

## Regular Board Meeting Minutes – Approved

Indian River Mosquito Control District  
January 8, 2026 @ 9:05 AM

The Indian River Mosquito Control District Board of Commissioners held a regular meeting on January 8, 2026, at the District Office.

**Present:** Matt Erpenbeck (Chairman), Janice Broda (Vice-Chairman) and Anna Kirkland (Secretary/Treasurer)

**Visitors:** Terry McGinn, Michael Hart, and Brett Butler

**Staff:** Sherry Burroughs (Executive Director), Claudia Alvarado (Chief Financial Officer), Kevin Kinney (Director of IT and Maintenance), Todd Hingle (Coastal Supervisor), Daniel Long (Aerial Specialist), and Kyle Kosinski (Director of Science) via phone

**Legal Counsel:** Paul Amos (Rossway Swan) and David Miklas (Law Office of David Miklas, P.A.)

I. **Call to Order:** Commissioner Erpenbeck called the meeting to order at 9:06 AM.

II. **Pledge of Allegiance**

### **Election of Officers**

The traditional rotation was followed Commissioner Broda as Chair, Commissioner Kirkland as Vice-Chair, and Commissioner Erpenbeck as Secretary/Treasurer.

**Commissioner Kirkland made the motion to approve the traditional election of officers. The Board unanimously approved; motion passed.**

III. **Approval of the Agenda**

**Commissioner Kirkland made the motion to approve the agenda. The Board unanimously approved; motion passed.**

IV. **Approval of Meeting Minutes (Attachment A)**

**Commissioner Kirkland made the motion to approve December 11<sup>th</sup>, 2025, regular meeting minutes. The Board unanimously approved; motion passed.**

December 22, 2025 were not submitted for approval due to the holidays. They will be submitted at the February meeting.

V. **Financial Report (Attachment B)**

**Commissioner Kirkland made the motion to accept and file the financial report for the month ending December 31<sup>st</sup> for audit. The Board unanimously approved; motion passed.**

VI. **Public Comment - None**

VII. **Old Business**

**1. Executive Director Employment Contract (Attachment C) –**

Attorney David Miklas provided the December 22, 2025 draft to Executive Director Sherry Burroughs for review. Commissioner Kirkland requested formatting and grammatical corrections on page 2, 9, and 11. Commissioner Broda asked if Executive Director Burroughs had an update to provide. After reviewing the new contract, Executive Director Burroughs does not agree with the terms and expressed her decision to complete the terms of the current contract on January 9<sup>th</sup>. She is open to negotiating the terms of the new contract if the Board desires but does not agree to consider being an employee at-will.

Discussion ensued regarding the posting of the position followed by discussion to extend the current contract. Attorney Miklas discussed the district liability of paying severance pay, sick, and vacation leave if the current contract is extended.

**Commissioner Erpenbeck made a motion to extend the existing contract for 30 days. Commissioner Kirkland seconded; Terry McGinn provided public comment. Commissioner Broda opposed. Motion passed.**

Commissioner Kirkland requested clarification on Executive Director's payout at the end of the 30 days and posting the job position.

**Commissioner Erpenbeck made a motion to instruct District Legal Counsel to create an addendum extending the existing contract for 30 days for signature by close of today. Commissioner Kirkland seconded; Commissioner Broda opposed. Motion passed.**

**Commissioner Kirkland made a motion to advertise the Executive Director position on the platforms that allow the post. The Board unanimously approved; motion passed.**

**1. Key Performance Indicators (Attachment D)- no discussion**

**B. Conflict of Interest Form 8B (Attachment E)**

Claudia read into the record, Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers, that was submitted to IRMCD on December 22, 2025 by Commissioner Matthew Erpenbeck.

**VIII. New Business**

**A. Strategic Plan Update – 2025/2026 Quarter 1 (Attachment F)**

Executive Director provided a Strategic Plan update on the 1st quarter of the fiscal year.

**B. Community Relations Update – 2025/2026 Quarter 1**

Johanna proved Community Relations update handout on the 1<sup>st</sup> quarter of the fiscal year and cited some highlights.

**C. Educational Fund Reimbursement Approval**

Director Burroughs handed out the Educational Fund excerpt from the Employee Policy Manual as reference and explained that employee John Thomas, Inland Inspector, is seeking \$800 reimbursement from the Educational Fund for completing the FMEL Advanced Mosquito Identification Workshop.

Commissioner Kirkland made the motion to approve the Educational Fund reimbursement for John Thomas. The Board unanimously approved; motion passed.

**IX. Director's Report**

A copy of the Board Report and the operational data spreadsheet were provided to each Commissioner. Sherry provided a broad overview of the monthly report.

- *Two wing missions were conducted in December treating 2,799 acres; historic average is 1028 acres.*
- *Performed 5 ULV missions, totaling 73.25 miles; historic average of 253 miles.*
- *Received 11 service requests, historic average of 27 (2 via email, 7 via web, 2 by phone)*
- *Mosquito populations were below compared to the three-year average.*
- *No arbovirus activity reported for the month.*
- *Staff is continuing work on the attractant project. Results indicate that beet root skin is a significant attractant in water chemistry compared to the salinity, sugar, and pH.*
- *Resistance testing continues; it was found that Culex quinquefasciatus population in Gifford is the first to be classified as resistant to Malathion and a strong resistance to permethrin was noted in the Sebastian area.*
- *Staff is working on experimental trapping of storm sewer systems to monitor resting populations and finding that Culex quinquefasciatus are resting there in very cryptic habitats, not open to larvicide.*

**X. Commissioner's Comments**

Commissioner Broda – was informed by the Florida Ethics Commission that Commissioner Erpenbeck filed an ethics violation against her, claiming that the October 10, 2025 Special Call Meeting was illegal. On December 29<sup>th</sup>, Commissioner Broda emailed the complaint to Executive Director Burroughs and to the District's Attorney and provided the Florida Ethics Commission the October 10<sup>th</sup> meeting minutes and other documentation. Today, Commission Broda received an email from the Florida Ethics Commission stating that the matter will be on the Agenda of the March 6, 2026 meeting.

Commissioner Erpenbeck – none

Commissioner Kirkland – none

**XI. Upcoming Meetings**

- FASD Legislative Forum – January 13<sup>th</sup> -15<sup>th</sup>, 2026
- Fellsmere Frog Leg Festival – January 15<sup>th</sup> – 18<sup>th</sup>, 2026
- DODD Training, Gainesville – January 26<sup>th</sup>-30<sup>th</sup>, 2026
- Regular Board Meeting – February 10<sup>th</sup>, 2026

**XII. Legal Counsel**

Attorney Amos stated that the Regular Board Meeting scheduled on February 10<sup>th</sup> would be outside the 30-day window of the extended Executive Director contract and should consider booking a Special Call Meeting to interact with Executive Director Burroughs. Discussion ensued to set a date.

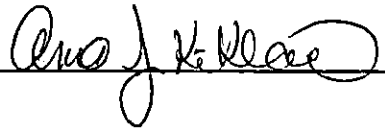
Special Call Meeting is set for February 6, 2026 at 2:00 PM setting the agenda as "Executive Director Contract".

Attorney Miklas will be receiving any updates or revisions that Executive Director wishes to submit prior to the Special Call Meeting.

**XIII. Adjournment**

Commissioner Kirkland made the motion to adjourn. The Board unanimously approved; the meeting was adjourned at 10:45 AM.

Attest:



Craig H. Kline

