

METROPOLITAN
MOSQUITO CONTROL DISTRICT

COMMISSION MEETING

July 27, 2022

9:15 A.M.

Information Packet

METROPOLITAN MOSQUITO CONTROL DISTRICT COMMISSION MEETING AGENDA

July 27, 2022 9:15 A.M.

1. Roll Call
2. Welcome and Introduction

CONSENT AGENDA *The following items (3-4) are administrative in detail and will be approved in one motion unless a commissioner wishes to withdraw an item for discussion.

3. Approval of Commission Meeting Minutes for April 27, 2022
4. Financial Statements June 30, 2022
5. Approval of Checks and Claims
 General 75951 – 76368

REGULAR AGENDA

6. Auditor’s Report on MMCD Financial Statements Ending December 31, 2021 – (Redpath and Company)
7. Intergovernmental Issues – (Peg Larsen, Kim Scott)
8. MMCD 2023 Preliminary Levy* and 2023 Budget
9. Executive Committee Reports for May 25, 2022 and June 22, 2022
10. Executive Director’s Report
11. Operations Report (Jon Peterson, Kirk Johnson)
12. Public Affairs Report (Alex Carlson)
13. Other Items
14. Adjournment

* Action Requested

Next Commission Meeting: Wednesday, August 24, 2022, 9:15 a.m.

Next Executive Meeting: Wednesday, September 28, 2022, 9:15 a.m.

COMMISSIONER	COUNTY	COMMISSIONER	COUNTY
___ Mandy Meisner	Anoka	___ Angela Conley	Hennepin
___ Mike Gamache	Anoka	___ Chris LaTondresse	Hennepin
___ Robyn West	Anoka	___ Jim McDonough	Ramsey
___ Gayle Degler	Carver	___ Nicole Frethem	Ramsey
___ Tom Workman	Carver	___ Rafael Ortega	Ramsey
___ Mary Hamann-Roland	Dakota	___ Michael Beard	Scott
___ Laurie Halverson	Dakota	___ David Beer	Scott
___ Liz Workman	Dakota	___ Gary Kriesel	Washington
___ Kevin Anderson	Hennepin	___ Fran Miron	Washington

METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING

MINUTES
April 27, 2022
9:15 A.M.

Chair Angela Conley called the meeting to order at 9:16 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, Chair	Hennepin County
Commissioner Gary Kriesel, Vice Chair	Washington County
Commissioner Mike Gamache	Anoka County
Commissioner Robyn West	Anoka County
Commissioner Gayle Degler	Carver County
Commissioner Mary Hamann-Roland	Dakota County
Commissioner Laurie Halverson	Dakota County
Commissioner Liz Workman	Dakota County
Commissioner Kevin Anderson	Hennepin County
Commissioner Chris LaTondresse	Hennepin County
Commissioner Jim McDonough	Ramsey County
Commissioner Rafael Ortega	Ramsey County
Commissioner Michael Beard	Scott County
Commissioner David Beer	Scott County
Commissioner Fran Miron	Washington County

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Mark Smith, Technical Services Manager
Jon Peterson, District Operations Manager
Kirk Johnson, Vector Ecologist
Alex Carlson, Public Affairs Manager
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

Joe Langel, MMCD Legal Counsel
Kim Scott, RCS Consulting

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

Consent Agenda

Commissioner Laurie Halverson offered the following resolution and moved its adoption.

Resolution 1:

The following administrative items were approved in one motion.

1. Approval of Commission Meeting Minutes for February 23, 2022
2. Approval of Checks and Claims
General 75773 – 75950

Commissioner Tom Workman seconded the motion.

The Commissioners voted as follows.

Commissioner Mike Gamache	Yes
Commissioner Robyn West	Yes
Commissioner Mary Hamann-Roland	Yes
Commissioner Laurie Halverson	Yes
Commissioner Liz Workman	Yes
Commissioner Kevin Anderson	Yes
Commissioner Angela Conley	Yes
Commissioner Chris LaTondresse	Yes
Commissioner Gayle Degler	Yes
Commissioner Jim McDonough	Yes
Commissioner Rafael Ortega	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes
Commissioner Fran Miron	Yes

Technical Advisory Board (TAB) Report

Stephen conveyed apologies of the Technical Advisory Board (TAB) Chair Chris Smith for not being available and introduced Mark Smith, MMCD's Technical Services Manager, who started in that position on October 11, 2021. The Technical Services Manager is the primary contact between MMCD and the TAB. Mark's first TAB meeting as the Technical Services Manager was very successful. Mark is a 36-year employee of the District with a broad range of experience. His responsibilities have included quality assurance, research, application technology, (control material, inventory, and contract management). Most recently, he held the position of Purchasing and Supply Chain manager.

Mark is active in regional & national associations – he serves on the regional Board of Directors as past president/treasurer of the North Central Mosquito Control Association and on the national

American Mosquito Control Association's science & technology committee. He also is active in civic leadership and coaching youth sports. He is excited to hold the Technical Services Manager position and to help lead this organization into the future.

The TAB was formed in 1981 as a committee to independently review District's operations and enhance inter-agency cooperation. This board included the five required local agencies (MDH, MDA, MnDNR, MDOT, U of MN) and other pertinent organizations such as US EPA, MPCA, USFW, Henn Co. Health, Three Rivers Parks, and others to broaden its perspective. The TAB members are chosen by each organization to best represent the agency in areas that we interact.

This board meets formally one-time per year, usually in February, to review our annual report and reflect upon our overview presentations. The board provides MMCD with recommendations, assistance and advice. This board also provides the opportunity to increase the communication between these agencies for mutual benefit of all.

The Technical Advisory Board's Chairperson is normally the person who would provide the Commission with their report and resolutions. Unfortunately, our 2022 Chair, Chris Smith, (wildlife ecologist & protected species program coordinator) of the Minnesota Department of Transportation had a conflict and could not be with us this morning. He sends his regrets but provided Mark with a statement to share with the Commission. Mark read the following report from Chris Smith.

The TAB met with MMCD staff on February 16, 2022 to review and discuss operations in 2021 and plans for 2022. The TAB appreciates MMCD's professionalism, and MMCD's ongoing efforts to balance public safety with environmental stewardship. MMCD's data-driven strategies ensure that Minnesotans living in, or traveling through, the District are the beneficiaries of professional staff that provide services necessary to protect the public from disease and annoyance caused by mosquitoes, black flies, and ticks, in an environmentally sensitive manner. After an excellent interchange of questions and information between the TAB and MMCD staff, the TAB approved the following resolutions.

1. The TAB thanks Dr Stephen Manweiler for his years of service and leadership and wishes him well in his future endeavors.
2. The TAB appreciates MMCD's ongoing efforts to reduce how District operations might affect nontarget species and recommends MMCD staff reinstate conversations with USFWS Ecological Services Field Office on species of concern such as the rusty-patched bumble bee (RPBB) and monarch butterfly.
3. The TAB supports the program presented in the 2021 Review and 2022 Plan and acknowledges and appreciates the efforts of the MMCD staff on its presentation.
4. The TAB commends the MMCD for engaging in active planning for the future, including re-examining the agency's structure, staffing, and operations.

5. The TAB commends the MMCD Tick Management Program for writing up the findings from its long-term monitoring study to share what has been learned with the broader scientific community.

Commissioner Jim McDonough offered the following resolution and moved its adoption.

Resolution 2:

Whereas, the Chair of the District’s Technical Advisory Board (TAB) has reported that the TAB reviewed District operations in 2021 and plans for 2022; and

Whereas, the TAB and MMCD staff discussed in detail 2021 operations and plans for 2022; and

Whereas, the TAB commends the MMCD for engaging in active planning for the future, including re-examining the agency's structure, staffing, and operations; and

Whereas, the TAB recognizes MMCD’s current efforts to minimize non-target impacts associated with adulticides and recommends that MMCD staff follow USFWS monarch butterfly threatened or endangered species listing discussions, as well as review current research and past incidents, to minimize further non-target impacts; and

Whereas, the TAB commends the MMCD Tick Management Program for writing up the findings from its long-term monitoring study to share what has been learned with the broader scientific community; and

Whereas, the TAB supports the program presented in the 2021 Operational Review and 2022 Plan and acknowledges and appreciates the efforts of the MMCD staff on its presentation; be it now

Resolved, that the Commission accepts the report of the TAB Chair and approves the 2021 Operational Review and Plans for 2022.

Commissioner Tom Workman seconded the motion. The Commissioner voted as follows.

Commissioner Mike Gamache	Yes
Commissioner Robyn West	Yes
Commissioner Gayle Degler	Yes
Commissioner Tom Workman	Yes
Commissioner Mary Hamann-Roland	Yes
Commissioner Laurie Halverson	Yes
Commissioner Liz Workman	Yes
Commissioner Kevin Anderson	Yes
Commissioner Angela Conley	Yes
Commissioner Chris LaTondresse	Yes
Commissioner Jim McDonough	Yes
Commissioner Rafael Ortega	Yes
Commissioner Michael Beard	Yes

Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes
Commissioner Fran Miron	Yes

Intergovernmental Issues

There are three weeks left in the 2022 Minnesota Legislative session.

Yesterday, the House took the Senate bill to replenish the Unemployment Insurance Trust Fund and added funding for Frontline Worker Pay (\$1,500 bonus checks to 600,000 frontline workers, including health care workers, first responders, childcare providers, food service, and retail workers). There is very little time for the House and Senate to confer and come to an agreement before the deadline to reimburse the Unemployment Insurance Trust Fund. With the Legislature, where there is a will, there is a way.

There is no agreement, at this time, on how to address the \$9.25 billion budget surplus; negotiations among leadership (the Governor, Majority Leader, and Speaker) may loosen up once a deal is completed on frontline worker pay and unemployment insurance.

One tactic that the Legislature is utilizing this session is the combining of multiple omnibus bills into only a handful of larger omnibus bills, e.g., state government, veterans, pensions, and transportation are all together in one bill. (Omnibus bills are already a collection of “single-subject” bills, so combining omnibus bills can result in very large packages of policy and spending.)

These large omnibus bills decrease the ability of voters to track individual votes and hold legislators accountable and they also tend to centralize negotiations within leadership. On the other hand, mega-omnibus bills may also increase compromise and allow for more bills to get passed, especially in a campaign year when individual legislators may feel reticent to have their votes tracked on smaller bills. The practice of combining omnibus bills is not limited to one party. In 2018, with a Republican controlled House and Senate, the Legislature passed a giant omnibus bill that was dubbed “Omnibus Prime.”

Omnibus Environment Bill

The Senate passed its omnibus environment bill last week on the floor, in a vote of 37-29. The House omnibus environment bill will be heard on the floor tomorrow. The House bill contains a provision that directly impacts MMCD by limiting the use of “pollinator-lethal pesticides.” The provision was not contained in a bill that the House heard this session, but similar language was included in a bill that was heard in the previous session. The language was first brought up this session when Chair Hansen included it in his omnibus environment bill.

The provision included an exception for MMCD, but the language was written in a way that would have made compliance with the law unclear. Within a short timeframe, we worked with Director Manweiler to refine the language and Chair Hansen, to have the language included in an amendment, which was successfully added to the bill in committee.

For reference, the original language gave MMCD an exception to the prohibition on the use of pollinator-lethal pesticides if,

(4) a pesticide as used or applied by the Metropolitan Mosquito Control District for public health protection if the pesticide has a vector disease control label;

However, after conferring with Director Manweiler, it was clear that it would be difficult to comply with this language since pesticide labels do not specifically list “vector disease control.” The change that we recommended, and that was accepted, is as follows:

(4) a pesticide as used or applied by the Metropolitan Mosquito Control District for public health protection if the pesticide includes vector species on the label;

The omnibus environment bill is traveling as its own omnibus bill, rather than being packaged into a mega-omnibus bills. The speculation is that traveling on its own is a sign that neither side has any “must-have” provisions in the omnibus environment bill and there may not be enough political will to get the bill across the finish line. If the environment bill is not passed into law and/or if the pollinator lethal pesticide provision is not included in a final bill, we are in a good position with the Legislature understanding and being receptive to MMCD’s public health mission for future policy proposals.

Election and Miscellaneous News

Senate Energy Chair, David Senjem, from Rochester, announced that he is retiring. Sen. Kent Eken (district 4), Ann Johnson Stewart (district 44), and Sen. Dave Osmeck (district 33) also announced their retirements from the Legislature.

- The weekend of May 12, the Republicans will be holding their convention, and the following weekend will be the DFL convention.
- Governor Walz gave his State of the State speech last Sunday to light attendance at the State Capitol, where he encouraged the Legislature to find a compromise before the legislative session adjourns.
- There is still an expectation that a bonding bill will move forward, the bill must originate in the House.
- Federal IIJA dollars (the Infrastructure Investment and Jobs Act) are still a part of negotiations as to whether the Legislature will appropriate matching dollars to be able to access the federal dollars.

Session adjourns May 23. Governor Walz has said that he will not call a legislative special session.

March 23, 2022 Executive Committee Report

At their March 23 meeting, the Executive Committee decided not to waive statutory insurance liability limitations of \$500,000 per claimant and \$1,500,000 per single occurrence. Otherwise, a single claimant could potentially recover up to \$2,000,000 on a single occurrence.

The Executive Committee also discussed the Executive Director performance appraisal which is the next item on the agenda for this meeting. Commissioner Michael Beard left the meeting due to technical difficulties.

Report of Executive Director Performance Review Panel

Chair Angela Conley reported that Executive Committee discussed with Mr. Manweiler his performance. They reviewed feedback about Mr. Manweiler's performance submitted by Commissioners, Mr. Manweiler's Direct Reports, and several randomly chosen MMCD employees. Overall, the feedback was very positive and constructive. It included potential growth areas that were further clarified by a review of the ongoing situation with employees.

Commissioner Liz Workman offered the following resolution and moved its adoption.

Resolution 3:

Whereas, the District's Executive Director, Stephen Manweiler, is approaching the end of his eighth year in the position; and

Whereas, Mr. Manweiler, by the terms in his employment agreement is to be evaluated annually concerning his performance by the Executive Committee that would draw conclusions and make findings regarding his performance and eligibility for salary increase with a recommendation to the Commission; and

Whereas, the Executive Committee undertook and completed gathering relevant input about Mr. Manweiler's performance from both Commissioners and staff; and

Whereas, the Executive Committee is confident in his leadership in maintaining the financial and operational integrity of the District including addressing all employee issues and supporting a positive work environment; and

Whereas, the Executive Committee's conclusions and findings regarding Mr. Manweiler's performance were very positive, finding that he had fulfilled all of the responsibilities of the job very well and that the Executive Committee further found that he would be eligible for and would recommend him for a salary increase; and

Whereas, the Executive Committee diligently assessed Mr. Manweiler's performance and found that it would serve the Commission's, its taxpayers' and the District's best interests to continue Mr. Manweiler's employment; be it now

Resolved, that the Executive Committee finds that Mr. Manweiler has performed at a Highly Successful level in his eighth year as the District’s Executive Director, that his fine performance is acknowledged and appreciated, that he be recommended for a salary increase equal to the amount approved for other employees, that the Executive Committee finds that his employment be extended into the third year of his three-year employment agreement, and that all of these findings be recommended for approval by the full Commission.

Commissioner Robyn West seconded the motion. The Commissioners voted as follows.

Commissioner Mike Gamache	Yes
Commissioner Robyn West	Yes
Commissioner Gayle Degler	Yes
Commissioner Tom Workman	Yes
Commissioner Mary Hamann-Roland	Yes
Commissioner Laurie Halverson	Yes
Commissioner Liz Workman	Yes
Commissioner Kevin Anderson	Yes
Commissioner Angela Conley	Yes
Commissioner Chris LaTondresse	Yes
Commissioner Jim McDonough	Yes
Commissioner Rafael Ortega	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes
Commissioner Fran Miron	Yes

2022 Plans and Initial 2023 Budget and Levy Discussion

Stephen briefly reviewed the service plan history since 2020 leading into plans to restore all 2017 service cuts in 2022 and to continue with the long-term plan in 2023. A major change since April 2021 is the increase in inflation. Short-term impacts include wage and fuel costs. A year ago, the long-term plan included no budget increase in 2023 and a 2% levy increase in 2023. Inflation pressures mean we likely will need a budget increase in 2023. We plan to explore possibilities with the Executive Committee before our next Commission meeting on July 27. We currently are recommending a 1% increase in the 2023 budget and a 2% increase in the 2023 levy.

Our union agreement ends on December 31, 2022. We plan to start discussions about how to respond earlier this year.

Executive Director's Report

Stephen reported that he and HR staff had met with Dr. Jane Coffey to determine and prioritize performance competencies for the Executive Director search based upon the job description. These performance competencies will provide an objective framework for evaluating candidates for the Executive Director position. Stephen and HR staff next will work with Dr. Coffey to finalize the job advertisement, application and interview questions. Stephen plans to discuss with the Executive Committee in May determining which mosquito control Commissioners will

comprise the hiring committee who will interview the candidates and work with HR and Dr. Coffey to select the next Executive Director. Any mosquito control Commissioner who is interested is welcome to be part of the hiring committee.

Operations Report

Jon Peterson reported that so far this season has experienced colder than typical temperatures. We have reached above 60 degrees only twice this month. Staff were breaking ice yesterday on many small wetlands to inspect for mosquito larvae. This cooler weather has slowed mosquito larvae growth in the cold water, giving our staff ample time to inspect and treat the wetlands.

Hiring has continued to be a challenge this year. To date, 62 seasonal employees have started. The rest of the seasonal staff that are hired, will continue to start weekly through early June. We are still approximately 20 employees short from being fully staffed for the season.

We plan to calibrate the helicopters next week in Le Sueur. We will also start inspecting and treating the larger wetlands with the helicopter at the end of next week or the beginning of the following week.

Along with the mosquito tasks, we have also begun our tick collections and black fly inspections. We expect to inspect and treat our small streams for black flies at the end of this week and early next week. The large river inspections have begun, but we have not made any treatments yet. The cold weather has also slowed the black fly larvae's growth.

Staff are continuing to work efficiently and safely. We have not had any personal or vehicle incidents this season.

Kirk Johnson reported that early season La Crosse encephalitis (LAC) prevention efforts are underway. Technicians have been in the field for a little over two weeks; it is a good time for woodlot inspections with no snow or leaves. Approximately 600 larval habitats have been eliminated including 542 tires collected so far for recycling.

It is too early to make predictions regarding West Nile virus (WNV); however, with high transmission last year, we expect that many infected mosquitoes have survived winter. They will start this year's WNV cycle when they emerge to feed on birds. Weather conditions in May and June will greatly influence WNV transmission. Warm weather increases the amplification rate of WNV, and *Culex* populations are influenced by both temperature and rainfall (amount and frequency).

We are anticipating low populations of the primary eastern equine encephalitis (EEE) vector, *Culiseta melanura*, in early summer. The 2021 population was very low due to drought and the overwintering population will likely be low as well. Months of above average rain would be needed for the population to rebound.

The spring larval control work occurring now is an effective method of Jamestown Canyon virus (JCV) risk reduction. Spring *Aedes* species bite both the deer hosts and humans, several spring species may be involved in JCV transmission. MMCD methods are highly successful at controlling spring populations.

Public Affairs Report

Stephen gave the Public Affairs update because Alex Carlson was giving Category L recertification training. We crafted a press release about the start of mosquito control seasonal work that was sent to administrators and communications staff in over 120 cities and townships in the District. Around half responded to confirm that they will distribute the message to residents in the community and the message has already appeared on various city websites and social media pages.

Part of the goal of the press release was to promote that we are still looking for seasonal staff and we have seen a subsequent increase in web traffic with our employment page being the second highest visited page on our website after the home page.

Alex and communications team staff have been busy with public events and presentations. In the past month we've spoken at the New Brighton Rotary and for the Shoreview Environmental Quality Committee and attended school and community events in St. Paul, Buffalo, and Jordan.

WCCO produced a story about the mosquito forecast for summer of 2022. We have also posted more details about factors that will impact mosquitoes in 2022 on our website. Stephen reported that details Alex posted clarify how the cold spring is delaying the season beginning, that seasonal precipitation outlook is below typical but not as dry as 2021 and that 2022 is warmer than typical.

Other Items: May Executive Committee meeting

Stephen reported the following Covid changes to decide how (remote or in person) to convene our May 25 Executive Committee meeting.

- Ramsey County daily cases (20 per 100,000) are up ~3X from two weeks ago (6 per 100,000) (increases in other District counties are comparable)
- The percentage of tests that are positive for Covid are up around 5% compared to 3% two weeks ago
- Covid detections in waste water are greatly increased over two weeks ago.
- Covid detections in waste water last peaked in early January about 3 weeks before cases peaked

Based upon these data we decided to convene our May 25 Executive Committee meeting remotely. We tentatively planned an in-person Executive Committee meeting on June 22 and will confirm that on May 25.

Adjournment

Chair Angela Conley asked if there was any other business remaining for the Commission to consider. Hearing none, Chair Conley declared the meeting adjourned at 10:26 a.m.

METROPOLITAN MOSQUITO CONTROL DISTRICT						
FINANCIAL STATEMENT						
June 30, 2022						
COUNTY		2022 LEVY		REC'D TO DATE		DUE
Anoka	\$	1,801,059		0	\$	1,801,059
Carver		670,161		0		670,161
Dakota		2,478,836		0		2,478,836
Hennepin		8,793,964		0		8,793,964
Ramsey		2,791,070		0		2,791,070
Scott		902,433		475,628		426,805
Washington		1,601,153		839,936		761,217
Market Value Credit		0		0		0
TOTAL	\$	19,038,676	\$	1,315,564	\$	17,723,112
Tax Delinquent Income	\$	0	\$	8,967		
Miscellaneous (Rent/Misc./Non-Levy)		100,000		40,852		
Interest Income		25,000		25,162		
TOTAL REVENUE	\$	19,163,676	\$	1,390,545	\$	17,773,131
BALANCE SHEET						
ASSETS						
Cash and Investments			\$	18,257,484		
Accounts Receivable				77,875		
Prepaid Expenses				120,838		
Consumable Material				1,507,600		
Equipment net of Acc Depreciation				2,097,476		
Land				1,118,867		
Building net of Acc Depreciation				2,696,985		
TOTAL ASSETS					\$	25,877,125
LIABILITIES						
Vouchers Payable			\$	119,059		
Pass thru Revenue				0		
Deferred Revenue				77,875		
TOTAL LIABILITIES					\$	196,934
NET WORTH						
Fund Balance:						
Nonspendable			\$	2,807,932		
Prepaid				0		
Committed				2,500,000		
Assigned				1,079,928		
Unassigned for Working Capital				19,858,493		
Total Fund Equity			\$	26,246,353		
Assets-Equipment				5,913,328		
TOTAL			\$	32,159,681		
ADD Income				1,390,545		
DEDUCT Expenditures				7,870,041		
TOTAL NET WORTH					\$	25,680,185
TOTAL LIABILITIES AND NET WORTH					\$	25,877,125

METROPOLITAN MOSQUITO CONTROL DISTRICT					
CUMULATIVE OPERATIONS STATEMENT					
June 30, 2022					
EXPENDITURES		ACTUAL		BUDGET	+OVER/- UNDER
<u>ADMINISTRATIVE</u>					
Operations	\$	496,055			
Capital Items		0			
Repairs		0			
TOTAL ADMINISTRATIVE	\$	496,055	\$	577,100	\$ (81,045)
<u>CONTROL DIVISION</u>					
Operations	\$	7,154,460			
Capital Items		133,273			
Repairs		86,253			
TOTAL CONTROL DIVISION	\$	7,373,986	\$	10,279,347	\$ (2,905,361)
<u>COMMISSION</u>					
Per Diem	\$	0			
Mileage		0			
TOTAL COMMISSION	\$	0	\$	1,526	\$ (1,526)
TOTAL EXPENDITURES	\$	7,870,041	\$	10,857,972	\$ (2,987,931)
BUDGET REMAINING			\$	8,883,796	
ORIGINAL BUDGET			\$	19,741,768	
EMERGENCY FUNDS				0	
TOTAL BUDGET			\$	19,741,768	

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

JULY 27, 2022

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

Auditor's Report on MMCD Financial
Statements Ending December 31, 2021

Background:

In accordance with Minnesota Statute 473.703 subd. 10, we hereby submit the Annual Financial Report of the Metropolitan Mosquito Control District for the year ended December 31, 2021. This report includes the financial statements for the District and the disclosures necessary to accurately present the financial condition and results of operations for the year then ended. The report has been prepared in accordance with generally accepted accounting principles (GAAP) for government units.

This report consists of management's representations concerning the finances of the Metropolitan Mosquito Control District (MMCD). Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the MMCD has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the MMCD's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the MMCD's internal controls have been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatements. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The MMCD's financial statements have been audited by Redpath and Company. The goal of the independent audit was to provide reasonable assurance that the financial statements of the MMCD for the year ended December 31, 2021, are free of material misstatement. Redpath and Company has issued an unmodified opinion on the MMCD's financial statements for the year ended December 31, 2021. The Independent Auditor's Report from Redpath and Company is the first component of the financial section of this report.

A representative of Redpath and Company will provide a detailed report of their audit results at the meeting of the Metropolitan Mosquito Control Commission on July 27, 2022.



COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

To the Chair and
Members of the Commission
Metropolitan Mosquito Control District
St. Paul, Minnesota

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Metropolitan Mosquito Control District for the year ended December 31, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 16, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Metropolitan Mosquito Control District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by Metropolitan Mosquito Control District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting Metropolitan Mosquito Control District's financial statements are estimates used to calculate the net pension liability, net OPEB asset, the pension and OPEB related deferred outflows and inflows of resources, and pension and OPEB expense. These estimates are based on actuarial studies. We evaluated the key factors and

assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. Determining sensitivity is subjective, however, we believe the disclosures most likely to be considered sensitive are Note 9 – Defined Benefit Pension Plans and Note 10 – Other Postemployment Benefits (OPEB).

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no uncorrected misstatements that have an effect on our opinion on the financial statements. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 11, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Metropolitan Mosquito Control District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to

check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Metropolitan Mosquito Control District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis and the schedules of OPEB and pension information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

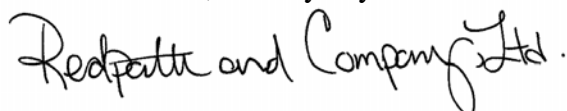
We were not engaged to report on the introductory section, which accompanies the financial statements but is not RSI. Such information has not been subjected to auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reports

Various reports on compliance and internal controls are contained in the Other Required Reports section of the audited financial statement document.

Restriction on Use

This information is intended solely for the information and use of the Commission and management of the Metropolitan Mosquito Control District and is not intended to be, and should not be, used by anyone other than these specified parties.



REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

May 11, 2022

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

JULY 27, 2022

Requested by:

Stephen Manweiler
Arleen Schacht

Action Request:

Approve MMCD 2023 Preliminary Levy

Background

In 2015, a long-term plan was developed to support District finances well into the future. This long-term plan aimed to achieve three goals through incremental annual levy increases and smaller budget increases beginning in 2016. In 2017 we cut \$1.2 million in services as part of this plan.

- The long-term plan implemented in 2016 includes the following goals:
 - Restore District fund balance to minimum levels that support District cash flow needs (achieved by the end of 2019)
 - Increase the levy until it is equal to the budget (levy-budget parity) (will support restoring all services cut in 2017)
 - Enable the District to provide expanded services in response to increased human population and development through additional levy-budget increases
- We paused the long-term plan in 2020 because of feared levy deficits due to the COVID-19 pandemic by holding the 2021 levy and budget equal to 2020
- The feared levy deficits largely did not happen in 2020 meaning that in 2021 we were able to restore about \$324,302 worth of services cut in 2017
- We resumed the long-term plan by approving a 2022 levy of \$19,038,676 which is a 2% increase over 2020 and 2021 (\$18,665,369)
- In October 2021, we decided to fully restore in 2022 all 2017 service cuts using some of what we saved in 2020 (these savings were part of the fund balance).

We considered the future impacts of three 2023 levy scenarios (Table 1, Figures 1 and 2).

- A 2% levy increase in 2023 will achieve budget-levy parity in 2025 with very small levy increases required in 2025 and 2026. Restoring all 2017 cuts in 2022-24 will use \$1,333,204 from the fund balance. The fund balance will not be impacted beginning in 2025.

- A 1% levy increase in 2023 will achieve budget-levy parity in 2025 but will require larger levy increases in 2025 and 2026. Restoring all 2017 cuts in 2022-24 will use \$1,722,781 from the fund balance (increase of \$384,577). The fund balance will not be impacted beginning in 2025.
- A 0% levy increase in 2023 will achieve budget-levy parity in 2026 (a 1-year delay) and require larger levy increases in 2025 and 2026. Restoring all 2017 cuts in 2022-25 will use \$2,233,366 from the fund balance. (increase of \$895,162). The fund balance will not be impacted beginning in 2026.

Table 1. Impacts to long-term plan of three 2023 levy scenarios (all scenarios include 2% levy increase in 2024)

2023 levy increase	Year that levy = budget	Number of years from 2022	Required levy increases			Cost* to restore 2017 budget cuts until levy = budget (budget-levy parity)
			2024	2025	2026	
2.00%	2025	3	2.00%	0.75%	0.50%	\$1,338,204
1.00%	2025	3	2.00%	1.75%	1.00%	\$1,722,781
0.00%	2026	4	2.00%	2.00%	2.00%	\$2,233,366

* These costs will be taken from the fund balance. See Figure 2 for how these costs were estimated.

We recommend the following:

- A 1% budget increase in 2023 (Table 2)
- A 2% increase in the 2023 levy followed by another 2% increase in the 2024 levy (minimal levy increases in 2025 and 2026)

Resolution

Whereas, the Metropolitan Mosquito Control District is required to certify a preliminary levy for payable 2023 to the Minnesota Department of Revenue by August 1, 2022; and

Whereas, the Metropolitan Mosquito Control Commission has reviewed property tax levy options to maintain District operational plans; be it now

Resolved, the Metropolitan Mosquito Control Commission certifies the preliminary payable 2023 levy in the amount of \$19,419,450 to the Minnesota Department of Revenue, a 2% increase over the 2022 levy of \$19,038,676.

This will support our ability to restore all 2017 service cuts in 2022 and maintain service in 2023 and 2024.

Approving a 2% increase in the 2023 levy (preliminary in July) enables us to observe how the economy performs between July and December. We cannot increase the levy after July but we can decrease it in December if we decide the economic situation justifies a decrease.

In July 2020, we approved a 0% increase in the 2021 levy because of a feared levy deficit and potential recession. Neither of those had happened by December 2020 but we were unable to increase the 2021 levy because of our decision in July 2020.

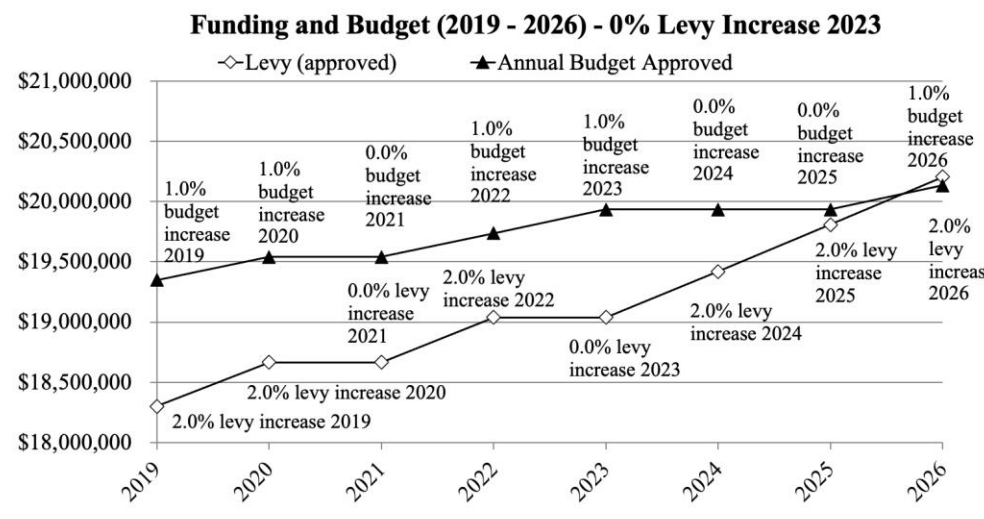
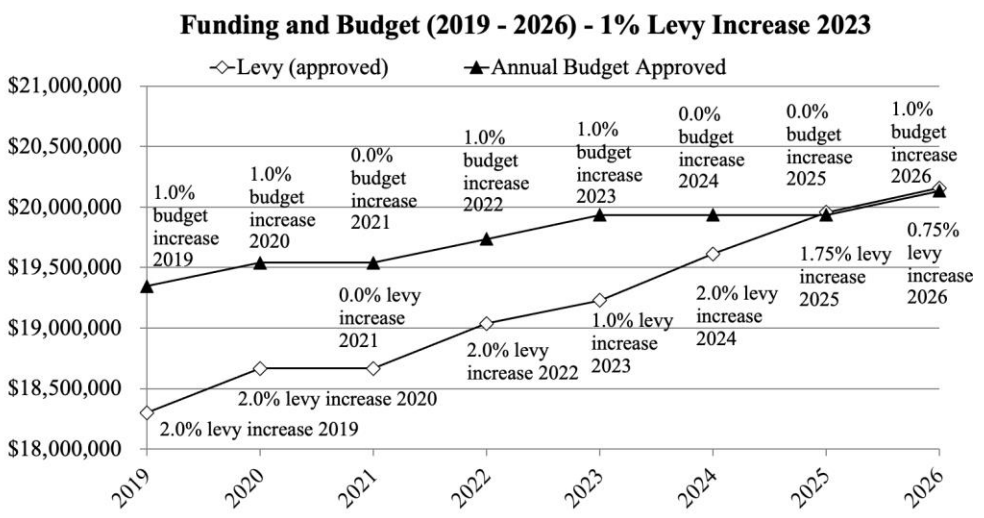
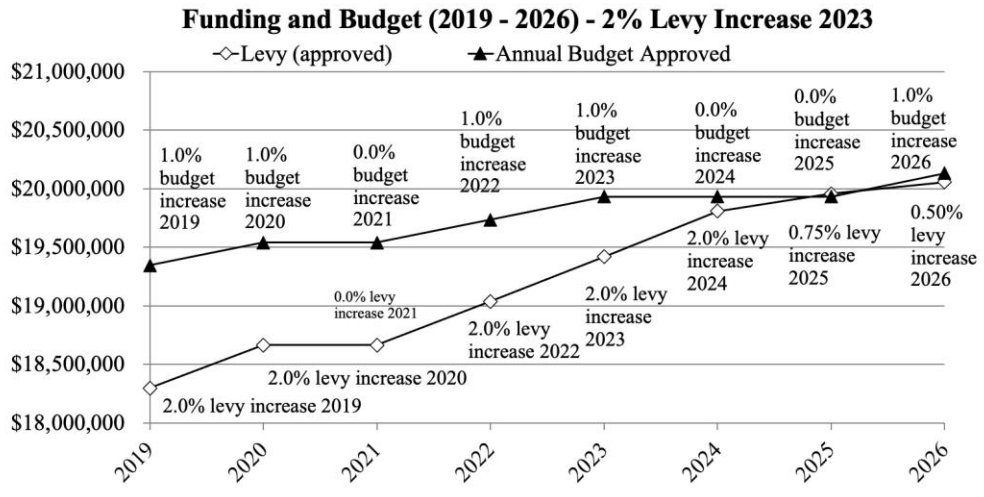


Figure 1. District budget and levy changes (2019 – 2026): Three scenarios for 2023 levy (2%, 1%, 0% increase) and impacts upon long-term plan.

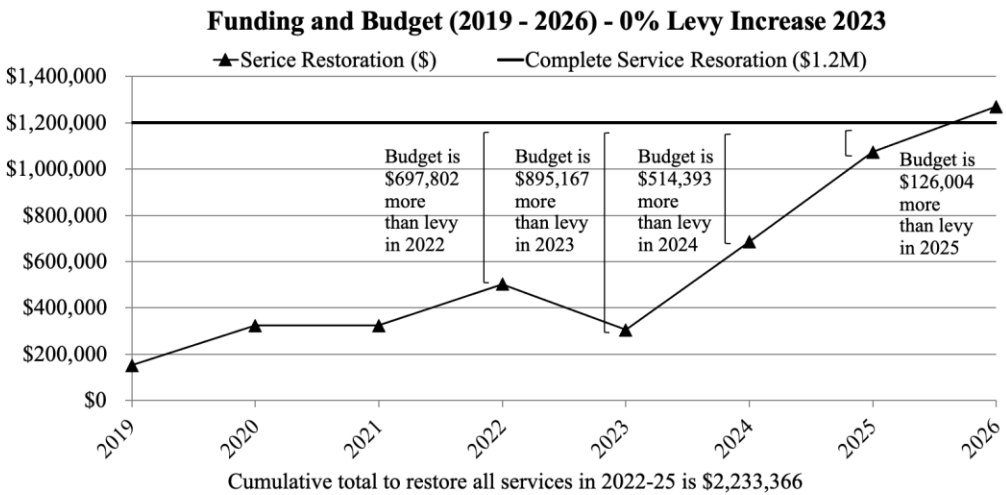
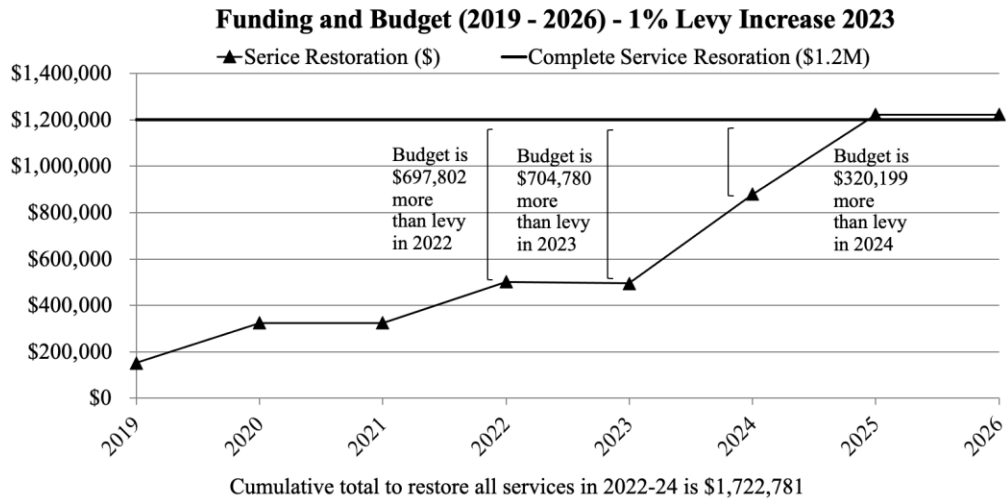
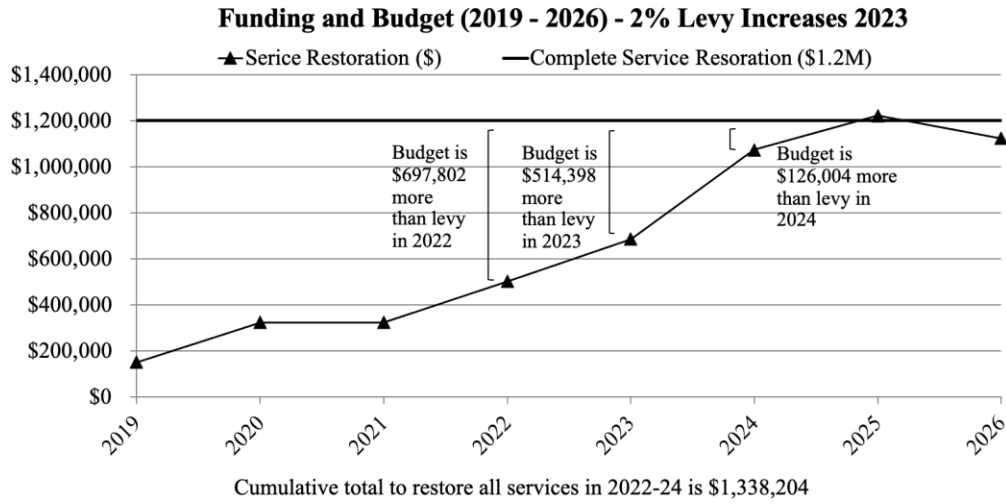


Figure 2. District budget and levy changes (2019 – 2026): Three scenarios for 2023 levy (2%, 1%, 0% increase) and impacts upon cost to restore 2017 budget cuts beginning in 2022 until budget-levy parity is achieved.

Table 2. Actual expenditures 2019-2021, budgeted 2022 expenditures and proposed 2023 levy and budget. Amount of fund balance used assumes 2022-23 expenditures equal budget

	2019	2020	2021	2022	2023
ADMINISTRATION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
1 Salary and Wages	\$761,158	\$694,649	\$717,995	\$799,966	\$807,966
2 Building Expense	\$57,013	\$56,073	\$47,264	\$53,298	\$53,831
3 Office Supplies	\$59,746	\$15,717	\$25,700	\$34,209	\$34,551
4 Travel and Mileage	\$2,377	\$1,164	\$560	\$4,293	\$4,335
5 Insurance	\$11,287	\$9,336	\$10,194	\$12,625	\$12,751
6 Interest	\$0	\$0	\$0	\$0	\$0
7 General Expenses	\$119,702	\$123,951	\$122,357	\$115,140	\$116,291
8 Repair and Maintenance	\$1,347	\$0	\$0	\$505	\$510
9 Total Admin. Operations	\$1,012,630	\$900,890	\$924,070	\$1,020,035	\$1,030,236
10					
11 Administration Capital	\$0	\$0	\$0	\$0	\$0
12					
13 Total Administration -	\$1,012,630	\$900,890	\$924,070	\$1,020,035	\$1,030,236
14					
COMMISSION					
15 Per Diem	\$0	\$0	\$0	\$0	\$0
16 Travel and Mileage	\$2,780	\$705	\$624	\$3,660	\$3,660
17					
18 Total Commissioners -	\$2,780	\$705	\$624	\$3,660	\$3,660
19					
CONTROL/MONITORING					
20 Salary and Wages	\$6,561,904	\$6,407,924	\$6,671,683	\$7,728,669	\$7,805,956
21 Rent and Building Costs	\$851,853	\$836,572	\$814,924	\$903,607	\$912,643
22 Supplies & Expenses	\$321,860	\$320,460	\$323,273	\$284,669	\$287,515
23 Control Materials	\$4,013,552	\$3,541,119	\$4,031,856	\$5,889,310	\$5,948,203
24 Helicopter	\$1,746,405	\$1,487,582	\$1,588,428	\$2,552,836	\$2,578,364
25 Transportation Expenses	\$156,594	\$120,679	\$173,442	\$188,254	\$190,136
26 Insurance	\$239,335	\$220,445	\$230,214	\$271,195	\$273,907
27 General Expenses	\$109,931	\$80,442	\$149,452	\$158,196	\$159,814
28 Repair and Maintenance	\$198,509	\$167,050	\$207,002	\$213,817	\$215,955
29 Total Control Operations	\$14,199,943	\$13,182,273	\$14,190,274	\$18,190,552	\$18,372,494
30					
31 Control Capital	\$667,746	\$269,275	\$365,746	\$527,520	\$527,520
32					
33 Total Control Division -	\$14,867,689	\$13,451,548	\$14,556,020	\$18,718,072	\$18,900,014
34					
35 TOTAL ANNUAL BUDGET	\$15,883,099	\$14,353,143	\$15,480,714	\$19,741,768	\$19,933,910
Levy	\$18,139,782	\$18,525,337	\$18,661,553	\$19,038,696	\$19,419,470
Revenue - other sources	412,655	80,788	166,410	125,000	125,000
Fund Balance (end of year)	\$18,498,113	\$22,818,534	\$26,246,351	\$25,668,279	\$25,278,839
Amount from FB used for exp.	(\$2,669,338)	(\$4,252,982)	(\$3,347,249)	\$578,072	\$389,440

MMCD CALENDAR FOR BUDGET YEAR 2023

Commission and Executive Committee provide direction to develop budget	May / June 2022
Commission approves preliminary 2023 levy and budget direction	July 27, 2022
Approved proposed levy deadline for the District	August 1, 2022
Review 2023 budget and levy proposals	August 24, 2022
Proposed levy certification due	September 10, 2022
Executive Committee reviews proposed budget (Subject to change)	September 28, 2022
Commission reviews proposed budget (Subject to change)	October 26, 2022
Executive Committee reviews budget	November 17, 2022
Parcel Specific Property Tax Notice	November 10 – 24, 2022
Commission adopts Final 2023 Levy & Budget (December Commission meeting)	December 21, 2022
Truth in Taxation Hearing (Commission & Staff)	December 21, 2022
Continuation Hearing, if necessary, (Commission & Staff)	December 21, 2022
Certify Adopted Payable 2023 Levy (Staff)	December 22, 2022

MEMORANDUM

TO: MMCD Board of Commissioners

FROM: Joseph Langel, MMCD Attorney

DATE: August 26, 2016

RE: Tax Levy Schedule

At the Commission meeting on August 24th (2016), there was a discussion about the budget calendar. Specifically, questions were raised about when MMCD’s property tax levy must be certified to the Commissioner of the Department of Revenue. The calendar in the Information Packet showed that the initial levy certification deadline is August 1st.

Some Commissioners questioned the validity of that date given that it is earlier than other taxing districts. A quick review of Minnesota Statutes chapter 275 (the property tax levy statute) indicated that (1) MMCD is defined as a special taxing district; and (2) “each special taxing district shall adopt and certify to the county auditor a proposed property tax levy” “on or before September 15.” *Minn. Stat. §§ 275.065, subd. 1(b), 275.066 (16)*. It therefore appeared that September 15th is, in fact, the correct deadline.

The quick statutory review during the meeting, however, did not reveal the additional provisions in Minnesota Statutes chapter 473, which relate specifically to MMCD. Section 473.711, subdivision 5, provides that MMCD “must certify its property tax levy to the commissioner of revenue by August 1 of the levy year.” This specific provision overrides the more general provision in Chapter 275.

The Commissioner of Revenue reviews the tax levy to ensure that the tax is within MMCD’s statutory levy limitation. That determination must be completed by September 10th. *Minn. Stat. § 473.711, subd. 5*. The Commissioner notifies the MMCD that the levy is appropriate and provides the amount of levy for each member county. The levy data is transmitted to the respective counties by September 15th. The Commission adopts the final levy and holds the Truth in Taxation hearing in December.

Let me know if anyone has additional questions about this process.

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE MEETING

MINUTES
MAY 25, 2022
9:15 AM

Vice Chair Gary Kriesel called the meeting to order at 9:17 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 Robyn West	Anoka County
Commissioner Nicole Frethem	Ramsey County
Commissioner David Beer	Scott County
Commissioner Michael Beard	Scott County
Commissioner Gary Kriesel	Washington County

Commissioner Beard joined the meeting after the roll call.

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

Peg Larsen, RCS Consulting
Kim Scott, RCS Consulting
Joe Langel, MMCD Legal Counsel

Vice Chair Gary Kriesel welcomed all in attendance and thanked them for attending the meeting.

Approval of March 23, 2022 Committee Meeting Minutes

Commissioner Robyn West offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the March 23, 2022 Executive Committee Meeting minutes be approved as presented.

Commissioner Michael Beard seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner David Beer	Yes
Commissioner Michael Beard	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted.

Legislative Update

Peg Larsen commented that no one should be especially surprised at the ending of this year’s legislative session. There was an expectation from the beginning that very little would be accomplished, considering that this is a redistricting year, and that the entire Legislature will be running for reelection. Even with a \$9.4 billion surplus, the Legislature could not agree on a way to spend it within their allotted timeframe. Ultimately, only a few bills were passed and none of the major budget and spending bills were passed. The Legislature left taxes, education, and healthcare all on the table when they adjourned. ([Read more](#) for a comprehensive list of [What did and didn’t get done at the Minnesota Capitol this legislative session.](#))

A few conference committees did come to agreements, which could have been voted on individually, but were not brought to the floor in favor of attempting to reach a global deal on all of the budget bills (plus a tax bill). The omnibus environment conference committee came to an agreement that did not include the House language that would have allowed cities to limit the use of pollinator-lethal pesticides. (If you recall, we were able to modify the original language for clarity and ensure that an exception for MMCD’s work was included.) We expect to see this provision reintroduced in the future and we will continue to work with the authors to support MMCD’s mission.

At this point, the House DFL majority and Governor Walz have indicated that they could agree to a special session. (Only the governor can call a special session, but the Legislature decides when to adjourn a special session.) However, the Senate Republican majority does not seem interested in coming back for a special session to spend money that they did not want to spend this session to begin with. If the Legislature does come back for a special session, they may pass the conference committee reports that were previously agreed to, but unless they have a very tight agreement with all of the caucuses, a special session is unlikely to happen.

Finally, there were an eye-popping 51 legislative retirements between both parties, including several committee chairs. The loss of many of these legislators will surely change the face of the legislature in the coming years.

A [full list](#) of current legislators not seeking re-election or running for another position has been compiled by the Legislative Reference Library.

Click [here](#) to see how you were redistricted.

Click [here](#) to see who is running for 2022 elections in Minnesota.

Important Upcoming Dates:

August 9: Primary Election
November 8: Election Day
January 10, 2023: 2023 Legislative session commences

Approve MESB Lease Renewal (2023-24)*

Arleen Schacht explained that the Metropolitan Emergency Services Board has been renting space from the MMCD since the mid-1990s. The current rental (lease) agreement will expire on December 31, 2022. Since the beginning of this agreement (January 1, 2021) utility and operating expenses have increased. The current rent is \$26,412 per year and will increase 3% to \$27,204 per year (\$2,267 per month). The new agreement is unchanged except for the new monthly rent.

Commissioner Robyn West offered the following resolution and moved its adoption.

Resolution 2:

Whereas, the current rental agreement between MMCD and MESB will expire on December 31, 2022, and the utility and operating expenses have increased since the initiation of the current agreement; be it now

Resolved, the new rental agreement between MMCD and MESB increases the annual rent to \$27,204 and includes the MOA language about Boardroom (205) use by MESB under certain circumstances.

Commissioner Nicole Frethem seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted unanimously.

Executive Director Search Update

Stephen Manweiler first discussed his planned retirement (December 23, 2022) at the Executive Committee meeting on September 15, 2021 to allow plenty of time to find a successor to prevent

the disruption that occurred during the last transition in April 2014. At that meeting the Executive Committee preferred to have HR staff at MMCD conduct the search with the help of a professional such as BCD Consulting Group. The alternate option was to hire a recruiter to conduct the search.

Arleen Schacht explained that MMCD Human Resources staff were working with Dr. Jane Coffey (BCD Consulting) to develop the job posting, updated job description and minimum requirements, interview questions, and other tools to aid the Hiring Committee in choosing the next Executive Director. Stephen will recruit MMCC members to be on the Hiring Committee. Arleen also shared a timeline that included interviews in July, leadership evaluations of all finalists in August followed by selection of the next Executive Director by the MMCC in September. We hope the new Executive Director can start in December for some overlap with the current Executive Director for knowledge transfer.

2022 Plans and Initial 2023 Budget and Levy Discussion

Stephen Manweiler shared Consumer Price Index data for the Minneapolis-St. Paul-Bloomington area (March 2022) released by the Bureau of Labor Statistics after the April 27, 2022 Commission meeting. Area prices are up 8.2 percent from a year ago (March 2021 – March 2022). Energy prices increased 30.9 percent over the year, largely due to higher prices for gasoline (41.5 percent). These increases accelerated in late spring 2021 through the present.

We anticipate impacts to the transportation (fuel) and wage portions of the current and 2023 budgets. For this reason, we recommend a 1% increase in the 2023 budget. We also recommend continuing with the long-term plan by increasing the 2023 levy by 2%.

Arleen Schacht pointed out projected fuel and wage expenditures in 2022 and 2023 (increases in wages, rent/building, helicopter, and transportation in the budget table on page 22 of the meeting packet). Arleen also noted that projected control material costs (entire budget expended) are higher in 2022 and 2023 because 2019, 2020, and 2021 were drier years (expenditures below budget).

Executive Director's Report

Stephen Manweiler reported that the 2022 control season is off to a good start. Cooler temperatures slowed larval black fly and mosquito development which help limited staff complete all required operations. The first aerial *Bti* treatments to control spring *Aedes* larvae occurred on May 5, two weeks later than in 2021. As of May 24, we have treated 62,625 acres aerially with about 12,000 acres of cattail treatments ongoing. Total aerial treatments (about 74,625 acres) will be very similar to the ten-year (2011-2020) April-May average of 72,726 acres.

About 40 treatments have been completed in small streams to control larval black flies. Treatments in large rivers are just beginning.

Other Issues

Stephen Manweiler reminded everyone that during the April 27 Commission meeting we decided to convene this May 25 meeting remotely based upon COVID-19 transmission and risk. We also agreed to review the situation at this (May 25) meeting to decide how to meet on June 22. Stephen reported that current COVID-19 transmission is higher than it was in late April and proposed convening the June 22 Executive committee meeting remotely. No Commissioners objected. Vice Chair Gary Kriesel asked if there were any other issues. None were voiced.

Adjournment

Commissioner Michael Beard moved to adjourn the meeting.

Commissioner David Beer seconded the motion.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

Vice Chair Gary Kriesel declared the meeting adjourned at 10:07 a.m.

**METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE**

MINUTES
June 23, 2021
9:15 a.m.

Secretary Nicole Frethem 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 Tom Workman	Carver County
Commissioner Liz Workman	Dakota County
Commissioner Nicole Frethem	Ramsey County
Commissioner David Beer	Scott County
Commissioner Michael Beard	Scott County

Commission Gary Kriesel joined the meeting after the roll call at 9:25 a.m.

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

Peg Larsen, RCS Consulting
Kim Scott, RCS Consulting
Joe Langel, MMCD Legal Counsel

Secretary Nicole Frethem welcomed all in attendance and thanked them for attending the meeting.

Approval of May 25, 2022 Committee Meeting Minutes

Commissioner Liz Workman offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the May 25, 2022 Executive Committee Meeting minutes be approved as presented.

Commissioner Tom Workman seconded the motion.

The Commissioners voted as follows.

Commissioner Tom Workman	Yes
Commissioner Liz Workman	Yes
Commissioner Nicole Frethem	Yes
Commissioner David Beer	Yes
Commissioner Michael Beard	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted.

Legislative Update

Peg Larsen reported that there is no agreement on special session. Governor Walz seems to think it would last no longer than 15 minutes. However, even though he has the power to call them into special session, he does not have control over how or when it ends. Some major issues that could be pivotal in the November elections would certainly be addressed by someone! Adding in the fact that the Senate has all along said there is no reason to spend all the surplus why would they want to meet to spend.

Governor Walz has increased the amount he wants to give in Walz checks to \$2000 a couple and \$1000 for an individual. It remains to be seen if this will push the leaders to meet.

All is pretty much quiet as most are campaigning!

Approve Lobbyist Contract Renewal (2023-24)*

Stephen Manweiler reported that we advertised for bids for professional representation for the District in September 2020. Bid specifications were advertised through the League of Minnesota Cities. The deadline for submission to the MMCD front desk at 2099 University Avenue W., Saint Paul, MN, 55104 was 2:00 PM Central, Tuesday, October 27, 2020. Three potential providers of professional representation contacted the District. Two (Flaherty & Hood, P.A., Knaak & Kantrud, P.A.) asked various questions. Only one (RCS Consulting LLC) submitted a proposal. A two-year contract was awarded to RCS Consulting LLC that expires on December 31, 2022.

Kim Scott and Peg Larsen (RCS Consulting LLC) have provided very effective representation by identifying legislation that could potentially impact District operations and bringing together authors of this legislation and District employees to craft amendments that mitigate negative impacts while preserving the intent of the legislation. Most of this legislation involves allowing

cities to regulate and even ban pesticides that could potentially impact pollinators. Because of Kim and Peg’s work, the District has been able to secure amendments exempting the District from these regulations and bans thereby preserving the District’s ability to protect public health and quality of life.

Peg Larsen and Kim Scott have both expressed their interest in continuing to represent the District. They have requested no changes to the current contract including no fee increases. We recommend renewing the current contract for two years (services through 2023 and 2024).

Commissioner Liz Workman offered the following resolution and moved its adoption.

Resolution 2:

Whereas, RCS Consulting has represented MMCD very effectively to the Legislature in 2021 and 2022; and

Whereas, the contract between RCS Consulting and the MMCD ends on December 31, 2022; and

Whereas, RCS Consulting has developed contacts and relationships with legislators that will serve as a foundation for MMCD to educate legislators about its services and potential impact upon those services by proposed legislation in 2023 and thereafter; and

Whereas, RCS Consulting has agreed to provide the same services with no change to its annual fee of \$20,000 through 2024; be it now

Resolved, that the current contract between RCS Consulting and MMCD be renewed through December 31, 2024.

Commissioner Tom Workman seconded the motion.

The Commissioners voted as follows.

Commissioner Tom Workman	Yes
Commissioner Liz Workman	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted unanimously.

2022 Plans and Initial 2023 Budget and Levy Discussion

Stephen Manweiler reviewed the three goals of the long-term plan which are (1) restore District reserves to the minimum required for cash flow needs [achieved end 2019]. (2) restore all 2017 service cuts and (3) enable the District to provide all services to a greater area within the District as human population expands in the District.

In 2020, we paused the long-term plan because of feared levy deficits due to the COVID-19 pandemic by keeping the 2021 levy and budget the same as 2020 which delayed achieving goal 2 by one year. In 2021, we resumed the long-term plan by approving a 2022 levy of \$19,038,676 which is a 2% increase over 2020 and 2021.

We anticipate impacts to the transportation (fuel) and wage portions of the current and 2023 budgets because of high inflation (8.9%) during the last year. For this reason, we recommend a 1% increase in the 2023 budget. We also recommend continuing with the long-term plan by increasing the 2023 levy by 2%.

We reviewed three 2023 levy scenarios to highlight impacts to when we achieve goal 2 and the estimated cumulative cost of restoring all 2017 service cuts between now (2022) and when we achieve goal 2 (2025 or 2026).

Approving a 2% increase in the 2023 levy (preliminary in July) enables us to observe how the economy performs between July and December. We cannot increase the levy after July but we can decrease it in December if we decide the economic situation justifies a decrease.

In July 2020, we approved a 0% increase in the 2021 levy because of a feared levy deficit and potential recession. Neither of those had happened by December 2020 but we were unable to increase the 2021 levy because of our decision in July 2020.

Executive Director's Report

Stephen Manweiler reported that our seasonal hiring situation has improved with most positions filled at most facilities. Covid-19 has not significantly impacted staff available to work recently. In terms of aerial larval control through June 22, we have treated 81,021 acres consisting of spring treatments, cattail, and summer floodwater pre-hatch.

Last year at this time, we had treated 92,058 acres. There are two main differences between 2021 and 2022. Treatments in 2022 started later because of a longer, colder spring. That slowed mosquito development which helped us finish all required work with fewer seasonal employees. Because 2021 was such a dry year, required cattail treatments were lower in 2022. We were able

to shift some of those control materials to summer floodwater pre-hatch in 2022. In 2021, about 4.7% of aerial larval control through June 22 was in P2. This year, about 8% of aerial larval control was in P2.

Mosquito abundance measured by Monday night trapping the first Monday in June 2021 was about equal to the ten-year average (~320 per trap). Abundance the first week of June 2022 was slightly higher (~380 per trap), mostly in the north and northwestern outer regions of the District, the parts of the District that received significant rain in very late May.

Labor Negotiations (closed meeting)

Secretary Nicole Frethem closed the meeting at 9:53 a.m. for discussion about upcoming bargaining unit negotiations. Secretary Nicole Frethem reopened the meeting at 10:45 a.m.

Other Issues

Stephen Manweiler reminded everyone that during the May 25 Commission meeting we decided to convene this June 22 meeting remotely based upon Covid-19 transmission and risk. We also agreed to review the situation at this (June 22) meeting to decide how to meet on July 27. Stephen reported that current Covid transmission is essentially the same as it was in late May and proposed convening the July 27 Executive committee meeting remotely. No Commissioners objected.

Adjournment

Commissioner David Beer moved to adjourn the meeting.

Commissioner Gary Kriesel seconded the motion.

Commissioner Tom Workman	Yes
Commissioner Liz Workman	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

Secretary Nicole Frethem declared the meeting adjourned at 10:49 a.m.

TO: COMMISSION MEMBERS
FROM: STEPHEN MANWEILER
RE: EXECUTIVE DIRECTOR REPORT
DATE: JULY 2022

1. DIRECTOR'S INITIATIVES

Between July 12 and July 21, Stephen Manweiler, Jon Peterson, and Mark Smith met with seasonal and RFT staff at five field facilities and the St. Paul office to thank them for their work delivering services and to discuss various issues including how to attract and retain qualified employees and how to improve all aspects of our programs. We will meet with the final field facility during the first week of August. Staff provided feedback about which benefits (e.g., wages, paid time off, etc.) they valued the most and ideas to improve and expand recruitment efforts. They also described what worked better operationally or not so well and why.

We received approval from the Minnesota Department of Agriculture (MDA) to hold a virtual Applicator Recertification Workshop on Thursday, July 28. This workshop educates our staff about the materials we use, safety protocols, and proper application and satisfies the Department of Agriculture's annual recertification requirements. MDA waives training fees for all District staff who attend these joint workshops.

2. MOSQUITO CONTROL SERVICES

July has continued to be mostly dry throughout the seven-county metro. During the month of July, we responded to two isolated rain events, one in Anoka County and the other in Scott and Carver County. So far this month, we have treated 624 acres with the helicopter. In total for 2022 we have treated approximately 83,000 acres by helicopter.

Field staff are continuing to do important work in the field. Staff have made over 69,000 inspections and treatments to mosquito breeding sites. Staff are focusing on disease vector work including treating catch basins and permanent structures, performing neighborhood inspections including removing tires, emptying containers, and informing the public of the potential risk of having containers that hold water on their property. To date, we have removed and recycled over 6,000 tires throughout the District.

Adult mosquito numbers continue to be low throughout the metro. To date, we have treated 1,200 acres with adult control materials. These treatments have been in response to some high nuisance numbers (mainly in June), potential disease vector mosquitoes, and community events. We will continue to monitor our Monday night traps, inspect for disease vector mosquitoes, and treat areas if necessary.

Customer calls have been trending down, compared to the peak we had in mid-June. So far this year, we have received 1,165 customer calls. The majority of these have been from residents who have breeding sites they would like inspected or treated, tires to be removed,

or annoyance calls (mainly during the month of June). While the number of customer calls are more than 2021, by about 300, they are still less than 2020, where we had over 1,500 customer calls during the same time period.

For MMCD's black fly program, we have made 55 treatments to small streams and 26 treatments to larger rivers (Minnesota, Rum, and Crow). While many of the rivers and streams are low due to the dry conditions, the Mississippi River remains more at a normal level from the large rain event that occurred a few weeks ago near St. Cloud. Overall, the adult black fly numbers have been low for the last two months.

As we look towards the end of July and into August, staff are looking forward to representing the District and educating residents at parades, county fairs, and the State Fair. We will also start having seasonal staff resign and head to college.

3. MOSQUITO-BORNE DISEASE

This year we have detected West Nile virus (WNV) in three of 233 mosquito samples tested. The WNV positive mosquitoes were collected in Anoka, Hennepin, and Ramsey counties. Weather conditions since the beginning of June have been similar to those of last year which resulted in an active WNV season. Our first WNV positive sample this year came four weeks earlier than our first positive sample last year. The hot, dry conditions are likely to result in rapid amplification of the virus over the next few weeks, thereby increasing the risk of human infections. One positive result of the dry weather, however, is that the population of the vector of greatest concern for human health, *Culex tarsalis*, has remained low.

Most of the District is currently abnormally dry or in moderate drought. Drought conditions often lead to increased production of some of the *Culex* species that transmit WNV. Field crews have spent a considerable amount of time inspecting and treating aquatic habitats such as catch basins, other stormwater management structures, retention and detention ponds, and wetlands for *Culex* species. These services become increasingly more important as the drought persists and the WNV infection rate in the mosquito population rises.

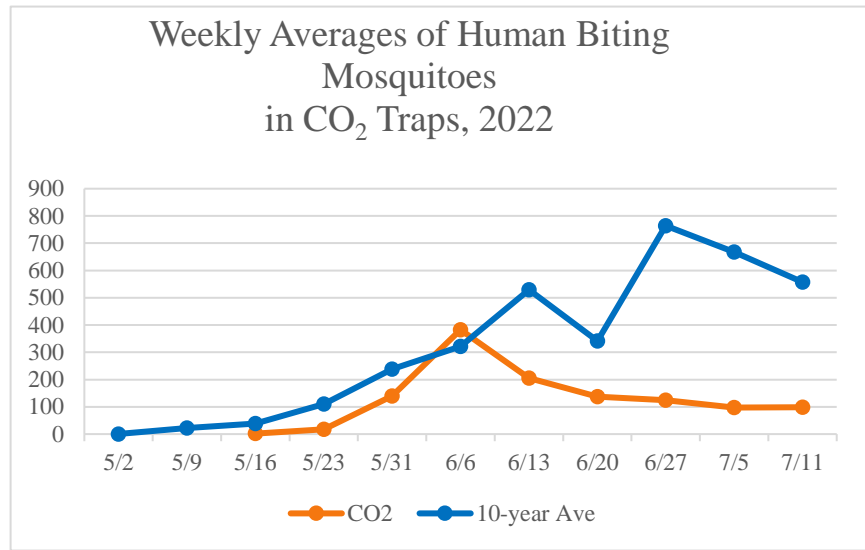
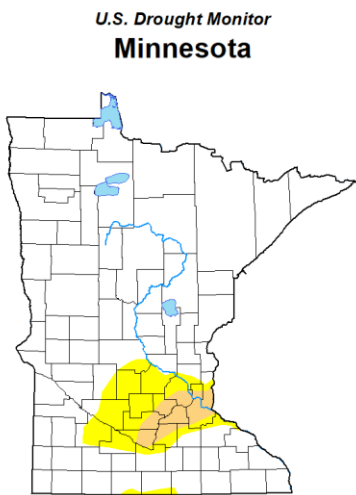
Field crews have also been conducting surveillance for and control of *Aedes triseriatus*, our native La Crosse encephalitis (LAC) vector. Elimination of larval habitat is our most effective method for reducing LAC risk. We have recycled 6,099 tires and we have eliminated 774 other LAC vector habitats this year. This work has the added benefit of reducing the larval habitat available for container inhabiting invasive mosquito species, as well as some of the WNV vectoring *Culex* species.

Since there were reports of eastern equine encephalitis (EEE) in Minnesota horses in each of the last three seasons, we have been closely monitoring the population of *Culiseta melanura*, the vector of EEE. Thus far in 2022, the *Cs. melanura* population has remained low and persistent dry conditions will reduce the likelihood of a population rebound. *Culiseta melanura* develop in tamarack bogs and a few other bog habitats in the District. In past dry years, including last year, we have observed bog water levels receding to the point where there is little surface water available for adults to lay eggs. Still, if we should happen to

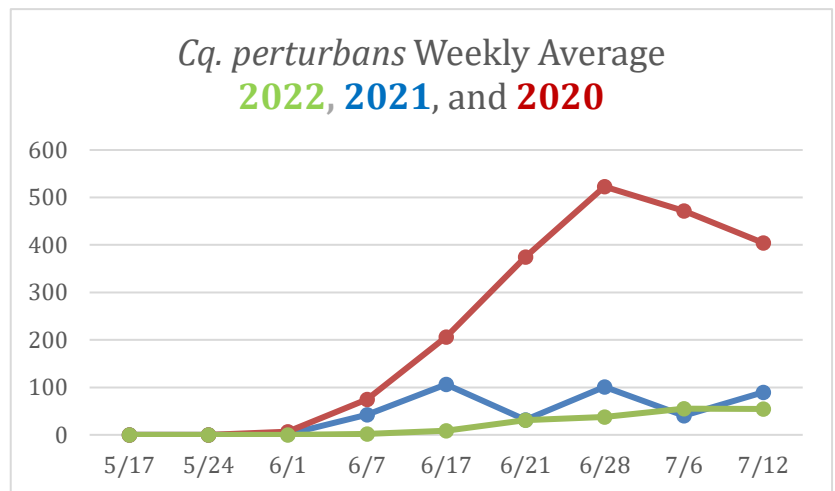
discover an isolated population of *Cs. melanura*, we are prepared to respond with adult control methods intended to reduce their numbers before they have an opportunity to disperse from the area near their larval habitat.

4. TECHNICAL SERVICES LAB

According to the U.S. Drought Monitor, areas of the metro area are in abnormally dry (yellow shading) or moderate drought (tan shading) conditions. We haven't had a District-wide rain event since mid-May. The initial emergence of human biting species occurred the first week of June, at levels equal to the 10-year average. Thereafter, mosquito populations have steadily declined and are averaging around 100/trap.



We also have permanent water species such as *Culex*, *Culiseta*, and the cattail mosquito, *Coquillettidia perturbans*, contributing to the mosquito populations. Their composition of the total mosquito fauna is relatively higher when floodwater species are absent. For the second year running, our low rainfall is also affecting the permanent water mosquito production. For instance, the cattail mosquito populations are very low again this year (similar to 2021) compared to 2020.



We are running smoothly in the lab; all staff have been trained in taxonomy. Additionally, one mosquito technician from the Plymouth facility is training in the lab to fulfill requirements for an internship.

5. PUBLIC AFFAIRS

Weekly Mosquito, Black Fly, and Tick Updates Posted on Website

We have continued posting weekly updates based on surveillance data from our Technical Services team and other updates from the lab and field. These have become popular posts and are often picked up by media outlets and shared without even our knowing.

Here is an example of a recent update from surveillance data at the beginning of July:

<https://mmcd.org/2022/07/13/weekly-update-july-5th-cattail-mosquitoes-responsible-for-surge-in-some-areas/>

There is a new post every week that can be found on the homepage or under “Latest News” on the menu.

Customer Calls

The customer calls slowed down at the end of June into the beginning of July as dry weather led to fewer overall mosquitoes. We received 342 total calls between June 13 and July 10, most for mosquito annoyance (259) with the second most for tire pickup requests (46). Here is a breakdown of calls coming in by county:

- Anoka County - 122 calls
- Carver County - 29 calls
- Dakota County - 13 calls
- Hennepin County - 87 calls
- Ramsey County - 17 calls
- Scott County - 35 calls
- Washington County - 33 calls

Community and School Presentations

We have had lots of community engagement this month including presentations and events. Here are some of the highlights:

- June 11 - Hugo Good Neighbor Days Parade
- June 18 - St. Louis Park Parktacular Parade
- June 24 - Oakdale Summerfest Parade
- June 24 - Kaposia Days Parade in South St. Paul
- June 25 - Dan Patch Days in Savage
- July 10 - Whiz Bang Days Parade in Robbinsdale
- July 14 - Maple Grove Days Parade
- July 15 - Presentations for middle and high school students at Lakes International Language Academy in Forest Lake

Minneapolis Park and Recreation Board Presentation

On Wednesday, June 6, Alex Carlson presented about MMCD at the monthly meeting for the Minneapolis Park and Recreation Board (MPRB). We are continuing to work with the Park board to update our agreement and improve communication and best practices.

MMCD in the Media

There were several local and statewide news stories featuring MMCD this month. Here are some of the highlights:

- [CBS Minnesota: Mosquitoes return in force to the Twin Cities](#)
- [KARE 11: They're Back: Mosquito season returns after lower numbers last year](#)
- [KSTP: Ticks appear more prevalent than prior years, parts of Minnesota 'high risk' for tickborne diseases based on past cases](#)
- [Star Tribune: The truth about mosquitoes and what you may be doing wrong](#)

Social Media

Our social media has been active this month with a focus on highlighting some of the control work being done and promoting mosquito and tick safety. Here is how metrics have changed:

- Facebook – 1,776 Page Likes (Up 8 from June 10)
 - Facebook.com/metromosquitocd
- Twitter – 993 Followers (Up 22 from June 10)
 - Twitter.com/metromosquito
- Instagram – 383 Followers (Up 17 from June 10)
 - Instagram.com/metromosquito
- TikTok – 366 Followers (Up 6 from June 10)
 - tiktok.com/@metromosquito

6. TICK-BORNE DISEASE

MMCD Collaboration to Detect Exotic Ticks (Asian Longhorned Tick, Red Sheep Ticks)

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.

As of July 20, no Asian longhorned ticks or red sheep ticks have been reported as being found in Minnesota.

Tick Vector Field Projects

Our 2022 tick surveillance season began April 25. As of July 20, four of ten routes in our second round of surveillance have been completed. Our first round of surveillance was completed on June 23.

Public Education/Outreach

- Distribution and/or re-stocking of brochures, tick cards and posters is ongoing.
- We continue to inform our Facebook followers of items of interest as they occur, with new items for 2022 including blogs, posted on our website or elsewhere.

- As of July 20, fewer questing ticks have been reported.
- **Be sure to check yourself for ticks after being in wooded habitat.**
- Now is a good time to remind you, too, that adult (and some larval) deer ticks will be out questing in early September.

Signage

Signs to remind the public of deer ticks and disease prevention measures may be posted at dog parks and additional locations throughout the metro. For various reasons some signs remain up year-round.