

METROPOLITAN
MOSQUITO CONTROL DISTRICT

COMMISSION MEETING

December 16, 2020

6:00 p.m.

Information Packet

METROPOLITAN MOSQUITO CONTROL DISTRICT COMMISSION MEETING AGENDA

DECEMBER 16, 2020 6:00 P.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 October 28, 2020
4. Financial Statements November 30, 2020
5. Approval of Checks and Claims
General 74121 – 74243

REGULAR AGENDA

6. Intergovernmental Issues – (Peg Larsen, Kim Scott)
7. Executive Committee Report for November 19, 2020
8. Executive Director’s Report
9. Public Comment MMCD Payable 2021 Total Levy and 2021 Budget
10. Approval of Payable 2021 Levy*
11. Approval of 2021 Budget*
12. Operations Report – Vector Update (Scott H-Christy, Kirk Johnson)
13. Public Affairs Report (Alex Carlson)
14. Other Items
15. Adjournment

* Action Requested

(Proposed)

Organizational Meeting: Thursday January 7, 2021, 9:15 a.m.

Next Executive Committee Meeting: Wednesday, January 27, 2021, 9:15 a.m.

Next Commission Meeting: Wednesday, February 24, 2021, 9:15 a.m.

COMMISSIONER	COUNTY	COMMISSIONER	COUNTY
___ Mandy Meisner	Anoka	___ Angela Conley	Hennepin
___ Jeff Reinert	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
OCTOBER 28, 2020
9:15 A.M.

Chair Liz Workman called the meeting to order at 9:16 a.m. Due to the ongoing COVID-19 pandemic, this meeting was conducted remotely using GoToMeeting software. Roll call votes were recorded for each item because this meeting was conducted remotely.

Roll Call:

Commissioner Liz Workman, Chair	Dakota County
Commissioner Jeff Johnson, Vice-Chair	Hennepin County
Commissioner Gary Kriesel, Secretary	Washington County
Commissioner Mandy Meisner	Anoka County
Commissioner Jeff Reinert	Anoka County
Commissioner Robyn West	Anoka County
Commissioner Tom Workman	Carver County
Commissioner Tom Egan	Dakota County
Commissioner Mary Liz Holberg	Dakota County
Commissioner Jan Callison	Hennepin County
Commissioner Angela Conley	Hennepin County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Rafael Ortega	Ramsey County

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Scott Helling-Christy, District Operations Manager
Kirk Johnson, Vector Ecologist
Alex Carlson, Public Affairs Coordinator

Visitors:

Joe Langel, MMCD Legal Counsel
Kim Scott, RCS Consulting

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

Commissioner Jan Callison 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 August 26, 2020
2. Financial Statements September 30, 2020
3. Approval of Checks and Claims
 General 73902 – 74120

Commissioner Mary Jo McGuire seconded the motion.

The Commissioners voted as follows.

Commissioner Jeff Reinert	Yes
Commissioner Robyn West	Yes
Commissioner Tom Workman	Yes
Commissioner Tom Egan	Yes
Commissioner Mary Liz Holberg	Yes
Commissioner Liz Workman	Yes
Commissioner Jan Callison	Yes
Commissioner Angela Conley	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Rafael Ortega	Yes
Commissioner Gary Kriesel	Yes

Commissioner Mandy Meisner joined the meeting after the Consent Agenda vote.

Kim Scott reported that the fifth special session occurred the week of October 12, cued by Governor Walz extending his peacetime emergency powers by another 30 days to help the state quickly respond to the COVID-19 pandemic. Similar to past special sessions, the DFL-controlled House voted against ending the peacetime emergency powers and the Republican-controlled Senate took up a resolution to end the peacetime emergency order.

*Intergovernmental
Issues*

The bigger news in this special session was the approval of a record \$1.9 billion bonding bill. This long-delayed bill represents the largest public works infrastructure package in state history and marks the end of months of contentious negotiations.

The bill includes \$1.36 billion in general obligation bonding, in addition to tax relief for farmers and small business, funding for low-income housing, and \$31 million in supplemental general fund budget spending. The bill was passed in the House after nearly 10 hours of debate and all but three Republican senators backed the bill (Bruce Anderson, Michelle Benson, Mark Johnson). In addition to the public works projects, the bill includes \$700 million for roads and bridges and \$300 million for wastewater treatment projects.

Major expenditures in the Twin Cities metro area include \$55 million to increase bus rapid transit, \$52 million to replace the Third Street Kellogg Bridge in St. Paul, \$29 million for a new child development building at the University of Minnesota, and \$12.5 million to finance bonds for an outdoor concert venue in a riverfront area of North Minneapolis.

In other news, Dan Fabian (who this year retired from the House) will run for Roseau mayor as write-in candidate.

The House Climate Action Caucus released a Climate Action Plan on October 27 that includes a general framework for how they will legislate climate issues next session.

At the next meeting, we will plan to provide an election debrief.

Stephen Manweiler briefly reviewed the outcome of our expenditure reduction plan implemented in April in response to potential levy shortfalls of up to 15%. The plan was designed to protect District cash reserves and provide as much service to citizens as possible while adhering to all COVID-19 safety requirements.

*2020 Financial Status
Update and 2021
Initial Plans*

To meet our 2020 expenditure goal, we cancelled all planned service restorations except the increased cattail mosquito treatments, froze regular fulltime staff hiring, and postponed certain large capital purchases such as scheduled replacement vehicles. We also shifted some control materials to maximize the use of cheaper materials and conserve our supply of N95 masks.

Our expenditures reduction strategy for 2020 successfully restrained expenditures below our target of \$15,933,030. This was primarily due to lower wages (less overtime and fewer seasonal staff hired), shifting to cheaper control materials, and a drier year (especially June through September) resulting in lower service demand and therefore lower helicopter treatment costs.

To prepare for 2021, we plan to purchase some larger capital items (e.g., replacement vehicles, facilities maintenance items) before the end of 2020, items that otherwise would be purchased in 2021. We also plan to carry over more control materials so we need to buy less next year, especially if the economic situation in 2021 still is unfavorable.

By April 2021, we will review the economic situation to determine how to continue the District's longer-term plan to bring the levy and budget into parity. This review also should enable us to determine if we have the funding to restore some services cut in 2017.

*Financial Auditor
Contract Review*

Stephen Manweiler reported that the current contract with HLB Tautges Redpath expired with completion of the 2019 financial audit in June 2020. Due to a misinterpretation, this expiry date was not recognized until early October leaving insufficient time to solicit bids and finalize a new contract before the beginning of the 2020 financial audit in November. Bids were most recently solicited in 2017. Stephen Manweiler and Arleen Schacht proposed extending the current contract one year to include the 2020 financial audit for the same maximum cost as for the 2019 audit and receiving authority to solicit bids as soon as the 2020 financial audit has been completed.

Commissioner Mandy Meisner offered the following resolution and moved its adoption.

Resolution 2:

Whereas, the current agreement between MMCD and HLB Tautges Redpath expired with completion of the 2019 financial audit in June 2020, and;

Whereas, preparations to begin the 2020 financial audit will start in November 2020, and;

Whereas, the 2020 financial audit will be completed using strategies implemented in March 2020 for completion of the 2019 financial audit to satisfy COVID-19 safety requirements, and;

Whereas, HLB Tautges Redpath will not increase its maximum fee of \$23,500 to complete the 2020 financial audit, and,

Whereas, HLB Tautges Redpath only charges for services rendered rather than automatically charging the maximum fee,

Be it now resolved, the agreement between MMCD and HLB Tautges Redpath be renewed for one year to complete the 2020 financial audit for the same maximum fee (\$23,500) as for the 2019 financial audit, and;

Be it now resolved, that District staff are authorized to advertise for bids for annual financial auditing services for the District for 2021 through 2023 after completion of the 2020 financial audit (summer 2021 at the latest).

Commissioner Jeff Reinert seconded the motion.

The Commissioners voted as follows.

Commissioner Mandy Meisner	Yes
Commissioner Jeff Reinert	Yes
Commissioner Robyn West	Yes
Commissioner Tom Workman	Yes
Commissioner Tom Egan	Yes
Commissioner Mary Liz Holberg	Yes
Commissioner Liz Workman	Yes
Commissioner Jan Callison	Yes
Commissioner Angela Conley	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Rafael Ortega	Yes
Commissioner Gary Kriesel	Yes

Stephen Manweiler reported that the current rental (lease) agreement with the Metropolitan Emergency Services Board will expire on December 31, 2020. The Executive Committee approved a two-year renewal agreement that was unchanged from the current agreement except for a 3% increase in rent to cover maintenance and utilities cost increases.

*Executive Committee
Report for September
23, 2020*

Stephen Manweiler reported that the current contract with RCS Consulting for professional representation services ends on December 31, 2020. The Executive Committee weighed the merits of extending the current contract and soliciting bids. They recognized the value of lobbyists with strong relationships with the legislature, highlighting the probable impact of the monarch kill caused the aerial adult mosquito treatment on August 27, 2020 in Fargo, North Dakota. The Executive committee decided to solicit bids because bids were last solicited in 2007. They stated that their decision did not reflect their dissatisfaction with the current lobbyists.

Scott Helling-Christy, District Operations Manager, who also supervises our Plymouth facility, has announced his decision to retire. His last day with the District will be Friday, December 18, 2020.

*Executive Director's
Report*

Scott has completed a total of 45 years of service with the District. Over the years, Scott has made extensive contributions to the District. Scott has consistently shared his expertise and understanding with co-workers and others and has been a valuable and reliable asset to MMCD. His history of the District and his knowledge of the job will be missed.

Scott Helling-Christy reported that the overnight arrival of winter after beautiful dry autumn weather, warm temperatures, and gorgeous fall

Operations Report

colors, has eliminated mosquito adults flying around outside looking for that last blood meal.

We received less rain in 2020 than 2019 but the number of acres we treated this year was similar to last year. District staff completed almost 66,000 breeding site inspections for mosquito larvae and treated 194,651 acres, slightly less than the 212,172 acres treated in 2019.

We treated significantly fewer acres for adult mosquitoes in 2020 than 2019. In 2019, we treated 22,325 acres and in 2020 we treated 6,450 acres. This could be due to three reasons. We received 505 less citizen calls related to annoyance this year compared to last year; the number of vector mosquitoes found in our sampling was lower this year; and finally, we were operating with 20% less field staff due to COVID-19 protocols. In 2019, we received 1,963 citizen calls related to annoyance and in 2020 we received 1,458 calls. At this time of year most of the citizen calls we receive are requests to pick up waste tires.

The seasonal inspector staff, along with the Field Operation Supervisors, have completed inspecting cattail sites for mosquito larvae. They had excellent weather to do this work. The 29,368 acres they found breeding this year is very close to the 29,616 acres that was found breeding last year. 1,787 of these acres have already been treated this past September with VectoLex. Most of the remaining acres will be treated next spring.

The last day for the seasonal inspectors was Friday, October 9. I have received nothing but positive feedback from the seasonal inspectors during their exit interviews related to the COVID-19 protocols we put in place. Everyone has commented on what a good job the District did and how safe they felt coming to work. No one working at MMCD has contracted COVID-19 at work.

Field Operations Supervisors are now updating field maps, learning how to use new mapping software, and completing equipment repair, online training, and virtual meetings.

Kirk Johnson reported that 42 La Crosse (LAC) cases have occurred nationally in 2020 with none in Minnesota to date. District crews responded in neighborhoods where the LAC vector *Aedes triseriatus* was found by inspecting properties for larval habitats and sometimes with adult mosquito treatments. To date, MMCD employees removed 11,536 tires from the field for recycling, eliminated 3,131 container habitats, and filled 374 tree holes.

Nationally, 212 West Nile virus (WNV) cases (one third as many as in 2019) have been reported to date (14 fatalities) with zero cases in Minnesota. At this time last year there were three cases in Minnesota.

Six of the 546 mosquito pools tested in the MMCD lab returned positive results for WNV this year compared to five of 750 mosquito pools tested last year.

No cases of Jamestown Canyon illness have been confirmed in Minnesota residents this year (seven nationally).

Nine human cases of eastern equine encephalitis (EEE) have been reported nationally (none in Minnesota) including two cases in Wisconsin (Chippewa and Eau Claire counties). Two horse illnesses occurred in Minnesota (Aitkin and Becker counties).

Alex Carlson reported 292 views of the District's school presentation video. Our Communications Team has begun outreach to new and underserved school districts. We plan to prioritize making new videos in 2021 so we can conduct community outreach regardless of the status of events.

Public Affairs Report

City Reports will be finished this week with a summary of activity in 2020 broken down by city or township.

East facility is participating in the Vadnais Heights Scarecrow Walk. Pictures of our entry are on Facebook or Instagram.

Chair Liz Workman asked if there was any other business remaining for the Commission to consider. Nobody proposed other items. Chair Liz Workman declared the meeting adjourned at 10:15 a.m.

Adjournment

METROPOLITAN MOSQUITO CONTROL DISTRICT						
FINANCIAL STATEMENT						
November 30, 2020						
COUNTY		2020 LEVY		REC'D TO DATE		DUE
Anoka	\$	1,711,614		866,658	\$	844,956
Carver		664,487		344,401		320,086
Dakota		2,437,697		2,234,228		203,469
Hennepin		8,718,595		4,463,761		4,254,834
Ramsey		2,695,279		1,369,460		1,325,819
Scott		871,673		468,595		403,078
Washington		1,566,024		785,573		780,451
Market Value Credit		0		0		0
TOTAL	\$	18,665,369	\$	10,532,676	\$	8,132,693
Tax Delinquent Income	\$	0	\$	33,387		
Miscellaneous (Rent/Misc./Non-Levy)		100,000		117,054		
Interest Income		135,000		87,614		
TOTAL REVENUE	\$	18,900,369	\$	10,770,731	\$	8,129,638
<u>BALANCE SHEET</u>						
<u>ASSETS</u>						
Cash and Investments			\$	14,386,896		
Accounts Receivable				83,795		
Prepaid Expenses				0		
Consumable Material				1,384,188		
Equipment net of Acc Depreciation				2,337,007		
Land				1,118,867		
Building net of Acc Depreciation				3,250,853		
<u>TOTAL ASSETS</u>					\$	22,561,606
<u>LIABILITIES</u>						
Vouchers Payable			\$	71,118		
Pass thru Revenue				0		
Deferred Revenue				83,795		
<u>TOTAL LIABILITIES</u>					\$	154,913
<u>NET WORTH</u>						
Fund Balance:						
Nonspendable			\$	3,005,549		
Committed				2,500,000		
Assigned				850,888		
Unassigned for Working Capital				11,941,987		
Total Fund Equity			\$	18,298,424		
Assets-Equipment				6,706,727		
TOTAL			\$	25,005,151		
ADD Income				10,770,731		
DEDUCT Expenditures				13,369,253		
TOTAL NET WORTH					\$	22,406,629
TOTAL LIABILITIES AND NET WORTH					\$	22,561,606

METROPOLITAN MOSQUITO CONTROL DISTRICT					
CUMULATIVE OPERATIONS STATEMENT					
November 30, 2020					
EXPENDITURES		ACTUAL		BUDGET	+OVER/-UNDER
<u>ADMINISTRATIVE</u>					
Operations	\$	868,036			
Capital Items		0			
Repairs		0			
TOTAL ADMINISTRATIVE	\$	868,036	\$	1,012,929	\$ (144,893)
<u>CONTROL DIVISION</u>					
Operations	\$	12,334,223			
Capital Items		36,326			
Repairs		129,964			
TOTAL CONTROL DIVISION	\$	12,500,513	\$	17,558,423	\$ (5,057,910)
<u>COMMISSION</u>					
Per Diem	\$	0			
Mileage		704			
TOTAL COMMISSION	\$	704	\$	2,636	\$ (1,932)
TOTAL EXPENDITURES	\$	13,369,253	\$	18,573,989	\$ (5,204,736)
BUDGET REMAINING			\$	977,578	
ORIGINAL BUDGET			\$	19,551,567	
EMERGENCY FUNDS				0	
TOTAL BUDGET			\$	19,551,567	

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE

MINUTES
NOVEMBER 19, 2020
9:15 A.M.

Commissioner Liz Workman called the meeting to order at 9:21 a.m. Due to the ongoing COVID-19 pandemic, this meeting was conducted remotely using GoToMeeting software. Roll call votes were recorded for each item because this meeting was conducted remotely.

Roll Call:

Commissioner Robyn West	Anoka County
Commissioner 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

Visitors:

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

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

Commissioner Mary Jo McGuire offered the following resolution and moved its adoption.

*Approval of September
23, 2020 Executive
Committee
Meeting Minutes*

Resolution 1:

Be it now resolved, that the September 23, 2020 Executive Committee Meeting minutes be approved as presented.

Commissioner Tom Wolf seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Gary Kriesel	Yes

Peg Larsen reported that the latest news at the state Legislature is that there was another special session on November 12. The Senate did not take a vote on the Governor’s emergency powers. The Senate only dealt with the Senate president position. The Senate elected David Tomassoni as temporary president of the Senate. This is the first ever time that someone in the minority is president of the Senate. The thinking is that Senator Klobuchar will be appointed to President-elect Biden’s cabinet. That would then open the Senate position which most think Governor Walz would fill by appointing Lieutenant Governor Flanagan to the Senate. The succession then is the president of the Senate becomes the lieutenant governor. In which case Senator Tomassoni would become the lieutenant governor. Then Senator Miller would become president of the Senate again.

Legislative Update

In the House, the Governor’s emergency powers were continued. However, Representative Haley introduced a bill (HF19) considered to be a compromise on the Governor’s emergency powers. HF19 would allow the legislature to terminate any rule or order promulgated by the Governor directing a response to a peacetime emergency if continued for more than 30 days. There was a long discussion about whether they should suspend the rules to have her bill heard on the floor. They decided not to suspend the rules; HF19 was not heard on the floor. The other news is the spread of COVID-19 in the Senate. At this point there are five senators and one house member who have tested positive.

Before this meeting Kim Scott sent all Commissioners a summary of election results. Kim noted that Minnesota now is the only state with a divided legislature. Leadership in 2021 will be mostly the same as 2020 (e.g., will Senator Tomassoni be the Environment Chair?). She expects another special session on December 12. The 2021 Legislative session begins on January 5. Expectations are that the Legislature will mostly focus on the predicted 2021 budget deficit.

Stephen Manweiler reported that the District uses contracted helicopter services to make control material applications in mosquito breeding sites throughout the District. Multiyear contracts covering 2012-2014, 2015-2017, and 2018-2020 have helped the District develop multiyear budget plans that meet service delivery needs.

*Helicopter Contract
Renewal*

The District solicited bids in 2012, 2015, and 2018. Solicitations in 2015 and 2018 requested two of more helicopter/tracking equipment variations. Bid specifications were sent to between 9 and 13 vendors each bid solicitation. Each time only one bid was received from the same vendor, Scott's Helicopter Services. The relatively large number of helicopters required by the District seems to have limited the number of vendors that submitted bids. Scott's Helicopter Services has provided excellent service every year for the District.

Scott's Helicopter Services has proposed to renew the current contract with no changes except for a price increase of 8.20% which equates to a 2.66% annual increase over three years. Prices were last increased three years ago and have been steady since 2018. We have no need to change the number of helicopters or tracking equipment. Our budget can accommodate the proposed new price. Knowing that the price is stable will help us budget for services. Therefore, Stephen proposed renewing the current contract with the only change being the new price.

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

Resolution 2:

Be it now resolved, the Metropolitan Mosquito Control Commission approves renewing the three-year contract with Scott's Helicopter Service for services rendered from April 1, 2021 through October 31, 2023 for an annual cost of \$2,114,260.00 (an 8.20% increase over the 2018-20 contract). This contract will include the same services and same guarantees as the 2018-20 contract.

Commissioner Tom Wolf seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Gary Kriesel	Yes

Stephen Manweiler reported that the District desires professional governmental relations representation services to remain aware of legislation that could potentially impact the District's ability to deliver services to citizens. Our current contract for such services expires on December 31, 2020. On September 23, 2020, the Executive Committee

*Award of
Governmental
Relations
Representation Bid*

authorized District staff to solicit bids. Bid specifications were advertised through the League of Minnesota Cities. The deadline for submission to the MMCD front desk at 2099 University Avenue W., Saint Paul, MN, 55104 was 2:00 PM Central, Tuesday, October 27, 2020.

Three potential providers of professional governmental relations representation contacted the District. Two (Flaherty & Hood, P.A., Knaak & Kantrud, P.A.) asked various questions. Only one (RCS Consulting LLC and KKS, P.A.) submitted a proposal. That proposal satisfies all required services and reporting requirements. Stephen Manweiler recommended approval of the proposal submitted by RCS Consulting LLC and KKS, P.A.

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

Resolution 3:

Be it now resolved, the Metropolitan Mosquito Control Commission approves the proposal for professional representation services by RCS Consulting LLC and KKS, P.A. for services rendered from January 1, 2021 through December 31, 2022 for an all-inclusive annual cost of \$20,000.

Commissioner Gary Kriesel seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Gary Kriesel	Yes

Stephen Manweiler explained that each field facility is managed by a Regional Operations Manager (ROM). One of those ROMs also serves as the District Operations Manager (DOM) who oversees consistency among all six field facilities. Scott Christy, the current DOM, will retire on December 18, 2020. In preparation, we solicited applications for a ROM position and have promoted Casey Herrmann to fill the Regional Operations Manager (ROM) position at the Jordan facility after a rigorous interview process. An advertisement to apply for the DOM position was posted on November 13 with applications due on November 23. We will be able to select a new DOM for a short overlap period before December 18.

*Executive Director
Report*

Stephen Manweiler described how, since mid-March, all District employees have been required to obey CDC COVID-19 safety

recommendations. We added a mask requirement in May. We also have required all employees to report potential exposures, stay away from work, and be tested to minimize infection risk. To date, over 60 staff have reported possible exposures (mostly seasonal inspectors) and three have tested positive. All three exposures occurred outside of the workplace. Nobody has been infected at work.

In response to the Governor's recent dial back and the end of the season, all employees have been instructed to verify their ability to work remotely. All employees will work remotely as much as possible to minimize the number in our facilities at any time. We have congratulated all employees for working together to successfully keep everyone safe since mid-March and encouraged everyone to continue to maintain their safety procedures.

Chair Liz Workman asked if any other business needed to be discussed. Hearing none, Chair Liz Workman declared the meeting adjourned at 10:13 a.m.

*Other Issues and
Adjournment*

TO: COMMISSION MEMBERS
FROM: STEPHEN MANWEILER
RE: EXECUTIVE DIRECTOR'S REPORT
DATE: DECEMBER 2020

1. DIRECTOR'S INITIATIVES

On December 1, 2020, all regular fulltime employees participated in Disability 101 training, our first remote session that will replace our former in-person all-staff training due to COVID-19 restrictions. Marci Jasper and Michelle Chmielewski of MN DEED Vocational Rehabilitation Services (VRS) presented this training. Staff will review additional remote trainings and videos for the month of December.

Jon Peterson has accepted the District Operations Manager (DOM) position for MMCD. Jon succeeds Scott H-Christy who will retire on December 18 after 45 years providing service to District citizens. Jon's official start date for the DOM position will be Monday, December 7, 2020.

Jon began his career as an Inspector and moved his way up to a Field Operations Supervisor, then to a Regional Operations Manager and Safety Coordinator. Jon has been with the District for 19+ years bringing years of experience and a wealth of knowledge to the District, the employees, and the citizens we serve.

2. MOSQUITO CONTROL SERVICES

We received less rain in 2020 than we did in 2019. In 2020, the District treated 194,911 acres for larval mosquitoes compared to 213,587 acres in 2019. Acres treated for adult mosquitoes was significantly lower in 2020 at 6,450 acres compared to 22,321 acres in 2019, which is related to reduced mosquito production from less rain. Because adult mosquito counts in 2020 were down, so were the citizen calls related to annoyance. In 2020, the District received 1,458 calls compared to 1,963 in 2019.

The District is proud to report that we had another year where work related injuries were low with only 21 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, staff are still able to spend time in the field checking the changes that occurred to mosquito breeding sites and catch basins on the maps that are used to locate mosquito breeding sites. These changes will be updated on the maps using mapping software.

Other activities staff will be involved with include attending virtual team meetings and working on the projects for these teams; participating in workgroups; repairing and assembling equipment; calibrating equipment; and attending virtual training.

A tip of the hat to District staff for developing COVID-19 protocols that kept staff safe and healthy while providing services to the citizens of the metro area.

This is my last operations update due to my retirement on December 18. I feel very fortunate to have been able to work for an organization that is so responsible and efficient on how it uses the resources and also how respectful it is to the employees. It has been a great organization to work for.

3. MOSQUITO-BORNE DISEASE

2020 Review and Preparations for 2021

There were no mosquito-borne illnesses reported in residents of Minnesota in 2020.

Only six mosquito samples of 567 tested were positive for WNV in the District. Nineteen samples of *Culiseta melanura* tested for eastern equine encephalitis virus were all negative. Eighty-eight mosquito samples submitted to the Midwest Center of Excellence for Vector-borne Disease for Jamestown Canyon virus analysis await testing.

Nationally, 481 WNV illnesses and 115 WNV positive blood donors have been reported to CDC. Thirty of the WNV illnesses were fatal.

There were 72 LAC illnesses reported nationally, 33 of which were in Ohio. MMCD field staff worked diligently to reduce LAC risk in the District in 2020 by eliminating 3,134 containers, 375 tree holes, and by recycling 11,824 tires.

Eight cases of Jamestown Canyon (JC) illness were confirmed in U.S. residents this year. Five cases occurred in New Hampshire and three in Michigan. If no additional cases are reported, this will be the first year in over a decade without JC illnesses in Minnesota and Wisconsin.

Eastern equine encephalitis (EEE) was diagnosed in two Minnesota horses in 2020. The first was reported in August from Aitkin County and the second in September in Benton County. There were nine human EEE illnesses reported nationally, including two in Wisconsin.

District staff continue to review information collected in 2020 and to make plans for responding to increases in mosquito-borne disease risk during the 2021 season. Prevention of EEE, LAC, JC, and WNV infections will remain among our primary responsibilities.

4. TECHNICAL SERVICES LAB

Sample identifications for larval and adult mosquitoes were finished last month. This month, we have been focusing on searching for lost samples and reconciling the database. After the data is finalized, we can begin analyzing the 2020 surveillance data. The information is used for the Annual Report to the Technical Advisory Board, the Operations Management Team Overview, and to guide us in refining surveillance strategies for the following year.

In the lab, we turned our focus to processing samples collected in 2015 to evaluate non-target effects of Natular, one of our control materials. While we previously determined that there are no effects on isopods and amphipods, we are publishing the study and are adding one more after treatment date to add power to the analysis. After that is finished, we will identify the macroinvertebrates collected for the Black Fly Control Program's non-target impact study.

Other projects include data analysis, writing reports, participating on teams, and preparing for hiring.

5. PUBLIC AFFAIRS

City Summaries

In November we sent individualized city reports to 115 cities and townships in our service area. We redesigned the city summary this year to make it more visually interesting and give more context to some of the numbers. We've already received a number of positive responses from city administrators. See a sample below:

2020 Activity Summary for Stillwater

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 Stillwater in 2020:
Sites Inspected: 138 | Acres Treated: 557.29





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 Stillwater in 2020:
Sites Inspected: 61 | Acres Treated: 36.03

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 Stillwater:
Tires Removed: 42 | Catch Basins Treated: 4005
Disease Prevention Property Inspections: 12



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 Stillwater in 2020: 27

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



If you would like to see any of the city summaries, please contact Alex Carlson.

School Video

We continue to receive positive feedback from educators who have been using our school video. As of this report, it has been viewed 301 times.

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 – 1,545 Page Likes (same as November 9)
 - Facebook.com/metromosquitocd
- Twitter – 762 Followers (up 2 from November 9)
 - Twitter.com/metromosquito
- Instagram – 211 Followers (up 7 from November 9)
 - Instagram.com/metromosquito

6. TICK-BORNE DISEASE

New Exotic Tick Found in the US

The Minnesota Department of Health reported to us that the red sheep tick, *Haemaphysalis punctata*, has been found in Rhode Island. This tick species is closely related to the Asian longhorned tick and is known to transmit several diseases to livestock.

MMCD Collaboration to Detect Asian Longhorned Tick

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.

No Asian longhorned ticks have been reported in Minnesota as of November 8, 2020.

Tick Vector Field Projects

The 2020 tick surveillance season began April 27. Our third and final round of surveillance was completed on October 29. The first round of surveillance was completed on June 18 and the second round on August 27.

Public Education/Outreach

- We continue to alert our Facebook followers to tick activity and other items of interest and are periodically reminding people that we would like any **unusual ticks mailed to us!**
- We have turned our Tick Risk Meter **OFF** for the winter because it seems likely that temperatures will remain consistently below 40 °F, the minimum temperature in which deer ticks are active.
- Signs to remind the public of deer ticks and disease prevention measures are being posted at dog parks and additional locations throughout the metro.

METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING

DECEMBER 16, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Action requested:

Adopt Property Tax Levy for Payable 2021

Resolution:

Whereas, the Metropolitan Mosquito Control Commission has reviewed the proposed property tax levy for payable 2021 considering the needs of the program, and

Whereas, the 2021 levy is proposed to remain at \$18,665,369, a 0% increase over the 2020 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 2021 levy in the amount of \$18,665,369, a 0% increase over the 2020 levy of \$18,665,369, and authorizes staff to certify the levy to the Minnesota Department of Revenue and the Counties of the District.

METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING

DECEMBER 16, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Action requested:

Adopt Budget for 2021

Resolution:

Whereas, the Metropolitan Mosquito Control Commission has reviewed the proposed 2021 operations budget of \$19,551,564, a 0% increase from the original 2020 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 \$7,255,000 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 2020 operations budget in the amount of \$19,551,564, and adopts the proposed 2021 expenditures budget in the amount of \$19,551,564, an increase of 0% from the 2020 budget.