

Metropolitan Mosquito Control District

Executive Committee

March 31, 2025

9:00 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**

IN PERSON: **Metropolitan Mosquito Control District**
2099 University Avenue West
St. Paul, MN 55104

DATE: **Monday, March 31, 2025**
TIME: **9:00AM**

A G E N D A

1. Approval of Minutes for January 22, 2025 Meeting*
2. Legislative Update (Peg Larsen, Kim Scott)
3. Recognition for Diann Crane*
4. Hiring Process for Business Administrator*
5. Discussion of Code of Conduct
6. Executive Director's Report
7. Other Issues
8. Adjournment

* Action Requested

Commissioner Liz Workman	Dakota County
Commissioner Fran Miron	Washington County
Commissioner Jeff Reinert	Anoka County
Commissioner Kevin Anderson	Hennepin County
Commissioner Rena Moran	Ramsey County
Commissioner John Fahey	Carver County
Commissioner Dave Beer	Scott County

Next Commission Meeting: Wednesday, April 23, 2025, 9:15 a.m.
Next Executive Committee Meeting: Wednesday, May 28, 2025, 9:15 a.m.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Requested by:

Daniel Huff

Action Requested:

Approve Executive Meeting Minutes –
January 22, 2025

Chair Rena Moran called the meeting to order at 4:34 p.m.

Roll Call:

Commissioner Jeff Reinert	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Rena Moran	Ramsey County
Commissioner Kevin Anderson	Hennepin County
Commissioner Dave Beer	Scott County
Commissioner John Fahey	Carver County
Commissioner Fran Miron	Washington County

Staff:

Arleen Schacht, Business Administrator
Alex Carlson, Public Affairs Manager
Monte Ebbesen, Administrative Assistant

Visitors:

Sam Ketchum, MMCD Legal Counsel

January 22, 2025 Executive Committee Meeting Minutes

Executive Director Dan Huff was absent. In his place, Business Administrator Arleen Schacht led the meeting in his place. Due to a scheduling misunderstanding, MMCD Lobbyists, Peg Larson and Kim Scott were also absent.

Chair Rena Moran called the meeting to order at 9:16am.

Commissioner Miron offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the January 22, 2025 Executive Committee Meeting minutes be approved as presented.

The motion was seconded by Commissioner Fahey. The motion passed unanimously.

Business Administrator Arleen Schacht briefly explained that every year the District needs to decide whether to waive the statutory tort limits to the extent of the coverage purchased.

Commissioner Workman offered the following resolution and moved its adoption.

Resolution 2:

Resolved, that the Executive members of the Commission approve to waive the statutory tort limits to the extent of the coverage purchased.

Commissioners Fahey and Miron seconded. The motion passed unanimously.

Business Administrator Arleen Schacht briefly reviewed Executive Director Daniel Huff's report. Arleen mentioned major items to be reviewed and approved by the Commission in 2025, MMCD's day at the Capitol building on May 6th, the Strategic Planning open house which took place on February 26th following the February Commission meeting, and planning for the labor negotiations with City Employees Union, Local 636.

Several Commissioners suggested for the negotiations to take place before the 2026 budget was finalized. Business Administrator Arleen Schacht told Commissioners she would take their suggestion to the Executive Director.

Meeting adjourned at 10:02am.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Kim Scott & Peg Larsen

Action Requested:

Information only

SF 1247 / HF 2134	Use of pesticides in wild rice fields	Agriculture committee	May require MMCD exception.
SF 2669 / HF 2435	HHS provisions	Health and Human Services committee	Expressed support for provision to fund vector borne disease response initiatives.
SF 2936 / HF 2576	Eliminates the burning of pesticide containers	Agriculture committee	No impact to MMCD.
HF 2770 no Senate companion	Bans neonicotinoid use	Agriculture committee	MMCD does not use neonicotinoids.
HF 2761 no Senate companion	Commissioner should include pesticide from treated seeds in his pesticide management plan.	Agriculture committee	MMCD should be included in list of entities involved with development of pesticide management plan.
SF 2788 (duplicate SF 2789) no House companion	Restricted use for pesticide handlers	Agriculture committee	No impact to MMCD.
SF 2179 / HF 2150	Requires a surety bond for tire collections.	Environment committee	Concern over making tire disposal more difficult.
SF 787 no House companion	Open meeting law change for remote participation.	State Government committee	Expressed support.
SF 99 No House companion	Pesticide applicators restricted use	Agriculture committee	No impact to MMCD as it is geared towards non-certified applicators

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Daniel Huff

Action Requested:

Staff Direction to create proclamation honoring Diann Crane

Background:

District Entomologist, Diann Crane, after 40 years with MMCD has announced her retirement. Diann started working for MMCD in 1985 as a seasonal technician. She has served as the District Entomologist since 2018.

Recommendation:

Provide staff direction to draft a proclamation honoring Diann for her dedication and service to MMCD. The proclamation will be signed Commission Chair Moran and presented at the April meeting.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:
Daniel Huff

Action Requested:
Business Administrator Hiring Process

Background:

Business Administrator, Arleen Schacht, has announced her retirement to be effective mid-June, 2025. Minnesota Statute 473.704 Subdivision 4 outlines the Powers and Duty of the MMCD Commission as follows: *It may employ and fix the duties and compensation for a business administrator who shall administer the business affairs of the commission.*

MMCD staff posted the job opening for the Business Administrator on February. In addition to the MMCD website, the position announcement was posted to the following job sites:

- Minnesota Works
- Career Force
- Government Jobs
- League of MN Cities
- American Mosquito Control Association
- Minnesota Government Finance Officers Association
- International City Managers Association
- Women Leading Government
- LinkedIn
- MNDEED
- Indeed
- Conservation Job Board
- Ladder Executive Recruiting
- Handshake

While the position remains open until filled, a preliminary review of applications has begun.

Recommendation:

The Executive Committee selects one of the following options regarding its involvement in the hiring process for the Business Administrator:

1. Executive Committee members review applications, select candidates to interview, conduct interviews and choose final candidate.
2. Direct the Executive Director to lead an internal committee to review applications and select a slate of candidates for the Executive Committee to interview.
3. Direct the Executive Director to lead an internal committee to review applications, conduct interviews and select a final candidate to be presented to Executive Committee and Commission for approval.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Daniel Huff

Informational:

Executive Director Report

Nine MMCD staff attended the **American Mosquito Control Association annual conference** in San Juan this month. The conference was excellent with speakers from Europe, Asia and the Americas. I and the other MMCD team members learned a lot. Many of us were particularly interested in learning about Puerto Rico's vector control operations and its response to the island's current Dengue outbreak. As a result of several informative presentations from other districts on their use of Sumilarv for catch basin treatments, we are developing field trials to evaluate its effectiveness in our district this summer. A number of MMCD staff presented on the great work being done here at MMCD. Diann Crane provided a review of mosquito population dynamics and change using 50 years of MMCD data. Casey Herrman shared the innovations he led in improving the efficiency of black fly treatment. Scott Larson presented a poster on the District's modeling to predict cattail mosquito numbers. Finally, Alex Carlson and Kathy Beadle discussed how MMCD taps Gen Z seasonal staff to run summer social media platforms, expanding our outreach to new audiences.

I am excited to announce three new staff who joined MMCD this month.

Caleb Corona is the new Quality Assurance Program Coordinator. Caleb has dual PhDs in Entomology and Toxicology. He comes to us from MGK, a Minneapolis-based manufacturer of insect and pest control materials. At MGK, Caleb worked with mosquito abatement districts across the country in evaluating mosquito control products for EPA registration. Caleb has hit the ground running and is designing a study to evaluate the efficacy of a new treatment material for catch basins. If this summer's trial is successful, this will dramatically improve catch basin treatments for 2026 and beyond. Caleb is also an avid fly fisherman.

Jordan Mandli is the District's new Vector Ecologist. Jordan holds a PhD from the University of Wisconsin School of Veterinary Medicine and a Master's in Public Health. He was a postdoctoral fellow at the Midwest Center of Excellence for Vector-borne Disease. Jordan comes to us from the Minnesota Department of Health where he worked as an epidemiologist in the Vector-borne diseases unit. Like me, Jordan is a fellow Trekie and will no doubt ensure our district residents live long and prosper.

Jonathon Litchy will be joining MMCD as our new Safety Program Coordinator. Jonathon has over seven years of private sector experience in pest control, laboratory, and safety work. While in College, Jonathon worked at as a Seasonal Technician for MMCD. He is thrilled to be back with the District.

Seasonal Positions: To date we have receive 516 applications for seasonal jobs and have made 154 job offers. We have about 50 more positions to fill.

Field Conditions: Wetlands are currently dryer than normal. However, this was the case last year until we had our largest snowfall come in April. Spring in Minnesota is Spring in Minnesota. We anticipate our first seasonal staff starting April 14. Kathy Beadle, Field Operations Supervisor in Oakdale, has found this year's first Mosquito larva on March 17.

Vehicle purchases: MMCD has a policy of using vehicles for 15 years before replacement. The District currently has a fleet of 235 vehicles. We will need to purchase 87 new vehicles over the next 4 years to return the District back to a 15-year replacement cycle. We have ordered seven (7) new Ford Mavericks and are evaluating additional purchases this Spring.

April 1 Media release: I am excited about a new approach MMCD is taking to educate the community about our services and the value we provide to District residents. Stay tuned for a new April 1 tradition that will give a laser focus to our good work.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Sam Ketchum

Discussion:

Employee Code of Conduct

Background:

Executive Director Huff requested assistance to comply with the Executive Director's duty of disclosure as outlined in the District's Code of Conduct Policy. The current policy is unclear as to what exactly should be disclosed by the Executive Director and how it may be overbroad in its reach as it includes extended family members not within the Executive Director's household. The District's Attorney is proposing that the Executive Committee recommend, or direct staff and the District's Attorney to recommend, revisions to clarify the form and content of disclosures.

A discussion of the Commission's intent with this requirement will assist in clarifying and rewriting this policy.

The current policy states:

The Executive Director's duty of disclosure shall include filing with the Commission a statement of material financial interest. This statement shall be current as of January 1 of the current year, shall be filed with the Commission concurrent with its first meeting of each year as defined in Minnesota Statutes, Section 473.703, Subdivision 5, and shall include the following information:

- *Name, address and principal place of business;*
- *Name and address of each business affiliated with and the nature of that affiliation;*
- *A listing of any and all compensation received, excepting items of nominal value, from any source other than the District, along with the name and address of such source of compensation and purpose of/consideration given for that compensation.*

The Executive Director shall be deemed to have a material financial interest in each and any business in which the Executive Director, or the spouse, parents, children and spouses of children, brothers and sisters and spouses of brothers and sisters, and the brothers and sisters of the Executive Director's spouse, or any combination of them have a material financial interest. The Commissioners' duty of disclosure shall include and be satisfied by the proper completion of all and any filings of financial, economic or other interests

required of them by Minnesota state and/or federal law as it currently exists or is modified in the future.