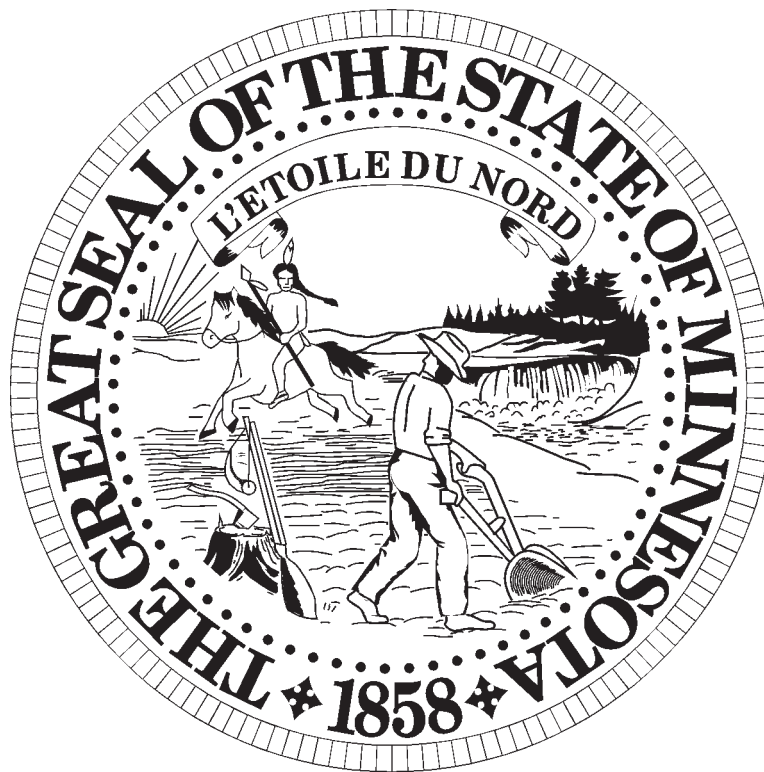


State of Minnesota

# State Register



**Rules and Official Notices Edition**

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# State Register

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- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
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#2	Monday 11 July	Noon Tuesday 5 July	Noon Wednesday 29 June
#3	Monday 18 July	Noon Tuesday 12 July	Noon Wednesday 6 July
#4	Monday 25 July	Noon Tuesday 19 July	Noon Wednesday 13 July

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# Minnesota Rules: Amendments and Additions

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

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

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

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

## Index, Volume 30, Issue #1

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.0400; .0500; .0600; .0700  
(**adopted expedited emergency**)..... 5

## Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§ 14.05-14.28 have been met and five working days after the rule is published in the *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.

**KEY: Proposed Rules** - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **Adopted Rules** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Board of Behavioral Health and Therapy Adopted Permanent Rules Relating to License Renewals and Termination of License

The rules proposed and published at *State Register*, Volume 29, Number 26, Pages 730-734, December 27, 2004 (29 SR 730), are adopted as proposed.

## Expedited Emergency Rules

Provisions exist for the Commissioners of some state agencies to adopt expedited emergency rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Expedited emergency rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions.

Expedited emergency rules are effective for the period stated or up to 18 months. Specific *Minnesota Statute* citations accompanying these expedited emergency rules detail the agency's rulemaking authority.

**KEY: Proposed Rules** - Underlining indicates additions to existing rule language. ~~Strikeouts~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **Adopted Rules** - Underlining indicates additions to proposed rule language. ~~Strikeout~~ indicates deletions from proposed rule language.

## Department of Natural Resources Adopted Expedited Emergency Game and Fish Rules; Taking Sharp-Tailed Grouse in Prairie Chicken Zones; Fall Wild Turkey Hunting; Prairie Chicken Hunting

**NOTICE IS HEREBY GIVEN** that the above entitled rules have been adopted through the process prescribed by *Minnesota Statutes*, section 84.027, subdivision 13 (b). The statutory authority for the contents of the rule is *Minnesota Statutes*, sections 97A.434, 97A.435, 97B.711, 97B.716, and 97B.723.

The emergency conditions that do not allow compliance with *Minnesota Statutes*, sections 97A.0451 to 97A.0459, are that population and harvest data needed for setting quotas and areas are only available on an annual basis. Permanent rule amendments to permanently adopt prairie chicken zones and application procedures are in process, but will not be completed before the application period. Provisions on taking sharp-tailed grouse are included because sharptails are found in the same areas as prairie chickens, are a species that easily is confused with prairie chickens, and are in an area that was only closed to sharptail hunting to protect prairie chickens that they might be mistaken for.

Dated: June 3, 2005

Gene Merriam  
Commissioner of Natural Resources

### 6234.0300 TAKING SHARP-TAILED GROUSE.

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

#### Subp. 2. **Open area.**

A. The open area to take sharp-tailed grouse is statewide except in that portion of the state lying within the following described boundary:

Beginning on U.S. Highway 2 at the west boundary of the state; thence along U.S. Highway 2 to U.S. Highway 71; thence northeast along U.S. Highway 71 to State Trunk Highway (STH) 1;

# Expedited Emergency Rules

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thence east along STH 1 to STH 73; thence south along STH 73 to U.S. Highway 2; thence west on U.S. Highway 2 to STH 200; thence west on STH 200 to STH 6; thence south on STH 6 to STH 18; thence east on STH 18 to STH 65; thence south on STH 65 to STH 70; thence east on STH 70 to the east boundary of the state; thence along the east, south, and west boundary of the state to the point of beginning.

B. In the closed sharp-tailed grouse area, a person with a valid prairie chicken license may take sharp-tailed grouse in an open prairie chicken hunting zone when the person is licensed to take prairie chickens during the time the license is valid. The taking of sharp-tailed grouse by a licensed prairie chicken hunter is subject to all other restrictions for taking sharp-tailed grouse and the person must meet small game hunting license requirements to take sharp-tailed grouse.

[For text of subp 3, see M.R.]

## 6236.0300 TURKEY HUNT DRAWING.

[For text of subpart 1, see 29 SR 597]

Subp. 2. **Participation in application drawings.** Applicants may complete an application form for either the spring or fall turkey hunt or both. Qualifying individuals may apply for the resident landowner-tenant turkey drawing. All of the information in items A to G must be supplied on the application forms.

[For text of items A and B, see M.R.]

C. A resident or nonresident applicant under age 12 to 15 16 by the opening day of the season may provide one of the above numbers or may participate in the drawing without a number by providing the applicant's full first, middle, and last name and date of birth. Youthful applicants who do not provide a number will be placed into the drawing using a number generated by the department.

[For text of item D, see 29 SR 597]

E. Up to four persons desiring to hunt together as a group may apply by submitting their drawing applications in one envelope. Applications by a group must all be for the same wild turkey permit area and time period. The person within a group with the lowest preference rating will determine the preference rating of the group. Properly completed applications which are submitted in one envelope will either all be selected or none selected. Mixing landowner-tenant applications with general applications will not be permitted for purposes of applying as a group. Group applications shall either all be selected or none selected. All group members must apply for the same wild turkey permit areas and time periods. The preference rating of applicants who apply as a group shall be determined by the individual in the group with the lowest preference. Group applications may be made up of all general or all landowner-tenant applications, but not both.

F. A person who ~~makes a faulty application or who~~ applies as a landowner or tenant but does not meet the definition as provided by this part will be ineligible for that season's drawings.

G. Application deadlines are as follows:

- (1) spring season: the first Friday in December; and
- (2) fall season: the last Friday nearest June 29 in July.

[For text of subps 3 and 4, see M.R.]

Subp. 5. **Drawing application fee.** An applicant must ~~submit, along with the application, a cashier's check, money order, or personal check payable to the Minnesota Department of Natural Resources~~ pay a fee as provided by statute at the time of application at the electronic license system-point of sale (ELSPOS) agent. Any check that is returned to the department for nonpayment will invalidate the application and the check will be destroyed. Refunds of application fees will not be made for any reason.

[For text of subp 6, see 29 SR 597]

## 6236.0700 FALL TURKEY SEASON.

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

Subp. 4. **Open areas.** Wild turkey permit areas are open for the fall turkey season as prescribed by the commissioner. Permit areas shall be identified in application materials and on electronically issued licenses by their three-digit number. The following wild turkey permit areas are open for the 2005 fall season: 228, 236, 337, 338, 339, 341, 342, 343, 344, 345, 346, 347, 348, 349, 442, 443, 448, 449, 461, 462, 464, 465, 466, and 467.

Subp. 5. **Registration.** Turkeys must be registered within 24 hours after being taken during the fall turkey season.

Subp. 6. Turkey hunt quotas. Permit quotas for the 2005 fall season are as follows:

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# Expedited Emergency Rules

## 2005 Wild turkey permit area quotas (fall)

### Permit quota by time period

<u>Wild turkey permit area number</u>	<u>A October 1216, 2005</u>	<u>B October 1923, 2005</u>
228	35	35
236	50	50
337	50	50
338	70	70
339	70	70
341	250	250
342	225	225
343	65	65
344	100	100
345	125	125
346	195	195
347	75	75
348	150	150
349	280	280
442	125	125
443	50	50
448	5	5
449	5	5
461	80	80
462	80	80
464	20	20
465	25	25
466	40	40
467	35	35
Subtotals	2,205	2,205
Grand Total	4,410	

### **6237.0100 PRAIRIE CHICKEN LICENSE ELIGIBILITY.**

To be eligible for a prairie chicken license, a person must not have any small game hunting privileges revoked.

### **6237.0200 PRAIRIE CHICKEN HUNT DRAWING.**

**Subpart 1. License application drawing.** Applications for all prairie chicken hunts must be made according to this part and according to application instructions provided by the commissioner. Each person must apply at an electronic license system agent or the Department of Natural Resources License Center. Drawings shall be conducted by the commissioner to determine persons who are eligible to purchase licenses for the season. The drawings are subject to the quotas established by the commissioner. Preference in the respective drawings is given to applicants based upon the number of times they have correctly applied for a license for the prairie chicken hunt but have been unsuccessful. A person selected by the drawings is eligible to purchase a license to hunt prairie chicken. Upon issuance of a prairie chicken license, all accumulated preference for prairie chicken hunting is lost.

#### **Subp. 2. Participation in application drawings.**

A. Applicants must complete an application for the prairie chicken hunt. A person may not apply more than once as an individual or as a member of a group. Qualifying individuals may apply for the resident landowner-tenant prairie chicken drawing.

B. A resident applicant must provide the applicant's individual Minnesota driver's license number of 13 characters, a 13-character firearm safety number, or an official Minnesota identification number of 13 characters issued by the Department of Public Safety.

C. An applicant must choose one of the prairie chicken permit areas and one of the time periods.

D. Up to four persons desiring to hunt together as a group may apply as a group. Group applications shall either be all selected or none

# Expedited Emergency Rules

selected. Applications by a group must all be for the same prairie chicken permit area and time period. The preference rating of applicants who apply as a group shall be based on the individual in the group with the lowest preference. Group applications may be made up of either all general or all landowner-tenant applications.

E. A person who makes a faulty application or who applies as a landowner or tenant but does not meet the definition under subpart 3 is ineligible for that season's drawing.

F. The application deadline is the last Friday in July.

## Subp. 3. Landowner-tenant drawing.

A. For purposes of parts 6237.0100 to 6237.0700, "landowner or tenant" means a person who is an owner or tenant of at least 40 acres of prairie or grassland within the zone being applied for. A landowner-tenant license application drawing shall be held subject to the restrictions in items B to G.

B. An applicant must meet all eligibility requirements and must provide a complete and accurate description of the qualifying land.

C. An applicant must be a landowner or tenant or a member of the landowner's or tenant's immediate family. Family members include those related by blood, marriage, or adoption.

D. For each prairie chicken permit area and time period, no more than 20 percent of the successful participants shall be drawn from the special landowner-tenant applications.

E. An individual participant in the landowner-tenant drawing may submit only one application and only for the prairie chicken permit area in which the participant's qualifying property is located.

F. Landowners or tenants unsuccessful in the landowner-tenant drawing shall be included in the general drawing.

G. Landowner-tenant licensees must allow public prairie chicken hunting on their land during that prairie chicken season and the commissioner shall provide descriptions of these lands to licensed prairie chicken hunters.

Subp. 4. **Modification of quota numbers for group applications.** The quota of licenses or permits for a drawing may be increased to accommodate group members if the last applicant to be selected is a member of a group.

Subp. 5. **Drawing application fee.** An applicant must pay a fee as prescribed by statute at the time of application at the electronic license system-point of sale (ELSPOS). Refunds of application fees shall not be made for any reason.

Subp. 6. **Undersubscribed prairie chicken permit areas.** In permit areas with fewer applicants than available licenses, the remaining available licenses may be first offered to unsuccessful applicants for other permit areas on a first-come, first-served basis. An eligible person must apply individually and in person at an ELS-POS agent location or individually through the ELS-Internet or ELS-telephone system to obtain a remaining available license. Any remaining available licenses not purchased by unsuccessful applicants may then be issued as prescribed by the commissioner to any eligible person on a first-come, first-served basis. Individuals who purchase these remaining available licenses retain their accumulated preference.

## 6237.0300 OBTAINING LICENSE.

Subpart 1. **Notification.** Only successful applicants for a prairie chicken license shall be notified.

Subp. 2. **Obtaining licenses.** Successful applicants shall receive instructions from the commissioner on how to obtain their license through the electronic license system.

## 6237.0400 TAKING PRAIRIE CHICKENS.

Subpart 1. **Open season.** Prairie chickens may be taken during the five-day period beginning on the Saturday nearest October 20.

Subp. 2. **Arms restrictions.** Prairie chickens may be taken by shotgun or bow and arrow. A person may not take prairie chickens with a rifle or handgun.

Subp. 3. **Bag limit.** A person may not take more than two prairie chickens per season or possess more than two prairie chickens.

Subp. 4. **Open areas.** Prairie chicken permit areas are open for the prairie chicken season as prescribed by the commissioner. Prairie chicken licenses are valid only in the prairie chicken permit area specified on the license. Permit areas shall be identified in application materials and on electronically issued licenses by a three-digit number plus a letter. The following prairie chicken permit areas are open with prescribed quotas for the 2005 season:

<b>Permit Area</b>	<b>Quota</b>
405A	12
407A	13
407B	15
407C	13
420A	14



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# Expedited Emergency Rules

420B	18
421A	15
Total	100

Subp. 5. **Clay County Game Refuge.** The Clay County Game Refuge in Clay County is open for taking prairie chickens during open prairie chicken seasons in the zone in which it is located.

## **6237.0500 PRAIRIE CHICKEN PERMIT AREA DESCRIPTION.**

Subpart 1. **Generally.** Prairie chicken permit areas are comprised of partial, single, or grouped deer and bear registration blocks, as established in part 6232.4700, and are described according to this part.

Subp. 2. **Area 405A.** Prairie chicken permit area 405A consists of those portions of registration block 405 described as follows:

Beginning at the intersection of U.S. Highway 2 and State Trunk Highway (STH) 9; thence along U.S. Highway 2 to STH 32; thence along STH 32 to STH 102; thence along STH 102 to STH 9; thence along STH 9 to point of beginning.

Subp. 3. **Area 407A.** Prairie chicken permit area 407A consists of those portions of registration block 407 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and STH 102; thence along STH 102 to STH 32; thence along STH 32 to STH 200; thence along STH 200 to STH 9; thence along STH 9 to point of beginning.

Subp. 4. **Area 407B.** Prairie chicken permit area 407B consists of those portions of registration block 407 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and STH 200; thence along STH 200 to STH 32; thence along STH 32 to County StateAid Highway (CSAH) 34, Clay County; thence along CSAH 34 to STH 9; thence along STH 9 to point of beginning.

Subp. 5. **Area 407C.** Prairie chicken permit area 407C consists of those portions of registration block 407 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and County State-Aid Highway (CSAH) 34, Clay County; thence along CSAH 34 to STH 32; thence along STH 32 to U.S. Highway 10; thence along U.S. Highway 10 to STH 9; thence along STH 9 to point of beginning.

Subp. 6. **Area 420A.** Prairie chicken permit area 420A consists of those portions of registration block 420 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and U.S. Highway 10; thence along U.S. Highway 10 to STH 32; thence along STH 32 to STH 34; thence along STH 34 to Interstate Highway 94 (I-94); thence along I-94 to STH 9; thence along STH 9 to point of beginning.

Subp. 7. **Area 420B.** Prairie chicken permit area 420B consists of those portions of registration block 420 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and Interstate Highway 94 (I-94); thence along I-94 to County State-Aid Highway (CSAH) 26, Wilkin County; thence along CSAH 26 to STH 9; thence along STH 9 to point of beginning.

Subp. 8. **Area 421A.** Prairie chicken permit area 421A consists of those portions of registration block 421 described as follows:

Beginning at the intersection of State Trunk Highway (STH) 9 and County State-Aid Highway (CSAH) 26, Wilkin County; thence along CSAH 26 to Interstate Highway 94 (I-94); thence along I-94 to STH 210; thence along STH 210 to STH 9; thence along STH 210 to STH 9; thence along STH 9 to point of beginning.

## **6237.0600 TAGGING PRAIRIE CHICKENS.**

Immediately after taking a prairie chicken, a hunter must validate the tag as prescribed by the commissioner and must attach a tag provided with the license to the prairie chicken as specified by the commissioner. The tag must remain attached to the prairie chicken during transit.

## **6237.0700 PRAIRIE CHICKEN REGISTRATION.**

Prairie chickens must be registered no later than 24 hours after the close of the season.

**EFFECTIVE PERIOD.** The emergency amendments to *Minnesota Rules*, parts 6234.0300 and 6236.0700, expire December 31, 2005. The emergency amendments to *Minnesota Rules*, part 6236.0300, expire 18 months after adoption or upon adoption of a superseding permanent rule, whichever is sooner. After the emergency amendments expire, the permanent rules as they read prior to those amendments again take effect, except as they may be amended by permanent rule. *Minnesota Rules*, parts 6237.0100 to 6237.0700, expire December 31, 2005.

# 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*, Section 270.0604.

## Department of Revenue

### Modification of Revenue Notice # 98-02

#### **Revenue Notice # 98-02: Sales and Use Tax – Hospital Exemption**

This Revenue Notice clarifies the term “hospital” under *Minnesota Statutes*, § ~~297A.25, subdivision 63~~-297A.70, subdivision 7.

*Minnesota Statutes*, § ~~297A.25, subdivision 63~~-297A.70, subdivision 7, provides an exemption from sales and use tax to hospitals for purchases to be used in providing hospital services to human beings. To qualify for this exemption, a hospital must be:

- approved as charitable under § 501(c)(3) of the Internal Revenue Code of 1986, as amended; and
- licensed as a hospital under chapter 144 of the *Minnesota Statutes* or, if located outside Minnesota, licensed as a hospital by another state or country.

Hospital components, such as clinics, rehabilitation centers, and outpatient surgical centers, may qualify for the exemption if they have been approved as charitable under § 501(c)(3) of the Internal Revenue Code of 1986, as amended; and have been formally approved to operate under the hospital’s license and Medicare certification, i.e., services are billed under the hospital’s Medicare provider number as an outpatient department of the hospital as opposed to being billed under a different number as a clinic. Evidence of formal approval may be must be demonstrated by presentation of a letter from ~~Health Care Financing Administration (HCFA)~~ the Centers for Medicare and Medicaid Services (CMS), approving the component as a part of the hospital. Rural health clinics, as defined in 42 C.F.R. § 405.2401(b), may qualify for the exemption if approved by CMS as providerbased. Under 42 C.F.R. § 413.65(a)(2), a rural health clinic qualifies as providerbased if it is “created by, or acquired by, a main provider for the purpose of furnishing health care services of a different type from those of the main provider under the name, ownership, and administrative and financial control of the main provider. . .”

Clinics, physicians’ offices, rehabilitation centers, outpatient surgical centers, ~~ambulance services,~~ and any other medical facilities that are separate legal entities, or that are not hospital components, are not exempt under *Minnesota Statutes*, § ~~297A.25, subdivision 63~~ 297A.70, subdivision 7. Additionally, nursing homes, supervised living facilities, and boarding care homes are not exempt under *Minnesota Statutes*, § ~~297A.25, subdivision 63~~-297A.70, subdivision 7 because they are not licensed as hospitals under chapter 144 of the *Minnesota Statutes*. (Note: Certain facilities that do not qualify for exemption under this provision may still be eligible for exemptions allowed under other provisions of *Minnesota Statutes*, Chapter 297A.)

Since state and federal regulations governing hospitals require hospitals to provide laboratory, pharmacy and radiological (x-ray) services, these facilities are included in the exemption if they are a part of and operated by the same legal entity as the qualifying hospital. Ambulance services that are a part of and operated by the same legal entity as the qualifying hospital are included in this exemption if the ambulance services are billed under the hospital’s Medicare provider number. Administrative functions, dietary services, janitorial services, and other functions that are a part of the qualifying hospital’s normal operations are also included in this exemption.

*Minnesota Statutes*, § 297A.70, subdivision 4, provides an exemption for sales to nonprofit groups that are operated exclusively for charitable purposes. Sometimes, an exempt hospital and a nonprofit unit that is operated exclusively for charitable purposes are part of the same legal entity. Examples of these nonprofit units are: nursing homes, assisted living facilities, or independent living facilities. A legal entity that includes a nonprofit unit and a hospital may not meet the requirements for exemption under *Minnesota Statutes*, § 297A.70, subdivision 4. However, when a legal entity contains either an exempt hospital or a nonprofit unit, it may claim the hospital exemption on purchases for both the hospital and the nonprofit unit, as long as the nonprofit unit meets the requirements for charitable organizations under *Minnesota Rules*, part 8130.6200, subpart 2. A nonprofit unit is not required to apply for nonprofit exempt status when part of the same legal entity as an exempt hospital. If a legal entity includes a qualifying nonprofit unit, a non-qualifying clinic and an exempt hospital, the hospital exemption would not apply to purchases made for the clinic.

Dated: ~~9 March 1998~~

Jennifer L. Engh  
Assistant Commissioner for Tax Policy

Publication Date: July 5, 2005

# Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

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

## Minnesota Campaign Finance and Public Disclosure Board REQUEST FOR COMMENTS on Possible Adoption of New and Amended Rules Governing Requirements and Procedures, *Minnesota Rules*, Chapters 4501, 4503, 4511, 4512, and 4525

**Subject of Rules.** The Campaign Finance and Public Disclosure Board (the Board) requests comments on its possible adoption of new rules and amendments to existing rules governing the reporting of securities by public officials, multicandidate political party expenditures, the reporting of contributors who receive a political contribution refund receipt, public subsidy agreements, rules and regulations for the electronic submission of documents to the Board, loans and the reimbursement of expenses by political committees, the value of a donation in kind, reporting of contributions to the Board, the reporting of expenditures to the Board, the reporting of Loans to the Board, the filing of a complaint with the Board, the acceptance of gifts by officials, the reimbursement by a political committee to an individual for the use of an automobile, the reporting of lobbyist disbursements, and the classification of noncampaign disbursements.

The Board is considering new rules and amended rules that:

- Define "Fair Market Value" for a political committee, political fund, or principal campaign committee calculating the value of an in-kind donation.
- Provide a method to calculate the value of an automobile used to benefit a political committee, political fund, or principal campaign committee.
- Provide that the cost of running a transition office for a winning gubernatorial candidate is a non-campaign disbursement.
- Provide standards for multicandidate political party expenditures.
- Allow a first time candidate to receive a 10% increase in the campaign expenditure limit during all years of the election cycle.
- Provide a procedure for determining the maximum amount of outstanding loan(s) a principal campaign committee may have during a calendar year.
- Provide a procedure under which unpaid reimbursements to political committees, political funds and principal campaign committees are converted to loans.
- Establish reporting requirements for a political committee, political fund, or principal campaign committee that is disclosing receipts and expenditures to the Board.
- Provide a standard for public officials reporting securities to the Board on their Statement of Economic Interest.
- Update the procedure to notify a lobbyist of the failure to file a report with the Board so that the procedure reflects current statutory requirements.
- Clarify the reporting categories used by a lobbyist when disclosing lobbying disbursements to the Board.
- Provide a method for public officials to use gifts provided to a metropolitan governmental unit.
- Provide that complaints filed with the Board must be in writing.
- Provide standards and procedures for the electronic filing of documents with the Board.

**Persons Affected.** The amendments to existing rules and adoption of new rules would likely affect political committees, political funds, and principal campaign committees if those committees receive in-kind donations, or if they need to calculate the value of an automobile used to benefit the committee. Additionally, political party units that make multicandidate political party expenditures will be affected by the proposed rules, as will first time candidates that sign the Public Subsidy Agreement. The proposed rules will affect principal campaign committees that borrow money, as well as political committees, political funds and principal campaign committees that do not pay outstanding reimbursement requests in a timely manner. All political committees, political funds, and principal campaign committees that submit reports of receipts and expenditures to the Board are potentially affected by rules regulating the reporting of receipts and expenditures to the Board. Also potentially affected by this set of new and amended rules are public officials that submit a Statement of Economic Interest to the Board, and public officials who may use a gift provided to a metropolitan governmental unit. Lobbyists that report lobbying disbursements may be affected by the amendment to rules regulating disbursement categories. Individuals who file a complaint with the Board, and individuals that wish to submit documents to the Board electronically will also be affected by the amendment to existing rules or the adoption of new rules.

# Official Notices

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**Statutory Authority.** *Minnesota Statutes*, section 10A.02, subd. 13, authorizes the Board to adopt rules to carry out the purposes of *Minnesota Statutes*, Chapter 10A. In addition, *Minnesota Laws 2005*, Chapter 156, Article 6, Section 3, requires the Board to adopt rules regulating the electronic submission of documents to the Board and to ensure that the electronic filing process is secure.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing or orally until further notice is published in the *State Register* that the Board intends to adopt or to withdraw the rules. The Board does not contemplate appointing an advisory committee to comment on the possible rules.

**Rules Drafts.** The Department does not anticipate that a draft of the new and amended rules will be available before the publication of the proposed rules.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these possible rules should be directed to: Jeff Sigurdson, Campaign Finance and Public Disclosure Board, Suite 190, Centennial Office Building, 658 Cedar Street, St. Paul, MN, 55155. By **phone**: (651) 296-1720 or toll free 1-800-657-3889, or **email**: [jeff.sigurdson@state.mn.us](mailto:jeff.sigurdson@state.mn.us). TTY users may call the Department at 800-627-3529.

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

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: June 16, 2005

Jeanne Olson, Executive Director  
Campaign Finance and Public Disclosure Board

## Environmental Quality Board (EQB)

### Notice of EQB Route Permit to Xcel Energy for Two New High Voltage Transmission Lines and a Substation in Southwest Minnesota Split Rock to Lakefield Junction 345-KV/115-KV Project

The Environmental Quality Board (EQB) on June 16, 2005 determined the final routes and permit conditions for an Xcel Energy transmission project in Southwest Minnesota. The project consists of the following three parts: (1) a 345-KV High Voltage Transmission Line in Rock, Nobles, and Jackson Counties, (2) a 115-kV High Voltage Transmission Line in Nobles and Murray Counties, and (3) a Substation in Nobles County, Minnesota. The EQB on June 16, 2005 also determined that the final environmental impact statement for the project was adequate. This project consists of two of the four new power lines that the Minnesota Public Utilities Commission (PUC) in March, 2003 determined were needed to increase the outlet-capacity for wind energy from Buffalo Ridge. The larger of the two lines is an approximately 86-mile 345-kV line running east-west from the Split Rock Substation near Sioux Falls, SD to the Lakefield Junction Substation in Jackson County, MN. The second line is a new 115-kV line that will run approximately 40-miles from the new Nobles County Substation northwest to the existing Chanarambie Substation in Murray County. The EQB also approved a substation in Nobles County, which will connect the new 115-kV line into the new 345 kV-line.

#### Approved Routes

For the 345-kV line, the EQB selected the Excel Energy Interstate-90 Route—but as originally proposed in Jackson County, not as modified by Xcel Energy at the March 2005 contested case hearing. For the 115-kV line, the EQB selected the Modified East Route as proposed by Xcel Energy, except for the north-south section in Murray County. In that area, instead of following County Highway 28, the EQB selected a modified version of a route along 70th street in which much of the new 115-kV HVTL would follow and be placed on the same poles as an existing 69-kV HVTL (as a 115-kV/69-kV “double-circuit”). The EQB also gave Xcel Energy the authority to select a final site for the Nobles County Substation from either of two potential substation study areas in Nobles County, near the town of Reading, Minnesota.

#### Route Permit

Structures will be single shaft steel poles unless Xcel Energy requests other structures following detailed project design. The proposed transmission line is expected to be in service by the Fall of 2007. The Route Permit for the project contains conditions for site preparation, construction, cleanup, restoration, electrical performance standards, and other restrictions. Maps of the approved route, the Permit and

other information about this project may be reviewed on the EQB Web Site:

<http://www.eqb.state.mn.us/Docket.html?Id=6466>

If you have any questions about this project or would like more information, please contact: John Wachtler, Minnesota Department of Commerce, 85 7th Place E, Suite 500, St Paul 55101; **telephone** (651) 296-2096; TTY: 1-800-657-3794; or e-mail: [john.wachtler@state.mn.us](mailto:john.wachtler@state.mn.us)

## **Minnesota Environmental Quality Board Notice of Site Permit Granted to Stoneray Power Partners, LLC for Construction of a 105 Megawatt Large Wind Energy Conversion System and Associated Facilities in Pipestone and Murray Counties (EQB Docket No. 05-90-LWECS- STONERAY)**

The Environmental Quality Board on June 116, 2005, voted to issue a site permit for the proposed Stoneray Power Partners, LLC 105-megawatt (MW) large wind energy conversion system to be built on a 14,960 acre site located in southeastern Pipestone and northwestern Murray Counties. Construction is expected to start in 2007.

The Site Permit for the project contain conditions for site preparation, construction, cleanup, restoration, operation, maintenance, abandonment, decommissioning and all other phases of the large wind energy conversion system. The Site Permit for the project is available on the Internet at the address below.

As proposed, the Stoneray Power Partners 105 MW project will use up to 70 of the GE 1.5 wind turbine generators mounted on freestanding tubular steel towers. Other components of the project include a concrete and steel foundation for each tower, pad-mounted step-up transformers, all-weather class 5 roads of gravel or similar material, and an underground electric energy collection system. The energy from this project will be delivered to Xcel's Chanarambie Substation located in Section 6 of Chanarambie Township in Murray County.

The Permit and other information about this project may be reviewed on the EQB Web Site:

<http://www.eqb.state.mn.us/Docket.html?Id=16219>

If you have any questions about this project or would like more information, please contact: Larry B. Hartman; telephone (651) 296-5089; or by e-mail at: [larry.hartman@state.mn.us](mailto:larry.hartman@state.mn.us).

Effective July 1, 2005, the EQB's permitting responsibilities for energy facilities is transferred to the Minnesota Public Utilities Commission. Staff will now be located at the Minnesota Department of Commerce, 85 7<sup>th</sup> Place East, Suite 500, St. Paul, MN 55101-2198.

## **Minnesota Housing Finance Agency Notice of Public Hearing on a Proposed Project and the Issuance of Revenue Bonds on Behalf of Common Bond Communities Under *Minnesota Statutes, Chapter 462A, as Amended***

**NOTICE IS HEREBY GIVEN** that the Minnesota Housing Finance Agency (the "Agency"), will hold a public hearing at 10:00 a.m. on Wednesday, July 20, 2005 at the Minnesota Housing Finance Agency, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101, for the purposes of taking public testimony regarding the proposal that the Agency issue limited obligation revenue bonds, in one or more series (the "Bonds"), under *Minnesota Statutes, Chapter 462A, as amended* (the "Act") on behalf of Common Bond Communities, a Minnesota nonprofit corporation (the "Borrower"), in order to finance the acquisition and rehabilitation by an entity or entities under the control of the Borrower of 17 multifamily rental housing facilities designed and intended for occupancy by elderly persons, presently financed by direct HUD loans under the HUD Section 202 Elderly Program (the "Projects"), to be owned and operated by one or more limited partnerships, to be formed, which will have as the general partner CommonBond Communities, a Minnesota nonprofit corporation, or a related entity. The proposed Projects, their locations and the maximum principal amount of bonds to be issued for each Project are described as follows:

<b>Project Name</b>	<b>Number of Units</b>	<b>Address</b>	<b>Maximum Amount</b>
East Shore Place	61	805 Wildwood Road, Mahtomedi, MN	\$3,510,000
Fairfield Place	24	20720 Holt Avenue, Lakeville, MN	1,430,000

# Official Notices

Garden Terrace	41	2874 Marketplace Drive, Little Canada, MN	2,405,000
Kosciolek House	11	2001 South 9 <sup>th</sup> Street, Minneapolis, MN	715,000
Maple Terrace	38	1560 Howard Avenue, Maple Plain, MN	2,145,000
Mount Carmel Manor	60	1560 Bellows Street, West St. Paul, MN	3,770,000
Oak Ridge Manor	109	1199 Bahls Drive, Hastings, MN	3,900,000
Pleasant Place	24	21001 John Milnes Drive, Rogers, MN	1,495,000
Ramsey Commons	16	643 & 677 Dayton Avenue, St. Paul, MN	910,000
Red Rock Manor	78	1421 10 <sup>th</sup> Avenue, Newport, MN	4,550,000
Robert Will	11	6345 Pleasant Avenue South, Richfield, MN	910,000
South Haven	100	3400 Parklawn Avenue, Edina, MN	6,110,000
South Shore Park	67	255 Mill Street, Excelsior, MN	3,965,000
St. Michael's	30	500 North State Street, New Ulm, MN	1,755,000
Summit Point	29	5010 Summit Avenue, Edina, MN	1,625,000
Westonka Estates	42	2461 Commerce Boulevard, Mound, MN	2,340,000
Winnetka West	26	8151 45 <sup>th</sup> Avenue North, New Hope, MN	1,690,000
<b>Total</b>	<b>767</b>		<b>\$43,225,000</b>

The aggregate principal amount of the proposed bond issue is not to exceed \$35,000,000 and is to be used to finance a portion or all of the costs of the Projects.

The Bonds shall be special, limited obligations of the Agency, and the Bonds and the interest thereon shall be payable solely from the revenue pledged to the payment thereof. No holder of any Bond shall ever have the right to compel any exercise of the taxing power of the Agency to pay the Bonds, or the interest thereon, nor to enforce payment thereon against any property of the Agency, except money payable by the Borrower to the Agency and pledged to the payment of the Bonds.

Parties wishing to comment on the financing program may appear in person at the hearing or may submit written comments to the undersigned prior to the hearing, which comments will be considered at the hearing. Parties desiring additional information should contact Ms. Sharon Bjostad of the Agency at (651) 282-2577.

Timothy E. Marx, Commissioner  
Minnesota Housing Finance Agency

## Department of Human Services

### Authorization List of All Drugs That Have Been Added Requiring Authorization as a Condition of Minnesota Health Care Programs (MHCP) Payment

The following is a listing of added drugs to the current authorization list. The newly added drug code will require authorization on or after July 1, 2005.

As authorized by *Minnesota Statutes*, section 256B.0625, subd 25, the following list includes all drugs that have been added requiring authorization as a condition of MHCP payment. The criteria used to develop this list are as follows:

- A. The health service could be considered, under some circumstances, to be of questionable medical necessity.
- B. Use of the health service needs monitoring to control the expenditure of program funds.
- C. Less costly, appropriate alternatives to the health service are generally available.
- D. The health service is investigative.
- E. The health service is newly developed or modified.
- F. The health service is of a continuing nature and requires monitoring to prevent its continuation when it ceases to be beneficial.
- G. The health service is comparable to a service provided in a skilled nursing facility or hospital but is provided in a recipient's home.
- H. The health service could be considered cosmetic.

These newly added non preferred drugs will require Authorization for services provided on or after July 1, 2005.

#### DRUGS

##### Added Drugs

Ventavis

## **Department of Human Services**

### **Request for Public Input on State Plan to Expand Community-Based System for Providing Mental Health Services for Adults with Serious Mental Illness and Children with Severe Emotional Disturbances**

The Minnesota Department of Human Services (DHS) is seeking public comment into the updates to and implementation of the State plan for 2005 to 2007 to expand the on behalf of Common Bond Communities community-based system for providing mental health services for adults with serious mental illness and children with severe emotional disturbances.

As an ongoing process, the federal Secretary of the Department of Health and Human Services, through the Center for Mental Health Services, Substance Abuse and Mental Health Services Administration (SAMHSA), awards Block Grants to States to establish or expand this community-based system. DHS is required to submit a grant application that includes the State plan. The annual federal grant to Minnesota is currently about \$6 million.

The key goals of the plan and the grant funding are:

- Access to a comprehensive system of care, including employment, housing, case management, rehabilitation, dental and health services, along with mental health services and supports;
- Participation of consumers/survivors and their families in planning and evaluation of state systems;
- Access for underserved populations, including homeless people and rural populations;
- Promoting recovery, resiliency for children, and community integration of people with psychiatric disabilities; and,
- Accountability through uniform reporting on access, quality, and outcomes of services.

The 2003 Final Report of the President's New Freedom Commission on Mental Health entitled "Achieving the Promise: Transforming Mental Health Care in America" recommends six broad goals for a transformed public mental health system that would promote recovery from mental illness:

1. Americans understand that mental health is essential to overall health;
2. Mental health care is consumer and family-driven;
3. Disparities in mental health services are eliminated;
4. Early mental health screening, assessment and referral are common practice;
5. Excellent mental health care is delivered and research is accelerated; and,
6. Technology is used to access mental health care and information.

DHS is preparing the annual update to the existing Minnesota plan that has been approved by SAMHSA for Federal Fiscal Years 2005 to 2007. The plan has two parts: the application and the implementation report. The application includes:

- an overview of Minnesota's mental health system,
- identified areas where particular attention is needed,
- significant achievements in previous year,
- new developments and issues,
- legislative initiatives and changes,
- description of regional and county programs,
- strengths and weaknesses of the service system,
- unmet service needs and critical gaps in the current system,
- state priorities and plans to address unmet needs,
- goals and measurable targets the state plans to achieve annually, and
- the proposed use of the federal block grant funds for the upcoming year.

The implementation report (which is completed later each year):

- reports on the state's progress in meeting the goals and targets in the previous year's plan,
- provides mental health data and information on a common national data collection system, and
- reports how the state uses the grant funds.

Public input is sought into the updates and implementation of the existing plan. Inputs on updates to the existing plan must be submitted no later than close of business on August 15, 2005 for consideration for inclusion in the Federal Fiscal Year 2006 plan updates. Ongoing input is encouraged and will be considered on an ongoing basis.

The plan is updated on an annual basis. The completed 2005 to 2007 plan is available on the DHS Mental Health Division Website:

# Official Notices

[http://www.dhs.state.mn.us/main/groups/disabilities/documents/pub/dhs\\_id\\_003495.hcsp#FBG2005](http://www.dhs.state.mn.us/main/groups/disabilities/documents/pub/dhs_id_003495.hcsp#FBG2005)

The 2004 (the most recent) Implementation Report is also on the website. The updated 2006 plan will be added to the website within a month of completion (around October 1, 2005), and the 2005 Implementation Report will be added to the website within a month of completion (around January 1, 2006).

Please provide written input to Richard Seurer by mail at Mental Health Division, Minnesota Department of Human Services, 444 Lafayette Road North, St. Paul, Minnesota 55155-3828 or by e-mail at ([Richard.Seurer@state.mn.us](mailto:Richard.Seurer@state.mn.us)).

## State Contracts

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

**Formal Solicitations:** Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

## Minnesota State Colleges and Universities

### Notice of Availability of Request for Proposal (RFP) for Designer Selection for Heavy Equipment Addition and Music Renovation Central Lakes College, Staples and Brainerd, MN (State Project No. 05-15)

The State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Central Lakes College, through the State Designer Selection Board, is soliciting proposals from interested, qualified consultants for architectural and engineering design services for the above referenced project.

A full Request for Proposals is available on the Minnesota State Colleges and Universities website: [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu), click on "Solicitation Announcements."

A project informational meeting has been re-scheduled for, 10:00 A.M., July 18, 2005 at Central Lakes College, Brainerd and Staples, MN. The meeting will start in Room E203 at the Brainerd campus. Directions to Room E203 will be posted at the entrance to Door 1. After meeting at the Brainerd campus, there will be a short break for lunch and travel to the Staples campus. The meeting will resume at 12:30 P.M. in Room B103 at the Staples Main campus. Contact Jody Longbella, (218) 894-5128, [jlongbel@clcmn.edu](mailto:jlongbel@clcmn.edu) to sign up for the meeting.

Proposals must be delivered to Mary Golike, Executive Secretary, State Designer Selection Board, in the State Architect's Office, 301 Centennial Bldg., 658 Cedar St., St. Paul, MN 55155-1625 not later than 1:00 P.M., Monday, July 25, 2005.

Late responses will not be considered.

Minnesota State Colleges and Universities is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Colleges and Universities, Minnesota State

### Request for Proposals for Executive Search Firm

**NOTICE IS HEREBY GIVEN** that proposals are being solicited to select an executive search consultant to assist the Minnesota State Colleges and Universities System in the search for qualified candidates for vacancies for Presidents with the Minnesota State Colleges and Universities System during fiscal year 2005-06.

Applicants must have evidence of successful experience in working with search committees on searches for higher education chief executives and evidence of success in providing clients with diverse pools of candidates for searches in higher education. For further information or to request a copy of the full Request for Proposal, please contact:

Linda Skallman, Associate Vice Chancellor, Human Resources  
Minnesota State Colleges and Universities



500 Wells Fargo Place, 30 East Seventh Street  
St. Paul, MN 55101  
**Telephone:** (651) 296-5157  
**Fax:** (651) 297-3145  
**E-mail:** [linda.skallman@so.mnscu.edu](mailto:linda.skallman@so.mnscu.edu)

Proposals are due by Friday, July 22, 2005, no later than 5:00 p.m.

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

## Colleges and Universities, Minnesota State (MnSCU) Dakota County Technical College Notice of Request for Proposals for Electrical Maintenance Services

**NOTICE IS HEREBY GIVEN** that Dakota County Technical College will receive proposals for Electrical Maintenance Services on our campus. Deadline for receipt of proposals is 2:00 p.m. on Monday, July 18, 2005. Late proposals will not be considered. Copies of the complete Request for Proposal is available from:

Paul Demuth  
Dakota County Technical College  
1300 - 145th Street East  
Rosemount, MN 55068  
**Phone:** (651) 423-8370  
**Fax:** (651) 423-8781  
**E-mail:** [Paul.Demuth@dctc.edu](mailto:Paul.Demuth@dctc.edu)

This Request for Proposal does not obligate the College to complete the proposed contract, and the College reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Colleges and Universities, Minnesota State St. Cloud Technical College Sealed Bids Sought for Various Specific Renovations

St Cloud Technical College  
1540 Northway Drive  
St Cloud, MN 56303

Sealed Bids for **Rooms 1-139 & 1-143 Remodel** will be received until **2:00 PM, Tuesday, July 19<sup>th</sup>, 2005** at St. Cloud Technical College by Natalie Ennis in Room 1-102 at which time the bids will be opened and publicly read aloud in **Room 1-100**.

Project Scope: **New ceiling in (2) rooms, new carpet in Faculty Dining, (2) new operable partitions, new paint, new diffusers and sprinkler heads.**

A pre-bid meeting will be held at **10:00 Am, Monday, July 11<sup>th</sup>, 2005**, in **Room 1-139**, St. Cloud Technical College. The Architect/Engineer and Owner Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

Bid Forms, Contract Documents, Drawings and Specifications as prepared by the Project Architect/Engineer, **GLT Architects** are on file at the offices of the:

- 1.) above named Project Architect/Engineer.
- 2.) following Builders Exchanges: **St. Cloud, Minneapolis and Fargo**
- 3.) Construction Market Data Plan Room.
- 4.) Dodge Plan Room.
- 5.) National Association of Minority Contractors of Upper Midwest

# State Contracts

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Complete sets only of bid forms and Drawings and Specifications for use by Bidders in submitting a bid may be obtained at the following address:

Grooters Leapaltd Tideman Architects, P.C.  
808 Courthouse Square  
St. Cloud, MN 56303

A deposit of **\$15.00** is required for each set.

Prospective Bidders requesting that Bidding Documents (complete sets only) be mailed to them may send a separate non-refundable payment (check made out to the Architect) for **\$5.00** per set for shipping & handling (in addition to the **\$15.00** deposit) to the Architect. Such deposits and payments may be sent prior to **July 12<sup>th</sup>, 2005**. Documents will be sent to street addresses only (P.O. Boxes not acceptable).

Each bid which totals over \$15,000.00 must be accompanied by a bid bond or other security described here as a proposal guarantee that the bidder will enter into a contract if its bid is accepted. This security may be either a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than five percent (5%) of the total base bid or a corporate surety bond for the same amount by a surety company authorized to do business in the State of Minnesota.

## Higher Education Services Office Request for Proposals for Public Relations Services—College Goal Sunday

The Minnesota Office of Higher Education is requesting proposals from qualified professionals to provide public relations services to ensure low-income and first generation families are aware of and attend the College Bowl Sunday events to be held throughout Minnesota beginning February 12, 2006. Proposals must be submitted **no later than 4:00 p.m., Central Time, July 26, 2005**.

The Request for Proposals (RFP) does not obligate the Minnesota Office of Higher Education to complete this project, and the Office reserves the right to cancel the solicitation if it is considered to be in its best interest.

The cost of this proposal should not exceed \$50,000 annually. It may be possible to extend the contract for 2 additional years with a total cost of \$150,000 over the 3 year period.

Copies of the RFP are available from:

Cheryl Maplethorpe  
Minnesota Higher Education Services Office  
1450 Energy Park Drive, Suite 350  
St. Paul, MN 55108-5227  
**Phone:** (651) 642-0533, ext. 3400  
**E-mail:** [maplethorpe@heso.state.mn.us](mailto:maplethorpe@heso.state.mn.us)

## Minnesota Historical Society Notice of Request for Bids for Wall Demolition, Construction, and Painting Services

The Minnesota Historical Society is seeking bids from qualified and experienced vendors for wall demolition, construction, and painting services for a traveling exhibit at the Minnesota History Center, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102 (Center). This exhibit, entitled "Capture the Moment, The Pulitzer Prize Photographs," will open to the public on October 14, 2005.

This new exhibit will be installed in Gallery C of the Center, and construction must be completed by September 30, 2005.

A mandatory pre-bid informational meeting has been scheduled for Thursday, July 14, 2005 at 9 a.m. in Gallery C, which is located on the Center's third floor.

The Request for Bids (which will also serve as the Project Manual) is available by calling or writing Mary Green Toussaint, Contracting & Purchasing Assistant, Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, Minnesota 55102. Telephone: (651) 297-7007; e-mail: [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

All bids must be received no later than 2:00 p.m., Local Time, Wednesday, July 27, 2005. Late bids will not be considered.

Finally, please note that a state government shutdown may affect the timing of this project and/or the Society's ability to carry it out as currently envisioned.

Dated: July 5, 2005

## **Minnesota Supreme Court State Court Administration Request for Proposal for Collection Services**

**NOTICE IS HEREBY GIVEN** that the Minnesota Judicial Branch is seeking vendors for collection of past due court debt including criminal, traffic, and parking fines; Guardian ad Litem reimbursements; and other court obligations. The Judicial Branch is seeking a statewide approach to collections, and the vendor is expected to provide a range of collection services that meet the various needs and technology requirements of all county and district court locations.

This request does not obligate the state to any particular service provider or any particular product or service.

For complete information, see the Court website at:

<http://www.courts.state.mn.us/>

For further information or to request a copy of the full Request for Proposal, please contact:

Linda Herman  
Minnesota Supreme Court – Finance Division  
25 Rev. Dr. Martin Luther King Jr. Blvd  
St. Paul, MN 55155  
Phone: (651) 205-4616  
Fax: (651) 205-4441  
E-mail: [Linda.Herman@courts.state.mn.us](mailto:Linda.Herman@courts.state.mn.us)

A pre-proposal conference is scheduled for Friday, July 22, 2005 at 10:00 a.m. CDST. Written questions should be submitted to Linda Herman at the address listed above no later than July 15, 2005.

Deadline for proposals is 3:00 p.m. CDST on Monday, August 8, 2005. No late proposals will be accepted.

## **Department of Transportation (MnDOT) Engineering Services Division Notice of Potential Availability of Contracting Opportunities for a Variety of Highway Related Technical Activities (the “Consultant Pre-Qualification Program”)**

This document is available in alternative formats for persons with disabilities by calling Robin Valento at (651) 284-3622 for persons who are hearing or speech impaired by calling the Minnesota Relay Service at (800) 627-3529.

Mn/DOT, working in conjunction with the Consultant Reform Committee, the Minnesota Consulting Engineers Council, and the Department of Administration, has developed the Consultant Pre-qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT anticipates that most consultant contracts for highway-related technical activities will be awarded using this method, however, Mn/DOT also reserves the right to use RFP or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to complete or use the Consultant Pre-qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT’s Consultant Services web site, indicated below, to see which highway related professional/technical services are available at this time. Following the advertisement of particular category of services, applications will be accepted on a continual basis.

All expenses incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and application forms are available on Mn/DOT’s **web site** at: <http://www.dot.state.mn.us/consult>

Send completed application material to:

Robin Valento  
Pre-Qualification Administrator  
Minnesota Department of Transportation  
Consultant Services  
395 John Ireland Boulevard, Seventh Floor North, Mail Stop 680  
St. Paul, MN 55155

**Note: DUE DATE: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.**

# State Contracts

## Department of Transportation (MnDOT)

### Engineering Services Division

#### Notice Concerning Professional/Technical Contract Opportunities

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT's Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult).

New public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice.

## Non-State Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact editor for further details.

## City of St. Joseph, MN

### Request for Proposals (RFP) for Transportation Consulting Services for the North Corridor and CSAH 2 Realignment Study

#### SP 233-020-01, Federal Project STPX7305-156

The City of St. Joseph MN is requesting proposals for transportation consulting services to complete an alternative scoping process, state/federal environmental review, and official mapping for the proposed North Corridor New Alignment and CSAH 2 Realignment. The proposed corridor and realignment is approximately 5 miles long. The scope of work includes: evaluation of a no-build alternative and up to 3 build alignment alternatives; preliminary geometric layouts and cost estimates for each build alternative; evaluation of social, economic, and environmental impacts; preparation of an official map; preparation of an Environmental Assessment Worksheet for the recommended alternative; and conducting a public hearing on the document.

The anticipated solicitation schedule is as follows:

<i>Issue Request for Proposals</i>	<b>July 5, 2005</b>
<i>Receive Proposals</i>	<b>12:00 PM on Friday, July 22, 2005</b>
<i>Selection of Consultant</i>	<b>August 2005</b>
<i>Award of contract</i>	<b>August 2005</b>
<i>Period of Performance</i>	<b>September 2005 – November 2006</b>

All firms interested in receiving an RFP package are invited to submit a written request to:

Ms. Judy Weyrens  
City Administrator/Contract Administrator  
City of St. Joseph  
25 College Avenue North  
St. Joseph, MN 56374-0668  
**Phone:** (320) 363-7201  
**Fax:** (320) 363-0342  
**E-mail:** [jweyrens@cityofstjoseph.com](mailto:jweyrens@cityofstjoseph.com)

**NOTE:** This RFP is **NOT** available in electronic form.

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## Non-State Contracts & Grants

### Metropolitan Council

#### Notice of Request for Proposals (RFP) for the Blue Lake and Metropolitan Plants Service Area Planning

##### Reference Number 05P054

The Metropolitan Council is soliciting proposals from professional engineering firms for the planning of a number of interceptor projects that need to be accelerated and completed in a concerted, comprehensive and coordinated effort within the Blue Lake WWTP service area and the Metropolitan WWTP service area.

Each planning effort may require area-wide planning, alternative route evaluations, alternative site evaluations, alternative construction process evaluations, preparation of facility plans and activities in support of the Council's interceptor capital improvements planning process. Support activities may include periodic organizational reporting, project identification and development, priority determinations, master scheduling, project technical assistance, project management assistance, quality assurance and quality control systems and other activities.

The tentative schedule is:

<i>Issue Request for Proposals</i>	<b>July 8, 2005</b>
<i>Pre-Proposal Meeting (details in RFP)</i>	<b>July 20, 2005</b>
<i>Proposals Due</i>	<b>August 26, 2005</b>
<i>Anticipated Notice to Proceed</i>	<b>November 2005</b>
<i>Anticipated Completion Date</i>	<b>November 2009</b>

All firms interested in submitting a proposal for this work are invited to make a written request for an RFP document from:

Amanda Houston, Administrative Assistant  
Metropolitan Council  
230 East Fifth Street  
Mears Park Centre  
St. Paul, MN 55101  
**Phone:** (651) 602-1585  
**Fax:** (651) 602-1083  
**E-mail:** [amanda.houston@metc.state.mn.us](mailto:amanda.houston@metc.state.mn.us)

### Metropolitan Council

#### Notice of Invitation for Bids (IFB) for 2005 Gravity Sewer and Maintenance Structure Cleaning

##### Reference Number 04P107

The Metropolitan Council is requesting bids for Gravity Sewer Cleaning Services for M.C.E.S.

<i>Issue Invitation for Bids</i>	<b>June 24, 2005</b>
<i>Bids Due</i>	<b>July 21, 2005 at 2:00 P.M.</b>
<i>Award Contract</i>	<b>August 2005</b>

Firms interested in submitting bids for this contract may obtain an IFB package at a non-refundable cost of \$40.00 per set from:

Amanda Houston  
Administrative Assistant, Contracts and Procurement Unit  
Metropolitan Council  
230 East Fifth Street  
St. Paul, MN 55101  
**Phone:** (651) 602-1585  
**Fax:** (651) 602-1083  
**E-mail:** [amanda.houston@metc.state.mn.us](mailto:amanda.houston@metc.state.mn.us)

# Non-State Contracts & Grants

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## Metropolitan Council - Metro Transit

### Sealed Bids Sought for Transfer Tickets

#### Procurement No. 6884

Metro Transit, a division of the Metropolitan Council, is soliciting sealed bids for supplying Metro Transit with Transfer Tickets for use in bus and rail service over the next two years. These Transfer Tickets are varnish coated, moisture resistant, thermal paper tickets that contain a magnetic stripe. The low responsive, responsible bidder will be required to submit 400 sample transfer tickets for testing purposes prior to award to ensure that the tickets comply with technical specifications. Sealed Bids are due by 2:00 p.m. on July 25, 2005.

Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council  
Metro Transit Purchasing Department  
515 N. Cleveland Avenue  
St. Paul, MN 55114  
**Phone:** (612) 349-5070

## University of Minnesota

### Subscribe to Bid Information Service (BIS)

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

Request for Bids/Proposals are also available to the public each business day from 8:00 a.m. to 4:30 p.m. in the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Minneapolis, Minnesota 55454.

# Minnesota's Bookstore

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