

March 12th, 2020

15191 Homestead Road. Lehigh Acres, Florida 33971



BRUCE C. SCOTT, CHAIRMAN
STEPHEN R. BOWEN, VICE CHAIRMAN
BRIAN F. FARRAR, SECRETARY-TREASURER
THOMAS B HART
GEORGE T. MANN, JR
ED BRANTLEY
W. MICHAEL ELLIS



LEE COUNTY MOSQUITO/HYACINTH CONTROL DISTRICTS



15191 Homestead Road
Lehigh Acres Florida 33971

3/12/2020

REGULAR MEETING

AGENDA

Call meeting to order- Chairman Scott will call the meeting to order

Pledge- Please stand for the Pledge of Allegiance

Roll Call- Chairman Scott will call each Board member by Seat

Public Comments on Agenda Items- Any Public Comments

Minutes Approval- Approval of February minutes

Lee County Health Department- Jennifer Roth, Director of Epidemiology, Lee County Health Department

Consent Agenda-

- Surplus

Old Business-

- Sale of two King Air 200s, Conroe, TX, confirmed

New Business-

- PTO cash out policy
- Health Savings Allowance

Facilities Report- Aaron Lloyd, Assistant Director will provide an update on current facility projects at the Districts:

- South runway entrance update
- SIT equipment contract

Director Report- Dr. David Hoel will provide an update on recent activities at the District:

- SIT mark recapture release activity, new employees
- HSA contribution execution
- Annual Oath of Office form, commissioners
- South Florida Aquatic Plant Management Society presentation, Kara Tyler-Julian
- Aircraft update
- Dibrom manufacturing facility visit



LEE COUNTY MOSQUITO/HYACINTH CONTROL DISTRICTS



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Lehigh Acres Florida 33971

3/12/2020

REGULAR MEETING

Financial Report- Commissioner Farrar will review the financial reports with the Board

Commissioners Comments

Adjournment

Commissioner Scott called to order the regular scheduled meeting of the Lee County Mosquito/Hyacinth Control Districts (LCMCD/LCHCD) on February 23rd, at 10:00 a.m. in the William Opp Training Center at District headquarters, 15191 Homestead Road, Lehigh Acres, Florida.

PRESENT:

Seat 1- Commissioner Ed Brantley
Seat 2- Commissioner Brian Farrar, Secretary/Treasurer
Seat 3- Commissioner Mike Ellis
Seat 4- Commissioner Steve Bowen, Vice Chair
Seat 5- Commissioner George T. Mann, Jr.
Seat 6- Commissioner T. Hart
Seat 7- Commissioner Bruce Scott, Chair

Legal Counsel – John Agnew

STAFF:

Executive Director- Dr. David Hoel	Senior Accountant- Angela Kershaw
Assistant Executive Director- Aaron Lloyd	Risk Manager- Rick Pardo
Chief Financial Officer- Sean O'Neill	IT Manager- Ed Walsh
Deputy Director, PIO- Eric Jackson	HR Director- Jackie Small
Executive Administrative Assistant- Summer De La Cruz	Deputy Director, Lee County Hyacinth Control District- Kevin Watts
Manager, Scientific Intelligence- Milton Sterling	

VISITORS:

None

PUBLIC COMMENTS:

The following citizens addressed the Board:
None

MINUTES APPROVAL:

Commissioner Scott requested board approval for the month of January 23rd, 2020 board meeting minutes. Commissioner Bowen moved to approve the January 23rd meeting minutes. Commissioner Farrar seconded the motion to approve the minutes as presented. The board unanimously approved, motion passed.

LEE COUNTY HEALTH DEPARTMENT REPORTS: No attendees from the Lee County Health Department

CONSENT AGENDA:

- Surplus Items

Commissioner Scott requested board approval of the consent agenda item. Commissioner Farrar moved to approve consent agenda. Commissioner Ellis seconded the motion to approve consent agenda. The board unanimously approved, motion passed.

NEW BUSINESS: Director Hoel briefed the Board with the sale of two fixed-wing aircraft. These two aircraft were ferried to Buckingham from Conroe TX. Ferried to Ft Pierce for installation of Raisbeck engineering Epic modifications by Aircraft Turbine works after which ferried once again to Venice for installation of a full avionics package and new instrument panels by Sarasota Avionics. During the Biennial inspection of N7247Y here at Buckingham a decision was made early 2019 to halt the inspection and focus on aircraft N762MC and N763MC.

Commissioner Scott moved for a motion for the sale of N762MC and N763MC. Commissioner Mann made the motion, Commissioner Farrar seconded with the intentions to find out more on the ability to sell the aircrafts. The board approved unanimously, motion passed.

FACILITIES REPORT Assistant Director Aaron Lloyd spoke about the apartments in the hanger that are almost completed and the crew is finalizing the last apartment. Boca Grande and Williams heliports are in the process of receiving fence repairs/replacement. Mr. Lloyd called on Keith Lowe to speak about the fiber optics cable that is currently being installed at the district at no cost to the district and will upgrade to speed of the internet.

DIRECTOR'S REPORT: Executive Director Dr. David Hoel, spoke about Lee County Mosquito Control District SIT guest that has been here at the district for a little over a month working with the SIT program. The District also welcomed Dr. Hahn to the District for dosimetry work. The National Guard conducted their annual exercises on the District South Runway. FMCA had their annual DODD training that Assistant Director Aaron Lloyd and Deputy Director Eric Jackson help to coordinate and 12 LCMCD district staff attended. Lee County Hyacinth Control District participated in the Edison Festival of Lights on February 15th, the float was amazing and received a lot of community support. Jamie Flower, Brian Campbell and the Hyacinth staff did a wonderful job representing the District. Director Hoel introduced our new senior accountant, Angela Kershaw and IT Manager Ed Walsh to the commissioners. AMCA will be approaching soon and Ms. De La Cruz will be finalizing travel plans. LCMHCD also publishes an employee newsletter every month to inform all employees of past month happenings. Executive Director Dr. David Hoel highlighted the recent Wing Beats publication that highlighted an article discussing the work of Assistant Director Aaron Lloyd and Deputy Director Eric Jackson in their efforts to unify mosquito abatement districts nationally through a Public Health initiative identification badge.

FISCAL REVIEW: *Commissioner Farrar presented the District Treasurers report for January 2020. Commissioner Farrar moved to approve the Mosquito Control District financials. Commissioner Hart seconded the motion and the board approved unanimously, motion passed.*

Commissioner Farrar presented the District Treasurers report for January 2020. Commissioner Farrar moved to approve the Hyacinth Control District financials. Commissioner Bowen seconded the motion and the board approved unanimously, motion passed.

COMMISSIONERS COMMENTS: Commissioners called on Milton Sterling to update the Board members on the Florida Arbovirus surveillance report.

No further business Commissioner Scott made a motion to adjourn. The meeting adjourned at 10:44 a.m.

Commissioner Bruce Scott, Chair
Term: December 2016 – November 2020

Commissioner Brian Farrar, Secretary/Treasurer
Term: November 2018 – November 2022

☒ MOSQUITO ☐ HYACINTH	Lee County Mosquito/Hyacinth Control Districts Agenda Item Report	Meeting Date: 03/12/2020
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PURPOSE/ACTION REQUESTED:

Declare the attached schedule of assets that are no longer used in operations and those considered to be beyond economical repair as surplus.

WHAT ACTION ACCOMPLISHES:

The action allows LCMHCD to offer for sale the assets first to other Mosquito/Arthropod Control Programs and then to it national auction site (GovDeals).

MANAGEMENT RECOMMENDATION:

☒ **Approve**
☐ **Dismiss**

BACKGROUND:

274.05 Surplus property.—A governmental unit shall have discretion to classify as surplus any of its property, which property is not otherwise lawfully disposed of, that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function. Within the reasonable exercise of its discretion and having consideration for the best interests of the county or district, the value and condition of property classified as surplus, and the probability of such property's being desired by the prospective bidder or donee to whom offered, the governmental unit may offer surplus property to other governmental units in the county or district for sale or donation or may offer the property to private nonprofit agencies as defined in s. 273.01(3) by sale or donation.

388.323 Disposal of surplus property.—Surplus property shall be disposed of according to the provisions set forth in s. 274.05 with the following exceptions:

- (1) Serviceable equipment no longer needed by a county or district shall first be offered to any or all other counties or districts engaged in arthropod control at a price established by the board of commissioners owning the equipment.
- (2) The alternative procedure for disposal of surplus property, as prescribed in s. 274.06, shall be followed if it is determined that no other county or district engaged in arthropod control has need for the equipment.
- (3) All proceeds from the sale of any real or tangible personal property owned by the county or district shall be deposited in the county's or district's state fund account unless otherwise specifically designated by the department.

FINANCIAL and BUDGET CONSIDERATIONS: The District may recover the salvage value of the assets through sale to other Mosquito/Arthropod Control Programs or to other buyers registered in the national GovDeals auction program.

SUPPORTING DOCUMENTS: See Attachment.



15191 Homestead Road, Lehigh Acres, FL. 33971



DISTRICT	ASSET ID	TAG #	DESCRIPTION	SERIAL #	ACQUISITION DATE	ESTIMATED MARKET VALUE	CONDITION
M	TBD	TBD	DRY TANK ISOLAIR GRANULAR (WAREHOUSE)	TBD	8/29/2018	N/A	EXCELLENT
M	T1518	0206C0	INTERCOM SYSTEM TIGER BLUETOOTH WIRELESS BELT BOX	n/a	5/2/2011	\$ 50.00	POOR
M	T1222	1117O0	COMPUTER-LAPTOP COMPAQ PRESARIO 1700	2V16DZ9ZFSOJ	6/7/2001	\$ 50.00	POOR
M	T1186	0475O0	COMPUTER-LAPTOP TOSHIBA 4010CDT	19389282A	3/4/1999	\$ 50.00	POOR
M	T1505	1207O0	COPY MACHINE TOSHIBA COLOR E-STUDIO 3530C	SCZH018297	9/30/2010	\$ 50.00	POOR
M	T1514	1268O0	COMPUTER-PRINTER MICR SOURCE TECH 9630	794B0D5	3/15/2011	\$ 50.00	POOR
M	T1494	1159O0	COMPUTER-PERSONAL COMPUTER DELL PRECISION T3500	C9RM7M1	5/6/2010	\$ 50.00	POOR
M	T1256	0398O0	PROJ-PROJECTOR SHARP DIGITAL NOTEVISION	301319384	8/7/2003	\$ 50.00	POOR
M	T1244	0383O0	PROJ-PROJECTOR SHARP DIGITAL NOTEVISION MEDIA	206314057	12/5/2002	\$ 50.00	POOR
M	N/A	N/A	SPARE WINGS FOR C47 AIRCRAFT (FROM COLLIER COUNTY)	N/A	N/A	N/A	N/A
M	N/A	N/A	SPARE PRATT & WHITNEY R183090D ENGINE CORE (FROM COLLIER COUNTY)	N/A	N/A	N/A	N/A
M	N/A	N/A	LOT OF SPARE C47 PARTS (FROM COLLIER COUNTY)	N/A	N/A	N/A	N/A
M	N/A	N/A	TWO E/A SPARE HAMILTON STANDARD PROPELLERS, CORES (LCMCD)	N/A	N/A	N/A	N/A
M	N/A	N/A	PROPELLER TRAILER/STORAGE RACK (LCMCD)	N/A	N/A	N/A	N/A

District Paid Time Off (PTO) Cash Out Option

Full-time Mosquito Control and Hyacinth Control employees are eligible to cash out a portion of unused PTO with Executive Director approval. If the employee has an accrued balance of at least 400 PTO hours, the employee may cash out up to 120 PTO hours once per calendar year, by submitting a request to Human Resources between January 1, and June 30. The hours will be paid at the employee's rate of pay as of January 1, of the requesting calendar year. Accrued compensatory (comp) time hours are not eligible to be included in the calculation of PTO hours. Part-time employees and employees with negotiated contracts of the districts are ineligible to sell PTO hours.