CHAPTER 431-H.F.No.1769

An act relating to the operation of state government; providing for salaries. fringe benefits and other terms and conditions of employment in the state civil service; amending Minnesota Statutes 1974, Sections 43.05, Subdivision 2; 43.12, Subdivisions 2, 2a, 2b and 3; 43.121, Subdivisions 1, 2 and 3; 43.122, Subdivisions 1, 3 and 4; 43.126, Subdivisions 2 and 3; 43.17, Subdivision 2; 43.18, Subdivision 2; 43.19, Subdivision 4; 43.21; 43.23, Subdivisions 1 and 2; 43.328, Subdivision 1; 43.50, Subdivision 1; and 299D.03, Subdivisions 2 and 9.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 1974, Section 43.05, Subdivision 2, is amended to read:

Subd. 2. STATE GOVERNMENT; CIVIL SERVICE; BENEFITS; SPECIFIED DUTIES. It shall be the duty of the commissioner and he shall have power:

(1) To attend all meetings of the board;

(2) To prepare personnel rules for the purpose of carrying out the provisions of this chapter; these rules shall provide, among other things, for current records of efficiency, and standards of performance, for all officers and employees subject to the provisions of this chapter; the manner of completing appointments and promotions; rejection of eligible candidates; examinations; retention of examination records under the provisions of section 138.163; creation of eligible lists, with successful candidates ranked according to their ratings in the examinations; leaves of absence with and without pay; transfers, reinstatements, layoffs, vacations, and hours of work; public notice of examinations: procedure for changes in rates of pay; compulsory retirement at fixed ages; and other conditions of employment. If a rule is made concerning sick leave for illness in the immediate family of an employee, the term "immediate family" shall be limited to the spouse, minor or dependent children, or parent where the parent has no other person to provide the necessary nursing care, living in the household of the employee;

(3) To appoint temporary and permanent employees and officers as are necessary to carry out the provisions of this chapter; these employees and officers shall be chosen in accordance with and shall be subject to, the provisions of this chapter;

(4) To keep in the office of the department of personnel an official roster of the state civil service showing the employment history of each and every person who has been appointed to, employed, promoted, reduced, or reinstated in any position in the service; which ros-

ter shall show, in connection with each name, the date of appointment, employment, promotion, reduction, reinstatement, increases or decreases in pay, the compensation and title of the position, changes in title, transfers, sick or annual leaves, and separations from the service; and the commissioner shall have access to all public records and papers, the examination of which will aid in the discharge of his duty in connection with the roster;

(5) To prepare, in accordance with the provisions of this chapter and the rules adopted hereunder, examinations, eligible lists, and ratings of candidates for appointment;

(6) To make certifications for appointment within the classified service, in accordance with the provisions of this chapter;

(7) To make investigations concerning all matters touching the enforcement and effect of the provisions of this chapter and the personnel rules prescribed hereunder;

(8) To discharge such duties as are imposed upon him by this chapter;

(9) To establish, publish and continually review logical career paths in the classified civil service;

(10) To consider all requests for other than state appropriated funds from any state department or agency for personnel purposes all of which shall be submitted to him for comment before any such request is made of a federal, local, or private agency; and

(11) To prepare rules regulating the temporary placement of positions in the unclassified civil service.

Sec. 2. Minnesota Statutes 1974, Section 43.12, Subdivision 2, is amended to read:

Subd. 2. SALARY RANGES. (1) The following procedure will be used in establishing rates of pay for all state employees in the classified <u>civil</u> service whose positions are assigned to classes in the administrative; management; and professional salary schedule, hereinafter referred to which schedule shall be known as <u>salary</u> schedule "A". Classes shall be assigned salary ranges within an area of compensation beginning at a prescribed minimum monthly rate of pay and extending upward by a maximum of 30 additional salary increments. Salary range assignments for each class of employment in this schedule shall include no more than ten salary steps. Effective July 11, 1073-9, 1975, the prescribed minimum monthly rate of pay shall be \$708-\$825. The maximum monthly rate of pay shall be \$708-\$825.

(2)-Subd. 3. All employees whose rates of pay are established according to salary schedule "A" as eited in section 43.12, subdivision 2,

elause (1), effective July 11, 1973-9, 1975, shall be advanced in salary from their rate of pay and step in salary range immediately preceding that date to the comparable step in the new salary range for their class or to the new minimum rate of pay for their class, whichever rate is greater provided that all employees shall receive at least a one step salary increase so long as that increase does not cause the employee's compensation to exceed the new range maximum.

(3)-Subd. 4. Employees compensated according to salary schedule "A" as cited in section 43.12, subdivision 2, clause (1), whose monthly rate of pay immediately preceding July 11, 1973-9, 1975, equals or exceeds the new maximum monthly rate of pay for their class shall be advanced in salary by an amount equal to one half the difference between the new maximum monthly rate of pay for their class and the next lowest monthly rate of pay in their salary range, rounded to the next highest dollar, effective July 11, 1973-granted a one time lump sum payment of \$300, except for those employees whose adjustment in their current maximum rate of pay would be \$12.25 or less. The amount of the lump sum payment for those employees whose adjustment would be \$12.25 or less shall be equal to the difference between \$300 and the product of the employee's monthly adjustment multiplied by 24. This payment shall be made to eligible employees in accordance with procedures established by the commissioner of finance.

(4)-Subd. 5. The following procedure shall be used to establish rates of pay for all state employees in the classified civil service whose positions are assigned to classes in the maintenance and related trades schedule, hereinafter referred to which schedule shall be known as salary schedule "B". Classes shall be assigned an orientation and base rate, one consecutive wage step apart. The orientation rate shall be paid during the probationary period, first six calendar months of service and the base rate thereafter shall be paid commencing at the beginning of the pay period nearest the completion of six calendar months of service . In assigning rates of pay to classes of work covered by this schedule, the commissioner shall give primary consideration to the median of rates paid by other public and private employers for similar types of work. Supplementary pay practices shall be evaluated and costs considered in comparing the rates being paid by other employers. The commissioner is authorized to establish a percentage differential based upon full annual employment and tenure where such advantages are not common in employment outside of the state service.

Effective July $\frac{11}{1073-9}$, $\frac{1975}{9}$, the minimum hourly rate of pay in the maintenance and related trades salary schedule <u>"B"</u> shall be $\frac{32.60-54.59}{13-14}$. The schedule shall provide for $\frac{13-14}{14}$ additional wage steps with a maximum rate of $\frac{6.19}{7.23}$ per hour.

Notwithstanding any provision of chapter 43 to the contrary, the commissioner is authorized to establish (a) hourly equipment rates to provide appropriate compensation to employees intermittently engaged

in operating maintenance equipment and, (b) an hourly rate to provide appropriate compensation to employees intermittently assigned to first level highway foreman work, and (c) an eight percent differential rate rounded to the nearest cent for journeyman skilled trade classes assigned to salary schedule B and employed at adult institutions of the department of corrections. The commissioner shall establish regulations and procedures to equitably implement such hourly differential rates.

(5) Subd. 6. All permanent employees whose rates of pay are established according to <u>salary</u> schedule "B" as eited in section 43.12, subdivision 2, clause (4), effective July 11, 1073-9, 1975, shall be advanced in salary to the established base rate for their class or receive one half the difference between the monthly equivalence of the base rate for their class and the orientation rate for their class, rounded to the next highest dollar, whichever is greater.

Probationary employees, effective July 11, 1973 Employees with less than six calendar months of service, effective July 9, 1975, shall be advanced in salary to the established orientation rate for their class.

Employees compensated according to salary schedule "B" whose hourly rate of pay immediately preceding July 9, 1975, exceeds the maximum hourly rate of pay for their class shall be granted a one time lump sum payment of \$300, except for those employees whose adjustment in their current maximum rate of pay would be \$12.25 or less. The amount of the lump sum payment for those employees whose adjustment would be \$12.25 or less shall be equal to the difference between \$300 and the product of the employee's monthly adjustment multiplied by 24. This payment shall be made in accordance with procedures established by the commissioner of finance.

(6)—Subd. 7. The following procedure shall be used to establish rates of pay for all state employees in the classified <u>civil</u> service whose positions are assigned to classes in the clerical, technical, service and related salary schedule, hereinafter referred to which schedule shall be known as <u>salary</u> schedule "C". Classes shall be assigned salary ranges within an area of compensation beginning at a prescribed monthly rate of pay and extending upward 27-28 additional fixed salary increments. Salary range assignments for each class of employment in this schedule shall not include more than seven salary steps. Effective July 11, 1073-9, 1975, the prescribed minimum monthly rate of pay shall be \$340-\$450. The maximum monthly rate of pay shall be \$1,100-\$1,250.

(7)-Subd. 8. All employees whose rates of pay are established according to salary schedule "C" as eited in section 43.12, subdivision 2, elause (6), effective July 11, 1973 9, 1975, shall be advanced in salary from their rate of pay and step in salary range immediately preceding that date, to the comparable step in the new salary range for their class unless otherwise provided in procedures established by the commissioner.

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(8) Subd. 9. Employees compensated according to salary schedule "C" as eited in section 43.12, subdivision 2, clause (6), whose monthly rate of pay immediately preceding July 11, 1073-9, 1975, equals or exceeds the new maximum monthly rate of pay for their class shall be advanced in salary by an amount equal to one half the difference between the new maximum monthly rate of pay for their class and the next lowest monthly rate of pay in their salary range, rounded to the next highest dollar, effective July 11, 1073-granted a one time lump sum payment of \$300, except for those employees whose adjustment in their current maximum rate of pay would be \$12.25 or less. The amount of the lump sum payment for those employees whose adjustment would be \$12.25 or less shall be equal to the difference between \$300 and the product of the employee's monthly adjustment multiplied by 24. This payment shall be made to eligible employees in accordance with procedures established by the commissioner of finance.

(9)-Subd. 10. For each full four tenths point increase in the consumers price index for <u>urban wage earners and clerical workers for</u> Minneapolis-St. Paul, as published by the Bureau of Labor Statistics for the months of July, 1973 January, 1975, and April, 1974 October, 1975, new series index (1967&100), all monthly rates of pay in the "A" and special teacher salary schedules as eited in sections 43.12, subdivision 2, clause (1), and 43.121, subdivision 3, shall be increased by two tenths of one percent, rounded to the nearest dollar - and all hourly rates of pay in the "B" and "C" <u>salary</u> schedules as eited in section 43.12, subdivision 2, clauses (4) and (6), shall be increased by one cent per hour.

The increase, if any, in wages and salaries generated by this formula shall be effective with the first full payroll period after July 1, 1974-January 7, 1976, and shall continue in effect until the first full payroll period after January 1, 1975-July 7, 1976.

A redetermination of the cost of living allowance shall be made in Oetober, 1974-April, 1976. For each full four tenths point increase in the consumer price index for <u>urban wage earners and clerical workers</u> for Minneapolis-St. Paul, as published by the Bureau of Labor Statistics for the months of July, 1973-January, 1975, through Oetober, 1974 April, 1976, all monthly rates of pay in the "A" and special teacher salary schedules as eited in sections 43.12, subdivision 2, clause (1), and 43.121, subdivision 3, shall be increased by two tenths of one percent, rounded to the nearest dollar - and all hourly rates in the "B" and "C" salary schedules as eited in section 43.12, subdivision 2, clause (4) and (6), shall be increased by one cent per hour. The increase, if any, in wages and salaries generated by this redetermination shall be effective with the first full payroll period after January 1, 1975-July 7, 1976, and shall continue in effect until January 5, 1977.

<u>A redetermination of the cost of living allowance shall be made in</u> <u>October, 1976. For each full four-tenths point increase in the consumer</u> <u>price index for urban wage earners and clerical workers for Minneapo</u> <u>Changes or additions indicated by underline deletions by strikeout</u> <u>lis-St. Paul, as published by the Bureau of Labor Statistics for the</u> months of January, 1975, through October, 1976, all monthly rates of pay in the "A" and special teacher salary schedules shall be increased by two tenths of one percent, rounded to the nearest dollar and all hourly rates in the "B" and "C" salary schedules shall be increased by one cent per hour. The increase, if any, in wages and salaries generated by this redetermination shall be effective January 5, 1977.

During periods when such cost of living allowance is in effect, it shall be added to the applicable basic hourly and monthly rates of pay of each employee, including those that are above the maximum step of their range, and treated as a part thereof in all calculations involving employees' pay.

(10)—Subd. 11. The commissioner of administration may direct the commissioner of finance to transfer to the various departments and agencies the necessary amounts to finance clause (0) into effect subdivision 10 and section 8. These transfers shall be from such accounts and funds from which each department or agency receives its revenue, including appropriations from the general fund and from any other fund, now or hereafter existing for the payment of salaries and in the same proportion as it pays therefrom the amounts of such salaries. Such sums of money as are necessary for such purposes are hereby appropriated to such departments or agencies from such account and fund in the state treasury. The accounts and funds referred to from which agencies receive appropriations under the terms of this section are hereby declared to be a source of revenue for the purposes of any other law or statutory enactment.

(11)—Subd. 12. Overtime worked shall be compensated for either by cash payment or compensatory time off as provided for in overtime schedules approved under the provisions of the <u>civil service personnel</u> rules.

(12)—Subd. 13. None of the provisions of sections 43.12, subdivision 2, to 43.122, shall apply to employees in the classified <u>civil</u> service under the state civil service act who are paid on a fee basis, or to such employees who are department heads.

(13) Subd. <u>14.</u> Except as otherwise provided in this subdivisionsection, no class will be reassigned to a higher salary range by the commissioner during the 1973-1975 <u>1975-1977</u> biennium.

(14)-Subd. 15. Notwithstanding the provisions of any other law to the contrary, when making an appointment to the unclassified <u>civil</u> service of the executive branch of government, the appointing authority shall provide the commissioner with a personal resume of the appointee and a detailed job description outlining the duties and responsibilities of the position which the appointee will occupy in such form as the commissioner may prescribe. Any changes in work assignment shall be reported in writing to the commissioner. If, in the judgment of

the commissioner, additional information is required in order to establish comparability with positions in the classified <u>civil</u> service, the commissioner shall review the duties of the position in the same manner as a position in the classified <u>civil</u> service would be investigated. All persons in the unclassified <u>civil</u> service of the executive branch of government, except those whose salary is set specifically by statute, shall be paid according to the compensation provisions applicable to employees performing comparable work in the classified <u>civil</u> service, but in no event shall unclassified personnel receive rates of pay which exceed the maximum rate of the salary range established for comparable work in the classified civil service.

(15)-Subd. 16. Effective July 1, 1974-9, 1975, employees whose positions are assigned to classes in the A, B and, C compensation and special teachers salary schedules working an assigned shift that begins before 6:00 a.m. or which ends on or after 7:00 p.m. shall receive a shift differential of ten-15 cents per hour for all hours worked on that shift in addition to their regular rate of pay. Such differential shall be included in all payroll computations for hours worked but shall not apply during periods of paid leave.

Employees working the regular day schedule who are required to work overtime or who are called back to work for special projects shall not be eligible for the shift differential.

(16)-Subd. 17. Effective July 1, 1973-1975, any permanent employee who is separated from the state classified civil service by reason of death, mandatory retirement, retirement under a state retirement program after ten years of state employment, layoff, excluding seasonal layoffs, or who is separated after completing 20 years of state service shall be entitled upon such separation, to pay in an amount equal to ten-30 percent, except for community college faculty employees who shall receive 25 percent and except for unclassified faculty employees in the state college system who shall receive 20 percent, of the employee's regular accumulated but unused sick leave balance at the time of separation. Effective July 1, 1974-1976, severance pay shall be computed upon 20 <u>40</u> percent, <u>except for community college fac-ulty employees who shall receive 30 percent and except for unclassi-</u> fied faculty employees in the state college system who shall receive 20 percent, of the employee's regular accumulated but unused sick leave balance. The provisions of this elause subdivision shall apply to unclassified employees in the same manner as they apply to employees in the classified civil service.

Should any employee who has received severance pay be subsequently reappointed to state service, eligibility for future severance pay shall be computed upon the difference between the amount of accumulated but unused sick leave to the employee's credit at the time the employee was separated and the amount of accumulated but unused sick leave balance at the time of the employee's subsequent eligibility for severance pay.

Changes or additions indicated by <u>underline</u> deletions by strikeout

The base for computing the severance pay provided for in this clause shall not exceed 800 hours, nor shall said base include lapsed sick leave hours as defined by departmental rules and regulations.

Such severance pay shall be excluded from retirement deductions and from any calculations in retirement benefits and shall be paid over a period not to exceed five years from termination of employment. In the event that a terminated employee dies before all or a portion of the severance pay has been disbursed, that balance due shall be paid to a named beneficiary or, lacking same, to the deceased's estate.

(17)-Subd. 18. The commissioner is hereby empowered to establish by rule an injured on duty compensation plan for certain classes of state employees in hazardous or dangerous classes of employment. Said plan shall not be subject to the limitations contained in section 176.021, subdivision 5.

Sec. 3. Minnesota Statutes 1974, Section 43.12, Subdivision 2a, is amended to read:

Subd. 2a-19. CAREER EXECUTIVE SERVICE. (a) There is established a career executive service within the Minnesota state service.

The purpose of the career executive service is to foster-provide a system for identifying, developing and recognizing key individuals in the state service who occupy high level professional and managerial and high level professional identification, development, utilization, mobility and responsiveness-positions in the state classified civil service.

(b) The commissioner shall designate positions in the classified <u>civil</u> service of the state as eligible for inclusion in the career executive service. Such positions shall include those which carry basic responsibilities for high level professional or scientific competence, policy determination, leadership, or the internal management and administration of a department or other major unit.

The incumbents of such positions shall be selected from among the employees of the state, or its political subdivisions, as set forth in this subdivision.

(c) Eligibility for appointment to the career executive service shall be in accordance with regulations and procedures as the commissioner shall determine. Assignments will be made only after the nominee has achieved permanent or probationary civil service status in the class occupied at the time nomination is made and after meeting requirements as determined by the commissioner.

(d) The provisions of chapter 43, and sections 197.45 to 197.48 insofar as they relate to the selection, classification, preference, transfer, tenure and other conditions of employment shall not apply in the selection and assignment of personnel in the career executive service. Ap-

pointments may be terminated by the appointing authority, provided, however, that the termination is not based on reasons of politics, religion, race, age, sex, or disability.

(e) The commissioner shall certify the names of those persons meeting requirements established elsewhere in this subdivision to the appointing authority, and the appointing authority shall be limited in his appointment to such list.

(f) No person appointed to the career executive service shall be deemed to acquire any vested rights or tenure to such appointment, provided however, that the time served in such appointment shall be credited to the employee's seniority, sick leave, vacation, and retirement rights if the employee was appointed to the career executive service from the classified <u>civil</u> service. An employee may be reassigned to another career executive service position at the same or lower level at the discretion of his appointing authority. An employee removed from the career executive service who was appointed from the classified state <u>civil</u> service shall be reinstated to his former grade in the same or similar position under the civil service laws and his compensation shall be at the level formerly received plus any annual increments he would have received had he remained in the schedule provided in subdivision 2; clause (1).

(g) The commissioner may establish and enforce regulations and procedures with respect to the career executive service to ensure compliance with the purposes and intent of this subdivision.

(h) Notwithstanding any provision to the contrary, persons appointed to the career executive service shall be subject to the retirement requirements set forth in section 43.051.

Sec. 4. Minnesota Statutes 1974, Section 43.12, Subdivision 2b, is amended to read:

Subd. 2b. 20. CAREER EXECUTIVE SERVICE SALARIES. The following schedule of rates is established as the annual rates of pay for the employees selected under subdivision 2a:

CES-I	13, 500	to	21,500
CES-11	$\frac{15,500}{15}$	tο	24,500
GES-III	$\frac{18,500}{18}$	to	$\frac{28,000}{28}$
GES-IV	$\frac{23,000}{23,000}$	to	$\frac{32}{000}$

Individuals appointed to the career executive service shall be paid according to a compensation plan developed by the commissioner. Salaries established under this plan shall be limited to amounts 20 percent above the maximum of the salary range for the employee's job classification in the classified civil service.

<u>The commissioner shall ensure that the salary administration pro-</u> visions of the plan and the methods of compensation provide sufficient

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incentives and flexibility to encourage responsiveness, innovation, and efficiency in incumbents appointed to the career executive service.

The salary rate to be paid an employee, within the range assigned plan developed by the commissioner, shall be determined by the appointing authority within guidelines established by the commissioner. The beginning salary rate and any subsequent changes shall be reported to the commissioner by the appointing authority.

Sec. 5. Minnesota Statutes 1974, Section 43.12, Subdivision 3, is amended to read:

Subd. $\frac{2}{21}$. ALLOCATIONS. (1) The commissioner shall allocate each position in the classified civil service to one of the classes within the classification plan, and thereafter all salary rates, schedules, or compensation policies shall apply uniformly to all positions within each class, in accordance with rules and regulations established by the commissioner, except to those positions for which special provision is made in elause (6) subdivision 26. When a position which has not been allocated to one of the classes within the classification plan is established, the appointing authority shall notify the commissioner, who shall allocate the new position to its appropriate class.

(2)-Subd. 22. After the commissioner makes an allocation under elause (1)-subdivision 21, he shall notify the appointing authority affected, in writing, of that allocation. The allocation shall become immediately effective, but the appointing authority may within ten days file with the commissioner an application for reconsideration, together with any written evidence by way of affidavits, statements or exhibits which that appointing authority may desire considered by him. The commissioner shall act upon that application within ten days after receiving it, and notify the appointing authority of his final action.

(3)-Subd. 23. Whenever, because of changes in the organizational structure of an agency, in the duties of a position, or for some other reason, a position appears to be improperly allocated, the commissioner shall, upon his own initiative, or upon the written request of a permanent employee or an appointing authority, investigate the duties of the affected position. Following that investigation he may reallocate it to an appropriate class. If the commissioner makes a reallocation or denies an application for reallocation, under this elause-subdivision , he shall notify the appointing authority and the employee affected of his action. A permanent employee or appointing authority affected by any such action shall have the same right to make an application for reconsideration as is granted an appointing authority in the case of an original allocation by clause (2), and the procedure set out in clause (2) subdivision 22 shall apply to such application. Except as provided in clause (6) subdivision 26, any reallocation granted by the commissioner shall become effective upon the expiration of the time fixed for making an application for reconsideration, if none is made, or if one is made, at the date of notice by the commissioner of his final action.

(4)—Subd. 24. In case of any allocation under elause (1)—subdivision 21, or any reallocation under elause (3) subdivision 23, no examination of witnesses nor any trial or hearing shall be required, but the commissioner may act upon such matters as are submitted to him in writing by the employee whose position will be affected by a reallocation or by the appointing authority who will be affected by an allocation or a reallocation, and reports and records of investigators of the department, and may take official notice of the records of the department and of allocations of other comparable positions. The matters of which he takes official notice shall be set out by him in a memorandum to be filed with his order or report of investigation and made a part of his record. In all cases of applications for reallocation, the burden of proof shall be upon the person requesting the reallocation.

(5)-Subd. 25. Except as provided in clause (6) subdivision 26, the incumbent of a position which has been reallocated shall continue in the position only if he is eligible for and actually is appointed to the position of the new class in accordance with the rules of the commissioner governing reallocation of positions, promotion, transfer, and demotion. In any case in which the incumbent is ineligible to continue in the position and he is not transferred, promoted or demoted, the layoff provisions of this chapter and the rules of the commissioner shall apply. Personnel changes required by the reallocation of positions shall be completed within a reasonable period of time, as prescribed by the commissioner, following the reallocation notice to an appointing authority. Any employee with permanent or probationary status whose position is reallocated shall be considered eligible to compete in any examination held to fill the reallocated position, as provided in the rules of the commissioner.

(6)-Subd. 26. When a position is reallocated by the commissioner to a class in a lower salary range, or when an employee is demoted to a position in a lower salary range, the commissioner may give consideration to the employee's long or outstanding service, exceptional or technical qualifications, age, health, or substantial changes in work assignment or operational changes in state government which eliminate positions held by classified employees with permanent status. When, as a result of such consideration, the commissioner determines that the best interests of the state will be served by such action, the position shall be reallocated but the employee shall continue at the same rate of pay. Thereafter, as long as he remains in the same position, such employee shall not be eligible to receive any salary increases, except those economic adjustment increases based on the consumer's price index authorized by law, until such time as his salary once again may be within the range of the class to which his position has been reallocated.

Sec. 6. Minnesota Statutes 1974, Section 43.121, Subdivision 1, is amended to read:

43.121 SALARY RANGE ASSIGNMENT. Subdivision 1. The com-

missioner shall ensure that each class of employment in the classified service is assigned to one of the salary schedules established by seetion 43.12, subdivisions 2 and 3 sections 2 and 5 of this act, at a salary level consistent with the provisions of section 43.111.

Sec. 7. Minnesota Statutes 1974, Section 43.121, Subdivision 2, is amended to read:

Subd. 2. When an additional class is added to the classification plan by the commissioner, it shall be assigned to one of the salary schedules set forth in section 43.12, subdivisions 2 or 3-sections 2 or 5 of this act. Such assignment to a salary schedule when approved by the commissioner shall be submitted to the commissioner of finance who shall determine whether funds are available for such purposes. The commissioner of finance may approve or reject the establishment of such new classes on the basis of availability or non-availability of funds. These classes, and the approved compensation for them, shall become effective when approved by the commissioner of finance and shall be used by him in connection with all payrolls and accounting records and with all budget estimates for all departments or agencies of the state government. Upon his approval, the commissioner of finance shall file such new classes, and the approved compensation for them, in the office of the secretary of state.

Sec. 8. Minnesota Statutes 1974, Section 43.121, Subdivision 3, is amended to read:

Subd. 3. Notwithstanding the provisions of this section, the commissioner may assign the classes of employment which require teaching in an established school program in the department of education and institutions of the state under the jurisdiction of the department of public welfare and the department of corrections to salary ranges. which he is hereby authorized to establish. Whenever the commissioner assigns classes of employment which require teaching in an established school program to any salary range which he is authorized to establish by this subdivision, he shall prepare schedules showing the salary ranges for each class, or group of positions in the class of positions assigned by him and he shall also prepare schedules showing entrance salaries and step increases based upon educational attainments and length of satisfactory service. The salary ranges shall include a minimum rate and not more than nine-12 additional step increases. In assigning ranges of salaries for positions in this category the commissioner shall give consideration to the salary schedules for teachers which are in effect in other units of government of the state.

The basic salary for institution educational administrators and supervisors shall be based upon the employee's qualifications and the appropriate academic level of the special teacher salary schedule. However, the commissioner is authorized to establish a percentage differential to compensate for administrative and supervisory responsibilities. Annual length of satisfactory service salary adjustments shall

be awarded beginning with the payroll period nearest the anniversary date of the special teacher's, institution educational supervisor's or institution educational administrator's original or promotional appointment to his present class, unless he is notified in writing by the appointing authority that his work has been of a less than satisfactory level.

Sec. 9. Minnesota Statutes 1974, Section 43.122, Subdivision 1, is amended to read:

43.122 INDIVIDUAL SALARY INCREASES, Subdivision 1. Appointing authorities are authorized to grant achievement awards in the amount of one salary step for employees assigned to salary schedule A, as set forth in section 43.12, subdivision 2, clause (1), who have demonstrated outstanding performance, subject to personnel rules which the commissioner shall issue. In no instance shall such awards be granted in excess of 20-30 percent of employees authorized at the beginning of each fiscal year ; nor to employees whose rates of pay are at or above the maximum rate of pay established for their class . Employees within the 30 percent limitation who are at or above the maximum of their salary range may be granted an achievement award, but the award, if granted, shall be paid in a lump sum equal to the annual equivalent of one half the difference between the last two steps of the employee's range. This payment shall be provided in accordance with the procedures established by the commissioner of finance. Appointing authorities shall make every effort to distribute achievement awards equitably among and within all classifications to eligible employees.

Sec. 10. Minnesota Statutes 1974, Section 43.122, Subdivision 3, is amended to read:

Subd. 3. (a) Employees in classes assigned to the "A" salary schedule as eited in section 43.12; subdivision 2; clause (1); may receive a one step salary increase annually, on at the beginning of the first full payroll period nearest their anniversary date, to the position rate in their salary range, provided performance is satisfactory as indicated by their appointing authority.

The position rate shall be as follows:

9 step salary range - 5th step

- 8 step salary range 5th step
- 7 step salary range 4th step
- 6 step salary range 4th step
- 5 step salary range 4th step
- 4 step salary range 3rd step

3 step salary range - 3rd step

Beyond the position rate, employees may receive one step satisfactory performance increases biennially, <u>on at the beginning of the</u> <u>first full payroll period nearest</u> their anniversary date, upon the recommendation of their appointing authority, up to and including the maximum rate of the salary range for their class.

No increases authorized by this subdivision shall be granted by the appointing authority until an appropriate employee evaluation program is filed with the commissioner. Authorized increases shall be recommended in the context of performance measured against specific performance standards or objectives.

Appointing authorities shall not recommend increases for those employees in this schedule who have not met, or only marginally attained, performance standards or objectives. Increases withheld may subsequently be granted by the appointing authority upon certification to the commissioner that the employee is achieving performance standards or objectives.

(b) Employees in classes assigned to the "C" <u>salary</u> schedule as eited in section 43.12, subdivision 2, elause (6), shall progress through the salary range for their class according to the following procedure:

Employees compensated at the first step in their salary range shall be advanced to the second step following at the beginning of the first full payroll period nearest the completion of 1,044 hours six calendar months of satisfactory service subsequent to the implementation of the provisions of section 43.12, subdivision 2, clause (7) at the first step. Employees compensated at the second step in their salary range shall be advanced to the third step following at the beginning of the first full payroll period nearest the completion of 1,044 hours six calendar months of satisfactory service subsequent to the implementation of the provisions of section 43.12, subdivision 2, clause (7) at the second step.

Employees compensated at or beyond the third step in their salary range shall advance to the next highest rate in their salary range at the <u>beginning of the first full payroll period nearest</u> completion of each increment of 2,088 hours-subsequent 12 calendar months of satisfactory service subsequent to the implementation of the provisions of section 43.12, subdivision 2; clause (7), until the maximum rate of pay is attained.

Employees compensated at the maximum step in their range or above shall receive no salary adjustments under the provisions of this subdivision.

(c) Appointing authorities may withhold increases authorized in section 43.122, subdivision 3, clause (b). Those employees who will be

denied an increase because of unsatisfactory service must be notified in writing. Increases withheld may subsequently be granted by the appointing authority upon certification to the director that the employee has achieved a satisfactory level of performance.

(d) All salary increase provisions for the "A" schedule eited in section 43.122, subdivision 3, shall be effective beginning with the payroll period following the employee's anniversary date but in no instance prior to the first full payroll period subsequent to May 30, 1074.

Sec. 11. Minnesota Statutes 1974, Section 43.122, Subdivision 4, is amended to read:

Subd. 4. To determine anniversary dates for the purposes of this section, the following procedure shall be used. For all persons employed on or before May 30, 1973, annual anniversary dates shall be computed from that date. For those employed subsequent to May 30, 1973, the anniversary date shall be computed from the date of employment. For those promoted, reinstated ,-after resignation or retirement, or reemployed; or returned from leave of absence subsequent to May 30, 1973, the anniversary date shall be computed from the date of the action. The date of reinstatement shall be the anniversary date for an employee reinstated during the period May 30, 1975, a reinstatement from a leave of absense shall not affect the employee's anniversary dates shall not affected by the withholding of increases authorized in section 43.122, subdivision 3, clause (1)-(a).

Sec. 12. Minnesota Statutes 1974, Section 43.17, Subdivision 2, is amended to read:

Subd. 2. TERM OF ELIGIBILITY. The term of eligibility of applicants on original entrance lists shall be six months, and on promotion and reinstatement lists shall be one year, but the term of any list may be extended by the commissioner. In no case may eligibility be extended for a period of more than three years, except for layoff lists, eligibility on which shall extend for eight years or the length of the employee's state seniority, whichever is less.

Sec. 13. Minnesota Statutes 1974, Section 43.126, Subdivision 2, is amended to read:

Subd. 2. When it becomes apparent that the performance of certain functions of the state government is of such public concern as to demand employment of exceptionally qualified doctors of medicine and where it can be clearly demonstrated that such employees cannot be employed at the rate provided for in sections 43.12 and 43.121 to 43.123, an appointing authority may propose that positions in the classified service be assigned to one of the ranges listed in subdivision 1. Such proposals shall be made to the commissioner of personnel who

shall take into consideration the standards of eligibility established by the appropriate national medical specialty board. The commissioner shall conduct local and nationwide surveys of compensation paid for like positions, shall give consideration to this data, and may assign to one of the ranges listed in subdivision 1, on an individual basis, such positions as he determines to come under the provisions of this subdivision. All such assignments and future reassignments made under the provisions of this section shall be reported to each branch of the legislature if it is in session, or if it is not in session, at the opening of the next legislative session. Positions so assigned, and positions and employees in such classes shall be subject to the provisions of all applicable sections of this chapter except sections 43.12, subdivision 2 and 43.121 to 43.123 and section 2 of this act . Employees in such classes shall not be eligible for economic adjustment increases nor for increases above the maximum of their ranges as established by subdivision 1. The procedures outlined in this section concerning the assignment of positions into the ranges provided for in subdivision 1 shall in no way supersede, amend or stand in place of the provisions of section 43.13.

Sec. 14. Minnesota Statutes 1974, Section 43.126, Subdivision 3, is amended to read:

Subd. 3. The commissioner may subsequently reassign a position to a different range listed in subdivision 1, if in his judgment such reassignment is in the public interest. Assignments or reassignments to ranges listed in subdivision 1 shall continue until such time as the commissioner determines that the reasons for such special assignments no longer exist, at which time the commissioner shall remove such positions from such assignment. Subsequent to such action he shall assign such positions to one of the schedules listed in section 43.121, subdivision 2-section 2 of this act, as provided in section 43.121, subdivision 2.

Sec. 15. Minnesota Statutes 1974, Section 43.18, Subdivision 2, is amended to read:

Subd. 2. APPOINTMENT; PROBATION. The appointing officer shall appoint on probation, with sole reference to merit and fitness, one of the said candidates, whose name is certified in the manner above set forth, to fill such vacancy, except as provided in section 43.23. <u>Seniority in length of service shall also be one of the factors in an appointment in the manner as provided by personnel rule.</u> The provisions of this section shall not apply when the office or employment is among those listed in section 43.20, for which competitive examinations are not required.

Sec. 16. Minnesota Statutes 1974, Section 43.19, Subdivision 4, is amended to read:

Subd. 4. MANAGERIAL OR PROFESSIONAL POSITION, FILL-

Changes or additions indicated by <u>underline</u> deletions by strikeout

ING. Notwithstanding any provision in chapter 43, to the contrary, every vacancy in a managerial or professional position shall be open to any state employee qualifying through examination and in accordance with the provisions of section 43.18, subdivision 1. The commissioner of personnel may require the filling of this type of vacancy by any qualified person, but in no case shall the filling of such a vacancy be limited to only the employees of a department or agency. <u>Seniority in length of service shall also be one of the factors in an appointment in the manner as provided by personnel rule.</u>

Sec. 17. Minnesota Statutes 1974, Section 43.21, is amended to read:

43.21 PROBATIONARY PERIOD. Except as in this chapter otherwise provided, all original appointments and promotions within the classified civil service, shall be for a probationary period the duration of which is determined by personnel rule for each class, or group of classes to be not less than 30 days and not more than two years but dismissals or demotions may be made at any time during such period. subject to the provisions of section 43.19, subdivision 3. Provided, that No employee transferred or promoted from one position in the classified civil service to another position in the classified civil service shall be dismissed, except for just cause, demoted or transferred without his consent until he shall have served a trial period of at least 30-15 days in his new position. At the end of the probationary period the appointing officer shall notify the commissioner, in writing, whether the probationer is a satisfactory employee and should receive the status of a permanent appointee. Upon such notice, the employee, if his service during the probationary period did not fall below such minimum standards as have been prescribed by the commissioner, shall be deemed to have a permanent classified civil service status; otherwise the employee is automatically separated from the service, except as provided in section 43.19, subdivision 3. Work performance counseling shall be available to a probationary employee at least twice during the duration of the probationary period.

Sec. 18. Minnesota Statutes 1974, Section 43.23, Subdivision 1, is amended to read:

43.23 SENIORITY RIGHTS; POSITIONS ABOLISHED; PREFER-ENCE. Subdivision 1. RIGHT OF SENIORITY. When one or more employees in the classified <u>civil</u> service are laid off because of a shortage of funds or curtailment of service or for any other reason beyond their control, the order of layoff shall be determined according to personnel rules which shall be based on seniority within the department and elass, and the names of such employees shall be placed at the head of the appropriate registers.

Sec. 19. Minnesota Statutes 1974, Section 43.23, Subdivision 2, is amended to read:

Subd. 2. NOTICE OF LAYOFF. In every case of layoff of a permanent officer or employee, the appointing authority shall, at least 15seven days before the effective date thereof, give written notice to the employee and shall certify to the commissioner the reasons therefor. In any case where an appointing authority fails to certify before the effective date thereof, that the layoff was for reasons not reflecting discredit on the employee, it shall be deemed a dismissal and shall be subject to the provisions concerning dismissals, as provided in this chapter.

Sec. 20. Minnesota Statutes 1974, Section 43.328, Subdivision 1, is amended to read:

43.328 MILEAGE ALLOWANCES. Subdivision 1. Except as provided in subdivision 3, the maximum amount which shall be paid by the state, any department or bureau thereof, or any county, city, town, or school district, to any officer or employee as compensation or reimbursement for the use by such officer the employee of his own automobile in the performance of his duties shall not exceed 15 cents a mile.

Sec. 21. Minnesota Statutes 1974, Section 43.50, Subdivision 1, is amended to read:

43.50 PAYMENT OF PREMIUMS. Subdivision 1. Each department or agency of the state government shall pay the amounts due for basic life insurance and basic health benefits coverage authorized for eligible state employees as provided by Laws 1967. Chapter 103-this chapter. Additionally, and notwithstanding any law to the contrary, effective July 1, 1974-9, 1975, each department or agency of the state government shall contribute \$10-\$20 per month toward the cost of dependent hospital-medical insurance coverage premiums for their eligible employees who have eligible dependents. Effective July 7, 1976, each department shall contribute \$30 per month for the coverage. To enable employees to receive benefit from this provision, an open enrollment period of not less than one month, commencing May 1, 1074, is periods during the full months of August, 1975 and August, 1976, are established. During said open enrollment period periods employees may enroll their dependents in hospital-medical coverage without proof of insurability. Effective January 1, 1975, the state contribution provided herein of \$10 per month shall apply to eligible members of the legislature who have eligible dependents. Effective January 1, 1977, the increased benefits provided in this section shall apply to eligible members of the legislature who have eligible dependents. Each of such the departments and agencies shall pay such amounts from such accounts and funds from which each the department or agency receives its revenues, including appropriations from the general fund and from any other fund, now or hereafter existing for the payment of salaries and in the same proportion as it pays therefrom the amounts of such salaries. Such sums of money as are necessary for such purposes are hereby appropriated to such the departments and agencies from such account

and funds in the state treasury. In order to enable the commissioner of finance to maintain proper records covering the appropriations made by this section, he may require such certifications in connection therewith as he may deem necessary from any state department or agency whose officers and employees receive benefits pursuant to Laws 1967, Chapter 103-this chapter. The accounts and funds referred to from which departments and agencies receive appropriations under the terms of this section are hereby declared to be a source of revenue for the purposes of any other law or statutory enactment.

Sec. 22. Minnesota Statutes 1974, Section 299D.03, Subdivision 2, is amended to read:

Subd. 2. SALARIES. (1) Each such employee other than the chief supervisor, lieutenant colonel, majors, captains, and sergeants hereinafter designated shall be known as patrol officers.

(2) There may be appointed one lieutenant colonel; and such majors, captains, sergeants and officers as the commissioner deems necessary to carry out the duties and functions of the highway patrol. Persons in above named positions shall be appointed by law and have such duties as the commissioner may direct and, except for officers, shall be selected from the patrol officers, sergeants, captains, and majors who shall have had at least five years' experience as either patrol officers, sergeants, or supervisors.

(3) Commencing July 11, 1073-9, 1975, the salaries for all members of the highway patrol, except for the chief supervisor shall be as shown in the following table:

TIME IN RANK								
	Base	6	1	2	3			
	Salary	Months	Year	Years	Years			
Officer	\$ 808		851	89 4	938			
Sergeant	. 1113		1113	1158	1158			
Gaptain	1252		1252	1302	1302			
Major.	1408		1408	1464	- 1464			
Lt- Gol-	1584		1584	1647	1647			
Trooper	\$ 921	958	997	1037	<u>1079</u>			
4	thru 6	7 thru 1	1	12 ¥ ears				
	Years	Years		and Over				
				<u>12 thru 20</u>	Afte	-		
				Years	<u>20 Ye</u>	ars		
Officer	982	1026		1070				
Sergeant	$\frac{1204}{12}$	1204		1204				
G aptain	1354	1354		$\frac{1354}{1354}$.*			
M ajo r	$\frac{1523}{1523}$	1523		1523				
⊾t. Col.	1713	1713		1713				
Trooper	\$1123	1168		1215	1264			
		<u>5 thru 1</u>	<u>1</u> <u>1</u>	12 <u>thru</u> 20	Afte	<u>r</u>		

1460	460 LAWS of MINNESOTA for 1975					
<u>Trooper</u> <u>I</u>		<u>Years</u> 1168	<u>Years</u> 1215 10 <u>1hru</u> 20	$\frac{20 Years}{1264}$		
<u>Corporal</u> Staff Serge	eant	Y	Years 1215 cars	<u>20 Years</u> <u>1264</u>		
<u>7</u> <u>\$1240</u>	8 9 1265 <u>12</u> 91	$\frac{10}{13\overline{17}}$	$\frac{11}{1345} \frac{12}{1372} \frac{\text{thru}}{1372}$	$\frac{\underline{20}}{\underline{1427}} \underline{\underline{after}}_{\underline{1427}} \underline{\underline{20}}$		
	<u>1</u>	$\frac{2}{2}$	After 12 Years total	<u>After</u> 20 Years total		
Captain <u>\$1</u> Major <u>1</u>	ase Year 500 1550 725 1775 900 1950	<u>Years</u> <u>1600</u>	Service 1650 1825 2000	$\frac{\frac{\text{Service}}{1700}}{\frac{1875}{2050}}$		

Commencing the first full payroll period after July 10, 1074–1, 1975, the salary rates for all highway patrol officers and sergeants as eited in section 2000.03, subdivision 2, clause (3), shall be increased by \$10-\$15 per month in lieu of receiving any salary differential for working evening and night hours. Employees designated as station sergeants shall receive an additional two percent above the current rate rounded to the nearest dollar for the duration of the appointment. Employees permanently assigned exclusively to Twin City metropolitan freeway duty shall be designated freeway troopers and shall be compensated \$25 per month above their current salary when so assigned. Salary increases in accordance with the above schedule shall become effective for the payroll period nearest the employee's anniversary date of employment.

In addition to the rates of pay provided above, all employees compensated according to the above salary table shall be paid a cost of living allowance to be determined and redetermined in the following manner:

The difference, if any, between the consumers consumer price index for the eity of urban wage earners and clerical workers for Minneapolis-St. Paul, Minnesota (new series index 1967&100) as published for the months July, 1073-1975, and April, 1074-1976, by the Bureau of Labor Statistics of the United States Department of Labor shall be computed. For each full four tenths point increase so computed, one eent per hour shall be added to the hourly rate of pay of each highway patrol officer; and two tenths of one percent rounded to the nearest dollar shall be added to the monthly rate of pay of each trooper, corporal, sergeant, captain, major, and lieutenant colonel. Such cost of living allowance shall become effective the first full payroll period after July 1, 1974-1976, and shall continue in effect until the first full payroll period after January 1, 1975-1977. A redetermination of the cost of living allowance shall be made in October, 1974-1976, and will involve computation of the difference, if any, between the aforementioned index as published for the base month of July, 1973-1975, and the month of October, 1974-1976. For each full four tenths point increase so computed one cent per hour shall be added to the hourly rate of pay of each offieer; and two tenths of one percent rounded to the nearest dollar shall

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be added to the monthly rate of pay of each <u>trooper</u>, <u>corporal</u>, sergeant, captain, major and lieutenant colonel as a cost of living allowance. Such cost of living allowance shall become effective the first full payroll after closest to January 1, 1975-<u>1977</u>.

During periods when such cost of living allowance is in effect, it shall be added to the applicable basic hourly and monthly rates of pay for highway patrol officer trooper, corporal, sergeant, captain, major and lieutenant colonel, and treated as a part thereof in all calculations involving employees' pay.

The commissioner of administration may direct the commissioner of finance to transfer to the department of public safety the necessary amount to finance the increased cost of the cost of living provisions of this clause. This amount is appropriated from the trunk highway fund to the department of public safety for this purpose.

(4) Upon promotion, the person will be paid at the base salary rate of pay in effect for that rank, and shall subsequently be eligible for the time in rank increases calculated from the effective date of promotion.

(5) Any time in rank increases in salary provided for in the tables in clause (3), shall be effective for the payroll period nearest the employee's anniversary date of employment.

The salary rates for all highway patrol officers and sergeants as cited in clause (3) shall be deemed to include reimbursement for meal and business expenses incurred by highway patrol officers and sergeants in the performance of their assigned duties in their patrol areas; business expenses include, but are not limited to: uniform costs, home garaging of squad cars and maintenance of home office.

Sec. 23. Minnesota Statutes 1974, Section 299D.03, Subdivision 9, is amended to read:

Subd. 9. CHARGES AGAINST PATROLMEN. (a) Charges against any state highway patrolman shall be made in writing and signed and sworn to by the person making the same, which written charges shall be filed with the commissioner. Upon the filing of same, if the commissioner shall be of the opinion that such charges constitute a ground for suspension, demotion, or discharge, he shall order a hearing to be had thereon and fix a time for such hearing and may designate a subordinate as his deputy to conduct such hearing. Otherwise he shall dismiss the charges. At least ten days before the time appointed for the hearing, written notice specifying the charges filed and stating the name of the person making the charges, shall be served on the employee personally or by leaving a copy thereof at his usual place of abode with some person of suitable age and discretion then residing therein. If the commissioner orders a hearing he may suspend such employee pending his decision to be made after such hearing.

(b) The exclusive representative of members of the state highway patrol shall have the option of utilizing either the contractual grievance procedure or the legal remedies of this section, but in no event both. Notwithstanding the above, any employee may utilize the provisions of subdivisions 10 and 11.

(c) The commissioner, after having been informed by the exclusive representative that the employee against whom charges have been filed desires to utilize the grievance procedure of the labor agreement, may immediately suspend, demote or discharge the employee without the hearing required by clause (a).

Sec. 24. This act is effective July 1, 1975.

Approved June 4, 1975.

CHAPTER 432-H.F.No.235

[Coded in Part]

An act relating to the operation of government; providing for aids to education, tax levies, and the distribution of tax revenues; changing the funding of adult education, special education, post-secondary vocational-technical education, and community school education to a current funding basis; granting certain powers and duties to school districts, the commissioner of education, the state board of education, and the state board for vocational education; providing for changes in the maximum effort school aid law; providing a July 15 date for resignation of teachers; providing state aid for extraordinary tax delinquency in certain school districts; appropriating money; amending Minnesota Statutes 1974, Sections 3.924, by adding a subdivision; 3.9271, Subdivision 1; 120.03, Subdivision 3; 120.17, Subdivision 1, and by adding subdivisions; 120.76; 120.80, Subdivision 1; 121.21, Subdivisions 2, 4 and 6; 123.34, Subdivision 1; 123.80; 124.04; 124.11; 124.14, Subdivision 1; 124.17, Subdivisions 1 and 2; 124.18, Subdivision 2; 124.20; 124.212, Subdivisions 1, 2, 3a, 8a, 11, 12, and by adding subdivisions; 124.215, Subdivision 2a; 124.222, Subdivision 3, and by adding subdivisions; 124.223; 124.25; 124.26; 124.28, Subdivision 2; 124.30, Subdivisions 3 and 4, and by adding a subdivision; 124.32, Subdivisions 1 and 5, and by adding a subdivision; 124.38, Subdivisions 4, 5, 7 and 8; 124.42, Subdivisions 1, 2 and 4; 124.43, Subdivisions 1, 2, 3 and 4; 124.45; 124.57; 125.12, Subdivision 4; 128.04; 273.138, Subdivision 3; 275.125, Subdivisions 2a, 3, 4, 5, 6, 7, and by adding subdivisions; 275.48; 475.54, Subdivision 2; Chapter 124, by adding sections; Laws 1967, Chapter 822, Section 7, as amended; Laws 1969, Chapter 775, Section 4, Subdivision 2, as amended; Laws 1969, Chapter 1060, Section 7; Laws 1971, Chapter 722, Section 1; Laws 1973, Chapter 683, Section 26, Subdivision 17; Laws 1974, Chapter 521, Section 9; Laws 1974, Chapter 561, Section 7; Laws 1975, Chapter 13, Section 110, Subdivision 1, and by adding a subdivision; Laws 1975, Chapter 13, Section 111; repealing Minnesota Statutes 1974, Sections 121.21, Subdivisions 5, 7, 9 and 10; 121.211; 121.89; 124.212, Subdivisions 6a and 7a; 124.222, Subdivisions 1 and 2; 124.475; 124.50; 124.801; 124.802; 124.803; 124.804; 124.805;