

**TANGIPAHOA MOSQUITO ABATEMENT DISTRICT #1  
MINUTES, REGULAR MEETING, APRIL 13, 2016**

The regular meeting of the Board of Commissioners, of the Tangipahoa Mosquito Abatement District #1, was held on Wednesday, April 13, 2016 at 6:00 p.m. at the District Office, 15483 Club Deluxe Road, Hammond, LA.

Larry ‘Pete’ Jones, Chairman, called the meeting to order.

Roll call was as follows:

Bruce Caliva – present	Pete Jones – present
Chris Chappell – absent	Sunny Ryerson - present
Philip Graziano Jr. - present	Bill Wheat – present
Nell Harper -absent	

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

Mr. Chappell is now in attendance.

Mr. Graziano made a motion for the meeting to go into executive session to discuss Item 5 from the agenda. Mr. Wheat seconded the motion. Roll call vote as follows: Mr. Caliva – yea, Mr. Chappell – yea, Mr. Graziano – yea, Mr. Jones – yea, Ms. Ryerson – yea, Mr. Wheat – yea; and Ms. Harper absent. Motion passed.

Mr. Walette, Ms. Colona, and Ms. Vining left the room.

Executive session concluded. Mr. Walette, Ms. Colona, and Ms. Vining rejoined the meeting.

Ms. Ryerson made a motion to accept the personnel committee’s employee evaluation for Mr. Walette as submitted. Mr. Wheat seconded the motion. Motion passed – all yeas, no nays; Ms. Harper absent.

Mr. Jones appointed as a personnel committee, consisting of Mr. Caliva and Mr. Chappell, to review the current employee evaluation process. At the next meeting, they are to present recommendations to the Board.

Mr. Wheat made a motion to accept the meeting minutes as submitted from February 17<sup>th</sup>, with the correction noted. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Ms. Harper absent.

Commissioner appointments – Mr. Jones reviewed the status of the commissioner appointments and reappointments.

Program Update – Mr. Walette provided his report.

The annual inspection has been completed on the District plane. Only a few minor issues were found and corrected. The plane’s transponder needs to be recalibrated. The aircraft will be ferried to New Orleans for this work.

To date there have been four aerial spray missions completed throughout the District.

In response to authorization for the Board, the District is now a member of the Hammond Chamber of Commerce. An application has been submitted to the Ponchatoula Chamber of Commerce with no response to date. Mr. Walette will contact the Ponchatoula Chamber for a status on the application.

This year is a re-assessment year for approving the District's millage. Tax amounts from the Assessor's office should be received no later than the first part of May. This may require the District to schedule a special meeting for setting the millage. The state has specific guidelines for notice requirements in the official journal for these meetings.

Mr. Jones urged all commissioners to please plan to attend if a special meeting has to be scheduled.

Mr. Walette reported that the state legislative auditor's office has made some changes to the requirements of preparing budgets. The new format will be reviewed at the June meeting. Also beginning in June, the Board will receive financial statements at each meeting to review.

**Building plans** – Mr. Caliva reported the building committee met with the architect earlier this week. The plans were reviewed and options were discussed with the electrical engineer and the mechanical engineer. The plans will be updated with the noted selections within the month.

**Authorized signers** – A review of the current authorized signers as well as plans to update the signature card once all commissioners have been reappointed and/or new commissioner(s) selected for 2016.

Mr. Caliva made a motion authorizing that all current Board members, along with the Director, will be listed as authorized signers on the District's signature card. Ms. Ryerson seconded the motion. Roll call vote as follows: Mr. Caliva – yea, Mr. Chappell – yea, Mr. Graziano – yea, Mr. Jones – yea, Ms. Ryerson – yea, Mr. Wheat – yea; and Ms. Harper absent. Motion passed.

**Ethics Training** – Ethics training has to be completed annually by all District employees, commissioners, and advisory council.

Mr. Caliva made a motion to add the item Compliance Questionnaire to the agenda. Mr. Wheat seconded the motion. Roll call vote as follows: Mr. Caliva – yea, Mr. Chappell – yea, Mr. Graziano – yea, Mr. Jones – yea, Ms. Ryerson – yea, Mr. Wheat – yea; and Ms. Harper absent. Motion passed.

**Compliance Questionnaire** – Mr. Wheat made a motion to approve the Management Representation letter regarding the 2015 audit of the Tangipahoa Mosquito Abatement District. Ms. Ryerson seconded the motion. Roll call vote as follows: Mr. Caliva – yea, Mr. Chappell – yea, Mr. Graziano – yea, Mr. Jones – yea, Ms. Ryerson – yea, Mr. Wheat – yea; and Ms. Harper absent. Motion passed.

Mr. Caliva made a motion to adjourn. Mr. Graziano seconded the motion. Motion passed – all yeas, no nays; Ms. Harper absent.

**ATTEST:**

/s/Larry 'Pete' Jones, Chairman

/s/Philip Graziano, Secretary

/s/Cheri Vining, Recording Secretary

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