

**Metropolitan
Mosquito Control District**

Commission Meeting

April 26, 2023

9:15 AM

Information Packet

**METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING AGENDA**

APRIL 26, 2023, 9:15 AM

1. Roll Call
2. Welcome and Introduction

CONSENT AGENDA *The following items (3-4) 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 March 6, 2023
4. Approval of Checks and Claims
General 77070 – 77304

REGULAR AGENDA

5. Technical Advisory Board (TAB) Report – Elizabeth Schiffman, Minnesota Department of Health*
6. Intergovernmental Issues – Peg Larsen, Kim Scott
7. Executive Committee Report for March 22, 2023
8. 2023 Plans and Initial 2024 Budget and Levy Discussion
9. Discuss the need to adopt commission bylaws *
10. Executive Director’s Report
11. Operations Report – Jon Peterson, Kirk Johnson, Mark Smith
12. Public Affairs Report – Alex Carlson
13. Other Items
14. Adjournment

* Action Requested

Next Executive Meeting: Wednesday, May 24, 2023, 9:15 a.m.

CANCELLED - Executive Meeting: Wednesday, June 28, 2023, 9:15 a.m.

Next Commission Meeting: Wednesday, July 26, 2023, 9:15 a.m.

COMMISSIONER	COUNTY	COMMISSIONER	COUNTY
___ Mike Gamache	Anoka	___ Angela Conley	Hennepin
___ Julie Jeppson	Anoka	___ Chris LaTondresse	Hennepin
___ Mandy Meisner	Anoka	___ Mai Chong Xiong	Ramsey
___ Gayle Degler	Carver	___ Nicole Frethem	Ramsey
___ Tom Workman	Carver	___ Rena Moran	Ramsey
___ Mary Hamann-Roland	Dakota	___ David Beer	Scott
___ Laurie Halverson	Dakota	___ Tom Wolf	Scott
___ Liz Workman	Dakota	___ Gary Kriesel	Washington
___ Kevin Anderson	Hennepin	___ Fran Miron	Washington

METROPOLITAN MOSQUITO CONTROL DISTRICT
COMMISSION MEETING

MINUTES

~~FEBRUARY 22, 2023~~ CANCELLED

SPECIAL MEETING MARCH 6, 2023

9:15 AM

(SPECIAL MEETING - MARCH 6, 2023, AT 1:00 PM DUE TO INCLEMENT WEATHER)

Vice Chair Rena Moran called meeting to order at 1:25 pm

Roll Call:

Commissioner Mike Gamache	Anoka County
Commissioner Julie Jepson	Anoka County
Commissioner Mandy Meisner	Anoka County
Commissioner Gayle Degler	Carver County
Commissioner Mary Hamann-Roland	Dakota County
Commissioner Liz Workman	Dakota County
Commissioner Kevin Anderson	Hennepin County
Commissioner Rena Moran	Ramsey County
Commissioner Mai Chong Xiong	Ramsey County

Staff:

Arleen Schacht, Interim Executive Director
Kirk Johnson, Vector Ecologist
Alex Carlson, Public Affairs Coordinator
Jon Peterson, District Operations Manager
Mark Smith, Technical Services Manager
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

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

Commissioner Chris LaTondresse joined the meeting after the roll call.

Vice Chair Rena Moran welcomed all in attendance and thanked them for attending the meeting.

Approval of December 14, 2022, Commission Meeting Minutes

Commissioner Mary Hamann-Roland offered the following resolution and moved its adoption.

Resolution 1:

The following administrative items were moved in one motion.

Approval of Commission Meeting Minutes for December 14, 2022
Approval of Organizational Meeting Minutes for January 5, 2023
Approval of Checks and Claims 76869-77069

Commissioner Gayle Degler seconded the motion, and the resolution was approved unanimously.

Approval of Tentative Labor Agreement

In January 2023, Jennifer Early and Arleen Schacht negotiated a three-year agreement, Union members voting for approval on February 21, 2023. Arleen Schacht recommended that the Commission approve the tentative labor agreement.

Commissioner Mike Gamache offered the following resolution and moved its adoption.

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 expired by its terms on December 31, 2022, and the parties have been engaged in negotiations toward a new agreement since July 2022, 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;

Be It Now Resolved, that the tentatively agreed upon labor agreement, the major provisions of which are summarized below 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 years (2023, 2024 and 2025) that is within a cumulative three-year increase of 10%.

Term/Duration: A three-year agreement effective on March 6, 2023, (retroactive back to January 1, 2023) and expiring at midnight on December 31, 2025.

Commission Anderson seconded the motion, and the resolution was adopted unanimously.

Intergovernmental Issues

Kim met with the House State and Local Government Committee Chair, Ginny Klevorn, to discuss the change to Minn. Stat. § 473.704 Subd. 3, the statute that describes the Powers and Duties of MMCD, per the Commission’s request. Chair Klevorn had some questions and was open to amending the statute to clarify that the MMCD Director is not required to be an entomologist. In subsequent conversations, Chair Klevorn was provided with suggested language for an amendment, as well as a letter from the Commission requesting that the Legislature make the change to existing law. The matter was also discussed with Environment Chair Hansen and the Republican lead on the State and Local Government committee, Rep. Nash, to solicit their input and support.

Commissioner Anderson followed up these conversations in a meeting with Chair Klevorn and further solidified support from the Chair, who provided assurances that the language, to eliminate the requirement that the Director be an entomologist, would be included in the State and Local Government omnibus bill.

Executive Committee Report for January 25, 2023

The Executive Committee discussed and agreed to put on hold the Executive Director search until more information is available on how the legislative bill, changing the statutory language, is moving along. Arleen and Jennifer Macchia met with Pat Melvin, the recruiter, explaining the situation and he had no issue putting the process on hold and agreed to resume his search when directed by MMCD. The committee understands the importance of the District maintaining a science background and agreed that MMCD will continue, at a minimum, to have entomologists on staff as members of the Technical Services Department. When the Executive Director search resumes, a hiring committee will be established to work with the recruiter in the process to select a candidate to fill the position.

Budget and Levy Development Schedule

During 2015 and 2016 there were 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 5 for a schedule outlining steps to be taken by staff and the Commission to develop the 2024 levy and budget.

An initial review of legislative requirements and deadlines 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 2022, the MMCC approved a preliminary 2023 levy at its July 27 meeting.

Both the 2023 levy and 2023 budget were approved by the MMCC at its meeting on December 14, 2022.

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 2024

Commission and Executive Committee provide direction to develop budget	May / June 2023
Commission approves preliminary 2024 levy and budget direction	July 26, 2023
Approved proposed levy deadline for the District	August 1, 2023
Review 2024 budget and levy proposals	August 23, 2023
Proposed levy certification due	September 10, 2023
Executive Committee reviews proposed budget (Subject to change)	September 27, 2023
Commission reviews proposed budget (Subject to change)	October 25, 2023
Executive Committee reviews budget	November 16, 2023
Parcel Specific Property Tax Notice	November 10 – 24, 2023
Commission adopts Final 2024 Levy & Budget (December Commission meeting)	December 20, 2023
Truth in Taxation Hearing (Commission & Staff)	December 20, 2023
Continuation Hearing, if necessary, (Commission & Staff)	December 20, 2023
Certify Adopted Payable 2024 Levy (Staff)	December 21, 2023

Executive Director’s Report

The February 22, 2023, commission meeting was rescheduled for March 6, due to inclement weather. Initially the meeting did not have a quorum, so Vice Chair Moran proceeded with the topics of the agenda that did not require a vote. Commission LaTondresse was able to adjust his schedule and attend the meeting. The meeting then proceeded through the agenda.

The main discussion was approval of the labor agreement. After negotiations were unsuccessful by the year end 2022, the negotiations went to mediation in January 2023. With wages, parental leave, and Health Saving Account contributions, being main topics of discussion. After a couple of days and several hours the Labor Union and MMCD were able to reach an agreement which satisfied the bargaining units requests while at the same time kept MMCD within their financial limits set previously by the Commission.

There was some discussion related to the statutory language change and the issue with MMCD not having bylaws and what other information could be provided to support the change.

Operations Report

Operations

The seven-county metro is still in a moderate drought, according to the US drought monitor (droughtmonitor.unl.edu). It will be interesting to see how much water is in the wetlands as the snow starts to melt.

Staff are working on the following to prepare for the upcoming field season.

Job applications for our seasonal positions were posted on February 6th. As of today, we have received over 157 applications, and have hired 81. We plan to hire approximately 190 seasonal staff this season.

Staff are busy recruiting for the upcoming season. This includes placing online ads, putting up posters, and attending job fairs.

Staff are updating their maps and the data associated with the wetlands. Seasonal staff will utilize these for inspections and treatments this season.

Vector-borne Disease

Preparing for 2023 risk reduction services, will include training seasonal staff in disease prevention and equipment maintenance.

Lacrosse Encephalitis - 1st case in the District in six years, with three Minnesota cases in 2022 suggest risk is rising. Plan to focus training on recognizing risks and eliminating larval habitat (tires, containers, tree holes)

West Nile Virus (WNV) – High levels of circulation in 2021 & 2022. We expect an above average number of infected mosquitoes to survive the winter, but it is too early to predict level of WNV transmission in 2023. The larval control of WNV vectors will begin in late May with

treatments of CBs, other stormwater management structures and wetlands for Culex vectors of WNV.

Jamestown Canyon Virus (JCV) - Spring Aedes species

Heavy snowpack following two dry spring seasons, we are likely to see high populations in areas not receiving larval control. Our regular spring larval control efforts will greatly reduce JCV risk in most of the District.

Public Affairs

MMCD is continuing to deliver presentations for upcoming County Commission meetings to provide a recap on the 2022 season and plans for 2023. If any commissioners would like copies of the presentations or any supplementary materials, please contact Alex Carlson.

MMCD staff have been participating at high school events that showcase careers at MMCD. Recently we have visited Como Park High School and we have upcoming events this month at Creative Arts High School in St. Paul and Robbinsdale Cooper High School.

Adjournment

Vice Chair Moran adjourned the meeting at 2:35pm.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Requested by:

Arleen Schacht
Mark Smith

Action requested:

Approval of 2022 Operational Review and
Plans for 2023

Whereas, the Chair of the District’s Technical Advisory Board (TAB) has reported that the TAB reviewed District operations in 2022 and plans for 2023; and

Whereas, the TAB and MMCD staff discussed in detail 2022 operations and plans for 2023; and

Whereas, the TAB supports the program presented in the 2022 Review and 2023 Plan and acknowledges and appreciates the efforts of the MMCD staff in its presentation; and

Whereas, the TAB encourages the MMCD Commissioners to keep a requirement that the Director has an entomological or biological background, so science continues to drive MMCD decisions; and

Whereas, the TAB thanks MMCD for developing a strong Integrated Vector and Pest Management program based on prevention and reducing the need for reactive techniques for pest management such as adulticides. The TAB urges the Commission to continue this emphasis, including ensuring that the budget must be based on preventative measures; and

Whereas, the TAB supports the District’s intent to explore collection of updated public input to inform its practices.

Resolved, that the Commission accepts the report of the TAB Chair and approves the 2022 Operational Review and Plans for 2023.



Protecting, Maintaining and Improving the Health of All Minnesotans

April 6, 2023

Commissioner Fran Miron
Chair
Metropolitan Mosquito Control Commission
2099 University Ave West
St. Paul, MN 55104

Dear Commissioner Miron,

The Technical Advisory Board (TAB) met on February 7, 2023, to review and discuss MMCD operations in 2022 and plans for 2023. Since the Board's formation in 1981, the member representatives have met at least once per year to provide an independent review of field control programs and to enhance inter-agency cooperation.

After an excellent interchange of questions and information between the TAB and MMCD staff, the TAB approved the following resolutions:

Resolution #1 – The TAB supports the program presented in the 2022 Review and 2023 Plan and acknowledges and appreciates the efforts of the MMCD staff in its presentation.

Resolution #2 – The TAB encourages the MMCD Commissioners to keep a requirement that the Director has an entomological or biological background, so science continues to drive MMCD decisions.

Resolution #3 – The TAB thanks the MMCD for developing a strong Integrated Vector and Pest Management program based on prevention and reducing the need for reactive techniques for pest management such as adulticides. The TAB urges the Commission to continue this emphasis, including ensuring that the budget must be based on preventative measures.

Resolution #4 - The TAB supports the District's intent to explore collection of updated public input to inform its practices.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth Schiffman'.

Elizabeth Schiffman, MPH, MA
Chair, Technical Advisory Board

Minnesota Department of Health
Infectious Disease Epidemiology, Prevention, and Control Division
St. Paul, MN 55164
www.health.state.mn.us

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METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE

MINUTES
MARCH 22, 2023
9:15 AM

Chair Fran Miron called the meeting to order at 9:20 a.m.

Roll Call:

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

Staff:

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

Visitors:

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

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

Approval of Minutes for January 25, 2023, Executive Committee Meeting

Commissioner Liz Workman offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the January 25, 2023, Executive Committee Meeting minutes be approved as presented.

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

Cancellation of the June 28, 2023, Executive Committee Meeting

Commissioner Gamache offered the following resolution and moved its adoption.

Resolution:

Resolved, that the June 28, 2023, Executive Committee Meeting to be canceled.

The regular June Executive Committee meeting is scheduled for June 28. It appears that a new Executive Director will not be in place yet at that time and Interim Executive Director Ms. Schacht will be on vacation.

The Committee should determine whether it is necessary to change the regularly scheduled meeting in Ms. Schacht's absence. The options are to cancel the meeting, hold it without Ms. Schacht, or reschedule it as a special meeting when Interim Executive Director Schacht is available.

If the meeting date is changed or the meeting is canceled, it should be done by motion of the Executive Committee.

Commissioner Moran seconded the motion, the resolution was approved unanimously.

Intergovernmental Issues

We are continuing to shepherd the law change that the Commission requested through the Legislative process. The House State and Local Government omnibus bill, HF 1830, will be heard in committee this week; the bill includes the change to Minn. Stat. § 473.704 Subd. 3, to eliminate the requirement that the MMCD Director be an entomologist.

Conversations with the Senate State and Local Government Chair, Erin Murphy, are ongoing and will include outreach by Commissioner Moran.

It has been an unusually busy session with an unprecedented 6,000 bills introduced, a record \$17B surplus, state budgets needing to be determined for the next two years, and discussions around the pent-up demand for bonding infrastructure projects. Before the Legislature takes its Easter/Passover break, starting April 5th, all the major budget bills must be moved out of their respective committees to the full Finance committees.

Executive Director's Report

The bill was submitted requesting the statutory language be changed. Previous discussions by the executive committee included adding a requirement to the MMCD Bylaws stating there be a staffing requirement, that MMCD must employ, at a minimum, one entomologist at all times, unfortunately no written bylaws were found on file. It was determined the Executive Committee bring a vote to the full commission to adopt MMCD bylaws.

Prior to voting to approve the cancellation of the June Executive Committee Meeting, the committee asked what information was generally discussed at the June meeting, one main component of this meeting is the preliminary levy and budget, more specifically the levy which will require a vote at the July Commission meeting. Ms. Schacht confirmed the preliminary levy and budget will be presented in the May Executive Committee meeting packet for review and to make a recommendation to the full commission in July.

Further discussion related to restoring services that were reduced in 2017, discussed possible extending services to some areas of P2, adding another drone to add to the treatment program and the possibilities with drones in the future.

Adjournment

Chair Miron adjourned the meeting at 10:02 am.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING
APRIL 26, 2023

Requested by:

Arleen Schacht

Informational:

2023 Plans and Initial 2024 Budget and
Levy Discussion

Background:

Fund Balance Impact

- By year end 2016 the unassigned portion of the fund balance had fallen to \$6.5M approximately \$2M below the minimum requirement based on the policy,
- 2017 Cost Reduction strategies were implemented – reduced budget by \$1.2M
- 5+ seasons of lower-than-normal precipitation or drought conditions.
- COVID 19 pandemic (2020-2022) restrictions.
- Since 2017 each year revenue exceeded expenses
- Based on 2022 preliminary audit figures the unassigned portion of the fund balance is \$25M, an increase of \$19M, since 2017.

2023

- Plan to treat about 15,000 P2 acres compared to 7,473 in 2022
- Plan to expand the surveillance in P2
- If we experience another dry year plan to expand P2 services further, as well as look for other ways to expand services across the District.
- Will continue to evaluate and expand the P1 priority area yearly to address any areas in the Metro where population expansion is occurring. In 2022, the District changed 13 sections from P2 to P1, expanding the priority treatment acres by over 2,500 acres.
- Purchased a second drone in the fall of 2022.
- Expanded our drone program for the 2023 season at the Maple Grove facility.
- Hired 2 additional season staff to treat wetlands with the drone (2022 treated 350 acres by drone)
- The remaining 4 facilities will be evaluating their areas, wetlands, and treatments needs, as we look to identify how and where we can further expand the drone program in the District.

2015 was a high service year and the District treated over 320,000 larval acres, (record acres) and the total expenses was \$19,186,196. In comparison, if we were to treat the same number of acres in 2023, with the current costs of material, helicopter and wages, the total expenses would be approximately \$20,375,250, exceeding the 2023 budget by \$441,376. If this scenario were to happen, approval to use reserve funds would be needed. However, total acres treated the last several years were significantly less, if that is the case for 2023, the current budget will suffice.

2024 Budget Factors

Weather - with our services based so much on weather, it is very hard to predict

Health Care expense

- The District is in the last year of a 2-year agreement with PEIP, (Public Employees Insurance Plan).
- Over the last 5 years our premiums have increased 40 percent.
- Recent discussions with our insurance brokers, compared to other local governments, the District is falling behind in the employer contribution portion of the premiums.
- In August will go out to the market for bids from other healthcare providers, what we learn will determine whether the District can increase the employer contribution to remain competitive.

Helicopter Agreement

- Current helicopter agreement (3 years) with Scott's Helicopter expires in the fall of 2023
- Expect to see an increase due to increased rates per acres and an increase in jet fuel prices, as well as the possibility of adding back in a 7th helicopters. (In 2017 we moved to 6 helicopters to help with the cost reductions).
- Soon after the 2023 season we will go out for bids for a new agreement.

Recommended next steps:

- We propose the following:
 - A 2% increase in the 2024 levy – getting closer to a balanced budget. (Does not include other revenue). The approved proposed levy deadline is August 1, 2023. (See table on page 4).
 - Currently we are not prepared to provide a proposed budget increase. We feel it is premature to provide a budget with so many factors that could have a significant impact on our 2024 budget. According to the budget schedule, budget discussions begin in August with the final budget approval at the December Commission meeting. (See table on page 4). That timeline provides the opportunity to do our due diligence and gather the information that is needed to provide as accurate budget as possible.
 - Another consideration would be to have no levy or budget increases in 2024 and use reserves funds if necessary.
 - This will set the stage for the 2025 and 2026 levy and budget.

Table below shows a 2% levy increase and no budget increase at this time.

	Actual 2020	Actual 2021	Actual 2022	Approved 2023	Proposed 2024
Beginning Balance	\$17,696,175	\$22,818,534	\$26,246,353	\$30,745,308	\$30,580,904
<i>Revenues/Sources</i>					
<i>Property Taxes</i>					
Anoka County	\$1,700,239	\$1,771,755	\$1,794,143	\$1,837,080	1,873,821.78
Carver County	\$661,245	\$667,310	\$670,605	\$683,585	697,256.31
Dakota County	\$2,435,571	\$2,450,506	\$2,472,427	\$2,528,413	2,578,980.97
Hennepin County	\$8,640,370	\$8,625,821	\$8,746,025	\$8,969,843	9,149,240.15
Ramsey County	\$2,664,781	\$2,673,674	\$2,747,567	\$2,846,891	2,903,829.23
Scott County	\$865,377	\$880,508	\$898,626	\$920,482	938,891.29
Washington County	\$1,557,754	\$1,591,980	\$1,594,397	\$1,633,176	1,665,839.58
Market Value Credit	-	-	-	-	-
Total Property Taxes	\$18,525,337	\$18,661,553	\$18,923,790	\$19,419,470	\$19,807,859
<i>Other Financing Sources</i>					
Other Financing Sources	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$80,788	\$166,410	\$526,554	\$350,000	\$500,000
Total Other Sources	\$80,788	\$166,410	\$526,554	\$350,000	\$500,000
Total Revenue	\$18,606,125	\$18,827,963	\$19,450,344	\$19,769,470	\$20,307,859
<i>Expenditures/Uses</i>					
Commissioners	\$705	\$624	\$783	\$2,802	\$1,400
Control Operations	\$13,182,273	\$14,190,274	\$13,611,930	\$18,295,837	\$18,295,837
Capital Outlay	\$269,275	\$365,746	\$316,798	\$527,520	\$527,520
Administration	\$900,890	\$924,070	\$1,047,032	\$1,107,715	\$1,109,117
TOTAL	\$14,353,143	\$15,480,714	\$14,976,543	\$19,933,874	\$19,933,874
<i>Ending Fund Balance</i>					
Nonspendable/Committed/Assigned	\$7,621,567	\$6,387,860	\$5,128,068	\$5,128,068	\$5,128,068
Unassigned/Working Capital/Tax Delinquencies	\$15,196,967	\$19,939,063	\$25,642,394	\$25,452,836	\$25,826,821
TOTAL	\$22,818,534	\$26,246,353	\$30,745,308	\$30,580,904	\$30,954,889
<i>Amount From Fund Balance Used For Expenditures</i>					
	(\$4,252,982)	(\$3,347,249)	(\$4,473,801)	\$164,404	(\$373,985)

Metropolitan Mosquito Control District

April 26, 2023

Requested by:

Arleen Schacht

Action requested:

Commission Adopt Bylaws

Background:

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

After a thorough search for said bylaws, it was found that no bylaws exist and had not been adopted since the start of MMCD in 1958. Bylaws are adopted to govern and serve as an operational document made by the commission that can include but not limited to regulate operating procedures, specific rules on conducting business, officer processes, authority of specific groups or positions as well as staff structure requirements.

After decades of operating with no bylaws, the commission should determine if it is necessary to adopt bylaws now. Statute § 473.703 Subd. 8. Bylaws. The commission may adopt bylaws to regulate its own proceedings.

The decision to adopt bylaws should be done by motion of the Commission.

Mission – Vision – Values

Mission – to promote health and well-being by protecting the public from disease and annoyance caused by mosquitoes, gnats (black flies), and ticks in an environmentally safe manner.

Vision – to be the leading mosquito abatement district in the world.

The following tenets are important to MMCD as we work to be the best.

Innovation – continually developing new ideas and methods

Technology – scientific methods put into practical use

Public Service – providing essential services to all for the common good

Stewardship – responsible planning and management of resources

Partnership - working with others to advance mutual interests

Effectiveness – producing the desired and or expected results

Values – The value statement guides us as we interact with co-workers and others.

MMCD values:

Integrity / Trust – Do what is right, deliver what is promised

Cooperation – Support each other as we work to accomplish common goals

Respect – Treat others as you would have them treat you

Competence – Continually strive to improve ourselves and our processes

To: Commission Members
From: Arleen Schacht
Re: Executive Director Report
Date: April 2023

1. DIRECTOR'S INITIATIVES

The 2022 audit is nearing completion, they found no issues or deficiencies to report and have determined it was a clean audit. The draft for approval should be available to the Executive Committee to review at the May meeting, and to bring to the full commission for approval at the July Commission meeting. Andy Hering from Redpath will present the audit and be available for questions at the July Commission meeting.

Everyone is busy preparing for the 2023 season, recruiting and hiring seasonal staff is ongoing, with some seasonal technician positions still available, applications do continue to trickle in. The start date was pushed back a week due to the varied weather we experienced in March and into April.

2. MOSQUITO CONTROL SERVICES

The weather continues to be truly unpredictable. On April 1st, we received about 9 inches of snow at MSP. On April 12th, temperatures in the Metro were near 90 degrees. With this quick flip from winter to summer, we saw a fast snow melt. This has caused some wetlands to fill up with water, but others remain dry. The good news is the large snow fall throughout the winter has removed any drought conditions in the Metro. As forecasts continue to be unpredictable, we will be prepared for whatever it may bring us for the 2023 season.

On April 17th, 60 seasonal technicians started at MMCD. Currently, we have filled approximately 150 of the 190 seasonal positions we are hiring this year. These seasonal employees will continue to start every week, through the first week or two of June. We are optimistic that we will fill all our positions, as applications continue to come in.

The first mosquito larva was found on Monday April 10th by Andrew Moua near our Oakdale facility. This is the first sign of the start of the mosquito season that has staff excited and busy with many tasks.

- Field Operations Supervisors are conducting orientations, training, and promoting safety with the seasonal employees that are currently working in the field.
- Staff will continue to check and treat smaller wetlands throughout the month of April. Staff will start to inspect larger air sites, potentially the last week of April, with a goal to treat them with the helicopter the first week of May.
- Staff are working with and testing our updated data software system, Mapster, that captures all the data associated with the work that staff do in the field, and also gives them turn-by-turn directions on how to get to wetlands.
- Helicopter calibration will occur the week of April 24th at the Le Sueur Airport. At the start of the season, we calibrate the six helicopters with all the control materials that we are planning to use for the season. We also work with our pilots and test the AgNav GPS units that record treatments.

- The two treatment drones were calibrated on April 11th. The drone crews started treating wetlands during the week of April 17th.

Blackfly inspections and treatments started during the week of April 17th. The small stream treatments typically continue until the middle of May. The large river treatments occur throughout summer.

3. TECHNICAL SERVICES

- The Technical Services team continues preparations for the upcoming season. Technical Services provides support for field operations through surveillance, vector control, data systems, planning, research, evaluation, project leadership, and other pertinent areas.
- Technical Services continues to work with other agencies to support acquiring the necessary permits and agreements to facilitate District operations in cooperative arrangements.
- Team is continuing to interview and hire technicians to fill the various roles based in the St Paul office.
- The team is reviewing equipment needs and acquiring the necessary items for the season.
- Team is preparing a tick surveillance work area in the St Paul facility.
- The team is working with the tick team to expand tick surveillance throughout the District. Team is leading the development of protocols to gain additional tick information in large public parks and wildlife areas.
- Technical Services is working with an American Mosquito Control Association (AMCA) research team to develop national threshold standards for control material applications and triggering events that facilitate treatments.

MOSQUITO-BORNE DISEASE PREVENTION

- Jamestown Canyon Virus – Spring *Aedes* larval control begins this week
- La Crosse Encephalitis – last week we initiated inspections of the area near a 2022 LAC case
- La Crosse Encephalitis – Technicians will begin eliminating vector habitats throughout the District this week
- West Nile virus – we are working with municipal partners to conduct larval control in underground stormwater management structures
- West Nile virus – we are preparing crews for catch basin treatments beginning in May

ENTOMOLOGY LAB

- Returning staff begin April 17 and will be refreshing mosquito identification skills, learning black fly identifications, and readying surveillance equipment.
- Conducting orientations for new employees – the “lab tour” is a hands-on demo of surveillance equipment and a discussion of how and why we conduct surveillance.
- Larval mosquito and black fly surveillance is beginning this month; the first larval sample was collected on April 10. The larvae are too small to discern what type they are.

Setting up a study comparing our current CO2 trap with a new type of trap (BG Pro). The new trap is lighter and potentially easier to use; however, it comes with an LED light instead of the incandescent light our current trap uses. We are testing whether there is a difference between the traps in the kinds and amount of mosquito species detected, and the amount of bycatch (unintended nontarget insects) captured.

TICK-BORNE DISEASE

- Be on the lookout for deer ticks! Recent warm (record-breaking!) temperatures have caused deer ticks to emerge and search for hosts. Deer ticks have been found in a number of locations.
 - Whether the high numbers of larval *I. scapularis* found by MMCD in 2022 will translate into higher Lyme disease risk (as evidenced by yearly Minnesota Lyme case totals) in 2023 is difficult to assess due to various factors.
- One mouse sample from 2022 has been sent to the CDC for additional testing. The sample had reacted positively for SARS in preliminary testing. More to come.

Progress—tick vector field projects:

- The 2023 tick surveillance will begin on April 24.
- New! Collecting ticks using dragcloths - Staff from all facilities will collect ticks via dragging between May 30 and July 7. This will provide added insight on the volume of nymphal deer ticks searching for a host. Ticks collected will also be sent to the CDC to determine infection rates of various tick-borne diseases.
- As of April 15, there are no plans to continue the SARS testing project from 2022. It is possible that MMCD will undertake a small study collaboration with another tick researcher in 2023, but to date there has been minimal discussion.

Public education efforts

- *Social media, tick alerts.* We will inform our Facebook/Twitter/Instagram/Tik Tok followers of items of interest as they occur.
- *Website tick activity estimates.* 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. The meter settings are based on the dynamics of peaks in the general deer tick life cycle bell curve for Minnesota in combination with deer ticks being found on MMCD field staff. Our Tick Risk Meter is currently MEDIUM.
- Distribution and/or re-stocking of brochures, tick cards and posters will begin soon.

Signage at dog parks and expansion into new areas.

Signs to remind the public of deer ticks and disease prevention measures will be posted at dog parks and additional locations throughout the metro in a few months. For various reasons some signs remain up year-round.

4. PUBLIC AFFAIRS

County Commission Meetings

We have finished all of the presentations at the county commission meetings who were able to fit us in the schedule. Thanks to all commissioners for the great questions and continued support!

MMCD in the News

MMCD has been prominently featured in the media with 18 local and statewide news stories already in 2023. Here are some quick highlights:

- [Fox 9 - Minnesota experts predict mosquitoes will be 'out with a vengeance' once it's warm](#)
- [KARE 11 - Metropolitan Mosquito Control District gives an updated on upcoming mosquito season](#)
- [MPR News - Mosquito season is on its way, and it will likely be worse than the past two years](#)

Event Season

Summer events kicked off with an MMCD booth at Celebrate Jordan last month. Here are some places where MMCD staff will be present in the next month:

- Saturday, April 22nd - The Great Minnsect Show - U of M, St. Paul Campus
- Saturday, April 22nd - Lakeville Earth Day and Watershed Cleanup Event
- Saturday, April 29th - Mounds View "Touch a Truck" Event