



South Walton County Mosquito Control District
2024-2025 Regular Board Meeting
Thursday, September 24, 2025 – 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 September 24, 2025, at 10:00 AM.

Chairman Steve Young called the meeting to order on September 24th at 10:05 AM and opened with a Prayer and Pledge of Allegiance to the American Flag.

The Commissioners attending the meeting were Doug Liles, Steve Young, and Kristine Faulk. Attorney Amy Myers participated in the meeting.

Staff Present: Darrin Dunwald, Director
 Cammie Henderson, Finance & HR Manager
 Gerry Williams, Operations Manager
 Valerie Glazier, HR Coordinator

APPROVAL OF MINUTES

August 21, 2025, Regular Board Meeting

Request a motion to approve the August Regular Board Meeting Minutes.

Motion by: Commissioner Doug Liles

Second by: Commissioner Kristine Faulk

Motion approved: Unanimously

September 5, 2025, Trim #1

Request a motion to approve the Trim #1 meeting minutes.

Motion by: Commissioner Kristine Faulk

Second by: Commissioner Doug Liles

Motion approved: Unanimously

September 19, 2025, Trim #2

Request a motion to approve the Trim #2 meeting minutes with correction.

Motion by: Commissioner Kristine Faulk

Second by: Commissioner Doug Liles

Motion approved: Unanimously

PUBLIC COMMENT - NON-AGENDA ITEMS – None

CONSTRUCTION UPDATE

Administration Building Update by Chad Purvis, Superintendent, and Langley Dickeson, Project Manager, Phase II from Wharton-Smith Inc.

Phase I – CO received. Working on the punch list. Starting next with the parking lot and the demo on the old administration building.

Discussion ensued.

Commissioner Steve Young wanted safety to remain at the forefront.



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Phase II

The parking garage is in process. CMU is in process.
Electrical rough-in is happening. H&T is doing excavation. Transformers in stock.
Anyone going beyond the new fencing must have proper PPE. They are on budget and schedule.
Discussion ensued.

ADMINISTRATION'S REPORT

Introduced Valerie Glazier as HR Coordinator. Discussion ensued.
Financial Report for August
Expenditures for August
Request a motion to receive the August expenditure as presented for CPA review
Motion by: Commissioner Doug Liles
Second by: Commissioner Kriss Faulk
Motion approved: 3-0
Calendar of Holiday 2025-2026 – Tabled until October meeting.
Director Review – Tabled until October meeting.

LEGAL

Amy updated that she and Darrin were working on the affidavit, but it is not complete. Amy also announced their Oct 15 Ethics training. August Invoices. Commissioner Doug Liles asked for an update on the Right-of-way. Discussion ensued.
Request a motion to approve the August invoices.
Motion by: Commissioner Doug Liles
Second by: Commissioner Kristine Faulk
Motion approved: 3-0

OPERATIONS

August Summary with Lab Report – Discussion ensued

COMMISSIONERS

Seat – 1 Doug Liles – None
Seat – 2 Steve Young - None
Seat – 3 Kristine Faulk - None

ADDITIONAL NON-AGENDA ITEMS



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CURRENT ACTION ITEMS

Opened	Item	Action	Due Date	Closed
07/10/2025	Development that built a house within the 25' land development code. How can we hold developers accountable? Osprey Lane	Darrin will get with Amy. Update waiting on additional communication with Planning. Update: how do they correct afterwards?	October 2025	

PRIOR ACTION ITEMS

Opened	Item	Action	Due Date	Closed
02/2025	Amy Myers to see how we can ensure our ditches appear on a legal search.	Update: On a title search. Amy requests a map of the ditches.	July 2025	August 2025
6/11/2025	Update maps on GIS and ensure they are up to date regarding our ditches.	Gerry		August 2025

FUTURE ACTION ITEMS

Opened	Item	Action	Due Date	Closed
7/10/2025	Commissioner Doug Liles wants a QR code on the trucks that would direct taxpayers to a site where they can review our products and learn about what we do.	Darrin will get with Bernadette (PIO) Update to have one landing page for the QR Code.	Nov 2025	
7/10/2025	Determine whose responsibility it is for the MS4 for Mosquito Control Ditches. Open a project with all required parties.	Darrin has a meeting scheduled with NWWM on July 23rd. Update communication to improve with the county. ICPR may share with the county. (interlocal). Discussion ensued. Update on some ditches were DOT ditches that Mosquito took over. Contacting DOT.	Feb 2026	



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6/2025	Update the new standards letter and give it to the planning director.	Darrin has given them updated information.	Nov 2025	
9/2024	Commissioner Doug Liles asked about the realistic cost of a claim for drone liability.		Oct 2025	
9/2024	Director Darrin Dunwald will consult with other districts to determine how they have handled drone liability.		Oct 2025	
01/2025	Create a project on furniture surplus.	Update: Garage sale after moving to the new building. Update happened 9/18 & 19	09/2025	Sept 2025
11/2024	Financial Advisor	Create a project.	Nov 2025	
08/2025	Water Sound Origins larvicide vs adulticide – any savings		Dec 2025	
08/2025	Business Plan	Create an executive summary on construction projects	Nov 2025	
08/2025	Travel Policy – Review with Amy and bring back to board for any changes.		Nov 2025	
08/2025	Amy Myers to update the Board Procedures & Responsibilities.		Oct 2025	
08/2025	New Google Earth – is it more precise than what we current use		Oct 2025	
08/2026	Populate the affidavit with ditch maintenance information and record it.		Dec 2025	
08/2025	Commissioner travel expenses over the last 2+ years.		Oct 2025	

COMMENTS BY COMMISSION AND PUBLIC –

NEW ACTION ITEMS

Next Board meeting – moved to October 16.



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Request for motion to Adjourn by Chairperson Steve Young
Motion by: Commissioner Kristine Faulk
Second by: Commissioner Doug Liles
Motion approved: Unanimously

Chairperson Steve Young adjourned the meeting at 11:14 PM.

Chairperson Steve Young: *St Young*

Commissioner Kristine Faulk: *Kristine Faulk*

Commissioner Doug Liles: *Doug Liles*

