



South Walton County Mosquito Control District
2021-2022 Regular Board Meeting
Thursday, February 17, 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 February 17, 2022 @ 10:00 AM.

Madam Chairman 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 Kristine Faulk, and Donna Johns. Doug Liles phoned in for the meeting through Teams.

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

Public: None

APPROVAL OF MINUTES

January 17, 2022 Regular Board Meeting Minutes motion to approve.
Correction needs to be made. Continued until February Board Meeting

PUBLIC COMMENT - NON-AGENDA ITEMS

None

ADMINISTRATION'S REPORT

Financial Report for January – discussion ensued
Monthly Verification – by Geraldine Via, discussion ensued
Doug Liles asked if we had anything skewed due to the additional time off after Christmas.
January Expenditures
Request for motion to approve January Expenditures as presented by Chairman Donna Johns.
Moted by: Commissioner Doug Liles
Seconded by: Commissioner Kristine Faulk
Motion approved: Unanimously
Commissioner Donna Johns questioned OT compared to prior year. Discussion ensued.
Commissioner Doug Liles asked about Long-Term Disability. Discussion ensued.
Medical Reimbursement plan – discussion on whether board approval in past. Discussion ensued.
Employee Deduction on Employee Health – not done as the County states. Discussion ensued.
Commissioner Doug Liles suggested looking at Health Insurance with stop-gap (self insured). Feels this may be a dollar savings for the District. Continued in future meeting.
Waiting on Trustmark for the report on “who’s logged into account”
Labor Report
Mosquito Control Tech position, discussion ensued
Background checks – formerly done by Attorney. Checking into other avenues for backgrounds.
Undated Mosquito Control Tech job descriptions.
Covid-19 Policy – Continued until March meeting



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Travel Policy – Continued until March meeting
Purchasing Procedures – Continued until March meeting
Purchasing Policy – Continued until March meeting

LEGAL

January Billing – Have not received
New Counsel – discussion ensued
Amy Myers is the interim attorney. (month to month) Amy currently works for Walton County.
Advertise for attorney credentials. Darrin reached out to the fire department to see who they use.
Reach out to Beach Mosquito regarding performance and if she handled the building issues at Beach.
We can check certifications at Floridabar.org

OPERATIONS

January Summary – Discussion ensued
Entomologist is presenting at schools. New powerpoint and getting great reviews.
One larvicide mission due to saturated ground and warmer temperatures.
Replaced culvert and doing ditch cleaning with the AVR.
Received new JD zero turn mower, service truck and UAV van.
Waiting on changes from Legislature on UAV.
New weather station.
New Biogents traps. Discussion ensued.
Attended Fly-in with Gerry Williams and Cameron Williams.
Met with Leading Edge demo on UAV and Picked up Service Truck and Van.
Chicken coops are up and ready to go. 2022 will have less chicken and in better areas.
We are hosting the HazMat training with other mosquito district/county today.

DAG Changes

Discussion ensued regarding billing and change orders.
Motion to approve the remaining December invoice for \$9,837.50 for prior services rendered.
Motioned by: Commissioner Doug Liles
Seconded by: Commissioner Kristine Faulk
Motion approved: Unanimously
Motion to allow Darrin Dunwald to sign the Change Order for Service Order #4 amendment.
No cost to the change.
Motioned by: Commissioner Kristine Faulk
Seconded by: Commissioner Doug Liles
Motion approved: Unanimously
Construction Manager RFP
Approval for Cammie Henderson to complete RFP for Construction Manager.
Motioned by: Commissioner Kristine Faulk
Seconded by: Commissioner Doug Liles
Motion approved: Unanimously



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COMMISSIONERS

Seat – 1 Doug Liles

Seat – 2 Donna Johns

Travel and Expense – Continued to March Meeting

Seat – 3 Kristine Faulk

Review Credit Card, Time, and Travel Policies

Credit Card Policy was not motioned originally. Everyone signed it but it was not approved.

Discussion ensued.

Motion to approve credit card policy as presented.

Motioned by: Commissioner Doug Liles

Seconded by: Commissioner Kristine Faulk

Motion approved: Unanimously

Time and Travel policy July 9, 2019 – Defining the purpose of the monthly \$150 expense check and not using the credit card on expenses covered by the monthly payment. Additionally, supplies can be picked up in the office where it's purchased in bulk.

OLD BUSINESS – None

NEW BUSINESS – None

COMMENTS BY COMMISSION AND PUBLIC – None

Request for motion to Adjourn by Chairman Donna Johns

Motioned by: Commissioner Kristine Faulk

Seconded by: Commissioner Donna Johns

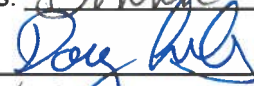
Motion approved: Unanimously

Adjourn meeting by Madam Chairman Donna Johns at 10:56 AM.

Madam Chairman Donna Johns:



Commissioner Doug Liles:



Commissioner Kristine Faulk:



Next Scheduled Meeting(s):

Regular Board Meeting: March 17, 2022 – 10 AM – SWCMCD, 774 N County Hwy 393, Santa Rosa Beach, FL 32459