

**Metropolitan
Mosquito Control District**

Executive Committee

November 16, 2023

9:15 AM

Information Packet

**METROPOLITAN MOSQUITO CONTROL DISTRICT
M E E T I N G A N N O U N C E M E N T**

COMMITTEE: **Executive Committee Meeting**
 Metropolitan Mosquito Control District
 2099 University Avenue West
 St. Paul, MN 55104

DATE: **Thursday, November 16, 2023**

TIME: **9:15 AM**

A G E N D A

1. Approval of Minutes for September 27, 2023, Meeting*
2. Intergovernmental Issues – (Peg Larsen, Kim Scott)
3. Executive Director’s Report
4. Other Issues
5. Adjournment

* Action Requested

Commissioner Mike Gamache	Anoka County
Commissioner Tom Workman	Carver County
Commissioner Liz Workman	Dakota County
Commissioner Rena Moran	Ramsey County
Commissioner David Beer	Scott County
Commissioner Fran Miron	Washington County

Next Commission Meeting: Wednesday, December 20, 2023, 6:00 p.m.

(Proposed)

Organizational Meeting: Thursday January 4, 2024, 9:15 a.m.

Next Executive Committee Meeting: Wednesday, January 24, 2024, 9:15 a.m.

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE

MINUTES

September 27, 2023
9:15 a.m.

Chair Fran Miron called the meeting to order at 9:19 a.m.

Roll Call:

Commissioner Fran Miron	Washington County
Commissioner Mike Gamache	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Kevin Anderson	Hennepin County
Commissioner Rena Moran	Ramsey County
Commissioner Tom Workman	Carver County
Commissioner David Beer	Scott County
Commissioner Tom Wolf	Scott County

Staff:

Arleen Schacht, Interim Executive Director/Business Administrator
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

Kim Scott, RCS Consulting

Chair Fran Miron welcomed all in attendance and thanked them for attending the meeting.

Approval of Minutes for May 24, 2023, Executive Committee Meeting

Commissioner Kevin Anderson offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the May 24, 2023, Executive Committee Meeting minutes be approved as presented.

Commissioner Mike Gamache seconded the motion, and the resolution was approved unanimously.

Intergovernmental Issues

The crisis of the day is the possibility of a federal government shutdown. As to how a shutdown may impact Minnesota, there could be delays in reimbursement of federal funds and, in the agriculture sector, negotiations around the next Farm Bill will be delayed, among many other impacts. Congress has until Sunday to figure out an agreement.

In Minnesota, this week saw the appointment and resignation of its first cannabis management director, Sen. Tina Smith canceled events this week after coming down with COVID, and the United Auto Workers' picket lines have expanded to Plymouth. Since we last met, Rep. Brian Daniels, a Republican from Faribault, and Heather Edelson, a Democrat from Edina, have both announced that they will not be running for reelection to the Legislature in the next election.

The upcoming session is a bonding year, but there may be a supplemental budget—we will know more when the November forecast comes out. The revenue forecasts are expected to be more predictive this year than they were during the height of COVID when revenues were difficult to predict. There is a lot of pre-work happening to have legislation ready to go out the gate in February. The DFL is very aware of the opportunity that exists with the DFL trifecta and does not want to squander that opportunity. The Republicans have been talking a lot about the need to fix mistakes when they come back in February and also to address permitting reform.

Thinking about how the upcoming 2024 legislative session will affect MMCD, PFAS (Per and Polyfluoroalkyl Substances, which are chemicals that resist grease, oil, water, and heat) are being discussed as they relate to pesticides. This would be a good time to review the types of pesticides that MMCD utilizes to understand whether any contain PFAS and to consider the risks or benefits (both politically and otherwise of continuing their use).

Approval of Bylaws

The Commission made the decision to submit a bill to the legislation to change statutory language removing the requirement that the Executive Director must be an entomologist, Statute § 473.704 Subd. 3. Director; to be an entomologist. The Commission recommended, to fulfill the entomologist needs of the District, amending the bylaws and include that the District would always employ at least one entomologist, as a staff member of the Technical Services Department. The recommendation was made to help pass the legislative bill, if there was any opposition or concern with amending the language.

Bylaws are adopted to govern and serve as an operational document made by the commission that can include but not limited to regulate operating procedures, specific rules on conducting business, officer processes, authority of specific groups or positions as well as staff structure requirements.

Statute § 473.703 Subd. 8. Bylaws. The commission may adopt bylaws to regulate its own proceedings.

Bylaws will be created and include in the ‘Purpose’, to continue to use science-based data to drive the control operations, to commit to employ at least one entomologist at all times, and to add the Technical Advisory Board (TAB) as a required advisory board. The committee requested a letter be sent to the TAB so ensure MMCD’s is taking steps to satisfy the concern brought up by the TAB when changing the statute.

Commissioner Kevin Anderson offered the following resolution and moved its adoption.

Resolved:

The Executive Committee will make a recommendation to the full commission to accept the Bylaws as amended, to include a letter sent to the Technical Advisory Board.

Commissioner Mike Gamache seconded the motion, and the resolution was approved unanimously.

Executive Director Selection

The hiring committee discussed with the Executive Committee the hiring and interviewing process and candidate they chose, providing in detail the reasoning behind their decision, and what they believe the candidate can contribute to the District. They will begin working on an employment contract that will be provided at the October 25, 2023, Commission Meeting for approval.

Other Post Employee Benefits (OPEB)

Arleen Schacht provided information related to the Other Post Employee Benefits (OPEB) Trust fund, requesting the permission to review the current plan, and work with VIA Actuarial Solutions to conduct an evaluation showing the impact on the trust if the plan provisions were changed to include all employees. According to the plan provisions, only employees that were hired prior to January 1, 2008, are eligible (19 of 53 employees).

After a lengthy discussion, the Executive Committee approved to move forward with the review and to include on the October 25, 2027, commission meeting more detailed information about the trust and the results of the review.

Commissioner Mike Gamache made a motion, to support the consideration of including all employees in a post-employment benefit, to be determined after review of more detailed information, and further discussion at the full Commission meeting on October 25, 2023

Commissioner Rena Moran seconded the motion.

Executive Director's Report

Arleen Schacht worked with the Bylaws sub-committee to establish the Metropolitan Mosquito Control Commission Bylaws and presented them for review of the Executive Committee.

Provided information related to the Other Post Employment Benefits (OPEB), an irrevocable trust, showing the current value of the trust, stating that the trust investments are managed by PERA, and the plan provisions are administered by MMCD. Every other year, to comply with GASB 74/75, the District is required to have a full actuarial evaluation conducted, which is performed by VIA Actuarial Solutions.

Adjournment

Chair Commissioner Fran Miron adjourned the meeting at 11:43 a.m.

TO: COMMISSION MEMBERS
FROM: ARLEEN SCHACHT
RE: EXECUTIVE DIRECTOR REPORT
DATE: NOVEMBER 2023

1. DIRECTOR'S INITIATIVES

Continue to review the 2024 budget in preparation for the Commission meeting in December. The weather will continue to be one of the largest factors in determining the operations budget, with the drought conditions the District has not exceeded the expense budget in over 4+ years and continues to be a challenge to propose a budget based on a "what if" mentality.

As previously reported the District has a very healthy fund balance, taking that into consideration, likely will propose a small expense budget increase of 1.5%. However, if 2024 precipitation is average or higher, and the number acres treated increases to the level the expense budget is exceeded, to be given approval to use reserve funds, in excess of the \$1.5M currently assigned in the fund balance. (if necessary). See page 10

The Management team have begun discussions related to the onboarding and orientation for the new Executive Director starting in January. The team intends to work with HR to develop a plan that will provide a good balance of introduction and education in a timely manner.

2. MOSQUITO CONTROL SERVICES

The weather has continued to be mild so far this fall, besides the cold snap and snow we had over Halloween. The drought conditions are improving over the metro as well. As of November 2nd, the entire metro is abnormally dry, one stage away from normal. We will continue to monitor the drought levels as we plan for the 2024 season.

The mild weather so far this fall has also allowed Field Operations Supervisors to continue to be working in the field to update their maps, checking new and old areas for any construction or changes. Field Operations Supervisors use this information along with the aerial photos to produce accurate maps for their seasonal staff to use to inspect and treat the mosquito breeding sites during the season. Staff are also reviewing the data and information that was collected during the 2023 mosquito season. They will use this information to help plan for 2024. On December 7th, we will have a meeting that operations and technical services staff attend to review this data and start discussing changes and improvements for next season.

3. TECHNICAL SERVICES

Technical Services is working with outside University researchers to possibly use MMCD data in various independent and cooperative projects. MMCD periodically receives requests for access to District information and evaluates each request to ensure a clear understanding

of how that information is to be utilized, meets legal requirements, and is in the best interest of the District.

MMCD will be participating with a National committee from Canada to review how climate change has affected mosquito control operations in North America. MMCD received a request to provide efficacy information on Methoprene products applied by drones. This information will assist Canadian regulators on product label changes that would allow drones to apply these products and assist Canadian mosquito control organizations to conduct their field operations.

Technical Services is developing plans for the 2024 Technical Advisory Board meeting in February and starting to write the annual operations report.

The MMCD data systems modules continue to be upgraded and incorporate staff ideas to improve our ability to efficiently conduct our mission. This update process will continue into 2024.

The entomology lab is working with the Centers for Disease Control (CDC) to conduct tick evaluations for various pathogens of tick-borne illnesses and evaluating the expanded tick surveillance studies.

TICK-BORNE DISEASE

Check for ticks, especially after being out in deer tick habitat of woods and brush!
Adult deer ticks are out questing. They will stay active until temperatures remain consistently below freezing. Check for ticks after being out in their wooded habitat. Find ticks before they can attach!

Site visit and collaboration with the University of Nebraska Medical Center, Kathleen Angell, a Research Assistant, PhD candidate, and Emerging Threats Epidemiology Group member. She will use MMCD tick data for her project on determining surrounding environmental impacts on human risk for Lyme disease. A letter of support was sent for the (as yet unfunded) project "Risk Characterization of Lyme Borreliosis in the Endemic Midwest"

The 2023 tick surveillance began in April, with 3 rounds of sampling which was completed on October 26. Laboratory work and data entry is underway.

4. PUBLIC AFFAIRS

City Reports

Individualized reports to over 120 cities and townships in the District service area are prepared and will be sent out later this week. The reports breakdown services received included larval and adult control, tires removed, catch basins treated, and more. There will also be an accompanying letter explaining what was different about 2023 compared to other years. Many cities include this information in newsletters, social media posts, or other communications. View a sample City Report below:

2023 Activity Summary for Coon Rapids

LARVAL CONTROL

Most of the control done by MMCD targets mosquitoes during their larval stage. Mosquito larvae usually develop in standing water and are most common after a rainfall. Larval control materials are applied via helicopter, backpack, or by hand.

Larval Control in Coon Rapids in 2023:
Sites Inspected: 591 | Acres Treated: 2663.71



ADULT CONTROL

MMCD supplements our larval control program with limited adult mosquito control. Adult control materials are applied via backpack during the day or truck-mounted cold fogger in the evening.

Adult Mosquito Control in Coon Rapids in 2023:
Sites Inspected: 149 | Acres Treated: 33.81

DISEASE PREVENTION

Controlling the mosquito species that are most likely to spread disease is a top priority for MMCD. Removing containers that could hold stagnant water is critical to reducing the spread.

Disease Prevention Activity in Coon Rapids:
Tires Removed: 51 | Catch Basins Treated: 6413
Disease Prevention Property Inspections: 5



CUSTOMER CALLS

We encourage residents of the district to call MMCD to report mosquito annoyance, employee or helicopter concerns, request waste tire removal, or for anything else.

Customer Calls from Coon Rapids in 2023: 32

For questions about your city's data,
please contact Alex Carlson -
acarlson@mmcd.org



Category L Presentations

MMCD is represented on the advisory board for the Category L Pesticide Applications (Mosquitoes, Black Flies, and Ticks) with the U of M Extension and the Minnesota Department of Agriculture. After the advisory meeting in September, we have been conducting Category L Trainings for private, commercial, and non-commercial pesticide applicators to help train in aspects of safety, pollinator protection, professionalism, and more.

Next year we are planning some new offerings in partnership with the MN Dept. of Agriculture and U of M including an outdoor, hands-on applicator training workshop.

2024 Proposed levy and budget (preliminary)

	Actual 2020	Actual 2021	Actual 2022	Approved 2023	Proposed 2024
Beginning Balance	\$17,696,175	\$22,818,534	\$26,246,353	\$30,745,309	\$30,580,905
<i>Revenues/Sources</i>					
<i>Property Taxes</i>					
Anoka County	\$1,700,239	\$1,771,755	\$1,794,143	\$1,837,080	\$1,883,007
Carver County	\$661,245	\$667,310	\$670,605	\$683,585	\$700,674
Dakota County	\$2,435,571	\$2,450,506	\$2,472,427	\$2,528,413	\$2,591,623
Hennepin County	\$8,640,370	\$8,625,821	\$8,746,025	\$8,969,843	\$9,194,089
Ramsey County	\$2,664,781	\$2,673,674	\$2,747,567	\$2,846,891	\$2,918,064
Scott County	\$865,377	\$880,508	\$898,626	\$920,482	\$943,494
Washington County	\$1,557,754	\$1,591,980	\$1,594,397	\$1,633,176	\$1,674,005
Market Value Credit	-	-	-	-	-
Total Property Taxes	\$18,525,337	\$18,661,553	\$18,923,790	\$19,419,470	\$19,904,957
<i>Other Financing Sources</i>					
Other Financing Sources	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$80,788	\$166,410	\$526,554	\$350,000	\$650,000
Total Other Sources	\$80,788	\$166,410	\$526,554	\$350,000	\$650,000
Total Revenue	\$18,606,125	\$18,827,963	\$19,450,344	\$19,769,470	\$20,554,957
<i>Expenditures/Uses</i>					
Commissioners	\$705	\$624	\$783	\$2,802	\$2,800
Control Operations	\$13,182,273	\$14,190,274	\$13,611,930	\$18,295,837	\$18,526,291
Capital Outlay	\$269,275	\$365,746	\$316,798	\$527,520	\$527,520
Administration	\$900,890	\$924,070	\$1,047,032	\$1,107,715	\$1,176,271
TOTAL	\$14,353,143	\$15,480,714	\$14,976,543	\$19,933,874	\$20,232,882
<i>Ending Fund Balance</i>					
Nonspendable/Committed/Assigned	\$7,621,567	\$6,387,860	\$5,128,068	\$5,537,110	\$5,537,110
Unassigned/Working Capital/Tax Delinquencies	\$15,196,967	\$19,939,063	\$25,642,395	\$25,043,795	\$25,365,870
TOTAL	\$22,818,534	\$26,246,353	\$30,745,309	\$30,580,905	\$30,902,980
Amount From Fund Balance Used For Expenditures	(\$4,252,982)	(\$3,347,249)	(\$4,498,956)	\$164,404	(\$322,075)