

93, August 16

P182

The Minnesota
**State
Register**

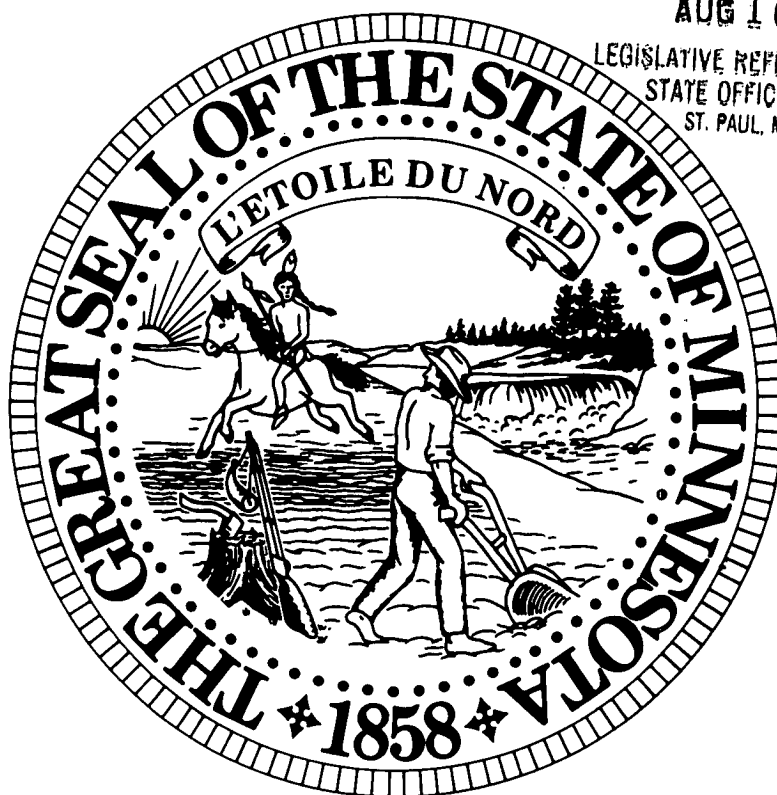
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Rules edition
Published every Monday
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Monday 16 August 1993
Volume 18, Number 7
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State Register

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

The *State Register* is the official publication of the State of Minnesota, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional, technical and consulting contracts, non-state bids and public contracts, contract awards, grants, and a monthly calendar of cases to be heard by the state supreme court.

A *Contracts Supplement* is published Tuesday, Wednesday and Friday and contains bids and proposals, including printing bids.

Printing Schedule and Submission Deadlines

Vol. 18 Issue Number	*Submission deadline for Adopted and Proposed Rules	*Submission deadline for Executive Orders, Contracts, and Official Notices**	Issue Date
7	Monday 2 August	Monday 9 August	Monday 16 August
8	Monday 9 August	Monday 16 August	Monday 23 August
9	Monday 16 August	Monday 23 August	Monday 30 August
10	Monday 23 August	Monday 30 August	Tuesday 7 September

*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, 117 University Ave., St. Paul, Minnesota 55155, (612) 297-7963, TDD (Minnesota Relay Service), Metro Area (612) 297-5353, Greater MN 1-800-627-3529.

The *State Register* is published every Monday (Tuesday when Monday is a holiday) by the State of Minnesota, Department of Administration, Print Communications Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to *Minnesota Statutes* § 14.46. A *State Register Contracts Supplement* is published every Tuesday, Wednesday and Friday. The Monday edition is the vehicle for conveying all information about state agency rulemaking, including official notices; hearing notices; proposed, adopted and emergency rules. It also contains executive orders of the governor; commissioners' orders; state contracts and advertised bids; professional, technical and consulting contracts; non-state public contracts; state grants; decisions of the supreme court; a monthly calendar of scheduled cases before the supreme court; and other announcements. The *State Register Contracts Supplement* contains additional state contracts and advertised bids.

In accordance with expressed legislative intent that the *State Register* be self-supporting, the following subscription rates have been established: the Monday edition costs \$150.00 per year and includes an index issue published in August (single issues are available at the address listed above for \$3.50 per copy); the combined four editions cost \$195.00 (subscriptions are not available for just the *Contracts Supplement*); trial subscriptions are available for \$60.00, includes four editions and last for 13 weeks. No refunds will be made in the event of subscription cancellation.

Both editions are delivered postpaid to points in the United States, second class postage paid for the *State Register* at St. Paul, MN, first class for the *Contracts Supplement*. Publication Number 326630 (ISSN 0146-7751).

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.

Arne H. Carlson, Governor

**Debra Rae Anderson, Commissioner
Department of Administration**

**Kathi Lynch, Director
Print Communications Division**

Debbie George, Circulation Manager

**Jane E. Schmidley, Acting Editor
612/297-7963**

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
(612) 296-0504

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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Commodity award results are available through the **Materials Management Helpline 612/296-2600**.

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 Print Communications Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-657-3757.

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Proposed Rules

Pursuant to Minn. Stat. §§ 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 Commerce

Proposed Permanent Rules Governing Uniform Conveyancing Blanks

Notice of Intent to Adopt Rules Without a Public Hearing

The Minnesota Department of Commerce intends to adopt a permanent rule without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You have 30 days to submit written comments on the proposed rule, during that 30 day period, you may also submit a written request that a hearing be held on the rule.

Agency Contact Person. Comments or questions on the rule and written requests for a public hearing on the rule must be submitted to:

Donna M. Watz, Staff Attorney
Minnesota Department of Commerce
133 East 7th Street
St. Paul, MN 55101
(612) 296-6593

Subject of Rule and Statutory Authority. The proposed rule sets forth recommended forms to be used with respect to the conveying of real estate. The statutory authority to adopt this rule is *Minnesota Statutes*, sections 45.023 and 507.09. The proposed rule is published in the *State Register* and attached to this notice as mailed.

Comments. You have until 4:30 p.m. on September 23, 1993, to submit written comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Request for a Hearing. In addition to submitting comments, you may also request that a hearing be held on the rule. Your request for a public hearing must be in writing and be received by the agency contact person by 4:30 p.m. on September 23, 1993. Your request for a public hearing must include your name and address. You are encouraged to identify the portion of the proposed rule which caused your request, the reason for the request, and any changes you want made to the proposed rule. 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 a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

Modifications. The proposed rule may be modified as a result of public comment. The modifications must be supported by data and views submitted to the agency and may not result in a substantial change in the proposed rule as printed in the *State Register*. If the proposed rule 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 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.

Small Business Considerations. The provisions of *Minnesota Statutes*, section 14.115, subdivision 4 have been reviewed and it has been determined that this proposed rule will not adversely affect small businesses.

Expenditure of Public Money by Local Public Bodies. The provisions of *Minnesota Statutes*, section 14.11, subdivision 1 have been reviewed and it has been determined that this proposed rule will not require the expenditure of public money by local public bodies greater than \$100,000 in the two years following rule adoption.

Impact on Agricultural Lands. The provisions of *Minnesota Statutes*, section 14.11, subdivision 2 have been reviewed and it has been determined that this proposed rule will not affect agricultural land.

Adoption and Review of the Rule. If no hearing is required, after the end of the comment period the agency may adopt the rule. The rule and supporting documents will then be submitted to the attorney general for review as to legality and form to the extent form relates to legality. You may request to be notified of the date the rule is submitted to the attorney general or be notified of the attorney general's decision on the rule. If you want to be so notified, or wish to receive a copy of the adopted rule, submit your written request to the agency contact person listed above.

Dated: 30 July 1993

Bert McKasy
Commissioner of Commerce

Rules as Proposed (all new material)

TRUSTS

2820.2750 FORM 40.1-M: CERTIFICATE OF TRUST BY AN INDIVIDUAL.

Subpart 1. **Recommended form.** The recommended form for a certificate of trust by an individual is contained in subpart 2.

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

Subp. 2. Contents.

Certificate of Trust Minn. Stat. §601B.56 **Form No. 40.1-M** Minnesota Uniform Conveyancing Blanks (1993)
By Individual

CERTIFICATE OF TRUST

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

_____, being first duly sworn, on oath says:

1. The name of the Trust is: _____
2. The date of the Trust Instrument is: _____
3. The name of each Grantor/Settlor is: _____
4. The name of each original Trustee is: _____
5. The name and address of each Trustee empowered to act under the Trust Instrument at the time of execution of this Certificate is: _____
6. The Trustees are authorized by the Instrument to sell, convey, pledge, mortgage, lease, or transfer title to any interest in real or personal property, **EXCEPT** as limited by the following (if none, so indicate):

(Insert limitations on Trustee(s) authority, or if there is no limitation insert "None".)
7. Any other Trust provisions the undersigned wishes to include: _____
8. The Trust has has not (check one) terminated or been revoked.
9. The statements contained in this Certificate of Trust are true and correct and there are no other provisions in the Trust Instrument or amendments to it that limit the powers of the Trustee(s) to sell, convey, pledge, mortgage, lease, or transfer title to interests in real or personal property.

Signature of Trustee or Grantor/Settlor

Subscribed and Sworn to before me this _____
day of _____, 19 _____

Signature of Notary Public or Other Official

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

2820.2752 FORM 40.2-M: CERTIFICATE OF TRUST BY A CORPORATION.

Subpart 1. Recommended form. The recommended form for a certificate of trust by a corporation is contained in subpart 2. Subp. 2. Contents.

Certificate of Trust Minn. Stat. §201B.06 Form No. 40.2-M Minnesota Uniform Continuing Blocks (1989)
By Corporation

CERTIFICATE OF TRUST

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

_____, being first duly sworn, on oath says:

1. The name of the Trust is: _____
2. The date of the Trust Instrument is: _____
3. The name of each Grantor/Settlor is: _____
4. The name of each original Trustee is: _____
5. The name and address of each Trustee empowered to act under the Trust Instrument at the time of execution of this Certificate is: _____
6. The Trustees are authorized by the Instrument to sell, convey, pledge, mortgage, lease, or transfer title to any interest in real or personal property, EXCEPT as limited by the following (if none, so indicate):

(Insert limitations on Trustee(s) authority, or if there is no limitation insert "None".)
7. Any other Trust provisions the undersigned wishes to include: _____
8. The Trust has has not (check one) terminated or been revoked.
9. The statements contained in this Certificate of Trust are true and correct and there are no other provisions in the Trust Instrument or amendments to it that limit the powers of the Trustee(s) to sell, convey, pledge, mortgage, lease, or transfer title to interests in real or personal property.
10. _____ he is the _____ of _____ a _____ corporation, which is a Trustee or Grantor/Settlor of the Trust.

Signature of Trustee or Grantor/Settlor

By _____
Its _____
Subscribed and Sworn to before me this _____ day of _____, 19 _____

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

Signature of Notary Public or Other Official

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

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

2820.2754 FORM 40.3-M: AFFIDAVIT OF TRUSTEE.

Subpart 1. **Recommended form.** The recommended form for an affidavit of trustee is contained in subpart 2.
Subp. 2. **Contents.**

Affidavit of Trustee Form No. 40.3-M Minnesota Uniform Conveyancing Blanks (1992)

Affidavit of Trustee regarding Certificate of Trust or Trust Instrument pursuant to Minn. Stat. § 501B.57

AFFIDAVIT OF TRUSTEE

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

_____, being first duly sworn on oath, says that:

1. Affiant is a Trustee named in that certain Certificate of Trust (or Trust Instrument) dated _____, 19_____, and filed for record _____, 19_____, as Document Number _____ (or in Book _____ of _____, Page _____) in the office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota, regarding the Trust named _____, which Certificate of Trust was executed by Affiant or another Trustee or the Grantor of the Trust described in the Certificate of Trust (or set forth in the Trust Instrument), and which relates to real property in _____ County, Minnesota, legally described as follows:

(If more space is needed, continue on back or on attachment.)

2. The name and address of each Trustee empowered to act under the Trust Instrument at the time of the execution of this Affidavit is:
3. The Trustee(s) who have executed that certain instrument, relating to the real property described above, between _____, as Trustee(s), and _____, dated _____, 19_____:
- (a) are empowered by the provisions of the Trust Instrument to sell, convey, pledge, mortgage, lease, or transfer title to any interest in real property held in trust; and
 - (b) are the requisite number of Trustee(s) required by the provisions of the Trust Instrument to execute and deliver such an instrument.
4. The Trust has not terminated or been revoked.
(check one) has terminated or been revoked, but the execution and delivery of the instrument described in paragraph 3 were made pursuant to the provisions of the Trust Instrument prior to its termination or revocation.
5. There has been no amendment to the Trust Instrument which limits the power of Trustee(s) to execute and deliver the instrument described in paragraph 3.
6. The Trust is not supervised by any Court.
(check one) is supervised by the _____ Court of _____ County, _____, and all necessary approval has been obtained from the Court for the Trustee(s) to execute and deliver the instrument described in paragraph 3.
7. Affiant does not have actual knowledge of any facts indicating that the Trust is invalid.

Subscribed and Sworn to before me this _____ day of _____, 19_____

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR NAME)

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

2820.4005 FORM 51 1/2-M: SATISFACTION OF MORTGAGE BY CORPORATION WITH CHANGE OF NAME OR IDENTITY.

Subpart 1. Recommended form. The recommended form for a satisfaction of mortgage by a corporation with a change of name or identity pursuant to Minnesota Statutes, section 507.411, is contained in subpart 2.

Subp. 2. Contents.

SATISFACTION OF MORTGAGE Form No. 51 1/2-M Minnesota Uniform Conveyancing Blanks (1991)
 By Corporation with Change of Name or Identity Pursuant to Minn. Stat. § 507.411

Satisfaction Of Mortgage

Date: _____, 19____ (reserved for recording data)

THAT CERTAIN MORTGAGE owned by the undersigned, a _____, under the laws of _____, dated _____, 19____, executed by _____, as Mortgagor, to _____, as Mortgagee, and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota, is, with the indebtedness thereby secured, fully paid and satisfied.

The undersigned has changed its name or identity from _____ to _____ as a result of (check appropriate box (es)) merger consolidation amendment to charter or articles of incorporation conversion of articles of incorporation or charter from federal to state, state to federal, or from one form of entity to another.

By _____
 Its _____

By _____
 Its _____

STATE OF _____ }
 COUNTY OF _____ } ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 19____, by _____ and _____, the _____ and _____ of _____, a _____ under the laws of _____, on behalf of the _____, which has changed its name or identity as a result of (check appropriate box (es)) merger consolidation amendment to charter or articles of incorporation conversion of articles of incorporation or charter from federal to state, state to federal, or from one form of entity to another.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

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

2820.4025 FORM 53 1/2-M: PARTIAL RELEASE OF MORTGAGE BY CORPORATION WITH CHANGE OF NAME OR IDENTITY.

Subpart 1. **Recommended form.** The recommended form for a partial release of a mortgage by a corporation with a change of name or identity pursuant to *Minnesota Statutes*, section 507.411, is contained in subpart 2.

Subp. 2. **Contents.**

<p>PARTIAL RELEASE OF MORTGAGE By Corporation with Change of Name or Identity Pursuant to Minn. Stat. § 507.411</p> <p style="text-align: center;">Form No. 53 1/2-M</p> <p style="text-align: right;"><small>Minnesota Uniform Conveyancing Blanks (1991)</small></p> <p style="text-align: center;">Partial Release of Mortgage</p> <p>Date: _____, 19____</p>	<p style="text-align: center;">(reserved for recording data)</p>
---	--

FOR VALUABLE CONSIDERATION, the real property in _____ County, Minnesota, legally described as follows:

(If more space is needed continue on back)

is hereby released from the lien of the Mortgage, owned by the undersigned, dated _____, 19____, executed by _____, as Mortgagor, to _____, as Mortgagee, and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

The undersigned has changed its name or identity from _____ to _____ as a result of (check appropriate box [es]) merger consolidation amendment to charter or articles of incorporation conversion of articles of incorporation or charter from federal to state, state to federal, or from one form of entity to another.

By _____
Its _____

By _____
Its _____

STATE OF _____ }
COUNTY OF _____ } es.

The foregoing instrument was acknowledged before me this _____ day of _____, 19____, by _____ and _____, the _____ and _____ of _____, a _____ under the laws of _____, on behalf of the _____, which has changed its name or identity as a result of (check appropriate box [es]) merger consolidation amendment to charter or articles of incorporation conversion of articles of incorporation or charter from federal to state, state to federal, or from one form of entity to another.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR BANK)

MORTGAGE FORECLOSURES

2820.4050 FORM 64-M: NOTICE OF PENDENCY OF PROCEEDING AND POWER OF ATTORNEY TO FORECLOSE MORTGAGE BY AN INDIVIDUAL:

Subpart 1. Recommended form. The recommended form for a notice of pendency of proceeding and power of attorney to foreclose mortgage by an individual is contained in subpart 2.

Subp. 2. Contents.

Notice of Pendency of Proceeding and Power of Attorney to Foreclose Mortgage By Individual Form No. 64-M Minnesota Uniform Continuing Blocks (1988)

NOTICE OF PENDENCY OF PROCEEDING AND POWER OF ATTORNEY TO FORECLOSE MORTGAGE

Date: _____, 19 _____

(reserved for recording data)

YOU ARE NOTIFIED that a proceeding is about to be commenced by the undersigned to foreclose the Mortgage owned by the undersigned dated _____, 19 _____, executed by _____ as Mortgagor(s), to _____ as Mortgagee(s), and filed for record _____, 19 _____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

The Mortgage has been assigned as follows:

The undersigned hereby employ(s) and empower(s) _____ as the undersigned's attorney(s) at law to foreclose the Mortgage by advertisement and to do all things necessary and incident thereto.

STATE OF MINNESOTA }
 COUNTY OF _____ } ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 19 _____, by _____

THIS INSTRUMENT WAS DRAFTED BY NAME & ADDRESS:

SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR NAME):

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

2820.4052 FORM 65-M: NOTICE OF PENDENCY OF PROCEEDING AND POWER OF ATTORNEY TO FORECLOSE MORTGAGE BY A CORPORATION OR PARTNERSHIP.

Subpart 1. **Recommended form.** The recommended form for a notice of pendency of proceeding and power of attorney to foreclose mortgage by a corporation or partnership is contained in subpart 2.

Subp. 2. **Contents.**

Notice of Pendency of Proceeding and Power of Attorney to Foreclose Mortgage
By Corporation or Partnership

Form No. 65-M

Minnesota Uniform Conveyancing Blanks (1988)

NOTICE OF PENDENCY OF PROCEEDING AND POWER OF ATTORNEY TO FORECLOSE MORTGAGE

Date: _____, 19 _____

(reserved for recording data)

YOU ARE NOTIFIED that a proceeding is about to be commenced by the undersigned to foreclose the Mortgage owned by the undersigned dated _____, 19 _____, executed by _____

as Mortgagor(s), to _____
as Mortgagee(s), and filed for record _____, 19 _____, as Document Number _____
(or in Book _____ of _____ Page _____), in the Office of the (County Recorder)
(Registrar of Titles) of _____ County, Minnesota.

The Mortgage has been assigned as follows:

The undersigned hereby employ(s) and empower(s) _____
as the undersigned's attorney(s) at law to foreclose the Mortgage by advertisement and to do all things necessary and incident thereto.

By _____
Its _____
By _____
Its _____

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 19 _____, by the _____ and _____ of _____, a _____ under the laws of _____, on behalf of the _____.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR BANK):

2820.4054 FORM 66-M: NOTICE OF MORTGAGE FORECLOSURE SALE.

Subpart 1. Recommended form. The recommended form for a notice of mortgage foreclosure sale is contained in subpart 2. Subp. 2. Contents.

Notice of Mortgage Foreclosure Sale Form No. 66-M Minnesota Uniform Conveying Blanks (1982)

NOTICE OF MORTGAGE FORECLOSURE SALE

Date: _____, 19 _____

YOU ARE NOTIFIED THAT:

- 1. Default has occurred in the conditions of the Mortgage dated _____, 19_____, executed by _____, as Mortgagor(s), to _____, as Mortgagee(s), and filed for record _____, 19_____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota. The land described in the Mortgage (is) (is not) registered land.
2. The Mortgage has been assigned as follows:
3. The original principal amount secured by the Mortgage was:
4. No action or proceeding at law is now pending to recover the debt secured by the Mortgage, or any part thereof.
5. The holder of the Mortgage has complied with all conditions precedent to acceleration of the debt secured by the Mortgage and foreclosure of the Mortgage, and all notice and other requirements of applicable statutes.
6. At the date of this notice the amount due on the Mortgage, and taxes, if any, paid by the holder of the Mortgage is:
7. Pursuant to the power of sale in the Mortgage, the Mortgage will be foreclosed, and the land described as follows:

(if more space is needed continue on back) will be sold by the County Sheriff of _____ County, Minnesota, at public auction on _____, 19_____, at _____, _____ m., at _____

- 8. The time allowed by law for redemption by Mortgagor(s) or Mortgagor's personal representatives or assigns is _____ after the date of sale.
9. THE TIME ALLOWED BY LAW FOR REDEMPTION BY THE MORTGAGOR, THE MORTGAGOR'S PERSONAL REPRESENTATIVES OR ASSIGNS MAY BE REDUCED TO FIVE WEEKS IF A JUDICIAL ORDER IS ENTERED UNDER MINNESOTA STATUTES, SECTION 582.032, DETERMINING, AMONG OTHER THINGS, THAT THE MORTGAGED PREMISES ARE IMPROVED WITH A RESIDENTIAL DWELLING OF LESS THAN FIVE UNITS, ARE NOT PROPERTY USED IN AGRICULTURAL PRODUCTION, AND ARE ABANDONED.

Attorney(s) for Mortgagee or Assignee of Mortgage:

MORTGAGEE OR ASSIGNEE OF MORTGAGE

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

2820.4060 FORM 67-M: SHERIFF'S CERTIFICATE OF SALE AND FORECLOSURE RECORD.

Subpart 1. **Recommended form.** The recommended form for a sheriff's certificate of sale and foreclosure record is contained in subpart 2.

Subp. 2. Contents.

Sheriff's Certificate of Sale and Foreclosure Record **Form No. 67-M** Minnesota Uniform Conveyancing Blanks (1992)

SHERIFF'S CERTIFICATE OF SALE

Date: _____, 19____

(reserved for recording data)

I, _____, Sheriff of _____ County, Minnesota, certify that:

1. Pursuant to the attached Notice of Mortgage Foreclosure Sale and the power of sale contained in the Mortgage described in the Notice, which Mortgage was dated _____, 19____, executed by _____, as Mortgagor(s), to _____, as Mortgagee(s), and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota, I offered for sale and sold at public auction to the highest bidder at the time and place specified in the Notice the property in _____ County, Minnesota, described as follows:

(If more space is needed continue on back.)

2. The sale was held on _____, 19____, at _____ m., at _____

and the price paid for each parcel sold was:

3. The purchaser was _____

4. The sale was in all respects openly, honestly, fairly and lawfully conducted.

5. The time allowed by law for redemption by Mortgagor(s) or Mortgagor's personal representatives or assigns is _____ after the date of the sale.

Sheriff of _____ County

By: _____
Deputy

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 19____, by _____ Sheriff.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

This Foreclosure Record consists of the following attached documents: (check appropriate boxes)

- | | |
|---|---|
| <input type="checkbox"/> 67.1-M Notice of Mortgage Foreclosure Sale and Affidavit of Publication. | <input type="checkbox"/> 67.5-M Affidavit as to Federal Tax Lien(s) (if applicable) |
| <input type="checkbox"/> 67.2-M Homestead Designation Notice (if applicable) | <input type="checkbox"/> 67.6-M Affidavit as to State Tax Lien(s) (if applicable) |
| <input type="checkbox"/> 67.3-M Affidavit(s) of Service or Vacancy | <input type="checkbox"/> 67.7-M Affidavit Regarding Military Service |
| <input type="checkbox"/> 67.4-M Affidavit of Costs and Disbursements | <input type="checkbox"/> 67.8-M Affidavit of Mailing Notice of Sale |
| | <input type="checkbox"/> Other: _____ |

2820.4061 FORM 67.1-M: NOTICE OF MORTGAGE FORECLOSURE SALE AND AFFIDAVIT OF PUBLICATION.

Subpart 1. Recommended form. The recommended form for a notice of mortgage foreclosure sale and affidavit of publication is contained in subpart 2.

Subp. 2. Contents.

Notice of Mortgage Foreclosure Sale and Affidavit of Publication Form No. 67.1-M Minnesota Uniform Conveyancing Blanks (1992)

Attach printed Notice of Mortgage Foreclosure Sale

NOTICE OF MORTGAGE FORECLOSURE SALE AND AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA } ss. COUNTY OF _____

_____, being duly sworn, on oath, says that I am the publisher or authorized agent and employee of the publisher of the newspaper known as _____

and have full knowledge of the facts which are stated below:

- 1. The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper... 2. The printed Notice of Mortgage Foreclosure Sale which is attached was cut from the columns of the newspaper... 3. The first day and date of publication was... 4. The subsequent days and dates of publication were as follows: 5. Printed below is a copy of the lower case alphabet from A to Z, both inclusive... 6. The publisher's rates are as follows: (a) Lowest classified rate paid by commercial users... (b) Maximum rate allowed by law... (c) Rate actually charged for the above publication is \$_____

abcdefghijklmnopqrstuvwxyz

Signature

Subscribed and sworn to before me this _____

day of _____, 19_____

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RING)

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

2820.4062 FORM 67.2-M: HOMESTEAD DESIGNATION NOTICE.

Subpart 1. **Recommended form.** The recommended form for a homestead designation notice is contained in subpart 2.

Subp. 2. **Contents.**

Homestead Designation Notice Pursant to Minn. Stat. §582.041 **Form No. 67.2-M** Minnesota Uniform Conveyancing Blanks (1992)

HOMESTEAD DESIGNATION NOTICE

Date: _____, 19 _____

THIS NOTICE is attached to and served with the Notice of Mortgage Foreclosure Sale of the Mortgage, dated, _____, 19 _____, executed by _____

_____, as Mortgagor(s)

to _____

_____, as Mortgagee(s)

and filed for record _____, 19 _____, as Document Number _____

(or in Book _____ of _____, Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

In accordance with Minnesota Statute §582.041 you are notified by the foreclosing mortgagee that:

" IF PART OF THE PROPERTY TO BE SOLD CONTAINS YOUR HOUSE, YOU MAY DESIGNATE AN AREA AS A HOMESTEAD TO BE SOLD AND REDEEMED SEPARATELY.

YOU MAY DESIGNATE THE HOUSE YOU OCCUPY AND ANY AMOUNT OF THE PROPERTY AS A HOMESTEAD. THE DESIGNATED HOMESTEAD PROPERTY MUST CONFORM TO THE LOCAL ZONING ORDINANCES AND BE COMPACT SO THAT IT DOES NOT UNREASONABLY REDUCE THE VALUE OF THE REMAINING PROPERTY.

YOU MUST PROVIDE THE PERSON FORECLOSING ON THE PROPERTY, THE SHERIFF, AND THE COUNTY RECORDER WITH A COPY OF THE LEGAL DESCRIPTION OF THE HOMESTEAD YOU HAVE DESIGNATED BY TEN BUSINESS DAYS BEFORE THE DATE THE PROPERTY IS TO BE SOLD."

2820.4063 FORM 67.3-M: AFFIDAVITS OF SERVICE.

Subpart 1. Recommended form. The recommended form for an affidavit of service on occupant and an affidavit of vacancy is contained in subpart 2.

Subp. 2. Contents.

Affidavits of Service Form No. 67.3-M Minnesota Uniform Conveyancing Blanks (1992)

AFFIDAVIT OF SERVICE ON OCCUPANT

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

_____, being duly sworn on oath says:

- 1. On _____, 19____, I went upon the property described in the foregoing notice(s) for the purpose of serving the notice(s) upon the person(s) in possession thereof;
2. On said date _____ was/were in possession of the property;
3. (Personal Service) On said date I served the notice(s) by delivering a copy thereof personally to the following person(s) in possession of the property described in the notice(s);
4. (Substituted Service) On said date I served the notice(s) on the following person(s) in possession of the property described in the notice(s);
5. On said date, and for some time prior to service, the above-named person(s) and no other person(s), were in possession of the property.

Subscribed and sworn to before me this _____ day of _____, 19____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

AFFIDAVIT OF VACANCY

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

I, _____, being duly sworn on oath say that on _____, 19____, I went upon the real estate described in the foregoing notice for the purpose of serving the notice upon the persons in possession thereof and on said date the real estate was vacant and unoccupied.

Subscribed and sworn to before me this _____ day of _____, 19____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

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

2820.4064 FORM 67.4-M: AFFIDAVIT OF COSTS AND DISBURSEMENTS.

Subpart 1. **Recommended form.** The recommended form for an affidavit of costs and disbursements is contained in subpart 2.

Subp. 2. **Contents.**

Affidavit of Costs and Disbursements (Minn. Stat. Sec. 660.17) **Form No. 67.4-M** Minnesota Uniform Conveyancing Blanks (1993)

AFFIDAVIT OF COSTS AND DISBURSEMENTS

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

I, _____, being duly sworn on oath, say that I am an attorney foreclosing the Mortgage described in the Notice of Mortgage Foreclosure Sale which is attached hereto OR which was filed for record _____, 19 _____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

That the following is a detailed bill of the costs and disbursements of the foreclosure that have been absolutely and unconditionally paid or incurred:

(1) Statutory attorneys' fees for foreclosure	\$ _____
(2) Title evidence	\$ _____
(3) Fees for filing Notice of Pendency of Proceeding and Power of Attorney to Foreclose Mortgage, Sheriff's Certificate of Sale and other documents	\$ _____
(4) Printer's fee for publishing Notice of Mortgage Foreclosure Sale	\$ _____
(5) Fees for serving Notice of Mortgage Foreclosure Sale	\$ _____
(6) Sheriff's Fee for conducting foreclosure sale	\$ _____
(7) Other: _____	\$ _____
TOTAL	\$ _____

Signature _____

Subscribed and sworn to before me this _____ day of _____, 19 _____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

2820.4065 FORM 67.5-M: AFFIDAVIT AS TO FEDERAL TAX LIEN(S).

Subpart 1. Recommended form. The recommended form for an affidavit as to federal tax lien(s) is contained in subpart 2.
Subp. 2. Contents.

Affidavit as to Federal Tax Lien(s) Pursuant to Internal Revenue Code §7425 Form No. 67.5-M Minnesota Uniform Conveyancing Blanks (1992)

AFFIDAVIT AS TO FEDERAL TAX LIEN(S)

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

being duly sworn on oath, says that:

- 1. I am an attorney foreclosing the mortgage described in the printed Notice of Mortgage Foreclosure Sale to which this Affidavit is attached, or which is described in paragraph 4.
2. Notice of the foreclosure sale was given to the Internal Revenue Service, Office of the District Director, United States Treasury Department, pursuant to §7425 (c) (1) of the Internal Revenue Code of 1986, on _____, 19____, by Certified Mail, as evidenced by the attached copy of said notice.
3. This Affidavit is made for the purpose of showing compliance with Internal Revenue Code of 1986, §7425 (c) (1) and the discharge or divestment of the tax liens referred to in said Notice pursuant to Internal Revenue Code of 1986, §7425 (b) (2) (C).

(NOTE: If this affidavit is not attached to and filed with the Sheriff's Certificate of Sale complete paragraph 4.)

- 4. The Sheriff's Certificate of Sale to which this affidavit relates was filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____) in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

Signature

Subscribed and sworn to before me this _____ day of _____, 19____.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (ON OTHER TITLE OR RANK)

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

2820.4066 FORM 67.6-M: AFFIDAVIT AS TO STATE TAX LIEN(S).

Subpart 1. **Recommended form.** The recommended form for an affidavit as to state tax lien(s) is contained in subpart 2.

Subp. 2. Contents.

Affidavit as to State Tax Lien(s) Pursuant
to Minn. Stat. §270.69

Form No. 67.6-M

Minnesota Uniform Conveyancing Blanks (1992)

AFFIDAVIT AS TO STATE TAX LIEN(S)

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

_____, being duly sworn on oath, says:

1. I am an attorney foreclosing the mortgage described in the printed Notice of Mortgage Foreclosure Sale to which this Affidavit is attached, or which is described in paragraph 4.
2. Notice of said foreclosure sale was given to the Commissioner of Revenue of the State of Minnesota in accordance with the provisions of Minn. Stat. §270.69, subd. 7, by mailing notice on _____, 19____. Attached to this Affidavit is a copy of said Notice.
3. This Affidavit is made for the purpose of showing compliance with Minn. Stat. §270.69, subd. 7.

(NOTE: If this affidavit is not attached to and filed with the Sheriff's Certificate of Sale complete paragraph 4.)

4. The Sheriff's Certificate of Sale to which this affidavit relates was filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____) in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

Signature

Subscribed and sworn to before me this _____
day _____, 19____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

**NOTICE OF MORTGAGE FORECLOSURE
TO COMMISSIONER OF REVENUE
STATE OF MINNESOTA**

YOU ARE HEREBY NOTIFIED THAT:

1. Pursuant to the attached Notice of Mortgage Foreclosure Sale, a foreclosure sale has been scheduled for property in _____ County, Minnesota, legally described as follows:

SAMPLE NOTICE

2. The Commissioner of Revenue has filed a lien, a copy of which is attached to this Notice.

3. The name of the taxpayer is _____

4. The address of the taxpayer is _____

5. The total unpaid balance of the mortgage is _____

6. The fair market value of the property (based on the real estate tax records) is _____

Signature

_____, 19____

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

2820.4067 FORM 67.7-M: AFFIDAVIT REGARDING MILITARY SERVICE.

Subpart 1. **Recommended form.** The recommended form for an affidavit regarding military service is contained in subpart 2.

Subp. 2. **Contents.**

Affidavit Regarding Military Service **Form No. 67.7-M** Minnesota Uniform Conveyancing Blocks (1982)

AFFIDAVIT REGARDING MILITARY SERVICE

(reserved for recording data)

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

_____, being duly sworn on oath, says:

1. I know the facts relating to the military service status of:

who was/were the owner(s) at the time of sale of the mortgaged property described in the Sheriff's Certificate of Sale to which this affidavit is attached, or described in paragraph 3.

2. Such person(s) was/were not in military service on the date of the foreclosure sale or for three months prior to the sale.

(NOTE: If this affidavit is not attached to and filed with the Sheriff's Certificate of Sale complete paragraph 3.)

3. The Sheriff's Certificate of Sale to which this affidavit relates was filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____) in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

Signature

Subscribed and sworn to before me this _____
day of _____, 19____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

2820.4068 FORM 67.8-M: AFFIDAVIT OF MAILING NOTICE OF SALE TO PERSON(S) REQUESTING NOTICE.

Subpart 1. Recommended form. The recommended form for an affidavit of mailing notice of sale to person(s) requesting notice is contained in subpart 2.

Subp. 2. Contents.

Affidavit of Mailing Notice of Sale in Accordance with Minn. Stat. §580.032, 582.032 and/or 582.32

Form No. 67.8-M

Minnesota Uniform Conveyancing Blanks (1992)

AFFIDAVIT OF MAILING NOTICE OF SALE TO PERSON(S) REQUESTING NOTICE

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

(reserved for recording data)

_____, being duly sworn on oath, says:

- 1. I am the person foreclosing the Mortgage described in the Notice of Mortgage Foreclosure Sale to which this Affidavit is attached, or that person's attorney, or someone having knowledge of the facts.
2. A copy of the Notice of Mortgage Foreclosure Sale was mailed to each of the following persons in accordance with Minn. Stat. §580.032, 582.032 and/or 582.32.

Name

Date of Mailing

Signature

Subscribed and sworn to before me this ___ day, 19 ___.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

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

2820.4701 FORM 60M: NOTICE OF CANCELLATION OF CONTRACT FOR DEED.

Subpart 1. **Recommended form.** The recommended form for a notice of cancellation of a contract for deed is contained in subpart 2.

Subp. 2. Contents.

NOTICE OF CANCELLATION
OF CONTRACT FOR DEED

Form No. 60M

OSWALD PUBLISHING CO., NEW LAMB, NEW BRITAIN 06053-0002
Minnesota Uniform Conveyancing Blanks (Rev. 1992)

NOTICE OF CANCELLATION OF CONTRACT FOR DEED

(reserved for recording data)

YOU ARE NOTIFIED:

1. Default has occurred in the Contract for Deed ("Contract") dated _____, 19____, and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota, in which _____

as seller(s), sold to _____

as purchaser(s), the real property in _____ County, Minnesota, described as follows:

2. The default is as follows:

3. For contracts executed after August 1, 1976, and prior to August 1, 1985, the purchase price was \$ _____ and the amount of the purchase price paid by purchaser is \$ _____, which is _____% of the purchase price, as calculated in the manner required by Minnesota Statutes § 559.21, subd. 1e.

4. The conditions contained in Minnesota Statutes § 559.209 have been complied with or are not applicable.

5. THIS NOTICE IS TO INFORM YOU THAT BY THIS NOTICE THE SELLER HAS BEGUN PROCEEDINGS UNDER MINNESOTA STATUTES, SECTION 559.21, TO TERMINATE YOUR CONTRACT FOR THE PURCHASE OF YOUR PROPERTY FOR THE REASONS SPECIFIED IN THIS NOTICE. THE CONTRACT WILL TERMINATE _____ DAYS AFTER (SERVICE OF THIS NOTICE UPON YOU) (THE FIRST DATE OF PUBLICATION OF THIS NOTICE) UNLESS BEFORE THEN:

- (A) THE PERSON AUTHORIZED IN THIS NOTICE TO RECEIVE PAYMENTS RECEIVES FROM YOU:
 - (1) THE AMOUNT THIS NOTICE SAYS YOU OWE; PLUS
 - (2) THE COSTS OF SERVICE (TO BE SENT TO YOU); PLUS
 - (3) \$ _____ TO APPLY TO ATTORNEYS' FEES ACTUALLY EXPENDED OR INCURRED; PLUS
 - (4) FOR CONTRACTS EXECUTED ON OR AFTER MAY 1, 1980, ANY ADDITIONAL PAYMENTS BECOMING DUE UNDER THE CONTRACT TO THE SELLER AFTER THIS NOTICE WAS SERVED ON YOU; PLUS
 - (5) FOR CONTRACTS, OTHER THAN EARNEST MONEY CONTRACTS, PURCHASE AGREEMENTS, AND EXERCISED OPTIONS, EXECUTED ON OR AFTER AUGUST 1, 1985, \$ _____ (WHICH IS TWO PERCENT OF THE AMOUNT IN DEFAULT AT THE TIME OF SERVICE OTHER THAN THE FINAL BALLOON PAYMENT, ANY TAXES, ASSESSMENTS, MORTGAGES, OR PRIOR CONTRACTS THAT ARE ASSUMED BY YOU); OR
- (B) YOU SECURE FROM A COUNTY OR DISTRICT COURT AN ORDER THAT THE TERMINATION OF THE CONTRACT BE SUSPENDED UNTIL YOUR CLAIMS OR DEFENSES ARE FINALLY DISPOSED OF BY TRIAL, HEARING OR SETTLEMENT. YOUR ACTION MUST SPECIFICALLY STATE THOSE FACTS AND GROUNDS THAT DEMONSTRATE YOUR CLAIMS OR DEFENSES.

IF YOU DO NOT DO ONE OR THE OTHER OF THE ABOVE THINGS WITHIN THE TIME PERIOD SPECIFIED IN THIS NOTICE, YOUR CONTRACT WILL TERMINATE AT THE END OF THE PERIOD AND YOU WILL LOSE ALL THE MONEY YOU HAVE PAID ON THE CONTRACT; YOU WILL LOSE YOUR RIGHT TO POSSESSION OF THE PROPERTY; YOU MAY LOSE YOUR RIGHT TO ASSERT ANY CLAIMS OR DEFENSES THAT YOU MIGHT HAVE; AND YOU WILL BE EVICTED. IF YOU HAVE ANY QUESTIONS ABOUT THIS NOTICE, CONTACT AN ATTORNEY IMMEDIATELY.

6. The name, address and telephone number of the seller or of an attorney authorized by the seller to accept payments pursuant to this notice is:

Seller Attorney for Seller

Address: _____

Telephone: () _____

This person is authorized to receive the payments from you under this notice.

Signature {Optional - - See Minn. Stat. § 559.21, subd.4(e)}

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.

AFFIDAVIT OF PERSONAL SERVICE

STATE OF MINNESOTA }
County of _____ } ss.

_____, being duly sworn on oath says that: on _____, 19____, I served the foregoing notice upon _____ personally at _____, County of _____, State of Minnesota, by handing to and leaving with _____, a true and correct copy thereof.

Subscribed and sworn to before me this _____ day of _____, 19_____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARY STAMP OR SEAL (OR OTHER TITLE OR RANK)

AFFIDAVIT OF SUBSTITUTED SERVICE

STATE OF MINNESOTA }
County of _____ } ss.

_____, being duly sworn on oath says that: on _____, 19____, I served the foregoing notice upon _____ by leaving a true and correct copy thereof at his or her usual place of abode with _____, a person of suitable age and discretion then residing therein.

Subscribed and sworn to before me this _____ day of _____, 19_____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARY STAMP OR SEAL (OR OTHER TITLE OR RANK)

SHERIFF'S RETURN OF PERSONAL SERVICE

STATE OF MINNESOTA }
County of _____ } ss.

I hereby certify and return that in the _____ of _____ in said County and State on _____, 19____, I served the foregoing notice upon _____ personally by handing to and leaving with _____ a true and correct copy thereof.

Dated: _____, 19_____.

FEES: Service \$ _____
Mileage \$ _____
TOTAL \$ _____

Sheriff of _____
County, Minnesota
By _____, Deputy

SHERIFF'S RETURN OF SUBSTITUTED SERVICE

STATE OF MINNESOTA }
County of _____ } ss.

I hereby certify and return that in the _____ of _____ in said County and State on _____, 19____, I served the foregoing notice upon _____ by leaving a true and correct copy thereof at his or her usual place of abode with _____, a person of suitable age and discretion then residing therein.

Dated: _____, 19_____.

FEES: Service \$ _____
Mileage \$ _____
TOTAL \$ _____

Sheriff of _____
County, Minnesota
By _____, Deputy

AFFIDAVIT OF SERVICE ON OCCUPANT

STATE OF MINNESOTA } ss.
County of _____

_____, being duly sworn on oath says that:
on _____, 19____, I went upon the real estate described in the foregoing notice for the
purpose of serving the notice upon the persons in possession thereof; on said date _____
was/were in possession of the real estate; and on said day I served the notice on _____
by handing to and leaving with _____
a true and correct copy thereof.

Subscribed and sworn to before me this _____
day of _____, 19____.
SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARY STAMP OR SEAL (OR OTHER TITLE OR RANK)

AFFIDAVIT OF VACANCY

STATE OF MINNESOTA } ss.
County of _____

_____, being duly sworn on oath says that:
on _____, 19____, I went upon the real estate described in the foregoing notice for the
purpose of serving the notice on the persons in possession thereof; and on said date the real estate was
vacant and unoccupied.

Subscribed and sworn to before me this _____
day of _____, 19____.
SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARY STAMP OR SEAL (OR OTHER TITLE OR RANK)

AFFIDAVIT OF FAILURE TO COMPLY WITH NOTICE

STATE OF MINNESOTA } ss.
County of _____

_____, being duly sworn on oath says that: I am
the person authorized to receive payments; more than _____ days have elapsed since the service of the
notice on _____; the terms of the notice have not been
complied with; and the default set forth in the notice still continues. I make this affidavit for the purpose
of terminating the Contract and recording the notice, the proofs of the service of the notice, and this
affidavit.

Subscribed and sworn to before me this _____
day of _____, 19____.
SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARY STAMP OR SEAL (OR OTHER TITLE OR RANK)

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):

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

2820.4730 FORM 79-M: MECHANIC'S LIEN STATEMENT BY INDIVIDUAL.

Subpart 1. **Recommended form.** The recommended form for a mechanic's lien statement by individual is contained in subpart 2.
Subp. 2. **Contents.**

Mechanic's Lien Statement
Pursuant to Minn. Stat. § 514.08 Subd. 2

Form No. 79-M

Minnesota Uniform Conveyancing Blanks (1983)

By Individual

MECHANIC'S LIEN STATEMENT

Date: _____, 19____

(reserved for recording data)

- The undersigned hereby gives notice to the public and states as follows:**
- I am (check one) the lien claimant a person acting at the instance of the lien claimant.
 - The lien claimant hereby gives notice of intention to claim and hold a lien upon the land in _____ County, Minnesota, described as follows:

(If more space is needed, continue on back)
 - The name and address of the lien claimant is (address is optional):
 - The amount of the lien claimed is \$ _____, and is due and owing to the lien claimant for labor performed, material furnished, skill furnished and/or machinery furnished to the land.
 - The lien claimant did or supplied the following:
 - The lien claimant's contribution to the improvement was furnished from _____ to _____ (date of first item) (date of last item)
 - The name of the present owner of the land according to the best information lien claimant now has is:
 - The lien claimant acknowledges that a copy of this statement must be served personally or by certified mail on the owner, the authorized agent of the owner or the person who entered into the contract with the lien claimant within 120 days of doing the last work or furnishing the last item of such skill, material or machinery.
 - Notice as required by Minnesota Statute Section 514.011 (2), if any, was given.

STATE OF MINNESOTA }
COUNTY OF _____ } ss. _____
Signature

_____, being duly sworn, on oath says that I am _____ the lien claimant in the within statement, and have knowledge of the facts stated in the statement. This statement is made by, or at the instance of, said lien claimant and is true of my own knowledge.

Signature
Subscribed and sworn to before me this _____ day of _____, 19____.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

2820.4732 FORM 79.1-M: AFFIDAVIT OF PERSONAL SERVICE OF MECHANIC'S LIEN STATEMENT.

Subpart 1. Recommended form. The recommended form for an affidavit of personal service of mechanic's lien statement is contained in subpart 2.

Subp. 2. Contents.

Affidavit of Personal Service of Mechanic's Lien Statement

Form No. 79.1-M

Minnesota Uniform Conveyancing Blanks (1993)

Affidavit of Personal Service of Mechanic's Lien Statement

STATE OF MINNESOTA

County of _____ } ss.

_____, being duly sworn on oath says:

1. On the _____ day of _____, 19____, he served the attached Mechanic's Lien Statement personally upon _____ who according to the best information then had, was (check all applicable):

- checkbox the owner;
checkbox the owner's authorized agent; or
checkbox the person who entered into the contract with the contractor.

2. Service was made by handing to and leaving with _____ a true and correct copy thereof at _____

Signature _____

Subscribed and sworn to before me this _____ day of _____, 19_____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

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

2820.4734 FORM 79.2-M: AFFIDAVIT OF SERVICE OF MECHANIC'S LIEN STATEMENT BY CERTIFIED MAIL.

Subpart 1. **Recommended form.** The recommended form for an affidavit of service of mechanic's lien statement by certified mail is contained in subpart 2.

Subp. 2. **Contents.**

Affidavit of Service of Mechanic's
Lien Statement By Certified Mail

Form No. 79.2-M

Minnesota Uniform Conveyancing Blanks (1993)

**Affidavit of Service of
Mechanic's Lien Statement
by Certified Mail**

STATE OF MINNESOTA

County of _____

} ss.

_____, being duly sworn on oath says:

1. On the _____ day of _____, 19____, _____ he served the attached Mechanic's Lien Statement upon _____ who according to the best information then had, was (check all applicable):

- the owner;
- the owner's authorized agent; or
- the person who entered into the contract with the contractor.

2. Service was made by mailing a copy by certified mail addressed as follows:

which was the last known address of said person.

Signature

Subscribed and sworn to before me this _____
day of _____, 19_____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

2820.4740 FORM 80-M: MECHANIC'S LIEN STATEMENT BY CORPORATION OR PARTNERSHIP.

Subpart 1. Recommended form. The recommended form for a mechanic's lien statement by corporation or partnership is contained in subpart 2.

Subp. 2. Contents.

Mechanic's Lien Statement
 Pursuant to Minn. Stat. § 514.08 Subd. 2
 By Corporation or Partnership

Form No. 80-M

Minnesota Uniform Continuing Series (1987)

MECHANIC'S LIEN STATEMENT

Date: _____, 19____ (reserved for recording data)

The undersigned hereby gives notice to the public and states as follows:

1. I am acting at the instance of the lien claimant, _____, a _____ under the laws of the State of _____ as its _____.
2. The lien claimant hereby gives notice of intention to claim and hold a lien upon the land in _____ County, Minnesota, described as follows:

(If more space is needed, continue on back)

3. The name and address of the lien claimant is (address is optional):
4. The amount of the lien claimed is \$ _____, and is due and owing to the lien claimant for labor performed, material furnished, skill furnished and/or machinery furnished to the land.
5. The lien claimant did or supplied the following:
6. The lien claimant's contribution to the improvement was furnished from _____ to _____ (date of first item) (date of last item)
7. The name of the present owner of the land according to the best information lien claimant now has is:
8. The lien claimant acknowledges that a copy of this statement must be served personally or by certified mail on the owner, the authorized agent of the owner or the person who entered into the contract with the lien claimant within 120 days of doing the last work or furnishing the last item of such skill, material or machinery.
9. Notice as required by Minnesota Statute Section 514.011 (2), if any, was given.

STATE OF MINNESOTA }
 COUNTY OF _____ } as. _____
 Signature

_____, being duly sworn, on oath says that I am the _____ of the lien claimant in the within statement, and have knowledge of the facts stated in the statement. This statement is made at the instance of said lien claimant and is true of my own knowledge.

Signature
 Subscribed and sworn to before me this _____ day of _____, 19____.

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR NAME)

THIS INSTRUMENT WAS DRAFTED BY ORAKE & ASSOCIATES

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

2820.4910 FORM 63-M: STATUTORY SHORT FORM POWER OF ATTORNEY.

Subpart 1. **Recommended form.** The recommended form for a statutory short form power of attorney is contained in subpart 2.

Subp. 2. Contents.

Statutory Short Form Power of Attorney
(Minnesota Statutes Section 523.23)

Form 63-M

Minnesota Uniform Conveyancing Blanks (1993)

STATUTORY SHORT FORM POWER OF ATTORNEY

Minnesota Statutes Section 523.23
IMPORTANT NOTICE: The powers granted by this document are broad and sweeping. They are defined in Minnesota Statutes Section 523.24. If you have any questions about these powers, obtain competent advice. This power of attorney may be revoked by you if you wish to do so. This Power of Attorney is automatically terminated if it is to your spouse and proceedings are commenced for dissolution, legal separation or annulment of your marriage. This power of attorney authorizes, but does not require, the attorney-in-fact to act for you.

PRINCIPAL (Name and address of person granting the power)

ATTORNEY(S) -IN-FACT
(Name and Address)

NOTICE: If more than one attorney-in-fact is designated, make a check or "x" on the line in front of one of the following statements:

- Each attorney-in-fact may independently exercise the powers granted.
- All attorneys-in-fact must jointly exercise the powers granted.

(reserved for recording data)

SUCCESSOR ATTORNEY(S) -IN-FACT (Optional)
To act if any named attorney-in-fact dies, resigns or is otherwise unable to serve
(Name and Address)

First Successor _____

Second Successor _____

EXPIRATION DATE (Optional)

Use Specific Month Day Year Only

I (the above named Principal), appoint the above named Attorney(s) -in-Fact to act as my attorney(s) -in-fact:

FIRST: To act for me in any way I myself could act with respect to the following matters, as each of them is defined in Minnesota Statutes, Section 523.24:

(To grant to the attorney-in-fact any of the following powers, make a check or "x" on the line in front of each power being granted. You may, but need not, cross out each power not granted. Failure to make a check or "x" on the line in front of the power will have the effect of deleting the power unless the line in front of the power of (N) is checked or x-ed.)

Check or "X"

- (A) real property transactions;
I choose to limit this power to real property in _____ County, Minnesota, described as follows: (Use legal description. Do not use street address.) (NOTE: A person may not grant powers relating to real property transactions in Minnesota to his or her spouse.)

(If more space is needed, continue on the back or on an attachment)

- (B) tangible personal property transactions; (I) fiduciary transactions;
 (C) bond, share, and commodity transactions; (J) claims and litigation;
 (D) banking transactions; (K) family maintenance;
 (E) business operating transactions; (L) benefits from military service;
 (F) insurance transactions; (M) records, reports, and statements;
 (G) beneficiary transactions; (N) all of the powers listed in (A) through (M) above
 (H) gift transactions; and all other matters.

SECOND: (You must indicate below whether or not this power of attorney will be effective if you become incapacitated or incompetent. Make a check or "x" on the line in front of the statement that expresses your intent.)

_____ This power of attorney shall continue to be effective if I become incapacitated or incompetent.

_____ This power of attorney shall not be effective if I become incapacitated or incompetent.

THIRD: (You must indicate below whether or not this power of attorney authorizes the attorney-in-fact to transfer your property to the attorney-in-fact. Make a check or "x" on the line in front of the statement that expresses your intent.)

_____ This power of attorney authorizes the attorney-in-fact to transfer my property to the attorney-in-fact.

_____ This power of attorney does not authorize the attorney-in-fact to transfer my property to the attorney-in-fact.

FOURTH: (You may indicate below whether or not the attorney-in-fact is required to make an accounting. Make a check or "x" on the line in front of the statement that expresses your intent.) (optional)

_____ My attorney-in-fact need not render an accounting unless I request it or the accounting is otherwise required by Minnesota Statutes Section 523.21.

_____ My attorney-in-fact must render _____ accountings to me or _____
(Monthly, Quarterly, Annual)

(Name and Address)

during my lifetime, and a final accounting to the personal representative of my estate, if any is appointed, after my death.

In Witness Whereof I have hereunto signed my name this _____ day of _____, 19____.

(Signature of Principal)

ACKNOWLEDGMENT OF PRINCIPAL

STATE OF MINNESOTA

COUNTY OF _____

} ss.

The foregoing instrument was acknowledged before me this _____ day of _____, 19____, by _____.

(Insert Name of Principal)

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

Specimen Signature of Attorney(s) -in-Fact
(Notarization not required)

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

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.

2820.8001 FORM 121-M: REVOCATION OF POWER OF ATTORNEY.

Subpart 1. Recommended form. The recommended form for a revocation of a power of attorney pursuant to Minnesota Statutes, section 523.11, subdivision 2, is contained in subpart 2.

Subp. 2. Contents.

Revocation of Power of Attorney Pursuant to Minn. Stat. Sec. 523.11, subd. 2 **Form No. 121-M** Minnesota Uniform Continuing Blocks (1988)

Revocation of Power of Attorney

(reserved for recording data)

Date: _____, 19____

The undersigned hereby revokes the Power of Attorney dated _____, 19____, from _____, as Grantor and Principal, to _____, as Attorney-in-Fact, relating to real property in _____ County, Minnesota, legally described as follows:

(If more space is needed, continue on back)

If filed for record, the Power of Attorney was filed _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

STATE OF MINNESOTA }
COUNTY OF _____ } as.

The foregoing instrument was acknowledged before me this _____ day of _____, 19____ by _____

<small>THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS)</small>	<small>SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL</small>
	<small>NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)</small>

NOTE: This instrument should be recorded in the office of the County Recorder or the Registrar of Titles in the County where the real property is situated. See Minn. Stat. Sec. 523.11, subd. 2.

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

2820.9200 FORM 127-M: CERTIFICATE AND REQUEST FOR NOTICE.

Subpart 1. **Recommended form.** The recommended form for a certificate and request for notice by an individual is contained in subpart 2.

Subp. 2. Contents.

CERTIFICATE AND REQUEST FOR NOTICE	<small>(reserved for recording data)</small>
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1. The name and mailing address of the person holding a lien or having a redeemable interest in real property requesting notice is:

(hereinafter referred to as the "Requesting Party").

2. The redeemable interest or lien of the Requesting Party was created by the following instrument:

(insert name of document/instrument)
dated _____, 19____, and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____), in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

3. The Requesting Party has a redeemable interest in or lien upon real property in _____ County, Minnesota, described as follows:

(If more space is needed, continue on back)

4. The Requesting Party requests notice of any mortgage foreclosure by advertisement as provided in Minnesota Statute Section 580.032, subd. 1.

5. The Requesting Party requests notice of any post-foreclosure sale reduction of the mortgagor's redemption period for any superior lien as provided in Minnesota Statute Section 582.032, subd. 3.

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

The foregoing was acknowledged before me this _____ day of _____, 19____, by _____.

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK):

2820.9250 FORM 128-M: CERTIFICATE AND REQUEST FOR NOTICE BY CORPORATION OR PARTNERSHIP.

Subpart 1. Recommended form. The recommended form for a certificate and request for notice by a corporation or partnership is contained in subpart 2.

Subp. 2. Contents.

Certificate and Request for Notice
By Corporation or Partnership

Form No. 128-M

Minnesota Uniform Commercial Code (1982)

**CERTIFICATE
AND
REQUEST FOR NOTICE**

(reserved for recording data)

1. The name and mailing address of the entity holding a lien or having a redeemable interest in real property requesting notice is:

(hereinafter referred to as the "Requesting Party").

2. The redeemable interest or lien of the Requesting Party was created by the following instrument:

(insert name of document/instrument)

dated _____, 19____, and filed for record _____, 19____, as Document Number _____ (or in Book _____ of _____ Page _____) in the Office of the (County Recorder) (Registrar of Titles) of _____ County, Minnesota.

3. The Requesting Party has a redeemable interest in or lien upon real property in _____ County, Minnesota, described as follows:

(If more space is needed, continue on back)

4. The Requesting Party requests notice of any mortgage foreclosure by advertisement as provided in Minnesota Statute Section 580.032, subd. 1.

5. The Requesting Party requests notice of any post-foreclosure sale reduction of the mortgagor's redemption period for any superior lien as provided in Minnesota Statute Section 582.032, subd. 3.

By _____
Its _____

By _____
Its _____

STATE OF MINNESOTA }
COUNTY OF _____ } ss.

The foregoing was acknowledged before me this _____ day of _____, 19____, by the _____ and _____ of _____, under the laws of _____, on behalf of the _____.

THIS INSTRUMENT WAS DRAFTED BY INAME & ASSOCIATES:

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR NAME)

REPEALER. Minnesota Rules, parts 2820.4700; 2820.4900; 2820.5000; and 2820.8000, are repealed.

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Department of Labor and Industry

OSHA Division

Proposed Permanent Rules Relating to OSHA; Federal Standards

NOTICE IS HEREBY GIVEN that the Department of Labor and Industry, Occupational Safety and Health Division (Minnesota OSHA) proposes to adopt the following revisions to the Department of Labor and Industry, Occupational Safety and Health Rules, as authorized under *Minnesota Statutes* 182.655 (1992). This notice proposes the adoption by reference of Occupational Safety and Health Standards that have already been proposed and adopted by the Federal Occupational Safety and Health Administration (Federal OSHA).

All interested or affected persons have 30 days from the date this notice is published in the *State Register* to submit, in writing, data and views on the proposed amendments to the rule. Comments in support of or in opposition to the proposed amendments are encouraged. Each comment should identify the portion of the proposed amendment addressed, the reason for the comment, and any proposed change.

Any person may file with the Commissioner written objections to the proposed amendments stating the grounds for those objections and may request a public hearing. A public hearing will be held if 25 or more persons submit written requests for a public hearing on the proposed amendments within the 30-day comment period. Requests for hearing must include the name and address of the person submitting the request, define the reasons for the request, and discuss any proposed changes. If a public hearing is required, the Department will proceed according to the provisions of *Minnesota Statutes* § 182.655 and *Minnesota Rules* 5210.0010 to 5210.0100.

Written comments or requests for a public hearing should be sent to: Occupational Safety and Health Division, Department of Labor and Industry, 443 Lafayette Road, St. Paul, Minnesota 55155-4307. A complete copy of the standards proposed for adoption is available by writing to this address or by calling (612) 296-2116 or (612) 297-3254.

John B Lennes, Jr.
Commissioner

SUMMARY OF CHANGES

The following is a brief summary of the proposed changes. Persons interested in reviewing the complete *Federal Register* notices referenced below may obtain copies from the above address.

A) "Occupational Exposure to 4,4' Methyleneedianiline (MDA); Approval of Information Collection Requirements." On August 10, 1992, Federal OSHA published final rules governing occupational exposure to MDA in General Industry and Construction. The information collection requirements were submitted to the Office of Management and Budget (OMB) at that time for review under the Paperwork Reduction Act (PRA) of 1980. The PRA is triggered when OSHA asks an employer to produce certain records and, in some circumstances, when an employer goes out of business. The MDA standards require that OSHA have access to the employer's compliance plan, information and training records, and the employee's medical and monitoring records. If an employer ceases doing business and there is no successor employer to receive these records, the employer is required to notify the Director of the National Institute of Occupational Safety and Health three months prior to destroying the records and transmit the records to the Director if requested.

The OMB reviewed the collection of information requirements for the MDA standards and, on September 28, 1992, approved all provisions for three years. These requirements became effective September 28, 1992, at the federal level.

Minnesota OSHA adopted the 4,4' Methyleneedianiline standards for general industry and construction on March 1, 1993. By this notice, Minnesota OSHA proposes to adopt the information collection requirements of that standard as approved by the OMB in September 1992.

B) "Control of Hazardous Energy Sources (Lockout/Tagout); Supplemental Statement of Reasons." On September 1, 1989, Federal OSHA adopted a final standard entitled "Control of Hazardous Energy Sources (Lockout/Tagout)," to protect workers from releases of hazardous energy during servicing or maintenance of machines and equipment. The U.S. Court of Appeals for the District of Columbia Circuit, in *UAW v. OSHA*, 938 F.2d 1310, remanded the lockout/tagout standard to Federal OSHA for further consideration on three issues: first, the criteria used by OSHA in setting safety standards under the Occupational Safety and Health Act; second, justification for the final rule's preference for lockout over tagout; and third, OSHA's determination that the final rule should apply to all general industry workplaces in which hazardous servicing and maintenance operations take place.

OSHA has determined that there are clear and definitive criteria which guide and limit the agency's discretion in establishing safety standards under the Act. In applying these criteria to the lockout/tagout standard, OSHA determined that the standard complies with the statutory criteria. On the second remand issue involving the standard's preference for locks over tags, OSHA determined that such a preference is warranted by the fact that lock-based safety programs are less susceptible to human error and thus can be expected to

save more lives and prevent more injuries than tag-based programs. On the third remand issue, OSHA reaffirmed and explained its reasons for applying the standard throughout general industry.

The complete statement of reasons was published in the *Federal Register* on March 30, 1993, along with a discussion of two approaches to regulatory decision-making—formal cost-benefit analysis and risk-risk analysis—which the court suggested in its opinion as possible alternatives for OSHA to consider in setting safety standards.

By this notice, Minnesota OSHA proposes the adoption of the supplemental statement of reasons as published on March 30, 1993.

C) "Occupational Exposure to Cadmium; Corrections and Amendments to Final Rule." On April 23, 1993, Federal OSHA published a notice correcting several errors in the September 14, 1992, *Federal Register* publication of the Occupational Exposure to Cadmium standard. This notice also included the Occupational Exposure to Cadmium Standard for Agriculture, 1928.1027, which was inadvertently omitted from the September 14 publication. A major correction in the April 23 publication reinstates the saccharin solution aerosol qualitative fit test protocol. The entire protocol was deleted by mistake; the correct deletion is the elimination of a reference to disposable dust respirators from the saccharin solution protocol in Appendix C of the Cadmium standard since the standard prohibited the use of such respirators unless equipped with high efficiency filters.

Another correction deletes the word "within" from a very narrow and specific portion of the medical surveillance program concerning the timing of follow-up biological monitoring examinations of veteran employees. Such examinations must be conducted "approximately one year" after the employees' initial biological monitoring results are determined. Numerous other corrections, including the publication of the complete Occupational Exposure to Cadmium Standard for Agriculture (1928.1027), are included in the April 23, 1993 notice.

By this notice, Minnesota OSHA proposes to adopt all corrections published in the April 23, 1993, *Federal Register* including the Occupational Exposure to Cadmium Standard for Agriculture.

D) "Lead Exposure in Construction (1926.62); Interim Final Rule." On May 4, 1993, Federal OSHA published an interim final rule which amends the standards for occupational health and environmental controls in Subpart D of Part 1926 by adding a new section, 1926.62, containing employee protection requirements for construction workers exposed to lead.

The interim standard was issued in response to a Congressional mandate in the Housing and Community Development Act of 1992 which required OSHA to develop a construction industry interim lead standard no later than 180 days after the enactment of that Act. The Act further required that the standard must be as protective as the worker protection guidelines for identification and abatement of lead-based paint in public and Indian housing issued by the Department of Housing and Urban Development; take effect upon issuance with reasonable delays in effective dates allowed; and remain in effect until a final permanent standard is adopted and becomes effective.

The interim final standard for construction applies to all occupational exposure to lead in all construction work in which lead, in any amount, is present in an occupationally related context. Exposure of employees to the ambient environment which may contain small concentrations of lead unrelated to the job is not subject to this standard; however, where the source of lead is employment related, all exposure to lead is covered by the standard. The forms of lead to which this standard applies include metallic lead, all inorganic lead compounds, and organic lead soaps.

Construction work is defined as work involving construction, alteration and/or repair, including painting and decorating. Such work includes but is not limited to: demolition or salvage of structures where lead or materials containing lead are present; removal or encapsulation of materials containing lead; construction, alteration, repair, or renovation of structures, substrates, or portions thereof, that contain lead, or materials containing lead; installation of products containing lead; lead contamination/emergency cleanup; transportation, disposal, storage, or containment of lead or materials containing lead on the site or location at which construction activities are performed; and maintenance operations associated with the construction activities described above. All construction work excluded from coverage in the general industry standard, 1910.1025(a)(2), is covered by this interim final rule.

Although the interim standard applies to a particular employer or workplace, almost all of the obligations in the standard are triggered by certain minimum levels of lead exposure. For example, the employer is required to provide for periodic exposure monitoring and medical surveillance only if employees are exposed to airborne lead in excess of the action level. Employers whose employees are exposed below this level are not required to comply with most provisions of the standard.

The interim standard reduces the permitted level of exposure to lead for construction workers from 200 micrograms per cubic meter of air (200 $\mu\text{g}/\text{m}^3$) as an 8-hour time weighted average (TWA) to an 8-hour TWA of 50 $\mu\text{g}/\text{m}^3$. The standard also includes requirements

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Proposed Rules

addressing exposure assessment, methods of compliance, respiratory protection, protective clothing and equipment, hygiene facilities and practices, medical surveillance, medical removal protection, employee information and training, signs, recordkeeping, and observation of monitoring. An action level of 30 $\mu\text{g}/\text{m}^3$ as an 8-hour TWA is established as the level at which employers must initiate certain compliance activities. In instances where employers can demonstrate that employee exposures are below 30 $\mu\text{g}/\text{m}^3$ as an 8-hour TWA, the employer is not obligated to comply with most of the requirements in this interim final rule.

Compliance assistance and additional information is provided in appendixes to the standard. Appendix A is a substance data sheet for occupational exposure to lead; Appendix B summarizes key provisions of the interim final standard for workers; Appendix C includes medical surveillance guidelines; and Appendix D includes qualitative and quantitative fit test protocols.

The interim final standard went into effect on June 3, 1993 at the federal level and will remain in effect until a permanent standard is adopted. Most provisions of the standard must be implemented 60 days from the effective date of the standard. Engineering controls required by paragraph (e)(1) must be implemented as soon as possible but not later than 120 days from the effective date of the standard.

By this notice, Minnesota OSHA proposes the adoption of the interim final standard governing Occupational Exposure to Lead in Construction as published in the *Federal Register* on May 4, 1993. The standard will become effective five days after publication of the adoption notice in the *State Register*; the time periods allowed by Federal OSHA for implementation of the various provisions of the standard (60 days and 120 days) will be calculated from the Minnesota effective date. The interim final rule will remain in effect in Minnesota until a permanent Lead Standard for Construction is adopted.

Rules as Proposed

5205.0010 ADOPTION OF FEDERAL OCCUPATIONAL SAFETY AND HEALTH STANDARDS BY REFERENCE.

[For text of subpart 1, see M.R.]

Subp. 2. **Part 1910.** Part 1910: Occupational Safety and Health Standards as published in Volume 43, No. 206 of the *Federal Register* on October 24, 1978, and corrected in Volume 43, No. 216 on November 7, 1978, which incorporates changes, additions, deletions, and corrections made up to November 7, 1978; and subsequent changes made prior to ~~October 30, 1992~~ May 31, 1993:

[For text of items A to N, see M.R.]

O. *Federal Register*, Volume 57:

[For text of subitems (1) to (19), see M.R.]

(20) *Federal Register*, Vol. 57, No. 213, dated November 3, 1992, "Occupational Exposure to 4,4' Methyleneedianiline (MDA); Approval of Information Collection Requirements."

P. *Federal Register*, Volume 58:

(1) *Federal Register*, Vol. 58, No. 59, dated March 30, 1993, "Control of Hazardous Energy Sources (Lockout/Tagout); Supplemental Statement of Reasons."

(2) *Federal Register*, Vol. 58, No. 77, dated April 23, 1993, "Occupational Exposure to Cadmium; Corrections and Amendments to Final Rule."

Subp. 3. **Part 1915.** Part 1915: Occupational Safety and Health Standards for Shipyard Employment as published in Volume 47, No. 76 of the *Federal Register* on April 20, 1982 and subsequent changes made prior to December 31, 1986, which consolidates Part 1915 and Part 1916, and subsequent changes made prior to ~~December 31, 1986~~ May 31, 1993:

[For text of items A to C, see M.R.]

D. *Federal Register*, Vol. 58, No. 77, dated April 23, 1993, "Occupational Exposure to Cadmium; Corrections and Amendments to Final Rule."

[For text of subparts 4 and 5, see M.R.]

Subp. 6. **Part 1926.** Part 1926: Construction Safety and Health Regulations as published in Part VII, Volume 44, No. 29 of the *Federal Register* on February 9, 1979, which incorporates changes, additions, deletions, and corrections made up to October 17, 1978, and includes General Industry Occupational Safety and Health Standards (29 CFR Part 1910) which have been identified as applicable to construction work; and subsequent changes made prior to ~~October 30, 1992~~ May 31, 1993:

[For text of items A to H, see M.R.]

I. *Federal Register*, Volume 58:

(1) *Federal Register*, Vol. 58, No. 77, dated April 23, 1993, "Occupational Exposure to Cadmium; Corrections and Amendments to Final Rule."

(2) Federal Register, Vol. 58, No. 84, dated May 4, 1993, "Lead Exposure in Construction (1926.62); Interim Final Rule."

Subp. 7. **Part 1928.** Part 1928: Occupational Safety and Health Standards for Agriculture as published in Part II, Volume 40, No. 81 of the *Federal Register* on April 25, 1975 and subsequent changes made prior to ~~June 1, 1987~~ May 31, 1993:

[For text of items A to E, see M.R.]

F. Federal Register, Volume 58, No. 77, dated April 23, 1993, "Occupational Exposure to Cadmium (1928.1027)."

Board of Optometry

Proposed Permanent Rules Relating to Certification to Dispense Topical Legend Drugs

Notice of Intent to Adopt a Rule Without a Public Hearing

The Board of Optometry intends to adopt permanent rules without a public hearing following the procedures set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.22 to 14.28. You have 30 days to submit written comments on the proposed rules and may also submit a written request that a hearing be held on the rule.

Comments or questions on the rules and written requests for a public hearing on the rules must be submitted to:

Laurie Mickelson, Executive Director
Minnesota Board of Optometry
2700 University Avenue West, Suite 103
St. Paul, MN 55114
(612) 642-0594
FAX (612) 643-3676

The proposed rule is about certification requirements and fees for the use of topical legend drugs. The statutory authority to adopt this rule is *Minnesota Statute* 148.53. A copy of the proposed rule is published in the *State Register* and attached to this notice as mailed.

You have until 4:30 p.m., on September 24, 1993 to submit written comment in support of or in opposition to the proposed rule and any part or subpart of the rule. Your comment must be in writing and received by the agency contact person by the due date. Comment is encouraged. Your comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

In addition to submitting comments, you may also request that a hearing be held on the rule. Your request for a public hearing must be in writing and must be received by the agency contact person by 4:30 p.m. on September 24, 1993. Your written request for a public hearing must include your name and address. You are encouraged to identify the portion of the proposed rule which caused your request, the reason for the request, and any changes you want made to the proposed rule. 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. Additionally, a hearing is not required and will not be held relative to proposed Board fees needed to cover anticipated expenses in the biennium. *Minnesota Laws 1993*, Chapter 1 (1Sp), Sec. 69. If a public hearing is required, the agency will follow the procedures in *Minnesota Statutes*, sections 14.131 to 14.20.

The proposed rule may be modified as a result of public comment. The modifications must be supported by data and views submitted to the agency and may not result in a substantial change in the proposed rule as attached and printed in the *State Register*. If the proposed rule affects you in any way, you are encouraged to participate in the rulemaking process.

A statement of need and reasonableness is now available from the agency contact person. This statement describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule.

It is the position of the Board that it is not subject to *Minnesota Statute* 14.115 regarding small business considerations in rulemaking. The basis for this position, and the Board's evaluation of the applicability of the methods contained in *Minnesota Statute* 14.115, subd. 2 for reducing the impact of the proposed rules should it be determined that the Board is governed by *Minnesota Statute* 14.115, are addressed in the statement of need and reasonableness.

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Proposed Rules

The Minnesota Board of Optometry has reviewed the proposed rules, and find no evidence that the rules would cause the expenditure of public money by any local public body.

The Minnesota Board of Optometry has reviewed the proposed rules, and find that the subject matter of the rules is not related to agriculture land.

If no hearing is required, after the end of the comment period the agency may adopt the rule. The rule and supporting documents will then be submitted to the attorney general for review as to legality and form to the extent form relates to legality. You may request to be notified of the date the rule is submitted to the attorney general or be notified of the attorney general's decision on the rule. If you wish to be so notified, or wish to receive a copy of the adopted rule, submit your request to the agency contact person listed above.

Dated: 2 August 1993

Laurie Mickelson
Executive Director

Rules as Proposed

6500.1900 LICENSE CERTIFICATE ISSUANCE FEE.

Each applicant who meets all applicable requirements for licensure under the act and these rules shall be issued a license certificate by the board. The fee for this license certificate shall be \$12. Upon proof of loss or damage of an original license certificate and payment of an additional \$12 fee, a replacement certificate may be issued by the board.

Each applicant who meets all applicable requirements for use of drugs in patient care shall be issued a certificate by the board. The fee for this certificate is \$10. A replacement certificate may be issued by the board.

Each applicant who meets all requirements for the use of topical legend drugs shall be issued a certificate by the board. The fee for this certificate is \$50. Duplicate or replacement certificates shall be issued by the board for a fee of \$20 per certificate.

6500.3000 CERTIFICATION REQUIREMENTS FOR TOPICAL LEGEND DRUGS.

Subpart 1. Requirements. To become board certified, as required by Minnesota Statutes, section 148.575, subdivision 1, an applicant must be an optometrist licensed in Minnesota and must:

A. meet the requirements of Minnesota Statutes, section 148.575, subdivision 2, clauses (1) to (4);

B. within the 12 months preceding the application, successfully complete a certified cardiopulmonary resuscitation (CPR) course or update offered or approved by the Red Cross, American Heart Association, an accredited hospital, or a comparable organization or institution; and

C. successfully complete a didactic and clinical practical topical legend drugs refresher/update course and examination given by an institution that is accredited by a regional or professional accrediting organization recognized by the Council on Post-Secondary Accreditation, the United States Department of Education, or a successor, unless the optometrist:

(1) has graduated after May 1, 1993, from an optometric institution accredited by a regional or professional accrediting organization recognized by the Council on Post-Secondary Accreditation, the United States Department of Education, or a successor;

(2) has met, on or after August 1, 1993, the 100 hours of study requirement in Minnesota Statutes, section 148.575, subdivision 2, clause (2); or

(3) is certified to use topical legend drugs in another state that the board determines to have substantially the same or more extensive therapeutic license privileges, and has successfully used topical legend drugs for at least the two years immediately preceding the application.

Subp. 2. Course required. The course required in subpart 1, item C, must also meet the requirements in items A to D.

A. It must receive prior approval by the board.

B. It must use materials and highly qualified instructors that are likely to contribute to the advancement, extension, review, and update of professional skills and knowledge in the therapeutic practice of optometry.

C. It must offer, and the optometrist must show proof of attendance at, at least 24 hours of study in the examination, diagnosis, and treatment of conditions of the human eyes that may require the use of topical legend drugs. Eight of those 24 hours must be in the diagnosis and treatment of glaucoma. The course must include the possible complications, contraindications, adverse reactions, systemic effects, and considerations of the treatment.

D. It must include instruction and discussion on appropriate consultation and collaboration with a physician, and emergency management for any adverse reactions that may occur.

Minnesota State Retirement System

Proposed Permanent Rules Relating to Board Election and Terms

Notice of Intent To Amend a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the Minnesota State Retirement System intends to amend the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedures Act for adopting rules without a public hearing in *Minnesota Statutes*, Section 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes*, Section 352.03.

All persons have 30 days in which to submit comments in support of or in opposition to the proposed amendment to *Minnesota Rules*, parts 7900.0200 and 7900.0400. Comment is encouraged, and should give the reason for opposing or supporting the proposed change.

Any person may make a written request for a public hearing on the rule amendment 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. Any person requesting a public hearing should state his or her name and address, and is encouraged to specify why the rule should not be amended. If a public hearing is required, the agency will proceed under *Minnesota Statutes*, Sections 14.131 to 14.20.

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

David Bergstrom, Executive Director
Minnesota State Retirement System
Suite 300, Minnesota State Bank Building
175 W. Lafayette Frontage Road
St. Paul, MN 55107-1425
Phone: (612) 296-1510

A copy of the proposed rules is attached to this notice.

A statement of need and reasonableness to support the proposed amendment to *Minnesota Rules*, Parts 7900.0200 and 7900.0400 is available from David Bergstrom at the above address.

If no hearing is required, upon adoption of the rule, the rule and 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 rule, must submit a written request to David Bergstrom.

Dated: 2 August 1993

David Bergstrom, Executive Director
Minnesota State Retirement System

Rules as Proposed

7900.0200 STATE EMPLOYEE MEMBER.

[For text of subps 1 and 2, see M.R.]

Subp. 3. **Election materials.** ~~Between January 26~~ By February 5 of each even-numbered year ~~and the following February 5 inclusive,~~ the executive director shall send ballots directly by mail; ~~express, or regular messenger service~~ notices of election to be held, or mail ballots, and envelopes to the respective heads of departments and state agencies having employees who are covered by the system. The heads of departments and state agencies shall deliver or cause to be delivered to each employee who receives salary or wages from which deductions are made for the system on the ~~department's or agency's~~ payroll abstract covering the last full pay period ending in December of the preceding year a notice of election that two members are to be elected to the board of directors, each notice to be accompanied by a ballot and two envelopes. Department heads shall ~~also~~ mail election material to their employees on approved leave of absence or seasonal layoff during the last full pay period in December of the preceding year and shall certify to the executive director the names of the employees to whom ballots were mailed. The Minnesota State Retirement System shall reimburse the departments for the cost of the postage for the mailing.

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Proposed Rules

Subp. 4. **Voting.** Each employee participating in the election shall place the ballots, ~~not exceeding two, imprinted with the names of the candidates of the employee's choice, or shall write or indicate by appropriate mark on the blank ballot provided for that purpose the names, not exceeding a vote for a total of two candidates, of any state employees covered by the system for whom the employee wishes to vote for directors,~~ place the ballots indicating their choice of candidates in the envelope marked "ballots" (upon which there shall be no writing except the printed word "ballots" and the words "insert ballots and seal" on the flap); thereafter seal and place in the envelope, likewise sealed, addressed to: Tellers, Minnesota State Retirement System, ~~at its office in St. Paul, Minnesota 55107.~~

The employee shall print or type the employee's name and home address, or place the label provided that contains an election authorization number ~~in the upper left-hand corner of~~ on the envelope addressed to said tellers, and return it to the office of the system not later than March 1, in each even-numbered year. ~~If the employee so elects, the employee may place the tellers' envelope in another envelope and mail or deliver this to the retirement system.~~ Ballots in teller envelopes postmarked any time up to midnight on March 1 of each even-numbered year shall be counted, as shall ballots in teller envelopes received at the office of the system by messenger service up to the close of office hours on March 1 of each even-numbered year, or, if March 1 falls on a Saturday or Sunday, postmarked any time up to midnight or received up to the close of office hours on the following Monday of each even-numbered year, provided instructions prescribed have been complied with.

If the ballots are distributed through a department or agency, the heads of departments and agencies shall promptly notify the executive director of the retirement system that notices, ballots, and envelopes have been delivered to the employees as required.

Subp. 5. **Verification.** The name and election authorization number ~~in the upper left-hand corner of envelopes addressed to the tellers~~ shall be checked against a computerized representation of payroll abstracts covering the last full pay period ending in December and a certified listing of those on seasonal layoff or leave of absence, and if the name of the employee on the envelope is found and deductions are taken for the retirement fund which are not deductions in error from the salary of an employee not covered by the system, or if the employee is on approved leave of absence or seasonal layoff during the pay period, the envelope shall be noted as "eligible," and if the name of the employee does not appear thereon, the envelope shall be noted as "not eligible." The envelopes noted as "eligible" shall be placed in one container and those noted as "not eligible" in another. At 8:00 a.m. on the third Thursday in March in even-numbered years, three tellers appointed by the board of directors shall meet and verify the notations on the sealed envelopes addressed to the tellers who shall then remove and set aside the sealed ballot envelopes of those employees verified as eligible to vote.

Subp. 6. **Tabulation.** After the verification required in subpart 5 is completed, the ~~small~~ envelopes containing the ballots shall be opened and ballots tabulated by the tellers. The two candidates receiving the highest number of votes shall be the elected members of the board of directors for terms of four years as provided by *Minnesota Statutes*, section 352.03, subdivision 1. In the case of a tie vote as to any candidates, the election shall be resolved by lot.

7900.0400 RETIRED STATE EMPLOYEE MEMBER.

[For text of subs 1 to 3, see M.R.]

Subp. 4. **Candidates.** Any eligible retired employee who desires to be a candidate for membership on the board of directors must submit a nominating petition, signed by ten or more eligible retired employees, to the executive director of the system not later than October 1 in each odd-numbered year. If the retired employees whose names are filed are eligible to election as members of the board of directors their names shall be printed in alphabetical order upon the ballots sent to retired employees as hereinafter provided.

No nominee may withdraw candidacy after October ~~40~~ 15. The name of any eligible retired employee of the system may be written in on the ballot in the space provided for that purpose.

Subp. 5. **Voting.** ~~In~~ By February 5 of each even-numbered year, the executive director shall mail ballots and envelopes to the retired employees eligible to vote. The election material shall be mailed to the last address given to the system by the retired employee unless the retired employee notifies the system in writing by November 1 of a different address to be used for this purpose. The name and election authorization number ~~in the upper left-hand corner of~~ on the envelopes addressed to the tellers shall be checked against the annuity payments for January of each even-numbered year.

Minnesota State Retirement System

Proposed Permanent Rules Relating to Acknowledgment of Benefit Payments

Notice of Intent to Amend a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the Minnesota State Retirement System intends to amend the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedures Act for adopting rules without a public hearing in *Minnesota Statutes*, Section 14.22 to 14.28. The statutory authority to adopt the rule is *Minnesota Statutes*, Section 352.03.

All persons have 30 days in which to submit comments in support of or in opposition to the proposed amendment to *Minnesota Rules*, part 7900.1600. Comment is encouraged, and should give the reason for opposing or supporting the proposed change.

Any person may make a written request for a public hearing on the rule amendment 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. Any person requesting a public hearing should state his or her name and address, and is encouraged to specify why the rule should not be amended. If a public hearing is required, the agency will proceed under *Minnesota Statutes*, Sections 14.131 to 14.20.

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

David Bergstrom, Executive Director
Minnesota State Retirement System
Suite 300, Minnesota State Bank Building
175 W. Lafayette Frontage Road
St. Paul, MN 55107-1425
Phone: (612) 296-1510

A copy of the proposed rule is attached to this notice.

A statement of need and reasonableness to support the proposed amendment to *Minnesota Rules*, Part 7900.1600 is available from David Bergstrom at the above address.

If no hearing is required, upon adoption of the rule, the rule and 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 rule, must submit a written request to David Bergstrom.

Dated: 2 August 1993

David Bergstrom, Executive Director
Minnesota State Retirement System

Rules as Proposed

7900.1600 ACKNOWLEDGING RECEIPT OF ~~BENEFITS~~ BENEFIT PAYMENTS.

Written acknowledgment is required not less than ~~semiannually~~ annually from the retired or disabled employee that the employee has received the annuity or disability benefit. ~~If the retired employee has directed that the check be mailed to a financial institution, such financial institution may acknowledge receipt in the employee's stead.~~ The director shall mail a form ~~with the annuity or benefit checks~~ at least ~~twice~~ once each year for acknowledgment of receipt of the check. No payment for the following months shall be made until ~~such~~ an acknowledgment is on file in the office of the retirement system.

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.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. §14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. §14.33 and upon the approval of the Revisor of Statutes as specified in §14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under §14.18.

Department of Agriculture

Adopted Permanent Rules Relating to Minnesota Grown Logo and Labeling Statements

The rules proposed and published at *State Register*, Volume 17, Number 48, pages 2964-2966, June 1, 1993 (17 SR 2964), are adopted as proposed.

Board of Dentistry

Adopted Permanent Rules Relating to Continuing Education in Infection Control

The rules proposed and published at *State Register*, Volume 17, Number 39, pages 2320-2323, March 29, 1993 (17 SR 2320), are adopted with the following modifications:

Rules as Adopted

3100.4100 CONTINUING DENTAL EDUCATION.

Subp. 2a. **Required credit hours on infection control.** During each five-year cycle, licensees and registrants must complete a minimum of five clinical hours of CDE in the subject of infection control, including blood borne diseases. The requirement for CDE clinical credits on infection control is effective beginning ~~July~~ September 1, 1993. For licensees and registrants with less than five years remaining in their current CDE cycle, one clinical infection control CDE credit per full remaining year is required.

Pollution Control Agency

Adopted Permanent Rules Relating to Air Quality; Incorporation of Federal Rules

The rules proposed and published at *State Register*, Volume 17, Number 38, pages 2252-2263, March 22, 1993 (17 SR 2252), are adopted with the following modifications:

Rules as Adopted

7005.0100 DEFINITIONS.

Subp. 25a. **National Emission Standard for Hazardous Air Pollutants.** "National Emission Standard for Hazardous Air Pollutants" means a standard promulgated by the administrator of the United States Environmental Protection Agency under the Clean Air Act, United States Code, title 42, section 7412, prior to November 15, 1990, that is still in effect pursuant to the savings clause that was enacted by the 1990 Clean Air Act amendments and codified at United States Code, title 42, section ~~7412(g)~~ 7412(q).

Department of Public Safety

Adopted Permanent Rules Relating to Minnesota Uniform Fire Code

The rules proposed and published at *State Register*, Volume 17, Number 47, pages 2898-2914, May 24, 1993 (17 SR 2898), are adopted with the following modifications:

Rules as Adopted

7510.3390 ARTICLE 13 OF UNIFORM FIRE CODE.

Article 13, Division ~~III~~ II, of the Uniform Fire Code is amended by adding a section to read:

Misdemeanor

Sec. 13.204. Whoever intentionally gives a false alarm of fire, or unlawfully tampers or interferes with any station or signal box of any fire alarm system or any auxiliary fire appliance, or unlawfully breaks, injures, defaces, or removes the box or station, or unlawfully breaks, injures, destroys, or disturbs any of the wires, poles, or other supports and appliances connected with or forming a part of any fire alarm system or any auxiliary fire appliance is guilty of a misdemeanor.

Emergency Rules

Proposed Emergency Rules

According to Minn. Stat. of 1984, §§14.29-14.30, state agencies may propose adoption of emergency rules if: 1) expressly required; 2) authorized by statute; or 3) if the manner permitted by a directive (given by statute, federal law or court order) does not allow for compliance with sections 14.14-14.28. The agency must, however, publish a notice of intent to adopt emergency rules, along with the rules themselves, in the *State Register*. The notice must advise the public:

- 1) that a free copy of the proposed emergency rule is available upon request from the agency;
- 2) that notice of the date that the rule is submitted to the attorney general will be mailed to persons requesting notification;
- 3) that the public has at least 25 days after publication of the proposed emergency rule to submit data and views in writing; and
- 4) that the emergency rule may be modified if the data and views submitted support such modification.

Adopted Emergency Rules

Emergency rules take effect five working days after approval by the attorney general, and after compliance with Minn. Stat. §§14.29-14.365. As soon as possible, emergency rules are published in the *State Register* in the manner provided for in section 14.18.

Emergency rules are effective for the period stated in the notice of intent to adopt emergency rules. This may not exceed 180 days.

Continued/Extended Emergency Rules

Adopted emergency rules may be continued in effect (extended) for an additional 180 days. To do this, the agency must give notice by: 1) publishing notice in the *State Register*; and 2) mailing the same notice to all persons who requested notification on rulemaking. No emergency rule may remain in effect 361 days after its original effective date. At that point, permanent rules adopted according to Minn. Stat. 14.14-14.28 supercede emergency rules.

Department of Natural Resources

Adopted Expedited Emergency Rules Relating to Game and Fish: Closing the Gold Portage Area of Black Bay on Rainy Lake in Koochiching County to the Possession of Walleye

NOTICE IS HEREBY GIVEN that the above entitled proposed rules have been adopted through the process prescribed by *Minnesota Statutes*, section 14.29, subd. 4(b). The statutory authority for the contents of these rules is *Minnesota Statutes*, sections 97A.045, subdivision 2.

Dated: 9 August 1993

Rodney W. Sando, Commissioner
Department of Natural Resources

Rules as Adopted (all new material)**6262.0710 [Emergency] AUTHORITY, SCOPE, PURPOSE.**

Subpart 1. **Authority.** Parts 6262.0710 [Emergency] and 6262.0720 [Emergency] are adopted under authority granted by *Minnesota Statutes*, section 97A.045, subdivision 2.

Subp. 2. **Scope.** Parts 6262.0710 [Emergency] and 6262.0720 [Emergency] apply to the closing of the Gold Portage Area of Black Bay on Rainy Lake to the possession of walleye. The affected waters include that portion of T.70N, R.22W, Sec. 13, 24 and T.70N, R.21W, Sec.19 south of a line that runs due west and east of MaCarthy Point on MaCarthy Island to the portage and rapids.

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.

Emergency Rules

Subp. 3. **Purpose.** The purpose of parts 6262.0710 [Emergency] and 6262.0720 [Emergency] is to prevent the unnecessary depletion of the walleye population from the Black Bay portion of Rainy Lake within T.70N, R.22W, Sec.13, 24 and T.70N, R.21W, Sec.19. This closure is part of an overall plan to rehabilitate the walleye population of Rainy Lake by reducing harvest. Experimental regulations will be implemented before the opening of the 1994 angling season to further protect the walleye stocks in Rainy Lake.

6262.0720 [Emergency] WALLEYE POSSESSION RESTRICTIONS FOR THE GOLD PORTAGE PORTION OF BLACK BAY ON RAINY LAKE.

The Gold Portage Area of Black Bay on Rainy Lake south of a line that runs due west and east of MaCarthy Point on MaCarthy Island (T.70N, R.22W, Sec.13) to the portage and rapids (T.70N, R.21W, Sec.19) is closed to the possession of walleye. All walleye caught by anglers during the effective period of this rule must be returned to the water immediately.

EFFECTIVE PERIOD. This rule is effective through March 31, 1994.

Revenue Notices

The Department of Revenue began issuing revenue notices in July of 1991. Revenue notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue revenue notices is found in *Minnesota Statutes* § 270.0604.

Department of Revenue

Correction to Revenue Notice #93-13: Minnesota Care—Health Care Providers

Provision No. 2 should read:

2. a person who is eligible for reimbursement under the medical assistance program. A person who is eligible for reimbursement under the medical assistance program includes ~~means~~ individuals or facilities who would be reimbursed by the medical assistance program if they chose to apply for reimbursement, or the services they provide would be eligible for reimbursement under medical assistance except that those services ~~that~~ are characterized as experimental, cosmetic, or voluntary; or

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.

Minnesota Gambling Control Board

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Relating to Licensed Distributors and Manufacturers, Including License Qualifications, Licensing Procedures, Sale of Gambling Equipment, Registration of Gambling Equipment, Standards of Gambling Equipment, and Records and Reports Required of Licensed Distributors and Manufacturers

NOTICE IS HEREBY GIVEN that the Minnesota Gambling Control Board (Board) is seeking information or opinions from sources outside the agency in preparing to propose the adoption of the rule relating to licensed distributors and manufacturers, including license qualifications, licensing procedures, sale of gambling equipment, registration of gambling equipment, standards of gambling equipment, and records and reports required of licensed distributors and manufacturers. The adoption of the rule is authorized by *Minnesota Statutes*, section 349.151, subdivision 4(a), clause (1), which authorizes the Board to regulate lawful gambling to ensure it is conducted in the public interest; clause (5), which authorizes the Board to make rules authorized by chapter 349; and clause (15), which authorizes the Board to take all necessary steps to ensure the integrity of and public confidence in lawful gambling.

The Board requests information and opinions concerning the subject matter of the rule. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements may be addressed to:

Eileen Hanlon
Gambling Control Board
1711 West County Road B, Suite 300 S
Roseville, Minnesota 55113

Oral statements will be received during regular business hours over the telephone at (612) 639-4000, and in person at the above address.

All statements of information and opinions shall be accepted until further notice is given or the Notice of Hearing or Notice of Intent to Adopt Without a Hearing are published in the *State Register*. Any written material received by the Board shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rule is adopted.

Dated: 3 August 1993

Harry W. Baltzer
Executive Director

Minnesota Gambling Control Board

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing the Regulation of the Conduct of Lawful Gambling

NOTICE IS HEREBY GIVEN that the Minnesota Gambling Control Board (Board) is seeking information or opinions from outside sources in preparing to propose the adoption of rules governing the regulation of illegal gambling. The adoption of the rule is authorized by *Minnesota Statutes*, section 349.151, subdivision 4(a), clause (1) which authorizes the Board to regulate lawful gambling to ensure it is conducted in the public interest; clause (5), which authorizes the Board to make rules authorized by chapter 349; and clause (15), which authorizes the Board to take all necessary steps to ensure the integrity of and public confidence in lawful gambling.

The Board requests information and opinions concerning the subject matter of the rule. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements should be addressed to:

Eileen Hanlon
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, Minnesota 55113

Oral statements will be received during regular business hours over the telephone at (612) 639-4000, and in person at the above address.

All statements of information and opinions shall be accepted until further notice is given or the Notice of Hearing or Notice of Intent to Adopt Without a Hearing are published in the *State Register*. Any written material received by the Board shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rule is adopted.

Dated: 3 August 1993

Harry W. Baltzer, Executive Director
Minnesota Gambling Control Board

Department of Health

Notice of Solicitation of Outside Information or Opinions in the Matter of the Proposed Adoption of Rules of the Minnesota Department of Health Governing Asbestos-Related Work

NOTICE IS HEREBY GIVEN that the Minnesota Department of Health (MDH) is seeking information or opinions from sources outside the MDH in preparing to revise adopted *Minnesota Rules*, Chapter 4620 governing asbestos abatement. Within Chapter 4620, MDH is considering amending the following rule parts:

Part 4620.3100 DEFINITIONS

Part 4620.3200 LICENSING REQUIREMENTS FOR ASBESTOS ABATEMENT CONTRACTORS INTENDING TO PERFORM ASBESTOS-RELATED WORK

Part 4620.3300 CERTIFICATION OF ASBESTOS ABATEMENT SITE SUPERVISORS AND ASBESTOS ABATEMENT WORKERS

Part 4620.3400 ASBESTOS ABATEMENT CONTRACTOR RESPONSIBILITIES

Official Notices

Part 4620.3700 REQUIREMENTS FOR MINNESOTA APPROVAL OF ASBESTOS ABATEMENT TRAINING COURSES

In addition to the parts listed above, *Minnesota Rules*, part 4717.7000, subpart 1 on variance requests must be updated to correspond with new legislative authority granted in 1993.

New parts to the rule may be needed as warranted by the subject matter. Areas for which new rules need to be drafted include:

INSPECTOR, MANAGEMENT PLANNER, PROJECT DESIGNER CERTIFICATIONS
INSPECTOR, MANAGEMENT PLANNER, PROJECT DESIGNER WORK PRACTICES
AIR MONITORING—MODEL PLAN
SMALL PROJECTS NOTIFICATION
SMALL PROJECTS WORK PRACTICES
CONTRACTING ENTITIES

The Minnesota Department of Health rules governing asbestos abatement have not been opened for revision since they became effective on September 19, 1988. The existing rule must be updated to address changes in state law governing asbestos-related activities.

On May 20, 1992, *Laws of Minnesota* chapter 303 was signed by the governor. This law amends the current state law governing asbestos abatement in *Minnesota Statutes*, sections 326.70 to 326.81. The new law expands the definition of asbestos-related work to include air quality monitoring. This means that the rule must be clarified to address licensing for people performing air quality monitoring. The new law requires that the commissioner certify asbestos inspectors, asbestos abatement management planners, and asbestos abatement project designers. The state law directs the commissioner to set fees for the disciplines listed above and fees to be submitted by training course providers. There are no prescribed work practices for asbestos-related work performed in single or multifamily residences, however, a \$35.00 project fee is set in statute. Work practices for small projects will be addressed in rule. (*Minnesota Statutes*, section 326.73, subdivisions 2, 3 and 4, and section 326.75.)

Authority for the commissioner to specifically adopt and amend rules relating to asbestos abatement is governed by *Minnesota Statutes*, section 326.78, subdivision 1 which lists the duties of the commissioner.

With respect to fees, the Commissioner of Health will be following the authority and procedures set forth in *Minnesota Statutes*, section 144.122 and *Minnesota Statutes*, section 16A.1285.

Authority to establish procedures and criteria for variance requests to rules is found in *Minnesota Statutes*, section 14.05, subdivision 4.

The Minnesota Department of Health anticipates the rule will be proposed by early 1994, adopted by spring of 1994, and take effect by the summer of 1994. An advisory work group will be formed to discuss proposed rules provisions governing asbestos abatement. The number of participants on this work group will be limited to fifteen. The following groups will be asked to participate on the advisory work group: Asbestos Abatement Training Course Providers; Builders' Associations; Consultants in the areas of architecture, engineering and industrial hygiene; Minnesota Asbestos Abatement Contractor's Association; Minnesota Chamber of Commerce/Minnesota Business Partnership; Minnesota Department of Administration; Minnesota Department of Education; and the University of Minnesota School of Public Health. The first of the four meetings will be held in September 1993.

The Minnesota Department of Health requests information and opinions on the subject matter of these rules at this time. Interested or affected persons or groups may submit data or views on the subject matter of the rules in writing or orally. Written statements should be addressed to:

Kathleen G. Norlien
Asbestos Abatement Unit
Minnesota Department of Health
Division of Environmental Health
925 Southeast Delaware Street
Minneapolis, Minnesota 55459-0040

Oral statements will be received during regular business hours over the telephone at (612) 627-5099 by Ms. Norlien and in person at the above address.

All statements of information and opinions will be accepted until December 1, 1993. Any written material received by the Minnesota Department of Health becomes part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event the rule is adopted.

Marlene E. Marschall
Commissioner of Health

Minnesota Department of Health

Notice Soliciting Comment on Plan for the Use of Administrative Penalty Orders and Cease and Desist Orders

The Minnesota Department of Health, Division of Environmental Health, is seeking comment from interested parties on the development of a plan for the use of administrative penalty orders and cease and desist orders.

Laws of Minnesota 1993, chapter 206, to be codified as *Minnesota Statutes*, sections 144.989 to 144.993, gave the division new and consolidated enforcement authority. The "Health Enforcement Consolidation Act of 1993" consolidated the enforcement provisions of over 20 environmental health programs. At the same time, the new law made administrative penalty orders and cease and desist orders available to various division regulatory programs.

The regulatory programs for which administrative penalty orders and cease and desist orders are available are:

- wells and borings
- food, beverage and lodging establishments, board and lodging, hotels, motels and resorts
- manufactured home parks
- tourist camps, recreational camping areas, children's camps
- water treatment operators
- water haulers
- sources of ionizing radiation, x-ray machines and facilities using radium, fees and inspections
- indoor sports arenas
- clean indoor air—smoking in public places and places of work
- public pools
- public water supplies
- asbestos abatement
- lead abatement
- licensure of plumbers, water conditioning contractors and installers

The administrative penalty order authority allows for the assessment of a penalty for violations. The maximum penalty is \$10,000. The penalty may be forgiven for violations that are not serious or repeated. The cease and desist order authority allows the department to stop an activity for up to 72 hours if the activity is posing an immediate risk to public health.

A plan must be developed for the use of the administrative penalty order and cease and desist order. The plan is to be finalized by December 1, 1993. Development of the plan is now underway and interested parties are invited at this time to comment on the following issues:

- What violations of your regulatory program's standards do you think are serious and should be subject to a penalty that is not forgivable?
- What should constitute a repeat violation?
- What violations should justify a cease and desist order?

Parties who may be interested in the plan for the use of the administrative penalty order or cease and desist order are invited to submit written to comment on the above issues by September 2, 1993 to:

Jane A. Nelson
Minnesota Department of Health
925 S.E. Delaware Street
Minneapolis, Minnesota 55459-0040
Phone: 627-5038, FAX 627-5479

Parties who wish to be notified of the availability of the proposed plan or receive a copy of the proposed plan when notice of its availability is made in the *State Register* are invited to submit their name and address to Ms. Nelson by September 2, 1993 at the above address or by FAX.

Labor and Industry Department

Labor Standards Division

Notice of Prevailing Wage Certifications for Commercial Construction Projects

Effective August 16, 1993 prevailing wage rates are certified for commercial construction projects in: Carlton county: Jay Cooke State Park Reroofing & Tuckpointing-Duluth, Nopeming Truck Station-Nopeming. Clay county: Glyndon Schools Remodeling-Dilworth & Glyndon. Hennepin county: U of M Middlebrook Hall 1993 Reroofing-Minneapolis, Longfellow House Relocation of Historical House-Minneapolis. Itasca county: Grand Rapids Middle School-Grand Rapids. Ottertail county: Fergus Falls Community College Reroofing-Fergus Falls. Ramsey county: Humboldt Sr. High School Kitchen Hood Installation-St. Paul. St. Louis county: Duluth Radio Tower Building-Duluth. Wadena county: Staples Fuel Pumping Station-Staples. Winona county: St. Charles Truck Station-St. Charles, ISD #861 Fire Alarm Renovation-Winona.

Copies of the certified wage rates for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

John B. Lennes, Jr.
Commissioner

Minnesota Comprehensive Health Association

Notice of Actuarial Committee Meeting

NOTICE IS HEREBY GIVEN that a meeting of the Actuarial Committee of the Minnesota Comprehensive Health Association (MCHA), will convene at 10:30 a.m. on Thursday, September 9, 1993 at Blue Cross Blue Shield of Minnesota, 3535 Blue Cross Road, Eagan, Minnesota, in the 6th floor dining room.

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

Department of Revenue

Notice of Counties Which Have Adopted the Local Option Sales Tax

The Commissioner of the Department of Revenue announces that the counties listed below did adopt a local option sales tax of one-half percent, which became effective in each county on January 1, 1992. The Commissioner has not received a notice of rescission as provided under *Minnesota Statutes* 297A.021, subd. 3; therefore, the local option sales tax in each county shall remain in effect through June 30, 1995. The 87 counties imposing the tax, in alphabetical order, are:

Aitkin	Douglas	Lincoln
Anoka	Faribault	Lyon
Becker	Fillmore	McLeod
Beltrami	Freeborn	Mahnomen
Benton	Goodhue	Marshall
Big Stone	Grant	Martin
Blue Earth	Hennepin	Meeker
Brown	Houston	Mille Lacs
Carlton	Hubbard	Morrison
Carver	Isanti	Mower
Cass	Itasca	Murray
Chippewa	Jackson	Nicollet
Chisago	Kanabec	Nobles
Clay	Kandiyohi	Norman
Clearwater	Kittson	Olmsted
Cook	Koochiching	Otter Tail
Cottonwood	Lac Qui Parle	Pennington
Crow Wing	Lake	Pine
Dakota	Lake of the Woods	Pipestone
Dodge	Le Sueur	Polk

Pope	Scott	Wabasha
Ramsey	Sherburne	Wadena
Red Lake	Sibley	Waseca
Redwood	Stearns	Washington
Renville	Steele	Watsonwan
Rice	Stevens	Wilkin
Rock	Swift	Winona
Roseau	Todd	Wright
St. Louis	Traverse	Yellow Medicine

The publication of this notice is required by *Minnesota Statutes* 297A.021, subdivision 4.

Department of Trade & Economic Development

Urban Initiative Board

Laws of 1993, Chapter 369, Section 55.

APPOINTING AUTHORITY: Governor. COMPENSATION: \$55. per diem plus expenses.

VACANCY: Extension of time for applications. Eight positions: Please see the description of this new board.

The board shall investigate and evaluate methods to enhance urban development, particularly methods relating to economic diversification through minority business enterprises and job creation for minority and other persons in low-income areas. The enterprises shall include technologically innovative industries, value-added manufacturing, and information industries. The board consists of eleven members, including eight public members with six being from minority business enterprises. No more than four of the public members may be of one gender and all must be experienced in business or economic development. The commissioners of Trade and Economic Development, Jobs and Training, and the chair of the Metropolitan Council also serve as members. Meeting schedule and location not determined.

This notice is an extension of the deadline for applications. The July 6, 1993 *State Register* contained the initial announcement of applications due July 27, 1993. The extended deadline is September 13, 1993.

Contact: Mark Lofthus
612/296-9090

Department of Transportation

Notice of Solicitation for Public Review and Comment on the State Transportation Improvement Program (STIP) for State Fiscal Years 1994-1995-1996 (July 1, 1993 to June 30, 1996).

The Minnesota Department of Transportation is offering an opportunity for public review and comment on a proposed State Transportation Improvement Program (STIP) for state fiscal years 1994-1995-1996 (July 1, 1993 to June 30, 1996). The program of transportation projects annually utilize about \$240 million federal funds, \$153 million of state trunk highway funds and funds from local and other sources. Projects include local road and bridge projects utilizing federal funds, transit capital investments, state highway road and bridge projects, enhancement projects, congestion mitigation and air quality projects, scenic by-way projects and other projects intending to utilize federal transportation funds or state trunk highway funds. The proposed State Transportation Improvement Program is available for review at Department of Transportation District Offices: District 1—Duluth, 1123 Mesaba Ave., Duluth, MN 55811; District 2—Bemidji, Box 490, Bemidji, MN 56601; District 3—Brainerd, 1991 Industrial Park Rd., Baxter, MN 56401; District 4—Detroit Lakes, P.O. Box 666, 1000 W. Hwy. 10, Detroit Lakes, MN 56502; District 6—Rochester, Box 6177, 2900 48th St., N.W., Rochester, MN 55903-6177; District 7—Mankato, P.O. Box 4039, Mankato, MN 56001; District 8—Willmar, P.O. Box 768, 2505 Transportation Rd., Willmar, MN 56201; Metro District, Waters Edge Building, 1500 West Co. Rd. B2, Roseville, MN 55113-3174; or Office of Highway Programs, Room 807, Transportation Bldg., 395 John Ireland Blvd., St. Paul, MN 55155.

You have 30 days to submit comments. Comments must be received by **4:30 p.m. on September 17, 1993**. Comments are encouraged and should identify the portion of the STIP addressed, reason for the comment, and any change proposed. **Please direct all correspondence to:**

Office of Highway Programs
Minnesota Department of Transportation
Room 807
395 John Ireland Blvd.

St. Paul, MN 55155
Phone (612) 296-8521
Fax (612) 297-3160

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 Request for Proposals for the Provision of Treatment Services for Adult Individuals Experiencing Coexisting Mental Health and Chemical Dependency Disorders

The Chemical Dependency Program Division of the Department of Human Services is requesting proposals to encourage treatment programs to expand their diagnostic methods and treatment scope to treat adult individuals experiencing coexisting mental health and chemical dependency disorders. A total of \$150,000 from State appropriations is available to potentially fund one or more projects. The funded project(s) would begin on or about January 1, 1994, or upon such date as it is executed by the Commissioner of Finance, whichever occurs later, and continue through June 30, 1995. A total of \$75,000 is available for the period covering January 1, 1994 to June 30, 1994 and a similar amount is available for the period covering July 1, 1994 to June 30, 1995.

Proposals in response to this RFP must be submitted on the CDPD grant application form that can be obtained by contacting the Chemical Dependency Program Division at (612) 296-3991. The applicant(s) must submit one (1) original and seven (7) copies of parts I-V of the completed application.

Applications must be unbound with no staples, paper clips, fasteners or heavy or lightweight paper stock within the document itself and all pages must be numbered. Applicants must also submit either a certificate of compliance from the Commissioner of Human Rights pursuant to *Minnesota Statutes*, section 636.073, or an Affidavit of Exemption. Proposals must be received by the CDPD no later than 3:00 p.m. on September 10, 1993. Proposals which are mailed must be postmarked no later than September 7, 1993 (NO EXCEPTIONS). All applications should be submitted to:

State of Minnesota
Department of Human Services
Chemical Dependency Program Division
444 Lafayette Road
Saint Paul, Minnesota 55155-3823
ATTN: (MI-CD TREATMENT)

Inquiries regarding this Request for Proposals should be directed to Nick Vega Puente, Grants Officer, Chemical Dependency Program Division, at (612) 296-4620 or a written correspondence may also be mailed to the address previously listed. Interested applicants are requested to advise Nick Puente by telephone of intent to submit an application as soon as possible. Copies of the DAANES and CDTAP client data forms required for use in the proposal can be obtained by calling (612) 296-3991.

For TDD, contact the Minnesota Relay Service at (612) 297-5353 or 1-800-627-3529.

Department of Human Services

Family Self-Sufficiency Administration

Refugee and Immigrant Services Section

Request for Proposals for Chemical Awareness Education Services for the Southeast Asian and Ethiopian Communities

NOTICE IS HEREBY GIVEN that the Refugee and Immigrant Services Section, Family Self-Sufficiency Administration, Minnesota Department of Human Services, is seeking proposals for chemical awareness education services to Southeast Asian and Ethiopian communities.

Funding is from the federal Chemical and Drug Abuse Block Grant in the amount of \$25,000.00.

To be considered for funding, proposals must be post-marked or hand-delivered to the Refugee and Immigrant Services Section by 4:20 p.m., CDT, September 7, 1993. We reserve the right not to act on this RFP.

We anticipate issuing contracts that are renewable for an additional year subject to the availability of funds.

Please direct all questions and request for copies of the full Request for Proposals to:

Minnesota Department of Human Services
Refugee and Immigrant Services Section
Human Services Building
444 Lafayette Road
St. Paul, Minnesota 55155-3837
612-296-1383

Department of Human Services

Family and Children's Services Division

Request for Proposals to Provide Crisis Nursery Services from Existing and Potential Crisis Nursery Programs in Minnesota

The Minnesota Department of Human Services is soliciting proposals from private and public agencies to provide crisis nursery services to families. The federal and state funding available is for 1) continuation of services to current population groups, and/or 2) expansion and enhancement of services to serve more families and/or larger geographic area.

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

The Department has the following funds available: biennium state funds of \$325,000 (July 1, 1993–June 30, 1995) and Federal funds of \$101,000 (October 1, 1993–September 29, 1994). All proposals must be submitted no later than September 13, 1993.

For a copy of a more detailed explanation of this Request for Proposals, please contact:

Suzanne B. Pollack
Department of Human Services
Family and Children's Services Division
Early Intervention/Child Protective Services
444 Lafayette Road
St. Paul, Minnesota 55155-3830
(612) 297-3634

Minnesota Housing Finance Agency

Notice of Request for Proposals for the Minnesota Rural and Urban Homestead Program

The Minnesota Housing Finance Agency (MHFA) is seeking proposals from eligible organizations interested in participating in the Minnesota Rural and Urban Homestead Program (MURL).

The Minnesota Rural and Urban Homestead Program is a homeownership program under which MHFA will award a grant of funds totaling \$372,000 to two separate eligible organizations. The eligible organizations will designate areas or neighborhoods within their general service area where they will administer the MURL program. The grant funds will be used by those eligible organizations to acquire single-family residences within those designated areas which are vacant, condemned or abandoned, rehabilitate those properties and then sell them by way of a contract for deed to first-time homebuyers who are "at risk" with regard to homeownership. The program is designed to arrest or prevent the spread of blight and preserve the existing housing stock by providing a financing mechanism through which properties may be purchased and rehabilitated and then sold to homebuyers who will stabilize the neighborhood by following a "good neighbor" policy. Further information regarding the program may be obtained by calling MHFA at the number listed below.

Eligible Organizations

An eligible organization is a political subdivision, nonprofit or cooperative organization, housing and redevelopment authority, or other organization which must have as a primary purpose the providing or development of affordable housing to low and moderate income homebuyers.

Application Process

Application packets should be requested from MHFA. Completed applications are due at MHFA offices by 4:30 p.m. on Wednesday, September 15, 1993.

State Grants

Applicants are encouraged to contact Minnesota Housing Finance Agency to discuss their proposal prior to submission of their application. Upon review of the proposals, MHFA will select the two eligible organizations and cause contracts to be executed between MHFA and the selected eligible organizations by mid-October, 1993.

For further information you may contact:

Edward Niewinski
Housing Development Officer
Minnesota Housing Finance Agency
400 Sibley Street, Suite 300
St. Paul, MN 55101-1998
(612) 297-3130

MHFA reserves the right to modify or withdraw this request for proposal at any time and is not able to reimburse any applicant for costs incurred in the preparation or submission of proposals.

Minnesota Pollution Control Agency

Water Quality Division

Applications Accepted for Resource Investigation and Project Implementation Grants Through the Clean Water Partnership (CWP) Program

The Minnesota Pollution Control Agency (MPCA) hereby announces that it will accept applications for Resource Investigation and Project Implementation Grants through the Clean Water Partnership Program.

In 1987, the Minnesota Legislature established the Clean Water Partnership Program (*Minnesota Statutes* §§ 103F.701 through 103F.761) to protect and improve surface and ground water in Minnesota through financial and technical assistance to local units of government.

Applications will be accepted from local units of government interested in leading a nonpoint source pollution control project. Clean Water Partnership project funding is awarded in two phases. The first phase, the Resource Investigation Grant, involves the completion of a diagnostic study and implementation plan that identifies pollution problems, their causes, and identifies the combination of management practices necessary to improve or protect water quality. The second phase, the Project Implementation Grant, involves implementing the activities identified in the first phase as necessary to improve or protect water quality.

Applications will be accepted until October 28, 1993. All applications must be received by 4:30 p.m. on October 28, 1993.

Minnesota Rules parts 7076.0100 through 7076.0290 provide the criteria and procedural conditions under which the MPCA may award assistance to local units of government.

An information package is available for all interested parties. This package includes: 1) the CWP grant application, 2) a copy of *Minnesota Rules* pts. 7076.0100 through 7076.0290, 3) a copy of *Minnesota Statutes* §§ 103F.701 through 103F.761, and 4) other guidance documents.

Request additional information and the CWP Application Information Package from:

Celine Lyman
Nonpoint Source Section
Water Quality Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, Minnesota 55155
Phone: (612) 296-8862
TDD: (612) 297-5353

Department of Trade and Economic Development

The Minnesota Job Skills Partnership Board Solicits Grant Proposals from Educational and Other Non-Profit Organizations for Training Programs Designed for Specific Businesses

At their September 20, 1993 meeting, the MJSP Board will be considering grant proposals submitted by August 23, 1993.

Please contact the Partnership office at 612/296-0388 for details regarding grant proposal instructions.

Minnesota Office of Waste Management

Notice of Request for Proposal

This notice is issued by the Director of the Office of Waste Management (OWM) under authority provided in *Minnesota Rules* Parts 9210.1000 to 9210.1060. Under this authority, the OWM has established the Waste Education Grant Program. The OWM has grant funds available for "waste education information projects" as defined in *Minnesota Rules* pt. 9201.1050, subp. 3 and "waste education facilities projects" as defined in *Minnesota Rules* pt. 9210.1060 subp. 3. Pursuant to the procedures set forth in *Minnesota Rules* pt. 9210.1020, subp. 1, the Director of the OWM hereby requests persons interested in receiving such funds to submit proposals to OWM.

The OWM has approximately \$100,000 available for waste education projects. Waste education projects may receive grants equal to 75 percent of the project costs. The remaining 25 percent must be satisfied with cash or in-kind contributions. The cash or in-kind contribution may come from a source other than the applicant. In this funding round, the maximum grant award for a waste education information project, is \$10,000; the maximum grant award for a single education facility project is \$7,000; except, the maximum grant award for a school district wide facilities project is \$15,000.

The OWM has dedicated an additional \$50,000 for projects that focus on methods of incorporating pollution prevention approaches into Vocational Technical School, Community College, College or University programs. Examples of pollution prevention education projects could include: modification of existing curricula, utilization of multi-disciplinary approach to advance efforts to prevent pollution, integration of pollution prevention into existing or new student internship programs. The maximum grant award for a single pollution prevention education project is \$10,000.

In this funding round, the OWM is interested in awarding waste education information grants for projects that disseminate or create and disseminate: (1) video or radio pieces on waste prevention, on-site disposal issues, integrated solid waste management, household hazardous waste reduction or problem materials (2) theatrical performance or puppet show about waste management to be performed in at least 25 different schools in Minnesota (emphasis on greater Minnesota); (3) exhibit dedicated to solid and or hazardous waste issues either for permanent display or traveling display in nature centers, libraries, malls or museums. The display must be accessible for at least two years; (4) a training seminar for businesses or trade associations on waste prevention and/or problem materials; (5) development AND implementation of a pre-K curricula on solid and/or hazardous waste; or (6) methods of incorporating pollution prevention into post secondary education institutions. The OWM is primarily interested in projects that focus on waste prevention, on-site disposal, household hazardous waste, and problem materials.

The OWM is particularly interested in waste education facilities projects that focus on the planning and implementation of new or expanded long-term methods for reducing waste generation, increasing recycling, preventing litter, AND managing problem materials at one or more education facilities. The facility projects must include all of the previously named methods of waste abatement. Facility projects must demonstrate how the project will continue after the grant activities are completed.

In this funding round the OWM is also interested in projects that work with high school students or local businesses. All projects will be considered for their statewide effect, however preference will be given to projects that are located in or serve northwest Minnesota and west central Minnesota. Funding is available for projects that will begin after March 1, 1994.

The term "in-kind contributions" is defined in the rules governing this grant program; *Minnesota Rules* ch. 9210. The rules also describe the procedures for obtaining a grant. Those procedures are summarized below.

Interested persons must submit proposals to the OWM. Proposals must contain the information set forth in *Minnesota Rules* pt. 9210.1020, subp. 2. After receiving final proposals, the OWM will first notify applicants of the eligibility and completeness of their proposal, and next will evaluate the proposals against the criteria established in *Minnesota Rules* pt. 9210.1050, subp. 7 and 9210.1060, subp. 7. All applicants will then be advised of the status of their applications.

The OWM has prepared a Request for Proposal (RFP) that provides detailed information for applicants. Applicants are encouraged to contact the OWM for assistance in preparing a proposal. Interested persons may obtain a copy of the RFP, including the rules governing this grant program, by contacting:

Nancy Skuta
Minnesota Office of Waste Management
1350 Energy Lane, Suite 201
St. Paul, MN 55108
612-649-5753 or 1-800-657-3843

To receive a disc copy of the RFP, mail a 3½ inch high density floppy disc to the OWM at the above listed address.

The deadline for submitting proposals to the OWM is 4:30 p.m. C.S.T., Wednesday, November 17, 1993. PLEASE NOTE, applications must be received by the OWM at the above address by November 17, 1993 or they will not be considered for funding. **No faxed proposals will be accepted.**

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 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.

In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as 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 (612) 296-2600 or [TDD (612) 297-5353 and ask for 296-2600].

Department of Corrections

Notice of Request for Proposals

The Minnesota Department of Corrections is Seeking Proposals for a Certified Chemical Dependency Counselor to Provide Chemical Dependency Education to the American Indian Populations at the Stillwater, Lino Lakes and Shakopee Correctional Facilities

DUTIES AND RESPONSIBILITIES

- Develop a Substance Abuse education program specific to the needs and issues of the American Indian.
- Participate in institution chemical dependency meetings as indicated to assure continuity with other on-going programs.
- Develop assessment instruments which measure and evaluate learning experiences of participants.

KNOWLEDGE AND SKILLS

- Knowledge of Substance Abuse education curriculums.
- Knowledge of American Indian issues surrounding chemical dependency.
- Skills and ability to establish trusting relationships with American Indian program participants.

SPECIAL REQUIREMENTS

- Certification as a Chemical Dependency Counselor.

For further information contact:

Dana Baumgartner, Health Care Administrator
Minnesota Department of Corrections
300 Bigelow Building
450 No. Syndicate Street
St. Paul, MN 55104
(612) 642-0248

Proposals must be received no later than 4:30 p.m. September 8, 1993.

Department of Health

The Minnesota Department of Health is Making Available United States Department of Health and Human Services Preventive Health Block Grant Funds of \$80,000 for the Implementation of Community Water Fluoridation in Minnesota Municipalities

The goal of this Small Community Water Fluoridation Grants Program is to improve the oral health of persons in municipalities by facilitating the implementation of fluoridation. Funding is available for fluoridation and testing equipment, engineering and installation costs, and a one year supply of testing reagents and fluoride. Municipalities receiving Small Community Water Fluoridation Grants will be responsible for contracting for the design and installation of the fluoridation system (costs to be paid by the grant), and for providing personnel to operate and maintain the fluoridation system according to Minnesota Department of Health regulations.

Priority consideration for Small Community Water Fluoridation Grant funding will be given in the following order: first, municipalities previously fluoridating with Venturi Systems; second, municipalities with no fluoridation equipment; and third, municipalities with some fluoridation equipment but need additional funding assistance to initiate fluoridation. In addition, within each funding priority category, differential consideration will be given to applicants based on population size, the larger the population the higher the priority. Interested municipalities that meet any of the criteria indicated above are encouraged to submit a letter of application for a Small Community Water Fluoridation Grant.

A letter of application for a Small Community Water Fluoridation Grant must include the following four items:

- 1) name and population of municipality;
- 2) indication of fluoridation status
 - (a) previously fluoridating with Venturi System,
 - (b) no fluoridation equipment,
 - (c) some fluoridation equipment but need additional funding assistance to initiate fluoridation;
- 3) indication that the municipality will assume responsibility for contracting for the design and installation of the fluoridation system (costs to be paid by the grant), and for providing personnel to operate and maintain the fluoridation system according to Minnesota Department of Health regulations; and
- 4) name of municipal official who will serve as the grant contact person.

The letter of application must be signed by a legally appropriate municipal official.

Letters of application for a Small Community Water Fluoridation Grant must be received by the Minnesota Department of Health Dental Health Section no later than 4:30 p.m. on September 16, 1993. Letters of application should be sent to Dr. Richard J. Hastreiter, Dental Health Section, Minnesota Department of Health, 717 Delaware St. SE, Minneapolis, MN 55440.

If a municipality is interested in applying for a Small Community Water Fluoridation Grant and would like additional information, please call Dr. Hastreiter, at 612/623-5441, Gary Englund at 612/627-5133, or Mildred H. Roesch at 612/623-5529.

Department of Health

Division of Maternal and Child Health: Services for Children with Handicaps

Consultant Contracts Available for Medical and Related Services for Children with Special Health Care Needs

Openings exist at clinics for:

1. Board certified or approved physicians to provide medical examinations;
2. Board certified dentists to provide dental examinations;
3. Registered public health or pediatric nurses to provide nursing services;
4. Licenses psychologists to provide psychological assessments;
5. Licensed social workers to provide social work consultation;
6. Certified audiologists to provide audiological examinations;
7. Registered occupational therapists to provide occupational therapy assessments;
8. Certified speech pathologists to provide speech assessments;
9. Registered physical therapists to provide physical therapy assessments;
10. Registered dietitians to provide nutritional counseling;
11. Licensed educational consultants to provide educational assessments.

Qualified, interested persons should contact Mary Wanninger, Services for Children with Handicaps, 717 Delaware Street, SE, Box 9441, Minneapolis, MN 55440-9441. Phone 612/623-5162 by September 1, 1993.

A total of \$240,000.00 for each of two years has been budgeted to fund these positions. Funding for individual positions varies by category and position.

Minneapolis Community College

Request for Proposal: Child Care Service

Minneapolis Community College, Administrative Services Division, is soliciting bids for the management of a child care service center opening September 22, 1993. The management of the center will be for a contract term of two (2) years with the option to extend up to an additional thirty-six (36) months.

Bid proposals must be submitted to the Department of Administration, Materials Management Division, 112 Administration Building, 50 Sherburne Ave., St. Paul, MN 55155, no later than 4:00 p.m. on Friday, September 3, 1993. On Thursday, August 26,

Professional, Technical & Consulting Contracts

at 10:00 a.m. interested bidders will have an opportunity to tour the campus and the child care center. Please call 349-2636 to make a reservation.

Contact persons at Minneapolis Community College and Susan Crawford or David Keebler at 349-2636.

Copies of the Request for Proposal are also available by calling the Materials Management Division, Contracts Unit at (612) 296-3724.

State Board of Technical Colleges

The State Board of Technical Colleges Has Need for a Professional Individual to Research, Develop and Produce Editorial Content and Corresponding Photography for a Technical College Magazine, News Media Information, and Provide Limited Editorial Services for Agency Leadership

The person who is sought must have collegiate level education in journalism, photography skills as well as possess an extensive knowledge base of the Technical College System and goals and have the ability to translate that knowledge into interesting newsworthy articles.

It is anticipated that this work will require approximately 20 hours per week and involve some travel. The total cost for professional services and expenses will not exceed \$31,000.00. The time period for this RFP will last through June 30, 1995.

Interested persons must submit a complete résumé as well as a sample of their work to:

James Brown
State Board of Technical Colleges
100 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101

The deadline for submission is no later than 4 p.m. on September 1, 1993. An equal opportunity educator/employer.

Non-State Public Bids and 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.

Metropolitan Transit Commission

Advertisement for Bids

NOTICE IS HEREBY GIVEN that the Metropolitan Transit Commission will receive sealed bids **TO OBTAIN SERVICES TO CONDUCT A COMPREHENSIVE NON-RIDER SURVEY** at the office of the Metropolitan Transit Commission, 560-6th Avenue North, Minneapolis, Minnesota 55411-4398, until 1:30 p.m., Wednesday, August 25, 1993 central standard time.

Bids shall be on the forms provided for that purpose and according to the contract documents prepared by the Metropolitan Transit Commission, 560-6th Avenue North, Minneapolis, Minnesota 55411 (Phone: 612-349-7682).

Bid forms and contract documents including scope of services may be obtained at the office of the Metropolitan Transit Commission on or after August 11, 1993.

Bids will be reviewed by representatives of the Metropolitan Transit Commission in the Marketing Department of Metropolitan Transit Commission.

The Metropolitan Transit Commission reserves the right to reject all bids.

Contractor will be required to comply with all applicable Equal Employment Opportunity laws and requirements.

All bidders will be required to certify that they are not on the Comptroller General's list of ineligible contractors.

The Metropolitan Transit Commission hereby notifies all bidders that in regard to any contract entered into pursuant to this notification for bids, disadvantaged (minority) and women businesses will be afforded full opportunity to submit bids in response, and will not be subject to discrimination on the basis of race, color, sex or national origin in consideration for an award.

Metropolitan Waste Control Commission

Public Notice for Letters of Interest for Professional Services

NOTICE IS HEREBY GIVEN that the Metropolitan Waste Control Commission is soliciting Letters of Interest for professional services for the Seneca WWTP Ash Landfill Closure (MWCC Project Number 910518).

The work will consist of design services for closure of an ash landfill, with an area of approximately 7 acres. The design must comply with all applicable federal, state, and local requirements, and will include placement of cover material and modifications to ground water monitoring. The services will include assisting the Commission staff with necessary permitting and approvals to obtain formal closure of the facility.

All firms interested in being considered for this project are invited to submit a Letter of Interest (LOI) asking for the project Request for Proposal (RFP).

Subject to approval by the Board of Commissioners, RFP's will be distributed on Wednesday, 8/18/93. An informational meeting and site tours will be provided on Tuesday, 8/31/93; meeting will begin at 9:00 a.m. at the Regional Maintenance Facility, 3565 Kennebec Drive, Eagan, MN in the Conference Room. A maximum of 2 representatives from your Project Team may attend this informational meeting and site tour.

Proposals will be due Wednesday, 9/22/93. The selection of the consultant will be based on the proposal only; there will **NOT** be an interview segment associated with this consultant selection process.

All inquiries and submittals are to be addressed to:

Manager, Contracts & Documents Division
Metropolitan Waste Control Commission
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
(612) 229-5019

By Order of the
Metropolitan Waste Control Commissioner
Gordon O. Voss
Chief Administrator



Now, for the cost of a phone call, you can access a complete listing of products and services available from *Minnesota's Bookstore*. Using your personal computer and a modem you can access the new *Minnesota's Bookstore Online Service*.

On screen you will find a user-friendly menu allowing you to get information about anything from lake maps to mailing lists, law and rule extracts to posters. You can even place a credit card order, or leave a message requesting our reply to your specific concerns. It's easy to use and available 24 hours/day, 7 days/week.

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.

MAILING LISTS GALORE

Successful business means successful sales

The Print Communications Division has a variety of mailing lists of licensed professionals and permit holders that will enable you to focus your marketing efforts on a targeted audience.

Types of lists available are: registered nurses, real estate agents, physicians, insurance agents, boatowners, hunters, cosmetologists, teachers, and many more! And you can get them on printouts, cheshire/pressure sensitive labels, as well as 9-track magnetic tapes.

What's more, you can choose from several selection capabilities. You will find our selections most helpful and beneficial to your business when you learn that you can acquire names and addresses of individuals in the areas you need to target most.

Find out more about our mailing lists by writing for our free mailing list catalog. In a hurry? Call (612) 296-0930 for more information. Requests can be sent to: Print Communications Division, Mailing List Service, 117 University Avenue, St. Paul, MN 55155. FAX: (612) 297-8260.

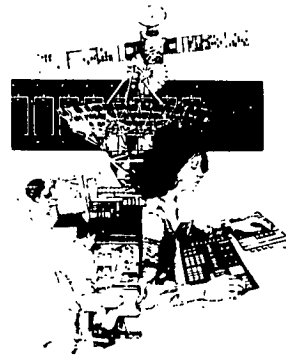
Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

Minnesota Manufacturer's Directory 1993



UPDATED: Name, address, phone number, staff size, sales volume, market area, year of establishment, type of firm, C.E.O., Sales or Marketing Manager, Purchasing Manager and four major manufactured products. Code #40-2-SR. \$95.00.

NEW: In the directory this year are two titles (where applicable) Chief Engineer and Data Processing Manager.



TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free nationwide: 1-800-657-3757. Minnesota residents please include 6½% sales tax. St. Paul residents include 7%. On all orders, add \$3.00 per order for shipping. Prepayment is required. Please include daytime phone. VISA/MasterCard, American Express and Discover orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.

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.

For Real Estate Professionals:

REAL ESTATE RULES 1992

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-SR. \$8.00

REAL ESTATE RULES 1992

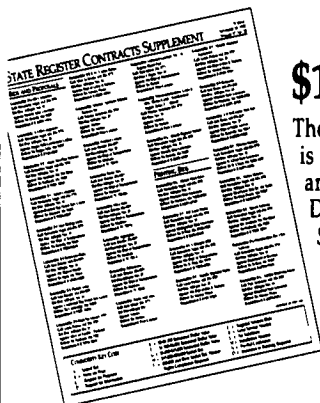
Includes all the changes made by the 1990 State Legislature. Complete and up-to-date. Code No. 2-92-SR. \$8.00.



TO ORDER: Send to Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Call (612) 297-3000, or toll-free nationwide: 1-800-657-3757. Minnesota residents please include 6½% sales tax. St. Paul residents include 7%. On all orders, add \$3.00 per order for shipping. Prepayment is required. Please include daytime phone. VISA/MasterCard, American Express and Discover orders accepted over phone and through mail. **Prices are subject to change.** FAX: (612) 296-2265.

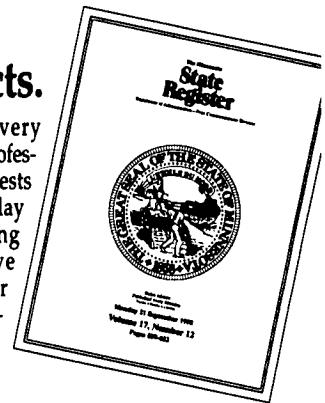
Publication editors: As a public service, please reprint this ad in your publication as is, reduced, enlarged, or redesigned to suit your format. Thank you.

The "Inside Scoop" on OVER \$1 BILLION in Annual Business Contracts.



The *State Register Contracts Supplement* is published every Tuesday, Wednesday and Friday by the State of Minnesota Department of Administration. The *State Register Contracts Supplement* contains a comprehensive listing of state bids and proposals including printing bids from Printing Services.

The *State Register* is published every Monday and contains bid awards, professional and technical consulting requests for proposal and awards. The Monday edition also includes rulemaking activity, official notices, executive orders of the governor, commissioner orders, requests for opinions and non-state public contract requests.



Annual Subscriptions Rates
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Contracts Supplement (Tuesday, Wednesday, Friday, except holidays)
 \$60.00 13-week trial subscription of all four editions

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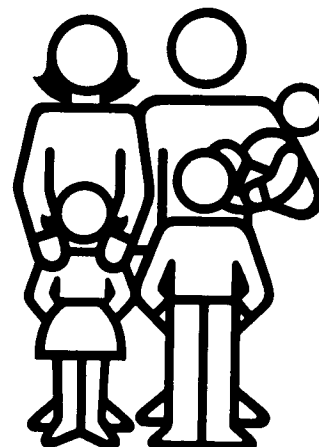
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