

**METROPOLITAN
MOSQUITO CONTROL DISTRICT**

**COMMISSION MEETING
FEBRUARY 26, 2020
9:15 A.M.**

Information Packet

**METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING AGENDA
February 26, 2020 9:15 A.M.**

1. Roll Call
2. Welcome and Introduction

CONSENT AGENDA *The following items (3-6) 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 December 18, 2019
4. Approval of Organizational Meeting Minutes for January 9, 2020
5. Approval of Checks and Claims
General 72961 – 73201

REGULAR AGENDA

6. Intergovernmental Issues – Peg Larsen, Kim Scott
7. Executive Committee Report for January 22, 2020
8. Budget and Levy Development Schedule
9. 2020 Mosquito and Black Fly Service Opportunities
10. Executive Director’s Report
11. Operations Report– Kirk Johnson
12. Public Affairs Report – Alex Carlson
13. Other Items
14. Adjournment

* Action Requested

Next Executive Meeting: Wednesday, March 25, 2020, 9:15 a.m.

Next Commission Meeting: Wednesday, April 22, 2020, 9:15 a.m.

COMMISSIONER	COUNTY	COMMISSIONER	COUNTY
___ Mike Gamache	Anoka	___ Angela Conley	Hennepin
___ Mandy Meisner	Anoka	___ Jeff Johnson	Hennepin
___ Robyn West	Anoka	___ Jim McDonough	Ramsey
___ James Ische	Carver	___ Mary Jo McGuire	Ramsey
___ Tom Workman	Carver	___ Rafael Ortega	Ramsey
___ Tom Egan	Dakota	___ Michael Beard	Scott
___ Mary Liz Holberg	Dakota	___ Tom Wolf	Scott
___ Liz Workman	Dakota	___ Gary Kriesel	Washington
___ Jan Callison	Hennepin	___ Lisa Weik	Washington

**METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING**

Minutes
December 18, 2019
6:00 P.M.

Chair Liz Workman called meeting to order at 6:00 p.m.

Roll Call:

Commissioner Liz Workman, Chair	Dakota County
Commissioner Jeff Johnson, Vice Chair	Hennepin County
Commissioner Robyn West	Anoka County
Commissioner James Ische	Carver County
Commissioner Tom Egan	Dakota County
Commissioner Marty Liz Holberg	Dakota County
Commissioner Jan Callison	Hennepin County
Commissioner Jim McDonough	Ramsey County
Commissioner Michael Beard	Scott County
Commissioner Tom Wolf	Scott County
Commissioner Fran Miron	Washington County

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Scott Helling-Christy, District Operations Manager
Kirk Johnson, Vector Ecologist
Alex Carlson, Public Relations Coordinator
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

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

Chair Liz Workman welcomed all in attendance and thanked them for attending the meeting.

Commissioner Jeff Johnson 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 October 23, 2019
2. Financial Statements November 30, 2019
3. Approval of Check and Claims
General 72736 – 72960

Commissioner Jim McDonough seconded the motion and the resolution was adopted unanimously.

Chair Liz Workman opened the meeting for public comment and asked anyone from the public who wanted to comment to please come forward. Nobody stepped forward to comment about the 2020 MMCD payable levy and MMCD 2020 Budget. Chair Liz Workman closed the public comment period.

Public Comment
MMCD Payable 2020
Total Levy and 2020
Budget

Stephen Manweiler requested that the Commission approve the proposed 2020 levy of \$18,665,369, a 2% increase over the 2019 levy of \$18,299,381.

Approval Payable 2020
Levy

Commissioner Jeff Johnson offered the following resolution and moved its adoption.

Resolution 2:

Whereas, the Metropolitan Mosquito Control Commission has reviewed the proposed property tax levy for payable 2020 in light of the needs of the program; and

Whereas, the 2020 levy is proposed to remain at \$18,665,369, a 2% increase over the 2019 original levy; and

Whereas, the Commission has held a public hearing conforming with truth in taxation requirements; be it now

Resolved, the Metropolitan Mosquito Control Commission adopts the payable 2020 levy in the amount of \$18,665,369, a 2% increase over the 2019 levy of \$18,299,381, and authorizes staff to certify the levy to the Minnesota Department of Revenue and the counties of the District.

Commissioner Tom Wolf seconded the motion and the resolution was adopted unanimously.

Stephen Manweiler requested that the Commission approve the proposed 2020 budget of \$19,551,584, a 1% increase from the original 2019 budget.

Approval 2020 Budget

Commissioner Jeff Johnson offered the following resolution and moved its adoption.

Resolution 3:

Whereas, the Metropolitan Mosquito Control Commission has reviewed the proposed 2020 operations budget of \$19,551,584, a 1%

increase from the original 2019 budget, which is sufficient to meet the needs of the program; and

Whereas, the operations budget includes capital equipment and maintenance of \$527,520 for replacement equipment and facility maintenance; and

Whereas, the budget leaves intact the MMCD’s unassigned working capital account which needs to cover approximately 55% of expenditures and leaves \$6,426,000 for emergency disease control, bond retirement, employee benefits, control materials, and other assigned funds; be it now

Resolved, the Metropolitan Mosquito Control Commission approves the final 2019 operations budget in the amount of \$19,357,984, and adopts the proposed 2020 expenditures budget in the amount of \$19,551,584, an increase of 1% from the 2019 budget.

Commissioner Jim McDonough seconded the motion and the resolution was adopted unanimously.

Stephen Manweiler reported that the Executive Committee provided clear guidance (8.0% wage and benefits increase, cumulative over three years) for negotiating with the Union during their September 25, 2019 meeting. In November, Arleen Schacht and Jennifer Earley negotiated a three-year agreement with the Union that met the guidance of the Executive Committee. The Union accepted the proposal on December 10, 2019.

*Approval of Tentative
Labor Agreement*

Stephen Manweiler recommended that the Commission approve the tentative labor agreement. Commissioner Michael Beard offered the following resolution and moved its adoption.

Resolution 4:

Whereas, the District’s Field Operations Supervisors are represented for collective bargaining purposes by City Employees’ Union 363 of the Laborers’ International Union of North America (“363”); and

Whereas, the most recent labor agreement between the District and 363 expires by its terms on December 31, 2019, and the parties have been engaged in negotiations toward a new agreement since October 2019; and

Whereas, the Commission authorized the District’s negotiators to negotiate in good faith but within certain economic guidelines; and

Whereas, the District’s negotiators and 363 have been successful in

reaching a tentative agreement with respect to terms of a new labor agreement, and that tentative agreement has been accepted by the local 363 union committee; and

Whereas, the economic provision modifications of the tentatively agreed upon labor agreement, as well as the overall provisions of said agreement are based on the total package wage and benefit adjustment factor authorized by the Commission, and they represent economic adjustments which are reasonable and beneficial for both the District's staff and our taxpayers; and

Whereas, the same general wage and benefit modifications as would be extended to the bargaining unit would be equitable to be extended to the non-represented, regular full-time staff and the same total package wage modifications would be equitable to be extended to the non-represented, seasonal full-time staff; be it now

Resolved, that the tentatively agreed upon labor agreement, the major provisions of which are summarized below, as well as those same applicable economic provisions being extended to the District's non-represented staff, be approved by the full Commission, and staff be directed to implement the same.

Wage Rates and Benefits: a total package increase for the next three year (2020, 2021, 2022) that is within a cumulative three-year increase of 8%.

Term/Duration: A three-year agreement expiring at midnight of December 31, 2022.

Commissioner Tom Egan seconded the motion and the resolution was adopted unanimously.

Peg Larsen reported that there are a number of legislators not running for re-election. The newest name on the list is Representative Lynn Carlson DFL from Crystal. He is the longest serving legislator. He was elected in 1972 and has served 24 sessions or 48 years.

*Intergovernmental
Issues*

Others retiring are:

Senator Richard Cohen and Representatives Hunter Cantrell, Tim Mahoney, Alice Mann, Jean Wagenius, and Duane Sauke.

Representative Nick Zerwas will be retiring December 6.

Representative Diane Loeffler, who passed away last month.

The special election for Representatives Zerwas and Loeffler will be held February 4.

The budget numbers have been announced. There is a 1.3 billion surplus. \$829 million is one-time money. One third automatically goes on to the rainy-day fund or budget reserve.

Minority leader Tom Bakk has a challenge for this position from Senator Susan Kent, Woodbury. The caucus to decide this was scheduled for last week but was rescheduled. Senators who were not able to make it wanted it to be in January. This may open up other challengers. It does pit rural against metro and suburban.

Session dates to note: February 11 start of the second year of this session. Spring break - April 4-16.

Kim Scott noted that The Senate DFL Caucus created a "Climate Caucus," headed by Sen. Nick Frentz, which includes all of the DFL members except for Senators Tomassoni, Eken, and Sparks.

The state agencies released their annual Pollinator Report, which includes a key goal to reduce pesticide impacts on pollinators through integrated pest management.

Some accomplishments from 2019 for MMCD include addressing preemption language that was proposed to be included in the agriculture omnibus bill. We also completed tours with Sen. Hawj and Rep. Vang, who were spear-heading the conversation around preemption in the agriculture conference committee.

Coming up: A pesticide preemption stakeholder meeting with Dept. of Agriculture on January 13, 2020.

Stephen Manweiler reported that the two most significant items discussed by the Executive Committee on November 21 were the tentative labor agreement outcome and activities surrounding the pollinator situation (both already covered by other agenda items).

*November 21, 2019
Executive Committee
Report*

On December 2 and 3, 2019, all regular fulltime employees participated in training that included the District financial status and potential service expansion in 2020, employee changes in 2019 and associated job reevaluations including succession planning to better meet current and future needs, work place safety (AWAIR), Public Affairs innovation, and what was learned from testing drones in 2019. Guest presenter Jason Colvin lead a team building exercise. Stephen Manweiler and Commissioner Robyn West recognized eight employees for their years of service (in 5-year increments ranging from 5 to 15 years) through December 2019 and thanked all employees for excellent services rendered in 2019.

*Executive Director's
Report*

Five applicants for a Regional Operations Management position vacated by the resignation of 16-year employee Kurt Pennuto were interviewed on December 2 and 3, 2019 with follow-up interviews on December 10. We hired Luke Griemann, a Field Operations Supervisor with 15 years of experience, as the new Regional Operations Manager.

Scott Helling-Christy stated that even though there was record rainfall this past mosquito season, treatment amounts were similar to 2018. Field staff visited 54,794 larval breeding sites and treated 213,749 acres. However, the 22,737 acres treated for adult mosquitoes was significantly less than the 37,681 acres treated in 2018. The 1,963 citizen calls received this season related to mosquito annoyance was close to the 1,878 received in 2018.

Operations Report

We also are proud to report that we had another year where work related injuries were low with only 22 reported; most of them were minor injuries requiring only standard first aid. Field staff are settling into their winter projects. With the lack of snow this autumn staff were able to spend a lot of time in the field checking the changes that occurred to maps that are used to find mosquito breeding sites and will now be focused on using mapping software to update these changes.

Other activities staff will be involved with are: attending team meetings and working on the projects for these teams; participating in workgroups; repairing and assembling equipment; calibrating equipment; giving school presentations; and attending job fairs to recruit seasonal inspectors for next season.

Kirk Johnson reported that The Minnesota Department of Health has confirmed three West Nile virus illnesses in the state this year. There were no fatalities attributed to WNV in Minnesota. Two of the state's cases occurred in residents of the District (Dakota Co. & Hennepin Co.). Only five mosquito samples of 650 tested were positive for WNV in the District.

Nationally, 910 WNV illnesses (37% of 2018 total to date) and 101 WNV positive blood donors have been reported to CDC. Forty-nine of the WNV illnesses were fatal.

There were no La Crosse encephalitis (LAC) cases in Minnesota in 2019. There were 46 LAC illnesses reported nationally, 25 of which were in Ohio. MMCD field staff worked diligently to reduce LAC risk in the District in 2019 by eliminating 1,611 containers, 395 tree holes, and by recycling 9,763 tires.

Four cases of Jamestown Canyon (JC) illness were confirmed in Minnesota residents this year. Two of the cases were in residents of

Ramsey County, both of whom were likely exposed to the virus outside of the District. Nationally, 25 JC illnesses were confirmed with 14 occurring in residents of Wisconsin.

Eastern equine encephalitis (EEE) reappeared in Minnesota in 2019. Two horses stabled on the same farm in Otter Tail County succumbed to EEE illnesses. The virus was also detected in three ruffed grouse harvested in Itasca County. The birds were originally submitted for WNV testing as part of the Minnesota Department of Natural Resources' effort to monitor WNV in the bird.

Nationally, there were 38 EEE cases (15 fatal) including 10 cases in Michigan (6 fatal). Illnesses in horses only in Wisconsin and Minnesota. We will continue to monitor and control EEE vectors and remain prepared to respond to EEE detections in the District.

Alex Carlson reported that seasonal staff recruitment activities in 2019 are much increased over 2018 (16 for all of 2019 with 18 more on calendar for early 2020). We are using targeted online ads to focus on the facilities most in need of staff. We also have initiated an internship program with local colleges as a win-win for schools and MMCD. Seasonal staff who are interns must commit to working through the summer to get credit for their internship which should help avoid staff shortages caused by seasonal staff leaving earlier.

Public Affairs Report

We plan to increase the number of community and classroom presentations in 2020. In 2019, we completed 18 school presentations, 10 community presentations, and exhibited at 18 events. We also are revising our tools to help with presentations including the website upgrade (mostly complete), revised posters/displays, and a HubSpot customer management tool (both in progress).

Chair Liz Workman asked if there was any other business remaining for the Commission to consider. Commissioner Tom Wolf moved to adjourn the meeting. Commissioner Michael Beard seconded the motion which was adopted unanimously.

Adjournment

Chair Liz Workman declared the meeting adjourned at 6:40 p.m.

**METROPOLITAN MOSQUITO CONTROL DISTRICT
ORGANIZATION MEETING**

Minutes
January 9, 2020
9:15 a.m.

2019 MMCC Chair, Commissioner Liz Workman called the meeting to order at 9:15 a.m.

Roll Call:

Commissioner Mike Gamache	Anoka County
Commissioner Mandy Meisner	Anoka County
Commissioner James Ische	Carver County
Commissioner Tom Workman	Carver County
Commissioner Tom Egan	Dakota County
Commissioner Mary Liz Holberg	Dakota County
Commissioner Liz Workman	Dakota County
Commissioner Jan Callison	Hennepin County
Commissioner Angela Conley	Hennepin County
Commissioner Jeff Johnson	Hennepin County
Commissioner Rafael Ortega	Ramsey County
Commissioner Tom Wolf	Scott County
Commissioner Gary Kriesel	Washington County
Commissioner Lisa Weik	Washington County

Staff:

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

Visitors:

Joe Langel, MMCD Legal Counsel

Commissioner Liz Workman welcomed all in attendance and thanked them for attending the meeting.

Commissioner Liz Workman asked Stephen Manweiler to preside over the Commission meeting until the election of the 2020 Commission chairperson. Stephen agreed.

*Appointment of
Temporary Chair*

Stephen asked Arleen Schacht to call roll. Stephen then asked Joe Langel to administer the oath of office to Commissioners at the meeting today orally in one group. We will use the oath forms to administer the oath of office to Commissioners who were unable to attend this organizational meeting.

*Roll Call and
Swearing in of
Commissioners*

Stephen referred the Commissioners to the recap of the rotation of the Commission officers. Officers serve for two years. The Chair, Vice-Chair, and Secretary in 2019 all were in their first year serving as these officers. The rotation would have the same Commissioners serve as Chair, Vice-Chair and Secretary in 2020 which would be their second year. Stephen Manweiler asked if anyone would like to make a motion to nominate Commissioners as officers in 2020. Commissioner Tom Wolf moved to nominate Commissioner Liz Workman as Chair, Commissioner Jeff Johnson as Vice-Chair, and Commissioner Gary Kriesel as Secretary in 2020. Commissioner Mary Liz Holberg seconded the motion. The Commissioners unanimously approved the motion.

*Election of
Officers*

Stephen passed the gavel to Commissioner Liz Workman who served as the Chair for the duration of the Organizational Meeting.

Chair Liz Workman reviewed the composition of the Executive Committee in 2019. Commissioner Tom Egan moved that Commissioners who were Executive Committee members in 2019 continue as Executive Committee members in 2020. Commissioner Mike Gamache seconded the motion. The Commissioners unanimously approved the motion.

*Appointment of
Executive
Committee*

The Commission reviewed the proposed 2020 meeting schedule. Commissioner Tom Egan moved that the proposed 2020 Commission and Executive Committee meeting schedule be adopted. Commissioner Liz Workman seconded the motion. The Commissioners unanimously approved the motion.

*Meeting Schedule
Commission,
Executive
Committee
Meeting*

Stephen Manweiler read an update forwarded by Peg Larsen and Kim Scott who were unable to attend this meeting. The legislature goes back into session on February 11. They have a \$1.5 billion surplus. Some of this surplus goes to the rainy-day fund which will give the state of \$2.5 billion cushion. Some of the things that may be addressed by some legislators are tax cuts and an increase in bonding dollars. The bonding target might be \$1.7 billion. Some legislators are pushing for \$3 billion bonding bill, given the extra cash on hand.

Legislative Update

There also will be some investigating into the how agencies spend money. There is talk of splitting the Department of Human Services (DHS) into possibly six different smaller agencies. That should make for

an interesting discussion. Governor Walz has taken the burden off the counties for paying back the \$10 million that DHS sent out in error.

With disagreements between the house Democrats and the Senate Republicans 2020 should be an interesting session.

Chair Liz Workman asked if there was any additional business. No Commissioners brought up anything. Commissioner Tom Wolf moved to adjourn the meeting. Commissioner Jeff Johnson seconded the motion. The motion was approved unanimously. Chair Liz Workman declared that the meeting was adjourned at 9:25 a.m.

Adjournment

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE

Minutes
January 22, 2020
9:15 a.m.

Commissioner (Chair) Liz Workman called the meeting to order at 9:15 a.m.

Roll Call:

Commissioner Liz Workman	Dakota County
Commissioner Jeff Johnson	Hennepin County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Tom Wolf	Scott County
Commissioner Gary Kriesel	Washington County

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

Commissioner Liz Workman welcomed all in attendance and thanked them for attending the meeting.

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

*Approval of
November 21, 2019
Executive Committee
Meeting Minutes*

Resolution 1:

Resolved, that the November 21, 2019 Executive Committee Meeting minutes be approved as presented.

Commissioner Mary Jo McGuire seconded the motion and the resolution was adopted unanimously.

Peg Larsen reported that Governor Walz is asking for \$2 billion in bonding. He wants to cover items including public safety, housing, water

Legislative Update

quality and roads. He wants to use \$203 billion in general obligation bonds and an additional \$571 million in general funds for a total of \$2.57 billion.

Of interest are some changes to the conduct of committees. All conference committee reports should be on members desk 12 hours before there is a discussion about them. Also, when the chair has the gavel, they must hold a meeting with the exception of weekends. Last session (2019), the chair frequently waited for long periods of time before calling a meeting. The 2020 session begins on February 11 and ends on May 18.

Representative Bob Gunter has announced his retirement. He is well respected, and he will be missed. The Republican Senate announced their goals for this coming session. They include tax cuts and eliminating taxes on Social Security. The Democrats in the Senate have not yet chosen their leader. I believe it will happen the first week of February. The Democratic House is looking to legalize marijuana among other things.

Kim Scott reported that she and Stephen Manweiler attended a Pesticide Preemption Law stakeholder's meeting at the Minnesota Department of Agriculture on January 13. Representative Davne is proposing legislation to delegate pesticide regulatory authority to Class One Cities. We plan to meet with the City of Minneapolis which supports Davne's legislation to learn more about their concerns and explain potential impacts to mosquito control (especially vector).

We also plan to solicit feedback from the Department of Agriculture about legislative language we are proposing to Representative Wagenius for her pollinator protection legislation. Stephen Manweiler stated that our goal is to avoid the preemption issues and focus on maintaining public health protection.

Stephen Manweiler reviewed the budget and levy development schedule used in recent years and highlighted significant dates such as the August 1 deadline for approval of the preliminary levy for the next year and how these dates satisfy statutory requirements. In 2019, the full Commission approved the preliminary levy at their July 24 meeting. Both an Executive Committee meeting on June 24 and full Commission meeting on July 22 are part of the 2020 meeting schedule approved on January 9, 2020. The full Commission will vote on the preliminary 2021 levy at their July 22 meeting.

*Budget and Levy
Development
Schedule*

Stephen Manweiler reported that April 30, 2020 will mark the end of the sixth year of his tenure as the Executive Director for the District (the end of the third year of a three-year contract). Input will be solicited using an online system with paper forms available to Commissioners who prefer

*Executive Director
Performance Review
Process*

them. The input will be collected and compiled by Arleen Schacht, Business Administrator. Instructions for using the online input system (paper forms for those who request paper) will be provided to the Commissioners and appropriate staff by February 1, 2020 with a return due date by the February 26, 2020 Commission meeting. A Performance Review Panel has, customarily, been made up of some members of the Executive Committee and other interested Commissioners, who will receive the compiled input and meet with Mr. Manweiler to discuss his performance. The Commission has suggested that the Executive Director's KDAs (assigned in April 2019) be used as benchmarks for his performance. All Executive Committee members present agreed to discuss with Mr. Manweiler his performance at the March 25, 2020 Executive Committee meeting.

Stephen reported that on January 2, 2020 the District posted an advertisement for three Field Operations Supervisor positions vacated by retirement or promotion (two at our Oakdale and one at our Maple Grove facility). Applications are due on Friday, January 17, 2020. Application screening will occur the following week with interviews as soon thereafter as possible. We hope to fill all three position by mid-February 2020. We are using ADP for the job recruitment process for the first time. Using ADP will eliminate separate job ad placement steps and redundant data entry required when we used NeoGov software.

*Executive
Director's
Report*

Commissioner Liz Workman asked if there was anything else to come before this meeting. Nobody mentioned any additional items. Commissioner Liz Workman declared the meeting adjourned at 9:52 a.m.

*Other Issues and
Adjournment*

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

FEBRUARY 26, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

Budget and levy development schedule

Background:

During the previous couple of years there have been questions about when during the season specific decisions about the District's budget and levy must be made. These questions arose during a time when the MMCC was deciding how to balance District resource and funding needs (levy) relative to service demand and reserves (fund balance). See page 15 for a schedule outlining steps to be taken by staff and the Commission to develop the 2021 levy and budget. The decision year has been updated to 2020. Months or specific dates are taken from the 2020 Commission meeting schedule.

An initial review of legislative requirements and deadlines (see page 16) revealed that the MMCC must approve a preliminary tax levy for the following year by August 1 of the current year. The July Commission meeting is the closest meeting before this deadline. In 2019, the MMCC approved a preliminary 2020 levy at its July 24 meeting.

Both the 2020 levy and 2020 budget were approved by the MMCC at its meeting on December 18, 2019.

This information is being presented here both for review and to determine if modifications to the schedule can facilitate the levy and budget development process while satisfying statutory requirements.

MMCD CALENDAR FOR BUDGET YEAR 2021

Commission and Executive Committee provide direction to develop budget	May / June 2020
Commission approves preliminary 2021 levy and budget direction	July 22, 2020
First levy certification deadline for the District	August 1, 2020
Review 2021 budget and levy proposals	August 26, 2020
Proposed levy certified	September 10, 2020
Executive Committee reviews proposed budget (Subject to change)	September 23, 2020
Commission reviews proposed budget (Subject to change)	October 28, 2020
Executive Committee reviews budget	November 19, 2020
Parcel Specific Property Tax Notice	November 10 – 24, 2020
Commission adopts Final 2021 Levy & Budget (December Commission meeting)	December 16, 2020
Truth in Taxation Hearing (Commission & Staff)	December 16, 2020
Continuation Hearing if necessary (Commission & Staff)	December 16, 2020
Certify Adopted Payable 2021 Levy (Staff)	December 20, 2020

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 COMMISSION MEETING

FEBRUARY 26, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

2020 Mosquito and Black Fly Service
Opportunities

Background (Mosquito Larval Control):

Because of actions taken beginning in 2015 (levy increases, much smaller budget increases, and expenditure reduction steps), the District financial condition in 2020 will support a partial resumption of larval mosquito control services that were cut in 2017.

- | | | |
|---------|---|--|
| 2014-16 | Record Service Demands | <ul style="list-style-type: none"> • Budget reserves depleted (the District spent \$5,891,103 more than funding received) |
| 2017 | Expenditure Reduction Steps (designed to save levy – budget difference of \$1.2 million) | <ul style="list-style-type: none"> • No larval mosquito control in P2 (Figure 1, District area outside of where about 95% of people live) • Reduce pre-hatch larval control 22% • Increase perimeter/partial <i>Bti</i> treatments • Delay April Inspector hires until May • Reduce seasonal labor costs 10% (in addition to April hiring delay) |
| | Saved \$1,339,628 | |
| 2018 | Expenditure Reduction modified to treat more spring <i>Aedes</i> and cattail acres including P2 | <ul style="list-style-type: none"> • Raised spring <i>Aedes</i> larval threshold (1 larval/dip) throughout the District • Targeted spring <i>Aedes</i> larval surveillance using historical information about adult spring <i>Aedes</i> abundance throughout the District • Changed from 3 to 2 pre-hatch treatments and transferred material to cattail treatments |
| | Saved \$1,155,554 | |
| 2019 | Expenditure Reduction as modified in 2018 maintained | <ul style="list-style-type: none"> • Budget reserves were increased to minimum desired level by the end of 2019 • New formulation (Altosid® P35) available that can be applied aerially at 3 lb/acre • Cost of Altosid® P35 is similar to Altosid® pellets (aerial rate for Altosid® pellets is 4 lb/acre) • We can treat more acres aerially with Altosid® P35 for the same overall control material cost • In tests, Altosid® P35 effectively controlled spring <i>Aedes</i>, cattail, and vector mosquito larvae (in catch basins) |
| | Saved \$1,499,695 | |

Recommendations for 2020

We recommend the following larval mosquito control increases in 2020 while we continue working to balance District funding and expenditures and to maintain reserves to a level that adequately supports District cash flow needs.

- The difference between the 2020 levy and budget is \$845,446 (compared to the 2017 difference of about \$1,200,000)
- Scale back Expenditure (larval mosquito control) Reduction Steps by \$400,000
 - Use Altosid® P35 to treat all cattail acres formerly treated aerially with Altosid® pellets
 - Treat all P1 cattail acres (increase of 6,141 acres over 2019)
 - Use remaining funds for additional treatments to control spring *Aedes* or summer floodwater mosquitoes (6,000 to 8,000 acres worth of resources) in P1 and P2
- Test Altosid® P35 against more mosquito species in different control situations (e.g. summer floodwater mosquitoes [*Aedes vexans*]) in temporary air and ground sites

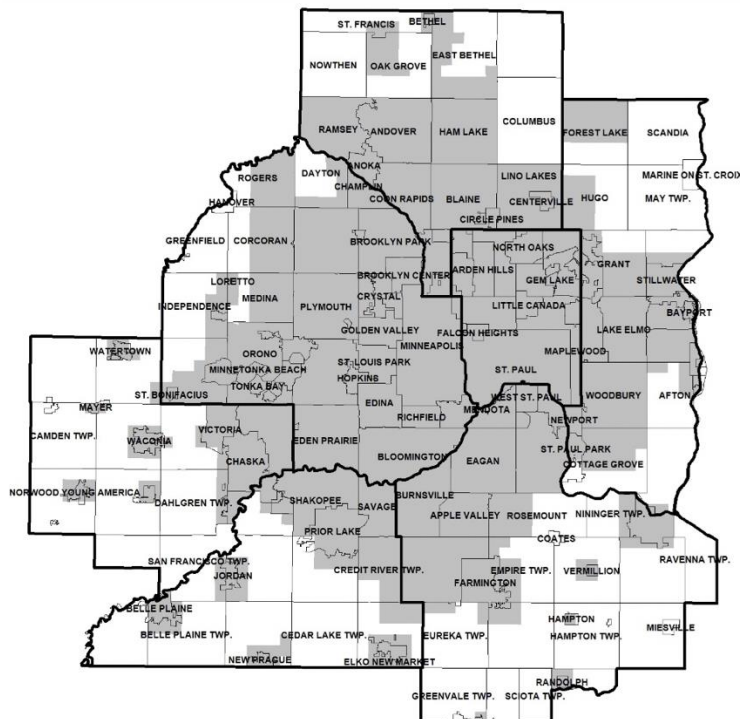


Figure 1. Priority zones 1 (shaded-P1) and 2 (white-P2), with District county and city/township boundaries.

Background (Black Fly Larval Control):

The District conducts liquid Bti treatments to control black fly populations. The small stream treatment program began in 1984. The large river program began with experimental treatments and non-target impact studies in 1987. A full-scale large river treatment program did not go into effect until 1996 (Figure 2). The large river treatment program was expanded in 2005 to include the South Fork Crow River in Carver County. The control program (under permit from the Minnesota Department of Natural Resources) includes April or May treatments in small streams and May through September treatments in large rivers (Minnesota, Mississippi, Crow, Rum, South Fork Crow). Current large river and small stream monitoring and treatment locations are shown in Figure 3.

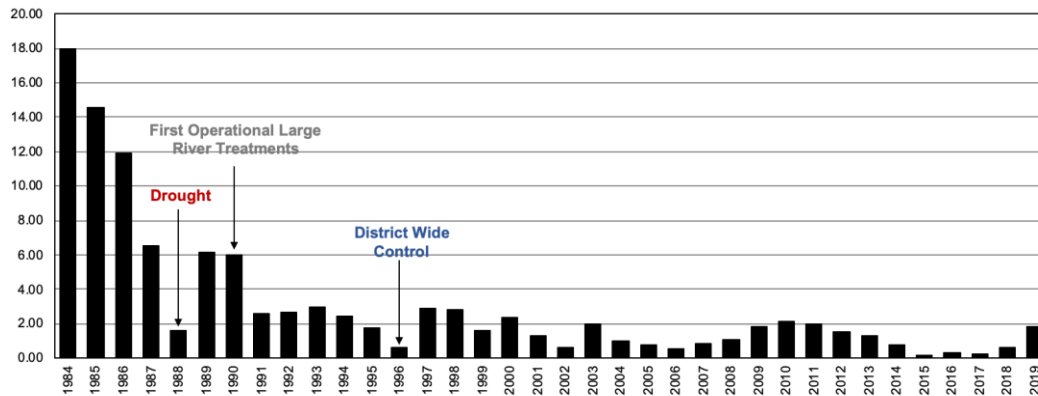


Figure 2. Average Season-long Black Fly Abundance (Daytime Sweep Net Collection from 1984 – 2019).

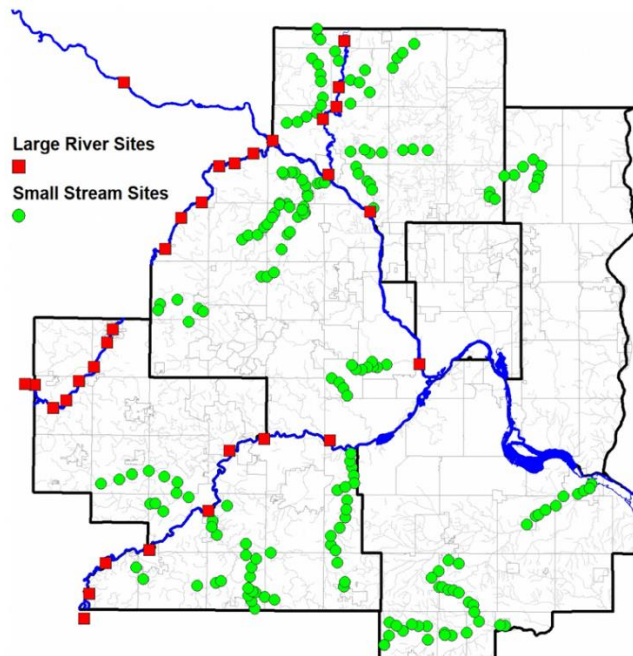


Figure 3. Small stream (188 sites on 29 streams) and large river (30 sites on 5 rivers) sites sampled and treated with Bti to control larval black flies.

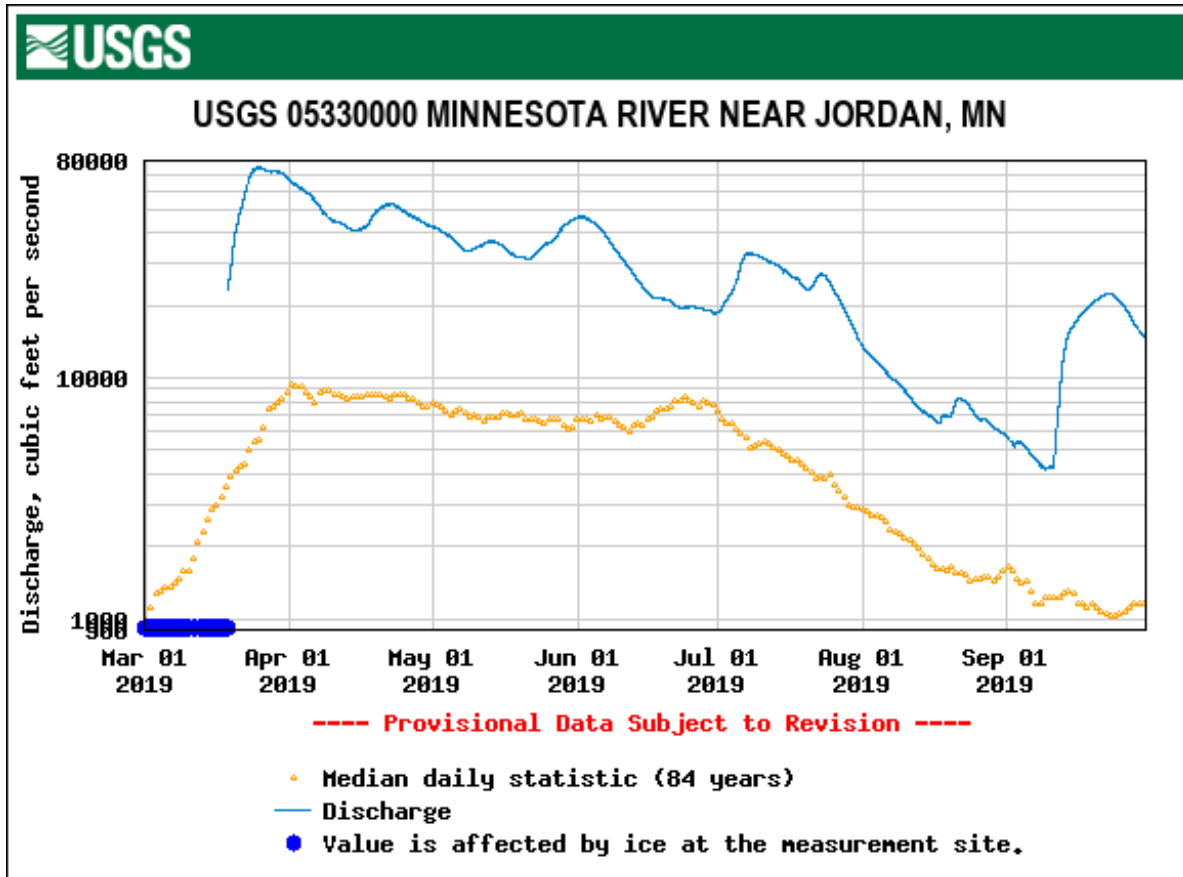
2019 - “Perfect Storm” on Minnesota River

- 2018 had above average flows (+207%) that increased habitat available in 2019
- 2019 season began with ice dams, April snowstorm and very heavy rainfall
 - April 10-12 - 9.8 inches snow
 - May - 3.32 inches rain above average
- All 5 river levels well above average all season
 - Could not safely place sampling equipment
 - Sustained flooding (>40,000 -70,000 cubic feet/second) overlapped with prime black fly larval development and adult emergence in April and May
 - Historical average ~ 10,000 cubic feet/second
- No treatments possible until June 12
- Record high adult numbers in June and July



S. meridionale:

- Overwinter as eggs, hatch within a month of ice break up
- 30 km flight range
- Multiple generations (at least 4)
- Very aggressive blood feeders
- Can harass and even kill birds and mammals (wild and farmed)



2019 – Impact to Budget

Because the amount of *Bti* used per treatment depends upon the volume of water in the rivers (volume determined using the flow rate) to achieve a *Bti* concentration in the water that is sufficient to control black fly larvae, higher flow rates raise questions about whether our current budget is sufficient.

- Treatment of the Minnesota River was delayed until June 12, over one month after typical first treatment date
- Three treatments to Minnesota River on June 12 used about 25% of 2019 budget because of very high flow rates (287 gallons per treatment compared to 53 gallons [1996-2018 average])
- The total amount of *Bti* used in 2019 was 1,223.1 gallons (38.4%) greater than the average use between 1996 and 2018 (956 gallons [27.7%] above 2019 budget)
- Since 2010, ~ 60% of total liquid *Bti* is used on Minnesota River on average each season

Year	Small Streams		Large Rivers	
	Gallons <i>Bti</i>	# Treatments	Gallons <i>Bti</i>	# Treatments
2019	43.1	27	4,362.1	41
1996-2018 Average	27.1	46	3,154.0	60
Total (2019)			4,404.2	
Total (1996-2018 Average)			3,181.1	
Total (Covered by Budget in 2019)			3,448.2	

Issues in 2020

- Are high river levels a new “Normal”?
- The highest recent levels occurred in 2018 and 2019
- Six of 10 years in last decade (2019 included) treatments exceeded budget (high variation in both river flow rates and amount of liquid *Bti* used in different seasons)
- NOAA Long Range Flood Risk 2020 (chance of exceeding flood range)
 - 93% minor, 5% major flooding - Minnesota River at Jordan
 - 68% minor, <1% major flooding - Mississippi River at Champlin
 - 70% minor, 18% major flooding - Crow River at Rockford
 - 79% minor, 7% major flooding - South Fork Crow at Mayer

Potential Responses in 2020

Conditions in April through early June 2019 prevented standard large river sampling to determine larval treatment thresholds and time the treatments. Similar conditions may exist in 2020.

- We are monitoring the situation to be ready to treat before river levels rise too much if we can determine that targeted black fly species are abundant enough in the treatment area
- We are working with the Minnesota Department of Natural Resources to determine how to satisfy permit requirements if high water levels prevent standard surveillance in large rivers
- How to sample?
 - Use alternate sampling technique for larval counts if high flow prevents standard sampling
- We will treat only if we determine that we have a good chance of achieving desired control
- How and when to treat?
 - Need quick response before river rises more
 - Bridge only (limited treatment sites may limit effectiveness because not enough of the large river can be treated)
 - Need to determine how far floodwater may spread using historical and elevation data
 - Need to review the liquid *Bti* product label to verify that the product can be applied legally to all areas reached by floodwaters (e.g., agricultural fields?)
- Shift some control material budget funds from larval mosquito to larval black fly treatments?
 - We could double funds for larval black fly control without reducing funds for larval mosquito control too significantly (8,000 – 10,000 acres worth of larval mosquito control)
 - How closely river levels and flow rates match NOAA predictions will help us decide whether and how much money to transfer for larval black fly treatments
- Theoretical scenario - if three of seven sites treated on Minnesota River at flood levels:
 - 40,000 cubic feet per second (flow rate) – 30% of yearly budget of 3,448.2 gallons *Bti*
 - 50,000 cubic feet per second – 40% of yearly budget
 - 60,000 cubic feet per second – 50% of yearly budget
 - 70,000 cubic feet per second – 60% of yearly budget

TO: COMMISSION MEMBERS
FROM: STEPHEN MANWEILER
RE: EXECUTIVE DIRECTOR REPORT
DATE: FEBRUARY 2020

1. DIRECTOR'S INITIATIVES

The annual Technical Advisory Board (TAB) meeting was held on Tuesday, February 11, 2020. Each year the TAB reviews the District's programs. The status of the District's financial situation and implications for control services (especially expanded spring *Aedes* and cattail mosquito larval control), possible responses to high river levels and black fly larval control, vector-borne disease in 2019, and work to integrate drone technology into District surveillance and control were reviewed at this meeting. The TAB made recommendations for 2020. The Chair of the TAB will report their evaluation of the program at the April 22, 2020 Commission meeting.

In January three Field Operations Supervisor positions vacated by retirements or promotions were advertised. Applications were screened in late January. Two rounds of interviews were conducted in late January and early February. We hired Vanessa Schultz, a former Oakdale Facility Inspector, Gabrielle Grogan, a former Oakdale Facility Crew Chief, and Shawn Partyka, a former Maple Grove Facility Inspector. Gabrielle and Shawn will join the Maple Grove team on March 2. Vanessa will join the Oakdale team on March 16.

On February 19, 2020 Kim Scott, Peg Larsen, Stephen Manweiler, Kirk Johnson, and Alex Carlson met with Representative Jean Wagenius to discuss adding language to her legislation (HR 1255) to enable MMCD to continue to provide mosquito control in areas that ban "bee lethal" (as defined in HR 1255) pesticides.

2. MOSQUITO CONTROL SERVICES

Field staff are focusing on their winter projects with the majority of the time being spent on updating maps with the changes to mosquito larval breeding sites they discovered this past year. Along with that, they're updating the site information cards that go with the breeding site maps. They are also spending a fair amount of time attending meetings for the District teams they are on and doing any work related to those teams. Some staff are involved with education outreach giving presentations to schools and organizations about mosquito biology, habitats, and mosquito related diseases. Others are attending classes and seminars to improve their supervision and technical skills. There is always equipment that needs to be repaired and maintained to get ready for the up and coming control season. Applications have started to come in for the seasonal positions and staff responsible for hiring have started processing the applications and setting up interviews. To help increase the number of applicants, field staff have been working career and job fairs in the metro area. There are also a few additional staff studying to take the test to become licensed drone pilots. The drone workgroup has assembled the new treatment drone the District recently purchased and are developing plans on how the drone will be used and tested this coming mosquito season.

3. MOSQUITO-BORNE DISEASE

2020 Season Preparations

Planning is underway for vector surveillance and disease prevention in 2020. Jamestown Canyon virus (JCV) caused 13 illnesses in Minnesota in 2019 including four illnesses in residents of the District. While there is much to learn about JCV, the mosquito species of greatest concern as vectors are already targeted by MMCD for control. We will continue to work with the Minnesota Department of Health and the Upper Midwestern Center of Excellence in Vector-borne Disease out of the University of Wisconsin - Madison to learn more about JCV as we develop best practices for prevention of JCV illnesses.

West Nile virus (WNV) transmission was low in Minnesota in 2019. There were only three WNV illnesses confirmed in the state. Tests for the virus on mosquitoes collected in the District confirmed that the virus was much less prevalent than during most years. Only five of 649 mosquito samples returned WNV positive results. Still, the virus is undoubtedly overwintering in hibernating mosquitoes and, given the right conditions in the spring, WNV can proliferate and spread rapidly. Larval control applications against WNV vector species will be crucial for mitigating WNV risk. That work will begin in earnest in late May and will continue through the summer months. Supplemental WNV risk reduction efforts will include surveillance driven adult mosquito control targeting vector species and numerous public education opportunities.

There were no La Crosse encephalitis (LAC) cases in Minnesota in 2019. La Crosse risk will remain a concern in 2020, however, as wet weather over the past few summers has helped maintain healthy *Aedes triseriatus* populations in our area. We will continue to focus on training seasonal employees to recognize and eliminate situations that lead to undue LAC risk. We successfully reduce the likelihood of LAC infections by eliminating the vectors' larval habitats such as tires, containers and tree holes. We will also conduct surveillance for adult vectors and provide adult mosquito control when warranted.

Eastern equine encephalitis (EEE) was detected in Minnesota in 2019. Illnesses were confirmed in two horses in Otter Tail County and four ruffed grouse tested positive for EEE from northern Minnesota. Over the past two decades, we have worked to refine our techniques for surveillance and control of the primary EEE vector, *Culiseta melanura* in the District and we will continue to target the species for control due to the severity of the illness the virus can cause in both humans and horses.

4. TECHNICAL SERVICES LAB

Staff have been spending a significant amount of time preparing for the Technical Advisory Board Meeting – writing chapters, editing the report, and preparing presentations. Diann Crane, Entomologist, updated the TAB members about the mosquito season and interesting faunal changes seen over the years. Carey LaMere, Black Fly Specialist, reviewed the Black Fly Program with an emphasis on the record levels of black flies from the Minnesota River and the media coverage it triggered. Scott Larson, Assistant Entomologist, reviewed our progress developing a drone program; we have three surveillance drones and one treatment

drone, which we will be testing this year. Carey is helping organize the North American Black Fly Association's annual meeting which is the last week of February. Two Entomology lab staff will attend the conference. Scott Larson, Assistant Entomologist, is on the board of the North Central Mosquito Control Association and has been working with the association in planning their annual meeting which is in April. We are also reviewing applications and interviewing candidates to work as seasonal lab technicians this summer. In addition, we will be processing the nontarget samples for the black fly program, archiving previous MMCD studies into a digital database, attending team meetings, and cleaning and organizing our storeroom.

5. PUBLIC AFFAIRS

Presentations

Wednesday, February 5 – Michigan Mosquito Control Association (MMCA) Meeting. The MMCA meeting included a daylong symposium about the EEE outbreak in Michigan and the eastern part of the USA in 2019.

- Alex Carlson spoke on “Tools and Tips for Public Education” in regards to mosquito control and mosquito-borne disease.
- Stephen Manweiler described the District's cattail mosquito (*Coquillettidia perturbans*) control program. *Cq. perturbans* is a known bridge vector of Eastern Equine Encephalitis (EEE).

Wednesday, February 12 – Career Day at Minnetonka Middle School

Alex Carlson spoke to 3 classes of middle school students about careers in Mosquito Control including Entomology, Field Operations, and Public Education.

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 – 1,131 Page Likes (Up 3 from January 1)
 - Facebook.com/metromosquitocd
- Twitter – 541 Followers (Up 4 from January 1)
 - Twitter.com/metromosquito
- Instagram – 90 Followers (Same as January 1)
 - Instagram.com/metromosquito

Website/Newsletter

We continue to make updates to the MMCD website to prepare for the upcoming season. View the website at www.mmcd.org

Recruiting

Recruitment activities have been busy this month. We have attended 5 job fairs in the past month and promoted job ads on Facebook and Instagram. Job Fairs have been at:

- U of M 2020 Career Connect – February 6
- Andover High School – February 6

- U of M Environmental Internship Fair – February 7
- Apple Valley School of Environmental Sciences – February 11
- Mankato State University Career and Internship Day – February 18

6. TICK-BORNE DISEASE

Highlights of 2019 *Ixodes scapularis* (Deer Tick) Surveillance Study

- 0.995 *Ixodes scapularis* collected per mammal
- 53 positive sites (sites with ≥ 1 *I. scapularis* collected)
 - Lower than all years since 2014 but still higher than all but 6 years since 2000.
 - Overall there is an upward trend in the numbers of positive sites tabulated each year.

Transient Tick Introductions into Minnesota in 2019

- Lone star tick (*Amblyomma americanum*): 2019: 1 adult female each MMCD, MN Dept Health
 - Total since 2009, 33 (27 females, 2 males, 4 nymphs)
- Asian longhorned tick (*Haemaphysalis longicornus*): no known introductions into Minnesota in 2019
- Gulf Coast tick (*Amblyomma maculatum*): first known locally acquired Gulf Coast tick, MDH
 - Adult female tick found on a person in Ramsey County in August 2019

Tick-borne Disease Cases, Minnesota

- Lyme disease: 2019 results not yet available but in 2018 there were 950 cases (17 per 100,000)
- Human anaplasmosis: 2019 results not yet available but in 2018 there were 496 cases (8.9 per 100,000)

Public Education

- Distribution and/or re-stocking of brochures, tick cards and posters will begin in spring
- We continue to inform our Facebook followers of items of interest as they occur
- Our estimate of current deer tick activity levels (low, medium, high) is updated during tick questing periods on our website via the Tick Risk Meter. Our Tick Risk Meter is currently turned off. Deer tick adults and larvae are unlikely to be out questing. However, questing can commence, even in patchy snow, any time temperatures are at or above 40°F.

Signage

Signs to remind the public of deer ticks and disease prevention measures that were posted at dog parks and additional locations throughout the metro have mostly been removed for the season. For various reasons some signs remain up year-round.