

METROPOLITAN  
MOSQUITO CONTROL DISTRICT

COMMISSION MEETING

October 27, 2021

9:15 AM

*Information Packet*

# METROPOLITAN MOSQUITO CONTROL DISTRICT COMMISSION MEETING AGENDA

October 27, 2021 9:15 a.m.

1. Roll Call
2. Welcome and Introduction

CONSENT AGENDA \*The following items (3-5) 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 August 27, 2021
4. Financial Statements September 30, 2021
5. Approval of Checks and Claims  
General 75204 – 75446

## REGULAR AGENDA

6. Intergovernmental Issues – (Peg Larsen, Kim Scott)
7. 2021 District Financial Update and 2022 Early Service Restoration Opportunity
8. Executive Committee Report for September 15, 2021
9. Executive Director’s Report
10. Operations Report – (Jon Peterson, Kirk Johnson)
11. Public Affairs Report (Alex Carlson)
12. Other Items
13. Adjournment

\* Action Requested

**Next Executive Meeting: Thursday, November 18, 2021, 9:15 a.m.**

**Next Commission Meeting: Wednesday, December 15, 2021, 6:00 p.m.**

COMMISSIONER	COUNTY	COMMISSIONER	COUNTY
___ Scott Schulte	Anoka	___ Angela Conley	Hennepin
___ Jeff Reinert	Anoka	___ Chris LaTondresse	Hennepin
___ Robyn West	Anoka	___ Jim McDonough	Ramsey
___ Gayle Degler	Carver	___ Mary Jo McGuire	Ramsey
___ Tom Workman	Carver	___ Rafael Ortega	Ramsey
___ Mary Hamann-Roland	Dakota	___ Michael Beard	Scott
___ Laurie Halvorson	Dakota	___ David Beer	Scott
___ Liz Workman	Dakota	___ Gary Kriesel	Washington
___ Kevin Anderson	Hennepin	___ Lisa Weik	Washington

METROPOLITAN MOSQUITO CONTROL DISTRICT  
COMMISSION MEETING

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

Vice Chair Lisa Weik called meeting to order at 9:15 a.m.

**Roll Call:**

Commissioner Lisa Weik, Vice Chair	Washington County
Commissioner Scott Schulte	Anoka County
Commissioner Robyn West	Anoka County
Commissioner Tom Workman	Carver County
Commissioner Gayle Degler	Carver County
Commissioner Mary Hamann-Roland	Dakota County
Commissioner Liz Workman	Dakota County
Commissioner Laurie Halvorson	Dakota County
Commissioner Jim McDonough	Ramsey County
Commissioner Rafael Ortega	Ramsey County
Commissioner Gary Kriesel	Washington County

**Staff:**

Stephen Manweiler, Executive Director  
Arleen Schacht, Business Administrator  
Jon Peterson, District Operations Manager  
Kirk Johnson, Vector Ecologist  
Alex Carlson, Public Affairs Coordinator

**Visitors:**

Peg Larsen, RCS Consulting

Vice Chair Lisa Weik welcomed all in attendance and thanked them for attending the meeting.

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

**Resolution 1:**

The following administrative items were approved in one motion.

1. Approval of Commission Meeting Minutes for July 28, 2021
2. Financial Statements July 31, 2021
2. Approval of Check and Claims - General 75093-75203

Commissioner Gayle Degler seconded the motion.

The resolution was adopted unanimously.

Commissioner Kevin Anderson joined the meeting after the Consent Agenda vote.

Peg Larsen report the Legislature is currently not in session. After an endless round of regular and special sessions, many individuals in the community are taking a much-needed break, except for political fundraisers and outreach at the State Fair. Legislative activities have been limited to a few hearings to discuss redistricting and frontline worker pay from federal funds that were earmarked for that specific purpose. It is possible that the Frontline Worker Pay Working Group will come to an agreement for how to allocate the dollars and Gov. Walz could call a special session for the Legislature to appropriate the funds. If a special session occurs, it will likely include a written agreement, signed by the leaders, outlining a narrow scope of legislation for the special session.

*Intergovernmental  
Issues*

In other less savory legislative news, the House Ethics committee held a hearing on the ethics complaint against Rep. Thompson filed by Rep. Lucero for calling Rep. Lucero a racist on the House Floor. Rep. Thompson agreed to apologize the next time the House convenes. It does not appear that the House Ethics committee will take further action on this matter.

On the other side of the aisle, as has been widely reported in the news, Minnesota GOP Chairwoman Jennifer Carnahan was forced to resign after a top GOP donor was arrested on federal sex-trafficking charges. The change will be disruptive for the MN GOP, but it remains to be seen whether it will impact the party during the next election cycle.

Arleen Schacht reported that the St. Paul main office was built in 1992. The roof and HVAC condensers are the originals. Over the last several years, the HVAC condensers have needed numerous repairs. The cost for required R22 refrigerant has increased significantly, and due to the age of the condenser, is becoming more difficult to find. The roof has an upper/sloped section and two flat sections. The flat roof sections are in more need of replacement, and the condensers are on one of the flat sections. Replacing the flat roof sections prior to installing new condensers makes sense.

*Award of Bids for Roof  
and Condenser  
Replacement*

The Executive Committee approved a District request to advertise for bids for replacement of the roof (flat roof sections) and HVAC condensers at the St. Paul main office on May 26, 2021. Bids were due on Tuesday, August 17, 2021. Four bids for the roof replacement and three bids for the condensers were received.

We recommended approving the bid for replacement of the roof (flat roof sections) submitted by John A. Dalsen & Son, Inc. because they satisfied all the bid requirements and submitted the lowest bid including the predicted insulation replacement. We recommended approving the bid for replacement of the condensers submitted by Davis Mechanical because they satisfied all the bid requirements and submitted the lowest bid.

Commissioner Scott Schulte offered the following resolution and moved its adoption.

**Resolution 2:**

**Whereas**, the District has requested bids for replacement of the roof (flat roof sections) and HVAC condensers at the St. Paul main office. The bidder meeting specifications for replacement of the roof (flat roof sections) for a competitive set fee is John A. Dalsen & Son, Inc. The bidder meeting specifications for replacement of the HVAC condensers for a competitive set fee is Davis Mechanical.

**Be it now resolved**, that the bid for replacement of the roof (flat roof sections) be awarded to the bidder meeting specifications that provided the most competitive set fee, John A. Dalsen & Son, Inc, in the amount of \$162,339 for the replacement of the roof (flat roof sections) and \$39.75 per cu ft of insulation requiring replacement.

**Be it now resolved**, that the bid for replacement of the HVAC condensers be awarded to the bidder meeting specifications that provided the most competitive set fee, Davis Mechanical, in the amount of \$179,500 for the replacement of the HVAC condensers.

Commissioner Mary Hamann-Roland seconded the motion.

The resolution was adopted unanimously.

Stephen Manweiler reported that, on July 27, the CDC revised its recommendations about when fully vaccinated people should wear masks. CDC recommended that all people including those who are fully vaccinated should wear a mask indoors in areas where “substantial” or higher rates of transmission are occurring. Transmission rates in the Twin Cities metropolitan area were below “substantial” on July 27. At that time all employees were instructed to have a mask with them. According to the CDC, transmission rates throughout the Twin Cities metropolitan area increased to “substantial” by August 3. Therefore, on August 3 we reinstated the mask requirement for all employees and visitors. These rules will remain in force until CDC recommendations change or CDC advises that transmission rates in the Twin Cities metropolitan area have decreased below “substantial.”

*Executive Director's  
Report*

*Operations Report*

Jon Peterson reported the big story, up until Tuesday were the dry conditions and the heat. Earlier this month, August 5 – 8, field offices responded to some isolated rain events. These inspections led to 2,100 acres treated by helicopter. The rain from Tuesday was abundant in Scott and Dakota counties, with areas receiving 3+ inches. These offices are inspecting air sites today. The rest of the offices are waiting for potentially 2+ inches Thursday and Friday. This could lead to some helicopter treatments over this upcoming weekend.

Before this rain event, field staff were focusing on disease vector work in the field 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 on their property that hold water. We have collected and recycled over 8,300 tires so far this season.

Adult mosquito levels remain very low throughout the metro. The treatments that have been done were in response to potential disease vector mosquitoes.

As we approach the end of August, we are losing a large amount of our staff as they resign and head to college. We will shift our attention from annoyance and disease vector mosquitoes to the cattail mosquito, which can over winter attached to roots of cattails.

Kirk Johnson stated, to date this year, CDC has reported 102 WNV cases in the U.S., (231 in 2018, the most recent high WNV case year) but are still experiencing some reporting delay. There was no confirmed MN illness (22 in 2018). There was as many as 7 blood donor positives (2 Hennepin County), with this and other surveillance results, we can expect to learn of illnesses soon.

Thirty-two mosquito pools tested positive for WNV. For *Culex tarsalis*, the most widespread collections this year was last week; most are newly emerged, seeking their first bloodmeal. They could be responsible for the late August infections/1<sup>st</sup> half of September case confirmations.

La Crosse encephalitis (LAC) - There have been 9 U.S. cases, no illnesses yet identified in Minnesota, and 1 case in Wisconsin. LAC risk will persist through September. However, the exposure risk decreases with the start of the school year. There is further risk reduction with seasonal vector population decline.

Alex Carlson reported the State Fair begins August 26! Our booth is set up and we have organized it to reduce our staff exposure to the public.

*Public Affairs Update*

Successful public interactions at recent county fairs have yielded lots of requests for job information and teacher presentation requests. Calls continue to be far below average. The most common calls we are receiving are to request tire pick-ups and report dead birds.

MMCD was recently featured on KARE 11 with a late summer mosquito update and West Nile virus report.

We successfully completed our annual pesticide applicator recertification workshop. Hybrid format. Speakers from U of MN Extension, Department of Agriculture, Monarch Joint Venture, and Clarke Mosquito Control.

Vectoria, MMCD's mosquito mascot, has appeared on Facebook and Twitter posts showing Vectoria on the fairgrounds.

Vice Chair Lisa Weik, asked if there was any other business remaining for the Commission to consider. Vice Chair Lisa Weik declared the meeting adjourned at 10:30 a.m.

*Adjournment*

METROPOLITAN MOSQUITO CONTROL DISTRICT						
FINANCIAL STATEMENT						
September 30, 2021						
COUNTY		2021 LEVY		REC'D TO DATE		DUE
Anoka	\$	1,762,011		913,513	\$	848,498
Carver		668,220		353,664		314,556
Dakota		2,441,430		1,324,816		1,116,614
Hennepin		8,658,865		4,390,983		4,267,882
Ramsey		2,665,415		1,354,169		1,311,246
Scott		877,272		462,478		414,794
Washington		1,592,156		836,798		755,358
Market Value Credit		0		0		0
TOTAL	\$	18,665,369	\$	9,636,420	\$	9,028,949
Tax Delinquent Income	\$	0	\$	74,008		
Miscellaneous (Rent/Misc./Non-Levy)		100,000		94,735		
Interest Income		135,000		6,883		
TOTAL REVENUE	\$	18,900,369	\$	9,812,045	\$	9,088,324
<b>BALANCE SHEET</b>						
<b>ASSETS</b>						
Cash and Investments			\$	18,558,124		
Accounts Receivable				166,417		
Prepaid Expenses				0		
Consumable Material				1,398,938		
Equipment net of Acc Depreciation				2,338,103		
Land				1,118,867		
Building net of Acc Depreciation				2,712,678		
<b>TOTAL ASSETS</b>					\$	26,293,127
<b>LIABILITIES</b>						
Vouchers Payable			\$	36,830		
Pass thru Revenue				0		
Deferred Revenue				92,444		
<b>TOTAL LIABILITIES</b>					\$	129,274
<b>NET WORTH</b>						
Fund Balance:						
Nonspendable			\$	4,044,786		
Prepaid				36,214		
Committed				2,500,000		
Assigned				1,040,567		
Unassigned for Working Capital				15,196,967		
Total Fund Equity			\$	22,818,534		
Assets-Equipment				6,169,648		
TOTAL			\$	28,988,182		
ADD Income				9,812,045		
DEDUCT Expenditures				12,636,377		
TOTAL NET WORTH					\$	26,163,853
TOTAL LIABILITIES AND NET WORTH					\$	26,293,127



METROPOLITAN MOSQUITO CONTROL DISTRICT			
CUMULATIVE OPERATIONS STATEMENT			
September 30, 2021			
EXPENDITURES	ACTUAL	BUDGET	+OVER/-UNDER
<u>ADMINISTRATIVE</u>			
Operations	\$ 721,836		
Capital Items	0		
Repairs	0		
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 721,836</b>	<b>\$ 906,305</b>	<b>\$ (184,469)</b>
<u>CONTROL DIVISION</u>			
Operations	\$ 11,733,373		
Capital Items	56,311		
Repairs	124,857		
<b>TOTAL CONTROL DIVISION</b>	<b>\$ 11,914,541</b>	<b>\$ 15,710,168</b>	<b>\$ (3,795,627)</b>
<u>COMMISSION</u>			
Per Diem	\$ 0		
Mileage	0		
<b>TOTAL COMMISSION</b>	<b>\$ 0</b>	<b>\$ 2,359</b>	<b>\$ (2,359)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,636,377</b>	<b>\$ 16,618,832</b>	<b>\$ (3,982,455)</b>
<b>BUDGET REMAINING</b>		<b>\$ 2,932,735</b>	
<b>ORIGINAL BUDGET</b>		<b>\$ 19,551,567</b>	
<b>EMERGENCY FUNDS</b>		<b>0</b>	
<b>TOTAL BUDGET</b>		<b>\$ 19,551,567</b>	

## METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

**October 27, 2021**

**Requested by:**

Stephen Manweiler  
 Arleen Schacht

**Informational:**

2021 District Financial Update and 2022  
 Early Service Restoration Opportunity

**Background**

Because of the economic impact of the ongoing COVID-19 pandemic we implemented the following steps to preserve the District’s financial health beginning in spring 2020.

- In 2020 we cancelled all planned partial service restorations except increased cattail mosquito treatments, froze regular fulltime staff hiring, and postponed certain large capital purchases such as scheduled replacement vehicles
- We paused the long-term plan by not increasing the 2021 budget and levy over 2020 levels
- We successfully limited 2020 expenditures to \$14,353,143 in response to an expected 10-15% deficit levy receipts (this deficit largely did not happen in 2020)
- In 2021, we chose to restore services enabled by the long-term plan (about one third of services cut in 2017) because our financial situation supported these service restorations
- In July 2021, we resumed the long-term plan by approving a preliminary 2022 levy of \$19,038,676 which is a 2% increase over 2020 and 2021 (\$18,665,369)

**October 2021 Update**

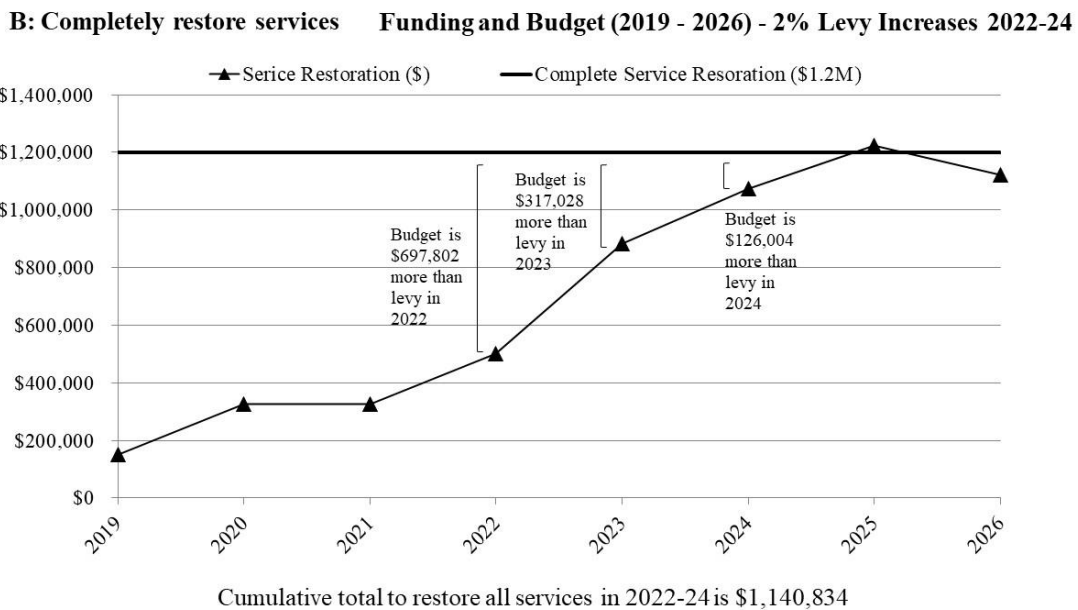
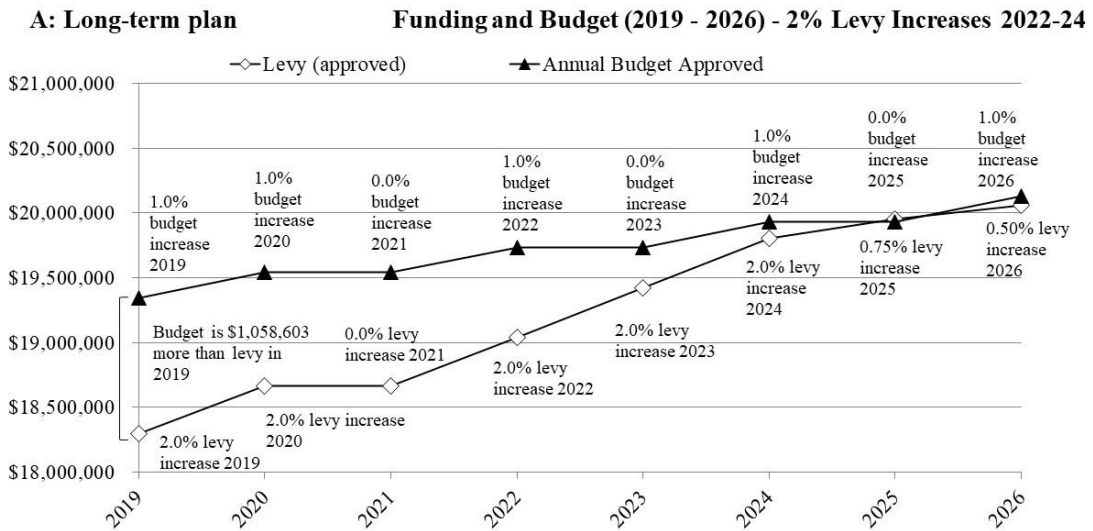
2021 has been one of the driest years since 1989. Larval and adult control both were lower. Adult mosquito abundance was very low overall. Limitations due to COVID-19 that began in 2020, including hiring fewer seasonal employees, continued through 2021. The dry conditions mitigated service delivery impacts.

	2016	2017	2018	2019	2020	2021
Acres Larval Control	304,682	193,890	187,727	212,172	194,651	150,466
Acres Adult Control	82,967	42,012	38,479	22,325	6,450	2,537
Seasonal Inspectors	238	234	229	229	184	187

**Next Steps to Prepare for 2022**

We recommend the following steps to restore services as quickly as possible while maintaining the long-term final health of the District.

- Continue the long-term plan (A) to achieve levy – budget parity as quickly as possible
- Use \$1,200,000 saved in 2020 in response to an expected 10-15% deficit in 2020 levy receipts to fully restore services beginning in 2022 (B: 2022-24 cost is \$1,140,834)



	<b>ADMINISTRATION</b>	<b>2018 ACTUAL</b>	<b>2019 ACTUAL</b>	<b>2020 ACTUAL</b>	<b>2021 BUDGET</b>	<b>2022 PROPOSED</b>
1	Salary and Wages	\$765,333	\$765,333	\$694,649	\$792,046	\$799,966
2	Building Expense	\$66,571	\$66,571	\$56,073	\$52,770	\$53,298
3	Office Supplies	\$30,207	\$30,207	\$15,717	\$33,870	\$34,209
4	Travel and Mileage	\$1,735	\$1,735	\$1,164	\$4,250	\$4,293
5	Insurance	\$10,182	\$10,182	\$9,336	\$12,500	\$12,625
6	Interest	\$0	\$0	\$0	\$0	\$0
7	General Expenses	\$113,166	\$113,166	\$123,951	\$114,000	\$115,140
8	Repair and Maintenance	\$0	\$0	\$0	\$500	\$505
9	<b>Total Admin. Operations</b>	<b>\$987,194</b>	<b>\$987,194</b>	<b>\$900,890</b>	<b>\$1,009,936</b>	<b>\$1,020,035</b>
10						
11	Administration Capital	\$12,493	\$0	\$0	\$0	\$0
12						
13	<b>Total Administration -</b>	<b>\$999,687</b>	<b>\$987,194</b>	<b>\$900,890</b>	<b>\$1,009,936</b>	<b>\$1,020,035</b>
14						
	<b>COMMISSION</b>					
15	Per Diem	\$0	\$0	\$0	\$0	\$0
16	Travel and Mileage	\$2,177	\$2,177	\$705	\$3,660	\$3,660
17						
18	<b>Total Commissioners -</b>	<b>\$2,177</b>	<b>\$2,177</b>	<b>\$705</b>	<b>\$3,660</b>	<b>\$3,660</b>
19						
	<b>CONTROL/MONITORING</b>					
20	Salary and Wages	\$6,559,521	\$6,561,904	\$6,407,924	\$7,652,148	\$7,728,669
21	Rent and Building Costs	\$846,623	\$851,853	\$836,572	\$894,660	\$903,607
22	Supplies & Expenses	\$248,544	\$321,860	\$320,460	\$281,850	\$284,669
23	Control Materials	\$4,137,801	\$4,013,552	\$3,541,119	\$5,831,000	\$5,889,310
24	Helicopter	\$1,553,479	\$1,746,405	\$1,487,582	\$2,527,560	\$2,552,836
25	Transportation Expenses	\$175,049	\$156,594	\$120,679	\$186,390	\$188,254
26	Insurance	\$251,095	\$239,335	\$220,445	\$268,510	\$271,195
27	General Expenses	\$180,498	\$109,931	\$80,442	\$156,630	\$158,196
28	Repair and Maintenance	\$290,161	\$198,509	\$167,050	\$211,700	\$213,817
29	<b>Total Control Operations</b>	<b>\$14,242,771</b>	<b>\$14,199,943</b>	<b>\$13,182,273</b>	<b>\$18,010,448</b>	<b>\$18,190,552</b>
30						
31	Control Capital	\$351,209	\$667,746	\$269,275	\$527,520	\$527,520
32						
33	<b>Total Control Division -</b>	<b>\$14,593,980</b>	<b>\$14,867,689</b>	<b>\$13,451,548</b>	<b>\$18,537,968</b>	<b>\$18,718,072</b>
34						
35	<b>TOTAL ANNUAL BUDGET</b>	<b>\$15,595,844</b>	<b>\$15,857,060</b>	<b>\$14,353,143</b>	<b>\$19,551,564</b>	<b>\$19,741,768</b>
	Levy	\$17,832,456	\$18,139,782	\$18,777,034	\$18,665,369	\$19,038,676
	Revenue - other sources	285,442	412,655	80,788	235,000	235,000
	<b>Fund Balance (end of year)</b>	<b>\$15,598,370</b>	<b>\$18,293,908</b>	<b>\$22,798,587</b>	<b>\$22,147,392</b>	<b>\$21,679,301</b>
	<b>Amount from FB used for exp.</b>	<b>(\$2,522,054)</b>	<b>(\$2,695,377)</b>	<b>(\$4,504,679)</b>	<b>\$651,195</b>	<b>\$468,091</b>

METROPOLITAN MOSQUITO CONTROL DISTRICT  
EXECUTIVE COMMITTEE

MINUTES (SPECIAL MEETING – RESCHEDULED FROM SEPTEMBER 22, 2021)  
September 15, 2021  
9:15 a.m.

Vice Chair Lisa Weik called the meeting to order at 9:32 a.m.

**Roll Call:**

Commissioner Lisa Weik, Vice Chair	Washington County
Commissioner Robyn West	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Michael Beard	Carver County

**Staff:**

Stephen Manweiler, Executive Director  
Arleen Schacht, Business Administrator

**Visitors:**

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

Vice Chair Lisa Weik welcomed all in attendance and thanked them for attending the meeting.

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

*Approval of June 23,  
2021 Executive  
Committee  
Meeting Minutes*

**Resolution 1:**

**Resolved**, that the June 23, 2021 Executive Committee Meeting minutes be approved as presented.

Commissioner Liz workman seconded the motion.

The resolution was adopted unanimously.

Peg Larson and Kim Scott reported, last night, Rep. John Thompson was expelled from the DFL House caucus after being embroiled in a continuing controversy over residency and domestic abuse allegations.

*Legislative Update*

Sen. Susan Kent stepped down as Minority Leader and will not seek reelection. Senators Melissa Lopez-Franzen, Nick Frentz, and John Marty put their hats in to be the new Minority Leader; Sen. Lopez-Franzen was chosen by her caucus to be the next Minority Leader.

Sen. Jeremy Miller was elected by his caucus to replace Paul Gazelka as Senate Majority Leader, after Gazelka stepped down to run for governor. There was a serious push to elect Independent Sen. Tom Bakk as Senate Majority Leader, led by the moderate wing of the caucus.

Other candidates for governor include Sen. Michelle Benson and former state senator Scott Jensen. Benson and Gazelka are considered the top potential candidates for the Republican endorsement. There have been no indications that Gov. Walz will not run for reelection.

Yesterday, the House Environment committee held a hearing to get an update from the Department of Natural Resources and Board of Animal Health on chronic wasting disease (CWD) in cervids. Chronic wasting disease is a fatal illness of deer, elk, moose, and caribou. The disease is caused by a protein, called a prion, that folds incorrectly. Several outdoor and hunting organizations are advocating for the Legislature to buy out the remaining 259 cervid farms in Minnesota at a cost of \$24 million. The U of MN has developed a live test for CWD, but it is unclear how it will be utilized to test the farmed cervid population and there is also uncertainty over adequate hunter access to tests for harvested wild deer.

The COVID-19 front line worker joint legislative committee is still working on how to allocate \$250 million in federal funds earmarked for that purpose. Even if an agreement is reached by the Legislature, Gov. Walz has said that he will not call a special session if he believes that the confirmation of Health Comm. Jan Malcolm will be on the chopping block.

Lastly, the legislative redistricting committee continues to meet and will likely do so throughout the winter and spring, as redrawing district lines can be a difficult and contentious task. Redistricting must be completed before the state primary in 2022, which is scheduled for August 9, 2022.

Stephen Manweiler reported that, in May 2015, the Commission reviewed the cost of legal services and decided to go for bids, in part because annual expenses for legal services during 2012 – 2014 ranged between \$42,000 and \$47,500 which seemed excessive. Legal services were billed as a monthly stipend.

*Approve Legal  
Counsel Contract  
Renewal (2022-  
2024)*

The Commission (August 26, 2015) awarded the legal services contract to Ratwik, Rozak & Maloney, P.A. Legal services defined by this 3-year

contract are billed hourly, not as a monthly stipend. Annual legal expenses have decreased significantly beginning in 2016 (the first entire year of the legal services contract with Ratwik, Rozak & Maloney, P.A.). Legal service needs have not decreased significantly since 2014.

The current contract for legal services with Ratwik, Rozak & Maloney, P.A. was approved on January 23, 2019 and will expire on December 31, 2021. Ratwik, Rozak & Maloney, P.A. have proposed two changes to the current contract (hourly legal services fee increases from \$165 to \$180, hourly litigation services fee increases from \$175 to \$190). Otherwise, only the term (through December 31, 2024) of the new 3-year contract would change.

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

**Resolution 2:**

**Whereas**, the current contract for legal services will expire on December 31, 2021. Ratwik, Rozak & Maloney, P.A. have proposed two changes to the current contract (hourly legal services fee increases from \$165 to \$180, hourly litigation services fee increases from \$175 to \$190). Otherwise, only the term (through December 31, 2024) of the new 3-year contract would change, and the utility and operating expenses have increased since the initiation of the current agreement,

**Be it now resolved**, that the contract for legal services with Ratwik, Rozak & Maloney P.A. be renewed through December 31, 2024, based upon their price and experience.

Commissioner Michael Beard seconded the motion. Commissioner Liz Workman suggested that soliciting bids be considered in 2024 but did not amend the motion. Vice Chair Lisa Weik asked all Commissioners who approved to say “aye.” The resolution was adopted unanimously.

Arleen Schacht reported that on October 28, 2020, the Executive Committee approved a District request to advertise for bids for annual financial audit services (2021-23) after completion of the 2020 audit. Bids were due on Friday, September 3, 2021. Five bids were received. Four of the five bids described experience with special taxing districts like MMCD. All five bids described experience with local government. Only Redpath stated that their fee included questions outside of performing the audit such as conducting quarterly review meetings to see how things are going, make recommendations, etc. Other firms indicated that they would perform extra services for an additional charge.

*Award of Bid for  
Financial Auditor  
Services (2021-23)*

We recommended approving the bid for services submitted by Redpath because they have extensive experience with special taxing districts like MMCD, they offer additional services at no extra charge, and they very clearly identified the scope of work expected including performing functions such as GASB 68 calculations (OPEB) required by the audit.

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

**Resolution 3:**

**Be it now resolved,** that the bid for Annual Financial Audit Services be awarded to the bidder meeting specifications that provided the most services for a competitive set fee, Redpath, in the amount of \$23,000 for the 2021 annual financial audit, \$23,700 for 2022 and \$24,400 for 2023.

Commissioner Liz Workman seconded the motion.

The resolution was adopted unanimously.

Stephen Manweiler reported that he will be 64 years old on September 24, 2021 and plans to retire between the end of September and end of December 2022. He is starting this discussion now to provide ample time to ensure a smooth transition. Stephen's predecessor left in January 2014 followed by the Business Administrator (who served as Interim Executive Director) at the end of April 2014. Stephen started as Executive Director three days later. No search for the next Business Administrator had been initiated leaving Stephen and other staff to conduct the search and operate without a Business Administrator for over a year.

*Executive Director  
Retirement (late  
2022) Discussion*

The annual meeting of the American Mosquito Control Association (AMCA) is an excellent opportunity to recruit qualified applicants for the Executive Director position. The next AMCA meeting is scheduled to occur on February 28 – March 4, 2022.

Commissioner Robyn West asked about promoting from within. Stephen reported that three current employees have expressed interest to him. The legislation that created MMCD includes a requirement that the Director be an entomologist. A college degree in entomology can satisfy this requirement. The "Board Certified Entomologist" certification provided by the Entomological Society of America also can satisfy this requirement. Stephen has discussed the "Board Certified Entomologist" certification with all three employees who have expressed interest because none of them has a college degree in entomology.



Stephen described two options for recruiting the next Executive Director. Both internal and external candidates can be considered. One option is to hire a professional recruiter to find and evaluate candidates using search criteria developed by MMCD. The other option is for HR staff at MMCD to conduct the search and for finalist candidates to be evaluated by a professional such as BCD or Korn Ferry. In late April 2014 before he became the Executive Director, Stephen was evaluated by Korn Ferry after being interviewed by four Mosquito Control Commissioners.

Commissioners preferred the second option. Stephen said he would arrange for a professional evaluator to describe for the Executive Committee how they would evaluate potential candidates and what information they would provide for Commissioners who will choose the next Executive Director. He will aim to schedule something for the November 18, 2021 Executive Committee meeting.

No report was presented (other than the report contained the Information Packet) because several Commissioners needed to leave to attend other meetings.

*Executive  
Director's  
Report*

Vice Chair Lisa Weik asked if there was anything else to come before this meeting. Nobody mentioned any additional items. Vice Chair Lisa Weik declared the meeting adjourned at 10:29 a.m.

*Other Issues and  
Adjournment*

**TO: COMMISSION MEMBERS**  
**FROM: STEPHEN MANWEILER**  
**RE: EXECUTIVE DIRECTOR REPORT**  
**DATE: OCTOBER 2021**

## **1. DIRECTOR'S INITIATIVES**

In preparation for the retirement of the Executive Director in late 2022, we posted in July an advertisement for a Technical Services Manager who will oversee the technical services function at MMCD. The Technical Services Manager job is not a new position but instead a modified version of the unfilled Operations and Technical Services Director position previously held by the current Executive Director. The operations oversight of that position was transferred to the District Operations Manager. The technical services oversight handled by the current Executive Director will be transferred to the Technical Services Manager.

After a rigorous interview and evaluation process we hired current District employee Mark Smith to fill the Technical Services Manager position. Mark has worked for the District 35 years. He brings extensive leadership, managerial, coaching and a wide range of technical experiences to this position, skills and enthusiasm that will further enable the District to satisfy its Mission, Vision and Values. Mark started his new position on October 11, 2021.

We are reviewing with District counsel options in response to Federal COVID-19 vaccination requirements to be issued by OSHA. The State of Minnesota vaccination policy appears to be a useful example for fairly dealing with employees including those who decline to be vaccinated. We thank Hennepin and Ramsey counties for sharing their plans. We aim to be able to satisfy federal requirements in the fairest manner possible. Keeping District employees as safe as possible remains our top goal.

## **2. MOSQUITO CONTROL SERVICES**

We have had a great fall so far with the weather being warm and dry, allowing staff to continue to be working and mapping in the field. We have not experienced a hard frost yet, so there may be a few adult mosquitoes in isolated areas trying to get their last blood meal before winter comes. Forecasts predict a frost in the near future which will take care of the last of these adult mosquitoes.

The 2021 field season was different this year with the lack of rain and resulting dry conditions. District staff still completed approximately 62,000 breeding site inspections for mosquito larvae and treated 150,466 acres by ground and air. This is the lowest total acres since 2006, when we treated approximately 156,000 acres by ground and air. It is also well below the 16-year average of approximately 227,000 acres by ground and air.

The dry conditions also helped keep the adult mosquito levels low. We treated approximately 2,537 acres for adult mosquitoes which is less than half of the acres we treated in 2020. It is also significantly below the 5-year average of approximately 22,400 acres treated for adult mosquitoes. Treatments that did occur were in response to potential

disease vector mosquitoes and public events such as the state and county fairs. During the first week of October, the Scott County office completed an adult mosquito treatment for a 24-hour training session for 36 rookie firefighters from Scott and Carver County fire departments at the SCALE Regional training facility in Jordan.

The seasonal staff along with the Field Operation Supervisors have completed inspecting cattail sites for mosquito larvae. They had excellent weather to do this work, but some conditions were difficult with some breeding sites being very muddy (dried down). The 23,500 acres they found breeding this year is about 75% of the acres found breeding last year. In September, we did treat 4,900 of these acres by helicopter and 22 of these acres by drone with VectoLex. Most of the remaining acres will be treated next spring.

The last day for the seasonal staff was Friday, October 8. They worked in an efficient, effective, and safe manner again this season. The number of personal and vehicle incidents were similar to last year, remaining low, showing staff's dedication to working safely in the field. Feedback during exit interviews showed staff enjoyed working for MMCD and enjoyed the work they do.

Field Operations Supervisors are now focusing on updating field maps, learning how to use new mapping software, equipment repair, online training, and virtual meetings. They will continue mapping in the field until the cold, snow, and ice stop them.

### **3. MOSQUITO-BORNE DISEASE**

#### West Nile Virus (WNV)

West Nile virus activity was much more pronounced in 2021 than during the past two years. As of October 5, the CDC had received reports of 725 WNV illnesses among U.S. residents. With cases confirmed by the Minnesota Department of Health over the past two weeks, the number of cases in the state has increased to 12. Eight of the cases confirmed thus far are in residents of the District (Hennepin – 5, Dakota – 2, Anoka – 1). Asymptomatic West Nile virus infections have also been documented in 29 Minnesota blood donors, with eight among District residents (Hennepin – 5, Ramsey – 2, Scott – 1). There are many additional WNV illnesses currently under investigation by MDH.

Surveillance for WNV vectors and the testing of mosquito samples in our lab indicated early in the summer that we would likely experience an increase in illnesses compared to the past two seasons. Sixty mosquito samples of 862 tested in the MMCD lab returned positive results for WNV this year. Carver County was the only District county without a WNV positive mosquito sample. The earliest WNV positive mosquito sample was collected on July 21.

#### La Crosse Encephalitis (LAC)

No LAC cases have been confirmed in Minnesota in 2021. Lengthy drought conditions impacted all of the floodwater mosquito species in the region and District surveillance indicated that the *Aedes triseriatus* population remained below average for the entire season. District crews responded in neighborhoods where *Ae. triseriatus* were found by inspecting

properties for larval habitats and at times with adult mosquito treatments. Over the course of the 2021 season, MMCD employees removed 10,328 tires from the field for recycling and eliminated 1,086 container habitats and filled 162 tree holes.

#### Jamestown Canyon Virus (JCV)

The Minnesota Department of Health has confirmed three JCV illnesses in Minnesota this year. Two of those are among Hennepin County residents, however, they may both have exposures outside the District. We have continued working with partners through the Midwest Center of Excellence for Vector-borne Disease to evaluate JCV in the region. We have processed dozens of mosquito samples to be tested for the virus later this year.

#### Eastern Equine Encephalitis

For the third consecutive year, a EEE illness has been diagnosed in a Minnesota horse. The horse was stabled in northern Itasca County. The population of the primary EEE vector (*Culiseta melanura*) remained low in the District in 2021. Only three samples of *Cs. melanura* were pooled for testing in our lab. All three were all negative for EEE virus.

### **4. TECHNICAL SERVICES LAB**

The end of September and October has been quiet in the lab. Two technicians left on September 24 and our last technician's final day was October 8. In addition to working on the backlog of larval samples collected from ground sites this summer, we identified over 300 larval samples for the Prior Lake School District. At the request of the CDC, staff have been collecting ticks at multiple locations throughout the District. Staff use flannel cloth 'drags' that are dragged across the forest floor to collect ticks from the understory. The ticks are preserved in alcohol and will be sent to the CDC for genetic analyses.

The next few months will be spent identifying mosquitoes in larval samples and adults in New Jersey traps and long-term CO<sub>2</sub> trap locations. We have also been reforming our District teams, and lab staff serve on a variety of teams including Technical Services, Mosquito, Black Fly, Tick, Human Resources, and Sustainability.

Our last Monday Night surveillance occurred on September 20. Figure 1 shows the average number of human biting mosquitoes collected and the 10-year average. Our highest mosquito levels occurred the first week of June when they were near the 10-year average. The drought conditions which prevailed in the summer of 2021 resulted in very low mosquito levels the entire season. Figure 2 shows the seasonal distribution of the species groups that comprise the "human biting" group of mosquitoes. Spring *Aedes* develop in snowmelt pools, summer *Aedes* hatch in wetlands that received  $\geq$  one inch of rainfall, and *Coquillettidia perturbans* develop in cattail marshes where larvae obtain oxygen by attaching their siphons to the roots of cattail plants. The early June peak was comprised of summer *Aedes* while *Cq. perturbans* accounted for most of the mosquitoes from mid- June through mid-July.

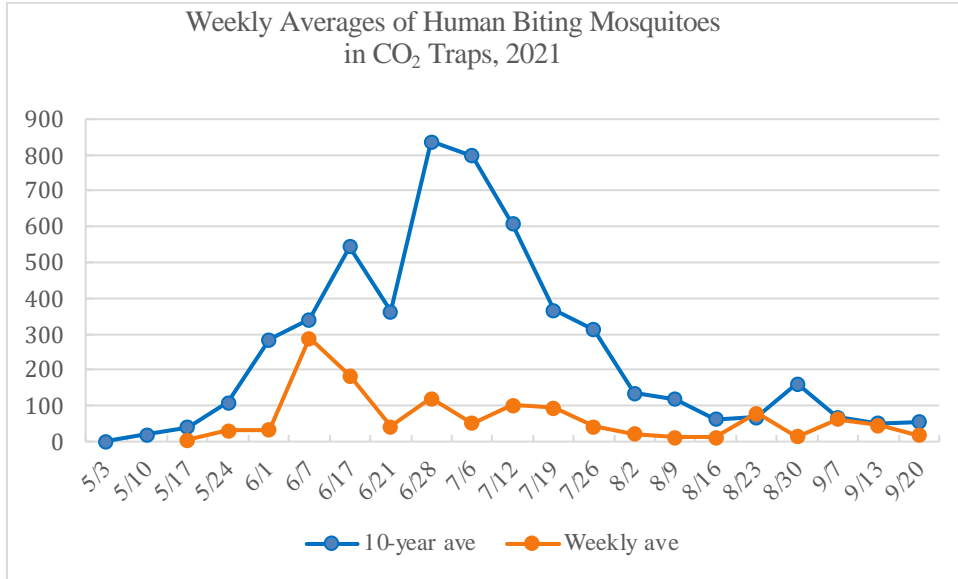


Figure 1. Average number of human biting mosquitoes per week in CO<sub>2</sub>-baited traps in 2021. Traps are placed in various locations in the seven-county metropolitan area every Monday night.

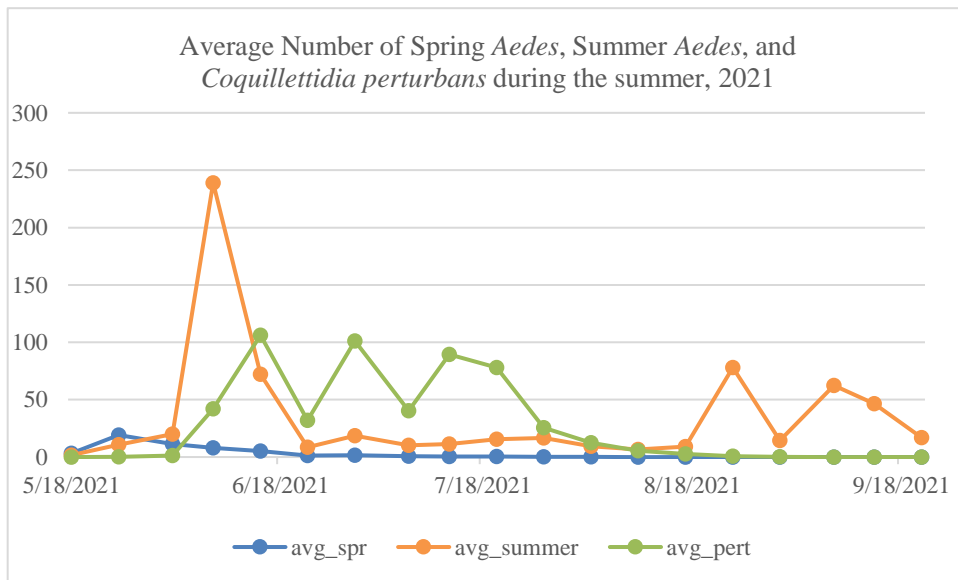


Figure 2. Average number of spring *Aedes*, summer *Aedes*, and *Coquillettidia perturbans* per night in CO<sub>2</sub>-baited traps in 2021. Traps are placed in various locations in the seven-county metropolitan area every Monday night. Results are from traps placed at low elevation and inside District boundaries.

## 5. PUBLIC AFFAIRS

### City Reports

Our annual reports about MMCD activity for city administrators are complete and are being mailed out during the month of October. We treated fewer acres for mosquitoes this year, but our tire collections, disease property inspections, and early season black fly treatments were comparable to recent years. Below is a sample report. Contact Alex if you would like to see a report from any specific city.

## 2021 Activity Summary for Andover

### LARVAL CONTROL

The majority of 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 Andover in 2021:**  
Sites Inspected: 1649 | Acres Treated: 2872.73



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### 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 Andover in 2021:**  
Sites Inspected: 109 | Acres Treated: 27.21

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### 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 Andover:**  
Tires Removed: 62 | Catch Basins Treated: 7358  
Disease Prevention Property Inspections: 9



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### 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 Andover in 2021: 18**

For questions about your city's data,  
please contact Alex Carlson -  
[acarlson@mmcd.org](mailto:acarlson@mmcd.org)



MEMPHIS MOSQUITO CONTROL DISTRICT

### School and Community Presentations

We are back to doing some in-person presentations for schools and community groups this Fall! Different schools and groups have varying policies regarding outside speakers and we are only encouraging staff to participate in events in which they feel safe. Here are some of the groups we've spoken to this year:

- Twin Lakes Middle School - Prior Lake - September 10 and 14 (Jordan / Main Office)
- Upper Mississippi Academy - St. Paul - September 10 (East)
- Fur, Fins, and Feathers Club - Osseo - October 13 (Maple Grove / Main Office)

### New Cattail Video

We published a new video to show the highlights of seasonal cattail mosquito work that we published on social media. You can view the video on our social media pages or YouTube: <https://youtu.be/0z6W3cKZ7L0>.

### Social Media

Our social media presence continued to grow this month as we seek to educate and inform citizens on Facebook, Twitter, and our new Instagram page:

- Facebook – 1,700 Followers
  - Facebook.com/metromosquitocd
- Twitter – 866 Followers (Up 6 from September 6)
  - Twitter.com/metromosquito
- Instagram – 321 Followers (Up 5 from September 6)
  - Instagram.com/metromosquito

## **6. TICK-BORNE DISEASE**

### Deer Ticks Are Out Questing

Deer tick adults (and larvae) are out questing! There is potential to encounter them throughout fall and possibly into early winter as they will quest until temperatures stay consistently below 32°F. Check for ticks after having been out in their wooded habitat!

### Collaborative Project with the Centers for Disease Control (CDC)

The tick vector surveillance team will be dragging for deer ticks this fall (and possibly next spring) for the CDC's Rickettsial Zoonoses Branch. The CDC is developing a laboratory technique which will identify deer ticks nationwide. The CDC does not have any ticks from Minnesota so our work will be very helpful.

### Collaborative project for spring 2022: COVID-19 in mice?

We will collaborate with Dr. Jeff Bender, Veterinarian Epidemiologist (U of MN), who will test (100) of our mice for SARS-Cov-2 (COVID-19) as part of a multi-year project. In addition to supporting MMCD's mission of protecting the public from tick-borne disease, we hope our rodent samples can yield more details to what is currently happening in the world of COVID-19.

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 October 15, no Asian longhorned ticks or red sheep ticks have been reported as being found in Minnesota.

Tick Vector Field Projects

Our 2021 tick surveillance season began April 26. As of October 16, eight of ten routes in our third round of surveillance have been completed. The first round of surveillance was completed on June 24 and the second round on August 26. Laboratory work and tick identifications are ongoing.

Public Education/Outreach

- Distribution and/or re-stocking of brochures, tick cards and posters is ongoing
- We continue to alert our Facebook and other social media followers to tick activity and other items of interest and periodically remind people that we would like any unusual ticks mailed to us!
- Our 2020 tick surveillance report is available on our website ([www.mmcd.org/docs/publications/tickreport2020.pdf](http://www.mmcd.org/docs/publications/tickreport2020.pdf) )
- Our Tick Risk Meter is currently set to **MEDIUM**.
- Adult (and some larval) deer ticks are out questing now, or will be out questing very soon, and could be found any time throughout the fall
- Signs to remind the public about deer ticks and disease prevention measures are being posted at dog parks and additional locations throughout the metro