

95, July 10

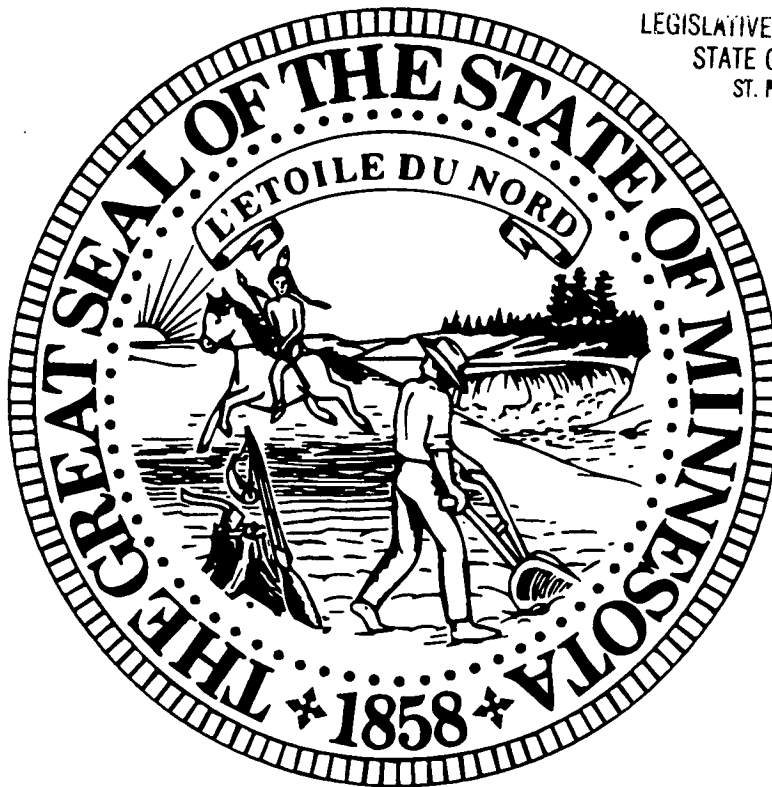
The Minnesota
**State
Register**

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Rules and Official Notices Edition

Published every Monday (Tuesday when Monday is a holiday)
by the

Minnesota Department of Administration – Print Communications Division

Monday 10 July 1995

Volume 20, Number 2

Pages 37-58

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-consulting contracts, non-state bids and public contracts and grants.

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

Printing Schedule and Submission Deadlines

Vol. 20 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
# 2	Monday 10 July	Monday 26 June	Monday 3 July
# 3	Monday 17 July	Monday 3 July	Monday 10 July
# 4	Monday 24 July	Monday 10 July	Monday 17 July
# 5	Monday 31 July	Monday 17 July	Monday 24 July

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Joanne E. Benson, Lt. Governor 612/296-3391

Hubert H. Humphrey III, Attorney General 612/297-4272
Judi Dutcher, State Auditor 612/297-3670

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An "Affidavit of Publication" can be obtained at a cost of \$5.00 for notices published in the *State Register*. This service includes a notarized "Affidavit of Publication" and a copy of the issue of the *State Register* in which the notice appeared.

To submit notices for publication in the *State Register*, contact the editor listed above. The charge is \$80.00 per page, billed in tenths of a page (columns are seven inches wide). About 2-1/2 pages typed double spaced on 8-1/2"x11" paper equal one typeset page in the *State Register*. Submit two copies of your notice, typed double spaced, with a letter on your letterhead stationery requesting publication date. Send to the *State Register* at the address listed below.

SUBSCRIPTION SERVICES:

The *State Register* is published by the State of Minnesota, Department of Administration, Print Communications Division, pursuant to *Minnesota Statutes* § 14.46. The *State Register* is available at the main branch of county libraries in Minnesota and all "State Depository Libraries": State University and Community College libraries; the University of Minnesota libraries; St. Paul, Minneapolis and Duluth Public Libraries; State Law Library; Minnesota Historical Society Library; and the Library Development Service at the State Department of Education. Single copies cost \$3.50 and are available at Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155. Order by phone: Metro area: 297-3000 Toll free 800-657-3757. Telecommunication Device for the Deaf Metro area: 282-5077 Toll free 800-657-3706. NO REFUNDS. 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.

- *State Register* (published every Monday, or Tuesday if Monday is a holiday) One year subscription: \$150.00
- *Contracts Supplement* (published every Tuesday, Wednesday, Friday) One year subscription: \$125.00 via first class mail, \$140.00 via fax or through our On-Line Service via your computer modem. For a free sample demo of the On-Line Service call via your modem: 612/821-4096. Access item "S": *State Register* Modem parameters 8-N-1 1200/2400. By purchasing the On-Line access you are agreeing to not redistribute without authorization.
- 13-week trial subscription which includes both the *State Register* and *Contracts Supplement*. \$60.00
- Single issues are available for a limited time: *State Register* \$3.50, *Contracts Supplement* 50¢. Add shipping charge of \$3.00 per order.
- "Commodity Contract Awards Reports," - lists awards of contracts and bids published in the Tuesday-Wednesday-Friday "Contracts Supplement" - published every two weeks, \$5.00 per individual report, plus \$3.00 shipping if applicable. Order stock # 99-42. Six-month subscriptions cost \$75.00. Appears every two weeks. Order stock # 90-14. Available in hard copy format only.
- "Professional-Technical-Consulting Award Reports," - published each month listing the previous month's awards of contracts and RFPs that appeared in the Monday edition of the "State Register." Individual copies are \$15.00 per report, plus \$3.00 shipping if applicable. Order stock # 99-43. Six-month subscriptions cost \$75.00. Appears monthly. Order stock number 90-15. Available in hard copy format only.

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 (612) 296-0504
Room 231 State Capitol, St. Paul, MN 55155

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

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State Contracts, RFPs & Advertised Bids

Commodities and requisitions are advertised in the
State Register Contracts Supplement, published
every Tuesday, Wednesday and Friday. "Commodity
Contract Awards Reports" are published every two weeks,
and "Professional-Technical-Consulting Contract Awards
Reports" are published monthly. Both are available
through Minnesota's Bookstore, (612) 297-3000 or 1-800-
657-3757. For subscription information call 612/296-0931.

Individual awards can be obtained from 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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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 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.

Minnesota Housing Finance Agency

Adopted Permanent Rules Relating to Housing Finance; Capital Contribution of Investors; Certain Loan Programs; Clarification and Updates

The rules proposed and published at *State Register*, Volume 19, Number 24, pages 1304-1306, December 12, 1994 (19 SR 1304), are adopted as proposed.

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.

Official Notices

Pursuant to the provisions of Minnesota Statutes §14.101, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

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

Department of Commerce

Proposed Permanent Rules Governing Credit Involuntary Unemployment Insurance

Notice of Extension of Comment Period

The Minnesota Department of Commerce published a Notice of Intent to Adopt Rules Without a Public Hearing for the above-referenced rules in the June 26, 1995 issue of the *State Register*. The Department has prepared an Amended Statement of Need and Reasonableness for the proposed rules. To provide adequate time and opportunity for interested parties to review and comment on the proposed rules and the Amended Statement of Need and Reasonableness, the Department is extending the deadline for submitting comments or requests for hearing from July 26, 1995 to August 9, 1995 at 4:30 p.m. A copy of the proposed rules may be found in the June 26, 1995 issue of the *State Register*, Volume 19, Number 52, pages 2472-2478.

To submit comments or to receive a copy of the Amended Statement of Need and Reasonableness, please contact Donna M. Watz, Staff Attorney, 133 East Seventh Street, St. Paul, Minnesota 55101, (612) 296-6593.

James E. Ulland
Commissioner of Commerce

Department of Economic Security

Community Based Services

Public Comment Period and Hearing on Proposed State Plan for the Minnesota Low-Income Home Energy Assistance Program FY 1996

NOTICE IS HEREBY GIVEN that public comment on the above entitled matter will begin upon publication of this notice and will close at 4:00 p.m. on Monday, August 7, 1995.

The 1996 Energy Assistance Plan describes how federal funds will be used to help low-income households pay home heating bills and conserve energy. Comments received at the public hearings and during this comment period will be considered in the development of the State Plan.

All interested persons and program recipients have an opportunity to comment on the proposed 1996 Minnesota Energy Assistance Plan. A single copy of the proposed State Plan may be obtained by writing or calling:

Energy Assistance Program,
Community Based Services Division
Department of Economic Security
390 North Robert Street
St. Paul, MN 55101
(612) 296-2445

NOTICE IS HEREBY GIVEN that the public hearings for the 1996 Energy Assistance State Plan will be held at:

CITY: Duluth
DATE: Wednesday, July 19, 1995
TIME: 1:00 p.m. - 3:00 p.m.
LOCATION: Duluth Community Action Agency
1305 London Road
Duluth, MN 55805

CITY: Blaine
DATE: Wednesday, July 26, 1995
TIME: 9 a.m. - 11:00 a.m.
LOCATION: Human Service Center of Anoka County
1201 89th Avenue N.E.
Conference Room 300
Blaine, MN 55434

Oral and written testimony may be submitted at the hearings. Written testimony will also be accepted at the Community Based Services Division address until 4:00 p.m., Monday, August 7, 1995. All comments will be considered by the Department of Economic Security, Community Based Services Division.

Minnesota Office of Environmental Assistance

Waste Prevention Unit

Notice of Intent to Solicit Outside Opinion Regarding Proposed Rules Governing Solid Waste Source Reduction, Waste Reduction and Pollution Prevention Grant Programs

NOTICE IS HEREBY GIVEN that the Minnesota Office of Environmental Assistance (OEA) is seeking information or opinions from outside sources in preparing to propose amendments to rules governing the OEA's issuance of grants and loans to individuals and public, nonprofit and private organizations for developing and implementing projects or practices to prevent or reduce the generation of solid, hazardous or industrial wastes; toxic pollutants; or hazardous substances. The following rules will be affected by the proposed amendments: *Minnesota Rules* parts 9210.0700 to 9210.0770 (1993) and *Minnesota Rules* parts 9205.0400 to 9205.0445 (1993). The amended rules will establish criteria and procedures for awarding solid waste source reduction grants and loans and pollution prevention grants in a combined program. The adoption of the proposed amendments is authorized by *Minnesota Laws 1995*, ch. 247, art. 1, sec. 3; *Minnesota Statutes* section 115A.55, subd. 3 (d); and *Minnesota Statutes* section 115D.05, subd. 3 (b), which direct the OEA to adopt rules for administering solid waste reduction grant and loan programs and pollution prevention grant programs and permit the OEA to consolidate several of its grant and loan programs. The programs to be combined by this rulemaking include technical and research assistance under *Minnesota Statutes* section 115A.152, waste reduction under section 115A.154, solid waste reduction under section 115A.55, pollution prevention assistance under section 115D.04, and pollution prevention under section 115D.05.

Persons likely to be affected by the rulemaking are individuals and public, nonprofit, or private organizations who may apply for grants or loans from the OEA related to the reduction of the generation of hazardous waste or industrial waste; the prevention or reduction in the generation of solid waste; or the prevention of pollution related to the use, generation or release of hazardous waste, hazardous substances, or toxic pollutants.

The OEA requests information and opinions concerning the subject matter of the rules. Interested persons or groups may submit data or views in writing or orally. Written or oral statements or comments should be addressed to:

Erin Barnes-Driscoll
Minnesota Office of Environmental Assistance
520 Lafayette Road N.
Suite 200
St. Paul, Minnesota 55155-4100
Telephone: (612) 215-0211
1-800-657-3843

Oral statements will be received during regular business hours, 8:00 a.m. to 4:30 p.m., Monday through Friday. All statements of information and opinions shall be accepted until September 1, 1995.

Individuals or groups may obtain a copy of the OEA's Notice of Intent to Adopt a Rule when complete by contacting Erin Barnes-Driscoll. Rulemaking proceedings are expected to be complete by December 1995.

Any written material received by the Minnesota Office of Environmental Assistance shall become part of the rulemaking record in the event that the rule is adopted.

Dated: 28 June 1995

Arthur E. Dunn
Deputy Director

Department of Human Services

Health Care Administration

Notice of the Creation of a TEFRA Managed Care Advisory Committee

By July 1, 1996 the Minnesota Department of Human Services is required to enroll children using the TEFRA Option into managed care organizations for the provision of their health care. The Commissioner of Human Services is soliciting the names of those who would be interested in serving on an advisory committee to assist in the development of managed care for children eligible for medical assistance under *Minnesota Statutes*, section 256B.055, subd. 12.

If you are interested in serving on this TEFRA Managed Care Advisory Committee please submit your name by July 24, 1995 to the Department of Human Services. The Commissioner will appoint an advisory committee which will be representative of parents, advocates, health plan companies, health care providers serving the children, counties and other interested persons. Letters of notification will be sent out no later than July 31, 1995 and the first meeting of the TEFRA Managed Care Advisory Committee will be held at the Department of Human Services Building, 444 Lafayette Road, St. Paul Minnesota on August 7, 1995, in rooms 1A and B from 1-4 p.m.

Persons or groups who would like to participate should submit a letter of interest, including a description of qualifications or experience in this area that would be of assistance to this task force, their current address and phone number to:

Deborah Bachrach
Minnesota Department of Human Services
444 Lafayette Road
St. Paul, MN 55155
612/297-1380

For any additional information, address questions to the above address or telephone number.

Department of Labor and Industry

Labor Standards Division

Notice of Prevailing Wage Certifications for Commercial Construction Projects

Effective July 10, 1995 prevailing wage rates were determined and certified for commercial construction projects in the following counties:

Anoka: Washington Elementary Upgrade Electric-Anoka.

Becker: Exhaust System Rehabilitation-Cloquet.

Brown: Hanska Elementary School Reroofing-Hanska.

Carlton: Exhaust System Rehabilitation-Cloquet.

Hennepin: Pratt School Asbestos Abatement-Minneapolis; Minneapolis Public Schools Renovations at Southwest High School-Minneapolis.

Kandiyohi: Exhaust System Rehabilitation-Willmar.

Lyon: Roof Replacement at the National Guard Armory-Marshall.

Morrison: Soffit and Fascia at Bldgs U-2, U-3, U-4, U-13 and U-43; Reroof U-43-Camp Ripley; Construct Gables Over Entries at Waste Water Treatment Plant-Camp Ripley.

Olmsted: Asbestos Abatement Byron High School-Byron.

Ramsey: 1995 ADA Improvement/Asbestos Abatement ISD 622-St. Paul and Maplewood; Exhaust System Rehabilitation-New Brighton; Washracks at the Army Aviation Support Facility (ASSF)-St. Paul; MN Dept of Transportation Bldg Asbestos Removal Phase III-St. Paul; Window and Door Replacement St Anthony High School/Middle School-St Anthony.

Rice: Fire & Life Safety Upgrade Rogers Bldg MCF Faribault-Faribault.

Rock: Roof Replacement at the National Guard Armory Luverne-Luverne.

St Louis: Bois Forte Health Clinic-Bois Forte Reservation.

Sherburne: St Cloud Municipal Airport Electrical Imp-St. Cloud.

Swift: Exhaust System Rehabilitation-Appleton.

Washington: 1995 ADA Improvement/Asbestos Abatement ISD 622-Oakdale.

Copies of the certified wage rate 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.

Gary W. Bastian, Commissioner

Bureau of Mediation Services

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Changes in Rules Relating to Arbitration Roster

NOTICE IS HEREBY GIVEN that the Bureau of Mediation Services (BMS) is seeking information or opinions from sources outside the BMS in preparation for proposing changes in the rules relating to the arbitration roster maintained by the BMS. Proposed changes will be limited to editorial and procedural amendments intended to update and clarify existing rules. Additionally, certain changes are needed to conform with recently-enacted legislation (Chapter 239, Senate File 557). Authority to adopt these rules is found in *Minnesota Statutes*, sections 14.06; 179.02, subdivision 3; and 179A.04, subdivision 3 (f).

Interested persons may submit information or opinions on the subject matter of concern in writing or orally. Written statements should be addressed to:

Carol Clifford
Bureau of Mediation Services
1380 Energy Lane, Suite Two
St. Paul, MN 55108

Oral statements will be received during the BMS's regular business hours, 8:00 a.m. to 4:30 p.m., Monday through Friday. Please call for Pat Harrington, Lance Teachworth, or Carol Clifford at (612) 649-5421.

All statements of information and opinions shall be accepted until 4:30 p.m. on September 10, 1995. Any written material received by the BMS shall become part of the rulemaking record to be submitted to the attorney general in the event that the rule is adopted.

Dated: 10 July 1995

Lance Teachworth
Commissioner

Bureau of Mediation Services

Notice of Acceptance of Applications for Placement on the Bureau Arbitration Roster

NOTICE IS HEREBY GIVEN that the Bureau of Mediation Services is now accepting applications for placement on the Bureau Arbitration Roster pursuant to *Minnesota Statutes* 179.02, subd. 4; *Minnesota Statutes* 179A.04, subd. 3 (a)(13), and *Minnesota Rules* parts 5530.0100 to 5530.1300.

Minnesota Rules Part 5530.0600, subp. 5, requires that to be eligible for appointment or continuation on the roster, individuals must maintain a principal place of residence in Minnesota or one of its contiguous states. The maintenance of a mail box or mail delivery point is not sufficient to satisfy the requirements of this subpart.

Minnesota Statutes 179A.04, subd. 3 (a)(13) states: "Each person on the list must be knowledgeable about collective bargaining and labor relations in the public sector, well versed in state and federal labor law, and **experienced in and knowledgeable about labor arbitration**. To the extent practicable, the commissioner shall appoint members to the list so that the list is gender and racially diverse."

Minnesota Rules Part 5530.0700, subpart 6, requires the following standards for appointment to the arbitration roster:

Official Notices

- A. knowledge and understanding of labor relations and collective bargaining processes and dynamics;
- B. knowledge and understanding of applicable contract, employment, and labor relations law and rules;
- C. ability to hear and decide complex labor relations issues in a fair and objective manner;
- D. ability to communicate, both orally and in writing, in a clear and concise manner;
- E. ability to conduct orderly and effective arbitration hearings in a variety of settings and locations throughout Minnesota; and
- F. high moral character and integrity.

Minnesota Rules Parts 5530.0600, subp. 4, provides that evidence of an applicant's qualifications may be advanced in one or a combination of the following ways:

- A. submission of six or more arbitration awards or contested case decisions that were authored and signed by the applicant in the 24-month period preceding application;
- B. a minimum of six years' experience as a full-time labor relations advocate and submission of six arbitration awards in which the applicant acted as the principal representative for either labor or management;
- C. a minimum of six years' experience as a full-time labor mediator, including substantial grievance mediation experience;
- D. a minimum of six years' experience as a practitioner or full-time instructor of labor law or industrial relations, including substantial content in the area of collective bargaining, labor agreements, and contract administration;
- E. membership in the National Academy of Arbitrators; and
- F. satisfactory completion of formalized course of instruction and internship in a program that has been approved by the commissioner in advance of participation or enrollment by the applicant. The program must include the writing of not less than two mock awards under the supervision and guidance of an arbitrator already admitted to the roster or otherwise approved in advance by the commissioner.

Additionally, 5530.0600, subp. 3, states that no applicant or roster member may currently, or within the preceding 12 months, have functioned as an advocate for any public or private sector employer, employee, or employee organization in any phase of labor management relations. This prohibition applies to employee discharge or disciplinary appeal proceedings, whether or not the employee is represented by an exclusive representative. Persons who feel they meet these standards and are interested in applying for placement on this roster may secure an application form and applicable rules by requesting them from:

Carol S. Clifford
Bureau of Mediation Services
1380 Energy Lane, Suite Two
St. Paul, MN 55108
(612) 649-5423

In accordance with *Minnesota Statutes* 179A.04, subd. 3(a)(13), applications from women and racial/ethnic minorities are encouraged.

Applications will be accepted until August 18, 1995.

Dated: 10 July 1995

Lance Teachworth
Commissioner

Department of Natural Resources

Division of Enforcement

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Amendments to the Rules Governing Snowmobile Registration, Numbering, Use During Hunting Season, and Accident Reporting

NOTICE IS HEREBY GIVEN that the Minnesota Department of Natural Resources is seeking information or opinions from sources outside the agency in preparing to propose amendments to the rules governing snowmobile registration, numbering, use during hunting season, and accident reporting. A notice of solicitation of outside information or opinions was previously published in the *State Register* on August 23, 1993, and this notice is being published to comply with recent changes in *Minnesota Statutes*, chapter 14. Responses submitted under the earlier notice will remain a part of the rulemaking record.

Subject of Rules and Statutory Authority. Specifically, the proposed amendments to the rule will cover: Registration of snowmobiles and display of registration for individuals, dealers, and manufacturers; issuance of special permits for snowmobiles from states which do not require registration to allow operation in Minnesota without registration; use of snowmobiles on public lands and waters, including speed limits; specifications for uniform trail marking signs; requirements and procedures for reporting snowmobile accidents; administration, procedures, and content of the Snowmobile Safety Training Program; procedures for revocation of safety training certification; and equipment required on a snowmobile, including restrictions on noise levels.

The adoption of the rules is authorized by *Minnesota Statutes*, section 84.86, subdivision 1, which requires the agency to adopt rules with a view of achieving maximum use of snowmobiles consistent with protection of the environment.

Parties Affected by the Rules. The parties that will be affected by the amendments to the rules are resident and non-resident snowmobile owners and operators, snowmobile dealers and manufacturers and others providing services to snowmobile owners, and students in the Snowmobile Safety Training Program.

Small Business Considerations. Outside opinion is also being solicited as to any effect the amendments to the rules might have on small businesses, as defined under *Minnesota Statutes*, section 14.115, subdivision 1. The amendments to the rules may have an impact on small businesses dealing with the creation of custom lettering or numbering for snowmobiles such as sign painters, graphics and lettering shops and on small businesses such as dealers and manufacturers of snowmobiles and trailers capable of being towed by a snowmobile. The effects on small businesses of the amendments to the rules are not anticipated to be significant.

Comments and Agency Contact Person. The Minnesota Department of Natural Resources requests information and opinions concerning the subject matter of the rules. 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:

Michael Grupa
Department of Natural Resources
500 Lafayette Road
St. Paul, Minnesota 55155-4047

Oral statements will be received during regular business hours over the telephone at (612) 297-2447 and in person at the above address. Drafts of the proposed rules may be obtained by contacting the agency contact person.

A copy of this notice will be mailed to all parties who have registered their names with the department for purposes of notice of rulemaking activity.

The department does not intend to establish an advisory task force on this issue. If no hearing is required, the rulemaking process is expected to be completed by December of 1995.

All statements of information and opinions shall be accepted through September 5, 1995. All written material received by the Department of Natural Resources shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rules are adopted.

Dated: 28 June 1995

Rodney W. Sando, Commissioner
Department of Natural Resources

By Gail Lewellan, Assistant Commissioner of
Human Resources and Legal Affairs

Department of Natural Resources

Division of Fish and Wildlife

Notice of Solicitation of Outside Information or Opinion Regarding Proposed Amendment of Rules Designating Endangered, Threatened, and Special Concern Species

NOTICE IS HEREBY GIVEN that the Minnesota Department of Natural Resources is seeking information or opinions from sources outside the agency in preparing to propose the adoption of amendments to rules designating endangered, threatened, and special concern species. A notice of solicitation of outside information or opinions was previously published in the *State Register* on December 13, 1993. This notice is being published to comply with recent changes in *Minnesota Statutes*, chapter 14. Responses submitted under the earlier notice will remain a part of the rulemaking record.

Subject of Rules and Statutory Authority. The proposed rules will amend *Minnesota Rules*, chapter 6134, which is the State's list of species designated as endangered, threatened, or of special concern. Rule parts that may be revised are 6134.0200, Animal Species; 6134.0300, Vascular Plants; and 6134.0400, Lichens and Mosses. In each part, species may be added to a designation, removed from any designation, or moved from one designation to another.

The adoption of the rules is authorized by *Minnesota Statutes*, section 84.0895, subd. 3, which requires the agency to designate species of wild animal or plant as endangered, threatened, or of special concern.

Parties Affected by the Rules. No person may acquire, possess, take, import, transport, sell, or dispose of any portion of a designated endangered or threatened species. (*Minnesota Statute* 84.0895, subd. 1; *Minnesota Rules* 6212.1800) These prohibitions do not apply to designated species of special concern. Persons or groups who propose to do any of these prohibited acts may be affected by these rules.

State law (*Minnesota Statute* 84.0895, subd. 2) provides exemptions from these prohibitions for: 1) plants on land classified for property tax purposes as class 2a or 2b agricultural land, or on ditches and roadways, 2) noxious weeds designated as such under statute or weeds otherwise designated as troublesome by the Department of Agriculture, 3) noxious weed control, 4) the application of pesticides or other agricultural chemicals on land adjacent to class 3 or 3b agricultural land, and 5) the accidental taking of endangered and threatened plants where the existence of the plant is not known at the time of the taking.

State law (*Minnesota Statute* 84.0895, subd. 7) also authorizes the DNR Commissioner to issue permits allowing the prohibited acts if: 1) the act is for purposes of zoological, educational, or scientific study, 2) the act enhances the propagation or survival of the affected species, 3) the act prevents injury to persons or property, or 4) the social and economic benefits of the act outweigh the harm caused by it.

Small Business Considerations. Outside opinion is also being solicited as to any effect the rules might have on small businesses, as defined under *Minnesota Statutes*, section 14.115, subd. 1. The proposed rules will have impact only on small businesses engaging in the prohibited acts discussed above. Such businesses may be required to apply for a permit to continue these activities, and may be prohibited from conducting these activities.

Comments and Agency Contact Person. The Minnesota Department of Natural Resources requests information and opinions concerning the subject matter of the rules. 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:

Richard J. Baker
Department of Natural Resources
Section of Wildlife, Natural Heritage and Nongame Research Program
Box 7, 500 Lafayette Rd.
St. Paul, MN 55155-4007

Oral statements will be received during regular business hours over the telephone at 612-297-3764 and in person at the above address. A draft of the proposed rule is available for review and comment, and may be obtained by contacting the agency contact person.

A copy of this notice will be mailed to all parties who have registered their names with the department for purposes of notice of rulemaking activity.

Review teams of taxonomic experts have advised the department on a draft of these rules. If no hearing is required, the rulemaking process is expected to be completed by the end of 1995.

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

Dated: 28 June 1995

Rodney W. Sando, Commissioner
Department of Natural Resources

By Gail Lewellan, Assistant Commissioner of
Human Resources and Legal Affairs

Public Employees Retirement Association

Board of Trustees, Notice of Meetings

A meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, July 13, 1995, at 9:30 a.m. in the offices of the association, 514 St. Peter Street, Suite 200 - Skyway Level, St. Paul, Minnesota.

A meeting of the Disability Task Force Committee will be held prior to the Board meeting on Wednesday, July 12, 1995, at 1:00 p.m. in the offices of the association.

Public Utilities Commission

Notice of Commission Meeting to Consider Adopting the Consensus Recommendation of Eleven Parties to the Local Telephone Calling Scope Investigation - P-999/CI-94-296

Background

In 1994, the Legislature added a subdivision to *Minnesota Statutes* § 237.161 which requires that the Minnesota Public Utilities Commission no longer accept petitions for extended area telephone service through June 1, 1996, but instead institute:

"a proceeding or series of proceedings to investigate issues related to extended area telephone service and (the commission) shall issue a final order to establish, at a minimum, an orderly and equitable process and standards for determining the configurations of and cost allocations for extended area service in the state."
Minnesota Statutes § 237.161, subd. 6 (1994).

On April 20, 1994, the Public Utilities Commission gave notice of its intent to investigate the appropriate local calling scope of telephone subscribers in Minnesota. The Notice, which included publication in the *State Register* on May 2, 1994, solicited comments from interested parties regarding the parameters of the investigation.

In its Order of August 22, 1994, the Commission established the parameters of the case. The primary aspects of the case, titled *In the Matter of an Investigation into the Appropriate Local Calling Scope, in Accordance with Minnesota Statutes* § 237.161 (1994) were that any interested party could submit to the Commission by November 30, 1994, a plan for an appropriate local calling scope. The Commission would issue a Notice by December 15, 1994, summarizing the plans that had been filed and any other plans that the Commission believed merited further consideration. Parties would have until March 1, 1995, to file responsive comments. Also, during the months of September and October, 1994, the Commission held a series of public forums around the State to explain the case and collect the views of the public. (See notice in *State Register* of August 29, 1994.)

In response to the Commission's August 22, 1994 Order, seven parties filed proposals for determining an appropriate local calling scope: AT&T, Frontier Communications of Minnesota (Frontier), GTE, the Minnesota Independent Coalition (MIC), the Minnesota Telephone Association (MTA), the Residential and Small Business Utility Users Division of the Office of the Attorney General (OAG), and US West Communications. The Commission also requested comments on two additional plans: the standard distance calling plan and the school district calling plan.

The Commission met on May 16, 1995 to consider the plans that had been filed. (See notice in *State Register* of May 8, 1995.) At that meeting, the Commission decided to request comments on whether the EAS process, as outlined in *Minnesota Statute* § 237.161, subdivisions 1 through 5, should be retained instead of adopting a new EAS process; if the existing process is retained, whether there should be any minor adjustments to that process as described under *Minnesota Statute* § 237.161, subdivisions 1

Official Notices

through 5, to improve that process, including raising the traffic standard in subd. 1(a)(3); and, whether this proceeding should be continued through a contested case proceeding, a Commission proceeding or a rulemaking proceeding.

In response to the Commission's request for additional comments, eleven of the parties to this proceeding submitted a consensus recommendation to the Commission. In summary, the consensus recommendation is that:

1. The Commission should adopt the parties' interim solution to the local calling scope issue until the local service competition rulemaking in Docket No. P-999/R-95-53 is completed;
2. The Commission should issue a final order in this docket adopting on an interim basis, until the rules in the local service competition rulemaking take effect, the EAS process and standards embodied in *Minnesota Statute* § 237.161, subd. 1-5 with one modification. The threshold calling requirement under *Minnesota Statute* § 237.161, subd. 1(a)(3) should be changed to require that at least 50 percent of the customers in a petitioning exchange make **four or more calls per month** to the exchange or local calling area to which extended area service is requested; and
3. The Commission should expand the local service competition rulemaking docket to explicitly include the local calling scope issued raised in this docket.

The Minnesota Senior Federation—Iron Range Region and the City of Hoyt Lakes filed separate comments in response to the Commission's request for additional comments.

Interested persons are advised that the Commission will meet to consider the consensus recommendation and the comments of parties at a meeting on Tuesday, July 18, 1995, beginning at 1:00 p.m. This meeting will be held in the Commission's Large Hearing Room, 121 7th Place East, 3rd Floor, St. Paul, Minnesota.

Commission staff has identified five alternatives for the Commission's consideration at this meeting: 1. Adopt the consensus recommendation; 2. Modify the consensus recommendation; 3. Determine that more information is required and solicit comments and reply comments, and hold oral argument before the Commission before making a final decision; 4. Determine that more information is required and send the matter to the Office of Administrative Hearings for a contested case hearing; and 5. Determine that a separate rulemaking on the local calling scope issues is required and begin a rulemaking proceeding.

Commission staff is recommending that the Commission modify the consensus recommendation: The Commission should retain the EAS process, as outlined in *Minnesota Statute* § 237.161, subd. 1-5, with the exception noted in the consensus recommendation (to increase the traffic standard to at least 50% of the subscribers make four or more calls) for the foreseeable future. The Commission should not automatically include the local calling scope issues in the local competition rulemaking. Rather, if parties to the local calling scope docket believe that there are issues that need to be included in the local competition rulemaking docket, they can raise those issues in the rulemaking docket for consideration. This is only a recommendation. The Commission will make a decision at the July 18, 1995 meeting.

Please contact Diane Wells of the Commission's staff at 612/296-6068 or 1-800/657-3782 if you would like a copy of the briefing papers or if you have any questions regarding the local calling scope investigation.

Dated: 30 June 1995

Burl W. Haar
Executive Secretary

Minnesota State Retirement System

Board of Directors, Regular Meeting

The regular meeting of the Board of Directors, Minnesota State Retirement System, will be held on Thursday, July 13, 1995, at 9:00 a.m. in the office of the System, 175 W. Lafayette Frontage Road, St. Paul, Minnesota.

Department of Transportation

Division of State Aid for Local Transportation

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing Bridge Inspections

NOTICE IS HEREBY GIVEN that the State Department of Transportation is seeking information or opinions from sources outside the agency in preparing to propose the adoption of rules governing the inspection of bridges in the state. The adoption of the rules is authorized by *Minnesota Statutes*, section 165.03, subdivision 2 (1994), which requires the agency to adopt rules governing the requirements for bridge inspections.

The State Department of Transportation requests information and opinions concerning the subject matter of the rules. The subject matter of the rules includes the authorization of biennial bridge inspections and electronic transfer of bridge inventory data.

The types of groups and individuals likely to be affected by the rules include city and county engineers and consulting engineers who perform bridge inspections.

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:

Julie A. Skallman
Assistant State Aid Engineer
Room 420, MS 500
395 John Ireland Boulevard
St. Paul, MN 55155

Oral statements will be received during regular business hours over the telephone at (612) 296-9875 and in person at the above address.

A current draft of the proposed rules is available. To obtain a draft of the proposed rules, please contact the person listed at the address and phone number given above.

All statements of information and opinions shall be accepted until August 17, 1995. Any written material received by the State Department of Transportation shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rules are adopted.

The Department does not intend to form an advisory committee to comment on the subject matter of these proposed rules revisions.

The Department anticipates this rulemaking to be completed by December 1995.

Dated: 27 June 1995

James N. Denn
Commissioner

Board of Water and Soil Resources

Land and Water Section

Notice of Solicitation of Outside Information or Opinions Regarding Revision of the State Cost-Share Program

NOTICE IS HEREBY GIVEN that the State Board of Water and Soil Resources is seeking information or opinions from sources outside the agency in preparing to propose the amendment of the rule governing the State Cost-Share Program, chapters 8400.1000 to 8400.2800.

The Board of Water and Soil Resources 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: Marybeth Block, Board of Water and Soil Resources, One West Water Street, Suite 200, Saint Paul, Minnesota 55107. Oral statements will be received during regular business hours over the telephone at (612) 297-7965 and in person at the above address.

All statements of information and opinions shall be accepted until August 7, 1995. Any written material received by the Board of Water and Soil Resources 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: 28 June 1995

Barbara Cobb
Chair, Board of Water and Soil Resources

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

Deaf and Hard of Hearing Services Division

Grant Contract Available for Interpreter Referral Services

The State of Minnesota Department of Human Services, Deaf and Hard of Hearing Services Division is soliciting proposals for the provision of interpreter referral services used by deaf and hard of hearing individuals and a variety of public and private human service agencies. Potential providers are being sought to coordinate interpreter requests for either the northern or the southern region of Minnesota.

The northern region encompasses the area north and west of the Twin Cities including Duluth, St. Cloud, Fargo/Moorhead and surrounding communities. The southern region encompasses the area south and west of the Twin Cities including Rochester, Mankato, Marshall and surrounding communities. This request does not include interpreter referral coordination for the Minneapolis/St. Paul seven-county metropolitan area. Metro-based providers are not eligible to apply.

Activities of the interpreter referral service must include the following:

1. Filling of interpreter referral requests by deaf and hard of hearing consumers.
2. Filling of interpreter referral requests generated by the public, private and non-profit human service sector, with priority given to state and county human service agencies.
3. Emergency and after-hours interpreter referral coverage.
4. Development and maintenance of a comprehensive regional directory of interpreters skilled in American Sign Language, Manually Coded English, speech-reading, or other visual-gestural tactile systems to facilitate communication.

Contract activities must also include monitoring of interpreter services, provision of reports in the format specified, participation in quarterly evaluations of the interpreter referral service, and close coordination with the Regional Service Centers Serving Deaf and Hard of Hearing Persons.

The Deaf and Hard of Hearing Services Division anticipates contracting for this activity in the amount of \$50,000 for interpreter referral in the northern region for a nine-month period and \$50,000 for a nine-month period of interpreter referral coordination in the southern region. Effective dates for this contract are October 1, 1995 - June 30, 1996, and may continue for a maximum of 21 months based on satisfactory performance of providers. The Division reserves the right to award the entire amount to one responder from each region.

The full text of the Request for Proposals is available upon request. Inquiries should be directed to:

Amy McQuaid, Program Planner
Deaf and Hard of Hearing Services Division
444 Lafayette Road
St. Paul, MN 55155-3814
(612) 296-8978 (V), or (612) 297-1298 TTY

Proposals must be received by August 1, 1995, 4:00 p.m. No late applications will be accepted. Anticipated award date for the contract will be August 31, 1995.

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].

Attorney General's Office

The Minnesota Attorney General's Office is Distributing a Request for Proposals (RFP) to Develop and Implement a World Wide Web Site for the Attorney General's Consumer Division

An informational meeting that gives potential respondents a chance to ask questions about this RFP will be held on Tuesday, July 25, 1995. (An RSVP is required by noon on Monday, July 24 if you plan to attend the meeting.) Proposals for this RFP are due on Friday, August 18, 1995. We anticipate that project strategies to fulfill this RFP will be completed by October 11, 1995. If you would like to receive the RFP, or RSVP for the informational meeting, please contact Ann Ettel, Consumer Division, Minnesota Attorney General's Office, 1400 NCL Tower, 445 Minnesota Street, St. Paul, MN 55101, (612) 297-8280.

Department of Economic Security

Community Based Services

The Minnesota Department of Economic Security is Accepting Proposals for the Delivery of the Low Income Home Energy Assistance Program (LIHEAP) in Crow Wing County

Energy Assistance is a federally funded program which helps low income households with their energy bills. The program is currently operated by Crow Wing County Social Services and serves approximately 2,500 households annually. The budget for FY95 was \$1,287,428. The current program year ends September 30, 1995.

The 1996 Energy Assistance Program will begin on October 1, 1995 and continue taking applications until April 1, 1996.

Eligible households receive primary heat assistance, crisis counseling and energy related repair services. The program also provides intake services for weatherization activities.

Interested parties are asked to contact the Department of Economic Security for proposal outline requirements. Proposals to operate the program will be accepted until August 1, 1995. Organizations who are interested may submit proposals to:

Mark Kaszynski, Director
Energy Programs
Community Based Services
Minnesota Department of Economic Security
390 North Robert
St. Paul, Minnesota 55102

For further information, you may call 612-297-2590, or 1-800-657-3805.

Minnesota House of Representatives

Public Information Office

Public Notice of Request for Bid for Printing *New Laws 1995*

NOTICE IS HEREBY GIVEN that the Minnesota House of Representatives Public Information Office is seeking bids from qualified printers to provide printing services for *New Laws 1995*, an annual publication that summarizes the laws passed in the most recent legislative session.

The size of the publication will be 8-1/2" x 11" and will contain approximately 184 pages plus cover. Electronic files will be provided on 3.5" Macintosh magneto-optical disk or via modem for film output on Linotronic or similar high resolution imagesetter.

The turn-around time is critical to us because this document loses value with age. The work must be done in-house — unless specifically approved by us — so that you have total control over all aspects of the printing project.

All bids must be submitted on the forms accompanying specifications in a sealed envelope and delivered to Room 175, State Office Building, no later than 2 p.m. **Thursday, July 13, 1995**. Bid submittals will be opened publicly on that date and time.

A copy of the Request for Bid packet can be obtained by calling:

Peg Hamerston
175 State Office Building
St. Paul, Minnesota 55155-1298
(612) 296-3909

Department of Human Services

Health Care Program Division

Notice of Availability of Contract for Independent Actuary to Review Health Plan Rates and Forecast Financial Impact of Proposed Federal Legislative Amendments

NOTICE IS HEREBY GIVEN that the Department of Human Services (DHS) is seeking applications for professional services from recognized experts in actuarial science and managed care ratesetting. Qualified firms will assist DHS in the following matters:

1. Development of capitation rates for the Medical Assistance and other state operated health programs;
2. Risk adjustment mechanisms;
3. General Purchasing Strategies; and
4. Forecasting the fiscal impact of proposed federal legislative changes in the Medicaid and Medicare programs.

The estimated cost of this contract for the first year should not exceed \$125,000. Detailed information is contained in a Request for Proposal which may be obtained by calling or writing:

Jason Wiley
Minnesota Department of Human Services
444 Lafayette Road
St. Paul, Minnesota 55155-3853
Phone: (612) 215-0120

Mr. Wiley is the only authorized person to answer questions on this RFP. The deadline for submitting a written response to this solicitation is 3:00 p.m. on July 31, 1995. A contract will be awarded for a one year period, renewable for up to four additional years at the discretion of the Department.

Professional, Technical & Consulting Contracts

Department of Labor and Industry

Legal Services Unit

Notice of Solicitation of Proposals for Administrator of Workers' Compensation Arbitration Process

The Department of Labor and Industry is seeking proposals from qualified parties to administer an arbitration program involving issues of equitable apportionment as set forth in *Minnesota Statute* 176.191, subd. 1 a and subd. 5.

The duties of the administrator will include:

1. Implementing rules promulgated by the Department of Labor and Industry for this program;
2. Selecting panel of arbitrators and maintaining a list of the same;
3. Managing logistics of the arbitration operation, for example: scheduling, notification of parties, accounting of fees, etc.;
4. Providing appropriate documents and forms for arbitration proceedings;
5. Developing and implementation of quality control procedures; and
6. Maintaining documents, records, and results from arbitration proceedings.

The term of the contract is anticipated to be 3 years.

Proposals are due by August 7, 1995.

For a copy of the Request for Proposals, please contact:

Mary Miller
Legal Services Unit
Minnesota Department of Labor and Industry
443 Lafayette Road
St. Paul, MN 55155
Phone: (612) 296-8726

Import/Export.....

A Basic Guide to Exporting

Learn the costs and risks associated with exporting and develop a strategy that includes 10 keys to export success. Guide walks you through strategy, market research, methods, channels of distribution, contracts, pricing, and much more. Extensive listing of resources included. 155pp. (U.S. Commerce, 1992)
Stock No. 16-69 \$9.50

Exporter's Guide to Federal Resources for Small Business

This great resource reference summarizes agency programs and identifies key personnel and field offices, including Department of Commerce contacts for each country. Annotated bibliography. 122pp. (U.S. Small Business Admin., 1992)
Stock No. 16-12 \$4.75



Importing into the U.S.

Get the "heads up" on customs regulations for importers. Learn about the entry process, invoices, assessment of duty, classification and value, foreign trade zones, marking and more. 87pp. (U.S. Customs Service, 1993)
Stock No. 16-16 \$6.50

Real Estate/Building Construction

Uniform Standards of Professional Appraisal Practice

Clearly details 10 basic standards and applicable standard rules for professional appraisal. Includes advisory opinions for assistance in interpreting standards in specific situations. 102pp. (Appraisal Foundation, 1994)
Stock No. 19-33 \$25.00

Mortgage Registration Deed Tax Manual

The MR/DT Manual is the central source of information for interpreting and administering the mortgage registration and deed tax laws in Minnesota. Details basis and rate of tax, mortgages subject to tax and those exempt, regulations for payment/receipt of the tax, and more. Includes sample cases taxable/exempt mortgages. Looseleaf with subject/chapter tabs, 310pp. (Revenue, 1988) Stock No. 10-24 \$29.95

MR/DT Supplement--

Additions to the manual since 1988. REQUIRED for complete information/regulations. 148pp. (Revenue, 1992) Stock No. 10-24s1 \$18.95

Please Note: BOTH the Manual AND the Supplement are required for complete, current information.

Handbook for Municipal Officials

Manual for understanding the application of MN Statutes and Rules governing the design profession in the State of Minnesota. Reviews exemptions to regulation and includes common questions and answers. Also includes listing of expected documentation for code submissions. 19pp. (MN Bd. of Arch./Eng./Land Surveyors/Land Arch./Interior Design, 1990) Stock No. 10-2 \$4.50

Accessible/Usable Buildings & Facilities

In response to the Americans with Disabilities Act, this manual provides recommended standards for accessible buildings and spaces. Extensive tables and figures illustrate design elements. CABO/ANSI-A-117.1 and UBC Chapter 31 and appendices. 95pp. (Amer. National Standards Inst., 1992) Stock No. 19-2 \$35.00

ASHRAE Standard: Ventilation for Acceptable Indoor Air Quality

Details the minimum ventilation rates required to meet indoor air quality standards. 26pp. (Amer. Society of Heating/Refrig./Air Cond. Engrs., 1991) Stock No. 19-103 \$42.00

Call Minnesota's Bookstore for a FREE fact sheet/order blank listing ALL building codes/rules and other building industry publications.

