OCEAN COUNTY MOSQUITO EXTERMINATION COMMISSION
Regular Meeting
February 26, 2024

The regular meeting of the Ocean County Mosquito Commission was held on February 26, 2024 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. John Downing, Vice President
Mr. Thomas Candeletti, Treasurer
Mr. Gary Cottrell, Member

Michael Senyk, Superintendent
Joseph Schmidt, Assistant Superintendent
Danielle M. Ekelmann, Accounts Clerk
Debra Rumpf, Esq., Rumpf, Rumpf
Walter Daymon, Ocean County Mosquito Commission Employee

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. Cottrell, that the minutes of the January meeting be approved. Motion carried with Mr. Eklemann requesting Roll Call:

Mr. Candeletti	Abstained
Mr. Cottrell	Aye
Mr. Downing	Aye
Mr. Ekelmann	Aye

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. Candeletti that the Monthly Financial Report, as received by mail, be approved, and filed. Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Cottrell	Abstained
Mr. Downing	Aye
Mr. Ekelmann	Aye

b) Superintendent's Report

RAINFALL: 6.60" of precipitation for the Ocean County average in January with the maximum amount of 9.05" falling in Beachwood.
WATER MANAGEMENT: The drainage restoration project at Tide Creek in Toms River Township has been completed. Our machine has moved south to Wescott Avenue in Waretown where it will be cleaning some of the main ditches.
Small crews are currently being dispatched throughout the county to select locations where there are known accumulations of debris. All this work involves the use of hand tools.
GROUND LAVICIDING: Site review and maintenance is currently underway.
OTHER: We received our Special Use Permits from the US Fish and Wildlife Service's Edwin B. Forsythe National Refuge for aerial inspection and larviciding. We were not given permission to land/treat with aircraft at the southern tip of Holgate until September 1st due to nesting populations of piping plovers and the red knot. The refuge will allow us to make pesticide treatments from the ground at this location pending approval of whichever pesticide we ultimately decide to apply. A list of possible pesticides has been sent to the refuge manager.
The Superintendent presented a training talk on the Ocean County Mosquito Extermination Commission's Aerial Larviciding Program at the Northeast Agricultural

Aviation Association's annual conference in Gettysburg, Pennsylvania on January 16th.

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. 581 consisting of four pages, said Master Voucher containing Check Numbers 43989-44028 in the amount of $94,182.10 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. Cottrell	Aye
Mr. Downing	Aye
Mr. Ekelmann	Aye

6. COMMUNICATIONS:

7. OLD BUSINESS:

a) Agricultural Drone Bid Results

Mr. Senyk went over the bid received from Frontier Precision, with a complete bid price of $37,000.00. After a brief discussion a motion was made by Mr. Downing,

seconded by Mr. Candeletti accepting the bid from Frontier precision.

b) Adopt Resolution Accepting the 2022 Audit

Mr. Ekelmann read aloud the resolution sent over from the auditors, accepting the 2022 audit. After a brief discussion a motion was made by Mr. Downing, Seconded by Mr. Cottrell to adopt the following resolution:

STATE OF NEW JERSEY
COUNTY OF OCEAN

We, members of the governing body of the Ocean County Mosquito Extermination Commission in the County of Ocean, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Committee of the Ocean County Mosquito Extermination Commission in the County of Ocean;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual County Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2022;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) _____ (L.S.) _____

(L.S.) _____ (L.S.) _____

(L.S.) _____ (L.S.) _____

(L.S.) _____ (L.S.) _____

(L.S.) _____ (L.S.) _____

_____
Clerk

Sworn to and subscribed before me this
16th Day of February, 2024

_____
Notary Public of New Jersey
Attorney at Law / Debra H Rump

The County Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the County Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each county shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

> R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars ($1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Ocean County Mosquito Extermination Commission, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON 2/26/24.

Clerk

Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti Aye
Mr. Cottrell Aye
Mr. Downing Aye
Mr. Ekelmann Aye

8. NEW BUSINESS:

a) Aprrove Capital Budget

Mr. Senyk went over the proposed capital budget, adding a new line for overhead adjustments. After a brief discussion it was decided to table the motion for the following proposed capital budget until the following meeting, so that Mr. Senyk could discuss the new line item with the Auditors.

Capital Reserve Budget: $2,084,313.00

Budget Item	Current Period Transfers	Year to Date Transfers	Budget Six Year	Budget Remaining
Emergency Fuel Reserve	$0.00	$0.00	$100,000.00	$100,000.00
Emergency Pesticide Reserve	$0.00	$0.00	$100,000.00	$100,000.00
Equipment Purchase	$0.00	$0.00	$50,000.00	$50,000.00
Facility Improvements	$0.00	$0.00	$729,313.00	$729,313.00
Heavy Equipment Improvements	$0.00	$0.00	$200,000.00	$200,000.00
Helicopter Improvements	$0.00	$0.00	$500,000.00	$500,000.00
Mosquito Surveillance & Research	$0.00	$0.00	$5,000.00	$5,000.00
Overhead Adjustments	$0.00	$0.00	$100,000.00	$100,000.00
Vehicle Purchase	$0.00	$0.00	$300,000.00	$300,000.00
TOTALS	$0.00	$0.00	$2,084,313.00	$2,084,313.00

b) Request to send out RFQ

Mr. Senyk let the Commissioners know that it was time to go out request an RFQ for insurance and asked permission to do so. After a brief discussion a motion was made by Mr. Candeletti, seconded by Mr. Downing to allow Mr. Senyk to request an RFQ for insurance. Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Cottrell	Aye
Mr. Downing	Aye
Mr. Ekelmann	Aye

c) Personnel Matters – Closed Section

Mr. Ekelmann asked for a motion to go into a closed session to discuss personnel matters. A motion was made by Mr. Cottrell, seconded by Mr. Downing to go into closed session. Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Cottrell	Aye
Mr. Downing	Aye
Mr. Ekelmann	Aye

Mr. Ekelmann asked for a motion to come out of the closed session to discuss personnel matters. A motion was made by Mr. Downing, seconded by Mr. Candeletti to come out of the closed session. Motion carried with Mr. Ekelmann requesting Roll Call:

Mr. Candeletti	Aye
Mr. Cottrell	Aye
Mr. Downing	Aye
Mr. Ekelmann	Aye

9. DISCUSSIONS:

10. ADJOURNMENT:

There being no further business to transact, a motion was made by Mr. Downing, seconded by Mr. Candeletti that the meeting be adjourned at 5:30 P.M. Motion carried.

Respectfully submitted,

Michael Senyk
Superintendent

11:13 AM
03/14/24
Accrual Basis

Ocean County Mosquito Extermination Commission
Profit & Loss Budget vs. Actual
January 1 through March 14, 2024

	Jan 1 - Mar 14, 24	Budget	$ Over Budget	% of Budget
Income				
4100 · County of Ocean	592,570.50	2,417,688.00	-1,825,117.50	24.5%
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	17,755.89	1,500.00	16,255.89	1,183.7%
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	0.00	0.00	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	67.38	0.00	67.38	100.0%
Total Income	610,393.77	2,469,188.00	-1,858,794.23	24.7%
Expense				
5110 · Salaries- Permanent	169,771.68	1,136,700.00	-966,928.32	14.9%
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	0.00	65,000.00	-65,000.00	0.0%
5130 · Overtime	0.00	12,000.00	-12,000.00	0.0%
5210 · Legal	2,312.32	15,500.00	-13,187.68	14.9%
5220 · Audit	0.00	15,000.00	-15,000.00	0.0%
5230 · Accountant	0.00	9,000.00	-9,000.00	0.0%
5310 · Shop Supplies	1,064.81	9,250.00	-8,185.19	11.5%
5311 · Safety Supplies	0.00	5,000.00	-5,000.00	0.0%
5320 · Office Supplies	224.62	7,000.00	-6,775.38	3.2%
5330 · Operational Supplies	2,156.09	30,000.00	-27,843.91	7.2%
5340 · Insecticides	0.00	280,000.00	-280,000.00	0.0%
5410 · Vehicle Maintenance	6,344.68	22,000.00	-15,655.32	28.8%
5420 · Equipment Maintenance	1,916.12	26,000.00	-24,083.88	7.4%
5430 · Spray Maintenance	143.82	4,000.00	-3,856.18	3.6%
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	1,222.77	20,000.00	-18,777.23	6.1%
5470 · Gasoline, Propane	1,486.17	81,000.00	-79,513.83	1.8%
5480 · Lubricants	0.00	2,834.00	-2,834.00	0.0%
5485 · Helicopter operations	232.37	25,000.00	-24,767.63	0.9%
5490 · Helicopter Replacement Parts	43,506.79	85,000.00	-41,493.21	51.2%
5510 · B&G- Repairs & Maintenance	1,024.73	50,000.00	-48,975.27	2.0%
5520 · B&G Services	2,030.71	24,000.00	-21,969.29	8.5%
5610 · Professional Development	7,137.33	19,500.00	-12,362.67	36.6%
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	12,147.60	88,000.00	-75,852.40	13.8%
5740 · Unemployment	1,466.37	8,500.00	-7,033.63	17.3%
5750 · Retirement	0.00	178,086.00	-178,086.00	0.0%
5760 · Uniform Rental	1,906.70	10,000.00	-8,093.30	19.1%
5770 · Utilities	7,627.68	25,318.00	-17,690.32	30.1%
5810 · Contingent	0.00	10,000.00	-10,000.00	0.0%
5910 · Equipment Purchase & Rental	1,377.00	60,000.00	-58,623.00	2.3%
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	265,100.36	2,469,188.00	-2,204,087.64	10.7%
Net Income	**345,293.41**	**0.00**	**345,293.41**	**100.0%**