



South Walton County Mosquito Control District
2021-2022 Regular Board Meeting
Thursday, May 19, 2022 – 10:00 AM
Minutes of Meeting

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 on May 19, 2022, at 10:00 AM.

Madam Chairman Donna Johns called the meeting to order at 10:00 AM and opened with a Prayer and Pledge of Allegiance to the American Flag.

The Commissioners attending the meeting were Doug Liles, Kristine Faulk, and Donna Johns.

Staff Present: Darrin Dunwald, Director
Cammie Henderson, Office Manager
Rich Mitchell, Environmental Ops Manager
Amy Myers, Attorney

Public: Steve Young

APPROVAL OF MINUTES

April 28, 2022 Regular Board Meeting (motion)

Motion to approve April 28, 2022 Regular Board Meeting Minutes as presented.

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

PUBLIC COMMENT - NON-AGENDA ITEMS - None

ADMINISTRATION'S REPORT

Financial Report for April – discussion ensued

Discussed audit findings. Discussion ensued.

Chairman Donna Johns questioned the clearing accounts. Benefits issues discussed.

April Expenditures

Request for motion to approve April Expenditures as presented.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Capital Outlay

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Labor Report

UAV Coordination open position, UAV interviews will be scheduled. Peter Brake, UAV

Technical Director at Collier County is assisting with the process. Intern interviews will be scheduled with Teahna. Discussion ensued.

Summer Intern open position, discussion ensued



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Auditor Update

Discussed during Administration Report.

Holiday Handbook Update

Updated the Holiday section of the Employee Handbook. Adding 2 additional holiday between Christmas and New Year's. Employees will be required to take 16 hours of Paid Leave Time or Unpaid. We opted not to take the Juneteenth Holiday that the County added last year.

Request for motion to change Holiday Policy in the Employee Handbook.

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

Travel Handbook Update

Discussion ensued

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously

LEGAL

April Billing – discussion ensued.

Request for motion to approve April legal billing.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

OPERATIONS

April Summary – Discussion ensued

Lab Report by Teahna Ratliff, Entomologist

Doug questioned the graph on rain information. Need additional information on rain.

New Mosquito breed found in Bunker area.

Equipment Update

Received new Kubota. We will be selling our old Kubota.

We want to trade-in our two Trax cars for a new Tahoe. Discussion ensued.

Request for motion to approve purchase of a Tahoe for Administration under sheriff's contract.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Semi Update – Found used semi (that was approved on budget) Originally approved for \$67,500 and cost is \$83,000.

Request for motion to approve additional funds of \$15,500 to purchase semi for \$83,000.

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Doug Liles

Motion approved: Unanimously



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Request for motion to approve purchase a second copier from Xerox for \$4,490.00.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

DAG Update

Billing doesn't need reviewed if within contract. Commissioner will still need to sign check if over \$5,000. Any change orders must be reviewed by Commissioner.

Reviewed new shop drawings.

Hydro Solution – Discussion ensued.

COMMISSIONERS

Seat – 1 Doug Liles

Donna's seat, suggest it goes on the ballot. He will write a letter to the governor to put Donna's seat on the ballot. Donna's last day is November 22. Discussion ensued. Kristine Faulk's seat is on the ballot too. Amy Meyer's believes Donna's seat is appointed by Governor. Suggested that Doug write the letter on his own letterhead. Donna can also write a letter.

Seat – 2 Donna Johns

Seat – 3 Kristine Faulk

OLD BUSINESS –

Website design – found 3 companies so far.

NEW BUSINESS – None

COMMENTS BY COMMISSION AND PUBLIC – None

Request for motion to Adjourn by Chairman Donna Johns

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Adjourn meeting by Madam Chairman Donna Johns at 11:30 AM.

Madam Chairman Donna Johns: _____

Commissioner Doug Liles: _____

Commissioner Kristine Faulk: _____

Donna Johns
Doug Liles
Kristine Faulk



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Next Scheduled Meeting(s):

Regular Board Meeting: June 9, 2022 – 10 AM – SWCMCD, 774 N County Hwy 393, Santa Rosa Beach, FL 32459