

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

Our File No. 245

RULE REVIEW CHECKLIST

DATE RULE RECEIVED 11/5
DATE FOR REVIEW 11/16
DATE DUE 11/19

Adopted w/a hearing ____
Adopted w/o a hearing X
Temporary rule ____

Approved 11/19 Disapproved ____ Returned to Agency ~~11-18~~ 11-20

Resubmitted ____ Due ____
Approved ____ Disapproved ____ Returned to Agency ____

Date filed w/Secretary of State 11-19 Revisor approved ____
disapproved ____

- ✓ Rule as Adopted
- ✓ Rule as Proposed See SR.
- ✓ Order Adopting 11.3.81 Date
- ✓ Notices of Intent to Solicit Outside Opinion 7.6.81 8.10.81
- ✓ Order for rulemaking
  N/A Date of Hearing
- N/A Certificate of Board's Authorizing Resolution
- ✓ Notice of rulemaking
  ✓ Sufficiency
- ✓ Affidavit of Mailing Notice or rulemaking
  9.22.81 At least 30 days prior to ~~hearing~~/adoption
- ✓ Mailing list Certificate date is 6 days prior to mailing.
- ✓ Publication in State Register
  9.28.81 At least 30/~~20~~ days prior to ~~hearing~~/adoption
- N/A Hearing Examiner's Report
- Chief Hearing Examiner's Report(s)
  ____ Approving H.E.'s Report
  ____ Approving agency action
- ____ Agency's Findings of Fact
- N/A LCRAR Report or agency Affidavit
- N/A Certificate of Board's Resolution Adopting Rules
- ✓ Order Approving Incorporation by Reference
- ✓ Statement of Need and Reasonableness
- N/A Petition for Adoption of a Rule
- ✓ Record (includes transcript or tape, exhibits, comments received by agency, requests for a hearing, and other relevant materials)
- ✓ Certificate of Compliance w/Rulemaking Procedures
- N/A Affidavit of Mailing Notice of Submission to Attorney General
- ✓ Notice of Submission to the Attorney General

see letter of transmittal - no requests rec'd.

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Governing the District Heating Preliminary Planning Grants Program, 6 MCAR §§ 2.4001-2.4007

STATEMENT OF NEED AND REASONABLENESS

INTRODUCTION

In its 1981 session, the Minnesota Legislature appropriated $300,000 in fiscal year 1982 to the Minnesota Energy Agency ("Agency") for preliminary planning grants to be distributed to municipalities for planning related to the development of district heating systems. The Agency has developed these rules in accordance with Laws of Minnesota 1981, Chapter 356, Section 30 for the purpose of managing the distribution of the Preliminary Planning Grants.

The objective of the Preliminary Planning Grant Program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy or displace scarce fuels such as oil and natural gas. It is the intent of this program to encourage:

1. construction of new hot water district heating systems,
2. reconstruction or major expansion of existing steam district heating systems,
3. expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed central heating system.

This Statement of Need and Reasonableness will illustrate the manner in which the Agency, through the proposed rules, will provide state assistance to municipalities.

On July 6, 1981, a Notice of Intent to Solicit Outside Opinion concerning preliminary planning grant rules was published in the State Register at 6 S.R. 26-27. On August 10, 1981, a Notice of Intent to Solicit Outside Opinion Concerning Draft Rules Governing the Administration and Distribution of Preliminary Planning Grants for district heating systems was published in the State Register at 6 S.R. 174. This notice allowed for comments to be received until August 21, 1981. All comments which were received as a result of those notices have been considered, and where appropriate, incorporated in the promulgation of these rules.

RULES

The format used in preparing this Statement of Need and Reasonableness is as follows: each rule is stated and underlined; it is then followed by an explanation of the intent of the proposed rule and the need for the proposed rule.

6 MCAR § 2.4001 Authority and purpose.

A. Authority. Rules 6 MCAR §§ 2.4001-2.4007 implementing the district heating preliminary planning grants program are promulgated by the agency pursuant to Laws of 1981, ch. 356, § 30.

This section is necessary to indicate the statutory authority and requirement for promulgating these rules.

B. Purpose. The objective of the district heating preliminary planning grant program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy and displace scarce fuels such as oil and natural gas. The program shall encourage: construction of new hot water district heating systems; reconstruction or major expansion of

existing steam district heating systems; and expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed major central heating system later.

This section is necessary to indicate to interested parties the reason for the promulgation of these rules and the purpose of the program in which they may hope to participate. The language expresses the purpose of the program as discussed in the introduction to this Statement of Need and Reasonableness and as the Agency understands legislative intent regarding district heating.

6 MCAR § 2.4002 Definitions. For the purpose of 6 MCAR §§ 2.4001-2.4007 the words or terms defined in this rule have the meanings given them.

The Agency included in this rule definitions of terms used often in the rules which might not be understood by the reader and also terms which are used in a shorthand manner in the rules.

A. Agency. "Agency" means the Minnesota Energy Agency.

The term Agency means the Minnesota Energy Agency as provided in Minnesota Statutes sections 116H.01 to 116H.15. This definition is necessary in order to identify the state agency charged with the responsibility of promulgating rules for this program and administering state assistance. It is used often in the rules.

B. Applicant. "Applicant" means a municipality as defined in F as well as any organization submitting a joint application with the municipality. No application shall be accepted unless submitted by a municipality as sponsor or co-sponsor.

This definition acknowledges that entities other than the municipalities applying for grants may be the driving force behind a district heating project.

C. Community Heatload Survey and Map. "Community heatload survey and map " means a description of the district heating market including location of heat source, location, type and age of heating systems of potential nonresidential customers, annual energy consumption and temperature requirements and approximate load duration for process heat customers.

The legislation requires that applicants provide this survey and map and so its contents are specified here. The required contents include information essential to determining the likelihood of a projects success.

D. Director. "Director" means the director of the Minnesota Energy Agency.

This definition is necessary to identify the person responsible for receiving, reviewing, ranking and submitting recommended applications to the legislative advisory committee. It is also necessary for a grant recipient to know who will be responsible for evaluating monthly and final reports.

E. Major Central System. "Major central system" is one that does not rely on oil or natural gas.

An objective of the program is to encourage district heating projects that save oil and natural gas by using coal or waste heat. However, it is often more practical to develop a new district heating system using temporary heat sources, e.g., oil and natural gas, and later, when the market is larger, to convert to lower cost and more readily available energy sources. Major central system is defined based on energy source to distinguish it from new smaller systems, or satellite systems that have the potential to be converted from precious oil and natural gas to coal and waste heat.

F. Municipality. For purposes of applying for grants under this program, "municipality" means a city however organized.

This definition is necessary because the enabling legislation limits applicants to municipalities and does not define municipalities. Therefore, the Agency has taken the definition from Minnesota Statutes, section 414.011.

G. Project. "Project" means the preliminary planning project.

This definition is necessary to distinguish between preliminary planning project and later stages of developing a district heating system.

H. Satellite or Heat Island. A "satellite or heat island" system relies on oil, natural gas or the combustion of waste material and is a heating system which in the future would become a part of a major central system.

An important way of expanding district heating is to establish small satellite systems that can be developed to a size which warrents connection to the central system. Because it is important to encourage expansion of district heating, satellite systems are included in the program.

6 MCAR § 2.4003 Preliminary planning grant program.

A. Application schedule. The agency shall accept grant applications on two-month intervals after the effective date of 6 MCAR §§ 2.4001-2.4007. Applications received shall be ranked, and the director shall recommend ranked applications which meet all the criteria to the legislative advisory committee for approval and funding. No municipality shall be awarded more than two grants out of the same appropriation.

A two-month interval is both needed and reasonable since the Agency must have time to read and evaluate all applications. This 60-day period will also give the Agency a chance to administer one set of grant agreements as required in 6 MCAR § 2.4006 before beginning another set, which will help the process run smoothly. Several funding sequences are reasonable because communities are given an

opportunity to learn from each other which will help to improve the quality of the applications. Also, if quality of applications is improved, the public money will be used more effectively.

Each application will be ranked by the Agency according to the criteria stated in 6 MCAR § 2.4005. Each application containing all the information described in 6 MCAR § 2.4004 will be ranked and submitted to the legislative advisory committee for approval and funding. Applications not containing at least the minimum information will not be submitted to the legislative advisory committee and will instead be returned to the applicant.

It is reasonable not to fund more than two applications from the same municipality out of the same appropriation. This is needed to make certain every community has a fair chance.

B. Review Process. Applications shall be reviewed and ranked by the agency. The director shall prepare and submit to the legislative advisory committee a list of all district heating grant requests. The list shall contain the necessary supporting information. The recommendations of the legislative advisory committee shall be transmitted to the Governor. The Governor shall approve, disapprove, or return for further consideration each project recommended for approval by the legislative advisory committee. Upon approval by the Governor, a grant agreement shall be negotiated with the agency in accordance with 6 MCAR § 2.4006. Comments on applications not selected for grant awards will be forwarded to the applicant. Applications not funded shall be included in the next funding round unless withdrawn. Applicants may modify or supplement their proposal for the next funding interval if desired.

6 MCAR § 2.4003 B is needed to inform the applicant of the channels each application must go through. This review process is mandated by Laws of 1981, ch. 356, § 30.

The review process is reasonable because those communities that have deficiencies in their applications are not automatically rejected. In accordance with 2.4003 A., the two-month interval

gives the Agency a chance to comment on proposals not selected and gives the communities a chance to modify their proposals for a subsequent funding round.

6 MCAR § 2.4004 Contents of preliminary planning grant applications. Applications shall contain the information required by Laws of 1981, ch. 356, § 30, and at least the following information:

Since municipalities who desire preliminary planning grants must request them, it is necessary and reasonable that the Agency specify what must be included in the application for the Agency to properly assess the request. Certain of the required information is expressly required by the enabling legislation. The reasonableness and necessity of the individual data requirements are discussed below.

A. A community heatload survey and map. The survey shall contain a description of the heat source and an estimate of the district heating market.

1. If plans call for an existing heat source such as an electric generation plant or a coal-fired boiler, the application shall include at least a discussion of: type, size, age, fuel, present use and emission controls. If a new heat source is proposed to be used, the application shall include: fuel, estimated cost of fuel and fuel availability.

2. The estimate of the district heating market shall contain nonresidential building information including location, type and age of heating system, type of fuel and annual energy consumption and a description of process load including temperature requirements and load duration.

3. The map shall show the location of the heat source and major load concentrations.

The information contained in the community heat load survey is necessary to determine if a district heating opportunity exists in a community. The information required will be useful to the Agency in evaluating and ranking proposals.

Economic district heating systems require the thermal energy users to be relatively close to the heat source. The map is necessary to illustrate the proximity of users to the heat source as well as the density of the potential users.

B. Community benefit. Briefly discuss the impact of the district heating system on the community and how it would relate to community development plans.

C. Community commitment. Include written expressions of interest and commitment from major potential loads, owner of heat source, and the municipal governing body.

Community benefit and community commitment. Applicants that can demonstrate a community benefit are more likely to succeed in developing a district heating system. Development of a district heating system requires commitment and participation from all segments of a community. If there is substantial community benefit, the chances of obtaining this commitment are greater. It is reasonable to require that the commitment and benefit be demonstrated.

D. Project plan. The project plan shall include a list of tasks, time estimates for each task and a list of deliverables. It should also include rough estimates of time required in successive stages such as design and construction.

Applicants should demonstrate that their plans can effectively carry out the preliminary assessment. By requiring an applicant to include a preliminary estimate of the time it will take to develop a district heating system to construction, the applicants' awareness of the fact that this is normally a long and complicated process will be intensified.

E. Project budget. Include an estimate of expenditures by category, e.g. personnel, travel, etc., also estimates of costs by project plan task.

The budget is necessary to show the Agency how the grant money will be spent.

F. Project organization chart and use of consultants. Assistance in preparing applications can be obtained from the Agency.

It is necessary to know the type of consultant (engineering vs. economic) and who will be actually performing the work. The

Agency will be using its experience in previous projects to assist the communities in their preliminary assessments. The organization chart is the first piece of information needed to begin helping them.

6 MCAR § 2.4005 Ranking criteria. Applications will be ranked according to the following criteria, which are listed in order of importance:

The criteria of 6 MCAR 2.4005 are needed so the applicants know the standards by which their application will be judged. A ranking system is necessary since the number of grants allowed by current appropriation is limited and it is, therefore, important that the planning projects which have the highest probability of proceeding to construction are funded.

Anything which will support the granting of an application even though not clearly required by any of the rules or criteria should be included in the application. The Agency has not stated the criteria in greater detail because applicants may limit information provided to the Agency. Applicants should provide any information which will better sell their project.

A. Estimated capital cost per million BTU of energy sold per year.

Heat from district heating systems will be used only if it is economically competitive in the long run with other heat sources. In applying criteria, this formula will give the Agency an indication of the competitiveness of the proposed system which relates to the chances of it being successfully developed. This is the highest ranked criteria because if district heating is not economically competitive in the long run the other factors are irrelevant.

B. Benefit to the community.

Since these grants are made with public money, the Agency feels it is important that the general community benefit. The applicant should be aware that the Agency will look at this factor in its ranking. Examples of community benefit might be environmental benefit, significance for jobs, significance to community in low cost energy, development of an industrial park, coincides with long and short range planning, and others.

C. Project plan.

Completeness and credibility of project plan will be important factors the Agency will consider in determining whether state funds will be used efficiently and effectively.

D. Community commitment.

It is the Agency's experience that systems which have very little community involvement do not succeed. Therefore, a demonstration of community commitment at the outset will be required.

E. Thoroughness of community heatload survey.

Although the heatload survey and map are the first item mentioned in the legislation, they are listed here below economic competitiveness, community benefit and commitment because it is the totality of the rules and not the survey and map by themselves that are important. The survey and map are used as a ranking criteria to show the applicant that reliable information is expected.

F. Qualifications of project personnel.

This is listed as a criterion to assure that it is included in the application. It is doubtful that applicants will be graded down on their selection of a consultant.

G. Clarity and conciseness.

It is important that an application is clear and concise and is understandable to Agency personnel. The Agency does not elevate form over substance and glossy applications are not expected.

6 MCAR § 2.4006 Agreement. After approval by the Governor, the applicant shall enter into an agreement with the agency.

It is necessary and reasonable for the Agency to require individual agreements with each grantee to appropriately deal with the great variations in the projects to be proposed. 6 MCAR § 2.4006 is needed in order to inform the prospective grantee that a contract will be drawn up between the successful applicant and the Agency for purposes of formalizing the duties, activities, and obligations of the grantee and the Agency.

A. The agreement shall specify the grant amount and the duration of the grant. The agreement shall include assurance that the local share will be provided and that the agreed-upon work program will be carried out. A grant agreement based upon a joint application must be executed by the lead applicant. Amendments and extensions may only be made in writing and must be signed by all parties.

It is reasonable and needed that the contract specify the amount of the grant and the period of time the grant will cover. This will also aid the municipality in predicting the cash receipts relative to the expenditure of funds. The provision for assurances that the local share is being provided is both needed and reasonable in order to assure the Agency that the local unit of government is making a significant contribution while at the same time being the recipient of some of the financial and technical resources available from the Agency.

The requirement of the lead applicant, of a joint application, executing the contract is reasonable and needed in order to designate who will be in charge of administering the grant on the local level and formalizing that relationship between the lead applicant and Agency.

It is also needed and reasonable for the Agency to allow for contract amendments because of problems or situations which may necessitate program change. At the same time it is needed and reasonable that these amendments be made in writing and approved by the grantee and the Agency so that both parties remain aware of their responsibilities and obligations under this program. The need for justifying any grant extension in writing is reasonable to the grantee and the Agency because it will supply the opportunity to supply suggestions which may be helpful in resolving any problems which may be inhibiting successful completion of the agreed-upon tasks.

B. Funding period. Planning grants will be approved for a period of up to one year.

6 MCAR § 2.4006 B. is needed to inform the municipality that a period of up to one year will be allowed for the completion of a planning grant.

Most planning agreements will be written for a period of not more than six months, however, the Agency wants the flexibility of being able to extend this up to one year to accommodate schedules for other city projects that might impact the district heating plan.

6 MCAR § 2.4006 B. is reasonable because it provides sufficient flexibility to implement a project based on the scope of work

predetermined by the Agency and the grantee. This flexibility is necessary because the kinds of projects funded under this grant program are extremely diverse and will require varying amounts of time to successfully complete.

C. Grant limitations.

1. Planning grants shall not exceed 90% of eligible planning costs.

2. No single grant shall exceed $20,000.

Rule 6 MCAR § 2.4006 C 1. is needed to clearly state to the applicant that a planning grant shall not exceed 90% of the total eligible planning cost for their district heating planning project. This 10% local cash match ratio is reasonable because it shows a significant local match which when combined with the Agency's grant amount can be used to help solve the local energy problems.

6 MCAR § 2.4006 C 2. allows for the Agency to grant planning monies up to 90% on a projects total cost, not to exceed $20,000. These maximums of 90% and $20,000 are specifically prescribed in Laws of 1981, ch. 356, § 30.

Furthermore, if the Agency is willing to contribute up to $20,000 the local unit of government should be willing to contribute at least 10% because it will be the primary recipient of the benefits that are derived from the project.

D. Disbursement schedule. Ninety percent of grant monies shall be disbursed at the outset upon receipt of invoice to the agency of project costs. The remaining ten percent shall be disbursed upon completion and receipt of a satisfactory final report.

This rule is needed for the applicant to understand on what basis or schedule grant funds will be made available to the applicant.

The provision of 90% of the grant funds during the first month of the contract period is reasonable because of the sudden increase in expenses directly associated with the grant program and the short (2-6 month) time frame. These sudden costs are for expenses such as salaries, fringe benefits, materials and supplies, and contractor expenses.

It is also reasonable for the Agency to withhold 10% of the grant amount until a satisfactory evaluation has been completed. This is needed and reasonable in order for the Agency to be sure that the grantee has completed all of the agreed-upon work program and that the local unit has contributed its local share.

E. Required reports. The grantee shall submit to the agency on the first of each month a report briefly stating the activities that have transpired during the month. The grantee shall provide the agency with three copies, one of which shall be a camera-ready copy, of the final preliminary planning report.

This rule is needed to inform the grantee that brief monthly reports to the Agency will be required to keep the Agency informed on the progress of this recipient's program. This is a reasonable requirement placed upon the grantee that will inform the Agency of the program's status and provide an indication of when and how the Agency may be of assistance to a community in bringing about the successful completion of its planning program.

It is also reasonable for the grantee to provide the Agency with three copies including a camera-ready copy of any final reports developed for the community under this program. The provision of three copies will allow the Agency to keep copies readily available

and allow for copies to be easily reproduced which will help to make the information contained therein more accessible to other communities or agencies in the State of Minnesota. State law limits the number of copies that may be required to three.

F. Records. The grantee shall maintain for a period of not less than three years from the date of the execution of the contract all records relating to the receipt and expenditures of grant monies.

This requirement is needed and reasonable in order to comply with Minn. Stat. § 138.17 and the Agency's record retention schedule which was prepared pursuant to this law.

G. Contract deviations. No grant funds shall be used to finance activities by consultants or local staff if the activities are not included in the grant contract, unless agreed upon in writing by the agency. Unless agreed upon by the agency, a municipality may not contract out all its energy-related activities to consultants.

This is both needed and reasonable because it informs the grant recipient that it is bound by the grant contract to fulfill the requirements of that contract. It also indicates to the possible grant recipient that the final grant application and contract should accurately reflect the concerns addressed. Likewise it indicates that the local staff can reasonably and usefully work on the project. Any deviations to the contract must be made in writing in order to assure the Agency that the activities and expenses are allowable under this programs rules.

It is also reasonable not to allow 100% of all activities to be done by consultants. If the Agency were to allow 100% grant expenditures for consultants it is likely that the local unit of government will not be deeply involved in the planning process.

By not allowing all grant expenditures to consultants the local unit will be more responsible for portions of the district heating development plans. This in turn will increase the likelihood that the plan or portions of that plan will be implemented.

6 MCAR § 2.4007 Evaluation.

A. The Agency shall conduct an evaluation within 60 days of the submission by the Grantee to the Agency of the final report and all the required reports and financial documents. The evaluation shall assess:

1. Whether the local share contributed was equal to or greater than 10% of the total cost of the preliminary planning project.

This evaluation requirement is necessary and reasonable to evaluate the program to see if the program ratios are met.

2. Whether the agreed-upon work program was completed.

This is necessary and reasonable in order to see that the local unit has fulfilled its obligation as detailed in the grant contract. This portion of the evaluation will be based on the final approved application and the signed contract agreement.

3. Whether the governing body has formally reviewed the completed preliminary district heating plan.

This requirement is necessary to insure that the governing body which submitted the application has formally reviewed the documents which are developed from the work of this program. This is intended to insure that the governing body of the local unit formally considers the findings of the program and considers for implementation the aspects of the program which may assist in the resolution of the local unit of government's energy problems.

B. Upon completion of a satisfactory evaluation the remaining 10% of the grant shall be disbursed to the grant recipient. If the results of the evaluation are unfavorable to the grantee and

the grantee does not agree with the findings of the evaluation, the grantee may request a review by the director.

It is also reasonable that the state will then provide the remaining 10% of the grant contract amount. It is necessary for the state to withhold the last 10% of grant funds in the event that the agreed-upon work program is not completed. Because the Agency is investing heavily in the future, the director must have some recourse, such as withholding 10% of the grant funds, if contract obligations are not fulfilled.

It is also needed and reasonable to allow the grantee a review before the Agency in the event that an evaluation is unfavorable to the grantee. This hearing will provide an opportunity for the grantee to submit information or evidence to the director upon which the director can reconsider the decision that performance did not meet the standards set.

Date: September 18, 1981

MINNESOTA ENERGY AGENCY
ALTERNATIVE ENERGY DEVELOPMENT DIVISION

By Mary Lesch
Mary Lesch

STATE OF MINNESOTA
OFFICE OF THE ATTORNEY GENERAL
ST. PAUL 55155

WARREN SPANNAUS
ATTORNEY GENERAL

RECEIVED
NOV 1981
ATTORNEY GENERAL
ADMINISTRATIVE AGENCIES

ADDRESS REPLY TO:
720 AMERICAN CENTER BLDG.
150 EAST KELLOGG BOULEVARD
ST. PAUL, MN 55101
TELEPHONE: (612) 296-6030

November 3, 1981

Mr. Ted A. Martinez
Special Assistant Attorney General
530 State Office Building
St. Paul, Minnesota 55155

Re: Proposed Rules of the Minnesota Energy Agency Governing the District Heating Preliminary Planning Grants Program, 6 MCAR §§ 2.4001-2.4007

Dear Sir:

Enclosed for your review pursuant to Minn. Stat. § 15.0412, subd. 4h, and 1 MCAR § 1.203 are copies of the documents required to be submitted by that rule.

The Agency is adopting the rules as proposed and without change. Therefore, the Agency has not prepared Rules as Adopted which show additions or deletions nor has it prepared Findings of Fact and Conclusions.

Only one comment was received during the 30-day comment period. The MPCA asked the Agency to consider including in the ranking criteria the factor "amount of scarce fuels displaced." The Agency was not convinced by the submission that the suggested change was needed or reasonable. The program established in the rules is concerned with determining the feasibility of district heating systems not with determining the feasibility of refuse burning. Making the change suggested would confuse the goals of the program.

Sincerely,

Dwight S. Wagenius

DWIGHT S. WAGENIUS
Special Assistant
Attorney General

Counsel for
Minnesota Energy Agency

DSW:lkr
Enc.
cc: Reviewer

AN EQUAL OPPORTUNITY EMPLOYER

Rules as Adopted

6 MCAR S 2.4001 Authority and purpose.

A. Authority. Rules 6 MCAR SS 2.4001-2.4007 implementing the district heating preliminary planning grants program are promulgated by the agency pursuant to Laws of 1981, ch. 356, S 30.

B. Purpose. The objective of the district heating preliminary planning grant program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy and displace scarce fuels such as oil and natural gas. The program shall encourage: construction of new hot water district heating systems; reconstruction or major expansion of existing steam district heating systems; and expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed major central heating system later.

6 MCAR S 2.4002 Definitions. For the purpose of 6 MCAR SS 2.4001-2.4007 the words or terms defined in this rule have the meanings given them.

A. Agency. "Agency" means the Minnesota Energy Agency.

B. Applicant. "Applicant" means a municipality as defined in F. as well as any organization submitting a joint application with the municipality. No application shall be accepted unless submitted by a municipality as sponsor or co-sponsor.

C. Community heatload survey and map. "Community heatload survey and map" means a description of the district heating market including location of heat source, location, type and age of heating systems of potential nonresidential customers, annual energy consumption and temperature requirements and approximate load duration for process heat customers.

D. Director. "Director" means the director of the Minnesota Energy Agency.

E. Major central system. "Major central system" is one that does not rely on oil or natural gas.

F. Municipality. For purposes of applying for grants under this program, "municipality" means a city however organized.

G. Project. "Project" means the preliminary planning project.

H. Satellite or heat island. A "satellite or heat island" system relies on oil, natural gas or the combustion of waste material and is a heating system which in the future would become a part of a major central system.

6 MCAR S 2.4003 Preliminary planning grant program.

A. Application schedule. The agency shall accept grant applications on two-month intervals after the effective date of 6 MCAR SS 2.4001-2.4007. Applications received shall be ranked, and the director shall recommend ranked applications which meet all the criteria to the legislative advisory committee for approval and funding. No municipality shall be awarded more than two grants out of the same appropriation.

B. Review process. Applications shall be reviewed and ranked by the agency. The director shall prepare and submit to the legislative advisory committee a list of all district heating grant requests. The list shall contain the necessary supporting information. The recommendations of the legislative advisory committee shall be transmitted to the Governor. The Governor shall approve, disapprove, or return for further consideration each project recommended for approval by the legislative advisory committee. Upon approval by the Governor, a grant agreement shall be negotiated with the agency in accordance with 6 MCAR S 2.4006. Comments on applications not selected for grant awards shall be forwarded to the applicant. Applications not funded shall be included in the next funding round unless withdrawn. Applicants may modify or supplement their proposals for the next funding interval if desired.

6 MCAR S 2.4004 Contents of preliminary planning grant applications. Applications shall contain the information required by Laws of 1981, ch. 356, S 30, and at least the following information:

A. A community heatload survey and map. The survey shall contain a description of the heat source and an estimate of the district heating market.

1. If plans call for an existing heat source such as an electric generation plant or a coal-fired boiler, the application shall include at least a discussion of: type, size, age, fuel, present use and emission controls. If a new heat source is proposed to be used, the application shall include: fuel, estimated cost of fuel and fuel availability.

2. The estimate of the district heating market shall contain nonresidential building information including location, type and age of heating system, type of fuel and annual energy consumption and a description of process load including temperature requirements and load duration.

3. The map shall show the location of the heat source and major load concentrations.

B. Community benefit. Briefly discuss the impact of the district heating system on the community and how it would relate to community development plans.

C. Community commitment. Include written expressions of interest and commitment from major potential loads, owner of heat source, and the municipal governing body.

D. Project plan. The project plan shall include a list of tasks, time estimates for each task and a list of deliverables. It should also include rough estimates of time required in successive stages such as design and construction.

E. Project budget. Include an estimate of expenditures by categories such as personnel and travel and estimates of costs by project plan task.

F. Project organization chart and use of consultants. Assistance in preparing applications can be obtained from the agency.

6 MCAR S 2.4005 Ranking criteria. Applications will be ranked according to the following criteria, which are listed in order of importance:

A. Estimated capital cost per million BTU of energy sold per

year;

B. Benefit to the community;

C. Project plan;

D. Community commitment;

E. Thoroughness of community heatload survey;

F. Qualifications of project personnel;

G. Clarity and conciseness.

6 MCAR S 2.4006 Agreement. After approval by the Governor, the applicant shall enter into an agreement with the agency.

A. Contents. The agreement shall specify the grant amount and the duration of the grant. The agreement shall include assurance that the local share will be provided and that the agreed-upon work program will be carried out. A grant agreement based upon a joint application must be executed by the lead applicant. Amendments and extensions may only be made in writing and must be signed by all parties.

B. Funding period. Planning grants will be approved for a period of up to one year.

C. Grant limitations. Planning grants shall not exceed 90 percent of eligible planning costs. No single grant shall exceed $20,000.

D. Disbursement schedule. Ninety percent of grant monies shall be disbursed at the outset upon receipt of invoice to the agency of project costs. The remaining ten percent shall be disbursed upon completion and receipt of a satisfactory final report.

E. Required reports. The grantee shall submit to the agency on the first of each month a report briefly stating the activities that have transpired during the month. The grantee shall provide the agency with three copies, one of which shall be a camera-ready copy, of the final preliminary planning report.

F. Records. The grantee shall maintain for a period of not less than three years from the date of the execution of the contract all records relating to the receipt and expenditures of grant monies.

G. Contract deviations. No grant funds shall be used to

finance activities by consultants or local staff if the activities are not included in the grant contract, unless agreed upon in writing by the agency. Unless agreed upon by the agency, a municipality may not contract out all its energy-related activities to consultants.

6 MCAR S 2.4007 Evaluation.

A. Evaluation. The agency shall conduct an evaluation within 60 days of the submission by the grantee to the agency of the final report and all the required reports and financial documents. The evaluation shall assess:

1. Whether the local share contributed was equal to or greater than ten percent of the total cost of the preliminary planning project;

2. Whether the agreed-upon work program was completed;

3. Whether the governing body has formally reviewed the completed preliminary district heating plan.

B. Review. Upon completion of a satisfactory evaluation the remaining ten percent of the grant shall be disbursed to the grant recipient. If the results of the evaluation are unfavorable to the grantee and the grantee does not agree with the findings of the evaluation, the grantee may request a review by the director.

APPROVED AS TO LEGALITY
November 19 19 81
WARREN SPANNAUS, ATTORNEY GENERAL
BY Ted A. Mathews
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
NOV 20 1981
Joan Anderson Growe
Secretary of State
9:50 AM

SF-00006-02

STATE OF MINNESOTA

DEPARTMENT ATTORNEY GENERAL

Office Memorandum

TO : MARK MASON
Director
Minnesota Energy Agency

DATE: 11/20/81

ATTN : Dwight S. Wagenius
Special Assistant Attorney General

FROM : TED A. MARTINEZ
Special Assistant
Attorney General

PHONE: 296-0315

SUBJECT: In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants

Enclosed herewith are the rules you have submitted for approval. These rules have been approved by this office and filed with the Secretary of State. Please note that they have not been filed with the State Register. This must be done promptly by your agency.

Upon receipt and before transmittal to your agency, however, it is important that you recheck these rules as to:

1. Affixation of stamps of the Attorney General and Secretary of State to the last page of the rules;

2. Coverage by these stamps of all rules submitted; and

3. Inclusion of all pages to the rules in the approved set.

If you have any questions in this regard, please contact me.

TAM/cae

Encs.

cc: Ms. Kathy Burek
Mr. Duane Harves

Minnesota Pollution Control Agency

Mr. Ronald Sundberg
Minnesota Energy Agency
980 American Center Building
160 East Kellogg Boulevard
St. Paul, Minnesota 55101

OCT 16 1981

Dear Mr. Sundberg:

This is in regard to our conversation about rules for the administration of the District Heating Preliminary Planning Grant. Through our conversations, I became aware of how the rules were drafted and the concerns you had as you drafted the rules.

The Minnesota Pollution Control Agency (MPCA) is concerned that the use of non-scarce fuels was not a criteria on which projects will be awarded. Although this is mentioned in the purpose of the rule, it was not specifically mentioned in the criteria for ranking a project. Therefore, I recommend the ranking criteria contain the inclusion of "amount of scarce fuels displaced". By including this in the ranking criteria, it will make the criteria consistent with the purpose of the rule, to reduce the dependents on scarce fuels. By specifically referencing this criteria you let potential applicants know that it will be considered. Ultimately, it should result in a more comprehesive look at projects.

In regard to your questions about the use of modular incinerators, I am enclosing a list of modular incinerators currently being constructed or operating throughout the United States. This list was prepared by Hennepin County. In reading this material, you will note there are several modular incinerators in Minnesota. I'm sure if you have questions relating to their operations, the contact persons will welcome your call.

Again, I want to thank you for your consideration of this matter. I hope that we can continue this dialogue as we work together on solutions to energy and solid waste problems. If I can be of any further assistance to you, please do not hesitate to contact me.

Sincerely,

Curtis Sparks

Curtis J. Sparks, P.E., Chief
Waste Management Assistance Section
Division of Solid & Hazardous Waste

CJS:vjp

Phone: (612) 297-2724
1935 West County Road B2, Roseville, Minnesota 55113
Regional Offices · Duluth/Brainerd/Detroit Lakes/Marshall/Rochester
Equal Opportunity Employer

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

STATEMENT OF COMPLIANCE WITH RULEMAKING PROCEDURES

I, Special Assistant Attorney General Dwight S. Wagenius, do hereby declare that I have examined the rules and all related documents and that, based on my examination and my personal familiarity with the applicable procedures, the Administrative Procedure Act and the rules of the Attorney General have been followed.

Dated:

Dwight S. Wagenius

DWIGHT S. WAGENIUS
Special Assistant
Attorney General

N. Work other than for common paymaster. If an employee works for a related corporation other than the common paymaster prior or subsequent to the effective period of the agreement, the wages earned and reportable by the employing corporation shall not be combined with the wages reportable by the common paymaster in determining the maximum taxable wage described in Minn. Stat. § 268.04, subd. 25.

O. Non-related or noncurrent. Where related group or concurrent employment conditions are not met, each employing corporation of an individual shall be responsible for submitting wage and separation information, protests and appeals pertaining to any claim for unemployment benefits of that individual.

P. Wages, wage credits and experience rate factors of a joint account. All wages reportable and benefits charged under the joint account shall remain with that account for contribution, benefit eligibility and experience rating purposes.

Q. Relation cessation. If any corporation ceases to be related the common paymaster shall notify the department within 30 days of the end of the calendar quarter in which the cessation occurs.

R. Termination of agreement. The commissioner may immediately terminate the agreement if it is found that consolidated reporting is not in compliance with this rule, or it is determined that the approved related group changed its common paymaster for the purpose of attaining more favorable experience rates.

S. Written protest. If an application to report under the provisions of Minn. Stat. § 268.06, subd. 21, clause (2) and this rule is denied, or an existing agreement is terminated at the discretion of the commissioner, the denial or termination shall be final unless a written protest is filed with the commissioner as set forth in Minn. Stat. § 268.06, subd. 20.

8 MCAR § 4.3107 Payments of interest.

A. Scope. This rule establishes the conditions upon which interest on contributions due may be waived as provided for in Minn. Stat. § 268.16, subd.1.

B. Waiver. The commissioner may waive all or part of the interest charges on contributions that are not paid by the due date if:

1. The late payment was caused by department error or misinformation; or
2. The late payment was the result of unreasonable delay not attributable to the employer.

C. Application. Each application for waiver of interest under this rule must be made in writing by the employer or his authorized representative, except that the commissioner may on his own motion waive interest if in the best interest of the State of Minnesota.

8 MCAR § 4.3108 Contribution rates.

A. Notice of rate. Any employer determined liable by the department prior to January 1 shall be assigned a contribution rate pursuant to Minn. Stat. § 268.06 which shall be mailed on or before March 15 of the year effective.

B. Time limit on voluntary contributions. In no event shall a voluntary contribution paid by an employer pursuant to Minn. Stat. § 268.06, subd. 24 after the expiration of the first 120 days for the period the rate is effective be used in the computation of a new experience ratio.

Repealer. Department of Economic Security rules ES-1, ES-2, ES-3, ES-4, ES-5, ES-6, ES-8, ES-9, ES-10, ES-11, ES-12, ES-17, ES-19, ES-20, ES-27, and ES-28 are repealed.

Minnesota Energy Agency
Alternative Energy Development Division

Proposed Rules Relating to District Heating Preliminary Planning Grants

Notice of Intent to Adopt Rules without a Public Hearing

Notice is hereby given that the Minnesota Energy Agency ("agency") intends to adopt the above-entitled rules without a public hearing. The director of the agency has determined that the adoption of the rules will not be controversial and has elected to follow the procedures set out in Minn. Stat. § 15.0412, subd. 4h.

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.

The 1981 Legislature appropriated $300,000 for district heating preliminary planning grants to municipalities for planning related to the development of district heating systems. Laws of 1981, ch. 356, § 30. Grant requests must be submitted to the agency for analysis and for further consideration by the legislative advisory commission, which will recommend certain projects for approval by the governor. The proposed rules set out the contents of grant requests, the ranking criteria, the evaluation process and the terms of the agreement successful applicants must enter into with the state. Two notices of intent to solicit opinions concerning the subject matter of the proposed rules were published earlier at 6 S.R. 26-27 (July 6, 1981) and 6 S.R. 174-76 (August 10, 1981). Copies of the proposed rules may be obtained by writing or calling Mr. Sundberg at the address or telephone number given below.

Please be advised that you have an opportunity for the 30-day period following publication of this notice and the proposed rules to submit comments in writing on the proposed rules and to object to the lack of public hearing on the proposed rules. Your written comments or request for hearings should be submitted to the Minnesota Energy Agency c/o Ronald Sundberg, 980 American Center Building, 160 East Kellogg Boulevard, Saint Paul, Minnesota 55101. Unless seven or more persons submit written requests for a public hearing on the proposed rules within the 30-day comment period, no public hearing will be held. If seven or more persons request hearings on the proposed rules, the agency will order public hearings in accordance with Minn. Stat. § 15.0412, subds. 4-4f. The agency may modify the proposed rules if modification is supported by the data and views submitted in written comments and if no substantial change results from the modification.

If no hearing is required, and the agency decides to adopt the rules as proposed, or as modified if written comments justify modification, the agency will submit to the Attorney General for review of form, legality and substantial change the following documents: this notice with the rules as proposed, the rules as adopted, the order adopting the rules, any written comments received by the agency, the agency's statement of need and reasonableness supporting adoption of the rules, and any written comments received by the agency in response to the earlier notices seeking outside opinions. Any person may request notification of the date the agency makes the submission to the Attorney General. If you desire to be so notified, you must inform the agency in writing during the 30-day comment period.

The agency has prepared a statement of need and reasonableness in support of the proposed rules which is also available from the agency by writing to the address indicated above or calling (612) 296-9096.

The agency's authority to promulgate the proposed rules can be found in Minn. Stat. § 116H.08(a) and Laws of 1981, ch. 356, § 30.

Please be advised that Minnesota Statutes, chapter 10A, requires each lobbyist to register with the Ethical Practices Board within five days after he/she becomes a lobbyist. Lobbying includes attempting to influence rulemaking by communicating or using others to communicate with public officials. A lobbyist is generally any individual who spends more than $250 per year for lobbying or any individual who is engaged for pay or authorized to spend money by another individual or association and who spends more than $250 per year or five hours per month at lobbying. The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: September 14, 1981.

Mark Mason
Director

Rules as Proposed (all new material)

6 MCAR § 2.4001 Authority and purpose.

A. Authority. Rules 6 MCAR §§ 2.4001-2.4007 implementing the district heating preliminary planning grants program are promulgated by the agency pursuant to Laws of 1981, ch. 356, § 30.

B. Purpose. The objective of the district heating preliminary planning grant program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy and displace scarce fuels such as oil and natural gas. The program shall encourage: construction of new hot water district heating systems; reconstruction or major expansion of existing steam district heating systems; and expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed major central heating system later.

6 MCAR § 2.4002 Definitions. For the purpose of 6 MCAR §§ 2.4001-2.4007 the words or terms defined in this rule have the meanings given them.

A. Agency. "Agency" means the Minnesota Energy Agency.

B. Applicant. "Applicant" means a municipality as defined in F. as well as any organization submitting a joint application with the municipality. No application shall be accepted unless submitted by a municipality as sponsor or co-sponsor.

C. Community heatload survey and map. "Community heatload survey and map" means a description of the district heating market including location of heat source, location, type and age of heating systems of potential nonresidential customers, annual energy consumption and temperature requirements and approximate load duration for process heat customers.

D. Director. "Director" means the director of the Minnesota Energy Agency.

E. Major central system. "Major central system" is one that does not rely on oil or natural gas.

F. Municipality. For purposes of applying for grants under this program, "municipality" means a city however organized.

G. Project. "Project" means the preliminary planning project.

H. Satellite or heat island. A "satellite or heat island" system relies on oil, natural gas or the combustion of waste material and is a heating system which in the future would become a part of a major central system.

6 MCAR § 2.4003 Preliminary planning grant program.

A. Application schedule. The agency shall accept grant applications on two-month intervals after the effective date of 6 MCAR §§ 2.4001-2.4007. Applications received shall be ranked, and the director shall recommend ranked applications which meet all the criteria to the legislative advisory committee for approval and funding. No municipality shall be awarded more than two grants out of the same appropriation.

B. Review process. Applications shall be reviewed and ranked by the agency. The director shall prepare and submit to the legislative advisory committee a list of all district heating grant requests. The list shall contain the necessary supporting information. The recommendations of the legislative advisory committee shall be transmitted to the Governor. The Governor shall approve, disapprove, or return for further consideration each project recommended for approval by the legislative advisory committee. Upon approval by the Governor, a grant agreement shall be negotiated with the agency in accordance with 6 MCAR § 2.4006. Comments on applications not selected for grant awards shall be forwarded to the applicant. Applications not funded shall be included in the next funding round unless withdrawn. Applicants may modify or supplement their proposals for the next funding interval if desired.

6 MCAR § 2.4004 Contents of preliminary planning grant applications. Applications shall contain the information required by Laws of 1981, ch. 356, § 30, and at least the following information:

A. A community heatload survey and map. The survey shall contain a description of the heat source and an estimate of the district heating market.

1. If plans call for an existing heat source such as an electric generation plant or a coal-fired boiler, the application shall include at least a discussion of: type, size, age, fuel, present use and emission controls. If a new heat source is proposed to be used, the application shall include: fuel, estimated cost of fuel and fuel availability.

2. The estimate of the district heating market shall contain nonresidential building information including location, type and age of heating system, type of fuel and annual energy consumption and a description of process load including temperature requirements and load duration.

3. The map shall show the location of the heat source and major load concentrations.

B. Community benefit. Briefly discuss the impact of the district heating system on the community and how it would relate to community development plans.

C. Community commitment. Include written expressions of interest and commitment from major potential loads, owner of heat source, and the municipal governing body.

D. Project plan. The project plan shall include a list of tasks, time estimates for each task and a list of deliverables. It should also include rough estimates of time required in successive stages such as design and construction.

E. Project budget. Include an estimate of expenditures by categories such as personnel and travel and estimates of costs by project plan task.

F. Project organization chart and use of consultants. Assistance in preparing applications can be obtained from the agency.

6 MCAR § 2.4005 Ranking criteria. Applications will be ranked according to the following criteria, which are listed in order of importance:

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.

A. Estimated capital cost per million BTU of energy sold per year;

B. Benefit to the community;

C. Project plan;

D. Community commitment;

E. Thoroughness of community heatload survey;

F. Qualifications of project personnel;

G. Clarity and conciseness.

6 MCAR § 2.4006 Agreement. After approval by the Governor, the applicant shall enter into an agreement with the agency.

A. Contents. The agreement shall specify the grant amount and the duration of the grant. The agreement shall include assurance that the local share will be provided and that the agreed upon work program will be carried out. A grant agreement based upon a joint application must be executed by the lead applicant. Amendments and extensions may only be made in writing and must be signed by all parties.

B. Funding period. Planning grants will be approved for a period of up to one year.

C. Grant limitations. Planning grants shall not exceed 90 percent of eligible planning costs. No single grant shall exceed $20,000.

D. Disbursement schedule. Ninety percent of grant monies shall be disbursed at the outset upon receipt of invoice to the agency of project costs. The remaining ten percent shall be disbursed upon completion and receipt of a satisfactory final report.

E. Required reports. The grantee shall submit to the agency on the first of each month a report briefly stating the activities that have transpired during the month. The grantee shall provide the agency with three copies, one of which shall be a camera-ready copy, of the final preliminary planning report.

F. Records. The grantee shall maintain for a period of not less than three years from the date of the execution of the contract all records relating to the receipt and expenditures of grant monies.

G. Contract deviations. No grant funds shall be used to finance activities by consultants or local staff if the activities are not included in the grant contract, unless agreed upon in writing by the agency. Unless agreed upon by the agency, a municipality may not contract out all its energy-related activities to consultants.

6 MCAR § 2.4007 Evaluation.

A. Evaluation. The agency shall conduct an evaluation within 60 days of the submission by the grantee to the agency of the final report and all the required reports and financial documents. The evaluation shall assess:

1. Whether the local share contributed was equal to or greater than ten percent of the total cost of the preliminary planning project;

2. Whether the agreed-upon work program was complete;

3. Whether the governing body has formally reviewed the completed preliminary district heating plan.

B. Review. Upon completion of a satisfactory evaluation the remaining ten percent of the grant shall be disbursed to the grant recipient. If the results of the evaluation are unfavorable to the grantee and the grantee does not agree with the findings of the evaluation, the grantee may request a review by the director.

Minnesota Housing Finance Agency

Proposed Rules Amending Provisions Relating to Downpayments under the Homeownership Assistance Fund

Notice of Intent to Adopt Rules without a Public Hearing

Notice is hereby given that the Minnesota Housing Finance Agency ("agency") proposes to adopt the above-entitled rules without a public hearing. The agency has determined that the proposed adoption of these rules will be noncontroversial in nature and has elected to follow the procedures set forth in Minn. Stat. § 15.0412, subd. 4h(1980).

Persons interested in these rules shall have 30 days to submit comments on the proposed rules. The proposed rules may be modified if the modifications are supported by the data and views submitted to the agency and do not result in a substantial change in the proposed language.

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

AFFIDAVIT OF MAILING

Marlene H. Odeen, being first duly sworn, deposes and says:

That on the 22nd day of September, 1981, at the City of Saint Paul, County of Ramsey, State of Minnesota, she served the attached Notice of Intent to Adopt Rules Without A Public Hearing by depositing in the State of Minnesota Central Mailing system, or in the United States Mail at said City of Saint Paul, a copy thereof, properly enveloped, with postage prepaid, on all persons and associations who have requested that their names be placed on file with the Minnesota Energy Agency for the purpose of receiving notice of the proposed adoption of rules by this Agency.

Marlene H. Odeen

Subscribed and sworn to before me this 26th day of October, 1981.

Karla V. Sand
Notary Public

KARLA V. SAND
NOTARY PUBLIC—MINNESOTA
RAMSEY COUNTY
My Commission Expires Jan. 26, 1986.

MINNESOTA ENERGY AGENCY
POSTAL DATA BASE
CODE - RULEUS
RULES & REGULATIONS
REGULAR MAIL

COMPILED BY
MARY ANDERSEN

LABELS CONTAINING
THE FOLLOWING NAMES
DELIVERED 09/16/81

LAST NAME	FIRST NAME	COMPANY	ADDRESS	CITY	ZIP	ID #
***						
* ADAMS	JAY		2504 GIRARD AVE S	MPLS	55405	5373
* ALLERS	JOHN H		7501 SECOND AVE S	RICHFIELD	55423	8543
* ANDERSON	HERBERT K		418 EIGHTH ST S	VIRGINIA	55792	8544
* BENSON	WALTER R		BOX 66	CRYSTAL BAY	55323	8507
* BROOKS	WILLIAM F JR		MIDLAND BANK BLDG-RM 900	MPLS	55401	8555
* BUCHWALD	DR C EDWAR D		R R 4	NORTHFIELD	55057	8431
* CARLSON	WAYNE R		126 MARSHALL AVE N	LITCHFIELD	55355	8424
* CASPER	M D		203 FIFTH ST N	BRECKENRIDGE	56520	8511
* CLAUSEN	PHILIP J		2307 STANDISH ST	ST PAUL	55108	8559
* DIRACLES	JAMES C		I D S CTR-RM 4040	MPLS	55402	8514
* DRAWZ	JOHN E		FIRST NATL BANK BLDG-RM 1100	MPLS	55402	8515
* ELMER	EDWIN W		2901 PLEASANT AVE	MPLS	55408	8566
* ENDERSEN	G WILLIAM		3644 NICOLLET AVE	MPLS	55409	8567
* ERICKSON	GLENN A		CITY HALL-RM 445	ST PAUL	55102	8518
* FITZPATRICK	LEO		8138 HENSLOWE AVE S	COTTAGE GROVE	55016	8571
* FLOM	KATE		1288 HUBBARD AVE	ST PAUL	55104	5369
* GOLDSMITH	AMY		2600 PLEASANT AVE S	MPLS	55408	5365
* GRUMMERT	DONALD		1435 ADAMS ST NE	MPLS	55413	8579
* HENJUM	ARNOLD		907 FOURTH ST W	MORRIS	56267	8685
* HOGLUND	RICHARD C		333 SIXTH ST SW-BOX 755	WILLMAR	56201	8588
* HULSTRAND	GEORGE E		BOX 130	WILLMAR	56201	8589
* HUNTER	LAURENCE E		333 SIBLEY ST-RM 115	ST PAUL	55101	8590
* JAIN	NIRMAL K		7106 BIRCHVIEW RD	MAPLE GROVE	55369	6870
* JOHNSON	WALTER D		8950 EDEN PRAIRIE RD	EDEN PRAIRIE	55343	8526
* JOHNSON	BARBARA		1636 TAYLOR AVE	ST PAUL	55104	5366
* JOHNSON	CLARENCE		3615 37TH AVE S	MPLS	55406	8598
* JOHNSON	LANCE J		NORTHWESTERN BANK BLDG-RM 1500	ST PAUL	55101	8601
* JOHNSTON	MARLISS		BOX 3367	MANKATO	56001	5372
* JONES	LIS		6617 CAHILL RD	EDINA	55435	5371
* JOYNES	WILLIAM S		250 MILLER AVE	WHITE BEAR LK	55110	8666
* KELLEY	B BATTISTE		4001 PEBBLEBROOK DR	BLOOMINGTON	55420	8604
* KIRK	RONALD G		7900 XERXES AVE S-STE 220 0	MPLS	55431	8529
* KNOBELL	DAVID R		730 SECOND AVE S-RM 315	MPLS	55402	8606
* LANCE	WAYNE		1025 ROOSEVELT AVE-BOX 647	DETROIT LAKES	56501	8610
* LARSEN	LAUREN		322 MICHIGAN ST W	DULUTH	55802	8432
* LARSON	REGINA		211 FOURTH AVE W	ADA	56510	5375

* LARSON	KRISTIN		2215 21ST ST W	MPLS	55405	5368
* LEE	A J		HENN CO GOVT CTR-RM A2300	MPLS	55415	8465
* LINDBERG	CLARENCE P		1808 VALLEY CURVE BLVD	MENDOTA HTS	55118	1630
* LUKERMANN	BARBARA		2211 FOLWELL AVE	ST PAUL	55108	8433
* LYNCH	MICHAEL		1708 SAVOY RD N	ELY	55731	5376
* MANGOLD	GREGORY L		CARVER COUNTY COURTHOUSE	CHASKA	55318	8612
* MCMILLAN	JOHN G		HENN CO GOVT CTR-RM A2208	MPLS	55487	8460
* MEISSNER	CARL F		7516 80TH ST S	COTTAGE GROVE	55016	8614
* MELCHER	STEVEN		2904 THIRD ST W	DULUTH	55806	5367
* NYGREN	GAIL		317 CLIFTON AVE S	MPLS	55403	8527
* PEGORS	JOHN		1802 WALLACE AVE	DULUTH	55803	8537
* PERRY	LUDDENE		BOX 194	STAPLES	56479	5362
* PORTER	DAVID		3002 27TH AVE S	MPLS	55406	8632
* PUTNAM	DAVID L		12001 HWY 52	CHAMPLIN	55316	8634
* RICHTMAN	ANN		805 HAGUE AVE	ST PAUL	55104	5370
* RIXEN	GLORIA		R R 1	HANCOCK	56244	5377
* ROSS	ALFRED		6356 WARE RD	LINO LAKES	55014	8641
* SCHINK	PAUL		200 NORWOOD DR	FRANCIS CREEK	54214	8490
* SCHMIDT	BETTY		311 EIGHTH ST E	MORRIS	56267	5374
* SEBOK	DAVID		CITY HALL-RM 409	DULUTH	55802	8648
* SMITH	ROBERT L		PIONEER BLDG	ST PAUL	55101	8652
* STENNES	KATHRYN		3231 FIRST AVE S	MPLS	55408	8444
* THOMAS	CAROLE L		1650 GOLF RD E	SCHAUMBURG	60196	8497
* VELDE	GARY		R R 2	GRANITE FALLS	56241	8498
* WAMPLER	LINUS		PROVIDENCE BLDG-RM 609	DULUTH	55802	8662
* WISNIEWSKI	DONALD C		621 96TH ST W	CHASKA	55318	8500
* WOODSTROM	SUSAN		3735 22ND AVE S	MPLS	55407	8501
* WOZNIAK	D D		MIDWEST FEDERAL BLDG-RM 4 01	ST PAUL	55101	8665
* MONTGOMERY	DONALD E	A B C INC	6300 WALKER ST-RM 109	MPLS	55416	4724
* BROMMER	BERNARD L	A F L-C I O	175 AURORA AVE	ST PAUL	55103	8508
* GARY	WILLIAM	A G C OF MINN	111 KELLOGG BLVD E	ST PAUL	55101	8522
* NELSON	BARBARA	ADVOCATE FOR THE BLIND	1821 UNIVERSITY AVE-RM 38 9S	ST PAUL	55104	8621
* KIRCHNER	ROBERT	ANOKA CITY HALL	2015 FIRST AVE	ANOKA	55303	8605
* EWEN	LINDA	ANOKA CO FINANCIAL SERV DEPT	COURTHOUSE-THIRD FL	ANOKA	55303	8519
*		ARROWHEAD REGIONAL DEVEL COMM	200 ARROWHEAD PL	DULUTH	55802	8547
* PICULELL	ROBERT F	ASHLAND PETROLEUM CO	BOX 9	ST PAUL PARK	55071	8475
* HALLMAN	W A	ASSOCIATED MOTOR CARRIERS	1745 UNIVERSITY AVE	ST PAUL	55104	8582
*		BADGER SAFE ENERGY ALLIANCE	BOX 68	DURAND	54736	5364
* PORTER	WILLIAM L	BECK & ASSOC	2901 METRO DR-STE 214	BLOOMINGTON	55420	8468
* BERGMAN	JAMES	BERGMAN BUILDERS INC	845 EARL ST	ST PAUL	55106	8479
* JOHNSON	LESLIE M	BLAINE CITY OF	9150 CENTRAL AVE NE	BLAINE	55433	8602
* GASTERLAND	JAN P	BLOOMINGTON BLDG & INSPECT DIV	2215 OLD SHAKOPEE RD W	BLOOMINGTON	55420	8455
* MEYER	HERBERT W	BLOOMINGTON CITY MGRS OFFICE	2215 OLD SHAKOPEE RD W	BLOOMINGTON	55420	8454
* PIDGEON	JOHN G	BLOOMINGTON CITY OF	2215 OLD SHAKOPEE RD W	BLOOMINGTON	55420	8629
* ERICKSON	LEONARD	BOISE CASCADE CORP		INTERNATL FALLS	56649	2099
* SULLIVAN	J KIRK	BOISE CASCADE CORP	1 JEFFERSON SQUARE	BOISE	83728	8656
* MUNTEAN	DEBORAH	BRIGGS & MORGAN	FIRST NATL BANK BLDG-RM 2 200	ST PAUL	55101	8611
* BROEKER	JOHN M	BROEKER HARTFELDT HEDGES & GRANT	2850 METRO DR-STE 800	BLOOMINGTON	55420	11695
* HARTFELDT	WILLIAM	BROEKER HARTFELDT HEDGES & GRANT	2850 METRO DR-STE 800	BLOOMINGTON	55420	8583
* SPLINTER	GERALD G	BROOKLYN CENTER CITY OF	6301 SHINGLE CREEK PKWY	BROOKLYN CTR	55429	8682
* HOFFMAN	BRAD	BROOKLYN CTR CITY HALL	6301 SHINGLE CREEK PKWY	BROOKLYN CTR	55429	7450
* DULLINGER	GIL A	BROOKLYN PARK CITY OF	5800 85TH AVE N	BROOKLYN PK	55443	8516
* FEDERIGAN	ROBERTO	BUREAU OF NATIONAL AFFAIRS INC	1231 25TH ST NW	WASHINGTON	20037	8520
* WARSHAW	MARTIN A	BURKE ASSOC	5200 73RD ST W	MPLS	55435	8636
* FARRELL	FRANK	BURLINGTON NORTHERN INC	176 FIFTH ST E-RM 1180	ST PAUL	55101	8570
* KAZIUKEWICZ	GARY	CHAMPION PACKAGING	BOX 43260	ST PAUL	55164	8445
* STABER	GARY T	CHASKA CITY HALL	205 FOURTH ST E	CHASKA	55318	8655
* ROWE	BRUCE	COMMUNITY HEALTH SERVICES BOARD	325 LAKE AVE S-STE 604	DULUTH	55802	8676
* GRING	DAVID M	CONCORDIA COLLEGE		MOORHEAD	56560	8578
* PRAUSE	J C	COON RAPIDS CITY OF	1313 COON RAPIDS BLVD	COON RAPIDS	55433	8633
* RUSSELL	ADH	COOPERATIVE POWER SSN	8020 MITCHELL RD	EDEN PRAIRIE	55344	8486
*		COUNTRYSIDE COUNCIL	BOX 78	MARSHALL	56258	8499

* LEIFER	JOHN P	DAIRYLAND POWER COOPERATIVE	2615 EAST AVE S	LA CROSSE	54601	8478
* DAVIS	HERBERT	DAVIS & RACETTE CHARTERED	6100 EXCELSIOR BLVD	ST LOUIS PK	55426	8561
* HERMAN	JOHN	DAYTON HERMAN GRAHAM & GETTS	10 FIFTH ST S--STE 930	MPLS	55401	4741
* HUTCHINSON	PET[illegible] C	DAYTON HUDSON COR[illegible]	777 NICOLLET AVE	MPLS	55402	60191
* HETMAN	FRA[illegible] W	DEVAC INC	10130 HWY 55	MPLS	55441	8470
* STARK	THOMAS S	DEVAC INC	10130 HWY 55	MPLS	55441	8471
* POLLOCK	J	DIVERSIFIED INSULATION INC	2705 HWY 55 W--BOX 188	HAMEL	55340	8451
* OBRIEN	G J	DONOVAN COMPANIES INC	1080 MONTREAL AVE	ST PAUL	55116	8483
* CRASSWELLER	DONALD B	DONOVAN MCCARTHY CRASSWELLR LARSN&MAGIE	ALWORTH BLDG--RM 1000	DULUTH	55802	4722
* PETERSON	DALE S	EAGAN BLDG INSPEC DEPT	3795 PILOT KNOB RD	ST PAUL	55122	2286
* RYLANDER	VERNON	EAST BETHEL CITY OF	2241 221ST AVE NE	CEDAR	55011	8643
* KONTOLA	JOHN W	EAST CENTRAL MINN REG DEVEL COMM	119 LAKE ST S	MORA	55051	8504
* SCHIRMANG	O JOHN	EDINA CITY OF	4801 50TH ST W	EDINA	55424	60284
* ADAMEK	ROBERT F	FARMERS ELEVATOR ASSN OF MINN	GRAIN EXCHANGE BLDG--RM 852	MPLS	55415	8540
* SPENCER	BONNIE M	FEDERAL-STATE REPORTS INC	5203 LEESBURG PIKE--STE 1201	FALLS CHURCH	22041	8654
* FORSBERG	WINFIELD	FORSBERG AGRIC SERV	518 SUMMIT AVE	NEW ULM	56073	8521
*		FRUNDT FRUNDT & JOHNSON	117 FIFTH ST W	BLUE EARTH	56013	12455
* HAUN	J W	GENERAL MILLS INC	BOX 1113	MPLS	55440	8584
* BECKER	LLOYD G	GOLDEN VALLEY CITY OF	7800 GOLDEN VALLEY RD	GOLDEN VALLEY	55427	8549
* DAYTON	CHARLES K	HARMAN & GRAHAM	10 FIFTH ST S--STE 930	MPLS	55401	8562
* DAILEY	THOMAS M	HENKEL CORP	4620 77TH ST W	MPLS	55435	8560
*		HENNEPIN CO GOVT CTR LIBRARY	HENN CO GOVT CTR C-2359	MPLS	55487	8453
* NELSON	LUTHER D	HENNEPIN CO PUBLIC WORKS	320 WASHINGTON AVE S	HOPKINS	55343	10562
* WINTER	DAVID G	HENNEPIN CO PUBLIC WORKS	320 WASHINGTON AVE S	HOPKINS	55343	21339
* VIITALA	W C	HONEYWELL INC	HONEYWELL PLAZA	MPLS	55408	8661
* KUHNLEY	KENNETH	HOPKINS ENVIRON & ENERGY DEPT	320 WASHINGTON AVE S	HOPKINS	55343	8467
* JONES	KEVIN C	HORMEL & CO	BOX 800	AUSTIN	55912	8575
* PLOTZ	GARY	HUTCHINSON CITY OF	834 CHURCH ST	HUTCHINSON	55350	4655
* LANGAN	DR DONALD	IND SCHOOL DIST 561		GOODRIDGE	56725	8609
* VICK	VERNON	IND SCHOOL DIST 623	1251 CO RD B2 W	ROSEVILLE	55113	4654
* TAYLOR	EARL H	INDEPENDENCE CITY OF	1790 CO RD 90	MAPLE PLAIN	55359	8658
* SIEVERT	SANDRA J	INDUSTRIAL COATINGS INC	RT 2--BOX 63C	ROGERS	55374	8492
* BUSWELL	D H	INTERSTATE POWER CO	1000 MAIN ST	DUBUQUE	52001	52
* THORNTON	P J	IRON RANGE BLDG & CONSTR TRADES	107 S 15TH AVE W	VIRGINIA	55792	8659
*		IZAAK WALTON LEAGUE OF AMER INC	111 FRANKLIN AVE E--STE 200	MPLS	55404	10182
* COLEMAN	BRUCE E	JENOS INC	BOX 6509	DULUTH	55802	8596
* JOHANSEN	JAMES	JOHANSEN BUS SERVICE INC	11911 HWY 52	CHAMPLIN	55316	8597
* FREDIN	CONRAD M	JOHNSON FREDIN KILLEN THIBODEAU&SEILER	FIRST NATL BANK BLDG--RM 811	DULUTH	55802	8574
* HAUGH	HAROLD	JONES HAUGH & SMITH INC	515 WASHINGTON AVE S	ALBERT LEA	56007	8683
* BYMARK	JOHN	KOOCHICHING--ITASCA ACTION COUNCIL	5 FIFTH ST NE	GRAND RAPIDS	55744	8473
* FRANCE	ALFRED F	LAKE SUPERIOR INDUSTRIAL BUREAU	FIRST NATL BANK BLDG--RM 828	DULUTH	55802	8573
* FORSCHLER	RICH	LARKIN HOFFMAN DALY & LINDGREN	7900 XERXES AVE S--RM 1500	MPLS	55431	8450
* GRUFFMAN	GARY	LEAGUE OF MINN MUNICIPALITIES	480 CEDAR ST--RM 300	ST PAUL	55101	8403
* MOORE	JEANE K	LEHMAN E K & ASSOC	1409 WILLOW ST--RM 300	MPLS	55403	8535
* MILLER	ROGER C	LEVANDER GILLEN MILLER & MAGNUSON	633 CONCORD ST--RM 402	S ST PAUL	55075	8480
* JOHNSON	GORDON	LUTHERAN SOCIAL SERVICE	2414 PARK AVE	MPLS	55404	8600
* LOCKWOOD	RICHARD	MACARTHUR CO	2400 WYCLIFF ST	ST PAUL	55114	4653
* JACK	JAMES	MANKATO ST UNIV		MANKATO	56001	60188
* LASS	MARILYN J	MANKATO ST UNIV	MANKATO ST UNIV LIBRARY	MANKATO	56001	60269
* EVANS	BARRY R	MAPLEWOOD CITY OF	1380 FROST AVE	MAPLEWOOD	55109	8569
* ROSSITER	DORIS	MARTIN RYAN HALEY & ASSOC	40 CENTRAL PARK S	NEW YORK	10019	8503
* ADAMS	MARY	METRO COUNCIL LIBRARY	METRO SQ BLDG--RM 300	ST PAUL	55101	8541
* BARTO	R J	MIDLAND GLASS CO INC	BOX 69	SHAKOPEE	55379	8548
* HOENE	JOHN V	MINN ASPHALT PAVEMENT ASSOC	555 WABASHA ST--RM 208	ST PAUL	55102	8587
* SLETTOM	EDWARD E	MINN ASSN OF COOPERATIVES	55 SHERBURNE AVE	ST PAUL	55103	8651
* SHIPMAN	JAMES C	MINN ASSN OF COUNTIES	2305 FORD PKWY	ST PAUL	55116	8649
* CARTER	RICHARD E	MINN ASSN OF HEALTH CARE FACILITIES	2850 METRO DR--STE 429	BLOOMINGTON	55420	8510
* NEE	KAY BONNER	MINN ASSN OF VOLUNTARY SOC SERV	1821 UNIVERSITY AVE--RM 145	ST PAUL	55104	8620
* CLAESON	LOUIS W JR	MINN AUTO DEALERS ASSN	277 UNIVERSITY AVE	ST PAUL	55103	8512
* BLACKSTONE	ANN	MINN CAP ASSN	1821 UNIVERSITY AVE--STE S	ST PAUL	55104	8477

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* ANDERSON	RAYMOND C	MINN DAKOTAS RETAIL HARDWARD ASSN	3033 EXCELSIOR BLVD	MPLS	55416	8546
* KANE	HARRY W	MINN ELECTRICAL ASSN INC	3100 HUMBOLDT AVE S	MPLS	55408	8603
* INGVALSON	VERN	MINN FARM BUREAU FEDERATION	1976 WOODDALE DR--BOX 4337 0	ST PAUL	55164	7441
* ROHRBACH	GERALD J	MINN GOV ENG COUNCIL	722 91ST AVE NE	BLAINE	55433	8615
* CRAMPTON	JEANNE	MINN LEAGUE OF WOMEN VOTERS	4330 WOODDALE AVE S	ST LOUIS PK	55426	60391
* NOLT	DEAN D	MINN LP,GAS ASSN	7515 WAYZATA BLVD--STE 101	MPLS	55426	8622
* FARMER	JOHN T	MINN MANUF HOUSING ASSN	222 LITTLE CANADA RD E--ST E 222	LITTLE CANADA	55110	8443
* NOZISKA	HOWARD	MINN MASONRY INST	7851 METRO PKWY--STE 103	BLOOMINGTON	55420	8624
* GRUBER	LYNN	MINN MEDICAL ASSN	101 FIFTH ST E--STE 900	ST PAUL	55101	8523
* DENN	JAMES N	MINN MOTOR TRANSPORT ASSN	1821 UNIVERSITY AVE--RM 13 4N	ST PAUL	55104	8563
* HORNER	JOHN	MINN MULTI HOUSING ASSN	3100 LAKE ST W	MPLS	55416	4651
* RICHARDS	BRAD	MINN NEWSPAPER ASSN	84 SIXTH ST S	MPLS	55402	8639
* BRUBACHER	RICHARD L	MINN PETROLEUM COUNCIL	NORTHERN FED BLDG--RM 300	ST PAUL	55102	8015
* BRASS	DWIGHT	MINN POWER & LIGHT	30 SUPERIOR ST W	DULUTH	55802	4652
* DEBEIR	ELAINE	MINN POWER & LIGHT	30 SUPERIOR ST W	DULUTH	55802	8671
* JERONIMUS	DAVID	MINN POWER & LIGHT	30 SUPERIOR ST W	DULUTH	55802	8446
* ROBERTS	JAMES A	MINN POWER & LIGHT	30 SUPERIOR ST W	DULUTH	55802	8538
* KEMP	LONI	MINN PROJECT	618 22ND ST E	MPLS	55404	5378
* MILLER	JAMES	MINN PUBLIC INTEREST RESEARCH GROUP	2412 UNIVERSITY AVE SE	MPLS	55414	8517
* FORBES	GORDON	MINN RAILROADS ASSN	480 CEDAR ST--RM 303	ST PAUL	55101	8572
* BORSHEIM	WENDY	MINN RETAIL FEDERATION	121 SEVENTH ST E--STE 131	ST PAUL	55101	7421
* BARNIER	LEON	MINN RURAL ELECTRIC ASSN	4901 77TH ST W	MPLS	55435	8505
* ETTESVOLD	BRIAN	MINN SERVICE STATION ASSN	2929 LAKE ST E	MPLS	55406	8568
* ALLEN	M R	MINN TIMBER PRODUCERS ASSN	PHOENIX BLDG--RM 208	DULUTH	55802	8542
* ROSENTHAL	ABE	MINN TRANSPORT SERV ASSN	1821 UNIVERSITY AVE--STE 3 10N	ST PAUL	55104	8640
* MASTOR	GEORGE C	MINNEGASCO	PEAVEY BLDG--RM 300	MPLS	55402	8476
* OCONNELL	RAYMOND E	MINNEGASCO	733 MARQUETTE AVE	MPLS	55402	8625
* SCHROEDERMEIER	E A	MINNEGASCO	733 MARQUETTE AVE	MPLS	55402	8491
* SVEE	KENNETH B	MINNETONKA CITY OF	14600 MINNETONKA BLVD	MINNETONKA	55343	8496
* MCGRATH	F	MON--RAY WINDOWS INC	6118 WAYZATA BLVD	MPLS	55416	8469
* AHERN	MICHAEL J	MOSS FLAHERTY CLARKSON & FLETCHER	I D S CTR--RM 2350	MPLS	55402	8459
* SCOTT	JOHN	MOSTCA INC	BOX J	PERHAM	56573	8617
* BESAW	DANIEL	MOTOR VEHICLE MANUFACTURERS ASSOC	411 MAIN ST--RM 215	ST PAUL	55102	8618
*		MOTORCYCLE INDUSTRY COUNCIL INC	1001 CONNECTICUT AVE NW--S TE 522	WASHINGTON	20036	5551
* OLOFSON	ARTHUR W	MPLS ASSN OF BLDG OWNERS & MGRS	500 LINE BLDG--RM 927	MPLS	55402	8536
* STROM	SHELDON	MPLS ENERGY COORD OFFICE	MPLS CITY HALL--RM 334	MPLS	55415	8495
* BOYUM	BURDETTE	MPLS PUBLIC HEALTH CTR	250 FOURTH ST S--RM 300	MPLS	55415	8553
* GEBERT	KENNETH	MPLS PUBLIC HEALTH CTR	250 FOURTH ST S--RM 300	MPLS	55415	8577
* SANFORD	S M	MPLS SPORTSMENS CLUB	7000 PORTLAND AVE	RICHFIELD	55423	8668
* FRANKLIN	ROBERT	MPLS STAR & TRIBUNE	425 PORTLAND AVE	MPLS	55488	4650
* FRISON	FRANK	N E C A	200 ROBERT ST S--RM 305	ST PAUL	55107	8667
* WESTIN	CHARLES	N E M D A	ALWORTH BLDG--RM 800	DULUTH	55802	8664
* INGRAM	ALAN W	NATIONAL ASSN OF SOCIAL WORKERS	614 PORTLAND AVE	ST PAUL	55102	8591
* PETTRY	SHELBY	NATIONAL HOMES MFG CO	BOX 7680	LAFAYETTE	47903	4723
* BERG	JAYNE	NEW CONNECTION PROGRAMS INC	73 LEECH ST	ST PAUL	55102	8550
* LARSON	HARLYN G	NEW HOPE CITY OF	4401 XYLON AVE N	NEW HOPE	55428	60013
* BIZZANO	JOSEPH D J R	NORTHERN STATES POWER	414 NICOLLET MALL	MPLS	55401	8482
* WELK	G V	NORTHERN STATES POWER	414 NICOLLET MALL	MPLS	55401	8663
* SCHARMER	PAT	NORTHWEST REGIONAL DEVEL COMM	425 WOODLAND AVE	CROOKSTON	56716	8539
* MULLIGAN	ALLEN E	NORTHWESTERN FINANCIAL CTR	7900 XERXES AVE S--RM 1500	MPLS	55431	8434
* OLSON	WAYNE H	OLSON GUNN & SERAN LTD	315 PEAVEY BLDG	MPLS	55402	8626
* MYSTER	JAY D	OTTERTAIL POWER CO	215 CASCADE ST S	FERGUS FALLS	56537	8619
* HUBER	PAUL	PAUL J HUBER LTD	1821 UNIVERSITY AVE	ST PAUL	55104	8464
* RATHBUN	FRANK	PEOPLES NATURAL GAS CO	25 MAIN PL	COUNCIL BLUFFS	51501	8688
* POPOVICH	PETER	PETERSON POPOVICH KNUTSON & FLYNN	MINNESOTA BLDG--RM 314	ST PAUL	55101	8684
* PHILLIPS	WILLIAM L	PHILLIPS LEGISLATIVE SERVICE INC	459 RICE ST	ST PAUL	55103	8628
* BRICK	PHILIP D	PICKANDS MATHER & CO	200 SUPERIOR ST [illegible]TE 811	DULUTH	55802	8554
* MANTHEY	THOMAS J	PICKANDS MATHER & CO	1100 SUPERIOR AVE--RM 1800	CLEVELAND	44114	8613
* SMITH	CARL A	PILLSBURY CO	608 SECOND AVE S	MPLS	55402	4672
* POLT	THOMAS M	POLT LAW OFFICE	MCCARTHY BLDG	EYOTA	55934	8630

* BURK	ROBERT	POPHAM HAIK SCHNOBRICH KAUFMN&DOTY	I D S CTR-RM 4344	MPLS	55402	8674
* HAIK	RAYMOND A	POPHAM HAIK SCHNOBRICH KAUFMN&DOTY	I D S CTR-RM 4344	MPLS	55402	10211
* JOHNSON	G ROBERT	POPHAM HAIK SCHNOBRICH KAUFMN&DOTY	I D S CTR-RM 4344	MPLS	55402	8599
* FRENCH	NELSON	PROJECT ENVIRONMENT	3255 HENNEPIN AVE S-RM 113	MPLS	55408	60324
*		PUBLIC INTEREST ADVOCACY CLINIC	HAMLINE LAW SCHOOL	ST PAUL	55104	5363
* KROEGER	CHARLES	Q S S INC	BOX 838	FARIBAULT	55021	8635
* KARON	JUDY	RAMSEY CO COMM BOARD	COURTHOUSE-STE 316	ST PAUL	55102	8448
* KING	JANNA	REGION FIVE REG DEVEL COMM	611 IOWA AVE	STAPLES	56479	8528
* GUENETTE	ROGER	REGION NINE DEVEL COMM	410 FIFTH ST S-BOX 3367	MANKATO	56001	60350
* WALRON	CRAIG	REGION NINE DEVEL COMM	410 FIFTH ST S-BOX 3367	MANKATO	56001	4639
* HIPPE	H EUGENE	REGION SIX EAST REG DEVEL COMM	311 SIXTH ST W	WILLMAR	56201	1786
* DEWITT	PETER A	REISS COAL CO	1011 EIGHTH ST S	SHEBOYGAN	53081	8513
* KAEDING	PAUL	RICKE CARROLL MULLER ASSOC INC	BOX 130	HOPKINS	55343	8686
* SATHER	GORDON I	ROCHESTER BLDG & SAFETY DEPT	1605 CASCADE ST NW	ROCHESTER	55901	11999
* DARLING	DONALD F	ROSEMOUNT CITY OF	BOX 455	ROSEMOUNT	55068	8558
* NORTH	STEVEN	ROSEVILLE CITY OF	2660 CIVIC CTR DR	ROSEVILLE	55113	8623
* KLAMPE	E J	S U M CONTROL PRODUCES	421 FOURTH AVE SE	ROCHESTER	55901	5550
* MONTEITH	KRIS ANNE	S & F A REPORTING SERV INC	1101 15TH ST NW-STE 204	WASHINGTON	20005	8534
* TUFTE	CAROLYN O	SIMONSON LUMBER	535 FIRST ST NE	ST CLOUD	56301	8532
* BUETTNER	ROGER	SOUTH ST PAUL PUB SCHOOLS	700 SECOND ST N	S ST PAUL	55075	8487
* KUHLMEY	EDWARD L	SOUTHEASTERN MINN REG DEVEL COMM	MARQUETTE BANK BLDG-RM 301	ROCHESTER	55901	8608
* CHASTEEN	JERRY	SOUTHWEST MINN REG DEVEL COMM	2524 BROADWAY AVE-BOX 265	SLAYTON	56172	60067
* SHAW	EUGENE	SOUTHWEST & W CENT ED COOP SERV	SOUTHWEST STATE UNIV	MARSHALL	56258	8681
* REEKER	PATRICIA	ST CLOUD PLANNING OFFICE	CITY HALL	ST CLOUD	56301	8638
* THIBAULT	WILLIAM	ST LOUIS PARK CITY OF	5005 MINNETONKA BLVD	ST LOUIS PK	55426	8675
* SPARY	WAYNE A	ST MARYS HOSPITAL	1216 SECOND ST SW	ROCHESTER	55901	8493
* LYNCH	DIANE L	ST PAUL AREA CHAMBER OF COMMERCE	445 MINNESOTA ST-RM 701	ST PAUL	55101	8533
* POLANSKY	RUSS	ST PAUL FIRE & SAFETY SERV DEPT	101 TENTH ST E	ST PAUL	55101	8670
* YOUND	TODD P	ST PAUL FOOD RETAILERS ASSOC INC	555 WABASHA ST-STE 204	ST PAUL	55102	8644
* DZUGAN	KENNETH	ST PAUL MAYORS OFFICE	CITY HALL-RM 347	ST PAUL	55102	8565
* RYAN	JAMES T	STEER STRAUSS WHITE & TOBIAS	2208 CENTRAL TRUST TOWER	CINCINNATI	45202	8462
* SEXTON	MARK G	TRI COUNTY COMM ACTION PROG	404 SECOND AVE NE	LITTLE FALLS	56345	8461
* SILVAGNI	ROBERT	U OF M	319 15TH AVE SE-RM 200	MPLS	55455	8687
* SNYDER	ROBERT W	U OF M	1994 BUFORD AVE-RM 248C	ST PAUL	55108	8653
* APITZ	JOHN F	U S DEPT OF AGRIC-FARMERS HOME ADM	316 ROBERT ST N-RM 252	ST PAUL	55101	8545
* HAUSCHULZ	BRUCE	UNITED POWER ASSN		ELK RIVER	55330	121
* RAHKO	REYNOLD	UNITED POWER ASSN		ELK RIVER	55330	8673
* KOZAN	EDWARD	VIRGINIA DEPT OF PUBLIC UTILITIES	618 SECOND ST S	VIRGINIA	55792	122
* RYGG	ROBERT H	WASHINGTON CO CIVIL DEFENSE	14900 61ST ST N	STILLWATER	55082	6077
* REARDON	HELEN J	WEST CENTRAL COMM SERV CTR INC	1125 SIXTH ST SE-BOX 787	WILLMAR	56201	8637
* BERGE	RICHARD	WEST CENTRAL MINN REG DEVEL COMM	FERGUS FLS COMM COLLEGE-ADM BLDG	FERGUS FALLS	56537	60159
* BOGSEN	BRIAN	WESTERN MINN LEGAL SERVICES	244 MAIN ST W	MARSHALL	56258	8669
*		WHITE BEAR,CITY OF	1281 HAMMOND RD	WHITE BEAR LK	55110	8660
* LANZ	JOHN	WHITE EARTH RESERVATION	BOX 418	WHITE EARTH	56591	8474
* POMEROY	JAMES	WINONA CITY OF	207 LAFAYETTE ST	WINONA	55987	8452
* WOLVERTON	JAMES D	WOLVERTON ENG CO	847 40TH AVE NE	COLUMBIA HTS	55421	4776
* KADLEC	KENNETH	ZERO POPULATION GROWTH	3255 HENNEPIN AVE S-STE 260	MPLS	55408	4837
* TATE	VERN	3 M COMPANY	2501 HUDSON RD-BLDG 220 2W	ST PAUL	55144	8657

MINNESOTA ENERGY AGENCY
POSTAL DATA BASE
CODE - RULE10
RULES & REGULATIONS
INTEROFFICE MAIL

COMPILED BY
MARY ANDERSEN

LABELS CONTAINING
THE FOLLOWING NAMES
DELIVERED 09/16/81

LAST NAME	FIRST NAME	COMPANY	ADDRESS	CITY	ZIP	ID #
***						
* GREENBERG	M S		1745 UNIVERSITY AVE--RM 300	ST PAUL	55104	8576
* HECKT	PAUL N	MINN ANTITRUST DIV	117 UNIVERSITY AVE--SECOND FL	ST PAUL	55155	8585
* TORSETH	LOWELL E	MINN BOARD OF ARCH	METRO SQ BLDG--RM 500	ST PAUL	55101	1208
* STROM	KURT E	MINN COUNCIL FOR THE HANDICAPPED	METRO SQ BLDG--RM 208	ST PAUL	55101	8494
* HINIKER	JAMES J JR	MINN DEPT OF ADMIN	50 SHERBURNE AVE-RM 200	ST PAUL	55155	8586
* MCGINNIS	DAVID	MINN DEPT OF AGRIC	90 PLATO BLVD W--RM 563	ST PAUL	55107	8440
* SEETIN	MARK	MINN DEPT OF AGRIC	90 PLATO BLVD W--RM 420	ST PAUL	55107	60221
* BUSKE	RICHARD	MINN DEPT OF ECON DEV	480 CEDAR ST	ST PAUL	55101	8457
* EKLUND	KENT E	MINN DEPT OF ECON DEV	480 CEDAR ST	ST PAUL	55101	8456
* SCHAFFER	CHARLES	MINN DEPT OF ECON DEV	480 CEDAR ST	ST PAUL	55101	8449
* RYBAK	F JAMES	MINN DEPT OF ECON SECURITY	150 KELLOGG BLVD E--RM 690	ST PAUL	55101	8485
* CHRISTIANSEN	FREDRIK M	MINN DEPT OF EDUCATION	550 CEDAR ST--RM 505	ST PAUL	55101	6489
* KRAMER	ERNEST W	MINN DEPT OF HEALTH	717 DELAWARE ST SE	MPLS	55440	8607
* OATMAN	LAURA	MINN DEPT OF HEALTH	717 DELAWARE ST SE	MPLS	55440	3492
* PETTERSEN	GEORGE R	MINN DEPT OF HEALTH	717 DELAWARE ST SE	MPLS	55440	8430
* ALEXANDER	JOSEPH	MINN DEPT OF NAT RESOURCES	658 CEDAR ST--THIRD FL	ST PAUL	55155	8428
* BALCOM	THOMAS	MINN DEPT OF NAT RESOURCES	444 LAFAYETTE RD--SECOND FL	ST PAUL	55101	8438
* BRAUN	RICHARD	MINN DEPT OF TRANSPORTATION	JOHN IRELAND BLVD--RM 411	ST PAUL	55155	8426
* EKERN	DAVID S	MINN DEPT OF TRANSPORTATION	JOHN IRELAND BLVD-RM 807	ST PAUL	55155	7634
* LAVELL	R J	MINN DEPT OF VETERANS AFFAIRS	VETERANS SERVICE BLDG	ST PAUL	55155	8672
* COLE	KAREN	MINN ENERGY AGENCY	150 KELLOGG BLVD E--STE 980	ST PAUL	55101	8442
* DOUGHERTY	SHIRLEY	MINN ENVIRON QUALITY BD	550 CEDAR ST--RM 100	ST PAUL	55101	8439
* DAWSON	JEAN	MINN GOVERNMENT REPORT	STATE CAPITOL BLDG--PRESS RM	ST PAUL	55155	5302
* BOTZEK	GARY	MINN GOVERNORS OFFICE	STATE CAPITOL BLDG--RM 130	ST PAUL	55155	8506
* BANNANNO	BONNIE	MINN HEARING EXAMINERS OFFICE	1745 UNIVERSITY AVE--RM 300	ST PAUL	55104	8677
* BURDICK	EDWARD	MINN HOUSE OF REPRESENTATIVES	STATE CAPITOL BLDG--RM 211	ST PAUL	55155	8488
* BAUMGARTEN	ALLAN	MINN LEGIS AUDITOR	VETERANS SERVICE BLDG--RM 122	ST PAUL	55155	4742
* ROBERTSON	SUSAN P	MINN LEGIS COMM--REVIEW ADM RULES	STATE OFFICE BLDG--RM 430	ST PAUL	55155	8502
* DEWITT	ZONA B	MINN LEGIS REF LIBRARY	STATE CAPITOL BLDG--RM 111	ST PAUL	55155	10225
* HALL	DOUGLAS	MINN POLLUTION CONTROL AGENCY	1935 CO RD B2 W	ROSEVILLE	55113	8437
* HOFFMAN	TERRY	MINN POLLUTION CONTROL AGENCY	1935 CO RD B2 W	ROSEVILLE	55113	8427
* SCHADE	BARRY C	MINN POLLUTION CONTROL AGENCY	1935 CO RD B2 W	ROSEVILLE	55113	8646
* FLAHAVEN	PATRICK	MINN SENATE	STATE CAPITOL BLDG-RM 231	ST PAUL	55155	8489
* HARREN	THOMAS	MINN STATE PLANNING AGENCY	550 CEDAR ST--RM 101	ST PAUL	55101	8435
* SIDNER	ART[illegible]R	MINN STATE PLANNI[illegible] AGENCY	550 CEDAR ST-RM [illegible]	ST PAUL	55101	58981
*		MINN WATER PLANNING BD	150 KELLOGG BLVD E--RM 600	ST PAUL	55101	8484
* SINN	MEL	MINN WATER RESOURCES BD	555 WABASHA ST	ST PAUL	55102	8650

6 PAGES, 9.1 PERCENT SAVINGS.

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STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

MAILING LIST CERTIFICATE

I hereby certify that the list of persons, associations and other interested groups who have requested, pursuant to Minn. Stat. § 15.0412, subd. 4, that their names be placed on file with and maintained by the Minnesota Energy Agency for the purpose of receiving notice of the proposed adoption of rules by this agency is accurate and complete as of 1:00 P.M., this 16th day of September, 1981.

Nancy G. Hall

Karla V. Sand

10/26/81

KARLA V. SAND
NOTARY PUBLIC—MINNESOTA
RAMSEY COUNTY
My Commission Expires Jan. 26, 1986.

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Minnesota Energy Agency ("Agency") intends to adopt the above-entitled rules without a public hearing. The Director of the Agency has determined that the adoption of the rules will not be controversial and has elected to follow the procedures set out in Minn. Stat. § 15.0412, subd. 4h.

The 1981 Legislature appropriated $300,000 for district heating preliminary planning grants to municipalities for planning related to the development of district heating systems. Laws of 1981, ch. 356, § 30. Grant requests must be submitted to the Agency for analysis and for further consideration by the legislative advisory commission, which will recommend certain projects for approval by the governor. The proposed rules set out the contents of grant requests, the ranking criteria, the evaluation process and the terms of the agreement successful applicants must enter into with the State. Two notices of intent to solicit opinions concerning the subject matter of the proposed rules were published earlier at 6 S.R. 26-27 (July 6, 1981) and 6 S.R. 174-76 (August 10, 1981). Copies of the proposed rules may be obtained by writing or calling Mr. Sundberg at the address or telephone number given below.

Please be advised that you have an opportunity for the 30-day period following publication of this notice and the proposed rules to submit comments in writing on the proposed rules and to object to the lack of public hearing on the proposed rules. Your written comments or request for hearings should be submitted to the Minnesota Energy Agency c/o Ronald Sundberg, 980 American Center Building, 160 East Kellogg Boulevard, Saint Paul, Minnesota 55101. Unless seven or more persons submit written requests for a public hearing on the proposed rules within the 30-day comment period, no public hearing will be held. If seven or more persons request hearings on the proposed rules, the Agency will order public hearings in accordance with Minn. Stat. § 15.0412, subds. 4-4f. The Agency may modify the proposed rules if modification is supported by the data and views submitted in written comments and if no substantial change results from the modification.

If no hearing is required, and the Agency decides to adopt the rules as proposed, or as modified if written comments justify modification, the Agency will submit to the Attorney General for review of form, legality and substantial change the following documents: this notice with the rules as proposed, the rules as adopted, the order adopting the rules, any written comments received by the Agency, the Agency's Statement of Need and Reasonableness supporting adoption of the rules, and any written comments received by the Agency in response to the earlier notices seeking outside opinions. Any person may request notification of the date the Agency makes the submission to the Attorney General. If you desire to be so notified, you must inform the Agency in writing during the 30-day comment period.

The Agency has prepared a Statement of Need and Reasonableness in support of the proposed rules which is also available from the Agency by writing to the address indicated above or calling (612) 296-9096.

The Agency's authority to promulgate the proposed rules can be found in Minn. Stat. § 116H.08(a) and Laws of 1981, ch. 356, § 30.

Please be advised that Minnesota Statutes Chapter 10A requires each lobbyist to register with the Ethical Practices Board within five days after he/she becomes a lobbyist. Lobbying includes attempting to influence rulemaking by communicating or using others to communicate with public officials. A lobbyist is generally any individual who spends more than $250 per year for lobbying or any individual who is engaged for pay or authorized to spend money by another individual or association and who spends more than $250 per year or five hours per month at lobbying. The statute provides certain exceptions. Questions should be directed to the Ethical Practices Board, 41 State Office Building, St. Paul, Minnesota 55155, telephone (612) 296-5615.

Dated: September 14, 1981.

MINNESOTA ENERGY AGENCY

MARK MASON
Director

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

ORDER FOR NOTICE OF INTENT TO ADOPT RULES WITHOUT A PUBLIC HEARING

IT IS ORDERED this 14th day of September, 1981, that Notice of Intent to Adopt Rules Without A Public Hearing in the above-entitled matter be given to all persons who have registered their names with the Minnesota Energy Agency for that purpose and be published in the State Register.

MINNESOTA ENERGY AGENCY

MARK MASON
Director

Further, pursuant to Senate File No. 273, Chapter 373, 1980 Session Laws, as it amended Minnesota Statutes, § 47.20, the maximum lawful rate of interest for contracts for deed for the month of July 1981 is sixteen and one-half (16.50) percentage points.

June 24, 1981

Michael J. Pint
Commissioner of Banks

Energy Agency
Alternative Energy Development Division

Notice of Intent to Solicit Outside Opinion Concerning Rules Relating to the District Heating Preliminary Planning Grants

Introduction

Notice is hereby given that the Minnesota Energy Agency (hereinafter "agency") is soliciting information and opinions from sources outside the agency for the purpose of making rules to manage the distribution of Preliminary Planning Grants authorized by the 1981 Legislation.

The agency is considering promulgating noncontroversial rules for the purpose of distributing Preliminary Planning Grants to communities. The grants will allow communities to identify and plan district heating projects. It is anticipated that rules can be adopted by October, 1981.

Legislation

These rules will be based on Laws of 1981, Chapter 356, § 30. $300,000 was appropriated in FY82 for district heating Preliminary Planning Grants to municipalities for planning related to the development of district heating systems. The municipality must demonstrate that a community heat load survey and map have been successfully completed, that potential district heat load is sufficiently large to justify further consideration, and that the municipality has sufficient resources to meet the project's financial requirements.

Eligible planning grant costs (cover) project definition, preliminary financing plus distribution system plans, obtaining community commitment for detailed design, and preparation of a final report. The amount of a grant shall be limited to 90 percent of eligible planning costs and shall not exceed $20,000. The director of the Energy Agency shall prepare and submit to the Legislative Advisory Commission a list of Preliminary Planning Grant requests. The list shall contain necessary supporting information. The recommendation of the Legislative Advisory Commission shall be transmitted to the Governor. The Governor shall approve or disapprove, or return for further consideration, each project recommended for approval by the Legislative Advisory Commission. Grants may be disbursed only upon approval by the Governor.

Objective

The objective of the Preliminary Planning Grant Program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy or displace scarce fuels such as oil and natural gas. It is the intent of this program to encourage:

1. construction of new hot water district heating systems,

2. reconstruction or major expansion of existing steam district heating systems,

3. expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed central heating system later.

It must be demonstrated that the satellite system is a logical part of the development of the major central system, before approval of a planning grant for a satellite system or heat island.

Preliminary Planning Grant Program

A minimum of 15 grants will be awarded under current legislation. Assistance in developing grant proposals will be provided by a district heating workbook currently being developed by the MEA. This workbook is expected to be available in draft form in August. The workbook will include the heat load survey forms and instructions needed to develop heat load survey and map required.

Grant awards will be made in 2 categories: 1) to develop satellite or heat islands that can later become a part of a larger system, and 2) for development and expansion of community district heating.

The MEA will receive grant applications on two month intervals from October, 1981 to July 1, 1982. Applications received will be ranked and at least 3 proposals on each round will be recommended to the Legislative Advisory Commission for approval and funding. Comments on proposals not selected for grant awards will be forwarded to the communities. Proposals not funded will be included in the next funding round and communities may modify or supplement proposals for the next funding interval, if desired.

Contents of Preliminary Planning Grant Application

1. Description of Heat Source—if an existing heat source such as an electric generation plant or a coal fired boiler is available include discussion of: type, size, age, fuel, present use, emission controls, etc. If new heat source would be used, include: fuel, estimated cost of fuel and fuel availability.

2. Size of District Heating Load—summarize heat load survey. Include, map showing location of heat source and major load concentrations.

3. Community Benefit—discuss impact of district heating system on community and how it would relate to community development plan.

4. Community Commitment—include evidence of interest and commitment from major potential loads, owner of heat source, and governing body.

5. Project Plan—project plan should include detailed work scope, as well as actions and steps that would result from Preliminary Planning Project.

6. Project Budget.

7. Project Organization Chart and Use of Consultants.

Criteria for Ranking Applications

A ranking system including the following major categories will be developed:

I. How well Project Plan addresses impact of a district heating system on commercial, industrial and residential segments of community.

II. Opportunities for District Heating.

III. Applicant's Capability.

IV. Applicant's Commitment to Project.

V. Clarity and Conciseness of Application.

All persons desiring to submit information or views on these or related subjects may do so either orally or in writing.

Written or oral comment should be addressed to:

Mr. Ronald Sundberg
Minnesota Energy Agency
980 American Center Building
50 East Kellogg Boulevard
St. Paul, Minnesota 55101
Telephone: 612/296-9096

All statements of information and comments on the rules governing Preliminary Planning grants must be received by July 20, 1981. Any written material received by this date will become part of the record of any rules bearing on this subject.

Department of Revenue
Income Tax Division

Notice of Intent to Solicit Outside Opinion Regarding Rules Governing Income Taxes, Withholding Taxes and the Property Tax Refund

The Income Tax Division of the Department of Revenue seeks to obtain information and opinions from sources outside of the agency in preparing to propose the adoption, amendment, suspension, or repeal of various rules governing individual, fiduciary, partnership and corporate income taxes, withholding taxes, and the property tax refund.

Interested persons and organizations are invited to submit data and views on any of these subjects in writing or orally. Any written material received by this agency will become part of the official record to be submitted to the attorney general.

OFFICE OF CITY CLERK
LYALL A. SCHWARZKOPF, CITY CLERK
311 CITY HALL, MINNEAPOLIS, MINNESOTA 55415
PHONE: 348-2215

minneapolis
city of lakes

July 16, 1981

Mr. Ronald Sundberg
Minnesota Energy Agency
980 American Center Building
50 East Kellogg Boulevard
St. Paul, MN 55101

Dear Mr. Sundberg,

Please consider this letter our written comment regarding your notice of intent to solicit outside opinions regarding rules relating to the District Heating Preliminary Planning Grants.

On page 2 of the notice, under Item #3, we would suggest that you either delete or change the position of the following sentence: "It must be demonstrated that the satellite system is a logical part of the development of the major central system, before approval of a planning grant for a satellite system or heat island." We believe the sentence to be unnecessary in that the satellite system should be evaluated on the same basis as any other district heating project. If you feel the sentence is necessary, it should be moved to some other section of the rules because it is not really an "OBJECTIVE".

On Page 3, the following sentence should be added towards the end of the description of the Preliminary Planning Grant Program: "Not more than two grant proposals from the same municipality will be recommended in the same funding round."

On page 5, under "Criteria for Ranking Applications", we believe the following criteria should be added:

1. The potential saving of petroleum or natural gas if the district heating project being studied were implemented by the municipality.

2. The planning project involves a study of the feasibility of using renewable or non-petroleum sources of energy.

Sincerely,

Lyall Schwarzkopf, CMC
City Clerk

LS:ms

cc: Alderman Corrao
Sheldon Strom

EQUAL OPPORTUNITY EMPLOYER

Minnesota Energy Agency
Alternative Energy Development Division

Notice of Intent to Solicit Outside Opinion of Draft Rules Relating to the District Heating Preliminary Planning Grants

Notice is hereby given that the Minnesota Energy Agency (hereinafter "agency") is soliciting information and opinions from sources outside the agency for the ultimate purpose of making permanent rules under the Laws of 1981, Chapter 356, Section 30.

The permanent rules, when made, will govern the distribution and administration of Preliminary Planning Grants to communities. The grants will allow communities to identify and plan district heating projects.

The agency is following the noncontroversial procedure for the making of permanent rules. The first solicitation of outside opinion was published in the July 6, 1981 *State Register* (6 S.R. 26). This second solicitation is not absolutely required, but is being done in an effort to meet any comments or objections to the draft rules prior to the time that permanent rules are formally adopted.

All persons desiring to submit information or views on the following draft rules may do so either orally or in writing. Written or oral comment should be addressed to:

Mr. Ronald Sundberg
Minnesota Energy Agency
980 American Center Building
150 East Kellogg Boulevard
St. Paul, MN 55101
Telephone: (612) 296-9096

All statements of information and comment on the draft rules must be received by August 21, 1981. Any written material received by this date will become part of the record of the permanent rules.

6 MCAR § 2.4001 Authority and purpose.

A. Authority. Rules 6 MCAR §§ 2.4001-2.4007 implementing the District Heating Preliminary Planning Grants Program are promulgated by the agency pursuant to Laws of 1981, ch. 356, § 30.

B. Purpose. The objective of the District Heating Preliminary Planning Grant Program is to encourage the development and expansion of economically viable district heating systems which have the potential to save energy and displace scarce fuels such as oil and natural gas. This program will encourage: construction of new hot water district heating systems; reconstruction or major expansion of existing steam district heating systems; and expansion of district heating systems by development of satellite systems or heat islands which could be connected to an existing or proposed major central heating system later.

6 MCAR § 2.4002 Definitions. For the purpose of 6 MCAR § 2.4001-2.4007 the words or terms defined in this rule have the meanings given them.

A. "Agency." Agency means the Minnesota Energy Agency.

B. "Applicant." Applicant means a municipality as defined in 6 MCAR § 2.4002 F. as well as any organization with which the municipality submits a joint application. No application will be accepted unless submitted by a municipality as sponsor or co-sponsor.

C. "Community heatload survey and map." Community heatload survey and maps means a description of the district heating market including location of heat source, location and type and age of heating systems of potential non-residential customers, annual energy consumption and temperature requirements and approximate load duration for process heat customers.

D. "Director." Director means the director of the Minnesota Energy Agency.

E. "Major central system." Major central system is one that does not rely on oil or natural gas.

F. "Municipality." For purposes of applying for grants under this program, municipality means a city however organized.

G. "Project." Project means the preliminary planning project.

H. "Satellite or heat island." A satellite or heat island system relies on oil or natural gas and is a heating system which in the future would become part of a major central system.

6 MCAR § 2.4003 Preliminary planning grant program.

A. Application schedule. The agency shall accept grant applications on two month intervals after the rules are effective. Applications received shall be ranked and the director shall recommend ranked applications which meet all the criteria to the legislative advisory committee for approval and funding. No municipality shall be awarded more than two grants out of the same appropriation.

B. Review process. Applications shall be reviewed and ranked by the agency. The director shall prepare and submit to the legislative advisory committee a list of all district heating grant requests. The list shall contain the necessary supporting information. The recommendations of the legislative advisory committee shall be transmitted to the governor. The governor shall approve or disapprove, or return for further consideration, each project recommended for approval by the legislative advisory committee. Upon approval by the governor, a grant agreement shall be negotiated with the agency in accordance with 6 MCAR § 2.4006. Comments on applications not selected for grant awards will be forwarded to the applicant. Applications not funded shall be included in the next funding round unless withdrawn. Applicants may modify or supplement their proposals for the next funding interval if desired.

6 MCAR § 2.4004 Contents of preliminary planning grant applications. Applications shall contain the information required by Laws of 1981, ch. 356, § 30, and at least the following information:

A. Community heatload survey and map.

1. Description of heat source. If plans call for an existing heat source such as an electric generation plant or a coal-fired boiler include at least a discussion of: type, size, age, fuel, present use and emission controls. If a new heat source would be used, include: fuel, estimated cost of fuel and fuel availability.

2. Estimate of district heating market. Non-residential building information including location, type and age of heating system, type of fuel and annual energy consumption. Description of process load including temperature requirements and load duration. Include a map showing the location of the heat source and major load concentrations.

B. Community benefit. Briefly discuss the impact of the district heating system on the community and how it would relate to community development plans.

C. Community commitment. Include written expressions of interest and commitment from major potential loads, owner of heat source, and the municipal governing body.

D. Project plan. The project plan should include a list of tasks, time estimates for each task and a list of deliverables. It should also include rough estimates of time required in successive stages such as design and construction.

E. Project budget. Include an estimate of expenditures by category, e.g. personnel, travel, etc. also estimates of costs by project plan task.

F. Project organization chart and use of consultants. Assistance in preparing applications can be obtained from the agency.

6 MCAR § 2.4005 Ranking criteria. Applications will be ranked according to the following criteria, which are listed in order of importance:

A. Estimated capital cost per million BTU of energy sold per year.

B. Benefit to the community.

C. Project plan.

D. Community commitment.

E. Thoroughness of community heatload survey.

F. Qualifications of project personnel.

G. Clarity and conciseness.

6 MCAR § 2.4006 Agreement. After approval by the governor, the applicant shall enter into an agreement with the agency.

A. The agreement shall specify the grant amount and the duration of the grant. The agreement shall include assurance that the local share will be provided and that the agreed upon work program will be carried out. A grant agreement based upon a joint application must be executed by the lead applicant. Amendments and extensions may only be made in writing and must be signed by all parties.

B. Funding period. Planning grants will be approved for a period of up to one year.

C. Grant limitations. (1) Planning grants shall not exceed 90% of eligible planning costs. (2) No single grant shall exceed $20,000.

D. Disbursement schedule. (1) 90% of grant monies at the outset upon receipt of invoice to the agency of project costs. (2) The remaining 10% upon completion and receipt of a satisfactory final report.

E. Required reports. (1) The grantee shall submit to the agency on the first of each month a report briefly stating the activities that have transpired during the month. (2) The grantee shall provide the agency with three copies, one of which shall be a camera-ready copy, of the final preliminary planning report.

F. Records. The grantee shall maintain for a period of not less than three years from the date of the execution of the contract all records relating to the receipt and expenditures of grant monies.

G. Contract deviations. (1) No grant funds shall be used to finance activities by consultants or local staff not included in the grant contract, unless agreed upon in writing by the agency. (2) Unless agreed upon by the agency, it will not be permissible for 100% of all energy-related activities to be contracted out to consultants.

6 MCAR § 2.4007 Evaluation.

A. The agency shall conduct an evaluation within 60 days of the submission by the grantee to the agency of the final report and all the required reports and financial documents. The evaluation shall assess: (1) Whether the local share contributed was equal to or greater than 10% of the total cost of the preliminary planning project; (2) Whether the agreed-upon work program was complete; (3) Whether the governing body has formally reviewed the completed preliminary district heating plan.

B. Upon completion of a satisfactory evaluation the remaining 10% of the grant shall be disbursed to the grant recipient. If the results of the evaluation are unfavorable to the grantee and the grantee does not agree with the findings of the evaluation, the grantee may request a review by the director.

Department of Transportation

Amended Order and Notice of Street and Highway Routes Designated and Permitted to Carry the Gross Weights Allowed under Minn. Stat. § 169.832

Order No. 65932

Whereas, the Commissioner of Transportation has made his Order No. 65851, which has been Amended by Order 65929, designating and permitting certain street and highway routes, or segments of those routes, to carry the gross weights allowed under Minnesota Statutes § 169.832, and

Whereas, the commissioner has determined that the additional following routes, or segment of routes, should be designated to carry the gross weights allowed under Minnesota Statutes § 169.832.

It is hereby ordered that Commissioner of Transportation Order No. 65851 be further amended this date by adding the following designated streets and highway routes, or segment of routes, as follows:

Trunk Highways

T. H. 32—In St. Hilaire from the Elevator Entrance to Pennington C.S.A.H. 3 (Temporary.)

T. H. 59—From Erskine to Thief River Falls (Temporary.)

July 1, 1981

Richard P. Braun
Commissioner of Transportation

RECEIVED
AUG 24 1981

Minnesota Pollution Control Agency

AUG 24 1981

Mr. Ronald Sundberg
Minnesota Energy Agency
980 American Center Building
150 East Kellogg Boulevard
St. Paul, Minnesota 55101

Dear Mr. Sundberg:

This is in response to the August 10, 1981 notice in the State Register on 6MCAR §§2.4001-2.4007.

The Minnesota Pollution Control Agency offers the following comments:

1. 6MCAR §2.4002 defines a "satellite or heat island" as a system relying on oil or natural gas. A heat island is very conducive to the application of a modular incinerator used for the combustion of waste materials and the production of energy. The current language is too restrictive and violates the purpose of the rule ". . . to save energy and displace scarce fuels such as oil and natural gas".

2. 6MCAR §2.4005 lists application ranking criteria yet no criteria is established to give preference to scarce fuels. Additionally, the MPCA requests that preference be given to applications that propose the use of a waste material as a fuel thus solving two problems, waste disposal and energy recovery.

If you have any questions regarding these comments, please contact Curtis Sparks at (612) 297-2724.

Sincerely,

Richard Svanda

Richard A. Svanda
Deputy Director
Division of Solid & Hazardous Waste

RAS:vjp

Phone: (612) 297-2732
1935 West County Road B2, Roseville, Minnesota 55113
Regional Offices · Duluth/Brainerd/Detroit Lakes/Marshall/Rochester
Equal Opportunity Employer

STATE OF MINNESOTA

MINNESOTA ENERGY AGENCY

In the Matter of the Proposed Adoption of Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants, 6 MCAR §§ 2.4001-2.4007.

ORDER ADOPTING RULES

Notice of the Minnesota Energy Agency's intent to adopt the above-entitled rules without a public hearing was published in the State Register on September 28, 1981, and was sent by United States mail to all persons on the list maintained by the agency pursuant to Minn. Stat. § 15.0412, subd. 4, on September 22, 1981. After affording interested and affected persons an opportunity to submit comments for 30 days after notice, receiving fewer than seven written requests for a public hearing within the 30-day comment period, reviewing and considering the comments, and determining the need for and reasonableness of the above-captioned rules,

NOW, THEREFORE, IT IS HEREBY ORDERED that the rules identified as Rules of the Minnesota Energy Agency Relating to District Heating Preliminary Planning Grants are adopted this third day of November 1981, pursuant to authority vested in me by Minn. Stat. § 116H.08(a) and Minn. Laws 1981, ch. 356, § 30.

MINNESOTA ENERGY AGENCY

MARK MASON
Director