

State of Minnesota

STATE REGISTER

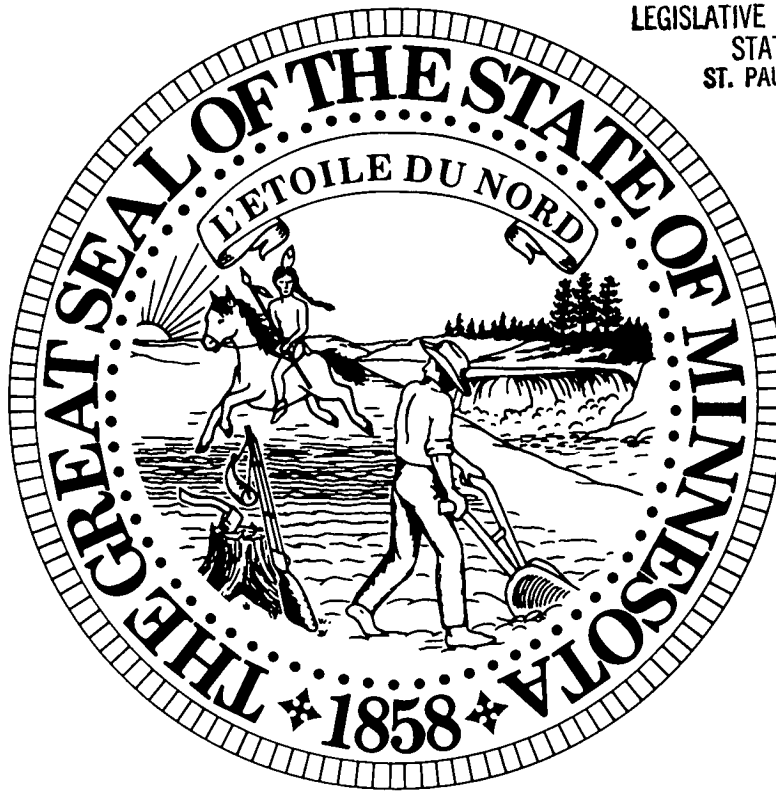
Department of Administration—Documents Division

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Published every Monday

11 January 1988

Volume 12, Number 28

Pages 1385-1424

STATE REGISTER

Judicial Notice Shall Be Taken of Material Published in the *State Register*

The *State Register* is the official publication of the State of Minnesota, containing executive orders of the governor, proposed and adopted rules of state agencies, official notices to the public, state and non-state public contracts, grants, supreme court and tax court decisions, and a monthly calendar of cases to be heard by the state supreme court.

Volume 12 Printing Schedule and Submission Deadlines

Vol. 12 Issue Number	*Submission deadline for Executive Orders, Adopted Rules and **Proposed Rules	*Submission deadline for State Contract Notices and other **Official Notices	Issue Date
28	Thursday 24 December	Monday 4 January	Monday 11 January
29	Monday 4 January	Monday 11 January	Monday 18 January
30	Monday 11 January	Friday 15 January	Monday 25 January
31	Friday 15 January	Monday 25 January	Monday 1 February

*Deadline extensions may be possible at the editor's discretion; however, none will be made beyond the second Wednesday (12 calendar days) preceding the issue date for rules, proposed rules and executive orders, or beyond the Wednesday (5 calendar days) preceding the issue date for official notices. Requests for deadline extensions should be made only in valid emergency situations.

**Notices of public hearings on proposed rules and notices of intent to adopt rules without a public hearing are published in the Proposed Rules section and must be submitted two weeks prior to the issue date.

Instructions for submission of documents may be obtained from the State Register editorial offices, 504 Rice Street, St. Paul, Minnesota 55103, (612) 296-4273.

The *State Register* is published by the State of Minnesota, Department of Administration, Documents Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to Minn. Stat. § 14.46. Publication is weekly, on Mondays, with an index issue in September. In accordance with expressed legislative intent that the *State Register* be self-supporting, the subscription rate has been established at \$130.00 per year, postpaid to points in the United States. Second class postage paid at St. Paul, Minnesota. Publication Number 326630. (ISSN 0146-7751) No refunds will be made in the event of subscription cancellation. Single issues may be obtained at \$3.50 per copy.

Subscribers who do not receive a copy of an issue should notify the *State Register* Circulation Manager immediately at (612) 296-0931. Copies of back issues may not be available more than two weeks after publication.

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**Sandra J. Hale, Commissioner
Department of Administration**

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Minnesota Documents Division**

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FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

SENATE

Briefly-Preview—Senate news and committee calendar; published weekly during legislative sessions.

Perspectives—Publication about the Senate.

Session Review—Summarizes actions of the Minnesota Senate.

Contact: Senate Public Information Office
Room 231 State Capitol, St. Paul, MN 55155
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HOUSE

Session Weekly—House committees, committee assignments of individual representatives; news on committee meetings and action. House action and bill introductions

This Week—weekly interim bulletin of the House.

Session Summary—Summarizes all bills that both the Minnesota House of Representatives and Minnesota Senate passed during their regular and special sessions.

Contact: House Information Office
Room 175 State Office Building, St. Paul, MN 55155
(612) 296-2146

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Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 75 state agencies have the authority to issue rules. Each agency is assigned specific *Minnesota Rule* chapter numbers. Every odd-numbered year the *Minnesota Rules* are published. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the *Official Notices* section of the *State Register*. When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as **Proposed Rules**. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues 1-13 inclusive; issues 14-25 inclusive; issue 26, cumulative for issues 1-26; issues 27-38 inclusive; issue 39, cumulative for 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August. For copies of the *State Register*, a subscription, the annual index, the *Minnesota Rules* or the *Minnesota Guidebook to State Agency Services*, contact the Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-652-9747 and ask for "Documents."

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Minnesota's future environment

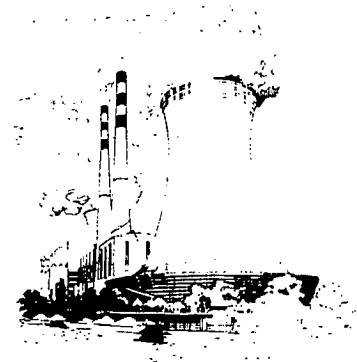
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Proposed Rules

Pursuant to Minn. Stat. of 1982, §§ 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. The notice must advise the public:

1. that they have 30 days in which to submit comment on the proposed rules;
2. that no public hearing will be held unless 25 or more persons make a written request for a hearing within the 30-day comment period;
3. of the manner in which persons shall request a hearing on the proposed rules; and
4. that the rule may be modified if the modifications are supported by the data and views submitted.

If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

Pursuant to Minn. Stat. §§ 14.29 and 14.30, agencies may propose emergency rules under certain circumstances. Proposed emergency rules are published in the *State Register* and, for at least 25 days thereafter, interested persons may submit data and views in writing to the proposing agency.

Department of Corrections

Withdrawal of Proposed Permanent Rules Relating to Municipal Jail Facilities

Notice is hereby given that the above-captioned rules as proposed and published in the *State Register* on November 9, 1987 (12 S.R. 982) are hereby withdrawn pursuant to *Minnesota Statutes* 14.05, Subdivision 3, (1986).

Dated: 22 December 1987

Orville B. Pung, Commissioner
Department of Corrections

Department of Human Services

Proposed Permanent Rules Relating to Administration of the State Facilities Cost of Care Programs

Notice of Intent to Adopt Amendments to a Rule Without a Public Hearing

Notice is hereby given that the State Department of Human Services intends to adopt the above-entitled amendments without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes*, sections 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes*, sections 246.01, 246.23, and 246.51, subdivision 2, in conjunction with section 1611(e)(1)(E) of the Social Security Act.

All persons have 30 days or until 4:30 p.m. on February 10, 1988, in which to submit comments in support of or in opposition to the proposed amendments or any part or subpart of the amendments. Comment is encouraged. Each comment should identify the portion of the proposed amendments addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the amendments within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed amendments addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to:

Julie Elhard
Minnesota Department of Human Services
Reimbursement Division
444 Lafayette Road, 2nd Floor
St. Paul, MN 55155
(612) 296-3507

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Proposed Rules

The proposed amendments may be modified if the modifications are supported by data and views submitted to the agency and do not result in a substantial change in the proposed amendments as noticed.

The rule affected by the proposed amendments governs reimbursement of state facilities for the cost of care. Those affected by the amendments are patients and residents of state facilities, responsible relatives, guardians, conservators or legal representatives for the patient or resident, and the state facilities.

The proposed amendments conform to several statutory changes on which the rule is based. Amendments to *Minnesota Statutes*, section 246.50 changed the term "state hospital" to "regional treatment center", added a definition of "state nursing home", and changed the definition of "resident". These changes are to be incorporated in various parts of the rule. An amendment to *Minnesota Statutes*, section 246.23, requires full payment from nongovernmental funds for persons admitted to chemical dependency programs. Part 9515.1100 is inconsistent with that provision, and is therefore to be repealed. An amendment to the Social Security Act requires that Supplemental Security Income (SSI) not be considered in determining a patient's ability to pay for costs of care, Part 9515.2200 is to be amended to except SSI from net income. Dollar values in parts 9515.2400 to 9515.2600 are periodically adjusted and announced administratively in the manner provided by the rules. The rules are to be updated to reflect the current values without making any substantive changes.

A free copy of the amendments is available upon request from Julie Elhard at the address noted above. A copy of the amendments may also be viewed at any of the 87 county welfare or human services agencies in the State of Minnesota.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed amendments and identifies the data and information relied upon to support the proposed amendments has been prepared and is available upon request from Julie Elhard at the address noted above.

Adoption of these amendments will not result in additional spending by local public bodies in excess of \$100,000 per year for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11.

If no hearing is required, upon adoption of the amendments, the amendments and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted amendments, must submit the written request to Julie Elhard at the address noted above.

Sandra S. Gardebring
Commissioner

Rules as Proposed

REIMBURSEMENT FOR COST OF CARE OF PATIENTS AND RESIDENTS IN ~~A STATE HOSPITAL~~ FACILITIES

9515.1000 SCOPE AND STATUTORY AUTHORITY.

Parts 9515.1000 to 9515.2600 govern the administration of the state ~~hospital~~ facilities cost of care program in the Department of Human Services. Parts 9515.1000 to 9515.2600 are to be read in conjunction with *Minnesota Statutes*, sections 246.50 to 246.55 and other rules of the department. Parts 9515.1000 to 9515.2600 do not apply to persons admitted to chemical dependency treatment programs who are eligible to have chemical dependency treatment paid for with funds from the consolidated chemical dependency treatment fund under *Minnesota Statutes*, chapter 254B and parts 9530.7000 to 9530.7030.

9515.1200 DEFINITIONS.

Subp. 1. to 3. [Unchanged.]

Subp. 4. **Cost of care or per diem.** "Cost of care" or "per diem" means the daily per capita cost of providing care to state ~~hospital~~ facility patients or residents, or the cost of outpatient services calculated in accordance with *Minnesota Statutes*, section 246.50, subdivision 5.

Subp. 5. to 7. [Unchanged.]

Subp. 8. **Homestead.** "Homestead" means the house owned and occupied by the patient or resident as his or her dwelling place, together with the land upon which it is situated as limited by *Minnesota Statutes*, section 510.02.

Subp. 10. **Inpatient, resident patient.** "Inpatient" or "resident patient" means a person who occupies a bed in a state ~~hospital~~ facility for the purpose of observation, care, diagnosis, or treatment.

Subp. 11. and 12. [Unchanged.]

Subp. 13. **Outpatient, day care patient.** "Outpatient" or "day care patient" means a person who makes use of diagnostic, therapeutic, counseling, or other services in a state ~~hospital~~ facility or through state ~~hospital~~ personnel but does not occupy a ~~hospital~~ bed overnight.

Subp. 14. **Patient.** "Patient" means any individual receiving observation, diagnosis, care, or treatment in a state ~~hospital~~ facility.

Subp. 15. **Patient's Financial information file.** "~~Patient's Financial information~~ file" means financial data collected for the purpose of determining ability of the patient, resident, or the responsible relative to pay the patient's or resident's cost of care.

Subp. 16. **Person.** "Person" means a patient, resident, or responsible relative.

Subp. 17. to 19. [Unchanged.]

Subp. 19a. **Resident.** "Resident" means a person as defined in Minnesota Statutes, section 246.50, subdivision 4a.

Subp. 20. **Resource.** "Resource" means any property or benefit that is available to pay for the cost of care of the patient or resident.

Subp. 21. [Unchanged.]

Subp. 22. **State hospital facility.** "State hospital facility" means a ~~state hospital for mentally ill, chemically dependent, or mentally retarded persons~~ regional treatment center or state nursing home, as defined by Minnesota Statutes, section 246.50, subdivisions 3 and 3a.

9515.1300 TIME OF DETERMINATION.

Ability to pay the cost of care shall be determined when the patient or resident is admitted, when there is a change in the person's financial status, when a patient, resident, responsible relative, guardian, conservator, or representative payee reports a change in the financial status used in determining ability to pay, when the patient or resident has been hospitalized for 120 days or more, when the patient or resident is being discharged, and when the responsible relative's financial status has not been reviewed for one year.

Within the six-year period after the date of a patient's or resident's discharge from the ~~hospital facility~~, the department from time to time may, and upon request of the patient or resident shall, reevaluate the patient's or resident's ability to pay any balance of the charge for cost of care.

9515.1400 PERSONS INTERVIEWED TO DETERMINE ABILITY TO PAY.

In all instances the patient or resident shall be present at the interview to determine ability to pay unless the patient or resident is a minor or the treatment staff of the state ~~hospital facility~~ attests the patient's or resident's presence is medically contraindicated. When the patient or resident cannot be present at the interview, the reason shall be noted in the ~~patient's financial information~~ file for that patient or resident.

The patient or resident shall be the source of financial information to determine ability to pay except when the management of the patient's or resident's financial affairs is in the hands of another person. When the patient or resident is not the source of financial information the reason shall be noted in the ~~patient's financial information~~ file for that patient or resident.

When the patient or resident is not able to act on his or her own behalf, the person interviewed shall be the patient's or resident's legal guardian, the conservator, the parents of a minor child, a spouse, a relative of the patient or resident, a trustee, a representative payee, the patient's or resident's legal representative, or a county social worker.

If the patient or resident is unable to pay the full cost of the per diem, the responsible relative shall be interviewed.

9515.1500 FINANCIAL INTERVIEW.

When a person is interviewed, the department shall:

A. [Unchanged.]

B. provide the person with an informational pamphlet on cost of care and review with the person how the department determines the charges for the patient's or resident's cost of care;

C. to G. [Unchanged.]

9515.2200 SOURCES OF INCOME CONSIDERED ~~TO BE~~ PATIENT RESOURCES.

Subpart 1. **In general.** The patient's or resident's ability to pay shall be determined from insurance benefits, net income, and value of property owned.

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Proposed Rules

Subp. 2. **Insurance benefits.** When the investigation of the patient's or resident's ability to pay discloses eligibility for insurance benefits, the patient or resident shall be determined to be able to pay the cost of care provided to the full extent of insurance benefits available. The dollar amount of this coverage need not be specified in the determination order.

When the insurance benefits pay less than the per diem, the ability of the patient or resident to pay the remaining part of the per diem shall be determined from the patient's or resident's net income and nonexcluded property.

Subp. 3. **Net income.** The patient's or resident's entire net income remaining after the deductions from gross income have been made in accordance with part 9515.2300, subpart 4, except Supplemental Security Income paid under section 1611(e)(1)(E) of the Social Security Act, United States Code, title 42, section 1382(e)(1)(E), as amended through November 10, 1986, shall be available to pay the cost of care.

Subp. 4. **Property.** As long as the patient or resident owns property not excluded under part 9515.2500, the patient or resident shall be determined able to pay the full cost of care.

9515.2300 NET INCOME OF PATIENT OR RESIDENT.

Subp. 2. and 3. [Unchanged.]

Subp. 4. **Deductions from gross income to arrive at net income.** The following items shall be deducted from the patient's or resident's monthly gross income:

A. and B. [Unchanged.]

C. Child care costs paid by the patient or resident and not reimbursed from any source.

D. Support payments ordered by a court and actually paid. If this deduction is taken, the individual for whom support is paid shall not be included as a member of the patient's or resident's household in determining the monthly household living allowance in part 9515.2400.

E. to I. [Unchanged.]

J. An allowance of ~~\$74~~ \$86 per month per boarder, ~~\$59~~ \$71 per month per roomer, and ~~\$130~~ \$157 per month for each person who is both a roomer and boarder. This amount shall be updated periodically by the percentage the legislature authorizes for public assistance grants.

K. A personal needs and clothing allowance of the inpatient in the amount determined ~~in accordance with~~ under Minnesota Statutes, section 256B.35 for persons receiving public assistance grants. In addition, a special personal allowance drawn solely from earnings from any productive employment under an individual plan of rehabilitation or work therapy shall be given to all patients or residents in state ~~hospitals~~ facilities. The special personal allowance shall not exceed 50 percent of net monthly income.

L. Sixty percent of the income earned from child care in one's own home or, if the patient or resident chooses, the actual itemized business expenses incurred in providing child care subject to the limitations provided in ~~part parts~~ parts 9515.1200, subparts 2 and 3; and ~~part~~ parts 9515.2300, subpart 4, item I.

M. An inpatient without dependents living in his or her home shall be allowed the actual cost of his or her housing and utilities in the community for the month of admission and a period of three months of continuous hospitalization subsequent to that admission. An inpatient with dependents living in his or her home shall be allowed a pro rata share of his or her household's total actual housing costs during the month of admission and for a period of three months of continuous hospitalization subsequent to that admission. This housing allowance shall be available to the inpatient only twice in any one calendar year regardless of the number of times the patient is admitted to a state hospital in that calendar year. An outpatient or former patient or resident shall be allowed the actual cost of his or her housing and utilities.

N. [Unchanged.]

9515.2400 MONTHLY HOUSEHOLD LIVING ALLOWANCE SCHEDULE.

Number in Household	Monthly Household Living Allowance
1	\$ 419 <u>\$ 458</u>
2	\$ 628 <u>\$ 688</u>
3	\$ 838 <u>\$ 912</u>
4	\$1,047 <u>\$1,146</u>
5	\$1,256 <u>\$1,375</u>
6	\$1,466 <u>\$1,604</u>
over 6	\$1,466 <u>\$1,604</u> plus \$ 209 <u>\$ 229</u> for each additional person

The number in household of an inpatient ~~shall be~~ is the number of dependents the patient or resident claims. The number in household of an outpatient or former patient or resident shall be the patient or resident plus the number of dependents ~~the patient claims~~ claimed. The gross monthly income of a patient's or resident's spouse, if any, shall be deducted from the housing allowances shown above.

By July 1 of each year, the department shall adjust the monthly household living allowance to reflect the annual percentage change reported in the most recent Consumer Price Index, for all urban consumers in the Minneapolis-Saint Paul area. The Consumer Price Index shall be as published by the Bureau of Labor Statistics, U.S. Department of Labor. The year 1967 is the standard reference base period.

9515.2500 PROPERTY OF PATIENT OR RESIDENT.

Subpart 1. **In general.** Property shall be available to pay for the cost of the patient's or resident's care to the extent owned by the patient or resident, subject to the exclusions in subparts 2 to 7.

Subp. 2. **Real property.** The value of the patient's or resident's homestead ~~shall be~~ is excluded from consideration as a resource.

The value of real property owned by the patient or resident which produces a net income ~~shall be~~ is excluded from consideration as a resource. Real property which the patient or resident is selling on a contract for deed and for which the patient or resident receives payments ~~shall be~~ is considered income producing property.

Subp. 3. **Personal property.** The value of the following personal property ~~shall be~~ is excluded from consideration as a resource:

A. the value of personal property other than stocks, bonds, and other investment instruments which is owned by the patient or resident and which yields or contributes to the production of a net income, such as tools, farm implements, livestock, and business inventory and fixtures acquired prior to hospitalization;

B. the cash or liquid assets for a single patient or resident and the cash or liquid assets for a married couple shall be the standard for medical assistance recipients as provided in Minnesota Statutes, section 256B.06, as from time to time amended;

C. to G. [Unchanged.]

H. manufactured home used as a home by the patient or resident or the patient's or resident's dependents;

I. to K. [Unchanged.]

L. life insurance owned by the patient ~~shall be~~ or resident is the standard for medical assistance recipients as provided in Minnesota Statutes, section 256B.06, as from time to time amended;

M. and N. [Unchanged.]

Subp. 4. **Waiver of property as a resource.** The department shall waive consideration of property in excess of the exemptions when the patient's or resident's equity cannot be liquidated, the offered price is less than 80 percent of the market value given by two appraisers agreeable to both parties, or the cost of repairs necessary to meet the conditions of sale exceeds 35 percent of the offered price.

Each case shall be referred to the department's reimbursement division central office and decided on the merits of the facts recorded in the patient's or resident's financial ~~information~~ file to substantiate the circumstances.

The decision to waive the consideration shall be examined at least annually for changes in market value, opportunity for sale or mortgage, and other pertinent factors.

Subp. 5. **Transfer of property.** The market value of any property transferred, less any value received, shall be treated as an available resource if the property is valued at more than \$1,000 and if the transfer is for less than the market value and if the transfer is made:

A. during or after hospitalization in a state ~~hospital~~ facility; or

B. prior to hospitalization in a state ~~hospital~~ facility, but with intent to avoid the use of the property to pay for ~~hospital~~ facility care or in determining ability to pay for ~~hospital~~ care; or

C. prior to hospitalization in a state ~~hospital~~ facility but within 24 months of admission ~~to the hospital~~.

Subp. 6. **Documentation required.** When property described in subpart 5 is transferred during the period between two years

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Proposed Rules

prior to admission to a state ~~hospital~~ facility and six years following discharge, the patient, resident, or the ~~patient's~~ representative shall provide documentation of the circumstances of the transfer.

Subp. 7. **Exemption.** The provisions of subparts 5 and 6 do not apply when the patient or resident is not continuing to accrue charges and the full cost of care has been paid. The provisions of subparts 5 and 6 do not apply to property excluded from consideration under other provisions of parts 9515.1000 to 9515.2600.

9515.2600 RESPONSIBLE RELATIVE'S ABILITY TO PAY.

Subpart 1. **In general.** When the patient or resident is determined not to be able to pay the full cost of care, the department shall determine the ability of each responsible relative of the patient or resident to pay the amount permitted by statute.

Subp. 2. [Unchanged.]

Subp. 3. **Insurance benefits.** The responsible relative shall inform the department about dependent benefits from hospital and medical insurance carried by the relative.

Dependent benefits to a patient or resident shall be considered the same as the patient's or resident's insurance.

Any difference between benefits to a patient or resident and others covered by the responsible relative's policy shall be verified.

The responsible relative shall complete and sign the forms necessary to verify ~~patient~~ eligibility for benefits and assign benefits to pay the cost of care of the patient or resident.

The amount of the premium paid by the responsible relative may be deducted from the responsible relative's total obligation to pay.

Subp. 4. **Liability of responsible relatives.** When the sum of the benefits described in subpart 3 and the patient's or resident's other resources pay less than the full cost of care, the ability of each responsible relative to pay shall be determined in the statutory order of liability for cost of care. When two responsible relatives have the same order of liability for cost of care, a determination shall be made for each one except that a joint determination shall be made for parents who reside in the same household.

Subp. 5. **Limitations on relative's ability to pay.** The ability of a responsible relative to pay shall be determined from the annual gross earnings of the responsible relative subject to the following limitations:

A. and B. [Unchanged.]

C. The department may require full payment of the full per capita cost of care for a patient or resident whose parents or parent, spouse, guardian, or conservator do not reside in Minnesota and are financially able to pay as determined by the department.

D. Only the annual gross earnings of the spouse of a patient or resident shall be used to determine the spouse's ability to pay.

E. to G. [Unchanged.]

Subp. 6. **Determination of relative's ability to pay.** A responsible relative who provides the department the information, documents, and proofs necessary to determine ability to pay as provided in part 9515.1500, items F and G shall have his or her ability to pay determined from the table in subpart 8. For purposes of this table, household size consists of the responsible relative and the responsible relative's dependents living in the responsible relative's household, other than the patient or resident.

A responsible relative who chooses not to provide the department the information, documents, and proofs necessary to determine ability to pay as provided in part 9515.1500, items F and G may be determined liable for the full per capita cost of care.

Subp. 7. [Unchanged.]

Subp. 8. **Daily payment based on ability to pay according to household size and annual gross earnings of responsible relatives.**

Annual Gross Earnings of Responsible Relative	Household Size									
	1	2	3	4	5	6	7	8	9	10
11,000-11,999	.33	0								
12,000-12,999	.45	.33	0							
13,000-13,999	.57	.45	.33	0						
14,000-14,999	.72	.57	.45	.33	0					
15,000-15,999	.87	.72	.57	.45	.33	0				
16,000-16,999	1.05	.87	.72	.57	.45	.33	0			
17,000-17,999	1.23	1.05	.87	.72	.57	.45	.33	0		
18,000-18,999	1.45	1.23	1.05	.87	.72	.57	.45	.33	0	

Proposed Rules

Annual Gross Earnings of Responsible Relative	Household Size									
	1	2	3	4	5	6	7	8	9	10
19,000-19,999	1.81	1.45	1.23	1.05	.87	.72	.57	.45	.33	0
20,000-20,999	2.26	1.67	1.45	1.23	1.05	.87	.72	.57	.45	.33
21,000-21,999	2.82	1.92	1.67	1.45	1.23	1.05	.87	.72	.57	.45
22,000-22,999	3.52	2.17	1.92	1.67	1.45	1.23	1.05	.87	.72	.57
23,000-23,999	4.41	2.45	2.17	1.92	1.67	1.45	1.23	1.05	.87	.72
24,000-24,999	5.51	3.06	2.45	2.17	1.92	1.67	1.45	1.23	1.05	.87
25,000-25,999	6.89	3.82	2.75	2.45	2.17	1.92	1.67	1.45	1.23	1.05
26,000-26,999	8.61	4.77	3.05	2.75	2.45	2.17	1.92	1.67	1.45	1.23
27,000-27,999	8.80 <u>10.76</u>	5.96	3.37	3.05	2.75	2.45	2.17	1.92	1.67	1.45
28,000-28,999	8.80 <u>13.45</u>	7.46	4.21	3.37	3.05	2.75	2.45	2.17	1.92	1.67
29,000-29,999	8.80 <u>16.81</u>	8.80 <u>9.32</u>	5.26	3.72	3.37	3.05	2.75	2.45	2.17	1.92
30,000-30,999	8.80 <u>19.49</u>	8.80 <u>11.65</u>	6.57	4.07	3.72	3.37	3.05	2.75	2.45	2.17
31,000-31,999	8.80 <u>19.49</u>	8.80 <u>14.56</u>	8.21	4.45	4.07	3.72	3.37	3.05	2.75	2.45
32,000-32,999	8.80 <u>19.49</u>	8.80 <u>18.20</u>	8.80 <u>10.26</u>	4.83	4.45	4.07	3.72	3.37	3.05	2.75
33,000-33,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>12.83</u>	6.03	4.83	4.45	4.07	3.72	3.37	3.05
34,000-34,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>16.04</u>	7.53	5.25	4.83	4.45	4.07	3.72	3.37
35,000-35,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>9.41</u>	8.80 <u>9.41</u>	5.67	5.25	4.83	4.45	4.07	3.72
36,000-36,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>11.76</u>	8.80 <u>11.76</u>	6.12	5.67	5.25	4.83	4.45	4.07
37,000-37,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>14.70</u>	8.80 <u>14.70</u>	7.56	6.12	5.67	5.25	4.83	4.45
38,000-38,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>18.38</u>	8.80 <u>18.38</u>	8.80	7.56	6.12	5.67	5.25	4.83
39,000-39,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>9.45</u>	8.80 <u>9.45</u>	8.80	8.80	7.56	6.12	5.67	5.25
40,000-40,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>14.76</u>	8.80 <u>14.76</u>	8.80	8.80	8.80	7.56	6.12	5.67
41,000-41,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>11.81</u>	8.80 <u>11.81</u>	8.80	8.80	8.80	8.80	7.56	6.12
42,000-42,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>18.45</u>	8.80 <u>18.45</u>	8.80	8.80	8.80	8.80	8.80	7.56
43,000-43,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>14.76</u>	8.80 <u>14.76</u>	8.80	8.80	8.80	8.80	8.80	8.80
44,000-44,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>18.45</u>	8.80 <u>18.45</u>	8.80	8.80	8.80	8.80	8.80	8.80
45,000-45,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>14.76</u>	8.80 <u>14.76</u>	8.80	8.80	8.80	8.80	8.80	8.80
46,000-46,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>11.81</u>	8.80 <u>11.81</u>	8.80	8.80	8.80	8.80	8.80	8.80
47,000-47,999	8.80 <u>19.49</u>	8.80 <u>19.49</u>	8.80 <u>18.45</u>	8.80 <u>18.45</u>	8.80	8.80	8.80	8.80	8.80	8.80

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Proposed Rules

Subp. 9. and 10. [Unchanged.]

Subp. 11. **Clothing and personal needs allowance of a minor.** The parents of a patient or resident who is an unmarried, dependent child ~~shall be~~ are responsible for meeting the ~~patient's~~ child's clothing and personal needs allowance in addition to the amount they are determined able to pay to meet the cost of care.

REPEALER. Minnesota Rules, part 9515.1100, is repealed.

Public Utilities Commission

Proposed Permanent Rules Relating to Certificates of Need for Power Plants and Transmission Lines

Notice of Intent to Adopt Rules Without a Public Hearing

Notice is hereby given that the Minnesota Public Utilities Commission (Commission) intends to adopt the above-entitled rules without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes* Section 14.22 to 14.28 (1986). The Commission's authority to adopt the rule is set forth in *Minnesota Statutes* Sections 216A.05, 216B.08, 216B.243 (1986).

All persons have until 4:30 p.m. on February 10, 1988, to submit comments in support of or in opposition to the proposed rules or any part or subpart of the rules. Comment is encouraged. Each comment should identify the portion of the proposed rules addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rules within the comment period. If 25 or more persons submit a written request for a public hearing within the comment period, a public hearing will be held unless a sufficient number withdraw their requests in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rules addressed, the reason for the request, and any change proposed.

If a public hearing is required, the Commission will proceed pursuant to *Minnesota Statutes* Sections 14.131 to 14.20 (1986).

Comments or written requests for a public hearing must be submitted to:

Caroline Robinson
Minnesota Public Utilities Commission
780 American Center Building
150 East Kellogg Boulevard
St. Paul, Minnesota 55101
(612) 296-9617

The proposed rules may be modified if the modifications are supported by data and views submitted to the Commission and do not result in a substantial change in the proposed rule as noticed.

The proposed rules, if adopted, will amend the existing rules governing the certificate of need process for power plants and transmission lines. The proposed rules are published below. One free copy of the rules is available upon request from Kris Kline at (612) 296-7124.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rules and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Kris Kline at (612) 296-7124.

You are hereby advised, pursuant to *Minnesota Statutes* Section 14.115 (1986), "Small business considerations in rulemaking," that the proposed rules will impact small electric utilities and small businesses which build cogeneration or small power production facilities. Small electric utilities are service businesses regulated by government bodies for standards and costs and, therefore, are exempt from this statute. Small businesses which build cogeneration or small power production facilities are exempt from the certificate of need process if the facilities produce less than 80 megawatts of electrical power. See *Minnesota Statutes* Section 216B.243 (1986). For those small businesses which build cogeneration or small power production facilities that produce electric power in excess of 80 megawatts, the proposed rules require additional data in technical areas where certificate of need applications have been deficient in past cases. However, the impact on these businesses has been reduced in the proposed rules by providing that applicants may request an exemption from the data requirements and by permitting the processing of applications in less than six months under certain conditions.

The adoption of these rules by the Commission will not require the expenditure of public money by local public bodies or have a direct impact on agricultural land. Therefore, *Minnesota Statutes* Section 14.11 (1986) is not applicable to this rulemaking proceeding.

If no hearing is required, upon adoption of the rule, the rule and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the rule submitted to the Attorney General, must submit a written request to Caroline Robinson at the above address.

Mary Ellen Hennen
Executive Secretary

Rules as Proposed**4220.0100 DEFINITIONS.**

Subpart 1. to 3. [Unchanged.]

Subp. 4. [See Repealer.]

Subp. 5. and 6. [Unchanged.]

Subp. 7. **Annual system demand.** "Annual system demand" means the highest system demand of a utility occurring during the 12-month period beginning May 1 of the forecast year ending with a given month.

Subp. 8. [See Repealer.]

Subp. 8a. **Capacity factor.** "Capacity factor" means the ratio of the actual amount of electrical energy generated during a designated period by a particular generating facility to the maximum amount of electrical energy that could have been generated during the period by the facility had it been operated continuously at its rated capacity.

Subp. 8b. **Commission.** "Commission" means the Minnesota Public Utilities Commission.

Subp. 8c. **Construction.** "Construction" means significant physical alteration of a site to install or enlarge a large energy facility, but not including an activity incident to preliminary engineering or environmental studies.

Subp. 9. to 11. [Unchanged.]

Subp. 12. **LEGF; large electric generating facility.** "Large electric generating facility (~~LEGF~~)" or "LEGF" means any an electric power generating unit or combination of units at a single site and associated facilities designed for or capable of operation at a combined capacity of 50,000 kilowatts or more, or any facility of 5,000 kilowatts or more that requires oil, natural gas, or natural gas liquids as a fuel and for which an installation permit has not been applied for by May 19, 1977, pursuant to part 7005.0200 as defined by Minnesota Statutes, section 216B.2421, subdivision 2, clause (a).

Subp. 13. **LHVTL; large high voltage transmission line.** "Large high voltage transmission line (~~LHVTL~~)" or "LHVTL" means a conductor of electrical energy as defined by Minnesota Statutes, section 216B.2421, subdivision 2, clause (b), and associated facilities designed for and capable of operation at a nominal voltage of 200 kilovolts or more with more than 80.4 kilometers (50 miles) of its length in Minnesota, or at a nominal voltage of 300 kilovolts or more with more than 40.2 kilometers (25 miles) of its length in Minnesota. Associated facilities shall include but not be limited to necessary for normal operation of the conductor, such as insulators, towers, and substations, and terminals operating at the nominal voltage.

Subp. 14. to 18. [Unchanged.]

Subp. 18a. **Nominal generating capability.** "Nominal generating capability" means the average output power level, net of in-plant use, that a proposed LEGF is expected to be capable of maintaining over a period of four continuous hours of operation.

Subp. 19. to 31. [Unchanged.]

4220.0200 PURPOSE OF RULES.

The purpose of this chapter is to specify the content of applications for certificates of need and to specify criteria for the assessment of need for large electric generating facilities and large high voltage transmission lines. In accordance with Minnesota Statutes, section 216B.243, subdivision 2, no LEGF or LHVTL shall be sited or constructed in Minnesota without the issuance of a certificate of need by the director pursuant to Minnesota Statutes, sections 116J.05 to 116J.30 and consistent with the criteria for assessment of need.

4220.0300 SCOPE OF RULES.

Subpart 1. **Facilities covered.** Each A person applying for a certificate of need for an LEGF or an LHVTL shall provide all the

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Proposed Rules

information required by this chapter. A certificate of need is required for ~~each a~~ new LEGF, ~~each a~~ new LHVTL, and for ~~each~~ expansion of either ~~such~~ facility, ~~which when~~ the expansion is itself of sufficient size to come within the definition of "large electric generating facility" or "large high voltage transmission line" in part 4220.0100. The nominal generating capability of an LEGF is considered its size. If the nominal generating capability of an LEGF varies by season, the higher of the two seasonal figures is considered its size.

Subp. 2. Exemption. Notwithstanding subpart 1, a certificate of need is not required for a facility exempted by Minnesota Statutes, section 216B.243, subdivision 8.

4220.1100 PURPOSE OF CRITERIA.

The criteria for assessment of need ~~shall must~~ be used by the ~~director in the determination of commission to determine~~ the need for a proposed large energy facility ~~pursuant to under~~ Minnesota Statutes, sections ~~116J.05 to 116J.30~~ 216B.2421, subdivision 2, and 216B.243. The factors listed under each of the criteria set forth in part 4220.1300 ~~shall must~~ be evaluated to the extent that the ~~director deems~~ commission considers them applicable and pertinent to ~~each a~~ facility proposed ~~pursuant to under~~ this chapter. The ~~director commission~~ shall make a specific written finding with respect to each of the criteria.

4220.1200 CONSIDERATION OF ALTERNATIVES.

The ~~director commission~~ shall consider only those alternatives proposed before the close of the public hearing and for which there exists substantial evidence on the record with respect to each of the criteria listed in part 4220.1300.

4220.1300 CRITERIA.

A certificate of need ~~shall must~~ be granted to the applicant if it is ~~determined on determining~~ that:

A. [Unchanged.]

B. a more reasonable and prudent alternative to the proposed facility has not been demonstrated by a preponderance of the evidence on the record ~~by parties or persons other than the applicant~~, considering:

(1) to (4) [Unchanged.]

C. ~~it has been demonstrated~~ by a preponderance of the evidence on the record ~~that~~, the proposed facility, or a suitable modification ~~thereof of the facility~~, will provide benefits to society in a manner compatible with ~~protection of~~ protecting the natural and socioeconomic environments, including human health, considering:

(1) to (4) [Unchanged.]

D. ~~it has not been demonstrated on~~ the record does not demonstrate that the design, construction, or operation of the proposed facility, or a suitable modification ~~thereof of it~~, will fail to comply with relevant policies, rules, and regulations of other state and federal agencies and local governments.

4220.2100 APPLICATION PROCEDURES AND TIMING.

Subpart 1. **Form and manner.** ~~Each An~~ applicant for a certificate of need shall apply in a form and manner prescribed by ~~the director this~~ chapter.

Subp. 2. **Copies, title, table of contents.** ~~A minimum of 50 bound copies and one unbound copy of the application shall be filed with the director. The director may require additional bound copies, not to exceed 100 bound copies total. All The original and 13 copies of the application must be filed with the commission. The applicant shall provide copies of the application to other state agencies with regulatory responsibilities in connection with the proposed facility and to other interested persons who request copies. The applicant shall maintain a distribution list of the copies.~~ Documents, forms, and schedules filed with the application ~~shall must~~ be typed on 8-1/2 inch by 11 inch paper except for drawings, maps, and similar materials. ~~Each An~~ application ~~shall must~~ contain a title page and a complete table of contents ~~which that~~ includes the applicable rule by the titles and numbers given in this chapter. The date of preparation and the applicant's name ~~shall must~~ appear on the title page, as well as on each document filed with the application.

Subp. 3. **Changes to application.** ~~Subsequent to the filing of~~ After an application is filed, ~~any~~ changes or corrections to the application ~~shall must~~ comply with subpart 2 as to the number of copies and size of documents. In addition, each page of a change or correction to a previously filed page ~~shall must~~ be marked with the word "REVISED" and with the date the revision was made. The original copy of the changes or corrections ~~shall must~~ be filed with the ~~hearing examiner~~ administrative law judge, and the remaining copies ~~shall must~~ be submitted to the ~~director commission~~. The applicant shall send to persons receiving copies of the application a like number of copies of changed or corrected pages.

Subp. 4. **Cover letter.** ~~Each An~~ application for a certificate of need ~~shall must~~ be accompanied by a cover letter signed by an authorized officer or agent of the applicant. The cover letter ~~shall must~~ specify the type of facility for which a certificate of need is requested ~~and the number of copies of the application filed.~~

Subp. 5. and 6. [See Repealer.]

Subp. 7. **Complete applications.** The ~~director shall~~ commission must notify the applicant within ~~45~~ 30 days of the receipt of an application if the application is not substantially complete. ~~Upon such~~ On notification, the applicant may correct any deficiency and may resubmit the application. ~~A decision shall be made upon the revised application within six months of the date of resubmission, assuming it is then substantially complete. If the revised application is substantially complete, the date of its submission is considered the application date.~~

Subp. 8. **Exemptions.** ~~Prior to the submission of~~ Before submitting an application, a person ~~may be~~ is exempted from any data requirement of this chapter ~~upon a written request to the director for if the person (1) requests an exemption from specified rules, in writing to the commission, and a showing by that person in the request (2) shows that the data requirement is unnecessary to determine the need for the proposed facility or may be satisfied by submission of submitting another document. A request for exemption must be filed at least 20 45 days prior to submission of before submitting an application. The director commission shall respond in writing to each such a request for exemption within 45 30 days of receipt including and include the reasons for the decision. The director commission shall file a statement of exemptions granted and reasons therefor prior to commencement of for granting them before beginning the hearing.~~

4220.2200 FILING FEES AND PAYMENT SCHEDULE.

Subpart 1. [Unchanged.]

Subp. 2. **Payment schedule.** Twenty-five percent of the fee set according to subpart 1 ~~shall~~ must accompany the application, and the balance ~~shall~~ must be paid in three equal installments within 45, 90, and 135 days after submission of the application. The applicant ~~shall~~ must be notified ~~prior to the time its application is acted upon by the director of any additional fees, which fees shall be paid within 30 days of notification of and billed for costs not covered by the fee described in subpart 1. The additional fees must be paid within 30 days of notification.~~ The billing of ~~such~~ additional fees ~~shall~~ must be accompanied by an itemized document showing the necessity for the additional assessment.

Subp. 3. **Payment required.** ~~No certificate of need shall be issued until all fees are paid in full. The commission shall not issue its decision on the application until the outstanding set fee payments and additional billings under subparts 1 and 2 are paid by the applicant.~~

4220.2300 CONTENTS OF APPLICATION.

Subpart 1. and 2. [Unchanged.]

Subp. 3. **Joint ownership and multiparty use.** If the proposed LEGF or LHVTL is to be owned jointly by two or more utilities or by a pool, ~~all the information required by parts 4220.2400 and 4220.2700 to 4220.3000 shall~~ this chapter must be provided by each joint owner for its system. If the facility is designed to meet the long-term needs ~~(, in excess of 50 80 megawatts),~~ of a particular utility that is not to be an owner, that utility ~~shall~~ must also provide ~~all the information required by parts 4220.2400 and 4220.2700 to 4220.3000 this chapter. Joint applicants may use a common submission to satisfy the requirements of any part for which the appropriate response does not vary by utility.~~

4220.2350 ENVIRONMENTAL REPORT.

Subpart 1. **Draft report.** If the application is for an LHVTL, the information submitted under parts 4220.2400, 4220.2600, and 4220.2900 to 4220.3400 must be designated by the applicant as its "draft environmental report" and distributed in accordance with part 4410.7100, subpart 5.

Subp. 2. **Written responses.** The applicant shall submit written responses to the substantive comments entered into the record of the proceeding before the close of the public hearing on the application. The written responses must be entered into the record and be available to the administrative law judge in preparing the recommendation on the application.

Subp. 3. **Final report.** The draft environmental report, written comments, and the applicant's written responses to comments comprise the "final environmental report," which must be distributed in accordance with part 4410.7100, subpart 5.

Subp. 4. **Notice of final report.** On completing the final environmental report, the commission shall have published in the EQB Monitor, published by the Minnesota Environmental Quality Board, a notice indicating completion.

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Proposed Rules

Subp. 5. Supplements. The applicant must prepare a supplement to the final environmental report if the tests described in part 4410.3000, subparts 1 and 2, are met and a certificate of need proceeding on the proposed facility is pending.

4220.2400 NEED SUMMARY AND ADDITIONAL CONSIDERATIONS.

Subpart 1. **Need summary.** Each An application ~~shall~~ must contain a summary of the major factors that justify the need for the proposed facility. This summary ~~shall~~ must not exceed, without the approval of the ~~director~~ commission, 15 pages in length, including text, tables, graphs, and figures.

Subp. 2. [Unchanged.]

4220.2500 DESCRIPTION OF PROPOSED ~~LARGE ELECTRIC GENERATING FACILITY~~ LEGF AND ALTERNATIVES.

Each An application for a proposed LEGF ~~shall~~ must include the following information:

A. a description of the facility, including:

(1) ~~a description of the nominal generating capacity capability of the facility, which includes as well as~~ a discussion of the effect of the economies of scale on the facility size and timing;

(2) to (5) [Unchanged.]

B. [Unchanged.]

C. for the proposed facility and for each of the alternatives provided in response to item B that could provide electric power at the asserted level of need, a discussion of:

(1) to (3) [Unchanged.]

(4) its fuel costs in current dollars per kilowatt-hour;

(5) its variable operating and maintenance costs in current dollars per kilowatt-hour;

~~(5)~~ (6) the total cost in current dollars of a kilowatt-hour provided by it;

(7) an estimate of its effect on rates system-wide and in Minnesota, assuming a test year beginning with the proposed in-service date;

~~(6)~~ (8) its efficiency, expressed for a generating facility as the estimated heat rate, or expressed for a transmission facility as the estimated losses under projected maximum loading and under projected average loading in the length of the transmission line and at the terminals or substations; and

~~(7)~~ any (9) the major assumptions made in providing the information in subitems (1) to ~~(6)~~ (8), including projected escalation rates for fuel costs and operating and maintenance costs, as well as projected capacity factors;

D. and E. [Unchanged.]

4220.2600 DESCRIPTION OF PROPOSED ~~LARGE HIGH VOLTAGE TRANSMISSION LINE~~ LHVTL AND ALTERNATIVES.

Each application for a proposed LHVTL ~~shall~~ must include the following information:

A. [Unchanged.]

B. a discussion of the availability of alternatives to the facility, including but not limited to:

(1) new generation of various technologies, sizes, and fuel types;

(2) to (8) [Unchanged.]

C. for the proposed facility and for each of the alternatives provided in response to item B that could provide electric power at the asserted level of need, a discussion of:

(1) to (4) [Unchanged.]

(5) an estimate of its effect on rates system-wide and in Minnesota, assuming a test year beginning with the proposed in-service date;

(6) its efficiency, expressed for a transmission facility as the estimated losses under projected maximum loading and under projected average loading in the length of the transmission line and at the terminals or substations, or expressed for a generating facility as the estimated heat rate; and

~~(6)~~ any (7) the major assumptions made in providing the information in subitems (1) to ~~(5)~~ (6);

D. and E. [Unchanged.]

4220.2700 PEAK DEMAND AND ANNUAL ELECTRICAL CONSUMPTION FORECAST.

Subpart 1. [Unchanged.]

Subp. 2. **Content of forecast.** For each forecast year, the following data ~~shall~~ must be provided:

A. to D. [Unchanged.]

E. the estimated annual revenue requirement per kilowatt-hour for the system in current dollars; and

F. the applicant's estimated average system weekday load factor by month; in other words, for each month, the estimated average of the individual load factors for each weekday in the month.

Subp. 3. **Forecast methodology.** ~~Each~~ An applicant may use a forecast methodology of its own choosing, with due consideration given to cost, manpower requirements, and data availability. However, ~~any~~ forecast data provided by the applicant ~~shall be~~ is subject to tests of accuracy, reasonableness, and consistency. The applicant shall detail the forecast methodology employed to obtain the forecasts provided under subpart 2, including:

A. to F. [Unchanged.]

G. an explanation of ~~any~~ discrepancies ~~which~~ that appear between the forecasts presented in the application and the forecasts submitted ~~to the agency~~ under chapter 4100 or in the applicant's previous certificate of need proceedings.

Subp. 4. **Data base for forecasts.** The applicant shall discuss the data base used in arriving at the forecast presented in its application, including:

A. and B. [Unchanged.]

The applicant shall provide to the ~~director~~ commission or the ~~hearing examiner~~ administrative law judge on demand copies of ~~all~~ the data sets used in making the forecasts, including both raw and adjusted data, input and output data.

Subp. 5. **Assumptions and special information.** The applicant shall discuss each essential assumption made in preparing the forecast, including the need for the assumption, the nature of the assumption, and the sensitivity of forecast results to variations in the essential assumptions.

The applicant shall discuss the assumptions made regarding:

A. to C. [Unchanged.]

D. the ~~assumptions made in arriving at~~ any data requested in subpart 2 that is not available historically or not generated by the applicant in preparing its own internal forecast;

E. the effect of existing and future energy conservation programs under federal or state legislation on long-term electrical demand; and

F. [Unchanged.]

Subp. 6. [Unchanged.]

4220.2800 SYSTEM CAPACITY.

The applicant shall describe the ability of its existing system to meet the demand for electrical energy forecast in response to part 4220.2700 and the extent to which the proposed facility will increase this capability. In preparing this description, the applicant shall present the following information:

A. to C. [Unchanged.]

D. for the summer season and for the winter season corresponding to each forecast year, the load and generation capacity data requested in subitems (1) to (13), including all the anticipated purchases, sales, capacity retirements, and capacity additions, except those ~~which~~ that depend on certificates of need not yet issued by the agency commission:

(1) to (13) [Unchanged.]

E. to I. [Unchanged.]

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Proposed Rules

4220.2900 CONSERVATION PROGRAMS.

Each An application shall must include the following information:

A. to E. [Unchanged.]

F. a quantification of the manner by which these programs affect or help determine the forecast provided in response to part 4220.2700, subpart 2, a list of their total costs by program, and a discussion of their expected effects in reducing the need for new generating generation and transmission facilities.

4220.3000 CONSEQUENCES OF DELAY.

The applicant shall present a discussion of anticipated consequences to its system, neighboring systems, and the power pool should the proposed facility be delayed one, two, and three years, or postponed indefinitely. This information must be provided for the following three levels of demand: the expected demand provided in response to part 4220.2700, subpart 2, and the upper and lower confidence levels provided in response to part 4220.2700, subpart 3, item E.

4220.3300 TRANSMISSION FACILITIES.

The applicant shall provide data for each alternative that would involve construction of an LHVTL. The following information shall must be included:

A. [Unchanged.]

B. for underground transmission facilities:

(1) and (2) [Unchanged.]

(3) the amount of heat released by the cable system in kilowatts per ~~meter~~ of foot of cable length;

C. to G. [Unchanged.]

4220.3400 THE ALTERNATIVE OF NO FACILITY.

For each of the three levels of demand specified in part 4220.3000, the applicant shall provide the following information for the alternative of no facility:

A. to C. [Unchanged.]

4220.4100 CERTIFICATE OF NEED ~~MODIFICATIONS~~ CONDITIONS AND CHANGES.

Subpart 1. Authority of ~~director~~ commission. Issuance of a certificate of need may be made contingent upon modifications required by the ~~director~~ commission. When an application is denied, the ~~director~~ commission shall state the reasons for the denial.

Subp. 2. to 4. [See Repealer.]

Subp. 3a. Proposed changes in size, type, and timing. Changes proposed by an applicant to the certified size, type, or timing of a proposed facility before the facility is placed in service must conform to the following provisions:

A. A delay of one year or less in the in-service date of a large generation or transmission facility previously certified by the commission is not subject to review by the commission.

B. A power plant capacity addition or subtraction smaller than the lesser of 80 megawatts or 20 percent of the capacity approved in a certificate of need issued by the commission does not require recertification.

C. A change in power plant ownership smaller than the lesser of 80 megawatts or 20 percent of the capacity approved in a certificate of need issued by the commission does not require recertification.

D. The applicant shall notify the commission as soon as it determines that a change described in item A, B, or C is imminent, detailing the reasons for the change.

E. A large transmission line length addition or subtraction made as a result of the route length approved by the Minnesota Environmental Quality Board for projects previously certified does not require recertification.

F. A design change required by another state agency in its permitting process for certified facilities is not subject to review by the commission, unless the change contradicts the basic type determination specified by the certificate of need.

G. If a utility applies to the Minnesota Environmental Quality Board for a transmission line route that is not expected to meet the definition of LHVTL in part 4220.0100, but at some time in the routing process it becomes apparent that the board may approve a route that meets the definition, the utility may apply for a certificate of need as soon as possible after that time. The length of a route is determined by measuring the length of its center line.

H. If an applicant determines that a change in size, type, timing, or ownership other than specified in this subpart is necessary for a large generation or transmission facility previously certified by the commission, the applicant must inform the

commission of the desired change and detail the reasons for the change. A copy of the applicant's submission to the commission must be sent to each intervenor in the certificate of need hearing proceeding on the facility. Intervenors may comment on the proposed change within 15 days of being notified of the change. The commission shall evaluate the reasons for and against the proposed change and, within 45 days of receipt of the request, notify the applicant whether the change is acceptable without recertification. The commission shall order further hearings if and only if it determines that the change, if known at the time of the need decision on the facility, could reasonably have resulted in a different decision under the criteria specified in part 4220.1300.

REPEALER. Minnesota Rules, parts 4220.0100, subparts 4 and 8; 4220.2100, subparts 5 and 6; and 4220.4100, subparts 2, 3, and 4, are repealed.

Executive Orders

Emergency Executive Order No. 87-18: Rescuing Stranded Motorists in Polk County, Minnesota

I, RUDY PERPICH, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and applicable statutes, do hereby issue this Executive Order:

WHEREAS, the Sheriff of Polk County, Minnesota has requested assistance in rescuing stranded motorists in Polk County, Minnesota due to a severe winter storm and, WHEREAS, Polk County and other local agencies have exhausted all other available resources in their efforts to rescue stranded motorists; NOW, THEREFORE, I order:

1. The Adjutant General of Minnesota to order to active duty on and after December 30, 1987, in service of the State, such elements of the military forces of the State and equipment as are necessary to rescue stranded motorists in Polk County, Minnesota. These forces shall be utilized for a period of time as necessary.

2. The cost of subsistence, transportation, fuel, and pay and allowances of said individuals shall be defrayed from the general fund of the State as provided for in *Minnesota Statutes* Sections 192.49, Subdivision 1; 192.51 and 192.52.

Pursuant of *Minnesota Statutes 1986*, Section 4.035, this Order shall be effective December 30, 1987 and shall remain in effect until rescinded by proper authority or it expires in accordance with Section 4.035, Subdivision 3.

IN TESTIMONY WHEREOF I have set my hand this 31st day of December 1987.



Rudy Perpich
Governor

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Official Notices

Pursuant to the provisions of Minnesota Statutes § 14.10, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

The *State Register* also publishes other official notices of state agencies, notices of meetings, and matters of public interest.

Department of Finance

Maximum Interest Rate for Municipal Obligations in January 1988

Pursuant to *Minnesota Statutes*, Section 475.55, Subdivision 4, Commissioner of Finance, Tom Triplett, announced today that the maximum interest rate for municipal obligations in the month of January, 1988 would be ten (10) percent per annum. Obligations which are payable wholly or in part from the proceeds of special assessments or which are not secured by General Obligations of the municipality may bear an interest rate of up to eleven (11) percent per annum.

Dated: 28 December 1987

Peter Sausen
Assistant Commissioner
Cash and Debt Management

State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. § 14.10, an agency must make reasonable effort to publicize the availability of any services contract or professional and technical services contract which has an estimated cost of over \$2,000.

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

Commodities contracts with an estimated value of \$15,000 or more are listed under the Procurement Division, Department of Administration. All bids are open for 7-10 days before bidding deadline. For bid specifics, time lines, and other general information, contact the appropriate buyers whose initials appear in parentheses next to the commodity for bid, by calling (612) 296-6152.

Department of Administration: Materials Management Division

Contracts and Requisitions Open for Bid

Call 296-2600 for information on a specific bid, or to request a specific bid. Buyer's initials are listed next to each commodity.

Commodity for Bid (and Buyer)	Bid Closing Date at 2 pm	Department or Division	Delivery Point	Requisition #
Ready-mix concrete (PA)	January 11	Transportation	Rochester	79600 RM
Bituminous material (PA)	January 11	Transportation	St. Cloud	79350 B
Aggregate material (PA)	January 11	Transportation	St. Cloud	79350 A
Service monitors (PA)	January 11	Transportation	No. St. Paul	79000 82654
Lease of food service equipt. (DO)	January 11	MN Veterans Home	Mpls.	Price Contract
Bituminous (PA)	January 12	Transportation	Mankato	79700 B
Limestone dust (PA)	January 12	Transportation	Mankato	79799 L
Rotary lawn mowers (ES)	January 12	Various	Various	Price Contract
Portland cement (PA)	January 13	Transportation	St. Cloud	79350 Pc-Rebid
Portland cement (PA)	January 13	Transportation	Mankato	79700 PC
Ready mix concrete (PA)	January 13	Transportation	Mankato	79700 RM
Automated power files (LP)	January 13	State University	St. Cloud	26073 20314
Aggregates (PA)	January 14	Transportation	Windom	79750 A
Plant mix bituminous (PA)	January 14	Transportation	Windom	79750 B
Ready mix concrete (PA)	January 14	Transportation	Windom	79750 RM
Silica sand (PA)	January 14	Transportation	Mankato	79700ss
Modular office systems & access. (LP)	January 14	Transportation	St. Paul	79000 74614

State Contracts and Advertised Bids

Commodity for Bid (and Buyer)	Bid Closing Date at 2 pm	Department or Division	Delivery Point	Requisition #
Telephone installation (JG)	January 14	Health	Mpls.	12900 16296
Aggregates (PA)	January 15	Transportation	Detroit Lakes	79400 A
Portland cement (PA)	January 15	Transportation	Detroit Lakes	79400 PC
Plant mix bituminous (PA)	January 15	Transportation	Owatonna	79650 B
Plant mix bituminous (PA)	January 15	Transportation	Owatonna	79400 B
Ready mix concrete (PA)	January 15	Transportation	St. Cloud	79350 RM
Ready mix concrete (PA)	January 15	Transportation	Detroit Lakes	79400 RM
Meat and meat products for Feb. 1988 (JD)	January 15	Various	Various	Price Contract
Aggregates (PA)	January 19	Transportation	Willmar	79800 A
Hot plant mix bituminous (PA)	January 19	Transportation	Willmar	79800 B
Portland cement (PA)	January 19	Transportation	Willmar & Marshall	79800 PC
Ready mix concrete (PA)	January 19	Transportation	Willmar	79800 RM

Department of Administration: Printing & Mailing Services

Printing vendors for the following printing contracts must review contract specifications in printing buyers office at 117 University Avenue, Room 134-B, St. Paul, MN.

Commodity for Bid (and Buyer)	Bid Due Date at 2 pm	Department or Division	Delivery Point	Requisition #
3-page odometer statement, 350M 8½" × 6¾" finished detached, 20# & 16# sulphite, camera ready	January 12	Public Safety	St. Paul	1104
Test answer sheets, 5M 5½" × 11" finished, 2-sided, computer, 20# white trans optic bond	January 12	Agriculture	St. Paul	4153
Q&A review form, continuous feed, 120M, type to be set, 9½" × 11" with pin feed 20# white trans optic bond	January 12	Health	Minneapolis	3511
Bed & Breakfast booklet, 80M— 16pp, saddle stitch, camera ready, 50# white, self cover, offset enamel coated, 3¾" × 8½" finished	January 12	Tourism	St. Paul	4147
Explore MN Outfitters, 25M sheets, camera ready, 2-sided, 50# white offset enamel coated, 22½" × 8½" folded to 3¾" × 8½"	January 12	Tourism	St. Paul	4148
Child Support Mailer	January 20	Human Services	St. Paul	4110
Landscaping for Wildlife	January 20	Natural Resources	St. Paul	3699
Two part form, 150M, 15# white sulphite, camera ready 2-sided	January 15	Public Safety	St. Paul	4167
Window envelopes, type to be set, #10 poly, 50M	January 15	PERA	St. Paul	4185
Biweekly time report, negatives furnished, 3-part-sets, 28 sets per book, 7M books	January 15	Central Stores	St. Paul	4173 4174
Folders, 7,500, camera ready, 9½" × 11¾"	January 15	State University	Bemidji	4184

State Designer Selection Board

Request for Proposal for a Project at the University of Minnesota—Waseca

TO REGISTERED PROFESSIONALS IN MINNESOTA:

The State Designer Selection Board has been requested to select designer for a project at the University of Minnesota—Waseca. Design firms who wish to be considered for this project should submit proposals on or before 4:00 p.m. **February 2, 1988**, to George Iwan, Executive Secretary, State Designer Selection Board, Room G-10, Administration Building, St. Paul, Minnesota 55155-1495.

The proposal must conform to the following:

1. Six copies of the proposal will be required.
2. All data must be on 8½" × 11" sheets, soft bound.
3. The cover sheet of the proposal must be clearly labeled with the project number, as listed in number 8 below, together with the designer's firm name, address, telephone number and the name of the contact person.

4. Mandatory Proposal contents in sequence:

a) Identity of firm and an indication of its legal status, i.e. corporation, partnership, etc. If the response is from a joint venture, this information must be provided for firms comprising the joint venture.

b) Names of the persons who would be directly responsible for the major elements of the work, including consultants, together with brief descriptions of their qualifications. If desired, identify roles that such persons played in projects which are relevant to the project at hand.

c) A commitment to enter the work promptly, if selected, by engaging the consultants, and assigning the persons named 4b above along with adequate staff to meet the requirements of work.

d) A list of State and University of Minnesota current and past commissions under contract or awarded to the prime firm(s) submitting this proposal during the three (3) years immediately preceding the date of this request for proposal. The prime firm(s) shall **list and total** all fees associated with these projects whether or not the fees have been received or are anticipated. In addition, the prime firm(s) shall indicate the amount of fees listed which were paid directly to engineers or other specialty consultants employed on the projects listed pursuant to the above.

e) A section containing graphic material (photos, plans, drawings, etc.) as evidence of the firm's qualification for the work. The graphic material must be identified. It must be work in which the personnel listed in "c" have had significant participation and their roles must be clearly described. It must be noted if the personnel named were, at the time of the work, employed by other than their present firms.

The proposal shall consist of no more than twenty (20) faces. **Proposals not conforming to the parameters set forth in this request will be disqualified and discarded without further examination.**

5. Statutory Proposal Requirements:

In accordance with the provisions of *Minnesota Statutes*, 1981 Supplement, Section 363.073; for all contracts estimated to be in excess of \$50,000.00, all responders having more than 20 full-time employees at any time during the previous 12 months must have an affirmative action plan approved by the Commissioner of Human Rights before a proposal may be accepted. **The proposal will not be accepted unless it includes one of the following:**

- a) A copy of your firm's current certificate of compliance issued by the Commissioner of Human Rights; or
- b) A statement certifying that firm has a current certificate of compliance issued by the Commissioner of Human Rights; or
- c) A statement certifying that the firm has not had more than 20 full-time employees in Minnesota at any time during the previous 12 months; or
- d) A statement certifying that the firm has an application pending for a certificate of compliance.

6. In accordance with the provisions of *Minnesota Statutes* 16B.19, Subdivision 6, at least 10% of the amount of any contract in excess of \$200,000.00 must be subcontracted to certified small businesses owned and operated by S/E/D persons as defined by *Minnesota Statutes* 645.445. Alternatively, the requirement may be met by purchasing materials or supplies from S/E/D businesses. Any combination of subcontracting and purchasing that meets the 10% requirements is acceptable. If there are no S/E/D persons able to perform subcontracting or provide supplies and materials, other small businesses as defined are to be utilized instead of small businesses owned and operated by S/E/D persons.

7. Design firms wishing to have their proposals returned after the Board's review must follow one of the following procedures:

State Contracts and Advertised Bids

a) Enclose a self-addressed stamped postal card with the proposals. Design firms will be notified when material is ready to be picked up. Design firms will have two (2) weeks to pick up their proposals, after which time the proposals will be discarded; or

b) Enclose a self-addressed stamped mailing envelope with the proposals. When the Board has completed its review, proposals will be returned using this envelope.

In accordance with existing statute, the Board will retain one copy of each proposal submitted.

Any questions concerning the Board's procedures or their schedule for the project herein described may be referred to George Iwan at (612) 296-4656.

8) PROJECT—2-88

Agriculture Laboratories Renovation
University of Minnesota
Waseca, Minnesota

The University of Minnesota is planning to renovate 12,500 gross square feet of classroom, at the University of Minnesota Technical College, Waseca, that was part of the original campus construction. The proposed renovation is to modify existing space to accommodate computer aided instruction, video, and data interface with the campus computer system. The construction budget is approximately \$750,000.00. The following briefly describes the type of facilities to be planned:

Multi-purpose Classroom with capabilities to utilize large screen monitors and video/computer media. It is anticipated that auditorium type fixed seating be utilized. Sight lines, audio reinforcement, television, and overhead projectors must be fully integrated into the design, 1,030 asf.

Drafting Laboratory/Classroom is to be organized to accommodate computerized systems at all stations, 1,600 asf.

Independent Study Laboratory is to serve computerized self-directed educational objectives, 300 asf.

Crop and Soils Laboratory/Teaching facilities, 800 asf.

Reception and Faculty Offices, 600 asf.

Specialized Storage and Greenhouse facilities for testing and demonstrations, 2,500 asf.

All work must be designed to meet the functional and aesthetic needs and comply with the financial restrictions established for the project.

Questions concerning this project may be referred to Clint Hewitt at (612) 625-7355.

Damon Farber, Chairman
State Designer Selection Board

Department of Human Services

Faribault Regional Center

Request for Proposals for Services to be Performed on a Contractual Basis

Notice is hereby given that Faribault Regional Center; Residential Facilities Division; Department of Human Services, is seeking the following service for the period of February 29, 1988 through June 30, 1988; this service is requested by the Chief Executive Officer of the Faribault Regional Center.

The services of a licensed psychiatrist for assessment and treatment recommendations of behaviorally disturbed clients of Faribault Regional Center. The service requires an expert consultant in behavioral psychiatry and psychopharmacology. The duties shall include psychiatric diagnosis, formulation and implementation of individualized treatment plans and review of progress. The estimated amount of the contract will not exceed \$15,000.00.

Response to this service must be received by February 8, 1988. Direct inquiries to:

Richard Fick
Faribault Regional Center
802 Circle Drive
Faribault, MN 55021
(507) 332-3530

Department of Jobs and Training

Notice of Request for Proposals for an Unemployment Insurance Wage Detail Systems Design

The Department of Jobs and Training (DJT) is requesting proposals from highly qualified firms to assist the Agency in the design, development and implementation of an employer quarterly wage detail based unemployment insurance processing system.

Project Scope

The overall scope of work for this project includes redesigning and rewriting five of the Department's major UI Benefits subsystems and modifications of seventeen other UI Benefits subsystems. In addition, the project includes the identification of user requirements and completion of the user design for the conversion of eight UI Tax subsystems to a new IDMS Employer Database.

Project Schedule

MDJT has prepared a preliminary work schedule that anticipates completion of the project in three phases. Phase 1 involves preparation of a multiyear plan for the DOL and is not included as part of this RFP. Phases 2 (Benefit/Wage Detail Systems Design) and 4 (Employer DBMS Systems Design) run concurrently and anticipate that the Project begins on February 1, 1988 with a completion date of July 1, 1988. Phase 3 (Benefits/Wage Detail Systems Implementation) is scheduled to begin on August 1, 1988 with full installation of the new Benefits System required, by law, on July 1, 1989 and completion of Phase 3 on September 1, 1989.

The size of this project, coupled with the legal requirement that the new Benefits System be in full operation by July 1, 1989 and the fact that DOL funding is available only through fiscal year 1989, makes it absolutely essential that this project schedule be met. Any significant slippage will put the entire project in jeopardy; therefore, timely completion of the project phases is of prime importance to MDJT.

Project Tasks/Deliverables

The overall project for purposes of this RFP is divided into 3 phases. Within each phase, the work effort is subdivided into individual projects.

Phase 2, Deliverables #1-14

1. Phase 2, Work Plan
2. Project Organization Chart
3. Project Administration System Report
4. Project Development Standards Manual
5. User Requirements Section of Benefits Systems Functional Specifications Report
6. Data Entry Hardware and Software Recommendations Report
7. Hardware/Software Direction Report
8. User Design Section of Benefits Systems Functional Specifications Report
9. Benefits System Technical Specifications Report
10. Preliminary Resource Requirements Report
11. Benefits System Installation Work Plan
12. Benefits System Preliminary Conversion Plan
13. Benefits System Cost/Benefit Analysis Report
14. Weekly Project Status Reports

Phase 3, Deliverables #22-32

22. Phase 3 Work Plan
23. Program Work Unit Specifications Report
24. Unit Tested Program Modules Report
25. User Procedure and System Documentation Manual
26. Benefits System Conversion Plan
27. System Test Model and Plan

28. System Test Cycles Report
29. Acceptance Testing Report
30. System Conversion Report
31. Post-Conversion Review Memo
32. Phase 3 Weekly Project Status Reports

Phase 4, Deliverables #15-21

15. Phase 4 Work Plan
16. User Requirements Section of Employer DBMS Functional Specifications Report
17. User Design Section of Employer DBMS Functional Specifications Report
18. Employer DBMS Installation Work Plan
19. Employer DBMS Preliminary Conversion Plan
20. Employer DBMS Cost/Benefit Analysis Report
21. Phase 4 Weekly Project Status Report

General Instructions

All selection criteria are described in a request for proposal available from the Minnesota Department of Jobs and Training. Selection will follow the review of all proposals received before the deadline. Responders will be expected to demonstrate ability to initiate service as soon as possible following selection and awarding of the contract.

Funding for this contract is dependent on the specifications in the final contract.

This notice does not obligate the State to complete this project. The State reserves the right to cancel this solicitation if it is considered to be in the best interest of the State.

On January 12, 1988, a bidders' conference is scheduled to provide copies of the RFP and respond to questions from potential bidders. If you have questions or request for information which might require time for us to prepare, please call Kenneth Niemi prior to the conference.

Place: 4th Floor Conference Room
390 N. Robert Street
St. Paul, MN 55101

Time: 2:00 p.m.

Copies of the request for proposal and other information about this project are available from:

Kenneth Niemi
Project Manager
Wage Detail Conversion
Department of Jobs and Training
390 North Robert Street
St. Paul, MN 55101
Phone: 612/296-8743

All proposals must be submitted to Kenneth Niemi of the Department of Jobs and Training no later than 4:00 p.m., Friday, January 22, 1988.

Department of Public Safety

State Patrol Division

Notice of Request for Proposals for DWI Instructor Training

The Minnesota State Patrol is seeking a training institution to conduct two one-week (40-hour) "DWI Instructor" Courses for state agency police officers.

This course will provide instructional techniques relative to the application of DWI/Implied Consent law and procedures regarding the detection, apprehension, and prosecution of the alcohol/drug impaired driver.

State Contracts and Advertised Bids

Course content will include, but not be limited to, Basic Instructor Techniques, DWI detection cues, Legal aspects of DWI and Implied Consent, Psychophysical testing including Gaze Nystagmus, Constitutional issues of DWI roadblocks, case preparation and court testimony, and Minnesota case law.

This project will be presented at a location provided by the State Patrol and under contract. It is outlined in the Request for Proposal (RFP) "DWI Instructor Course". The formal RFP may be obtained by calling or writing:

Captain C. D. Swanson
Director of Training
Minnesota State Patrol
1900 West County Road I
New Brighton, Minnesota 55126
Telephone: (612) 636-4990

The ceiling price for each course is \$6,500. The deadline for submission of proposals is 4:30 p.m., February 19, 1988, for the March or April course and June 10, 1988, for the September course. One proposal for both courses is acceptable if specified as such.

Department of Public Safety

State Patrol Division

Notice of Request for Proposals for Effective Interpersonal Skills for Law Enforcement Training

The Minnesota State Patrol is seeking a training institution to conduct two one-week (40-hour) "Effective Interpersonal Skills for Law Enforcement" training courses for state agency police officers. These courses will be conducted in April and May, 1988.

These courses will address the basic human relations skills necessary to establish effective and productive interpersonal relationships with clients, peers and supervisors.

Course content will include, but not be limited to, Interpersonal Communications Assessment, Motivation Techniques, Introspection Exercises, Development of Human Resources, Leadership Principles, and Effective Communications.

This project will be presented at a location provided by the State Patrol and under contract. It is outlined in the Request for Proposal (RFP) "Effective Interpersonal Skills for Law Enforcement". The formal RFP may be obtained by calling or writing:

Captain C. D. Swanson
Director of Training
Minnesota State Patrol
1900 West County Road I
New Brighton, Minnesota 55126
Telephone: (612) 636-4990

The ceiling price for each course is \$6,500. The deadline for submission of proposals for both courses is 4:30 p.m., March 1, 1988. One proposal covering both courses is acceptable if specified as such.

Department of Public Safety

Office of Public Information

Video Production Contract Available

The Department of Public Safety is seeking proposals for a Video Production agency to increase Minnesota school bus drivers' knowledge about traffic safety and student transportation. Details of the plan are contained in a Request for Proposals. Copies of the Request for Proposals may be obtained at the Department of Public Safety, Office of Public Information, 318 Transportation Building, St. Paul, Minnesota 55155.

Estimated cost of the contract is \$24,000. Final date for submitting proposals for the contract is Friday, January 29, 1988 by 4:30 p.m.

Department of Public Service

Energy Division

Notice of Request for Proposals for a Foundation Wall Insulation Sample Collection Project

The Department of Public Service, Energy Division (DPS) has issued a request for proposals for a contractor to identify houses and collect samples of exterior foundation wall insulation.

The total funding available for this project is \$12,000. A project start date of February 17, 1988 is expected, and the project must be completed by June 30, 1988. The deadline for receipt of proposals is 2:00 p.m., January 26, 1988.

A copy of the Request for Proposals may be obtained from Bruce D. Nelson, Senior Engineer, DPS, 900 American Center Building, 150 E. Kellogg Blvd., St. Paul, MN 55101, telephone (612) 297-2313.

The DPS reserves the right to not award any contract, to negotiate modifications with the selected contractor, and to limit funding.

Department of Transportation

Notice of Request for Proposals to Provide Functional Medical Assessments of Present or Potential Department of Transportation Employees

The Minnesota Department of Transportation is requesting proposals to provide functional assessments of employees who have been injured or are being considered for certain jobs within the department. The successful responder must be able to provide the service throughout the State of Minnesota.

The successful responder shall have three basic types of assessments:

- 1) Whole body assessment with at least 20 functional tests for an injured person;
- 2) Special purpose assessments to generate baseline numbers;
- 3) Job placement assessment for non-injured persons for all weighted activities.

In addition, the successful responder should have:

- 1) Norms of injured working population;
- 2) Narrative data in randomly accessible data bank;
- 3) The ability to distinguish validity of participation at four distinct levels;
- 4) Standardized protocol and equipment with inter rater reliability studies;
- 5) One-visit completion;
- 6) Safe functional levels achieved with participants making all end point determinations.

A contract for the requested services will be for a two year period with option of renewal. It is anticipated that the total cost of services for the two year period will not exceed \$100,000.00.

This request for proposal does not obligate the State to complete the project, and the State reserves the right to cancel this solicitation if it is considered to be in its best interest.

Prospective responders who have any questions regarding this Request for Proposal may call or write:

Mr. Roger W. Durbahn
Manager, Employee Services Section
Room 316 Transportation Building
St. Paul, Minnesota 55155
(612) 296-3101

All proposals must be sent to and received by—

Mr. Roger W. Durbahn
Manager, Employee Services Section
Room 316 Transportation Building
St. Paul, Minnesota 55155

—not later than 4:30 p.m., February 1, 1988.

Evaluation and selection will be completed by February 8, 1988. Results will be sent immediately by mail to all responders.

Non-State Public Contracts

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector.

It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Duluth Airport Authority

Invitation to Submit Qualifications for Professional Engineering Services for Duluth International Airport's Runway 3/21 Improvements

Pursuant to the procedures outlined in FAA Advisory Circular 150/5100-14A, Architectural, Engineering and Planning Consultant Services for Airport Grant Projects, the DAA intends to select a consultant to provide engineering services at Duluth International Airport.

Background

The Duluth International Airport is located adjacent to the City of Duluth, Minnesota and serves as an air carrier airport. The Airport currently accommodates one air carrier, one commuter airline, one Air National Guard Fighter Interceptor Group and numerous general aviation aircraft. The present airport layout has three runways: 09/27—150' × 10,154' concrete; 03/21—150' × 5700' asphalt; and 12/31—75' × 2,600' asphalt.

Proposed Project

The proposed project is a continuation of a long-range construction program to upgrade the existing airport facilities and will consist of the first phase of the improvements to runway 3/21 as well as additional miscellaneous ramp repairs.

Proposed Action

The proposed project for which engineering services are being solicited includes the following:

1. Relocation and reconstruction of approximately 1000 feet of Runway 3/21 thresholds.
2. Extend, pave, mark and light Taxiway "N".
3. Construct, mark and light Taxiway "J" from Runway 9/27 to the north end of existing Runway 3/21.
4. Reconstruct and repair miscellaneous aircraft ramp areas as required.
5. Continue pavement crack restructuring program.

The overall project will be constructed in stages as the funds become available and the consultant selected will be expected to provide engineering services for each stage.

Engineering Services

The consultant selected for this project should be capable of providing the full range of engineering services necessary to complete the above described project. These services are to include all necessary technical disciplines and can generally be grouped into the following four areas:

1. Permit Applications/Funding Applications
2. Preliminary Design
3. Final Design
4. Construction Supervision

Submittal Contents

Consultant firms interested in being considered for this work are invited to submit (8) eight copies of their Statement of Qualifications in the format indicated below. The statement shall be limited to no more than 20 pages. This is not a request for proposal.

1. Identity of the firm and an indication of its legal status, i.e. corporation, partnership, etc. If the response is from a joint venture, this information must be provided for firms comprising the joint venture.

2. Names of the persons who will be directly responsible for the major elements of the work, including consultants, together with brief descriptions of their qualifications. If desired, identify roles that such persons have played which are relevant to the project at hand.

3. A commitment to enter the work promptly, if selected, by engaging the consultants and assigning the persons named above along with adequate staff to meet the requirements of work.
4. Standard forms SF 254 and SF 255.
5. A brief narrative outlining the consultants approach to the project consistent with the four points outlined under the Engineering Services section of this invitation.
6. A copy of the Affirmative Action—Equal Opportunity program from all responders having more than 20 full time employees at any time during the previous 12 months or a statement certifying that the firm has a Certificate of Compliance issued by the Commissioner of Human Rights, or a statement certifying that the firm has not had more than 20 full time employees in Minnesota at any time during the previous 12 months.

The above information should be submitted to the following address before 4:00 p.m. on January 7, 1988:

John C. Grinden, Executive Director
Duluth Airport Authority
c/o Claudie Washington
City Purchasing Dept.
100 City Hall
Duluth, Minnesota 55802

A copy of the Airport Layout Plan is available for inspection at the Duluth Airport Authority offices, Terminal Building, Duluth International Airport between the hours of 8:00 a.m. and 5:00 p.m. on normal business days.

From these submittals, some firms may be invited to appear for interviews prior to selection by the selection committee which will then make a recommendation to the Duluth Airport Authority.

Stearns County Purchasing Department

Request for Quotes on Air Handling & Filtration Units

Stearns County is requesting quotes for one (1) air handling unit and one (1) air filtration unit for the Stearns County Law Enforcement Center pistol range located in St. Cloud, MN. The total cost for the air handling and air filtration equipment including installation should not exceed Twenty-five Thousand Dollars (\$25,000).

Quotation packets are available for prospective bidders after December 30, 1987. Quotations will be opened January 22, 1988 at 10:00 a.m. in Room 103 of the Stearns County Courthouse. For more information please contact:

Mr. Pete Reuter
Stearns County Maintenance Department
P.O. Box 615
Room 103, Courthouse
St. Cloud, MN 56301
(612) 259-3611

State Grants

In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grant funds available through any agency or branch of state government. Although some grant programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself.

Agencies are encouraged to publish grant notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Department of Human Services

Chemical Dependency Program Division

Notice of Intent to Identify the Need for a Competitive Bid Process on Existing Grants

The Chemical Dependency Program Division (CDPD) of the Department of Human Services is considering the continuation grant award to the Minnesota Prevention Resource Center (MPRC) as the State's clearinghouse for alcohol and drug prevention materials.

State Grants

The CDPD will open this grant to competitive selection if requested to do so by a qualified potential vendor. The potential vendor must demonstrate its capability to deliver an equal or superior service at a comparable cost.

Potential vendors should submit a letter outlining their qualifications to provide the services described to Sharon Johnson, CDPD, 2nd floor, 444 Lafayette Road, St. Paul, MN 55155 no later than close of business (4:20 p.m.) Monday, February 1, 1988. Applicants should indicate their interest in the specific grant.

The grant to Minnesota Prevention Resource Center is for approximately \$268,000. The purpose of this grant with MPRC is to provide a state clearinghouse of alcohol and drug abuse prevention education materials to Minnesota communities.

Activities include: a library of prevention programs, films, and materials including the distribution of this material to community groups, schools and interested individuals; community assistance in prevention planning, training, awareness and skills building in chemical abuse prevention; development of public education prevention products; 25 trained consultants available throughout the state; coordination of prevention messages through the media and other outreach sources. The vendor will update the materials in the current collection and develop new materials as needs are identified. The vendor will also maintain a recordkeeping system on grant-related activity.

Supreme Court Decisions

Decisions Filed Thursday, December 31, 1987

C0-87-1608 Thomas S. Hanson, Plaintiff v. American Family Mutual Insurance Company. United States District Court.

Minnesota Statutes 65B.49, subd. 3a(7), as enacted by the 1985 legislature, effectively overruled *Nygaard v. State Farm Mutual Automobile Insurance Co.*, 301 Minn. 10, 221 N.W.2d 151 (1974), and precludes uninsured motorist coverage where the injured claimant is riding his own uninsured motorcycle but has another insured motor vehicle.

Certified question answered in the affirmative. Popovich, J.

C1-79-50111 In the Matter of the Application for the Reinstatement of James L. Wegner, as an Attorney at Law of the State of Minnesota. Supreme Court.

A disbarred attorney seeking reinstatement must establish a change in professional moral character by clear and convincing evidence. While a change in moral character is the central focus in a reinstatement inquiry, the court must consider other factors such as petitioner's consciousness of the wrongfulness of his prior misconduct, the length of time since the misconduct, the presence of physical or mental illness susceptible to change, and the seriousness of the original misconduct.

Petitioner has established a change in his professional moral character by clear and convincing evidence, expressed remorse, and successfully completed treatment for alcoholism. Under the facts of this case, a sufficient length of time has passed since petitioner's reprehensible conduct leading to disbarment. Therefore, he is entitled to reinstatement after December 31, 1988, upon meeting certain conditions.

Petitioner granted leave to file for reinstatement after December 31, 1988. Per Curiam.

Orders

C1-87-1357 In Re Petition for Disciplinary Action Against David T. Erickson, an Attorney at Law of the State of Minnesota. Supreme Court.

Reinstated. Kelley, J.

Decisions Filed Friday, 8 January 1988

CO-87-1429 Michael Freeman, Appellant v. Q Petroleum Corporation and Randy Kinny. Ramsey County.

Violation of *Minnesota Statutes* § 181.75, subd. 4 (1986), which creates a private right of action for illegal polygraph tests, gives rise to a non-penalty type statutory liability; consequently, the six-year limitation period found in *Minnesota Statutes* § 541.05, subd. 1(2) (1986) applies.

Reversed. Amdahl, C.J.

C1-86-1039, C8-86-1619 LaVonne Anderson v. Hunter, Keith, Marshall & Co., Inc., petitioner, Appellant. Court of Appeals.

In analyzing the validity of claims of unlawful discrimination brought under the Minnesota Human Rights Act, trial courts shall apply the procedure set forth in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973).

The trial court's finding that an employee victim of illegal discrimination under the Minnesota Human Rights Act reasonably attempted to mitigate damages was not clearly erroneous.

Under the Minnesota Human Rights Act, when the reasonableness of claimed attorney fees of a successful plaintiff to be charged against a losing defendant is placed in issue by a challenge to the components of the claim, trial courts should make specific findings, or otherwise state in the order allowing fees the reasons for allowing or disallowing the challenges to the claimed fees.

Affirmed in part, reversed in part and remanded. Kelley, J. Took no part, Popovich, J.

Orders

CX-87-2216 In Re Petition for Disciplinary Action against John M. Andrew, an Attorney at Law of the State of Minnesota. Supreme Court.

Publicly reprimanded. Amdahl, C.J.

Announcements

Farm Chemical Safety Month: The Minnesota Department of Agriculture urges farmers who have not received training for restricted chemical use to arrange for instruction this January as part of "Farm Chemical Safety Month." The special month, proclaimed by Governor Rudy Perpich and coordinated by Minnesota Agri-Women, has been expanded from one week to one month this year. The emphasis will be to help educate farmers on how to protect themselves and the environment when using farm chemicals. Information packets on how to deal with farm chemical accidents are being prepared by Minnesota Agri-Women for emergency medical treatment and bumper stickers that say "I'm a Certified Farmer" will be distributed by the group for farmers who have completed required training. Currently, only farmers who have attended classes through their county extension office are allowed to use restricted chemicals. The classes instruct the farmer on proper safety techniques and promote judicious, careful and economical use. Farmers may contact their local agricultural extension office to inquire about training locations, dates and times. Other states will join Minnesota and promote the special chemical safety month.

Use of Ethanol-Enhanced Fuels Reduces Carbon Monoxide Levels: Commissioner of Agriculture Jim Nichols points out that Minnesota motorists should look to their Illinois counterparts for an example of how to clean the air. Illinois' high use of ethanol-enhanced fuels is one reason the state recently met the Environmental Protection Agency's carbon monoxide air standards for the first time. Two Minnesota cities, Minneapolis and St. Paul remain on the EPA's non-attainment list. Illinois motorists have been the nation's top consumers of ethanol-enhanced fuels for the past two years.

DNR Regional Administrator Named: Minnesota Department of Natural Resources (DNR) Commissioner Joe Alexander named Bill Johnson, acting regional administrator in Rochester, to permanent regional administrator. Johnson, 40, has worked in the department since 1964 and has served as acting administrator at Rochester since last May, when former administrator Bill Morrissey left to take a position as director of the department's Division of Parks and Recreation.

Consumers Alerted to New Refund Law: Minnesota Attorney General Hubert Humphrey III has alerted consumers to a new Minnesota law which affects their right to return or exchange holiday gifts. Under the new law, effective August 1, 1987, retailers must post a sign conspicuously disclosing any restrictions they impose on customers' ability to return merchandise. If no return policy is posted in the store, then by law the merchant must accept returns for a cash refund or for credit to the buyer's account. Humphrey said the new law clarifies the rights of consumers and businesses alike. Under the new law, merchants remain free to adopt any return policy they choose, as long as the policy is clearly disclosed. "There can be compelling reasons for a retailer to restrict merchandise returns, but this law ensures that consumers will know about any restrictions before they buy the merchandise," Humphrey said. Humphrey said the new law does permit retailers to require proof of purchase and to require that the goods be in "acceptable condition," so that the seller can have a reasonable expectation of reselling the returned merchandise. The law does not apply to special-order or custom-made goods, nor does it cover door-to-door sales or sales governed by a written sales contract. For further information, contact the Attorney General's Consumer Division in St. Paul at 612-296-3353 or in Duluth at 218-723-4891.

Scholarships Totaling \$13,000 to be Awarded in Writing Contest: Essays are being sought for a national journalism contest on the theme, "Employment: The Passport to Dignity." High school juniors and seniors may submit articles by Feb. 20, 1988 to compete for scholarships totaling approximately \$3,000 in Minnesota and \$10,000 nationally, Cliff Miller coordinator of the Minnesota contest, said. Minnesota's first-place winner and the student's teacher will receive all-expense-paid trips to Washington D.C. for the annual meeting of the President's Committee on Employment of the Handicapped, national sponsor of the contest. Judging the Minnesota essay entries will be representatives of sponsoring organizations, which include the Minnesota Department of Jobs and Training, Division of Rehabilitation Services; Minnesota Association of Commerce and Industry; Minnesota State Council on Disability; the Minnesota AFL-CIO and the Disabled American Veterans, Minnesota Department, Inc. The top five Minnesota winners will receive their awards at a ceremony in the State Capitol. Entries should be sent to the 1988 National Journalism Contest, Division of Rehabilitation Services, 390 N. Robert St., St. Paul 55101. More information is available from Miller by calling 612/296-5646 or, outside the Twin Cities, 1-800-328-9095.

Minnesota's future environment

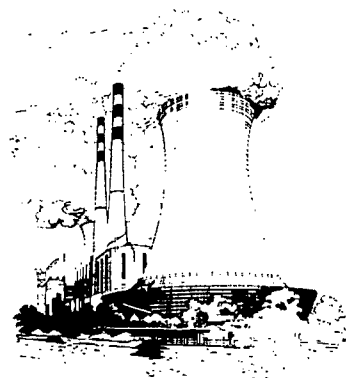
The issue of environmental protection is of continuing interest to both Minnesota business and the general public. Stay abreast of changes in state government regulations with these publications.

1986 Pollution Control Laws

Laws dealing with water pollution, disposal facilities, solid waste management, the MN Environmental Rights Act, recycling, and more. Code No. 2-21. \$15.00.

1986 Hazardous Waste Rules

Governs the production, storage, transportation and disposal of hazardous waste. MN Rules Chapter 7045 and 7046. Code No. 3-71. \$13.50.



TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

Subscription Services

The Minnesota Documents Division offers several subscription services of activities, awards, decisions and special bulletins of various Minnesota state agencies.

Use the handy order form on the back of the *State Register* to order. Simply fill in the subscription code number, include your name, address and zip and your check made out to the State of Minnesota (PREPAYMENT IS REQUIRED) and send it in. We'll start your subscription as soon as we receive your order, or whenever you like.

SUBSCRIPTION	COST	CODE NO.	SUBSCRIPTION	COST	CODE NO.
Career Opportunity Bulletin, 1 year	\$ 25.00	90-3	State Register, 1 year	\$130.00	90-1
Career Opportunity Bulletin, 6 mos.	\$ 20.00	90-4	State Register, 3 mos. trial can be converted to a full subscription for \$90 at end of trial	\$ 40.00	90-2
Human Services Informational and Instructional Bulletin	\$100.00	90-6	Tax Court/Property Decisions	\$210.00	90-11
Human Services Bulletin List	\$ 30.00	90-7	Workers Compensation Decisions, unpublished subs run Jan-Dec; can be prorated	\$320.00	90-12
PERB (Public Employee Relations Board) Awards	\$285.00	90-9	Workers Compensation Decisions	\$ 89.50	90-13
PERB (Public Employee Relations Board) Decisions	\$ 60.00	90-10	Vol. 38 (limited quantity)	\$ 95.00	90-14
Minnesota Statutes Subscription Includes the complete 10-volume set of Minnesota Statutes 1986 and the 1987 Supplement	[Out of Stock]	18-8	Vol. 39	\$105.00	
			Vol. 40		

TO ORDER: Prepayment required to start your subscription. Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000 VISA/MasterCard orders accepted. Please include daytime phone.

Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

Selling business and financial services to physicians?

Physicians Directory 1985

Names and addresses of licensed chiropractors, doctors of medicine, and osteopaths, optometrists, podiatrists and registered physical therapists in alphabetical order by discipline. Includes members of all the state medical profession boards. Code # 1-1, \$15.00.

Medical Alley Directory 1986

A guide to more than 300 high-tech medical, bio-tech and health care companies, institutions and organizations and their products and services. Code #40-7, \$49.95.

TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.



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For Real Estate Professionals:

REAL ESTATE RULES 1987

Chapters 2800, 2805, and 2810 from the Minnesota Rules. *Essential* for both students and established brokers and salespersons. It contains all education and licensing requirements. Code No. 3-99. \$8.00

REAL ESTATE LAWS 1987

Includes all the changes made by the 1986 State Legislature. Complete and up-to-date. Code No. 2-92. \$6.00.



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Morel: Minnesota's mushroom

ROON: A Tribute to Morel Mushrooms, this delightful treatise on the "filet mignon" of mushrooms will help the stalker of this elusive prey find, and prepare in a variety of ways, its mouth-watering madness. Code #19-55, \$12.00.

Edible Mushrooms, a classic guide to safe mushrooms, describes 60 species in detail, with photographs (many in color) to show each in its natural habitat. Advice to amateur mushroom hunters. Paperbound, 118 pp. Code #19-11, \$9.95.

Malfred Ferndock's Morel Cookbook, brim full of morel lore, interesting and tall tales, recounts of the hunt, and many savory recipes. Spiral bound, 117 pgs., black & white photos and drawings. Code #19-83, \$8.50.

Northland Wildflowers, the perfect mushroomers companion. An excellent guide for identification and enjoyment of wildflowers, with 308 color photographs and descriptions of 300 species. Paperbound. 236 pp. Code #19-9, \$12.95.

TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

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NOTARY PUBLIC LAWS

Statutory requirements regarding the oath of office, necessary bond, and taking of depositions. Includes an explanation of the term of office and procedures for removal from office. Code No. 2-13. \$4.00.



Jane Smith

NOTARY PUBLIC-MINNESOTA

RAMSEY COUNTY

My Commission Expires January 1, 1994

U.S. SMALL BUSINESS ADMINISTRATION PUBLICATIONS:

Insurance and Risk Management for Small Business

Code No. 16-50. \$3.00.

Small Business Finance

Code No. 16-42. \$2.00.

Starting and Managing a Small Business of Your Own

Code No. 16-40. \$4.75.

TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

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Catching criminals is only one part of law enforcement. Here's the rest of it.

Police Report Writing Style Manual 1986—A common framework for report writing throughout the state. Discusses the general purpose of police reports, reviews field notetaking, offers instructions on completing common report forms, and introduces the Data Practices Law. Code No. 14-13. \$12.50.

Background Investigation Manual 1986—A guide to conducting effective thorough background investigations of peace officer candidates. Included are various criteria for use in the selection process: experience, education, and past behavior. Sample forms. Code No. 14-15. \$10.00.

Motor Vehicle Traffic Laws 1987—Includes laws governing motor carriers, motor vehicle registration and no-fault auto insurance. Code No. 2-85. \$13.00.

Criminal Code & Selected Statutes 1987—Governs the conduct of peace officers. Includes continuing education requirements, sentencing standards, and more. Code No. 2-68. \$15.00.

Blue Binder—3 ring, 2" capacity. Criminal Code and Motor Vehicle Traffic Laws require 1 binder each. Code No. 10-21. \$4.25.



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Murder: Minnesota style

Murder in Minnesota is a treasury of vintage crimes. Characters, some famous, some obscure, come to life in all their cleverness or murderous madness. Minnesota cases from 1858-1917. 253 pp. photos, index. Code 17-35, \$5.95.

Robber and Hero On September 7, 1876 six members of the James-Younger gang blasted their way out of Northfield, Minnesota. George Huntington's classic account of the Northfield Bank raid is as fascinating today as it was when first published 19 years after the attempted robbery. 125 pp., charts, maps, photos, with index. Code 17-40, \$5.95.

Secrets of the Congdon Mansion The prosecutor called it a crime of greed. A complex, intriguing murder case, set in one of Minnesota's most spectacular mansions, and now a top Minnesota tourist attraction on Duluth's famous Lake Superior North Shore Drive. By Joe Kimball, 64 pp., drawings. Code 19-56, \$4.95.

TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155, (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

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Human Services Laws and Rules

Human Services Laws 1986

An extract from the statutes. Includes legislative amendments and additions from the most recent session. Code No. 2-56. \$20.00

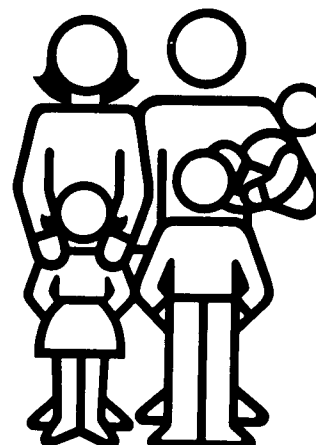
Human Services Rules as in effect July 7, 1986

Rules governing assistance programs, eligibility grant amounts, AFDC and residence requirements. MN Rules Chapter 9500-9580. Code No. 3-95. \$24.95.

Human Services Rules Supplement 1987. Includes recent changes to many rules in effect from July 1986 through January 1987. Code #3-95s1, \$14.00.

3 ring binder. 2" capacity. 1 required for each of above listed publications. Code No. 10-21. \$4.25.

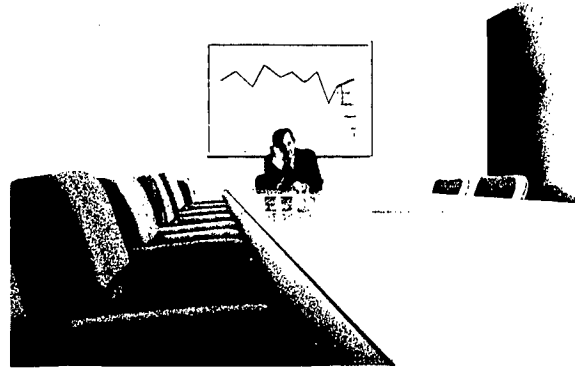
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Business and NonProfit Corporation Act

Laws governing establishment and conduct of for-profit and non-profit businesses and corporations. Covers incorporation, bylaws, mergers, dissolution, franchises, and definitions. Laws in effect on January 1, 1985. Contains Minnesota Statutes Chapters 80B, 302A, and 317. Paperbound, 102 papers, Code # 2-87, \$10.00.



TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

Woodworking for Wildlife



Woodworking for Wildlife, delightfully written and carefully illustrated with a variety of game bird and mammal box designs. Includes important information on the placement of nests in proper habitat areas and maintenance requirements. Diagrams, 48 pp. Code #9-14, \$6.00.

Help Minnesota's Wildlife, feed the birds and give to the Nongame Wildlife Checkoff on your Minnesota Tax Forms. Poster. 22" x 17", full color. Code #9-2, \$4.00.

Fifty Birds of Town and City, describes the activities and habitats of these birds commonly seen today through full color paintings, Hardbound. 50 pp. Code #16-23, \$7.50.

Mammals of Minnesota, discusses wild mammals that inhabit Minnesota today, or in the recent past. Tells how to identify them, their distribution in the state, and their natural history. U of M Press, 1977, illustrated, index, bibliography, paperbound. 290 pp. Code #19-35, \$15.95.

Bird Portraits in Color, a total of 295 species of birds are depicted through magnificent illustrations, reproduced in seven-color lithography, accompanied by authoritative information about birds' activities, habitats, songs, and other characteristics, U of M Press, 1980, index, 92 color plates, hardbound. Code #19-41, \$12.95.

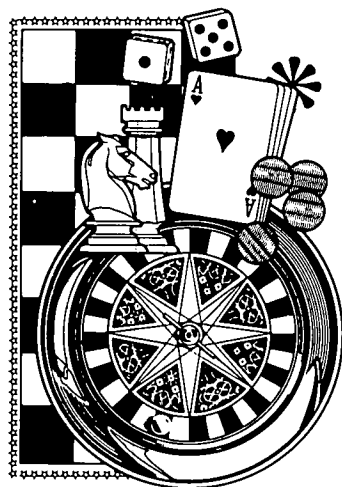
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Charitable Gambling Directory

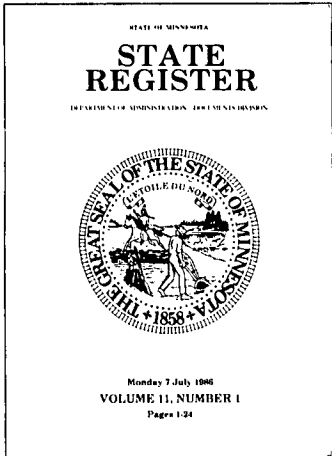
A complete listing in alphabetical order of organizations licensed for charitable gambling in the state. Includes the name, address, zip code and name of contact person. 64 pages. Code #1-11. \$20.00.

CHARITABLE GAMBLING RULES, governing the conduct of charitable gambling events like bingo. Code #3-3, \$5.00.



TO ORDER: Send to Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155. (612) 297-3000, or toll-free in Minnesota: 1-800-652-9747 and ask for "DOCUMENTS." Please include 6% sales tax, and \$1.50 postage and handling. Prepayment required. Please include daytime phone. VISA/MasterCard orders accepted over phone.

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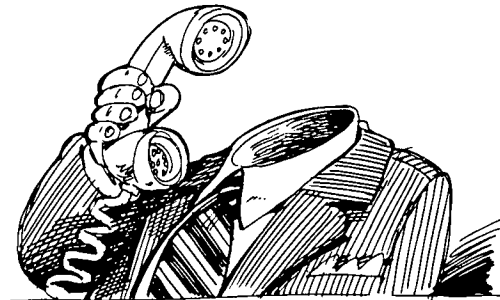
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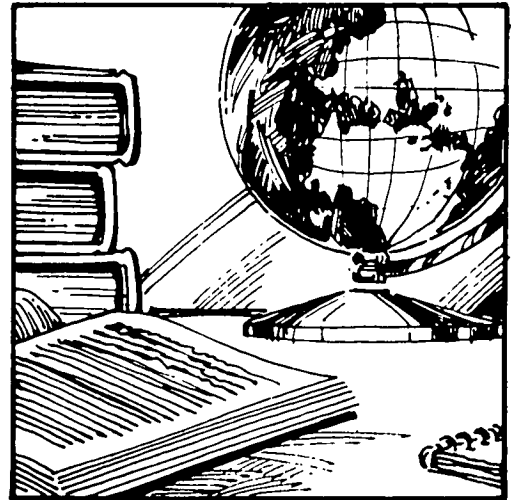
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