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**TANGIPAOHA MOSQUITO ABATEMENT DISTRICT #1
MINUTES, REGULAR MEETING, DECEMBER 12, 2018**

The regular meeting of the Board of Commissioners, of the Tangipahoa Mosquito Abatement District #1, was held on Wednesday, December 12, 2018 at 5:30 p.m. at the District Office, 15483 Club Deluxe Road, Hammond, LA.

Bill Wheat, Chairman, called the meeting to order.

Roll call was as follows:

Bruce Caliva – present	Sunny Ryerson – present
Deek DeBlieux – present	Adrien Wells - absent
Philip Graziano Jr. – absent	Bill Wheat – present
Pete Jones - absent	

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

Ms. Ryerson made a motion to accept the October 17th meeting minutes. Mr. DeBlieux seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

Adopt Fiscal Agency Resolution – Mr. Walette reviewed the fiscal agency resolution with the Board. Bruce Caliva made a motion to approve the fiscal agency resolution as stated. Sunny Ryerson seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

Approve Auditor Agreement – Mr. Walette reviewed the audit engagement letter and auditor agreement from Bruce Harrell and Company, CPA. Mr. DeBlieux made a motion to accept the agreement and engagement letter as presented. Mr. Caliva seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

Approve Employee Step Raises for 2019 – 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 2019 after their anniversary date. Mr. DeBlieux made a motion to approve the 2019 step raises as recommended by Mr. Walette. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

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Approve End of Year Budget Changes for 2018 - Mr. Walette's recommendations for final revisions to the 2018 Budget were to transfer \$3,500 from the Fuel category to the following: Property Insurance category (\$200), Office Supplies category (\$800) and Maintenance and Repair - Other category (2,500).

Mr. Caliva made a motion to accept the amended budget changes as recommend by the Director. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

The Board asked Mr. Walette to obtain quotes on a generator to present at the February meeting.

Program Update – Colby Colona provided an overall trap count for 2017 vs. 2018. This year, 2,419 mosquito pool samples were submitted with 61 testing positive for WNV and one for EEE versus 1,999 mosquito pool samples submitted with 8 testing positive for WNV in 2017. No human cases were reported in the District.

Most of the staff attended the Louisiana Mosquito Control Association annual meeting last week for training and recertification. Some employees remained at the office to answer calls. Colby Colona and Chris Fayette gave presentations at the meeting. Colby Colona was also re-elected to the Board of Directors of the LMCA for 2019 – 2021.

This year the District treated 944,949 acres by ground which is a 61% increase from last year. The increase was due to a higher number of mosquitoes in our traps and increased disease activity. The District treated approximately 200,000 acres with aerial spraying, which is a 41% increase from last year.

The bid opening for the chemical contract will be held February 6, 2019 at the District office. Mr. Walette will email the bid tabulations to the Board by February 8, 2019 so they may be awarded at the scheduled meeting on February 13, 2019.

Pilot contracts will be sent out by the end of the year.

Annual inspection for the plane will be scheduled for late January.

At the October meeting, the Board revised the sick leave policy to allow grandfathered employees the benefit which was previously in place of paying them for their accumulated sick leave (up to the amount of sick leave they had accrued as of June 13, 2018 and at the employee's current rate of pay on June 13, 2018) upon retirement. A signed form for each of these employees has now been placed in their personnel files.

Random drug screening for employees conducted on November 30, 2018.

In October, one employee was terminated. Disciplinary measures had been followed and documented according to District procedures.

Review Financial Statement – Will send a hard copy when it is completed.

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Discussion of Vehicle Use Policy – Mr. Walette presented a spread sheet of all District vehicles with the plans for replacement and time lines. Discussion was deferred until the February 2019 meeting.

2019 Meeting Schedule – Mr. Walette reviewed the 2019 meeting schedule with the Board. This schedule will be posted on the door of the office and on the website.

The Board of Commissioners will have three commissioners reaching their term limits in June 2019 and two commissioners are eligible for re-appointment for another term. The Parish Council will appoint replacements for these positions and re-appoint current commissioners if they wish to continue service for another term.

The Board asked Mr. Walette to begin communication with the Parish Council regarding these positions.

Mr. DeBlieux made a motion to adjourn. Ms. Ryerson seconded the motion. Motion passed – all yeas, no nays; Mr. Graziano, Mr. Jones and Mr. Wells absent.

ATTEST:

/s/Bill Wheat, Chairman

/s/Sunny Ryerson, Secretary

/s/Colby Colona, Ad Hoc Recording Secretary

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