

May 15, 2023

a) Treasurer's Report	Monthly Financial Report
	Expenditures for April
	Financial Report
	Receipts and Disbursements
	Payroll Account

Motion made by Mr. Candeletti, seconded by Mr. Lanuto, that the monthly Financial Report, as received by mail, be approved and filed. Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

b) Superintendent's Report

RAINFALL: 9.93" of rain fell at the Commission yard in April.

WATER MANAGEMENT: The reconditioning project of a basin off Old Hooper Ave. in Brick Township has been completed. We are currently clearing trails for better access to our retention and detention basins with a brush hog. This will continue throughout the county as needed.

MOSQUITO POPULATIONS: Besides a few *Ae. cantator* on the wing, there isn't much to report for our adult population. Larvae are being found at most of the regular spots along the salt marsh. We are seeing *Ae. cantator* larvae in later stages and *Ae. sollicitans* in the very early instars.

Upland locations have been dry for most of the month of April. Cedar swamps were also fairly dry prior to the rains that fell at the end of the month.

SURVEILLANCE: Our NJ Light Traps are up and collections began on May 1st. Viral surveillance trapping with gravid and CDC traps started on May 15th.

GROUND LARVICIDING: 281 treatments were made to our regular ground larviciding route in April.

AERIAL LARVICIDING: 1,239.38 acres were treated by helicopter in April. These applications were all directed to the salt marsh or upland edge using Vectobac 12AS or VectoPrime FG.

PUBLIC RELATIONS: We attended Point Pleasant Earth Day on 4/22/2023.

OTHER: We received our Helistop (Daylight Operations) and Aerial Activity Licenses from the NJ DOT for 2023.

Our aboveground storage tanks are in place and piping has been installed. The split compartment tank containing unleaded gasoline/diesel fuel was filled on May 3rd and the Jet A tank is scheduled to be filled on May 16th.

5. PRESENTATION OF BILLS:

Mr. Candeletti presented the Bill Committee Report for approval and payment of the bills incurred during the month of April.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED, by the Ocean County Mosquito

Extermination Commission that the Superintendent be and is hereby authorized to execute Master Voucher Certificate of Certification of Payment No. 572 consisting of four pages, said Master Voucher containing Check Numbers 43681-43721 in the amount of \$203,422.71 are deemed to be valid claims as recommended by the Chairman of the Bill Committee,

AND BE IT FURTHER RESOLVED that the Treasurer of the Ocean County Mosquito Extermination Commission is hereby authorized and directed to pay each and every one of the aforesaid bills attached to this Master Voucher Certificate of Certification of the Payment. Upon execution of same by said Superintendent, if and when funds are available.

Motion made by Mr. Candeletti, seconded by Mr. Lanuto, that the following Resolution be adopted for approval and payment of the bills. Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye (Abstained from Rumpf)
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

6. COMMUNICATIONS:

7. OLD BUSINESS:

a) Auditor resolution

Mr. Eckelmann read the Auditor resolution to the commissioners. A motion was made by Mr. Lanuto, seconded by Mr. Candeletti to adopt the following resolution:

RESOLUTION 2023-12

**OCEAN COUNTY MOSQUITO
EXTERMINATION COMMISSION
(Auditor – 2023-2024)**

BE IT RESOLVED, by the Ocean County Mosquito Extermination Commission, County of Ocean and State of New Jersey, as follows:

WHEREAS, there exists a need for an Auditor for the Ocean County Mosquito Extermination Commission; and

WHEREAS, there exists by virtue of law the office and position of Auditor for the Ocean County Mosquito Extermination Commission and such office and position needs appointment; and

WHEREAS, the Board wishes to contract for professional services; and

WHEREAS, the Local Public Contract Law (N.J.S. 40A:11-1 et seq.), requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for inspection; and

WHEREAS, the maximum amount of this contract is \$ 14,160.00 and sufficient funds have been appropriated and are available in the Board’s accounts for such services.

NOW THEREFORE, BE IT RESOLVED, by the Ocean County Mosquito Extermination Commission, County of Ocean and State of New Jersey, as follows:

1. That Holman Frenia Allison with an office located at 1415 Hooper Ave.
Toms River, NJ be and is hereby appointed to the office and position of Auditor for the Ocean County Mosquito Extermination Commission from the date of this Resolution until May 15th, 2024.

2. The President of the Ocean County Mosquito Extermination Commission is hereby authorized to execute and the Executive Secretary of the Ocean County Mosquito extermination

Commission to attest the attached Agreement with Holman Frenia Allison.

3. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with New Jersey Statute 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is a service to be performed by a person licensed and authorized by law to practice a recognized profession and in the opinion of the Ocean County Mosquito Extermination Commission can best provide the appropriate professional services for the County.

4. Said Auditor shall be paid on an hourly basis at the rate of \$ _____ per hour for services up to a maximum of \$ 14,160.00.

5. The Comptroller is hereby authorized to certify and to encumber for the term herein stated an amount not to exceed \$ 14,160.00.

6. That a copy of this Resolution or a brief notice stating the nature, duration, service and amount of the contract shall forthwith and within ten (10) days of its passage be published in a newspaper authorized by law to receive such legal notices.

7. This Resolution, together with its attached Certification, brief notice, and executed Contract are on file and available for public inspection in the Office of the Executive Secretary of the Ocean County Mosquito Extermination Commission.

8. That a certified copy of this Resolution shall be sent to each of the following:

- A. Holman Frenia Allison Auditor
- B.
- C.
- D.
- E. **Michael Senyk**, Executive Secretary, Ocean County Mosquito Extermination Commission

CERTIFICATION

I, MICHAEL SENYK, Executive Secretary of the Ocean County Mosquito Extermination Commission, in the County of Ocean, hereby certifies that the above is a true copy of a Resolution adopted by the said Ocean County Mosquito Extermination Commission on the 15th day of May, 2023.

A handwritten signature in blue ink, appearing to read "Michael Senyk", is written over a horizontal line.

MICHAEL SENYK, Executive Secretary
Ocean County Mosquito Extermination Commission

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

8. NEW BUSINESS:

a) Raises & Promotions

Mr. Senyk distributed the Salary and Promotion Proposals to the Commissioners. After a brief discussion a motion made by Mr. Candeletti, seconded by Mr. Lanuto, to adopt the following Resolution for the 2023 salary increases for all permanent employees and additional recommendation by Mr. Senyk & The Raise Committee for Barry Glenn to receive a \$3,500 salary adjustment for performing extra duties, Matthew Herflicker to receive a \$1,500 salary adjustment, Danielle Eckelmann to receive a \$1,500 salary adjustment, Michael Villanova to receive a \$1,500 salary adjustment, and Michael Senyk to receive a \$3,500 salary adjustment.

RESOLUTION-2023-15

BE IT RESOLVED BY THE OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION, COUNTY OF OCEAN, STATE OF NEW JERSEY, that the following salary increase of \$3,000 is approved for all employees.

AND ALSO BE IT RESOLVED that these actions be retroactive to January 1st, 2023, and adjust any salary ranges as necessary.

AND ALSO BE IT RESOLVED that the following list of salaries reflect the resulting 2022 salaries from the above actions.

<u>2023</u>			
<u>Salary Proposals</u>			
<u>Name</u>	<u>Title</u>	<u>2022 Salary</u>	<u>2023 Salary</u>
Barry Glenn	Pilot/Mechanic	\$92,415.22	\$95,15.22
Steven J. Longo	Chief Inspector	\$100,076.63	\$103,076.63
Walter Daymon	Ass't Chief Inspector	\$87,517.83	\$90,517.83
Eian Beron	General Supervisor	\$92,436.81	\$95,436.81
Michael Senyk	Superintendent	\$94,800.83	\$97,800.83
Joseph Schmidt	Ass't Superintendent	\$75,127.11	\$78,127.11
Ronald Pavia	Mechanic	\$73,745.03	\$76,745.03
Ryan Brocklebank	Hvy.Equip.Op./Inspector	\$68,750.79	\$71,750.79
Robert Reichert, Jr.	Pilot/Inspector	\$64,673.29	\$67,673.29
Matthew Herflicker	Entomologist	\$59,303.00	\$62,303.00
Danielle Eckelmann	Accts./Clerk	\$58,600.00	\$61,600.00
Michael Villanova	Biologist	\$57,730.00	\$60,730.00
Jessica Keen	ID Specialist	\$54,600.00	\$57,600.00
Patrick Nyhan	Inspector	\$40,600.00	\$43,600.00
Howard Taylor	Equipment Operator	\$42,600.00 \$	\$45,600.00

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye (Abstained from Danielle Eckelmann)

b) Amend Capital Budget

Mr. Senyk distributed a copy of the Amended Capital Budget to the commissioners. After a brief discussion, a motion was made by Mrs. Crea, seconded by Mr. Candeletti, to adopt the following Amended Capital Budget:

Capital Program

Total Budget: \$2,084,313.00

	<u>Current</u>	<u>YTD</u>	<u>Six Year</u>	<u>Remaining</u>
Helicopter Improvements	\$0.00	\$0.00	\$400,000	\$400,000
Heavy Equip. Improvements	\$0.00	\$0.00	\$20,000	\$20,000
Vehicle Purchase	\$0.00	\$0.00	\$200,000	\$200,000
Large Equip. Purchase	\$0.00	\$0.00	\$50,000	\$50,000
Facility Improvements	\$0.00	\$1,169,313	\$1,169,313	\$0
Emergency Pesticide Reserve	\$0.00	\$0.00	\$100,000	\$100,000
Emergency Fuel Reserve	\$18,000	\$30,000	\$110,000	\$80,000
Mosquito Surv. & Research	\$0.00	\$0.00	\$5,000	\$5,000
Totals:	\$18,000	\$1,229,313	\$2,084,313	\$855,000

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

c) Amend Budget

Mr. Senyk handed out a copy of the Amended Budget to the commissioners and after a brief discussion a motion was made by Mr. Crea, seconded by Mr. Lanuto to adopt the following amended budget:

2023 PROPOSED BUDGET - OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION

ITEM	2023 BUDGET	Amend. 2/27/2023	Amend. 5/15/2023	
I. Revenues				
County of Ocean	\$2,370,282.00	\$2,370,282.00	\$2,370,282.00	
County of Ocean Capital	\$0.00	\$0.00	\$0.00	
County of Ocean Special Appropriations	\$0.00	\$0.00	\$0.00	
Federal Grant	\$0.00	\$0.00	\$0.00	
USF&WS Projects	\$0.00	\$0.00	\$0.00	
State of New Jersey Projects	\$0.00	\$0.00	\$0.00	
State of New Jersey Pesticide	\$50,000.00	\$50,000.00	\$50,000.00	
Interest on Investments	\$1,500.00	\$1,500.00	\$1,500.00	
Miscellaneous	\$0.00	\$0.00	\$0.00	
Reserve for Prev. Year Encumbrance	\$0.00	\$0.00	\$0.00	
Capital Fund	\$0.00	\$629,509.61	\$647,509.61	\$18,000.00
Total Revenues	\$2,421,782.00	\$3,051,291.61	\$3,069,291.61	
II. Expenditures				
A. SALARIES				
Permanent Employees	\$1,100,000.00	\$1,100,000.00	\$1,100,000.00	
Temporary Employees	\$85,000.00	\$85,000.00	\$85,000.00	
HUD Grant Employees	\$0.00	\$0.00	\$0.00	
Overtime	\$12,000.00	\$12,000.00	\$12,000.00	
Health Insurance Waiver	\$0.00	\$0.00	\$0.00	
	\$1,197,000.00	\$1,197,000.00	\$1,197,000.00	
B. PROFESSIONAL SERVICES:				
Legal	\$15,500.00	\$15,500.00	\$15,500.00	
Audit	\$15,000.00	\$15,000.00	\$15,000.00	
Accounting	\$8,000.00	\$8,000.00	\$8,000.00	
	\$38,500.00	\$38,500.00	\$38,500.00	
C. MATERIAL AND SUPPLIES:				
Shop Supplies	\$9,250.00	\$9,250.00	\$9,250.00	
Office Supplies	\$7,000.00	\$7,000.00	\$7,000.00	
Operational Supplies	\$25,000.00	\$25,000.00	\$25,000.00	
Safety Supplies	\$5,000.00	\$5,000.00	\$5,000.00	
Insecticides	\$280,000.00	\$280,000.00	\$280,000.00	
	\$326,250.00	\$326,250.00	\$326,250.00	
D. VEHICLES AND EQUIPMENT OPERATIONS:				
Vehicle Maintenance	\$22,000.00	\$22,000.00	\$22,000.00	
Equipment Maintenance	\$26,000.00	\$26,000.00	\$26,000.00	
Spray Maintenance	\$4,000.00	\$4,000.00	\$4,000.00	
Radio Maintenance	\$1,500.00	\$1,500.00	\$1,500.00	
Marine Maintenance	\$3,000.00	\$3,000.00	\$3,000.00	
Office & Scientific	\$20,000.00	\$20,000.00	\$20,000.00	
Gasoline, Propane, Etc.	\$81,000.00	\$81,000.00	\$99,000.00	\$18,000.00
Lubricants	\$2,834.00	\$2,834.00	\$2,834.00	

Helicopter Operations	\$25,000.00	\$25,000.00	\$25,000.00
Helicopter Parts	\$85,000.00	\$85,000.00	\$85,000.00
	\$270,334.00	\$270,334.00	\$288,334.00
E. BUILDINGS AND GROUNDS:			
Repairs and Maintenance	\$50,000.00	\$679,509.61	\$679,509.61
Services	\$24,000.00	\$24,000.00	\$24,000.00
	\$74,000.00	\$703,509.61	\$703,509.61
F. PROFESSIONAL DEVELOPMENT AND PUBLIC RELATIONS			
	\$19,500.00	\$19,500.00	\$19,500.00
G. OVERHEAD:			
Insurance	\$141,000.00	\$141,000.00	\$141,000.00
Social Security	\$88,000.00	\$88,000.00	\$88,000.00
Unemployment & Disability	\$8,500.00	\$8,500.00	\$8,500.00
Retirement	\$153,380.00	\$173,000.00	\$173,000.00
Uniform Rental	\$10,000.00	\$10,000.00	\$10,000.00
Utilities	\$25,318.00	\$25,318.00	\$25,318.00
	\$426,198.00	\$445,818.00	\$445,818.00
H. PURCHASE & RENTAL EQUIPMENT & VEHICLES			
	\$60,000.00	\$40,380.00	\$40,380.00
I. CONTINGENCY:			
	\$10,000.00	\$10,000.00	\$10,000.00
TOTALS:	\$2,421,782.00	\$3,051,291.61	\$3,069,291.61
Previous Year Encumbrances	\$0.00	\$0.00	\$0.00
Excess of Revenues Over Expenditures	\$0.00	\$0.00	\$0.00

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mrs. Crea	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

10. DISCUSSIONS

Mrs. Crea reminded the board about the current open position, and asked them to think of any potential new members to be discussed at a future meeting.

11. ADJOURNMENT:

There being no further business to transact, a motion was made by Mr. Lanuto, seconded by Mrs. Crea that the meeting be adjourned at 5:17 P.M. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Senyk", written in a cursive style.

Michael Senyk
Superintendent

8:21 AM

06/14/23

Accrual Basis

Ocean County Mosquito Extermination Commission

Profit & Loss Budget vs. Actual

January 1 through June 14, 2023

	Jan 1 - Jun 14, 23	Budget	\$ Over Budget	% of Budget
Income				
4100 · County of Ocean	1,161,903.00	2,370,282.00	-1,208,379.00	49.0%
4110 · Reserve for Mosquito Control-Re	0.00	0.00	0.00	0.0%
4120 · State of New Jersey Projects	0.00	0.00	0.00	0.0%
4130 · State of NJ Insecticide	0.00	50,000.00	-50,000.00	0.0%
4150 · Interest on investments	40,251.35	1,500.00	38,751.35	2,683.4%
4200 · Insurance refunds	0.00	0.00	0.00	0.0%
4300 · Sale of Equipment	0.00	0.00	0.00	0.0%
4300HFA · Loss on Disposal	0.00	0.00	0.00	0.0%
4400 · Special Approp/OC	0.00	0.00	0.00	0.0%
4500 · Prior Year encumbrances reserve	0.00	0.00	0.00	0.0%
4600 · County of Ocean Capital	0.00	0.00	0.00	0.0%
4700 · Federal Grant	0.00	0.00	0.00	0.0%
4800 · Capital Program	0.00	647,509.61	-647,509.61	0.0%
4850 · County of Ocean - Reimb of Truc	0.00	0.00	0.00	0.0%
4860 · County of Ocean - Reimb Helicop	0.00	0.00	0.00	0.0%
4900 · Miscellaneous Income	816.54	0.00	816.54	100.0%
Total Income	1,202,970.89	3,069,291.61	-1,866,320.72	39.2%
Expense				
5110 · Salaries- Permanent	494,055.33	1,100,000.00	-605,944.67	44.9%
5112 · Salaries-Supervisors	0.00	0.00	0.00	0.0%
5114 · Salaries-Inspectors	0.00	0.00	0.00	0.0%
5116 · Salaries-Laborers	0.00	0.00	0.00	0.0%
5118 · HUD Grant	0.00	0.00	0.00	0.0%
5120 · Temporary Employees	10,694.00	85,000.00	-74,306.00	12.6%
5130 · Overtime	0.00	12,000.00	-12,000.00	0.0%
5210 · Legal	5,780.80	15,500.00	-9,719.20	37.3%
5220 · Audit	105.00	15,000.00	-14,895.00	0.7%
5230 · Accountant	0.00	8,000.00	-8,000.00	0.0%
5310 · Shop Supplies	3,762.54	9,250.00	-5,487.46	40.7%
5311 · Safety Supplies	1,236.12	5,000.00	-3,763.88	24.7%
5320 · Office Supplies	934.11	7,000.00	-6,065.89	13.3%
5330 · Operational Supplies	9,406.31	25,000.00	-15,593.69	37.6%
5340 · Insecticides	69,762.80	280,000.00	-210,237.20	24.9%
5410 · Vehicle Maintenance	11,979.73	22,000.00	-10,020.27	54.5%
5420 · Equipment Maintenance	3,249.00	26,000.00	-22,751.00	12.5%
5430 · Spray Maintenance	780.46	4,000.00	-3,219.54	19.5%
5440 · Radio Maintenance	0.00	1,500.00	-1,500.00	0.0%
5450 · Marine Maintenance	0.00	3,000.00	-3,000.00	0.0%
5460 · Office & Scientific	10,519.20	20,000.00	-9,480.80	52.6%
5470 · Gasoline, Propane	55,541.35	99,000.00	-43,458.65	56.1%
5480 · Lubricants	1,254.34	2,834.00	-1,579.66	44.3%
5485 · Helicopter operations	3,611.02	25,000.00	-21,388.98	14.4%
5490 · Helicopter Replacement Parts	5,437.87	85,000.00	-79,562.13	6.4%
5510 · B&G- Repairs & Maintenance	650,741.34	679,509.61	-28,768.27	95.8%
5520 · B&G Services	6,440.33	24,000.00	-17,559.67	26.8%
5610 · Professional Development	6,289.67	19,500.00	-13,210.33	32.3%
5710 · Insurance	0.00	141,000.00	-141,000.00	0.0%
5720 · Payroll expense tax	0.00	0.00	0.00	0.0%
5730 · Social Security	36,313.55	88,000.00	-51,686.45	41.3%
5740 · Unemployment	3,445.61	8,500.00	-5,054.39	40.5%
5750 · Retirement	172,091.00	173,000.00	-909.00	99.5%
5760 · Uniform Rental	4,284.47	10,000.00	-5,715.53	42.8%
5770 · Utilities	12,660.30	25,318.00	-12,657.70	50.0%
5810 · Contingent	0.00	10,000.00	-10,000.00	0.0%
5910 · Equipment Purchase & Rental	599.00	40,380.00	-39,781.00	1.5%
5925 · Depreciation expense	0.00	0.00	0.00	0.0%
5930 · Prior Yr. Encumbrances	0.00	0.00	0.00	0.0%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
6726 · Unbudgeted OPEB Expense	0.00	0.00	0.00	0.0%
Total Expense	1,580,975.25	3,069,291.61	-1,488,316.36	51.5%
Net Income	-378,004.36	0.00	-378,004.36	100.0%