67
4725	11/2/18	Met Life Insurance Company	102001	363.49
4726	11/2/18	Florida Department of State	102001	41.30
4727	11/2/18	American Family Life Assurance Company	102001	1,066.35
4728	11/2/18	Kenneth McDaniel	102001	100.00
4729	11/2/18	Benjamin A. Brewer	102001	240.00
4730	11/2/18	Preferred Governmental Insurance Trust	102001	13,315.55
4731	11/2/18	UniFirst Corporation	102001	814.58
4732	11/2/18	Cynthia Dye		
4732	11/2/18		102001	130.81
4733		Waste Management of NW Florida	102001	42.17
4735	11/2/18 11/2/18	Guardian	102001	1,217.58
		Coastal Equip Rental of South Walton	102001	47.76
4736	11/2/18		102001	44.20
4737	11/2/18	FedEx	102001	101.59
4738	11/2/18	The DeFuniak Springs Herald Breeze, Inc	102001	213.75
4739	11/2/18	Mediacom	102001	206.90
4740	11/2/18	Great America Financial Services	102001	153.13
4741	11/2/18	Amerigas - Crestview	102001	368.57
4742	11/2/18	Hull & Company Insurance	102001	13,862.69
4743	11/2/18	Benjamin A. Brewer	102001	625.63
4744	11/2/18	Benjamin A. Brewer	102001	168.00
Direct Deposit	11/14/18	Payroll #4	102001	23,208.07
EFT	11/15/18	Internal Revenue Service	102001	7,043.48
EFT	11/15/18	Nationwide	102001	720.00
EFT	11/19/18	State of Florida Disbursement Unit	102001	498.85
4745		Publix Super Market, Inc.	102001	48.77
4746	11/19/18	0	102001	29.45
4747		Liberty National Life Insurance Company	102001	379.49
4748	11/19/18	· · · · · · · · · · · · · · · · · · ·	102001	149.53
4749	11/19/18	CenturyLink	102001	300.33
4750	11/19/18	Blue Tarp Financial, Inc.	102001	354.68
4751	11/19/18	Fisher Scientific Company, LLC	102001	282.26
4752	11/19/18	Overhead Door Company of NW Florida	102001	176.32
4753	11/19/18	Verizon Wireless	102001	939.29
4754	11/19/18	Choctawhatchee Electric Cooperative	102001	596.03
4755	11/19/18	-	102001	130.80
4756	11/19/18	Progressive Business Publications	102001	299.00
4757	11/19/18	Regional Utilities of Walton County	102001	69.18
4758	11/19/18	Powerplan (Beard Equipment Co.)	102001	366.25
4759	11/19/18	John J. Magee	102001	2,211.50
4760	11/19/18	-	102001	290.76
			102001	200.70

South Walton County Mosquito Cont. Dis **Check Register** For the Period From Nov 1, 2018 to Nov 30, 2018 Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acct	Amount
4761	11/19/18	MCES, LLC	102001	37,980.00
4762	11/19/18	0 0	102001	37.17
4763	11/19/18	Retif Oil & Fuel LLC	102001	2,755.03
4764	11/19/18	Melhorn's Mini Market	102001	280.86
4765	11/19/18	First Bankcard Services	102001	1,345.43
Direct Deposit	11/28/18	Payroll #5	102001	22,698.58
EFT	11/28/18	State of Florida Disbursement Unit	102001	498.85
EFT	11/28/18	Internal Revenue Service	102001	7,017.29
EFT	11/28/18	Nationwide	102001	720.00
Direct Deposit	11/29/18	Retro payroll	102001	1,835.36
EFT	11/29/18	Internal Revenue Service	102001	401.40
EFT	11/29/18	Florida Retirement System	102001	8,691.34
4766	11/30/18	Walton County Board of Commissioners	102001	20,379.95
4767	11/30/18	Bankers Security Life Insurance	102001	70.42
4768	11/30/18	Liberty National Life Insurance Company	102001	379.49
4769	11/30/18	Met Life Insurance Company	102001	363.49
4770	11/30/18	UNUM	102001	910.73
4771	11/30/18	Guardian	102001	1,275.27
4772	11/30/18	American Family Life Assurance Company	102001	1,066.35
4773	11/30/18	Great America Financial Services	102001	306.26
4774	11/30/18	Hand Arendall Harrison Sale LLC	102001	580.00
4775	11/30/18	Adapco, Inc.	102001	16,880.40
4776	11/30/18	Manson Bolves Donaldson Varn, PA	102001	1,775.00
4777	11/30/18	Wal Mart Community	102001	222.21
4778	11/30/18	UniFirst Corporation	102001	722.34
4779	11/30/18	John J. Magee	102001	1,157.76
4780	11/30/18	Mediacom	102001	254.21
4781	11/30/18	Patrick Pilcher, WC Property Appraiser	102001	7,167.67
4782	11/30/18	Denis Rietenbach	102001	494.20
4783	11/30/18	Kenneth McDaniel	102001	120.00
4784	11/30/18	Geraldine Via	102001	960.39
4785	11/30/18	Melhorn's Mini Market	102001	179.35
4786	11/30/18	Quill Corporation	102001	99.90
4787	11/30/18	Met Life Insurance Company	102001	151.15
4752V	11/30/18	Overhead Door Company of NW Florida	102001	-176.32
		P		
Total			_	250,584.58

SOUTH WALTON COUNTY MOSQUITO CONTROL DISTRICT

Activity Report -- Month of November 2018

- All programs operated as usual.
- Adulticide used:

	19.5 - gallons – Deltagard	\$ 3,3	386.56
Larvicide/herbicide used:			
	169 – ounces Coco Bear	\$	25.80
	6.5 - pounds Vectobac WDG	\$	227.50
	21.5 - pounds Vectolex WDG	\$	1,286.77
	205.5 - pounds Fourstar BTI CRG	\$ 2	2,324.20
	2 - each Altosid XR slim	\$	6.68
	1 - each Natular XRT	\$	4.00
	325.5 - pounds Natular G30	\$ 4	4,765.32

- Service requests:
- 12 Inspections
- 14 Spray
 - 1 Ditch
- 3 Larvicide

Total of 2 chickens tested positive for WN in November. Report Date 11/16/18 1-WN collection date 10/22–Band 15 Site B6B Report Date 11/16/18 1-WN collection date 11/05–Band 65 Site B2B

North Walton Mosquito Control had 4 positive chicken for WN in November

Report all insection	CHEMICAL INVEN cides, herbicides and other chemicals purchase				for the	Inv done 12/3/18 end of Nov 2018
	ides, nerbicides and other chemicals purchase		and the local data in a local d			
			ON HAND	ACTUAL		
	CHEMICAL NAME		MONTH	Cost Per		and the second second
	(INDICATE LBS., OZS., OR GAL	5 <u>.)</u>	END	Gal/Lb/Ea		\$ VALUE
	ADULTICIDES					
	Duet (clarke) total of 5 gals/2.5 ea	gallons	2.75	\$191.46		\$526.
	Deltagard (adapco) 30 gal drums	gallons	112.00	\$173.67	mixwater	\$19,451.0
	Zenivex E4 RTU purchased	gallons	20.00	\$79.80		\$1,596.0
	Wisdom	gallons	2.22	\$60.75		\$134.8
	Kontrol 30 Gallon totes	gallons	3.00		mix bva oil	\$163.
			ADULTI	CIDE TOTA	L VALUE	\$21,871.9
	LARVICIDES					
	Agnique MMF	gallons	1.50	\$34.35		\$51.5
	Abate	pounds	132.00	\$10.61		\$1,400.
	Altosid SBG single brood granules	pounds	385.00	\$3.06		\$1,178.1
	Altosid XR-G	pounds	0.00	\$8.45		\$0.0
	Altosid XR slim (S Ver) briquets	each	1,097.00	\$3.34		\$3,663.9
	Bactimos Briquets	each	1,679.00	\$0.57		\$957.0
	Coco Bear	gallons	76.00	\$19.55		\$1,485.8
hazmat	Fourstar 45 Day purchased 200bx	briquets	0.00	\$1.16		\$0.0
collection	Fourstar 90 Day (200 in bx)	briquets	0.00	\$1.94		\$0.0
day	Fourstar 180 Day		0.00	\$3.24		\$0.0
	Fourstar BTI CRG 40 of 35lb bags		920.00	\$11.31		\$10,405.2
donated1543	Natular T30 Tablets	each	50.00	\$1.20		\$60.0
	Natular XRT Tablets	each	444.00	\$4.00		\$1,776.0
donated3995	Natular DT	each	0.00	\$0.38		\$0.0
	Natular G30 (clarke)	pounds	441.00	\$15.83		\$6,981.0
	Vectobac WDG	pounds	53.00	\$35.00		\$1,855.0
	Vectolex WDG	pounds	36.00	\$59.85		\$2,154.6
			LARVIC	\$31,968.7		
	HERBICIDES					
	Rodeo 30 gal drums	gallons	34.00	\$22.00		\$748.0
	Surf	gallons	41.00	\$13.95		\$571.9
	Maxpar G260 petroleum oil	gallons	185.00	\$6.59		\$1,219.1
	Cornerstone plus 30 gal drums	gallons	13	\$12.66		\$164.5
				IDE TOTAL	VALUE	\$2,703.6
amples free	Vectomax WSP		40			\$0.0
	Vectobac DT tablet (50 in bottle)		100			\$0.0
A.L.L.	Altosid liquid larvacide Zane Central	gal	1			\$0.0
	Fyfanon ew malathion (Donnie)FMS		2.50			\$0.0
	Zenivex E20		2.50			\$0.0
]			\$0.0