

METROPOLITAN
MOSQUITO CONTROL DISTRICT

EXECUTIVE COMMITTEE

March 24, 2021

9:15 AM

Information Packet

METROPOLITAN MOSQUITO CONTROL DISTRICT MEETING ANNOUNCEMENT

COMMITTEE: **Executive Committee Meeting**
LOCATION: **Metropolitan Mosquito Control District**
2099 University Avenue West
St. Paul, MN 55104
DATE: **Wednesday, March 24, 2021**
TIME: **9:15 AM**

A G E N D A

1. Approval of Minutes January 27, 2021 Meeting*
2. Legislative Update – RCS Consulting (Peg Larsen, Kim Scott)
3. Insurance Liability Waiver*
4. Report of Executive Director Performance Review Panel
5. Executive Director's Report
6. Other Issues
7. Adjournment

* Action Requested

Commissioner Robyn West	Anoka County
Commissioner Tom Workman	Carver County
Commissioner Liz Workman	Dakota County
Commissioner Angela Conley	Hennepin County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Michael Beard	Scott County
Commissioner Lisa Weik	Washington County

Next Commission Meeting: Wednesday, April 28, 2021, 9:15 a.m.

Next Executive Committee Meeting: Wednesday, May 26, 2021, 9:15 a.m.

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE MEETING

MINUTES
JANUARY 27, 2021
9:15 A.M.

Commissioner (Chair) Angela Conley called the meeting to order at 9:15 a.m. Due to the ongoing COVID-19 pandemic, this meeting was conducted remotely using GoToMeeting software. Roll call votes were recorded for each item because this meeting was conducted remotely.

Roll Call:

Commissioner Angela Conley	Hennepin County
Commissioner Robyn West	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Tom Wolf	Scott County
Commissioner Lisa Weik	Washington County

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator

Visitors:

Peg Larsen, RCS Consulting
Kim Scott, RCS Consulting

Commissioner Angela Conley welcomed all in attendance and thanked them for attending the meeting.

Commissioner Tom Wolf offered the following resolution and moved its adoption.

*Approval of
November 19, 2020
Committee Meeting
Minutes*

Resolution 1:

Resolved, that the November 19, 2020 Executive Committee Meeting minutes be approved as presented.

Commissioner Liz Workman seconded the motion and the Commissioners voted as follows.

Commissioner Angela Conley	Yes
Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Lisa Weik	Yes

Commissioner Tom Workman joined the meeting after roll call and approval of the November 19, 2020 Executive Committee minutes.

The legislature continues to meet on Mondays and Thursdays and at this point has not passed any significant bills relating to mosquito control. The Senate did pass a bill out of the Judiciary Committee that would prevent damages from civil unrest from being eligible for state disaster funding. This bill will go directly to the Senate floor, Chair Pelowski is the author of the House companion, HF 444.

Legislative Update

During the January 26 floor session, the House passed a resolution condemning the violence in Washington D.C. on a vote of 111 to 8, with a few members abstaining. This was after a two-hour discussion and many amendments.

After listening to commissioners' comments at the last MMCD meeting, it sounds like an MMCD presentation to each county board would be worthwhile and warranted. We are interested in the committee's input on this idea.

In other legislative news, the Governor released his budget recommendations totaling \$52.4 billion, which includes \$1.3 billion in new spending that is offset by \$150 million in budget reductions and carryover funds plus \$1 billion of the state's budget reserves. Click on these links for a summary of [recommended changes by agency](#), proposed [General Fund](#) and [non-General Fund](#) changes. The Senate Majority has indicated that they will oppose any tax increases.

Specific to the Agriculture budget, the Governor's budget includes a recommendation to increase the pesticide gross sales fee rate by 0.4% for non-ag pesticides in order to provide a stable source of revenue to pay for monitoring for pesticides in water resources. We will be discussing the details of this proposal with the Dept. of Ag. and how it may affect MMCD.

SF 201 was introduced in the Senate. The bill proposes to authorize Minneapolis to prohibit the use of pollinator-lethal pesticides and is authored by Senators Dziejcz, Cwudzinski, and newly elected Senator

McEwan. This bill is identical to similar bills introduced in past sessions and we will be discussing with the authors the need to include a public health exception for MMCD's work. The bill has been referred to the Ag committee and there is no House companion yet. We do not expect the bill to receive a hearing in the Senate.

Stephen Manweiler reviewed the budget and levy development schedule used in recent years and highlighted significant dates such as the August 1 deadline for approval of the preliminary levy for the next year and how these dates satisfy statutory requirements. Proposals for 2022 will be presented and discussed in April through July. The Commission will need to approve a preliminary 2022 levy at its July 28, 2021 meeting which is the last meeting before the August 1, 2021 due date. The final 2022 levy and budget will be approved at the Commission meeting on December 15, 2021. The 2022 levy cannot be increased after the August 1 deadline.

*Budget and Levy
Development Schedule*

Stephen Manweiler reported that April 30, 2021 will mark the end of the seventh year of his tenure as the Executive Director for the District (the end of the first year of a three-year contract). Input will be solicited from all Commissioners, all of Mr. Manweiler's direct reports, and a random selection of other MMCD full time employees, using Survey Monkey, an online system, with paper forms available to Commissioners who prefer them. The input will be collected and compiled by Arleen Schacht, Business Administrator. Instructions for using the online input system (paper forms for those who request paper) will be provided to the Commissioners and appropriate staff by February 3, 2021 with a return due date by the February 24, 2021 Commission meeting. A Performance Review Panel has, customarily, been made up of some members of the Executive Committee and other interested Commissioners, who will receive the compiled input and meet with Mr. Manweiler to discuss his performance. The Commission has suggested that the Executive Director's KDAs (assigned in April 2020) be used as benchmarks for his performance. All Executive Committee members present agreed to discuss with Mr. Manweiler his performance at the March 24, 2021 Executive Committee meeting.

*Executive Director
Performance Review
Process*

Stephen reported that we posted an advertisement for seasonal technician positions on January 25, 2021 with employment beginning between April 12 and 19, 2021. While we still are implementing full COVID-19 safety procedures, we will not need to delay seasonal employee start dates because all training and other procedures developed last year worked very well. This should help us begin delivering services in late April 2021 (compared to mid-May 2020).

*Executive Director
Report*

On January 8, 2021, Field Operations Supervisor Eva Knudsen, a thirty-one-year employee of the District, announced that she will retire

on April 9, 2021. We will begin the process of recruiting and hiring two new Field Operations Supervisors, one to fill Eva's position and another to fill Casey Herrmann's position (Casey was promoted to fill the Regional Operations Manager position vacated by Jon Peterson who became the District Operations Manager).

Staff are planning operations for 2021 patterned on plans for January 2020. In January 2020, we had planned to restore about one third of services cut in 2017 to save funds to rebuild District reserves. Those reserves had been restored by January 2020. In April 2020, we postponed most of those service restorations because of potential significant levy shortfalls. Those shortfalls largely did not occur. Our plan will include options for 2021 to respond to any projected economic impacts. I will present more details for all Commissioners at the MMCC meeting on February 24, 2021.

Commissioner Angela Conley asked if there was anything else to come before this meeting. Nobody mentioned any additional items. Commissioner Tom Wolf offered the following resolution and moved its adoption:

*Other Issues and
Adjournment*

Resolution 2:

Resolved, that the January 27, 2021 Executive Committee Meeting approve to adjourn the meeting.

Commissioner Robyn West seconded the motion, and commissioners voted as follows.

Commissioner Angela Conley	Yes
Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Tom Workman	Yes
Commissioner Lisa Weik	Yes

Commissioner Angela Conley declared the meeting adjourned at 9:53 a.m.

METROPOLITAN MOSQUITO CONTROL DISTRICT

MARCH 24, 2021

Requested by:

Stephen Manweiler
Arleen Schacht

Action requested:

Determine whether to waive statutory tort limits

Background:

The District has obtained insurance coverage (General Liability, Property Casualty, Worker's Compensation, etc.) through the League of Minnesota Cities Insurance Trust for several years.

When renewing liability coverage, the District needs to decide whether or not to waive the statutory tort limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

If the District does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the District purchases the optional exceptional liability coverage.

If the District waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2,000,000 on a single occurrence. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000 regardless of the number of claimants.

If the District waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

- The District has traditionally not waived the statutory limits.
- The limits currently are \$500,000 / \$1,500,000.

METROPOLITAN MOSQUITO CONTROL DISTRICT

MARCH 24, 2021

Requested by:

Stephen Manweiler
Arleen Schacht

Action requested:

Report of Executive Director Performance Review Panel

Background:

April 30, 2021 will mark the end of the seventh year of Stephen Manweiler's tenure as the Executive Director for the District (the end of the first year of a three-year contract).

The process that we have used includes input from all MMCC Commissioners, the Executive Director's direct reports, and a few random fulltime District employees. Input was solicited using an online system with paper forms available to Commissioners who prefer them. The input has been collected and compiled by Arleen Schacht, Business Administrator.

Instructions for using the online input system (paper forms for those who request paper) was provided to the Commissioners and appropriate staff by early February 2021 with a return due date by the February 24, 2021 Commission meeting.

A Performance Review Panel has, customarily, been made up of some members of the Executive Committee and other interested Commissioners, who will receive the compiled input and meet with Mr. Manweiler to discuss his performance. At the January 27, 2021 Executive Committee meeting, all Executive Committee members present agreed to discuss with Mr. Manweiler his performance.

The Commission has suggested that the Executive Director's initiatives be used as benchmarks for his performance. The Panel will report at the March 24, 2021 Executive Committee meeting and the April 28, 2021 Commission meeting.

To: Commission Members
From: Stephen Manweiler
Re: Executive Director Report
Date: March 2021

1. DIRECTOR'S INITIATIVES

Staff continue to regularly review CDC recommendations for self and community protection and regulating building access. We communicate regularly as more is learned about the COVID-19 situation. Our strategies effectively protected all employees in 2020. While we still are implementing full COVID-19 safety procedures, we will not need to delay seasonal employee start dates because all training and other procedures developed last year worked very well. This should help us begin delivering services by late April 2021 (compared to mid-May 2020).

Kim Scott, Peg Larsen and Stephen Manweiler are working with Senator Dziejdzic (SF201) and Representative Vang (HR718) to include language in their bills to exempt vector control (public health protection). On February 18, 2021, Kim, Peg, and Stephen met virtually with Representative Vang to discuss adding language to her legislation (HF1073) to enable MMCD to continue to provide mosquito control in areas that ban "bee lethal" (as defined in HR718) pesticides. Rep. Vang added an exemption for the District that was approved by the Environment Finance Committee on February 23. HR718 was heard in the Agriculture Finance and Policy Committee on March 17. Stephen was available (virtually) to answer questions on February 23 and March 17.

2. MOSQUITO CONTROL SERVICES

The first part of March has been unusually warm. This mild weather has allowed staff to get an early start and treat approximately 33 acres of ground sites with methoprene briquets to control cattail mosquito larvae while the wetlands are still frozen. These sites are treated in the early spring due to safety and/or accessibility issues. The remaining cattail sites will be treated with methoprene granules in late May and early June.

Field staff are very busy interviewing and hiring applicants to fill the seasonal positions. So far, we have not received enough applications to fill all the inspector positions but staff report that the applicants they have interviewed are good ones. To date, managers have hired for approximately 75 percent of our seasonal openings. The first inspectors will start on April 12, 2021.

On January 25, two Field Operations Supervisor positions vacated by retirement or promotion were advertised. Applications were screened in early February and interviews were conducted in February. We hired Eleanor Pearson, a former St. Paul Catch Basin Technician and Crew Chief and Abbey Novotny, a former Andover Facility Mosquito Technician. Eleanor will join the Jordan team on March 22, 2021. Abbey will join the Andover team on April 12, 2021.

Staff are making final preparations for the season which include updates to maps and breeding site data, preparing for training, planning, and getting equipment ready to use. A lucky staff member will even find the first mosquito larva of the season within the next week! The mosquito season is almost upon us.

3. MOSQUITO-BORNE DISEASE

2021 Season Preparations

We are in the process of finalizing plans for the 2021 mosquito-borne disease season. As seasonal staff are hired, we will begin training in the concepts of disease risk reduction through mosquito control and public education. Over the next several months, they will occupy the front lines of La Crosse encephalitis (LAC), West Nile illness (WNV), Jamestown Canyon illness (JCV), western equine encephalitis (WEE), and eastern equine encephalitis (EEE) prevention.

Work to prevent LAC begins as soon as staff are back in the field. We have opportunities to locate container and tire habitats in the spring that were hidden by vegetation during the previous summer. Eliminating those habitats early in the year prevents several generations of LAC vectors from developing there over the course of the summer.

Larval control applications targeting WNV vectors will begin in late May. Analysis of mosquito samples for WNV will start late in May or early June. A primary component of WNV risk reduction is larval control within the stormwater management system. We partner with many cities to control mosquitoes in structures with difficult access. We will soon be contacting municipalities to assist us with mosquito control in underground stormwater management structures. We hope to make arrangements with cities that have cooperated with us in the past and to reach out to other cities that maintain underground stormwater structures.

We are engaged in activities to both further understand and better protect the public from JCV and EEE. We are conducting intensified surveillance in three areas to track spring *Aedes* species (potential vectors of both viruses) through their aquatic developmental phases to determine if when, where, and how we control these mosquitoes can be improved. We will also continue to monitor the primary EEE virus vector, *Culiseta melanura*, and provide control in response to isolated high populations.

4. TECHNICAL SERVICES LAB

We have hired five seasonal technicians for the lab: two are returning employees and three are new but have had taxonomic experience. Our first seasonal technician will start April 12 to help with black fly identifications for samples collected in small streams around the metro area, and to focus on readying surveillance equipment for the season.

Some projects we have been working on include compiling the Annual Report to the Technical Advisory Board, editing and compiling the District Overview (an internal annual report), reviewing and updating our Field Operations Manual, and preparing and submitting the Black Fly Program's application permit to the MNDNR. Additionally, staff created and

narrated presentations for technician hiring and orientation. Diann Crane and Scott Larson attended the American Mosquito Control Association annual meeting; the conference was virtual which allowed for viewing more presentations than at an in-person conference where up to four sessions happen concurrently.

In March, we provide the field with labels for larval mosquito collections. Larval surveillance for the spring, snowmelt *Aedes* mosquitoes can begin as soon as the snow melts and the water temperature is 40 °F. We usually have some samples turned in mid-March. We will be updating our mosquito identification keys and fine tuning the inspector orientation and training processes. Later, we will be setting up the adult surveillance network.

5. PUBLIC AFFAIRS

MMCD in the Media

Feb. 17 - Pest expert: Winter's deep freeze won't save us from summer mosquito[e]s
[https://www.fox9.com/news/expert-deep-freeze-wont-save-us-from-summer-mosquito\[e\]s](https://www.fox9.com/news/expert-deep-freeze-wont-save-us-from-summer-mosquito[e]s)

Website Updates

New Blog Post - What impact do winter temperatures have on summer mosquitoes?

Since several media inquiries came in regarding extreme cold or mild winter weather, we posted a blog the answer the question:

<https://mmcd.org/2021/02/24/what-impact-do-winter-temperatures-have-on-summer-mosquitoes-fox-9-and-wcco/>

New Contact Form

We are excited to be launching a new contact form on our website this year where people can directly input their address to report mosquito annoyance or request tire pick-ups, which will be automatically added to the call system. This will save front desk staff a lot of time and also may give a more accurate count of requests being made as the previous e-mail system did not allow for an address and so annoyance calls may not have been geolocated.

The new form will launch in April!

Social Media

Our social media has been active this past month, mostly being utilized to mention our seasonal hiring push:

- Facebook – 1,547 Page Likes (Up 5 from February 16)
 - Facebook.com/metromosquitocd
- Twitter – 760 Followers (Up 1 from February 16)
 - Twitter.com/metromosquito
- Instagram – 249 Followers (Up 18 from February 16)
 - Instagram.com/metromosquito

6. TICK-BORNE DISEASE

New Exotic Tick Found in the US in 2020

The Minnesota Department of Health reported to us that the red sheep tick, *Haemaphysalis punctata*, has been found in Rhode Island. This tick species is closely related to the Asian longhorned tick and is known to transmit several diseases to livestock.

MMCD Collaboration to Detect Asian Longhorned Tick

Agencies involved in collaborative surveillance include Indian Health Services (northern MN), Minnesota Board of Animal Health, USDA Animal and Plant Health Inspection Service, Minnesota Department of Health, Metropolitan Mosquito Control District, University of Minnesota, and the Wildlife Rehabilitation Center of Minnesota.

No Asian longhorned ticks or red sheep ticks have been detected in Minnesota in 2020.

Public Education/Outreach

- We continue to alert our Facebook followers to tick activity and other items of interest and are periodically reminding people that we would like any **unusual ticks mailed to us!**
- Our Tick Risk Meter is set to **LOW**. Although they are not likely to be out in high numbers, deer ticks can be out questing any time temperatures are at 40 °F or higher, even in patchy snow. Something to be aware of! Their numbers will increase as spring temperatures continue to warm. Check for deer ticks after being out in their wooded habitat!
- Signs to remind the public of deer ticks and disease prevention measures are being posted at dog parks and additional locations throughout the metro.