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**TANGIPAHOA MOSQUITO ABATEMENT DISTRICT #1
MINUTES, REGULAR MEETING, DECEMBER 11, 2019**

The regular meeting of the Board of Commissioners, of the Tangipahoa Mosquito Abatement District #1, was held on Wednesday, December 11, 2019 at 5:30 p.m. at the District Office, 15483 Club Deluxe Road, Hammond, LA.

Deek DeBlieux, Chairman, called the meeting to order.

Roll call was as follows:

Deek DeBlieux – present	Sunny Ryerson – present
Debbie Edwards – present	Bill Wheat - absent
Cecilia Giannobile – absent	Jimmy Wolfe – present
Ricky Mannino - present	

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

Pledge of Allegiance

Mr. Walette introduced the District's new legal counsel, Frank DiVittorio, chosen by the Board appointed committee.

Ms. Edwards made a motion to accept the October 9th meeting minutes. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Ms. Giannobile and Mr. Wheat absent.

Approve 2020 Chemical Bid Award – Mr. Walette provided the chemical bid summary and made his recommendations to the Board.

Mr. Mannino made a motion to approve the Director's recommendations for the 2020 chemical bid award. Mr. Wolfe seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

Adopt revised policy and procedures – Mr. Walette reviewed the revisions with the Board. Ms. Edwards made a motion to adopt the revised policy and procedures as presented. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Ms. Giannobile and Mr. Wheat absent.

Approve revisions to Personnel Manual – Mr. Walette reviewed the revisions with the Board. Mr. Wolfe made a motion to approve the revisions to the personnel manual as presented. Mr. Mannino seconded the motion. Motion passed – all yeas, no nays; Ms. Giannobile and Mr. Wheat absent.

Approve Auditor Agreement – Mr. Walette presented the proposal from Bruce Harrell & Associates to conduct the annual audit. Mr. Mannino made a motion to accept the proposal.

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Mr. Wolfe seconded the motion. Motion passed – all yeas, no nays; Ms. Giannobile and Mr. Wheat absent.

Approve Employee Step Raises for 2020 – Mr. Walette stated that only one employee evaluation has been completed at this time and the remainder would be completed before the end of the year. These would be presented for approval at the February 2020 meeting.

Ms. Ryerson made a motion to approve the one employee’s step raise for 2020 with the balance of the remaining employee’s evaluations to be reviewed for approval at the February 2020 meeting. Mr. Wolfe seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

Approve credit card for Assistant Director – At times the Assistant Director will be traveling out of town to attend meetings. Mr. Walette requested a credit card be issued with the limit of \$5000.00 for the Assistant Director to use at these times. Ms. Edwards made a motion to accept the Director’s recommendation. Ms. Ryerson seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

Director’s Report – Mr. Walette stated that on an extremely sad note, our long-time lead night spray driver, Louis ‘Butch’ Addison, has passed away. Visitation and services will be Sunday night and Monday.

The District employees attended the LMCA Annual Meeting in Baton Rouge last week. All employees received training and recertification at this meeting.

The State of Louisiana now requires all employees and commissioners to complete a preventing sexual harassment training course. The District employees will be completing this course by the end of this week. Commissioners will have an option to attend this instructor led training or to come by the District office at their convenience to complete the course on one of the District computers.

Vehicles that were approved in the 2020 budget have been ordered. We do not expect delivery until early 2020.

The District office is scheduled to host an ‘After Hours’ with the Hammond Chamber of Commerce in April 2020.

Work on the District’s new website by 5 Stones Media, is now in progress and should be completed in February or March.

Regroup mass notification program – one training has been held with another training to follow.

Florida Fly In – Mr. Walette submitted a request to the Board to attend the 2020 Florida Fly In.

Mr. Mannino made a motion to approve for Mr. Walette to attend the Florida Fly in at Ft. Myers, FL in January 2020. Ms. Edwards seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

Mr. Walette had samples of shirts for the Board to look at and approve for employees and commissioners representing the District at public education days, meetings and District functions. Mr. Wolfe made a motion to purchase shirts for the commissioners and District staff. Ms. Edwards seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

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Assistant Director's Report – Traps were suspended on November 7th. This year the District had 7 WNV positive mosquito samples and 1 EEE positive mosquito sample. Over 2100 samples were sent to the LSU Arboviral Lab for testing. Ms. Colona tested 149 samples through LAMP testing at the District lab. There were no positives. There were no human cases reported within our District this year.

Review Financial Statement

Mr. Walette reviewed the financial report. Mr. Walette's recommendations for final revisions to the 2019 Budget were to transfer \$2,000 from the Vehicle Insurance category to the following: Worker's Comp Insurance category (\$1300), Office Supplies category (\$500) and Capital Expenditures – Miscellaneous Equipment category (\$200).

Ms. Edwards made a motion to approve the recommendations as presented. Mr. Wolfe seconded the motion. Roll call vote as follows: Mr. DeBlieux – yea, Ms. Edwards – yea, Mr. Mannino – yea, Ms. Ryerson – yea, Mr. Wolfe – yea; Ms. Giannobile and Mr. Wheat absent. Motion passed.

2020 AMCA Meeting

The dates for the meeting are March 16th – 20th, 2020. Attendees were discussed.

Set 2020 Meeting Schedule

Mr. Wolfe made a motion to accept the 2020 Meeting Schedule as presented. Mr. Mannino seconded the motion. Motion passed – all yeas, no nays; Ms. Giannobile and Mr. Wheat absent.

Mr. DeBlieux wished everyone a Merry Christmas and a Happy New Year.

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

ATTEST:

/s/Deek DeBlieux, Chairman

/s/Debbie Edwards, Secretary

/s/Cheri Vining, Recording Secretary

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