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**TANGIPAHOA MOSQUITO ABATEMENT DISTRICT #1  
MINUTES, REGULAR MEETING, DECEMBER 15, 2021**

The regular meeting of the Board of Commissioners, of the Tangipahoa Mosquito Abatement District #1, was held on Wednesday, December 15, 2021, at 12:00 p.m. at the District Office, 15483 Club Deluxe Road, Hammond, LA.

Jimmy Wolfe, Chairman, called the meeting to order.

**Pledge of Allegiance**

Roll call was as follows:

Philip Bankston – absent

Deek DeBlieux – present

Debbie Edwards – present

James Harper – present

Erin Horzelski - present

Ricky Mannino – absent

Jimmy Wolfe - present

Also Present: Bruce Harrell, Frank DiVittorio, Dennis Walette, Colby Colona, and Cheri Vining.

Mr. DeBlieux made a motion to accept the October 13th meeting minutes. Mr. Harper seconded the motion. Motion passed – all yeas, no nays; Mr. Bankston and Mr. Mannino absent.

Auditor's Report – Bruce Harrell with Bruce Harrell & Company Certified Public Accountants presented their Independent Auditor's Report for the year ending 2020 to the Board of Commissioners.

Mr. DeBlieux made a motion to accept the auditor's report as presented. Mr. Harper seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

Approve 2022 Chemical Bid Award

Mr. Walette reviewed the 2022 Chemical Bid Summary with the Board which included his recommendations for award.

Ms. Edwards made a motion to approve the chemical bid awards as presented. Ms. Horzelski seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – yea, Ms. Horzelski – yea, Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino – absent. Motion passes.

Ms. Edwards made a motion to amend the agenda and move the Director's report (Item 7) and the Assistant Director's report (Item 8) to the end of the agenda (after Item 15). Mr. DeBlieux seconded the motion. Motion passed – all yeas, no nays; Mr. Bankston and Mr. Mannino absent.

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**Review Financial Statement**

Mr. Walette reviewed the financial report through November 30, 2021.

Ms. Edwards made a motion to accept the financial report into record. Mr. Harper seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – Yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

**Approve Employee Cost of Living Adjustment for 2022**

Mr. Walette made a recommendation to approve a COLA increase equivalent to the one enacted by the Social Security Administration for 2022.

Ms. Edwards made a motion to approve the COLA increase. Mr. Harper seconded the motion. Roll call vote as follows: Mr. DeBlieux – nay, Ms. Edwards – yea, Mr. Harper – Yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

**Adopt Amended 2021 Budget**

Mr. Walette's recommendations for final revisions to the 2021 Budget were to transfer \$9,000 from Fund Balance to Capital Expenditures (Vehicles) due to the new truck that was included in last year's budget but was not delivered until this year. Also, to transfer \$175,000 for the Fund Balance to Outside/Contractual Services. Deficit is due to aerial spraying after Hurricane Ida. Mr. DeBlieux made a motion to approve the recommendations as presented. Ms. Edwards seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – Yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

**Approve Employee Step Raises for 2022** – Mr. Walette informed the Board that the yearly performance appraisal evaluations had been completed for all full-time employees of the District. Mr. Walette recommended step raises for the eligible employees receiving ratings of satisfactory or above in 2022 after their anniversary date.

Mr. DeBlieux made a motion to approve the 2022 step raises as recommended by Mr. Walette. Mr. Harper seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – Yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

**Adopt Amended Policies and Procedures Manual** – Mr. Walette reviewed the amended policies/procedures with the Board. Ms. Edwards made a motion to adopt the amended manual as presented. Mr. DeBlieux seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Harper – Yea, Ms. Horzelski – yea, and Mr. Wolfe – yea; Mr. Bankston and Mr. Mannino absent. Motion passed.

**2022 AMCA Meeting**

The dates for the meeting are February 28<sup>th</sup> – March 4<sup>th</sup>, 2022. Attendees were discussed.

**Set 2022 Meeting Schedule**

Mr. DeBlieux made a motion to accept the odd months schedule for 2022. Mr. Harper seconded the motion. Motion passed – all yeas, no nays; Mr. Bankston and Mr. Mannino absent.

**Director's Report** – Mr. Walette provided his report.

The nightly spray season is complete for 2021. Larviciding continues daily and service requests are responded to when we receive them if the weather permits.

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**Working with FEMA program manager to complete paperwork for reimbursement for aerial spray missions conducted after Hurricane Ida.**

**Interviews have begun for the computer specialist position.**

**The Louisiana Mosquito Control Association Annual Meeting was held last week as a virtual meeting. All staff attended. Mr. Walette and Ms. Colona had presentations. Ms. Colona was re-elected to their Board of Directors and elected President by the Board of Directors.**

**The annual inspection of the District aircraft is scheduled for the second week of January.**

**We recently received the half-ton pickup truck that has been on order.**

**Our newest District truck was involved in an accident. No one was injured and our driver was not at fault. The truck however, sustained severe damage. We are still waiting on determination from the adjuster with the insurance company.**

**On another note, one of the lights in our parking lot sustained damage when a freight truck backed into it. We have filed a claim with the trucking company.**

**Mr. Walette presented a Strategic Planning document to the Board containing a SWOT analysis.**

**Assistant Director's Report – Traps have been concluded for the season.**

**This year the District submitted 1,817 mosquito samples to LSU and LAMP testing. We had 8 WNV positive mosquito samples and 2 EEE positive mosquito samples. There were no human cases reported within our District or Tangipahoa Parish this year.**

**The Leadership Tangipahoa class visited the office October 19<sup>th</sup>.**

**Presented a program update on our District and a presentation about updating CDC trap bait at our District for the Louisiana Mosquito Control Association Annual Meeting.**

**Mr. DeBlieux made a motion to adjourn. Ms. Edwards seconded the motion. Motion passed – all yeas, no nays; Mr. Bankston and Mr. Mannino absent.**

**ATTEST:**

**/s/Jimmy Wolfe, Chairman**

**/s/Ricky Mannino, Secretary**

**/s/Cheri Vining, Recording Secretary**

**Tangipahoa Mosquito Abatement District #1**