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**TANGIPAHOA MOSQUITO ABATEMENT DISTRICT #1
MINUTES, REGULAR MEETING, JANUARY 10, 2024**

The regular meeting of the Board of Commissioners, of the Tangipahoa Mosquito Abatement District #1, was held on Wednesday, January 10, 2024, at 5:30 p.m. at the District Office, 15483 Club Deluxe Road, Hammond, LA.

Debbie Edwards, Chairwoman, called the meeting to order.

Roll call was as follows:

Charlie Ciolino – present

Erin Horzelski - absent

Debbie Edwards – present

Craig Inman – present

Greg Fletcher – present

Jimmy Wolfe - present

James Harper – present

Also Present: Douglas Curet, Dennis Walette, Colby Colona, and Cheri Vining.

Pledge of Allegiance

Approve October 2, 2023 Special Meeting Minutes

Mr. Wolfe made a motion to approve the October 2, 2023 Special Meeting Minutes. Mr. Fletcher seconded the motion. Motion carried – all yeas, no nays.

Approve November 29, 2023 Meeting Minutes

Mr. Fletcher made a motion to approve the November 29, 2023 meeting minutes. Mr. Inman seconded the motion. Motion carried – all yeas, no nays.

Mr. Fletcher made a motion to add the agenda item – Approve 2024 Step Raises. Mr. Harper seconded the motion. Roll call vote as follows: Mr. Ciolino – yea, Ms. Edwards – yea, Mr. Fletcher – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Inman – yea, and Mr. Wolfe – yea. Motion passed.

Approve Employee Step Raises for 2024

Mr. Walette informed the Board that the yearly performance appraisal evaluations had been completed in December for all full-time employees of the District. Mr. Walette recommended step raises for the eligible employees receiving ratings of satisfactory or above in 2024 on their anniversary date.

Ms. Horzelski made a motion to approve the 2024 step raises as recommended by Mr. Walette for the eligible employees. Mr. Ciolino seconded the motion. Roll call vote as

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follows: Mr. Ciolino – yea, Ms. Edwards – yea, Mr. Fletcher – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Inman – yea, and Mr. Wolfe – yea. Motion passed.

Review Financial Report

Mr. Walette reviewed the financial report for the year ending December 31, 2023. Ms. Horzelski made a motion to accept the financial report into record. Mr. Ciolino seconded the motion. Roll call vote as follows: Mr. Ciolino – yea, Ms. Edwards – yea, Mr. Fletcher – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Inman – yea, and Mr. Wolfe – yea. Motion passed.

Director’s Report – Mr. Walette provided his report.

In early December, all employees attended the LMCA annual meeting to receive training and recertification. Cheri Vining received the Presidential Award for Meritorious Service. The end of the year chemical inventory was completed, and our auditor has verified the counts.

Also, we have recently installed an updated weather station at the District office.

Assistant Director’s Report – Ms. Colona presented her report.

In addition to recently attending the LMCA Annual Meeting, she has been updating her office files for the 2024 season. She completed her employee evaluations and made her recommendations to Mr. Walette.

Regarding the LMCA Annual Meeting, Mr. Walette received the Hathaway-Ritter Distinguished Achievement award. This award is given in recognition of outstanding contributions to the cause of mosquito control in Louisiana.

Ms. Colona will be working on her presentation for the AMCA Annual Meeting, ordering lab supplies and reagents for the upcoming season, ensuring all employees are up to date on ethics and harassment training and preparing for the quarterly safety meeting to be held before the end of March.

On February 19th, she will be giving a presentation for the Chemistry and Physics Department at SLU in Hammond.

Authorize Placing Job Ad for Assistant Director with Anticipated Starting Date of March 1, 2024

Mr. Wolfe made a motion to authorize placing a job ad for an Assistant Director with the anticipated start date of March 1, 2024. Mr. Harper seconded the motion. Roll call vote as follows: Mr. Ciolino – yea, Ms. Edwards – yea, Mr. Fletcher – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Inman – yea, and Mr. Wolfe – yea. Motion passed.

Authorize Advertising for Bids on Hangar Project

Mr. Inman made a motion to authorize advertising for bids on the Hangar Project. Mr. Wolfe seconded the motion. Roll call vote as follows: Mr. Ciolino – yea, Ms. Edwards – yea, Mr. Fletcher – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Inman – yea, and Mr. Wolfe – yea. Motion passed.

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State mandated training for 2024 for Commissioners and Employees

All full-time employees will have completed this training by the end of this week. Seasonal employees will complete training just prior to the beginning of the spray season. Commissioners will complete their training individually and submit their certificates of completion to the District office.

Mr. Ciolino made a motion to adjourn. Mr. Harper seconded the motion. Motion passed – all yeas, no nays.

ATTEST:

**/s/Debbie Edwards, Chairwoman
/s/Erin Horzelski, Secretary
/s/Cheri Vining, Recording Secretary
Tangipahoa Mosquito Abatement District #1**