

OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION

Regular Meeting  
February 27, 2023

The regular meeting of the Ocean County Mosquito Commission was held on February 27, 2023 at 5:00 P.M. in the office of the Commission located at 784 West Bay Avenue, Barnegat, NJ.

1. ATTENDANCE:

Mr. David E. Ekelmann, President  
Mr. Thomas Candeletti, Treasurer  
Mr. Ralph Lanuto, Member  
Mr. John Downing, Member

Michael Senyk, Superintendent  
Danielle M. Ekelmann, Accounts Clerk  
Debra Rumpf, Esq., Rumpf, Rumpf

2. CHAIRMAN:

Mr. Ekelmann read the following public notice before officially opening the regular meeting of the Ocean County Mosquito Extermination Commission.

In compliance with the provisions of the Open Public Meeting Act, adequate notice of this meeting of the Ocean County Mosquito Extermination Commission has been provided in the manner prescribed by law.

3. MINUTES OF THE PREVIOUS MEETING:

Motion made by Mr. Downing, seconded by Mr. Candeletti, that the minutes of the January meeting be approved. Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Abstained
Mr. Ekelmann	Aye

4. Appointment of Members:

5. REPORTS:

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

Motion made by Mr. Downing, 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
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

- b) Superintendent's Report

**RAINFALL:** 3.68" of rain fell at the Commission yard in January.

**WATER MANAGEMENT:** We are continuing to recondition a basin off Old Hooper Avenue in Brick Township. This project involves heavy equipment. Additionally, small crews continue to be dispatched throughout the county to perform ditch and creek cleaning using hand tools when the weather allows.

**GROUND LARVICIDING:** Crews have been out mapping storm drains to be added into our system. It seems new developments pop up overnight, so we will continue to update our program as more storm drains are constructed.

**OTHER:** The NJ Department of Environmental Protection has created a draft policy for pesticide applications with Unmanned Aircraft Systems (UASs). The policy was reviewed by members of the Associated Executives of Mosquito Control Work in New Jersey and, besides a few clarifications and amendments, are happy with the policy. The NJ DEP's concern is that mosquito control agencies follow the guidelines set forth by the FAA while conforming to all pesticide application policies and regulations that apply to aircraft.

The 110<sup>th</sup> Annual NJMCA Convention will be held from March 14<sup>th</sup>-17<sup>th</sup>. Most of our staff will be attending either the Pesticide Training Session or the Annual Meeting. The

Ocean County Mosquito Commission will be presenting at both the Training Session and Annual Meeting this year.

5. PRESENTATION OF BILLS:

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

Motion made by Mr. Candeletti, seconded by Mr. Downing, that the following Resolution be adopted for approval and payment of the bills:

**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. 569 consisting of four pages, said Master Voucher containing Check Numbers 43558-43601 in the amount of \$57,819.85 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 carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Ekelmann	Aye

6. COMMUNICATIONS:

a) Plans & Estimates Letter from Rutgers

Mr. Senyk let the commissioners know that we had received a letter from Rutgers letting us know that they had received the plans and estimates for this year's upcoming season.

7. OLD BUSINESS;

a) Adopt Resolutions (2023-1, 2023-2, 2023-3)

Mr. Ekermann read aloud the resolutions for the Starting Salary Ranges, Starting Seasonal Pay Range, New Employee Clothing Allowance, which were all approved at the last meeting. After a brief discussion a motion was made by Mr. Candeletti, seconded by Mr. Downing to adopt the following resolutions:

RESOLUTION 2023-1

2023 BASE SALARY INCREASE

OCEAN COUNTY MOSQUITO  
EXTERMINATION COMMISSION

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

**WHEREAS**, It is necessary for the Starting Salary Ranges for all employees for the year 2023 to be posted; and

**WHEREAS**, in accordance with same, the 2023 Starting Salary Ranges for all employees is attached hereto as Exhibit A; and

**NOW THEREFORE, BE IT RESOLVED**, that the Executive Secretary is hereby authorized to post the 2023 Starting Salary Range for all employees of the Ocean County Mosquito Commission, which is attached hereto as Exhibit A.

**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 23<sup>rd</sup> day of January, 2023.



MICHAEL SENYK, Executive Secretary  
Ocean County Mosquito Extermination Commission

OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION

## 2023 Starting Salary Ranges

Titles - Permanent Employees	Starting Salary Range
Superintendent, Mosquito Extermination	\$80,000.00 - \$90,000.00
Assistant Superintendent, Mosquito Extermination	\$70,000.00 - \$80,000.00
General Supervisor, Mosquito Extermination	\$65,000.00 - \$70,000.00
Pilot and Aircraft Mechanic, Insect Extermination	\$75,000.00 - \$85,000.00
Pilot and Inspector, Insect Extermination	\$54,500.00 - \$64,500.00
Entomologist, Mosquito Extermination	\$58,500.00 - \$63,500.00
Biologist, Mosquito Extermination	\$48,500.00 - \$53,500.00
Mosquito Identification Specialist	\$42,500.00 - \$47,500.00
Chief Inspector, Mosquito Extermination	\$58,000.00 - \$63,000.00
Assistant Chief Inspector, Mosquito Extermination	\$52,000.00 - \$57,000.00
Senior Inspector, Mosquito Extermination	\$46,000.00 - \$51,000.00
Inspector, Mosquito Extermination	\$40,000.00 - \$45,000.00
Inspector Trainee, Mosquito Extermination	\$36,000.00*
Heavy Equipment Operator	\$44,500.00 - \$54,500.00
Heavy Equipment Operator/Inspector, Mosquito Extermination	\$46,500.00 - \$56,500.00
Equipment Operator/Mechanic	\$42,500.00 - \$47,500.00
Equipment Operator	\$40,000.00 - \$45,000.00
Mechanic	\$40,000.00 - \$50,000.00
Accounts Clerk	\$40,000.00 - \$50,000.00

\* Employee will receive a \$4,000.00 increase in salary and promotion to the title of "Inspector" after completing a six-month evaluation period and passing the Commercial Pesticide Applicator exam for CORE and category 8B

### Starting Salary Offer Depends on Experience and Education

**RESOLUTION 2023-2**

**OCEAN COUNTY MOSQUITO  
EXTERMINATION COMMISSION**

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

**WHEREAS**, it is established that the starting salary range for the following seasonal employees, Light Trap Driver, Lab Assistant, Seasonal Inspector must be set.

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

1. The starting salary range for the following seasonal employees, Light Trap Driver, Lab Assistant and Seasonal Inspector, shall be \$16.50 - \$20.50 per hour, effective January <sup>23</sup> 2023.

**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 <sup>23rd</sup> day of January, 2023.



MICHAEL SENYK, Executive Secretary  
Ocean County Mosquito Extermination Commission

RESOLUTION 2023-3

OCEAN COUNTY MOSQUITO  
EXTERMINATION COMMISSION

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

**WHEREAS**, it is necessary for the Ocean County Mosquito Commission to approve an increase in the clothing allowance for employees.

**WHEREAS**, said clothing allowance increase is deemed to be necessary;

**NOW THEREFORE, BE IT RESOLVED**, that the Executive Secretary is hereby authorized to approve the increase in the clothing allowance for employees to \$500.00.

**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 23rd day of January 2023



MICHAEL SENYK, Executive Secretary  
Ocean County Mosquito Extermination Commission



Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

b) Adopt 2021 Audit

Mr. Senyk let the commissioners know that the final 2021 Audit had been received. After a brief discussion a Motion was made by Mr. Downing, seconded by Mr. Candeletti to adopt resolution 2023-4 by name accepting the final draft of the 2021 Audit. Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

#### 8. NEW BUSINESS:

a) Amend Capital Budget

Mr. Senyk let the commissioners know that he would like to move the rest of the money for the above ground storage tanks project from the Capital into our working capital. After a brief discussion a motion was made by Mr. Candeletti, seconded by Mr. Lanuto to approve 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	\$629,509.61	\$1,199,313	\$1,199,313	\$0.00
Emergency Pesticide Reserve	\$0.00	\$0.00	\$100,000	\$100,000

Emergency Fuel Reserve	\$0.00	\$12,000	\$110,000	\$98,000
Mosquito Surv. & Research	\$0.00	\$0.00	\$5,000	\$5,000
Totals:	\$629,509.61	\$1,211,313	\$2,084,313	\$873,000

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

b) Amend Budget

Mr. Senyk distributed copies of the proposed amended budget and after a brief discussion a motion was made by Mr. Candeletti, seconded by Mr. Lanuto to approve the following amended budget:

#### 2023 PROPOSED BUDGET - OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION

ITEM	2023 BUDGET	Amend. 2/27/2023
I. Revenues		
County of Ocean	\$2,370,282.00	\$2,370,282.00
County of Ocean Capital	\$0.00	\$0.00
County of Ocean Special Appropriations	\$0.00	\$0.00
Federal Grant	\$0.00	\$0.00
USF&WS Projects	\$0.00	\$0.00
State of New Jersey Projects	\$0.00	\$0.00
State of New Jersey Pesticide	\$50,000.00	\$50,000.00
Interest on Investments	\$1,500.00	\$1,500.00
Miscellaneous	\$0.00	\$0.00
Reserve for Prev. Year Encumbrance	\$0.00	\$0.00
Capital Fund	\$0.00	<b>\$629,509.61</b>
Total Revenues	\$2,421,782.00	\$3,051,291.61
II. Expenditures		
A. SALARIES		
Permanent Employees	\$1,100,000.00	\$1,100,000.00
Temporary Employees	\$85,000.00	\$85,000.00

HUD Grant Employees	\$0.00	\$0.00
Overtime	\$12,000.00	\$12,000.00
Health Insurance Waiver	\$0.00	\$0.00
	\$1,197,000.00	\$1,197,000.00

B. PROFESSIONAL SERVICES:

Legal	\$15,500.00	\$15,500.00
Audit	\$15,000.00	\$15,000.00
Accounting	\$8,000.00	\$8,000.00
	\$38,500.00	\$38,500.00

C. MATERIAL AND SUPPLIES:

Shop Supplies	\$9,250.00	\$9,250.00
Office Supplies	\$7,000.00	\$7,000.00
Operational Supplies	\$25,000.00	\$25,000.00
Safety Supplies	\$5,000.00	\$5,000.00
Insecticides	\$280,000.00	\$280,000.00
	\$326,250.00	\$326,250.00

D. VEHICLES AND EQUIPMENT OPERATIONS:

Vehicle Maintenance	\$22,000.00	\$22,000.00
Equipment Maintenance	\$26,000.00	\$26,000.00
Spray Maintenance	\$4,000.00	\$4,000.00
Radio Maintenance	\$1,500.00	\$1,500.00
Marine Maintenance	\$3,000.00	\$3,000.00
Office & Scientific	\$20,000.00	\$20,000.00
Gasoline, Propane, Etc.	\$81,000.00	\$81,000.00
Lubricants	\$2,834.00	\$2,834.00
Helicopter Operations	\$25,000.00	\$25,000.00
Helicopter Parts	\$85,000.00	\$85,000.00
	\$270,334.00	\$270,334.00

E. BUILDINGS AND GROUNDS:

Repairs and Maintenance	\$50,000.00	\$679,509.61
Services	\$24,000.00	\$24,000.00
	\$74,000.00	\$703,509.61

\$629,509.61

F. PROFESSIONAL DEVELOPMENT  
AND PUBLIC RELATIONS

\$19,500.00 \$19,500.00

G. OVERHEAD:

Insurance	\$141,000.00	\$141,000.00
Social Security	\$88,000.00	\$88,000.00
Unemployment & Disability	\$8,500.00	\$8,500.00
Retirement	\$153,380.00	\$173,000.00

\$19,620.00

Uniform Rental	\$10,000.00	\$10,000.00	
Utilities	\$25,318.00	\$25,318.00	
	\$426,198.00	\$445,818.00	
H. PURCHASE & RENTAL EQUIPMENT & VEHICLES	\$60,000.00	<b>\$40,380.00</b>	<b>-\$19,620.00</b>
I. CONTINGENCY:	\$10,000.00	\$10,000.00	
TOTALS:	\$2,421,782.00	\$3,051,291.61	
Previous Year Encumbrances	\$0.00	\$0.00	
Excess of Revenues Over Expenditures	\$0.00	\$0.00	

Motion carried with Mr. Eckelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Downing	Aye
Mr. Lanuto	Aye
Mr. Eckelmann	Aye

9. DISCUSSIONS:

10. ADJOURNMENT:

There being no further business to transact, a motion was made by Mr. Downing, seconded by Mr. Lanuto that the meeting be adjourned at 5:22 P.M. Motion carried.

Respectfully submitted,

  
Michael Senyk  
Superintendent