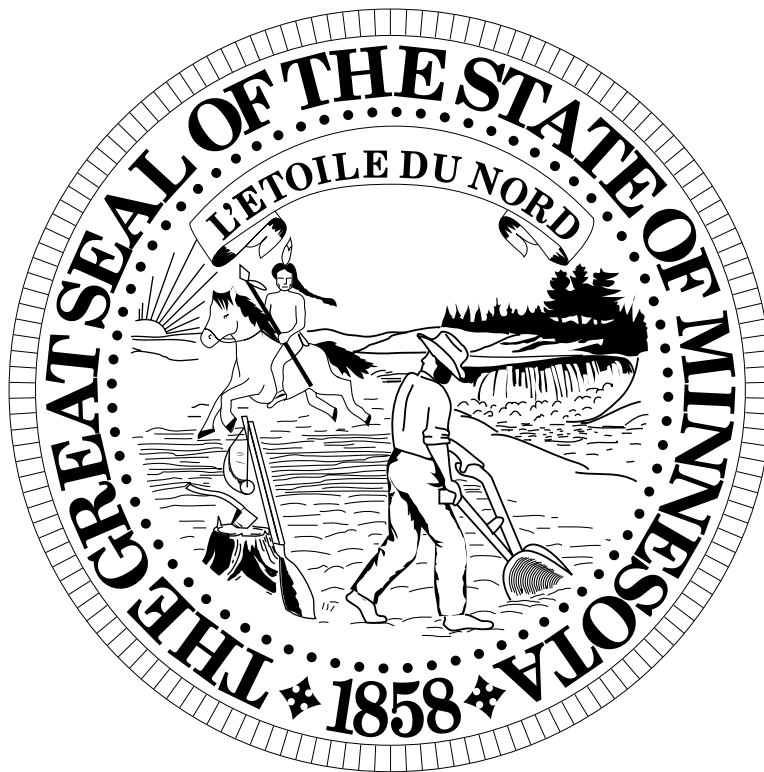


State of Minnesota

# State Register

Rules and Official Notices Edition



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# 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, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- certificates of assumed name, registration of insignia and marks

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#30	Monday 24 January	Noon Wednesday 12 January	Noon Tuesday 18 January
#31	Monday 31 January	Noon Wednesday 19 January	Noon Tuesday 25 January
#32	Monday 7 February	Noon Wednesday 26 January	Noon Tuesday 1 February

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- **Single issues** are available for a limited time: *State Register* \$5.00, *Contracts Supplement* \$1.00. Shipping is \$3.00 per order.

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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:

Contact: Senate Public Information Office (651) 296-0504  
Room 231 State Capitol, St. Paul, MN 55155

Contact: House Information Office (651) 296-2146  
Room 175 State Office Building, St. Paul, MN 55155

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Individual copies and subscriptions are available through Minnesota's Bookstore, (651) 297-3000, or 1-800-657-3757.

# 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 80 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. The current 1997 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a 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 most current edition of 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 issues #1-39; issues #40-51 inclusive; and issue 52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (651) 297-3000, or toll-free 1-800-657-3757.

**Volume 24, Issues #27-29**

**Agriculture Department**

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# Proposed Rules

## Comments on Planned Rules or Rule Amendments

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

## Rules to be Adopted After a Hearing

After receiving comments and deciding to hold a public hearing on the rule, an agency drafts its rule. It then publishes its rules with a notice of hearing. All persons wishing to make a statement must register at the hearing. Anyone who wishes to submit written comments may do so at the hearing, or within five working days of the close of the hearing. Administrative law judges may, during the hearing, extend the period for receiving comments up to 20 calendar days. For five business days after the submission period the agency and interested persons may respond to any new information submitted during the written submission period and the record then is closed. The administrative law judge prepares a report within 30 days, stating findings of fact, conclusions and recommendations. After receiving the report, the agency decides whether to adopt, withdraw or modify the proposed rule based on consideration of the comments made during the rule hearing procedure and the report of the administrative law judge. The agency must wait five days after receiving the report before taking any action.

## Rules to be Adopted Without a Hearing

Pursuant to *Minnesota Statutes* § 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing. An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public. The agency then publishes a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. 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*.

## Department of Agriculture

### Proposed Permanent Rules Relating to Repeal of Pesticide Control, Food Standards, and Agriculture Marketing and Bargaining Rules

#### NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

Proposed Repeal of Rules Governing Pesticide Control, Food Standards, and Agriculture Marketing and Bargaining: *Minnesota Rules*, parts 1500.3300, subp. 3; 1500.3700; 1500.3800; 1505.0840 through 1505.0950; 1505.0970; 1505.0990 through 1505.1020; 1505.1040 through 1505.1070; 1505.1110; 1505.1130 through 1505.1230; 1505.1270; 1505.1280; 1555.2340 through 1555.2390; and 1555.4240 through 1555.6320.

**Introduction.** The Department of Agriculture intends to repeal rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28, and rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310. You have 30 days to submit written comments on the proposed repeal and may also submit a written request that a hearing be held on the rules.

**Agency Contact Person.** Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to the agency contact person. The agency contact person is: Carol Milligan, 90 W Plato Blvd., St. Paul, MN 55107; 651-296-6906; FAX 651-297-5522; Email: [carol.milligan@state.mn.us](mailto:carol.milligan@state.mn.us) TTY users may call the Minnesota Relay at 800-627-3529.

**Subject of Rules and Statutory Authority.** The proposed repeal is about obsolete rules that governed pesticide control, definitions of specific foods, and dispute supervision for agriculture marketing and bargaining. The statutory authority to repeal the pesticide rules is *Minnesota Statutes*, section 18B.39, to repeal the food inspection rules are sections 31.10 and 31.101 and to repeal the agriculture marketing and bargaining rules is section 17.701. A copy of the proposed repeal is published in the *State Register* and attached to this notice as mailed.

**Comments.** You have until 4:00 p.m. on February 17, 2000 to submit written comments in support of or in opposition to the proposed rule repeal and any part or subpart of the repeal. Your comments must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comments should identify the portion of the proposed rules addressed and the reason for the comments. You are encouraged to propose any changes desired. Any comments that you would like to make on the legality of the proposed rules must also be made during this comment period.

**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

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**Request for a Hearing.** In addition to submitting comments, you may also request that a hearing be held on the rules. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:00 p.m. on February 17, 2000. Your written request for a public hearing must include your name and address. You must identify the portion of the proposed rule repeal to which you object or state that you oppose the entire rule repeal. Any request that does not comply with these requirements is not valid and cannot be counted by the agency for determining whether a public hearing must be held. You are also encouraged to state the reason for the request and any changes you want made to the proposed rule repeal.

**Withdrawal of Requests.** If 25 or more persons submit a written request for a hearing, a public hearing will be held unless a sufficient number withdraw their requests in writing. If enough requests for hearing are withdrawn to reduce the number below 25, the agency must give written notice of this to all persons who requested a hearing, explain the actions the agency took to effect the withdrawal, and ask for written comments on this action. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

**Modifications.** The proposed rule repeal may be modified as a result of public comment. The modifications must be supported by comments and information submitted to the agency, and the adopted rules may not be substantially different than these proposed rules. If the proposed rule repeal affects you in any way, you are encouraged to participate in the rulemaking process.

**Statement of Need and Reasonableness.** A statement of need and reasonableness is now available from the agency contact person. This statement contains a summary of the justification for the proposed rule repeal, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. Copies of the statement may be obtained at the cost of reproduction from the agency.

**Adoption and Review of Rules.** If no hearing is required, the agency may adopt the rule repeal after the end of the comment period. The rules and supporting documents will then be submitted to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date the rules are submitted to the office. If you want to be so notified, or want to receive a copy of the adopted rules, or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

**Alternative Format.** Upon request, this Notice can be made available in an alternative format. Direct requests to the agency contact person listed above.

Dated: 28 December 1999

Sharon Clark  
Deputy Commissioner

**REPEALER.** *Minnesota Rules*, parts 1500.3300, subpart 3; 1500.3700; 1500.3800; 1505.0840; 1505.0850; 1505.0860; 1505.0870; 1505.0880; 1505.0890; 1505.0900; 1505.0910; 1505.0920; 1505.0930; 1505.0940; 1505.0950; 1505.0970; 1505.0990; 1505.1000; 1505.1010; 1505.1020; 1505.1040; 1505.1050; 1505.1060; 1505.1070; 1505.1110; 1505.1130; 1505.1140; 1505.1150; 1505.1160; 1505.1170; 1505.1180; 1505.1190; 1505.1200; 1505.1210; 1505.1220; 1505.1230; 1505.1270; 1505.1280; 1555.2340; 1555.2350; 1555.2360; 1555.2370; 1555.2380; 1555.2390; 1555.4240; 1555.4250; 1555.4260; 1555.4270; 1555.4280; 1555.4290; 1555.4300; 1555.4310; 1555.4320; 1555.4330; 1555.4340; 1555.4345; 1555.4350; 1555.4360; 1555.4370; 1555.4380; 1555.4390; 1555.4400; 1555.4410; 1555.4420; 1555.4440; 1555.4450; 1555.4460; 1555.4470; 1555.4480; 1555.4490; 1555.4500; 1555.4510; 1555.4520; 1555.4530; 1555.4540; 1555.4550; 1555.4560; 1555.4570; 1555.4580; 1555.4590; 1555.4600; 1555.4610; 1555.4620; 1555.4630; 1555.4640; 1555.4650; 1555.4660; 1555.4670; 1555.4680; 1555.4690; 1555.4700; 1555.4710; 1555.4720; 1555.4730; 1555.4740; 1555.4750; 1555.4760; 1555.4770; 1555.4780; 1555.4790; 1555.4800; 1555.4810; 1555.4820; 1555.4830; 1555.4840; 1555.4845; 1555.4850; 1555.4860; 1555.4870; 1555.4880; 1555.4890; 1555.4900; 1555.4910; 1555.4920; 1555.4930; 1555.4940; 1555.4950; 1555.4955; 1555.4960; 1555.4970; 1555.4980; 1555.4990; 1555.5000; 1555.5010; 1555.5020; 1555.5030; 1555.5040; 1555.5050; 1555.5660; 1555.5070; 1555.5080; 1555.5090; 1555.5100; 1555.5110; 1555.5120; 1555.5130; 1555.5140; 1555.5150; 1555.5160; 1555.5170; 1555.5180; 1555.5210; 1555.5220; 1555.5230; 1555.5240; 1555.5250; 1555.5260; 1555.5270; 1555.5280; 1555.5290; 1555.5300; 1555.5310; 1555.5320; 1555.5330; 1555.5340; 1555.5350; 1555.5360; 1555.5370; 1555.5380; 1555.5390; 1555.5400; 1555.5410; 1555.5420; 1555.5430; 1555.5440; 1555.5450; 1555.5455; 1555.5460; 1555.5470; 1555.5480; 1555.5490; 1555.5500; 1555.5510; 1555.5520; 1555.5530; 1555.5540; 1555.5550; 1555.5560; 1555.5570; 1555.5580; 1555.5590; 1555.5600; 1555.5610; 1555.5620; 1555.5630; 1555.5640; 1555.5650; 1555.5660; 1555.5670; 1555.5680; 1555.5690; 1555.5700; 1555.5710; 1555.5720; 1555.5730; 1555.5740; 1555.5745; 1555.5750; 1555.5760; 1555.5770; 1555.5780; 1555.5790; 1555.5800; 1555.5820; 1555.5830; 1555.5840; 1555.5850; 1555.5860; 1555.5870; 1555.5880; 1555.5890; 1555.5900; 1555.6000; 1555.6010; 1555.6020; 1555.6030; 1555.6040; 1555.6050; 1555.6060; 1555.6070; 1555.6080; 1555.6090; 1555.6100; 1555.6110; 1555.6120; 1555.6130; 1555.6140; 1555.6150; 1555.6160; 1555.6170; 1555.6180; 1555.6190; 1555.6200; 1555.6210; 1555.6220; 1555.6230; 1555.6240; 1555.6250; 1555.6260; 1555.6270; 1555.6280; 1555.6290; 1555.6300; 1555.6310; and 1555.6320, are repealed.

# Commissioners' Orders

Various agency commissioners are authorized to issue "commissioner's orders" on specified activities governed by their agency's enabling laws. See the *Minnesota Statutes* governing each agency to determine the specific applicable statutes. Commissioners' orders are approved by assistant attorneys general as to form and execution and published in the *State Register*. These commissioners' orders are compiled in the year-end subject matter index for each volume of the *State Register*.

## Department of Transportation

### Commissioner's Order No. 84232 Amended Order and Notice of Street and Highway Routes Designated and Permitted to Carry the Gross Weights Allowed under *Minnesota Statutes* § 169.825

**Whereas**, the Commissioner of Transportation has made his Order No. 80000, dated March 10, 1994, which order has been amended by Orders No's. 80212, 80246, 80580, 80861, 80881, 81000, 81092, 81371, 81511, 81557, 81641, 82955, 83138, 83536, 83616, 83720, 84056, and 84222 designating and permitting certain street and highway routes, or segments of those routes, to carry the gross weights allowed under *Minnesota Statutes* § 169.825, and

**Whereas**, the Commissioner has determined that the additional following routes, or segment of routes, should be designated to carry the gross weights allowed under *Minnesota Statutes* § 169.825.

**IT IS HEREBY ORDERED** that Commissioner of Transportation Order No. 80000 is further amended this date by adding the following designated streets and highway routes, or segment of routes, as follows:

#### COUNTY ROADS

##### **POLK COUNTY**

- C.S.A.H. 12 From T.H. 2 (Mentor) Northerly to C.S.A.H. 49 (Polk/Red Lake Co. Line) (12 mo.)
- C.S.A.H. 21 From T.H. 220 Easterly to the Polk/Pennington Co. Line (12 mo.)
- C.S.A.H. 49 From T.H. 32 Easterly to C.S.A.H. 12 ( 12 mo.)

Dated: 7 January 2000

Elwyn Tinklenberg  
Commissioner

# Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking. The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

## Minnesota Comprehensive Health Association

### Notice of Meeting of Executive Committee

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) **Executive Committee** will be held on Thursday, January 20, 2000, at MCHA's executive office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN at 10:30 a.m.

For additional information, please call Lynn Gruber at (612) 593-9609.

## Minnesota Comprehensive Health Association

### Notice of Meeting of Prescription Drug Task Force

**NOTICE IS HEREBY GIVEN** that a meeting of the Minnesota Comprehensive Health Association's (MCHA) **Prescription Drug Task Force** will be held on Thursday, January 20, 2000, at MCHA's executive office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN at 11:30 a.m.

For additional information, please call Lynn Gruber at (612) 693-9609.

## Minnesota State Law Library

### Notice of County Law Library Filing Fees

Pursuant to *Minnesota Statutes* 134A.09 and 134A.10, the following law library fees are in effect as of January 12, 2000. Civil fees include probate matters except as noted. Criminal conviction includes felonies, gross misdemeanors, and misdemeanors except as noted.

<u>COUNTY</u>	<u>CIVIL</u>	<u>CONCILIATION</u>	<u>CRIMINAL CONVICTION</u>	<u>PETTY MISDEMEANORS</u>
Hennepin	\$10	\$5	\$3	\$3**

\*\*Nothing on parking tickets.

## Department of Labor and Industry

### Labor Standards Unit

### Notice of Correction to Commercial Prevailing Wage Rates

Corrections have been made to the Commercial Prevailing Wage Rates certified 12/06/99, for Labor Code 417, Pipefitters in the following counties; **Benton, Big Stone, Blue Earth, Brown, Chippewa, Cottonwood, Jackson, Kandiyohi, Lac Qui Parle, LeSueur, Lincoln, Lyon, Meeker, Morrison, Murray, Nicollet, Nobles, Pipestone, Pope, Redwood, Renville, Rock, Sherburne, Sibley, Stearns, Stevens, Swift, Todd, Watonwan, Yellow Medicine.**

Copies of the corrected certifications may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306, or by calling (651) 296-6452. Charges for the cost of copying



and mailing are \$1.00 for the first page and \$.65 for each additional page. Make check or money order payable to the State of Minnesota.

Gretchen Maglich  
Commissioner

## Department of Natural Resources

### Division of Fish and Wildlife

#### Request for Comments on Planned Rule Amendments Governing Designation of Minnesota's Endangered, Threatened, and Special Concern Species *Minnesota Rules*, Chapter 6134

**Subject of Rule.** The Minnesota Department of Natural Resources requests comments on its planned amendments to rules that designate species as state endangered, threatened, or of special concern. These amendments may include any of the following adjustments to any part of *Minnesota Rules*, Chapter 6134:

1. addition of species to a designation;
2. removal of species from a designation;
3. transfer of species from one designation to another; or
4. updating the name of a designated species with or without change to designation.

**Persons Affected.** The rule may affect persons engaging in the prohibited acts of taking, import, transport, sale, purchase, disposal, or possession of any portion of a state endangered or threatened species. Landowners on whose land state endangered or threatened species occur may also be affected.

**Advisory Committee.** The department does not contemplate appointing an advisory committee to comment on the planned rules. Direct communication with interested and affected parties, public news releases, and communication via the DNR website will be used to provide input for the proposed rules.

**Statutory Authority.** The adoption of the proposed rules is authorized by *Minnesota Statutes*, Section 84.0895.

**Public Comment.** Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on March 31, 2000. The department has not yet prepared a draft of the planned rules. Written or oral comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these planned rules should be addressed to:

Richard J. Baker  
Section of Ecological Services, Department of Natural Resources  
500 Lafayette Road, Box 25  
St. Paul, Minnesota 55155-4025  
Telephone: (651) 297-3764 or 1-888-MINNDNR  
Fax: (651) 296-1811  
E-mail: [richard.baker@dnr.state.mn.us](mailto:richard.baker@dnr.state.mn.us)

**Alternative Format:** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments submitted in response to this notice will be considered in drafting rules, but comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt the rules is started.

Dated: 7 January 2000

Allen Garber, Commissioner  
Department of Natural Resources

## Department of Trade and Economic Development Business and Community Development Division

### Request for Applications: Community Development Corporations 2000-2001

#### Introduction

The Minnesota Legislature, during the 1993, 1994, 1995, and 1996 sessions, amended the statutes governing community development corporations. *Minnesota Statutes 116J.982 includes specific standards and procedures for a CDC to become "certified" and therefore eligible to receive grants and enter into contracts with the State.*

To become certified, a CDC must fulfill all basic eligibility standards and provide documentation indicated on the application which is available by contacting the Department of Trade and Economic Development (DTED) at the address and telephone number indicated below.

#### Benefits of Certification

Only certified CDCs would be invited to apply for grant funds should they become available through DTED. During 2000 no CDC grant funds are available to CDCs.

Organizations designated as certified CDCs will receive regular updates of information from DTED on departmental programs and initiatives, so that the CDC can be an effective intermediary for providing information in its service area.

At the discretion of the Commissioner of the Housing Finance Agency (MHFA), certified CDCs may enter into contracts with MHFA for purposes of housing activities associated with economic development activities.

A certified CDC is also exempt from real estate licence requirements of *Minnesota Statutes 82.80* (Call DTED to receive a copy of this section of the statutes.)

#### Deadline for Certification Applications

Applications for certification must be received by the Department of Trade and Economic Development by 2:30p.m., February 29, 2000. CDCs that the Commissioner determines meet the certification criteria will be notified in writing that they are certified.

#### Summary of Amended Legislation

*Minnesota Statutes 116J.982* sets forth a number of requirements and qualifications for certification. These are summarized below.

#### Incorporation

A community development corporation must be a non profit corporation under *Minnesota Statutes 317A*, the "Minnesota Non Profit Corporation Act." It stipulates the requirements for incorporation as a non profit corporation; evidence from the Secretary of State's Office that the CDC has met those requirements will be required as part of the certification process. The CDC must also be tax exempt under Section 501 (C)(3) of the Internal Revenue Service code (IRS), and also be able to document that status.

If a corporation is a non profit but has yet to receive its notification from the IRS that it is a 501 (C)(3), it may still apply to become a state certified CDC; on the application the corporation will then be asked whether it has applied to the IRS and when it plans to attain that status.

#### Purpose of the Corporation

The major purpose of the corporation must be economic development, redevelopment, and/or housing in its designated area. Articles of incorporation or bylaws will be required to document the organization's purpose.

#### Designated Area

The CDC must designate a low income area as the geographic area in which it will operate. Within the cities of the first class (Minneapolis, St. Paul, and Duluth), a designated community must be an identifiable neighborhood or combination of neighborhoods, but may not be an entire city. In other parts of Minnesota, a designated community can't include an entire economic development region or cross regional boundaries. Those regions are the twelve regions established under *Minnesota Statutes 462*; contact DTED if you have any questions about geographic areas covered by those regions.

#### Low Income Requirements

For purposes of the Community Development Corporation certification program "low income" means gross income below the Housing and Urban Development (HUD) low income level. Low income standards vary on a local basis. To receive 1999 low income criteria for your community, please telephone Gerry Wenner at DTED, (651) 297-1844 or (800) 657-3858.

“Low income area” means an area in which 10% of the population have low incomes, or there are one or more recognized areas such as census tract, city, township, or county in which 15% of the population have low incomes.

The HUD low income guidelines will be helpful in determining whether the non profit corporation’s board of directors meet low income requirement (see “board membership” below).

### **Board of Directors Membership**

A CDC’s board membership can fulfill membership requirements of certification in either of two ways:

1. The corporation’s membership and board of directors must be representative of the designated area. At least 20% of the directors must have low incomes, or reside in low income areas. At least 60% of the directors must be residents of or employed in the designated area. Other directors must be in business, financial, or civic leaders or representatives at large of the designated area. At least 40% of the directors must reside in the designated community.
2. A corporation which meets board structure requirements for a Certified Housing Development Organization (CHDO) under United States 24 CFR part 92.2, can meet the board membership requirements for CDC certification under the Minnesota statute. (The CHDO certification was developed to establish organizations eligible to receive funds under the HOME program.) Information on the community development housing corporation program requirements can be obtained by calling Jim Cegla at the Minnesota Housing Finance Agency, (651) 297-3126 or (800) 657-3769.

### **Professional, Technical & Consulting Contracts**

Whichever route the CDC selects, it will required to provide documentation of how it meets these criteria.

In addition, the corporation is advised that it must not discriminate against any person(s) on the basis of a statute protected under *Minnesota Statutes* 363, the Minnesota Human Rights Act. For more information on the provisions of that act contact the Minnesota Department of Human Rights, (651) 296-5663.

### **Technical Qualifications**

The corporation must be skilled in the analysis and packaging of economic development, redevelopment, or housing projects, and must be familiar with available public and private funding sources. During the past three years, the corporation must have completed two or more economic development, redevelopment or housing projects within the designated area. For these projects to qualify, the organization must have primary responsibility for coordinating the execution and completion of the activities.

If the corporation does not presently have the skills within the organization, it must be able to obtain these skills during the certification period, with its precise plan and schedule for acquiring the training or skills.

### **Certification Period**

Certification is for a period of two years from the date of certification, and can be renewed. DTED will provide re-certification materials to those organizations seeking renewal of their status.

### **For Additional Information**

If you have additional questions or would like to receive an application please contact

Gerald J. Wenner  
Business and Community Development Division  
DTED  
500 Metro Square Building  
121 7th Place East  
St. Paul, Minnesota 55101  
Telephone: (651) 297-1844 or (800) 657-3858

## **UAW-Ford-MnSCU Training Center**

### **Notice of Meeting of the Board of Directors**

The UAW-Ford-MnSCU Board of Directors will meet on Wednesday, February 22, 2000 at 9:00 a.m. in the Training Center Conference Room, 966 S. Mississippi River Blvd., St. Paul, MN 55116, 651-696-0560.

## Board of Veterinary Medicine

### Request for Comments on Planned Amendment to Rules Governing Application Fees, *Minnesota Rules Part 9100.0400*

**Subject of Rule.** The Minnesota Board of Veterinary Medicine requests comments on its planned amendment to rules governing application and examination fees for veterinary licensure. Due to a scheduled phase out of the currently used paper and pencil national licensure exams and replacement with a national computer based exam, the board is proposing payment of examination fees by licensure candidates be changed from the current procedure of payment to the board to having the candidates pay the exam fee directly to the exam provider. To offset the loss of exam fee surcharge income to the board, the board is proposing to initiate an application fee of \$50 for persons applying to the board for approval to take the national exam or applying to be licensed in Minnesota.

**Persons Affected.** The amendment to the rules would affect veterinarians applying for an initial license to practice veterinary medicine in Minnesota.

**Statutory Authority.** *Minnesota Statutes*, section 156.02, 156.03, 156.072 and 214.06 authorize the board to establish and adjust fees.

**Public Comment.** Interested persons or groups may submit comments or information on these planned rules in writing or orally until 4:30 p.m. on Friday, March 22, 2000.

**Rule Drafts.** The board has prepared a draft of the planned amendment.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules, and requests for more information on these planned rules should be addressed to:

Roland C. Olson, DVM, Executive Director  
Minnesota Board of Veterinary Medicine  
2829 University Avenue SE #540  
Minneapolis, MN 55414  
(612) 617-2170

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Dated: 4 January 2000

Roland C. Olson, DVM  
Executive Director

## State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan 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 and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

## Department of Children, Families and Learning

### Teachers of Color Grant Program

Approximately \$200,000 will be awarded competitively this fiscal year to partnerships of school districts and college teacher preparation programs to provide scholarships to people preparing to teach K-12, early childhood or parenting education. For an application packet, call Cindy Jackson at (651) 582-8572, e-mail [cindy.s.jackson@state.mn.us](mailto:cindy.s.jackson@state.mn.us), or fax (651) 582-8725 and leave your mailing address. Completed applications must be received at Children, Families & Learning by Feb. 18, 2000, for consideration.

## Minnesota Center for Crime Victim Services

### Notice of Availability of Funds for Violence Against Women Act (VAWA) Fiscal Year 2001

The Minnesota Center for Crime Victim Services announces the availability of grant funds under the S.T.O.P. Violence Against Women Act (VAWA) Formula Grants Program of the U.S. Department of Justice for fiscal year 2001. The goal of the VAWA grant fund is to develop and strengthen effective law enforcement and prosecution responses to violent crimes against women, and to develop as well as strengthen victim advocacy services for women who have been battered or sexually assaulted.

Approximately \$558,615 is available for 12 or 18-month grants in fiscal year 2001. **Applications are due on Friday, March 10, 2000.** Grants are available in the following categories:

#### DOMESTIC VIOLENCE:

- 1. Immigrant & Refugee Protocol Development** — \$80,000 is available to fund one 18-month project focused on developing and implementing interagency protocols aimed at improving responses to the needs of immigrant and refugee populations who are victims/survivors of domestic violence. The successful applicant will receive \$55,000 in fiscal year 2001, to begin July 1, 2000 and end June 30, 2001; and \$25,000 in fiscal year 2002, to begin July 1, 2001 and end December 31, 2001.

#### SEXUAL ASSAULT:

- 1. New Advocacy Services for Women of Color** — \$102,000 is available to fund two new programs at \$40,000 each to provide new advocacy services for women of color who are victims/survivors of sexual assault. Remaining funds of \$22,000 will be issued through a separate application process to each successful applicant (who has not previously received MCCVS funds for this purpose) to acquire computer equipment or training/technical assistance for program development in the total of \$11,000 each. The grant period is from July 1, 2000 - June 30, 2001.
- 2. New Advocacy Services for American Indian Women** — \$102,000 is available to fund two new programs at \$40,000 each to provide new advocacy services for American Indian women who are victims/survivors of sexual assault, on or off the reservation. Remaining funds of \$22,000 will be issued through a separate application process to each successful applicant (who has not previously received MCCVS funds for this purpose) to acquire computer equipment or training and technical assistance for program development in the total of \$11,000 each. The grant period is from July 1, 2000 - June 30, 2001.
- 3. Immigrant & Refugee Protocol Development** — \$80,000 is available to fund one 18-month project focused on developing and implementing interagency protocols aimed at improving responses to the needs of immigrant and refugee populations who are victims/survivors of sexual violence. The successful applicant will receive \$55,000 in fiscal year 2001, to begin July 1, 2000 and end June 30, 2001; and \$25,000 in fiscal year 2002, to begin July 1, 2001 and end December 31, 2001.
- 4. Planning Grant** — \$91,188 is available to assist an organization in planning for the transition of the Statewide Sexual Assault Protocol Project as it moves from a developmental to a maintenance stage and becomes a protocol development and technical assistance center. The successful grantee will work intensively with the MCCVS and statewide protocol project coordinators to transition and provide housing for the protocol project as it moves from Olmsted County, and will work with Wilder Research Center to compile an evaluation report for the project. The grant period is from July 1, 2000 - June 30, 2001.
- 5. Training/Technical Assistance Projects** — \$103,427 is available to fund two or more training, technical assistance, and/or assessment projects designed to increase the skills of advocates, tribal governments, criminal justice systems and/or human service providers in responding to the needs of American Indian women who are victims of sexual assault. Applicants are invited to propose projects which are designed to provide specific training(s); to assess experiences and needs of American Indian women regarding sexual assault; and/or to provide technical assistance, mentoring or other support to agencies currently serving American Indian women who are victims/survivors of sexual assault. The grant period is from July 1, 2000 - June 30, 2001.

For a complete application kit and further information regarding funds available in any of the above categories, please contact the **Minnesota Center for Crime Victim Services at 245 East 6th Street, Suite 705, St. Paul, MN 55101; telephone - 651-282-6256 metro area; or toll free 1-888-622-8799; or TTY - 651-205-4827.**

## Professional, Technical & Consulting Contracts

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 to 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. In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals are prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 297-5353 and ask for 296-2600].

### Department of Children, Families and Learning

#### Notice of Request for Proposal for a Study of Minnesota Library Structures at the State Level

The Department of Children, Families and Learning is soliciting proposals from qualified firms and/or individuals to identify public sector and state level administrative models and best practices for application to organizational structures for quality library services at the state level, their advantages and disadvantages; gaps and/or duplications existing in Minnesota structures; and recommendations and benchmarks for improvement and necessary changes. This study is phase one of a large plan of study to identify effective local, regional and state level organizational structures to meet current and future needs for quality library services.

The Department has estimated the cost of this project should not exceed \$75,000. The anticipated project period is May 15, 2000 through October 30, 2000.

For a complete copy of the Request for Proposal, please contact:

Suzanne Mahmoodi  
Library Development and Services  
Department of Children, Families and Learning  
1500 Highway 36 W, Roseville, MN 55113  
Phone: 651-582-8722, FAX: 651-582-8897

Proposals are due no later than 3:00 p.m., on March 15, 2000. Late proposals will not be considered.

### Colleges and Universities, Minnesota State (MnSCU)

#### Metropolitan State University

#### Request for Sealed Bids for a Replacement and Installation of Chiller's at Metropolitan State University

**NOTICE IS HEREBY GIVEN** that Metropolitan State University will receive sealed bids for replacing existing chiller equipment and related improvements at the university's St. Paul Campus. The project includes replacing two existing chillers with two new 400-ton centrifugal chillers; building a new chiller room enclosure; providing for emergency ventilation and refrigerant monitoring system; related pumping and piping modifications and other necessary ventilation improvements as well as relocating the existing cooling tower.

To request bid specifications, contact:

Mr. Boris Pevzner  
Project Engineer  
Owens Services, Inc.  
930 East 80th Street  
Bloomington, MN 55420-1499  
Phone: (612) 703-5737  
Fax: (612) 854-3769  
e-mail: [bpevzner@owensco.com](mailto:bpevzner@owensco.com)

**Sealed Bids are due by Thursday, January 20, 2000, 2:00 p.m.**

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## Professional, Technical & Consulting Contracts

Send sealed bids to:

Metropolitan State University  
Jill Bemis, Finance Director  
700 East Seventh Street  
St. Paul, MN 55106-5000

Bids will be opened at 2:30 p.m. on January 20, 2000 in Founders Hall, Room L119.

Metropolitan State University reserves the right to reject any or all bids or portions thereof, or to waive any irregularities or informalities in proposals received.

*For those interested, a pre-bid meeting will be held at 1 p.m. on Thursday, January 13, 2000 in Room 301, Founders Hall, Metropolitan State University, St. Paul Campus, 700 East Seventh Street, St. Paul, Minnesota.*

## Department of Human Services

### Child Support Enforcement Division

#### Notice of Request for Proposals to Provide Services for the Financial Institution Data Match

The Minnesota Department of Human Services, Child Support Enforcement Division requests proposals to provide Financial Institution Data Match services to enable the state to meet the requirements of Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PWRORA).

In order to obtain best value for the state, the amount set aside for the project is not being disclosed to potential proposers. This request for Proposals (RFP) does not obligate the State to award or complete the project, and the State reserves the right to cancel the solicitation if it is considered in its best interest.

The complete RFP which contains detailed specifications can be obtained by writing or contacting:

Dana K. McKenzie  
Minnesota Department of Human Services  
444 Lafayette Road North  
St Paul, MN 55155-3846  
Fax (651) 297-1298  
Phone: (651) 296-8066

Other personnel are NOT allowed to discuss the proposal.

A non-mandatory proposer's conference will be held on Thursday, February 10, 2000 in the Texas room at Metro Square, 121 East 7th Place, St. Paul, MN 55155. DHS staff will respond to questions regarding this RFP at that conference. Written outlines will be provided of the content required to be included in the script for each of the three video projects.

Proposals are due and must be received by 4:00 p.m., Tuesday, February 29, 2000 by:

Dana K. McKenzie  
Minnesota Department of Human Services  
444 Lafayette Road North  
St Paul, MN 55155-3846

## Professional, Technical & Consulting Contracts

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### Department of Public Safety State Patrol Training Academy

#### Request for Proposal – Pre-Employment Medical Evaluations of State Patrol Trooper Candidates

The Department of Public Safety is seeking proposals from medical professionals to:

- Conduct pre-employment physical/medical examinations according to the establish medical guidelines for approximately 80 State Patrol Trooper candidates each year, or as needed.

Details are contained in a request for proposals, which may be obtained by calling or writing.

Lt. Richard Theis  
State Patrol Training Academy  
1900 West County Road I  
Shoreview, MN 55126  
(651) 628-6748

The estimated cost of this project is \$25,000 for a two-year contract with an option for 3, one year extensions. Final date for submitting proposals is 1 p.m., February 9, 2000.

### Minnesota Veterans Homes Board Silver Bay Veterans Home

#### Notice of Request for Proposals for Dental Care Services

The Minnesota Veterans Homes – Silver Bay is soliciting proposals for contracts, to provide dental care services for residents of this 89-bed nursing care facility.

The Request for Proposal does not obligate the state to complete the project and the state reserves the right to cancel solicitation if it is considered to be in its best interest.

These contracts may be let for a period of up to two years, with an option to extend two years, beginning February 15, 2000. For details and a copy of the Request for Proposals, contact Daniel McNamee, Business Manager, at 218-226-6300, email: [damcname@sbay.mvh.state.mn.us](mailto:damcname@sbay.mvh.state.mn.us), or write to the Minnesota Veterans Home – Silver Bay, Attn: Daniel McNamee, Business Manager, 45 Banks Boulevard, Silver Bay, Minnesota 55614. All proposals must be received no later than 2:00 p.m. on February 4, 2000.



## Non-State Public Bids, Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State 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.

### Metropolitan Council

#### Notice of Request for Proposals for CSO Separation Evaluation – MCES Project Number 910405

**NOTICE IS GIVEN THAT** the Metropolitan Council will receive Proposals from interested Consultants-Contractors for the CSO Separation Evaluation, Project Number 910405. The work involves a desktop study of areas of surface water intrusion/runoff, conducting workshops and a multi-phase monitoring of wastewater flows and rainfall at multiple locations, analyzing the results and issuing a report that provides recommendations for eliminating combined sewer overflows (CSOs).

A pre-proposal conference will be held on Tuesday, January 25, 2000 at 1:30 p.m. at Mears Park Centre, 230 East 5th Street, St. Paul, MN 55101 in Room 1B.

Proposals will be received until 12:00 p.m. (noon) Friday, February 4, 2000. Those received following that time/date will be returned unopened.

Representatives of the Metropolitan Council and the City of Minneapolis will evaluate the proposals between February 4, 2000 and February 9, 2000. The top 2 to 4 firms proposing will be invited in for an interview on February 14, 2000.

It is the Metropolitan Council's intent to enter into negotiations with the selected firm, and if successful then execute a contract and have a notice to proceed by or before March 17, 2000.

Copies of the Request for Proposal Documents may be obtained from Metropolitan Council Environmental Services, Mears Park Centre, 230 East 5th Street, St. Paul, MN 55101, Attn: Jan Bevins; Telephone (651) 602-1132.

Direct inquiries to the MCES Project Manager, Rex A. Huttes at (651) 602-4522.

The geographical area for this notice is the City of Minneapolis, State of Minnesota.

### University of Minnesota

#### Notice of Bid Information Service (BIS) Available for All Potential Vendors

The University of Minnesota offers 24 hour/day, 7 day/week access to all Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at [bidinfo.umn.edu](http://bidinfo.umn.edu) or call the BIS Coordinator at 612-625-5534.

Requests for Bids/Proposals are available to the public at no charge each business day from 8:00 a.m. to 4:30 p.m. in Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls., MN 55454.

