



Minnesota State Legislature

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HF2337 Status in House for Legislative Session 87

Bill Name: [HF2337](#)
[Bill Text](#)

Companion: [SF1972](#)
[Companion Text](#)
[Companion Status](#)
[Senate Search](#)

Revisor Number: [12-5287](#)

House Authors [Davids](#)

Short Description State general levy reduced and eliminated, additional property tax refund modified, and money appropriated.

Long Description [Further Committee Actions](#)

[House Research Summary](#)

HOUSE Actions

[SENATE Actions](#)

[Top](#)

Date ↓	Action	Description / Committee	Text	Page	Roll Call
02/16/2012	Introduction and first reading, referred to	Taxes	Intro	5614	

SENATE Actions

[HOUSE Actions](#)

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None.

Please direct all comments concerning issues or legislation to your [House Member](#) or [State Senator](#).

For Legislative Staff or for directions to the Capitol, visit the [Contact Us](#) page.

[General questions or comments.](#)

last updated: 01/05/2012

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

March 7, 2012

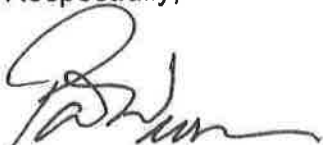
John Jaschke
Executive Director, MN Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155

Dear Mr. Jaschke:

Included with this letter is the February 29, 2012 letter from J. Mark Wedel, Chairperson, Aitkin County Board of Commissioners relating to Wetland Mitigation.

Additionally, we are attaching a resolution in support of legislation modifying wetland replacement requirements.

Respectfully,



Patrick Wussow
Aitkin County Administrator

cc: County Board
John Welle

AITKIN COUNTY BOARD OF COMMISSIONERS

Aitkin County Courthouse
217 Second Street N.W. Room 134
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

February 29, 2012

Mr. John Jaschke
Executive Director, Minnesota Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155

Re: Proposed U.S. Steel Wetland Mitigation Site
Sections 27, 28, 32, 33, and 34, Township 49 North, Range 24 West
Aitkin County, Minnesota

Dear Mr. Jaschke:

You undoubtedly are aware of the above referenced wetland restoration project near Palisade in Aitkin County that is being proposed by U.S. Steel Corporation. As part of this proposed restoration, the Aitkin County Drainage Authority has been petitioned to abandon portions of several public drainage systems that exist in the proposed restoration area. This letter is being sent to request clarification of roles related to this project, to request an immediate re-examination of the formula by which Natural Resource Block Grants are awarded to local government units throughout the state, and to voice our continued concerns regarding the proliferation of low function and value wetland restorations in Aitkin County to mitigate wetland impacts in other watersheds.

It is our understanding that the Minnesota Department of Natural Resources is the Responsible Government Unit (RGU) for this project and that Aitkin County staff are able to provide input as members of the Technical Evaluation Panel. We are less certain, however, what impact our eventual decision relative to the partial abandonment petition will ultimately have on the RGU's decision relative to the entire wetland restoration project. While it is our belief that the Aitkin Drainage Authority has sole authority to render the decision relative to this partial abandonment petition, we want assurance that the RGU has this understanding as well.

The partial abandonment request that has been submitted for this project involves the abandonment of over seven miles of public drainage ditches on three different public drainage ditch systems. Using the information that has been supplied on behalf of U.S. Steel Corporation, a significant amount of Aitkin County staff time will be required to develop findings of fact to support a decision on this petition. Because the drainage benefits of these ditches extend beyond the property owned by U.S. Steel Corporation, hydrological studies will be needed to determine the impact of the ditch abandonment on these adjacent properties. It is likely that additional technical services will need to be hired to perform these studies to augment the services provided by Aitkin County staff.

This extensive amount of work made necessary by the proposed wetland restoration project provides an excellent example of why immediate changes are needed to the formula that is currently used to distribute the Natural Resource Block Grants for Wetland Conservation Act administration. As you know, this particular wetland restoration is one of many such restoration projects in Aitkin County that are in various stages of development. Each of these projects, like the one described herein, require a significant amount of Aitkin County resources. The cost to administer the Wetland Conservation Act for all of these restoration projects is simply too much for local Aitkin County taxpayers to bear. There is not another local government unit in the state that has been bombarded with wetland restoration projects to the extent that Aitkin County has. While the long-term solution to this issue is to make changes to the Wetland Conservation Act and other wetland regulations to require higher quality wetland restorations in areas of the state that are severely lacking in the functions and values that wetlands provide, we need short term financial relief immediately in order to continue our role as administrators of the Wetland Conservation Act. We therefore request your immediate attention to development of a new distribution formula for the Wetland Conservation Act Block Grant program. It is simply our contention that grant amounts awarded to the various local government units be similarly proportional to the actual costs of Wetland Conservation Act administration within their respective jurisdictions. We look forward to working with your office on development of this new distribution formula.

Finally, we continue to reiterate that restorations such as the one being proposed by U.S. Steel Corporation are having a dramatic negative impact to the agricultural tax base in Aitkin County. We continue to advocate for a streamlined process between the state and federal wetland regulatory agencies to allow wetland restorations that will create dramatically higher functions and values in areas of the state that are currently lacking the functions and values that wetlands provide. We ask for your strong initiative to pursue legislative opportunities to make significant changes to the Wetland Conservation Act and other wetland regulations to address the issues stated in this letter.

On behalf of the Aitkin County Board of Commissioners, I extend an invitation for you to attend an Aitkin County Board Meeting in the near future to further discuss these issues. We also look forward to your prompt response.

Respectfully,



J. Mark Wedel
Chairperson
Aitkin County Board of Commissioners

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED March 6, 2012

By Commissioner: Napstad

030612-018

Support for Legislation to Modify Wetland Replacement Requirements

WHEREAS, State Representative Anzelc has authored legislation modifying wetland replacement requirements in counties with 80% or more of their pre-settlement wetland remaining, officially known as House File No. 2105, and

WHEREAS, Aitkin County has in excess of 80% of their pre-settlement wetlands remaining, and

WHEREAS, current state law regulating replacement of wetlands affected by building activities creates undue hardship for economic development activities in Aitkin County, and

WHEREAS, modification of wetland replacement requirements in Aitkin County would enhance local economic development, and

WHEREAS, the provisions of HF 2105 are in full compliance with statutory requirements that Minnesota retain an overall no net loss of wetlands policy.

NOW, THEREFORE, BE IT RESOLVED, that Aitkin County supports House File No. 2105, modifying wetland replacement requirements, as proposed by State Representative Anzelc.

Commissioner Niemi moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)**

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 6th day of March A.D., 2012, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 6th day of March A.D., 2012

KIRK PEYSAR, County Auditor

BY _____, Deputy

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

March 7, 2012

Senator Tom Saxhaug
100 Rev. Martin Luther King, Jr. Blvd.
Room 135 State Office Building
St. Paul, MN 55155

Dear Senator Saxhaug:

At Aitkin County's March 6th County Board meeting the Board discussed the following pieces of legislation:

House File No. 2244 a Bill to employ a director to oversee, manage, and administer school trust lands
Senate File 1889

The County Board is not in favor of forming a Legislative Commission to manage these lands, they have concerns about how this will negatively affect PILT payments, and asks for your support to vote against this bill.

House File No. 2123 New Financial Reporting Mandate
Senate File 1722

The County Board is opposed to this mandate. Information is already available to the public, all meetings and hearings are open to the public, and this would be a costly and unnecessary mandate for all Counties.

House File No. 2283 a Bill to help the City of Tamarack
Senate File 2077

The County Board appreciates that this is moving forward and is hopeful a long term solution for Tamarack will be reached.

House File No. 2105 a Bill to Modify Wetland Replacement Requirements
Senate File 1986

The County Board supports this bill. On March 6, 2012 the County Board adopted Resolution – Support for Legislation to Modify Wetland Replacement Requirements. A copy of the resolution is attached.

The Board asks that when you vote, you consider their position on each of the pieces of legislation listed above. We know your time is limited so the Board summary comments will be short. If after reviewing the comments from Aitkin County Commissioners you have any questions please contact any of them or me. A complete contact list is attached.

Respectfully submitted,

Patrick Wussow
Aitkin County Administrator

District 1: J. Mark Wedel – Chair
515 6th Ave SE
Aitkin, MN 56431
Home: 218-927-6500
mark.wedel@co.aitkin.mn.us
Term: 2011-2014

District 2: Laurie Westerlund – Vice Chair
30517 270th Lane
Aitkin, MN 56431
Home: 320-684-2652
laurie.westerlund@co.aitkin.mn.us
Term: 2009-2012

District 3: Donald Niemi
32340 State Hwy 47
Aitkin, MN 56431
Home: 218-927-9947
don.niemi@co.aitkin.mn.us
Term: 2011-2014

District 4: Brian Napstad
51227 Long Point Place
McGregor, MN 55760
Home: 218-426-3008
brian.napstad@co.aitkin.mn.us
Term: 2009-2012

District 5: Anne M. Marcotte
P.O. Box 192
Hill City, MN 55748
Home: 218-256-0277
anne.marcotte@co.aitkin.mn.us
Term: 2011-2014

Patrick Wussow, County Administrator
217 2nd Street NW
Room 130
Aitkin, MN 56431
patrick.wussow@co.aitkin.mn.us
218-927-7276

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

March 7, 2012

Representative Carolyn McElfatrick
545 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Representative McElfatrick:

At Aitkin County's March 6th County Board meeting the Board discussed the following pieces of legislation:

House File No. 2244 a Bill to employ a director to oversee, manage, and administer school trust lands
Senate File 1889

The County Board is not in favor of forming a Legislative Commission to manage these lands, has concerns about how this will affect PILT payments, and does not support this bill.

House File No. 2123 New Financial Reporting Mandate
Senate File 1722

The County Board is opposed to this mandate. Information is already available to the public, all meetings and hearings are open to the public, and this would be a costly and unnecessary mandate for all Counties.

House File No. 2283 a Bill to help the City of Tamarack
Senate File 2077

The County Board appreciates that this is moving forward and is hopeful a long term solution for Tamarack will be reached.

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Respectfully submitted,

Patrick Wussow
Aitkin County Administrator

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515 6th Ave SE
Aitkin, MN 56431
Home: 218-927-6500
mark.wedel@co.aitkin.mn.us
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laurie.westerlund@co.aitkin.mn.us
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Home: 218-927-9947
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Term: 2011-2014

District 4: Brian Napstad
51227 Long Point Place
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Home: 218-426-3008
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Term: 2009-2012

District 5: Anne M. Marcotte
P.O. Box 192
Hill City, MN 55748
Home: 218-256-0277
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Term: 2011-2014

Patrick Wussow, County Administrator
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Room 130
Aitkin, MN 56431
patrick.wussow@co.aitkin.mn.us
218-927-7276

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED March 6, 2012

By Commissioner: Napstad

030612-018

Support for Legislation to Modify Wetland Replacement Requirements

WHEREAS, State Representative Anzelc has authored legislation modifying wetland replacement requirements in counties with 80% or more of their pre-settlement wetland remaining, officially known as House File No. 2105, and

WHEREAS, Aitkin County has in excess of 80% of their pre-settlement wetlands remaining, and

WHEREAS, current state law regulating replacement of wetlands affected by building activities creates undue hardship for economic development activities in Aitkin County, and

WHEREAS, modification of wetland replacement requirements in Aitkin County would enhance local economic development, and

WHEREAS, the provisions of HF 2105 are in full compliance with statutory requirements that Minnesota retain an overall no net loss of wetlands policy.

NOW, THEREFORE, BE IT RESOLVED, that Aitkin County supports House File No. 2105, modifying wetland replacement requirements, as proposed by State Representative Anzelc.

Commissioner Niemi moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT All Members Voting Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 6th day of March A.D., 2012, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 6th day of March A.D., 2012

KIRK PEYSAR, County Auditor
BY _____, Deputy



Aitkin County Sheriff's Office
217 Second Street NW, Room 185
Aitkin, MN 56431
(218) 927-7435
Incident Date Reported BETWEEN 02/29/12
And 03/06/12
And Incident NCIC=MN0010000

Printed On: Thu, Mar 08, 2012

Incident Log Report

<i>Case Number</i>	<i>NCIC</i>	<i>Date Reported</i>	<i>Officer</i>	<i>Offense</i>
2012000697 Location 30321 STATE HWY 47, AITKIN, 2520	MN0010000	02/29/2012 00:19	204	ATL/Welfare Check
2012000698 3906	MN0010000	02/29/2012 01:53	sp86	Accident
2012000699 403 3RD ST NW, Aitkin, 0100	MN0010000	02/29/2012 10:10	253	Arrest
2012000700 33123 STATE HWY 18, AITKIN, 1930	MN0010000	02/29/2012 10:28	995	Ambulance Call
2012000701 3912	MN0010000	02/29/2012 11:54	sp383	Accident
2012000702 33966 350TH LN, AITKIN, 3130	MN0010000	02/29/2012 13:02	219	911 call false
2012000703 43085 254TH LN, AITKIN, 1716	MN0010000	02/29/2012 13:11	995	Ambulance Call
2012000704 918 1ST ST NW, Aitkin, 0100	MN0010000	02/29/2012 13:33	253	Suspicion Complaint
2012000705 48149 207TH AVE, MCGREGOR, 4520	MN0010000	02/29/2012 16:43	210	ATL/Welfare Check
2012000706 217 2nd St NW, Aitkin, 0900	MN0010000	02/29/2012 17:13	305	Medical call
2012000707 47296 165TH PL, MCGREGOR, 4525	MN0010000	02/29/2012 19:39	499	Ambulance Call
2012000708 Aitkin, 0100	MN0010000	02/29/2012 19:58	256	Welfare check
2012000709 315 1ST AVE SW, Aitkin, 0100	MN0010000	03/01/2012 10:37	995	Ambulance Call
2012000710 US HWY 169, Hill City, 0200	MN0010000	03/01/2012 10:47	261	Driving Complaint
2012000711 48168 GREAT RIVER RD, PALISADE, 0600	MN0010000	03/01/2012 12:04	995	Ambulance Call
2012000712 46756 170TH PL, MCGREGOR, 4536	MN0010000	03/01/2012 12:58	219	Mail fraud

Aitkin County Sheriff's Office

Printed On: Thu, Mar 08, 2012

Incident Log Report

Case Number	NCIC	Date Reported	Officer	Offense
2012000713 4526	MN0010000	03/01/2012 14:49	219	Traffic Stop
2012000714 36598 208TH PL, MCGREGOR, 3320	MN0010000	03/01/2012 15:36	499	Ambulance Call
2012000715 25 S MABLE ST, McGregor, 0500	MN0010000	03/01/2012 16:27	221	Fraud/ID Theft
2012000716 QUADNA RD, Hill City, 0200	MN0010000	03/01/2012 16:46	261	Burglary/Theft
2012000717 27471 115TH LN, ISLE, 1030	MN0010000	03/01/2012 19:03	212	Assist Other Department
2012000718 27595 110TH ST, ISLE, 1031	MN0010000	03/01/2012 21:07	MCFR	Ambulance Call
2012000719 48326 STATE HWY 65, MCGREGOR, 4519	MN0010000	03/02/2012 08:10	208	Parking complaint
2012000720 20762 508th Ln, 4504	MN0010000	03/02/2012 08:34	499	Ambulance Call
2012000721 41561 STATE HWY 65, MCGREGOR, 3925	MN0010000	03/02/2012 09:59	208	Suspicion Complaint
2012000722 34732 500TH LN, PALISADE, 4212	MN0010000	03/02/2012 10:06	203	***No press***
2012000723 201 S 1ST ST, McGrath, 0400	MN0010000	03/02/2012 11:09	221	Probation Violation
2012000724 545 6TH AVE SE, AITKIN, 0100	MN0010000	03/02/2012 11:57	995	Ambulance Call
2012000725 650 2ND ST NE, Aitkin, 0100	MN0010000	03/02/2012 12:24	SAFR	Ambulance Call
2012000726 2533	MN0010000	03/02/2012 12:22	995	Accident
2012000727 48235 GREAT RIVER RD, PALISADE, 0600	MN0010000	03/02/2012 12:59	203	***No press***
2012000728 171 RED OAK DR, Aitkin, 0100	MN0010000	03/02/2012 14:55	256	Accident
2012000729 Aitkin, 0800	MN0010000	03/02/2012 16:07	221	Warrant Arrest
2012000730 46971 172ND PL, MCGREGOR, 4526	MN0010000	03/02/2012 16:39	221	Missing Person
2012000731 33966 350TH LN, AITKIN, 3130	MN0010000	03/02/2012 17:26	219	911 call false

Aitkin County Sheriff's Office

Printed On: Thu, Mar 08, 2012

Incident Log Report

<i>Case Number</i>	<i>NCIC</i>	<i>Date Reported</i>	<i>Officer</i>	<i>Offense</i>
<i>Location</i>				
2012000732	MN0010000	03/02/2012 19:19	212	Missing Person
36102 STATE HWY 65, MCGREGOR, 3320				
2012000733	MN0010000	03/02/2012 23:37	212	Suspicion Complaint
39625 DEER ST, AITKIN, 2936				
2012000734	MN0010000	03/03/2012 01:28	254	Suspicion Complaint
840 2ND ST NW, Aitkin, 0100				
2012000735	MN0010000	03/03/2012 12:30	264	Missing Person
146 CEDAR ST N, Hill City, 0200				
2012000736	MN0010000	03/03/2012 12:38	264	Animal Complaint
318 STONER AVE SW, Hill City, 0200				
2012000737	MN0010000	03/03/2012 17:05	219	Animal Complaint
30464 288TH LN, AITKIN, 2538				
2012000738	MN0010000	03/03/2012 17:45	499	Ambulance Call
22027 420TH ST, MCGREGOR, 0500				
2012000739	MN0010000	03/03/2012 20:12	212	Disturbance
20089 471ST ST, MCGREGOR, 4529				
2012000740	MN0010000	03/03/2012 22:43	499	Accident
20534 487TH ST, MCGREGOR, 4520				
2012000741	MN0010000	03/03/2012 23:45	254	Disturbance
Aitkin, 0100				
2012000742	MN0010000	03/04/2012 06:12	995	Ambulance Call
610 AIR PARK DR, AITKIN, 0100				
2012000743	MN0010000	03/04/2012 09:03	219	Trespass
17665 160TH LN, FINLAYSON, 1102				
2012000744	MN0010000	03/04/2012 12:15	995	Ambulance Call
49564 405TH PL, PALISADE, 4113				
2012000745	MN0010000	03/04/2012 12:45	499	Ambulance Call
23498 450TH ST, MCGREGOR, 3802				
2012000746	MN0010000	03/04/2012 12:53	252	Assault
Aitkin, 0100				
2012000747	MN0010000	03/04/2012 18:33	MFD	Fire Call
20808 STATE HWY 210, MCGREGOR, 3939				
2012000748	MN0010000	03/04/2012 21:23	499	Public assist
148 W HWY 210, McGregor, 0500				
2012000749	MN0010000	03/05/2012 01:09	995	Alarm
315 1ST AVE SW, Aitkin, 0100				
2012000750	MN0010000	03/05/2012 04:07	995	Ambulance Call
406 COOK ST, Palisade, 0600				

Aitkin County Sheriff's Office

Printed On: Thu, Mar 08, 2012

Incident Log Report

Case Number	NCIC	Date Reported	Officer	Offense
2012000751	MN0010000	03/05/2012 05:24	995	Ambulance Call
42595 GREAT RIVER RD, AITKIN, 3621				
2012000752	MN0010000	03/05/2012 09:22	208	Animal Complaint
44408 334TH LN, AITKIN, 2305				
2012000753	MN0010000	03/05/2012 11:01	219	Misc officer
36040 STATE HWY 65, MCGREGOR, 3320				
2012000754	MN0010000	03/05/2012 11:32	208	Burglary/Theft
15469 480TH ST, TAMARACK, 4630				
2012000755	MN0010000	03/05/2012 13:21	502	Ambulance Call
34460 US HWY 169, AITKIN, 0100				
2012000756	MN0010000	03/05/2012 12:55	256	Animal Complaint
400 RIVERDALE DR, Aitkin, 0100				
2012000757	MN0010000	03/05/2012 14:40	208	Suspicion Complaint
30357 427TH ST, PALISADE, 3722				
2012000758	MN0010000	03/05/2012 15:39	261	Traffic Stop
Hill City, 0200				
2012000759	MN0010000	03/05/2012 18:26	995	Ambulance Call
850 2ND ST NW, Aitkin, 0100				
2012000760	MN0010000	03/05/2012 22:04	212	Fire Call
42509 282ND ST, AITKIN, 2334				
2012000761	MN0010000	03/05/2012 22:08	254	Disturbance
39625 DEER ST, AITKIN, 2936				
2012000762	MN0010000	03/06/2012 01:12	499	Ambulance Call
22 E 1ST AVE				
2012000763	MN0010000	03/06/2012 01:54	218	Disturbance
mcgregor				
2012000764	MN0010000	03/06/2012 08:54	208	Suspicion Complaint
co rd 13				
2012000765	MN0010000	03/06/2012 09:46	252	Fraud/ID Theft
163 WESTWOOD DR, AITKIN				
2012000766	MN0010000	03/06/2012 09:57	499	Ambulance Call
22027 420TH ST, MCGREGOR				
2012000767	MN0010000	03/06/2012 10:01	219	Alarm
34438 672ND LN, HILL CITY				
2012000768	MN0010000	03/06/2012 14:22	208	Ambulance Call
400 N 4TH AVE				
2012000769	MN0010000	03/06/2012 15:23	219	Fraud/ID Theft
29324 335TH LN, AITKIN				

Aitkin County Sheriff's Office

Printed On: Thu, Mar 08, 2012

Incident Log Report

<i>Case Number</i>	<i>NCIC</i>	<i>Date Reported</i>	<i>Officer</i>	<i>Offense</i>
2012000770 1000 MINNESOTA AVE S	MN0010000	03/06/2012 15:29	254	Fraud/ID Theft
2012000771 11314 116TH LN, FINLAYSON	MN0010000	03/06/2012 16:19	98989	Suspicion Complaint
2012000772 38807 STATE HWY 47, AITKIN	MN0010000	03/06/2012 18:36	219	Child Custody
2012000773 30321 STATE HWY 47, AITKIN	MN0010000	03/06/2012 18:07	219	ATL/Welfare Check

Total Records: 77

Patrick Wussow

From: Carolyn McElfatrick [Rep.Carolyn.McElfatrick@house.mn]
Sent: Wednesday, March 07, 2012 9:06 AM
To: patrick.wussow@co.aitkin.mn.us
Subject: Board letter

Patrick,

I've just read the Co. Board letter dated 3/2/12. Thank you for having this great idea and for understanding that "concise is good." I really appreciate it.

To all, you're very welcome for whatever I'm able to do for Tamarack. We had hearing #2 yesterday & the bill is now ready for consideration for inclusion on the tax omnibus bill. I believe it is also moving nicely in the Senate. This has been a problem that has troubled me greatly since the first "Aitkin Co. Day" last year.

Carolyn

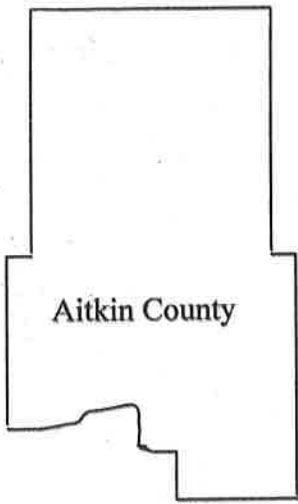
Carolyn McElfatrick
State Representative, District 3B
545 State Office Building
100 Rev Dr Martin Luther King Jr Blvd
St. Paul, MN 55155-1298
651-296-2365

If you would like to receive my periodic email updates go to
<http://www.house.leg.state.mn.us/members/join.asp?id=15361>

Aitkin County Board of Commissioners Board Meeting Attendance Record

Date: March 13, 2012

Name	Please check the boxes that apply.		Company Representative – please list.
	Aitkin County Citizen	Aitkin County Employee	
<i>Bob Plank</i>	<input checked="" type="checkbox"/>		<i>MY SELF</i>
<i>James Johnson</i>	<input checked="" type="checkbox"/>		<i>Independent Age</i>
<i>Kathy Brydson</i>	<input checked="" type="checkbox"/>		<i>City of Aitkin</i>
<i>Holly Koskowski</i>			<i>MNDOT</i>
<i>Byron Anderson</i>			<i>MNDOT</i>
<i>Jon Mason</i>			<i>ARDC</i>
<i>Dan Jank</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>AFSCME</i>
<i>Paul D. Hugg</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>AFSCME</i>



Aitkin County Association of Townships

Serving all of Aitkin County

MAR 09 2012

The next quarterly meeting of the Association will be April 19, 2012 at the McGregor Community Center at 7:30p.m.

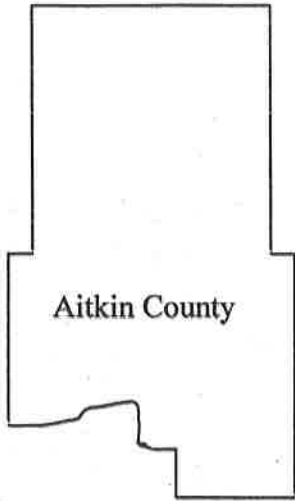
This is our Annual meeting with the following directors up for re-election: Carole Holten (Beaver, Clark, Haugen, Jevne, McGregor, Salo, Shamrock, Workman) and Lily Turner (Ball Bluff, Balsalm, Cornish, Fleming, Libby, Logan, Turner, Verdon) and depending on elections in March, there maybe one more.

One note I was asked to pass along to you. When considering donations presented to you by the voters, please remind them that there has to be a **direct** statute for that purpose in order for the check to be written. First Responders are vital to our area, but there is no **direct** statute for them, yet. Carolyn MacElfattrick is working on a bill for the EMT's and is hoping to get it passed this year.

You will also be asked if you would like to send someone to the Annual Convention in St. Cloud this year.

Our speaker will be Steve Hughes from the Soil & Water office to speak to us on weeds and other areas that may interest you.

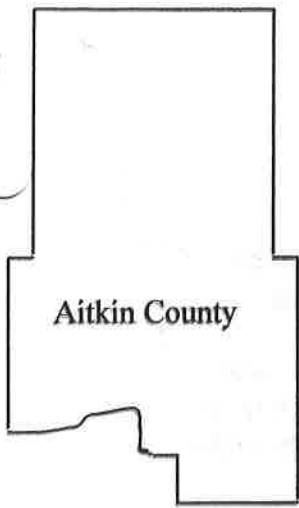
Anita



Aitkin County Association of Townships

Serving all of Aitkin County

Date	October 19, 2011
Balance On Hand	\$ 1,890.82
Income	
Dues	\$ 14,255.41
Interest	\$ 0.19
Total	\$ 16,146.42
Expenses	
Wages	\$ 264.21
IRS	\$ 133.01
Mileage	\$ 145.41
Office Supplies	\$ -
Refreshments/misc.	\$ 10.00
Door prizes	\$ 63.00
Dues paid	\$ -
DC Trip/L & R Reg.etc.	\$ 467.34
Hall Rents	\$ 50.00
Total	\$ 1,132.97
Balance on hand	\$ 15,013.45
Date	January 19, 2012



Aitkin County

Association of Townships

Serving all of Aitkin County

January 19, 2012
Quarterly Meeting

Open with Pledge at 7:30pm with 22 townships represented, 1 resident, Don Niemi, Anne Marcotte (Both County Commissioners), Auditor Kirk Peysar, Patrick Wussow – County Administrator, Sheriff Scott Turner, Reno Wells – MAT director, Pat Henderson from ARDC in Attendance.

Approve Sect. Report as Mailed was made on a motion from Candace Bartel and Lily Turner second.

Approved Treasurer Report as read was made on a motion from Harold Harms with Bill Onstad second.

Correspondence: MAT, thank you, L & R Meeting in February in St. Paul. Anita also gave a brief report on the Annual convention.

Reno Wells spoke about many issues that are world wide after he noticed the same issues we are facing when he visited Ireland. Road sign issue has not gone away, so first phase is this year. NATat will be having various people in DC through out the year, with the first group going in March to work on bills. Board of Equalization Certification will expire with the date on your certificate, please notify your townships of that date and if you do not remember, then call your County Assessor for the information. Township sales Tax exemption until a better way if found, please use the ST3. Emergency personal can now receive MN Care for health care if need be. First Responders are on many County unit agendas for this year. Remember that you must have a contract and Certificate of insurance to give them money. We need statutory authority to donate to any one!

Maureen Switzer talked about all the research on First Responders she has done on this and the possibility that some many decide not to do it because they cannot get funding. Insurance coverage has been a high cost issue as well. Al read the resolution and also stated that a letter would be attached to cover the insurance issue as well (attorneys can put the proper wording on the resolution). Harold Harms motion to pass the resolution on

the MAT and the L & R committee with the letter concerning the insurance issue attached, Bill Dotzler second. Much discussion followed and it was approved.

County Officials: Kirk Peysar asked Townships that have March elections to get their information to him as soon as possible. No other County Officials choose to speak.

Township News: Dan Bobseen spoke about a meeting on the Legacy Act at Mille Lacs Energy building Monday night January 23rd at 7pm. This was for input on how to spend the money in that Act. Ray Morris spoke about the need for townships to be at the Fire Department meeting, also Monday night at 6pm. It seems the Aitkin Fire Department has an unexplained surplus and more explanation on how they got their budget figures. Remember there has to be a contract there also.

Guest Speaker: Pat Henderson from ARDC spoke on what makes up the Commission, elected officials from the community. There are 4 divisions, Planning, Area Agency on Aging (800-333-2433), Metro planning, City By-ways. There is a revolving loan fund for business for economic development. For Aitkin County, since the 1990's there has been \$880,000 in loans given out.

Question was asked about whether or not to have a weed meeting in April and many say we need it to gather information on new weeds and control.

Thank you to the Aitkin VFW for having us, next Meeting will be at the McGregor Community Center, April 19, 2012 at 7:30 p.m. This will be our Annual meeting with the following directors up for re-election: Carole Holten (Beaver, Clark, Haugen, Jevne, McGregor, Salo, Shamrock, Workman) and Lily Turner (Ball Bluff, Balsalm, Cornish, Fleming, Libby, Logan, Turner, Verdon) and depending on elections in March, there maybe one more.

Adjourn. At 8:55pm.

Respectfully

Anita Anderson
Secretary/Treasurer



CROW WING-CASS AND AITKIN-ITASCA FSA NEWS MARCH 2012

To better serve you for the various programs we administer,
PLEASE CALL AHEAD FOR AN APPOINTMENT!

2012 DCP/ACRE SIGNUP ENDS JUNE 1

The Direct and Counter-Cyclical (DCP) Program and the Average Crop Revenue Election Program (ACRE) signup period for 2012 will run until June 1, 2012. The 2012 DCP shall be administered exactly like the 2011 DCP and the payment percentage reverts to 85 percent and there is no advance payment option.

The ACRE program provides eligible producers a state-level revenue guarantee, based on the 5-year state Olympic average yield and the 2-year national average price. ACRE payments are made when both state and farm-level triggers are met. By participating in ACRE, producers elect to forgo counter-cyclical payments, receive a 20 percent reduction in direct payments and a 30-percent reduction in loan rates. For more information on the DCP and ACRE program, contact the office.

2012 ACREAGE REPORTING DEADLINE JULY 16

Please call us for an appointment to report and certify your FSA Report of Acreage. Due to budget constraints, other reminders will not be sent. Filing an accurate and timely acreage report for all crops and land uses, including failed acreage, can prevent loss of benefits for a variety of Farm Service Agency programs. All cropland on the farm must be reported to receive benefits from the Direct and Counter-cyclical Program (DCP), Average Crop Revenue Election (ACRE), Supplemental Revenue Assistance Payments (SURE), marketing assistance loans and Loan Deficiency Payments. Crop reports must account for all cropland on a DCP farm, whether idle or planted. Conservation Reserve Program (CRP) acreage must be reported to receive annual rental payments. Crop acreage for which Non-insured Crop Disaster Assistance Program (NAP) may be enrolled must be reported. Pastureland or grazing land acreage where benefits for Livestock Feed Program (LFP) may be requested must be reported. Producers are required to file reports by July 16, 2012. **Late-file fees apply if the required acreage report is not completed by the July 16, 2012 deadline.**

For 2013, crop reporting deadlines for certain crops will change from the traditional July 15th deadline. **IMPORTANT CHANGE: For fall-seeded small grain crops, fall seeded perennial forage and apiculture (RMA honey), these crops need to be reported for the 2013 year by November 15, 2012.** The reason for the change is to more closely match the reporting deadlines for Federal Crop Insurance.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Assistant Secretary for Civil Rights, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, DC 20250-9410, or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TDD) or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer.

Persons with disabilities who require special accommodations to attend or participate in a meeting, event, or function should contact Trisha McMonagle at 218-829-5965 or the Federal Relay Service at 1-800-877-8339.

Crow Wing-Cass FSA
7118 Clearwater Drive
Baxter, MN 56425
Ph: (218) 829-5965 ext. 2
Fax: (218) 828-8837

Aitkin-Itasca FSA
130 Southgate Drive
Aitkin, MN 56431
Ph: (218) 927-2912 ext. 2
Fax: (218) 927-6014

Hours
Monday - Friday
8:00 a.m. - 4:30 p.m.

Crow Wing-Cass Committee
Generally meets the 2nd
Tuesday of the month at
9:00 a.m.

Conrad Bristow
Chad Converse
Tim Gordon
Marlin Torkeson
Debra Woitalla
Susan Kedzie, Minority
Advisor

Aitkin-Itasca Committee
Generally meets the 2nd
Thursday of the month at
9:30 a.m.

William Dotzler
Grace Hoard
Tambrey Kullhem
Chris Moser
Don Simons

County Executive Director
Trisha McMonagle

Farm Loan Manager
Mark Krinke
16776 Heron Rd
Little Falls, MN 56345
320-632-5477

District Director
Jim Borst

Program Technicians
Crow Wing
Mary Beutz
Pam Loftis
Danny Goos
Aitkin
Elaine Nordberg
Carma Miller

Field Reporters
Gary Boche, Crow Wing
David Meyer, Crow Wing
Joe Courier, Aitkin
Gary Dahlberg, Itasca

CONSERVATION RESERVE PROGRAM (CRP) SIGNUP MARCH 12 TO APRIL 6

USDA's Farm Service Agency (FSA) will hold a Conservation Reserve Program (CRP) general sign-up from March 12 through April 6, 2012. During the sign-up period, farmers and ranchers may offer eligible land for CRP's competitive general sign-up. CRP is a voluntary program that helps agricultural producers use environmentally sensitive land for conservation benefits. Producers enrolled in CRP plant long-term, resource-conserving covers to control soil erosion, improve water and air quality and develop wildlife habitat. In return, FSA provides participants with rental payments and cost-share assistance. Contract duration is between 10 to 15 years. Accepted contracts for CRP sign-up 43 will begin on October 1, 2012.

To be eligible for placement in the CRP general sign-up, land must be cropland (including field margins) that is planted or considered planted, to an agricultural commodity four of the six crop years from 2002 to 2007, and be physically and legally capable of being planted (no planting restrictions due to an easement or other legally binding instrument) in a normal manner to an agricultural commodity. Alfalfa or other multiyear grasses and legumes grown in a rotation not to exceed 12 years may be eligible for CRP sign-up 43.

If you are interested or have questions please contact either office listed on page 1.

2010 SUPPLEMENTAL REVENUE ASSISTANCE DISASTER ASSISTANCE (SURE) ENDS JUNE 1

The 2008 Farm Bill amended the Trade Act of 1974 to create the Supplemental Revenue assistance program (SURE). The SURE program provides benefits for farm revenue losses due to natural disaster that incurred in the crop years 2008 through September 30, 2011. To be eligible for SURE payments, a producer is required to obtain crop insurance on all crops in all counties or, if crop insurance is not available, to participate in the Non-Insured Assistance Program (NAP) except for grazed acreage. However, crop insurance or NAP coverage is no longer required for crops that are not of economic significance or those where the administrative fee required to buy NAP coverage exceeds 10 percent of the value of the coverage. Eligible farmers and ranchers who meet the definition of Socially Disadvantaged, Limited Resource, or Beginning Farmer or Rancher are exempt from the risk management purchase requirement.

The following are the conditions that trigger SURE payments:

- At least one crop of economic significance must suffer a 10% production loss due to an eligible disaster condition (crop of economic significance is a crop that has contributed or would have contributed at least 5% or more of the total expected revenue from all crops on the farm producers in counties declared disaster counties by the Secretary of Agriculture, or in contiguous counties). Aitkin, Cass, Crow Wing, and Itasca counties did not receive a secretarial disaster declaration for 2010.

- Or those who show proof of an individual loss of at least 50% are eligible to receive SURE payments for crop producer or crop quality losses (losses are measured with consideration to the whole-farm revenue, which includes crop insurance indemnities and commodity program payments, so that producers are not paid more than once for the same loss).

Sign up for the 2010 crop year is in progress and will end on June 1, 2012.



NON-INSURED CROP DISASTER ASSISTANCE PROGRAM (NAP)

USDA's Farm Service Agency's (FSA) Noninsured Crop Disaster Assistance Program (NAP) provides financial assistance to producers of non-insurable (not covered by traditional crop insurance) crops when low yields, loss of inventory, or prevented planting occurs due to natural disasters. To be eligible for NAP coverage, you must apply for coverage at the FSA office, pay the \$250 per crop (not to exceed \$750 per producer per county or \$1875 per multi-county producer), sign a CCC-471 application and report your acres and production. Sales closing dates in MN are:

- Sept. 1 Floriculture, aquaculture, ginseng, turf grass sod, mushrooms, Christmas trees and annual fall seeded crops
- Sept 30 Perennial forage crops including grass and legume seed, wild rice, asparagus, rhubarb and strawberries
- Nov. 20 Perennial fruits/vegetables/herbs such as apples, blueberries, cane berries (raspberries), cranberries, grapes, sage, and plums
- Dec. 1 Honey
- Feb. 1 Maple sap
- Mar. 15 Pasture and spring seeded annual crops and annual vegetables
- May 1 Ornamental Nursery



Important Notice:

Producers are reminded about the need for insurance on crops in order to remain eligible for the agency's Disaster Assistance Programs such as SURE, LFP, TAP and ELAP. Producers must purchase at least catastrophic (CAT) level of insurance for all insurable crops.

More information about NAP may be found on the FSA website located at <http://www.fsa.usda.gov>

MARKETING ASSISTANCE CROP LOANS AND LDPS



Low interest, 9 month loans on 2011 grain crops are still available. Deadline to request loans on small grains (oats, flax, wheat, canola, barley) is **April 2nd**, and the deadline for large grains (corn, soybeans, sunflowers) is **May 31st**. Loans are available to producers who share in the risk of producing the crop. Loan eligibility also requires compliance with the conservation and wetland protection requirements, beneficial interest requirements, report all farm cropland acreage, and ensure that the commodity meets CCC minimum grade and quality standards. For commodities to be eligible they must have been produced by an eligible producer, be in existence and in a storable condition and be merchantable for food, feed or other uses as determined by CCC. The quality of the commodity in farm storage must be maintained throughout the term of the loan. Producers do not have to participate in the Direct and Counter-Cyclical Program (DCP) or the Average Crop Revenue Election (ACRE) program to be eligible for commodity loans.

Violating provisions of a marketing assistance loan may trigger administrative actions, such as assessing liquidated damages, calling the loan and denial of future farm-stored loans. The most common violations are removing or disposing of a commodity being used as loan collateral without prior authorization and providing an incorrect quantity certification.

A producer who is eligible to obtain a loan, but agrees to forgo the loan, may obtain a Loan Deficiency Payment (LDP). An LDP is the difference between the loan rate at a given location and the announced market price for the applicable commodity. It is the producer's responsibility to sign the CCC-633EZ page 1 prior to losing beneficial interest in order for commodities to be eligible for a LDP. If you plan on selling or feeding your commodity, please contact us to receive a Loan Deficiency Payment Request form if you have not completed one for the current crop year. For more information on Marketing Assistance Loans and the Loan Deficiency Program and the daily LDP rates go to the price support section of the Farm Service Agency website www.fsa.usda.gov or contact your local FSA office.

2011 CROP LOAN RATES				
	Aitkin	Itasca	Cass	Crow Wing
Barley	1.84	1.79	1.82	1.82
Canola	9.86	9.65	9.73	9.80
Corn	1.82	1.77	1.79	1.79
Flaxseed	10.87	10.68	10.62	10.62
Oats	1.40	1.35	1.40	1.40
Soybeans	4.84	4.82	4.83	4.84
Sunflowers	9.99	9.99	10.06	10.06
HRW Wheat	3.01	2.91	2.91	3.01
HRS Wheat	3.30	3.25	3.27	3.30
Wool – ungraded	National Rate - \$0.40/lb			

Access FSA news and daily LDP rates via your mobile device at www.fsa.usda.gov/mobile



COUNTY COMMITTEE ELECTIONS- SEEKING NOMINATIONS TO SERVE ON THE FSA COMMITTEE



The Crow Wing-Cass FSA Office will again be holding a County Committee Election for the following Local Administrative Area (LAA): LAA-1 and LAA-4. The Aitkin-Itasca office will also be holding a County Committee Election for LAA-2 and LAA-4. The December ballots that were recently cast elected Debra Woitalla to the Crow Wing-Cass Committee and William Dotzler to the Aitkin-Itasca Committee.

The election of responsible agricultural producers to FSA county committees is important to all farmers with large or small operations. It is crucial that every eligible producer take part in this election because county committees are a direct link between the farm community and the U.S. Department of Agriculture.

Enclosed is a nominating petition to complete and return by August 1 if you are interested in serving the agricultural community in your area. To hold office you must participate or co-operate in FSA programs and reside in the LAA. Please call to check if you live in the LAA if you are interested in running for the Committee. These terms are for three years.

Crow Wing-Cass County: LAA-1 has the following twps: Fairview, E Gull Lake, Unorg T134 R28, Unorg T134 R27, Oak Lawn, W Sylvan, E Sylvan, Baxter, Crow Wing, Long Lake, Fort Ripley, St. Mathias and Daggett Brook.

Crow Wing-Cass County : LAA-4 has the following twps: Gail Lake, Timothy, Fifty Lakes, Emily, Little Pine, Walden, Wilson, Jenkins, Ideal, Cross Lake, Fairfield, Ross Lake, Maple, Loon Lake, Sibley, Breezy Point, Pelican, Mission, Perry Lake and 2nd Assessment T136 R25.

Aitkin County: LAA-2 has the following twps: Clark, Davidson, Spalding, Salo, Lee, Rice River, Beaver, Jewett, White Pine, Millward North, Millward South, Lakeside, Seavey, Pliny, Idun, Williams and Wagner.

Itasca County LAA-4 has the following twps: Nore, Ardenhurst, Grattan, Pomroy, T150 R25, Moose Park, Alwood, Kinghurst, Wurt, Liberty, Third River, Good Hope, Max, Sand Lake, Lake Jessie, Unorg T147 R29, Unorg T147 R28, Unorg T147 R27, Bowstring, Unorg T146 R29, Unorg T146 R27, Unorg T146 R26, Oteneagen, Unorg T145 R25, Morse, Unorg T144 R26, Unorg T144 R25, Unorg T62 R27, Unorg T62 R26, Unorg T162 R25, Unorg T62 R24, Carpenter, Unorg T62 R22, Bigfork, Unorg T61 R25, Unorg T61 R24, Unorg T61 R23, Bearville, Stokes, Unorg T60 R25, Unorg T60 R24, Unorg T60 R23, Unorg T60 R22, Marcell, Unorg T59 R25, Unorg T59 R24, Unorg T59 R23, Unorg T59 R22, Unorg T58 R27, Unorg T58 R26, Balsam, Unorg T58 R23 Unorg T58 R22, Deer River, Unorg T56 R27.

IMPORTANT INFORMATION TO REMEMBER



Milk Income Loss Contract (MILC)

Applications for the Milk Income Loss Contract (MILC) will be accepted through September 30, 2012. Payments are calculated when the Boston Class I price falls below the benchmark of \$16.94/cwt. A feed cost adjuster is applied if the cost for feed is above \$7.35/cwt nationally. The feed cost adjuster will add additional monies to the monthly payment if applicable. There is a per operation maximum pounds that can be paid in fiscal year 2012 and that amount is 2.4 million pounds. Dairy operations that have any type of changes to their dairy operation, including production start months, need to notify the local FSA office as soon as possible.

Farm Loan Programs Available

Our Farm Loan Team in Morrison County is busy taking applications for operating loans and doing year-end analysis with their borrowers. Doing the year-end analysis is important to everyone's operation because that is the only way to determine if it was a profitable year and which enterprises yielded the best. While it is required for most of our borrowers, it is highly recommended that all producers do the same so they know where they are at right now and plan for the financial future of their operation. If you think you will need an annual operating loan for 2012, it is important to apply as early as possible due to limited funding.

Prevented Planting and Failed Acreage

Prevented planting occurs when a crop cannot be planted during the established planting period because of a natural disaster. To be filed in a timely manner, prevented planted reports must be submitted no later than **15 calendar days after the final planting date** for the specific crops. Failed acreage comprises tracts of properly-planted and managed crops that did not grow or were destroyed due to a natural disaster before it could be brought to harvest. Acreage reports for failed acreage must be filed before disposition of the crop, and producers must be able to establish to the satisfaction of the county committee that the crop failed and was prevented from being replanted through the normal planting period because of natural disaster conditions.

Spousal Signature

Husbands and wives may sign documents on behalf of each other for FSA and Commodity Credit Corporation programs in which either has an interest. This option is automatically available unless a written request for exclusion is made to the County Office from either spouse. There are exceptions to the rule. For example, spouses may not sign FSA-211s or CCC-931's on behalf of each other; or sign on behalf of the other as an authorized signatory for partnerships, joint ventures, corporations or other similar entities. Spouses must have a power of attorney on file or sign personally for claim settlements, such as promissory notes. A spouse's authority to sign documents on behalf of the other spouse does not entitle a spouse to review or receive agency records of the other spouse.

Planting Flexibility

Under the Direct and Counter-cyclical Program (DCP) and the Average Crop Revenue Election Program (ACRE), producers may plant any crop on non-program acres. Producers may also plant any crop on program acres provided you do not violate the fruits, vegetables or wild rice (FAV's) provisions.

Producers who intend to plant FAV's on base acreage enrolled in the DCP or ACRE, should contact the county office staff to calculate their producer history if the following FAV double cropping or farm history exceptions do not apply.

Farm History: FAV's are planted on a farm with an established history of such planting. The FAV history is based on the farm's planting for crop years 1998-2001. In this exception, although no contract violation results, the DCP payment acres will be reduced by an acre for each acre of base acreage planted to a FAV.

Producer History: FAVs may be planted on base acres provided the quantity of the base acres planted to FAVs do not exceed the producer's annual planting history of the specific FAV 1991-1995 or 1998-2001 crop years. In this exception, the DCP or ACRE payments shall be reduced by an acre for each acre of the specific FAV planted on base acres.

If there is no producer, farm or double cropping exception, and FAV's are planted on contract acres, the contract may be terminated by the County FSA Committee (COC). If the COC determines the contract should not be terminated, the DCP payment will be reduced acre for acre as well as an additional payment reduction based upon the market value of the FAV's planted.

AFIDA Reporting

The Agricultural Foreign Investment Disclosure Act of 1978 became effective on February 2, 1979. It requires any foreign person who acquires or transfers any interest other than a security interest in agricultural land to submit a completed FSA-153 to the Secretary of Agriculture not later than 90 calendar days after the date of acquisition or transfer. The information required by the Secretary should be reported on the FSA-153. Additional copies of this form, which you are encouraged to give to clients who are foreign persons owning, acquiring, or transferring agricultural land in the United States or its territories or possessions, may be obtained from either office. Return the completed FSA-153 to either the Aitkin or Baxter offices.

Any foreign person who holds, acquires, or transfers any interest in agricultural land, who the Secretary of Agriculture determines did not submit FSA-153, or who knowingly submitted a report that was incomplete, misleading, or false is subject to civil penalty of not more than 25 percent of the fair market value of the land on the date the penalty is assessed.

Payment Limitation/Eligibility

USDA payments and benefits are subject to producer eligibility and limitation provisions as defined by law. Documents and forms to determine eligibility and limitation once completed are reviewed on an annual basis. It is the producer's responsibility to report changes in the farming operation which may affect payment eligibility and payment limitation.

All forms submitted by producers are subject to spot check through the end-of-year review process. Producers selected will be required to provide documentation such as operating loan documents, canceled checks for farm operating expenses and hired labor/management, lease agreements and crop sale documents. Entities such as corporations, limited partnerships, trusts and estates are required to provide names, addresses, and ID numbers of their members.

Actively engaged in farming provisions apply to DCP and ACRE program participants. To be considered actively engaged in farming a producer, joint operation or entity must provide a significant contribution of capital, land or equipment AND a significant contribution of active personal labor or management. Member's contributions must be commensurate with their claimed share of the profits and losses and must be at risk. For participants that cash rent land there is a higher standard that must be met called the cash-rent tenant provisions. This additionally requires either a significant contribution of active personal labor or a significant contribution of active personal management AND equipment.

Each member of an entity must provide active personal labor or active personal management or a combination that is performed on a regular basis, identifiable and documentable and separate and distinct from the contributions of any other member. Payments will be reduced by any member's share that does not meet this requirement.

Starting in 2010 a change has been implemented to permit certain operations, most often family-run operations, to meet actively engaged in farming requirements under less restrictive rules:

- Every stockholder or member of a legal entity, such as a corporation, does not have to contribute labor or management if **both** of the following apply:
 - at least half of the interest in the legal entity is held by stockholders or members who are providing active personal labor or active personal management that altogether qualifies as a significant contribution to the farming operation
 - the members are collectively receiving, directly and indirectly, total direct payments under DCP and ACRE that are less than or equal to 1 limitation.

FSA-669A
(02-22-12)

U.S. DEPARTMENT OF AGRICULTURE
Farm Service Agency

NOMINATION FORM FOR COUNTY FSA COMMITTEE ELECTION

This form allows individuals to nominate themselves or any other person as a candidate. If additional forms are needed, this one may be copied or may be obtained at the County FSA Office or obtained electronically at <http://www.sc.egov.usda.gov>. Each form submitted must be:

- A. Limited to one nominee.
 - B. Signed and dated by the nominee in Item 3. Nominee must sign if willing to have his/her name placed on the ballot and agrees to serve if elected.
- Note:** Name shown on ballot will appear exactly the same as in Agency records.
- C. Delivered to the County FSA Office or postmarked no later than August 1, 2012.
 - D. Signed and dated as a write-in candidate if elected as a member and willing to serve on the COC.

The County FSA Committee is responsible for reviewing each form to determine the eligibility of nominees. A person who is nominated on this form and is found ineligible will be so notified and have an opportunity to file a challenge.

Persons nominated should actively participate in the operation of a farm or ranch and be well qualified for committee work. A producer is eligible to be a County FSA committee member if the producer resides in the Local Administrative Area (LAA) in which the election is to be held and is eligible to vote.

This is a non-salary public service position. A small stipend is provided to offset expenses.

Federal regulations may prohibit County FSA Committee members from holding certain positions in some farm, commodity, and political organizations if such positions pose a conflict of interest with FSA duties. The positions include functional offices such as president, vice president, secretary, or treasurer; and positions on boards or executive committees. Conflict of interest restrictions also apply to employees, operators, managers, and majority owners of tobacco warehouses. Questions concerning eligibility should be directed to the County FSA Office.

A candidate has the option to request that all voted ballots for an individual county committee election be returned to the respective State Office in lieu of being returned to the county office. This request must be in writing and submitted to the local County Executive Director prior to the announced end of the nomination period.

The duties of County FSA Committee members include:

- A. Administering farm program activities conducted by the County FSA Office.
- B. Informing farmers of the purpose and provisions of the FSA programs.
- C. Keeping the State FSA Committee informed of LAA conditions.
- D. Monitoring changes in farm programs.
- E. Participating in county meetings as necessary.
- F. Performing other duties as assigned by the State FSA Committee

The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

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FSA-669A
(02-22-12)

U.S. DEPARTMENT OF AGRICULTURE
Farm Service Agency

NOMINATION FORM FOR COUNTY FSA COMMITTEE ELECTION

1. NAME OF NOMINEE (Type or Print Nominee's Full Name)		TO BE COMPLETED BY COUNTY FSA OFFICE	
		4. INITIALS OF EMPLOYEE RECEIVING FORM AND DATE RECEIVED	
2. ADDRESS OF NOMINEE		5. COUNTY	
		6. LAA	7. STATE
3. NOMINEE'S CERTIFICATION: <i>I hereby agree to have my name placed on the ballot, that I will serve if elected, and if there is a conflict of interest, I will resign such position.</i> <input type="checkbox"/> I DO want to witness the settling of tied votes with another nominee. <input type="checkbox"/> I DO NOT want to witness the settling of tied votes with another nominee.		8. NOMINATOR'S CERTIFICATION: <i>If this nomination is by other than self, the following eligible voter or representative of a community based organization hereby nominates the afore-named person to be a candidate in the next County FSA Committee election for the county.</i>	
3A. SIGNATURE OF NOMINEE	3B. DATE	8A. SIGNATURE OF NOMINATOR	8B. DATE
<input type="checkbox"/> Check here if nominee is a write-in candidate.		(If the individual is self nominating, no signature is required).	

9. TO BE COMPLETED BY NOMINEE

VOLUNTARY INFORMATION FOR MONITORING PURPOSES: The following information is requested by the Federal Government in order to monitor FSA's compliance with federal laws prohibiting discrimination against program participants on the basis of race, color, national origin, religion, sex, marital status, handicapped condition, or age. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your nomination or to discriminate against you in any way.

ETHNICITY	RACE (Choose as many boxes as applicable)	GENDER
<input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> White <input type="checkbox"/> Black or African-American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander	<input type="checkbox"/> Male <input type="checkbox"/> Female

INSTRUCTIONS FOR COMPLETING THIS FORM

Complete the form as follows:

ITEM 1 Type or Print the nominee's full name. The nominee must be:

- A. Eligible to vote in the designated County FSA Committee election.
- B. Eligible to hold the office of County FSA Committee member.
- C. Willing to serve if elected.

ITEM 2 Enter the nominee's current address.

ITEM 3 The nominee must check one of the boxes to indicate a preference regarding the settling of tied votes.

ITEMS 3A & 3B The nominee must sign and date.

ITEMS 8A & 8B The nominator must sign and date. (If the individual is self nominating, no signature is required.)

ITEM 9 Completing this item is voluntary.

ALL FORMS MUST BE RECEIVED IN THE COUNTY OFFICE OR POSTMARKED BY AUGUST 1, 2012.

NOTE: The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is the Food, Conservation, and Energy Act of 2008 (Pub. L. 110-246). The information will be used to obtain nominees for election to the County FSA Committee. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for County Personnel Records, USDA/FSA-6. Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility for nomination for election to the County FSA Committee.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0560-0229. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. **RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.**

Foreign Person Rule

In addition to any other eligibility requirements, the following significant contributions must be provided by a person or legal entity considered to be a foreign person. A foreign person must provide a significant contribution of active personal labor, capital and land. Each foreign person that is a stockholder or other type of member within an entity must provide active personal labor. The foreign person/entity rules apply to DCP, CRP, LDP's, loans, MLG's, and MILC program benefits.

Direct Attribution

Payments will be limited by direct attribution to individuals or entities. A legal entity is defined as an entity created under federal or state law that owns land or an agricultural commodity, product or livestock. Through direct attribution, payment limitation is based on the total payments received by the individual, both directly and indirectly. Under direct attribution, payments made to individuals remain unchanged. However, payments to legal entities, such as corporations, limited partnerships, limited liability companies and other similar entities, are limited by attributing the payment to an individual based on their direct and indirect interest in the entity.

For example, Producer A receives a DCP direct payment of \$32,000 as an individual. In addition, Producer A has a 33.33% interest in Corporation ABC, which earns \$30,000 in DCP direct payments. The application of direct attribution would result in \$10,000 being attributed to Producer A, resulting in total earnings of \$42,000. Since the limitation for DCP direct payments is \$40,000, Producer A's payments will be reduced by \$2,000.

The following are program limitations for the 2012 program year:

1/ Under ACRE, this amount will be a combined limitation for counter-cyclical and ACRE payments. If a person or legal entity has a direct or indirect interest in payments earned on a farm participating in ACRE, this limitation will reflect an increase for the amount that the direct payments were reduced.

2/ If the person or legal entity has a direct or indirect interest in payments earned on a farm that is in ACRE, this limitation will reflect a 20% reduction in direct payments on each farm that is participating in ACRE.

Program	Limit
DCP Direct	\$40,000 <u>2/</u>
DCP Counter Cyclical/ACRE	\$65,000 <u>1/</u>
CRP	\$50,000
NAP, TAP	\$100,000
LDP	No Limit
SURE, LIP, LFP, & ELAP	\$100,000

Average Adjusted Gross Income (AGI) Provisions

Form CCC-931 has now replaced the CCC-926 and will now be used for 2012 program participants to certify their AGI. The new form combines the certification (CCC-926) and the consent form (CCC-927/928) into a single page document. The AGI certification and consent process will be completed through the county office. Specifically, producers will complete the CCC-931 and submit to the county office. It's imperative that participants enter their complete address and full social security or tax ID number where indicated. A county office representative will then review the form for completeness and subsequently bundle and send completed CCC-931's to the IRS. For 2011 all producers that have completed an AGI certification on the CCC-926 form will still be required to submit the CCC-927 or CCC-928 to IRS.

Producers shall not be eligible for certain program benefits if the average adjusted gross income exceeds specified amounts. Producers must annually certify to meet this eligibility. Program benefits shall be reduced in an amount that is commensurate with the direct and indirect interest held by an ineligible individual or entity in any entity, general partnership, or joint operation that receives benefits subject to the average adjusted gross income limitation.

There are three qualifying levels for AGI provisions. The levels are as follows:

- \$500,000 **Nonfarm Income** – if a person or legal entity has average adjusted gross nonfarm income that exceeds \$500,000, the person or legal entity is ineligible for all commodity program payments and benefits,
- \$750,000 **Farm Income** – if a person or legal entity has average adjusted gross farm income that exceeds \$750,000, the person or legal entity is ineligible for DCP direct payments only.
- \$1,000,000 **Nonfarm Income** – if a person or legal entity has average adjusted gross nonfarm income that exceeds \$1,000,000 the person or legal entity is ineligible for all conservation program benefits unless at least 66.66 percent of total AGI is average adjusted gross **farm** income.

There is a special rule for determining the average AGI which provides if at least 66.66 percent of a person's or legal entity's average AGI is derived from certain sources of farm income, then it shall also be considered farm income. Those income sources are income from the sale of equipment to conduct farm, ranch and forestry operations and the provision of production inputs and services to farmers, ranchers, foresters, and farm operations.

The average AGI is based on the average of adjusted gross income for the three taxable years preceding the most immediately preceding complete taxable year. For the 2012 program year, the three taxable years for AGI purposes would include 2010, 2009, and 2008.

FSA Assists RMA

FSA county office staff will be assisting Risk Management Agency (RMA) and insurance providers in monitoring crop conditions throughout the growing season. FSA staff will be making two inspections; one during the growing season and one during the time harvest is normal for the crop. The staff will be checking to see if reported crops have been planted and cared for in a workmanlike manner. All suspected cases of fraud, waste, and abuse of the Federal Crop Insurance Program will be referred to RMA. Producers may report suspected cases of fraud, waste, and abuse to the county office staff, RMA office or Office of Inspector General. FSA will also assist RMA with auditing claims and quality control reviews.

Farm Stored Facility Loan (FSFL)

Special low cost government loans for storage facilities are now available for producers to build or remodel farm storage facilities for a variety of commodities, some of which are wheat, rice, soybeans, alfalfa and corn. The 7, 10, or 12 year Farm Storage Facility Loans are available for the purchase and installation of eligible storage facilities, permanently affixed drying or handling equipment, or remodeling existing facilities. Eligible facilities include new conventional-type cribs or bins and new and remanufactured oxygen-limiting and other upright silo-type structures as well as cold storage and structures for hay and renewable biomass commodities.

All farm storage facility loans are secured by a promissory note and security agreement. For loans exceeding \$50,000 or where a borrower's aggregate outstanding loan balance exceeds \$50,000, a lien on real estate will be required or a Letter of Credit. The maximum amount that may be borrowed is 85 percent of the net cost of the storage or handling equipment, up to \$500,000 per application. A minimum down payment is also required. Prior to initiating any actions to install a facility, please contact your local FSA office.

Farm Reconstitutions

Farms are constituted to group all tracts having the same owner and the same operator under one farm serial number for administrative purposes. Land with different owners may be combined if all of the land is operated by the same producer, and the owners' request the combination. Any change in a farm's owner or operator must be reported to FSA in order to update the constitution of a farm as required. Farms that are participating in the ACRE program can only be combined with other farms that are participating in ACRE. When a tract is divided from a farm, DCP base acres may be allocated to the resulting farms using either the estate, designation by landowner or default method. The estate method divides DCP base according to the provisions of a will or an agreement between the heirs who acquire an interest in the property. The designation by landowner method applies in cases where a farm is sold or ownership is otherwise transferred. DCP base acres are divided according to a signed written agreement between the owner of the parent farm and the purchaser or transferee. This agreement must be filed before the farm is reconstituted or there is any subsequent transfer of ownership. The default method divides DCP base acres according to how they were previously assigned at the tract level. The final date to request a 2012 reconstitution is **August 1**. If 2012 direct payments have already been issued on the farm, the reconstitution will be effective for 2013, unless the payments are refunded.

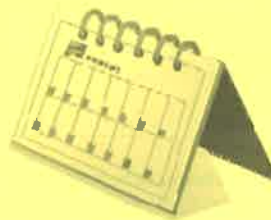
UNITED STATES DEPARTMENT OF AGRICULTURE
 Farm Service Agency
 7118 Clearwater Road
 Baxter, MN 56425

Presorted Standard
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 Albuquerque, NM
 Permit No. 388

MAR 12 2012



*****AUTO**SCH 5-DIGIT 56431
 BOARD OF CO COMMISSIONERS Aitkin County Farm
 209 2nd St NW
 Aitkin MN 56431-1269



Dates to Remember	
April 6	CRP General Sign-up 43 Ends
May 28	Office Closed - Memorial Day
June 1	2010 SURE Sign-up ends
June 1	2012 DCP/ACRE Sign-up ends
July 4	Office Closed - Independence Day
July 16	2012 Acreage reporting deadline
July 16	2011 NAP production reporting deadline

Dates to Remember	
Sept 3	Office Closed – Labor Day
Oct 8	Office Closed – Columbus Day
Nov 12	Office Closed – Veterans Day
Nov 22	Office Closed - Thanksgiving
Dec 25	Office Closed - Christmas



Northeastern Minnesota Toward Zero Deaths

Mission:

To create a culture for which traffic fatalities and serious injuries are no longer acceptable through the integrated application of education, engineering, enforcement and emergency medical and trauma services. These efforts will be driven by data, best practices and research.

Values:

- ❖ Continuous improvements,
- ❖ Engage partners and
- ❖ Evidence-based approaches.

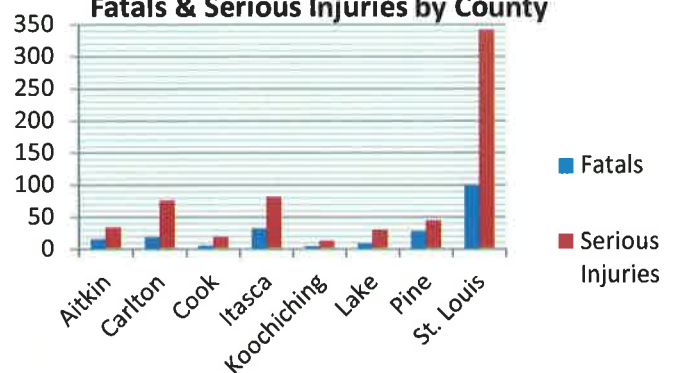


The Northeastern Minnesota Toward Zero Deaths (TZD) program began in 2010. The counties involved include: Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine, St. Louis

The leading cause of deaths and severe injuries in Northeastern Minnesota include:

- ❖ **Alcohol**,
- ❖ **Distraction**,
- ❖ **Speed** and
- ❖ Lack of **Seatbelt** use.

**2006-2010 Northeastern Minnesota
FATALS & Serious Injuries by County**



The leading type of crash resulting in deaths and severe injuries include:

- ❖ **Run-off-Road**
- ❖ **Intersection-related**

The Northeastern Minnesota TZD program is led by a steering committee comprised of the "4 Es:"

- ❖ Enforcement
- ❖ Engineering
- ❖ Education
- ❖ Emergency Medical and Trauma Services

Northeastern Minnesota TZD Leadership Contacts

Engineering

Duane Hill, PE
MnDOT District Engineer
218-725-2704
duane.hill@state.mn.us

Enforcement

Captain Steve Stromback
Minnesota State Patrol
218-723-4889
steve.stromback@state.mn.us

Enforcement

Captain Murray Herrboldt
Minnesota State Patrol
218-748-2470
murray.herrboldt@state.mn.us

Education / EMS

Holly Kostrzewski, MPH
Northern MN TZD Coordinator
218-725-2828
holly.kostrzewski@state.mn.us

www.minnesotatzd.org

F.Y. 2016 FEDERAL AID CANDIDATE PROJECTS - rev 02-29-2012

DISTRICTWIDE

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds
2016		LOCAL 999		8801-SHL-16	MNDOT	DISTRICTWIDE SETASIDE - LOCAL HSIP/HRRR PROJECTS		790,000	0	711,000	0	79,000
2016		MN 999		8801-SHS-16	MNDOT	DISTRICTWIDE SETASIDE - MNDOT HSIP PROJECTS		790,000	0	711,000	79,000	0
2016		MN 999		8801-ADA-16	MNDOT	**ADA** DISTRICTWIDE SETASIDE - ACCESSIBILITY IMPROVEMENTS - 2016		260,000	0	208,000	52,000	0
2016		BB		TRS-0005-16	MNDOT	ARROWHEAD TRANSIT - PURCHASE 9 BUSES(CLASS 500)		1,242,000	0	993,600	0	248,400
Total Proposed								3,082,000	0	2,623,600	131,000	327,400
Total Funded												

Duluth/Superior MPO Area

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds
2016				118-080-036	DULUTH	DULUTH HEIGHTS CONECTOR (JOSHUA AVE) FROM MAPLE GROVE TO ARROWHEAD ROAD	0.5	1,750,000	0	1,400,000	0	350,000
2016		MSAS 103	URBAN MINOR ARTERIAL	203-103-009	HERMANTOWN	STEBNER ROAD BETWEEN MAPLE GROVE ROAD AND TH 53		2,500,000	0	1,600,000	0	900,000
2016		CSAH 90	URBAN MINOR ARTERIAL	069-690-013	ST LOUIS COUNTY	ARLINGTON AVE FROM TRINITY ROAD TO ARROWHEAD ROAD		2,000,000	0	1,600,000	0	400,000
2016		MN 23	URBAN MINOR ARTERIAL	6910-89	MNDOT	FROM SMITHVILLE TO JCT 1-35 IN WEST DULUTH (ASSOC. 6910-88544 (Kingsbury CR.))	4.7	11,400,000	0	9,120,000	2,280,000	0
2016		US 53	PRINCIPAL ARTERIAL	6915-133	MNDOT	US 53 (TRINITY RD) 0.422 MI N. JCT ANDERSON RD TO E JCT MN TH 194 EB (ASSOC. 6933 -XXX)	0.4	1,000,000	0	800,000	200,000	0
2016		BB		TRS-0016-16	DTA	DTA-PURCHASE 10 BUSES - (CLASS 700)		4,708,500	0	3,000,000	0	1,708,500
Total Proposed								23,358,500	0	17,520,000	2,480,000	3,358,500
Total Funded												

AITKIN COUNTY

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds
2016		MN 210	PRINCIPAL ARTERIAL	0119-26M	MNDOT	REPLACE BR# 6296. TH 210 OVER SISSABAGAMAH RIVER	0.0	450,270	0	360,216	90,054	0
Total Proposed								450,270	0	360,216	90,054	0
Total Funded												

Carlton County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds
2016		CSAH 21	RURAL MINOR COLLECTOR	009-621-003	CARLTON COUNTY	FROM CR 123 TO TH 210	4	1,250,000	0	1,000,000	0	250,000
Total Proposed								1,250,000	0	1,000,000	0	250,000
Total Funded												

Cook County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds	
2016		MN 61	PRINCIPAL ARTERIAL	1603-48	MNDOT	APPROACH WORK AND REPLACEMENT FOR TH 61 BR# 8910 OVER DEVIL TRACK RIVER. 4.0 MI NE OF GUNFLINT TRAIL	0.01	1,304,000	0	1,043,200	260,800		
Total Proposed								1,304,000	0	1,043,200	260,800	0	
Total Funded													

Itasca County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds	
2016		MSAS	URBAN COLLECTOR	129-112-010	GRAND RAPIDS	5TH STREET NORTH FROM 6TH AVENUE NE TO 17TH AVE NW	1.7	1,350,000	0	500,000	0	850,000	
2016		MN 46	MINOR ARTERIAL	3109-8803M	MNDOT	REPLACE BR# 8803, OVER POPPLE RIVER		852,382	0	681,906	170,476	0	
Total Proposed								2,202,382	0	1,181,906	170,476	850,000	
Total Funded													

Koochiching County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds	
2016		US 53	PRINCIPAL ARTERIAL	3608-48	MNDOT	I FALLS (ASSOC. 3606-56 - State Funds)	1	3,200,000	0	2,082,400	1,117,600	0	
2016		MN 217	RURAL MINOR ARTERIAL	3614-20	MNDOT	E LIMIT LITTLE FORK TH65 TO JCT TH 53 (ASSOC. 3614-9028A)	17	8,929,000	0	7,143,200	1,785,800	0	
Total Proposed								12,129,000	0	9,225,600	2,903,400	0	
Total Funded													

Lake County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds	
2016		RR		252251P	MNDOT	CR 124 BIG ROCK ROAD		250,000		225,000		25,000	
Total Proposed								250,000		225,000		25,000	
Total Funded													

Pine County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds	
2016		I 35	PRINCIPAL ARTERIAL	5880-186	MNDOT	APPROACH WORK AND BRIDGE REPLACEMENT FOR I-35 NB BR# 9784 AND SB BR# 9783 OVER BNSF RR. 2 MI SO. JCT TH 48	0.1	5,685,000	0	5,116,500	568,500	0	
Total Proposed								5,685,000	0	5,116,500	568,500		
Total Funded													

Rural St. Louis County

Year	Rank	Rte_Sys	Func Class	Project Number	Proposer	Description	Length	Total Dollars	Demo Funds	FHWA Funds	STATE TH Funds	LOCAL Funds
2016		CSAH 23	URBAN MAJOR COLLECTOR	69-623-032	ST LOUIS COUNTY	BETWEEN TH 53 IN ORR AND AUTIO RD	6.14	3,000,000	0	2,400,000	0	600,000
2016		BB		TRS-0022-16	HIBBING	CITY OF HIBBING - PURCHASE 2 BUSES (CLASS 500)		250,000		200,000		50,000
2016		RR		260124J	MNDOT	CR 776 OLD MISSABE TRUNK - INSTALL GATES		250,000		225,000		25,000
2016		RR		251852V	MNDOT	CR 894 STARK RD. - INSTALL GATES		250,000		225,000		25,000
						Total Proposed		3,750,000	0	3,050,000	0	700,000
						Total Funded						

						Total Proposed				41,346,022		
						Total Funded				0		



Mn/DOT - DISTRICT 1 Planned Construction STIP FFY 2012 to 2015



ATP 1 - AITKIN COUNTY PROJECTS FY 2012-2016

3/12/2012

Rte_Sys	Projnum	#Year	Agency	Description	STIP Total
PED/BIKE	001-090-002	2012	AITKIN COUNTY	EXTEND CUYUNA RANGE & GREAT RIVER ROAD TRAILS.	414,864
MN 210	0121-28	2012	MNDOT	**BR4M** W JCT TH 65 TO JCT CARLTON CSAH 61, MILL & OVERLAY, SAFETY IMPROVEMENTS, REPLACE BR # 4651 (ASSOC. 0914-11, 0910-31, 0915-31)	7,538,726
CSAH 10	001-610-025	2013	AITKIN COUNTY	**MN140**JCT TH 169 TO JCT TH 232, BITUMINOUS SURFACING	1,600,000
CSAH 10	001-610-022	2013	AITKIN COUNTY	**MN140** JCT TH 169 TO JCT TH 232, GRADING & BASE	1,930,000
CSAH 3	001-603-012	2013	AITKIN COUNTY	TH 169 TO TH 232, BITUMINOUS MILL & OVERLAY, SIDEWALK, CURB & GUTTER, BRIDGE APPROACH GRADING	1,750,000
MN 65	0109-19	2013	MNDOT	**BR4M**SOUTH AITKIN CO LINE TO PLINY, PAVEMENT RECLAMATION (ALTERNATE BID)	5,600,000
MN 200	0106-29	2013	MNDOT	**BR4M***ELLA** TH 200 MILL & OVERLAY FR. JCT. TH 169 TO JCT. TH 2 (Assoc. SPs 0105-11, 0107-07 & 0117-20)	8,791,546
CSAH 28	001-628-012	2015	AITKIN COUNTY	JCT TH 169 TO JCT TH 210, MILL & OVERLAY, TURN LANES	1,200,000
MN 18	0103-10	2015	MNDOT	AITKIN CO LINE TO JCT TH 65, MILL & OVERLAY	2,200,000
MN 210	0119-26M	2016	MNDOT	REPLACE BR# 6296. TH 210 OVER SISSABAGAMAH RIVER	450,270

Northeast Minnesota Area Transportation Partnership

A full partnership in the planning, identification, prioritization, expenditure and effectiveness measurement on the use of federal transportation funds in Northeast Minnesota.



Northeast Minnesota Area Transportation Partnership

District One Facts:

Miles of roadway: 1,561

Number of class one rest areas: 9

Transit systems: 4

Navigable river miles: 17

Number of signals: 81

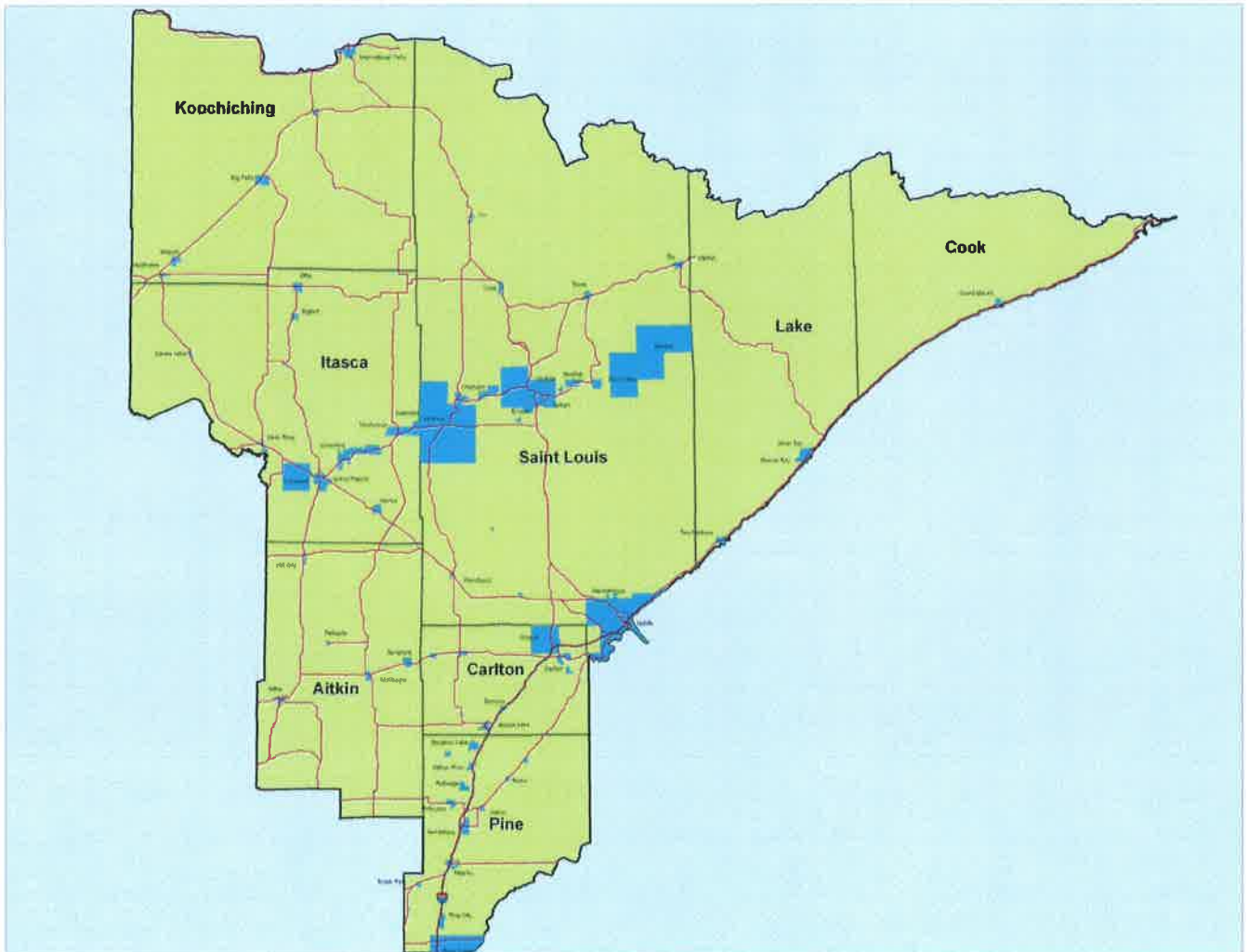
Population: 355,375

Number of signs: 35,722

Area: 19,466 sq miles (24% of MN)

Airports: 20

Border crossings: 2



Northeast Minnesota Area Transportation Partnership

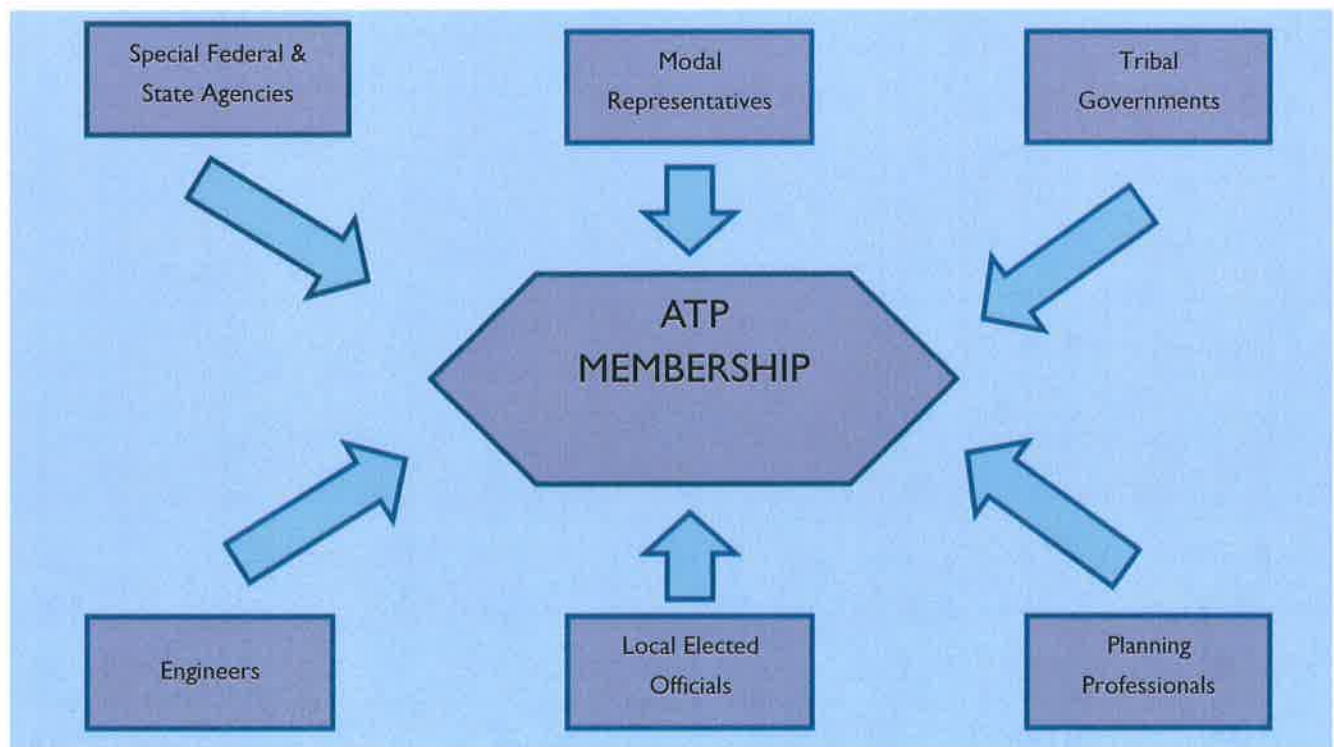
Role of the ATP

Recommend 4 year investment list of projects for Northeast Minnesota

Review and comment on the draft Statewide Transportation Improvement Program and the investment guidelines prepared by MnDOT

Provide management guidance for program administration throughout the year

Develop and/or recommend area program policy as necessary



Northeast Minnesota Area Transportation Partnership

ATP Membership

MnDOT (2)	Duluth-Superior MIC (3)
Aitkin County (3)	Rural Transit
Carlton County (3)	Small Urban Transit
Cook County (3)	Large Urban Transit
Itasca County (3)	Bike/Trail Representative
Koochiching County (3)	Airport Representative
Lake County (3)	Ports Representative
Pine County (3)	Tribal Governments (4)
St. Louis County (3)	US Forest Service
Chisholm	Regional Rail Authority Representative
Cloquet	MnDNR
Duluth	ARDC
Grand Rapids	Environmental Representative
Hermantown	ECRDC
Hibbing	

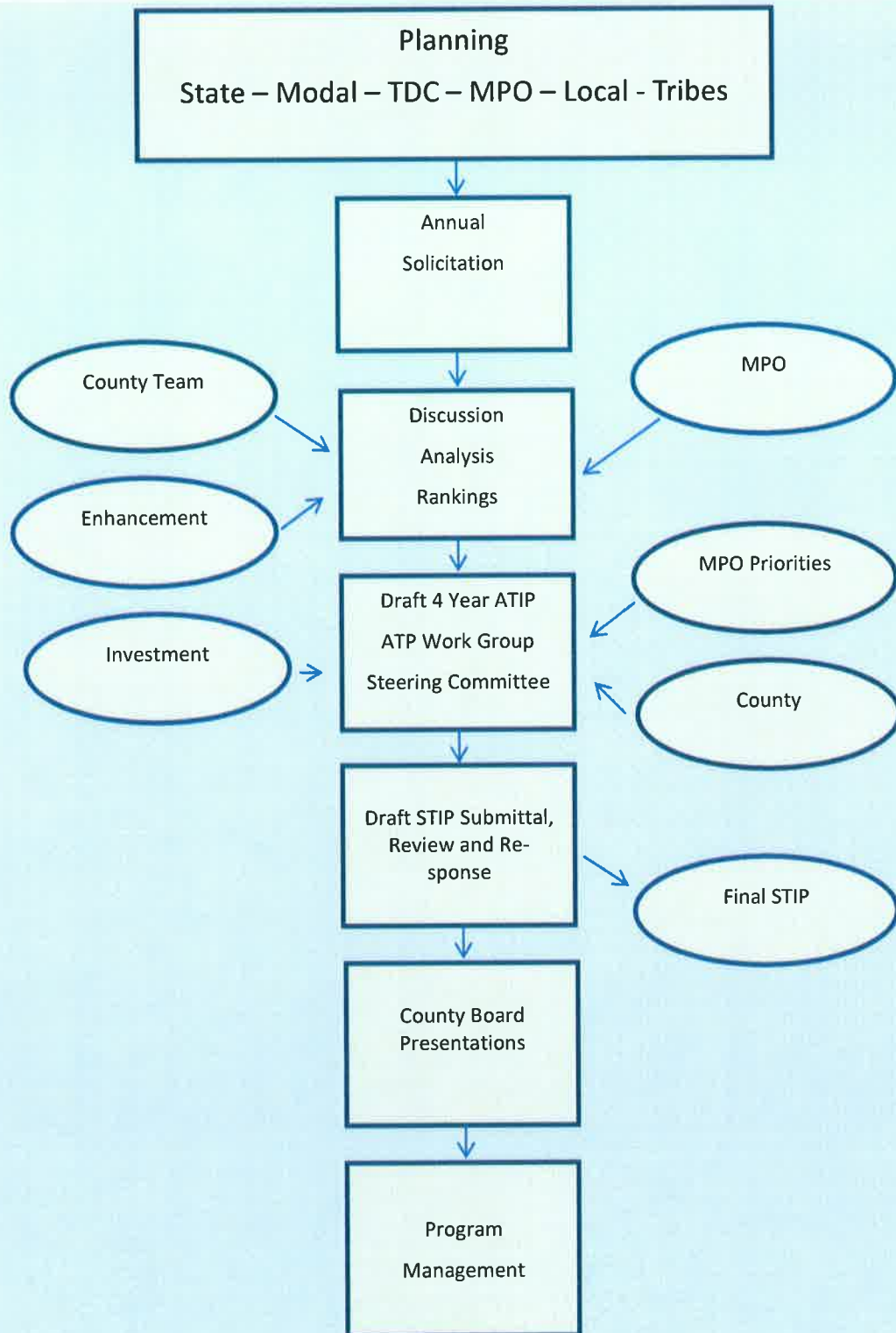
ATP Steering Committee

County Representatives (8)
Cities over 5,000 Representatives (3)
Duluth Superior MIC Representative
City of Duluth Representative
MnDOT Representative
Transit Representative
Modal Representative
Special Interests Representative

ATP Work Group

ARDC/MIC Staff (2)
MnDOT (3)

Northeast Minnesota Area Transportation Partnership



Northeast Minnesota Area Transportation Partnership

Investment Guidelines

PROGRAM	Target Federal Formula Dollars 2012-2015 Avg/Yr	Federal Formula Dollars in 2012-2015 STIP Avg/Yr	Per Cent
RAIL CROSSINGS	720,000	795,375	2%
RURAL/SM URBAN TRANSIT	794,200	834,233	2%
DTA	1,985,500	1,927,636	5%
ENHANCEMENTS	1,500,000	1,637,222	4%
SAFETY (HSIP)	1,430,000	1,166,190	3%
CITIES/COUNTIES	7,389,600	7,279,750	18%
MN/DOT	25,890,700	26,728,592	66%
Total	39,710,000	40,368,998	100%
PROGRAM	Federal Formula Dollars in Years 2013-2015 of STIP Avg/Yr	Per Cent	
RAIL CROSSINGS	843,000	2%	
RURAL/SM URBAN TRANSIT	950,978	2%	
DTA	1,338,667	3%	
ENHANCEMENTS	1,482,515	4%	
SAFETY (HSIP)	1,341,920	3%	
CITIES/COUNTIES	8,123,000	20%	
MN/DOT	26,678,789	65%	
Total	40,758,868	100%	
Target Average Per Year	39,576,667		
PROGRAM	Projected Federal Formula Dol- lars in 2013-2016 STIP Avg/Yr	Per Cent	
RAIL CROSSINGS	812,250	2%	
RURAL/SM URBAN TRANSIT	961,633	2%	
DTA	1,826,000	4%	
ENHANCEMENTS	1,486,886	4%	
SAFETY (HSIP)	1,363,940	3%	
CITIES/COUNTIES	7,813,325	19%	
MN/DOT	26,987,617	65%	
Total	41,251,651	100%	
Target Average Per Year	40,365,000		

Northeast Minnesota Area Transportation Partnership

MnDOT District One Contacts

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ARDC/MIC Contacts

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Rob Herling

MIC Transportation Planner
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Websites

Northeast Minnesota ATP

www.nemnntp.org

MnDOT District One

www.dot.state.mn.us/d1/

ARDC

www.ardc.org

MINNESOTA • REVENUE

February 21, 2012

PROPERTY TAX State General Levy Reduced and Eliminated, PTR Modifications

	Yes	No
DOR Administrative Cost/Savings	X	

Department of Revenue

Analysis of H.F. 2337 (Davids) / S.F. 1972 (Ortman) as introduced

	Fund Impact			
	FY2012	FY2013	FY2014	FY2015
	(000's)			
State General Levy Base Amount Decrease	\$0	(\$40,000)	(\$115,800)	(\$201,000)
State Levy CI Refund	\$0	(\$40,000)	\$0	\$0
Targeting Refund	\$0	(\$1,760)	(\$1,100)	(\$1,430)
Income Tax Interaction	\$0	\$0	\$2,180	\$4,530
Total General Fund	\$0	(\$81,760)	(\$114,720)	(\$197,900)

Various effective dates.

EXPLANATION OF THE BILL

The proposal makes several changes to the state general levy. The proposal sets the state general levy at \$763.2 million in payable 2013, \$699.5 million in payable 2014, \$627 million in payable 2015, \$501.6 million in payable 2016, \$376.2 million in payable 2017, \$250.8 million in payable 2018, and \$125.4 million in payable 2019. The levy is repealed for taxes payable 2020.

In addition, a refund of 2.621 percent of the pay 2012 state general levy net tax capacity is to be paid by counties to qualifying class 3a commercial and industrial property. The refund is to be paid by August 31, 2012. The state would reimburse the counties by August 15, 2012.

Under current law, the special refund formula (targeting) amount is 60% of the property tax increase greater than 12%, subject to a maximum refund of \$1,000 and a minimum tax change over \$100. The bill changes the 60% factor to 75% for taxes payable 2012 and thereafter.

REVENUE ANALYSIS DETAIL

- Data is from the November, 2011 forecast.
- The CI state general levy refund for payable 2012 is \$40 million.
- The state general levy reduction due to the base amount changes would be \$40 million in FY 2013, \$115.8 million in FY 2014, and \$201 million in FY 2015.
- Lower property taxes would reduce deductions on corporate and individual income tax returns, increasing state tax collections by \$2.18 million in FY 2014 and by \$4.53 million in FY 2015.
- Additional targeting would reduce the state general fund by \$1.76 million in FY 2013, \$1.1 million in FY 2014, and \$1.43 million in FY 2015. Note: returns submitted in 2011 or taxes payable in 2012 would require an adjustment after the claim has been filed by the taxpayer to reflect the increased refund amount. This would result in increased administrative costs.

PROPERTY TAX BENCHMARKS (Minn. Stat. § 270C.991)

*Transparency, Understandability,
Simplicity & Accountability*

Efficiency & Compliance

Equity (Vertical & Horizontal)

<i>Stability & Predictability</i>	Decrease	Temporary features lower predictability.
---------------------------------------	----------	--

<i>Competitiveness for Businesses</i>	Increase	All businesses would see lower property taxes.
---------------------------------------	----------	--

*Responsiveness to Economic
Conditions*

The bill is scored on a three point scale (decrease, neutral, increase) for each principle in comparison to current law.

Source: Minnesota Department of Revenue
Property Tax Division - Research Unit
http://www.taxes.state.mn.us/legal_policy

hf2337(sf1972)_pt_1/lam



Minnesota House of Representatives

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KEY: ~~stricken~~ = removed, old language. underscored = added, new language.

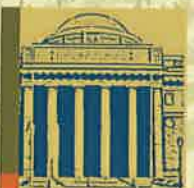
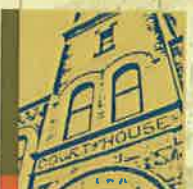
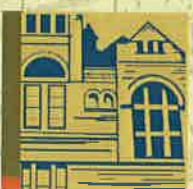
[Authors and Status](#)

[List versions](#)



H.F. No. 2337, as introduced - 87th Legislative Session (2011-2012) Posted on Feb 16, 2012

- 1.1 A bill for an act
- 1.2 relating to property taxes; reducing and eliminating the state general levy;
- 1.3 modifying the additional property tax refund; appropriating money; amending
- 1.4 Minnesota Statutes 2010, sections 275.025, subdivision 1, by adding a
- 1.5 subdivision; 290A.04, subdivision 2h; repealing Minnesota Statutes 2010,
- 1.6 section 275.025, subdivisions 1, 2, 4; Minnesota Statutes 2011 Supplement,
- 1.7 section 275.025, subdivision 3.
- 1.8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:
- 1.9 Section 1. Minnesota Statutes 2010, section 275.025, subdivision 1, is amended to read:
- 1.10 Subdivision 1. **Levy amount.** The state general levy is levied against
- 1.11 commercial-industrial property and seasonal residential recreational property, as defined in
- 1.12 this section. The state general levy base amount is ~~\$592,000,000~~ \$763,200,000 for taxes
- 1.13 payable in ~~2002~~ 2013. ~~For taxes payable in subsequent years, the levy base amount is~~
- 1.14 ~~increased each year by multiplying the levy base amount for the prior year by the sum~~
- 1.15 ~~of one plus the rate of increase, if any, in the implicit price deflator for government~~
- 1.16 ~~consumption expenditures and gross investment for state and local governments prepared~~
- 1.17 ~~by the Bureau of Economic Analysts of the United States Department of Commerce for~~
- 1.18 ~~the 12-month period ending March 31 of the year prior to the year the taxes are payable.~~
- 1.19 The state general levy base amount is \$699,500,000 for taxes payable in 2014;
- 1.20 \$627,000,000 for taxes payable in 2015; \$501,600,000 for taxes payable in 2016;
- 1.21 \$376,200,000 for taxes payable in 2017; \$250,800,000 for taxes payable in 2018; and
- 1.22 \$125,400,000 for taxes payable in 2019.
- 1.23 The tax under this section is not treated as a local tax rate under section 469.177 and
- 1.24 is not the levy of a governmental unit under chapters 276A and 473F.
- 2.1 The commissioner shall increase or decrease the preliminary or final rate for a year
- 2.2 as necessary to account for errors and tax base changes that affected a preliminary or final
- 2.3 rate for either of the two preceding years. Adjustments are allowed to the extent that the
- 2.4 necessary information is available to the commissioner at the time the rates for a year must
- 2.5 be certified, and for the following reasons:
- 2.6 (1) an erroneous report of taxable value by a local official;
- 2.7 (2) an erroneous calculation by the commissioner; and
- 2.8 (3) an increase or decrease in taxable value for commercial-industrial or seasonal
- 2.9 residential recreational property reported on the abstracts of tax lists submitted under
- 2.10 section 275.29 that was not reported on the abstracts of assessment submitted under
- 2.11 section 270C.89 for the same year.
- 2.12 The commissioner may, but need not, make adjustments if the total difference in the tax
- 2.13 levied for the year would be less than \$100,000.
- 2.14 **EFFECTIVE DATE.** This section is effective for taxes levied in 2012, payable
- 2.15 in 2013, and thereafter.



WA CHISAGO CLAY CLEARWATER COOK COTTONWOOD CROW WING DODGE DOUGLAS FARIBAULT
 ANDIYOHI KITSON KOOCHICHING LAC QUI PARLE LAKE LAKE OF THE WOODS LEECH LAKE LINCOLN LYON
 NOBLES NORMAN OTTER TAIL PENNINGTON PINE PIPESTONE POLK POPE REL LAKE REDWOOD RENVILLE
 WABASHA WADENA WASECA WASHINGTON WATONWAN WILKIN WINONA WRIGHT YELLOW MEDICINE

REPORT TO *Atkin* 2012



Mission

MCIT MISSION STATEMENT

Providing Minnesota counties and associated members cost-effective coverage with comprehensive and quality risk management services.

MCIT Is of the Counties and for the Counties



Minnesota Counties Intergovernmental Trust is a self-funded joint powers entity made up of counties and related organizations that pool resources to provide property, casualty and workers' compensation coverage and claims handling to members. In addition, MCIT offers risk management and loss control services.

MCIT does not tout itself as being the cheapest coverage, rather it provides cost-effective coverage, and its continuum of services addresses specific exposures members face.

MCIT enjoys the support of county boards and their committed staff. Since its inception, no county has opted to leave the Trust. Members have learned the value of sharing the risks and rewards of pooling losses.

- MCIT was created by county commissioners in 1979 to provide members an alternative to insurance.
- The Trust is formed pursuant to Minnesota Statutes 471.59 and 471.981.
- AMC continues to sponsor MCIT, although the Trust separated from the association in the 1980s. A strong partnership has developed over the years, and the two organizations form a powerful team to serve the needs of Minnesota counties.
- Of Minnesota's 87 counties, 81 are members of MCIT. Approximately 386 other public entities also participate in the pool.
- A nine-member board of directors governs MCIT. Eight directors are elected at-large by the membership, and one is recommended for appointment by the Minnesota Association of County Administrators (MACA).
- Aitkin County has been a member of MCIT since 1981.

Benefits of Pooling

COST-EFFECTIVE The administrative expense ratio for risk-sharing pools ranges from 20 percent to 30 percent; whereas for insurance companies, it is 30 percent to 40 percent. MCIT's 2012 administrative expense ratio is projected to be just 22 percent. As a public entity, MCIT has no profit load, charges no premium taxes and pays no sales commissions, all of which are intended to control the costs of coverage.

TAILORED COVERAGE MCIT provides broad coverage developed to meet the unique exposures of public entities. Specifically, MCIT covers:

- property (e.g., courthouses, jails, contents, park shelters, equipment, law enforcement canines).
- automobiles (e.g., snowplows, squad cars, maintenance vehicles).
- inland marine (e.g., road graders, voting equipment, E911 systems, rescue dive equipment).
- liability (e.g., premises operations; and exposures arising from Open Meeting Law, the Minnesota Government Data Practices Act and land use).
- employee dishonesty and faithful performance of duty bond.
- workers' compensation.

Growing and Emerging Risks for Counties

When laws take effect, case law evolves, initiatives launch and funding alters, counties must adapt. Part of the adjustment process should be a review of how property, casualty and workers' compensation coverage will apply to the changes to ensure that the county is adequately protected.

Some of the issues MCIT is currently monitoring:

- new legislation—in particular, changes to caps and the statute of limitations on state tort claims, the MAGIC Act and resulting activities of members
- growth of joint powers entities and joint powers agreements as a way for counties to deliver services
- claims involving law enforcement
- reinsurance costs

Nationally, 85 percent of public entities participate in some type of pooling arrangement.

LONG-TERM RATE STABILITY Pooling allows members to spread the cost of risk among many and benefit from an economy of scale, thus stabilizing costs of coverage. In addition, loss control and risk management consultants assist members with identifying potential risks and working with them to develop strategies to mitigate costs. This translates to rate stability.

DIVIDENDS Fund balance may be returned to members as dividends rather than as profits to shareholders. The MCIT Board of Directors annually reviews the actuary's analysis to determine if a dividend is fiscally sound and actuarially prudent.

MEMBER-FOCUSED AND -RESPONSIVE

- The board of directors consists of county representatives who understand how their decisions will affect members.
- The MCIT staff is dedicated to assisting members with their questions and concerns.
- MCIT monitors emerging risks to offer advice, education and potential solutions to the membership.

Our Values

EXCELLENCE
AND QUALITY IN
THE DELIVERY OF
SERVICES

We believe that service to our members is our reason for being and strive to deliver quality services in a highly professional and cost-effective manner.

Our Values

FISCAL RESPONSIBILITY

We believe that fiscal responsibility and the prudent stewardship of member funds is essential for member confidence in our organization.

Rates and Contribution Review

Generally, MCIT's rates, coverage and services for a particular county are not solely based on the performance, characteristics and desires of that individual member, rather they are also determined by the combined losses and needs of all pool participants. MCIT focuses on trends within the pool and emerging risks that have the potential to affect the Trust unfavorably. MCIT's goal is to remain fully funded, which requires maintaining sufficient reserves to cover reported claims, those that have been incurred but have not yet been reported and future adverse developments related to covered claims.

MCIT DETERMINES CONTRIBUTION

Contributions must be adequate to pay losses according to expected frequency and severity. In 1983, the Trust had to assess members in the Workers' Compensation division additional contribution to meet its obligations to fund larger-than-expected losses. Since then, MCIT's methodology for establishing contribution has resulted in a stable, fully funded program.

More factors that influence rates:

- cost of reinsurance (see below)
- inflation
- cost of claims administration
- tort caps

CLAIMS INFLUENCE REINSURANCE RATES

Reinsurance serves as a financial safety net for MCIT against catastrophic losses that the Trust would otherwise be solely obligated to pay. A reinsurer agrees that in return for payment of premium, it will compensate MCIT for part or all of the obligation assumed by MCIT under the coverage document.

Each year, MCIT markets its property and casualty program for reinsurance. As part of the process, reinsurers review MCIT claims and use that information to calculate the rates it charges the Trust for reinsurance. Pursuant to state law, reinsurance for workers' compensation is mandatory through the Workers' Compensation Reinsurance Association.

MEMBER-SPECIFIC FACTORS INFLUENCE RATES

- types of property and their characteristics (PC)*
- amount of property to be covered (PC)
- number and types of employees (PC, WC)
- pay scale (WC)
- types of services the member provides (PC)
- frequency and severity of workers' compensation claims (WC)

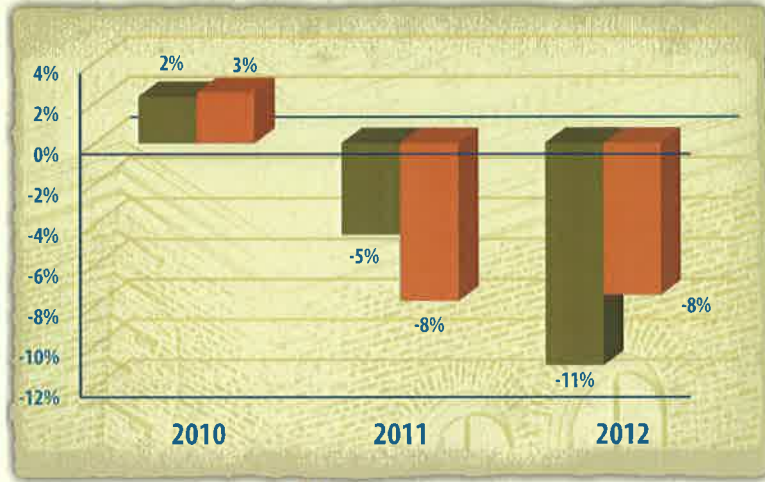
*PC indicates Property and Casualty division; WC indicates Workers' Compensation division

Only workers' compensation is experience rated. A member's experience modification (MOD) factor is used to calculate workers' compensation rates. The MOD factor takes into account the amount of payroll in each of the member's class codes and the member's claims experience. The higher the MOD factor, the more a member pays for workers' compensation coverage. A MOD factor of 1.0 does not change a member's contribution and reflects expected claim development. Levels greater than 1.0 increase the contribution, and levels less than 1.0 decrease contribution.

In years when MCIT's aggregate rate(s) drops, an individual member's contribution may be larger than the previous year's as a result of increases in the member's exposure base. For example, this can include growth in payroll, number of covered vehicles, the annual budget or workers' compensation claims experienced.

MCIT Aggregate Rate Change

-  MCIT Aggregate Property/Casualty Rate Change
-  MCIT Aggregate Workers' Compensation Rate Change



Our Values

ETHICS AND INTEGRITY

We believe that ethics and integrity are the foundation blocks of trust and confidence and that all meaningful relationships are built on these values.

Dividends Discussion

Sometimes the expected yield on investments can be higher, and/or claims frequency and severity can be lower than trends predicted when rates were set. In such a situation, MCIT has three options:

1. It can return funds to members as a dividend.
2. It can enhance coverage at no additional cost to members.
3. It can increase services to members at no extra cost.

MCIT only issues a dividend when it is actuarially prudent and fiscally sound; therefore, future dividends are not guaranteed. Since 1996, the MCIT Board of Directors has annually returned varying amounts of fund balance to its members.

IMPORTANT DISTINCTION

- Dividends are retrospective; they are based on MCIT's actual financial experience over a set period.
- Rates are prospective; they estimate future costs.

Total Dividends: MCIT Aggregate and Aitkin County

	2007	2008	2009	2010	2011
MCIT Total Dividend	\$12,500,000	\$12,500,000	\$13,000,000	\$20,000,000	\$30,700,000
Aitkin County Total Dividend	\$145,615	\$142,209	\$140,246	\$185,994	\$314,287

Our Values

OPEN AND HONEST COMMUNICATION

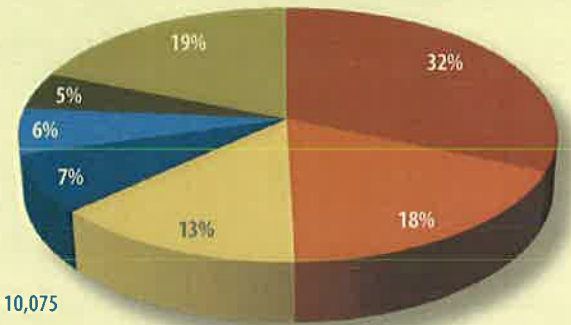
We believe that open and honest communication is essential for an informed and involved membership and to foster a positive working environment for employees.

Covering Costs WORKERS' COMPENSATION

	2009	2010	2011
Gross Paid	\$9,368,301	\$10,840,000	\$13,267,000
Recoveries	\$1,201,314	\$2,234,000	\$2,578,000
Net Paid	\$8,166,987	\$8,606,000	\$10,689,000

Workers' Compensation Paid Losses

Claims by Department for MCIT as a Whole





Total: 10,075



Aitkin County Workers' Compensation Contributions and Dividends



2011 MCIT Aggregate Workers' Compensation Dividend: \$14.5 million

 Contribution  Dividend

Aitkin County Workers' Compensation Contribution Analysis



Year	Base	Exp. Mod.	Your Cost	Cost Difference
2012	\$181,559	1.274	\$231,306	\$49,747
2011	\$192,221	1.395	\$268,148	\$75,927
2010	\$192,347	1.515	\$291,405	\$99,058
2009	\$184,619	1.006	\$185,727	\$1,108
2008	\$185,589	0.934	\$173,340	(\$12,249)

 County Contribution  Base Contribution

Covering Costs **PROPERTY/CASUALTY**

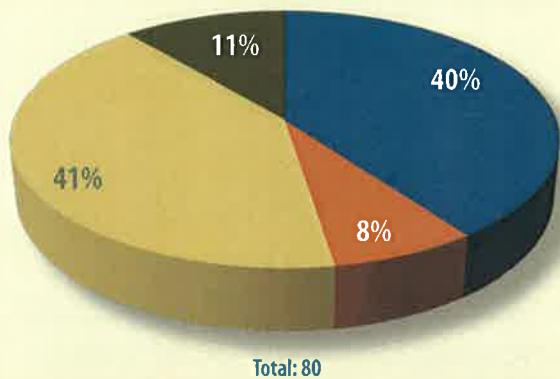
Aitkin County Property/Casualty Contributions and Dividends



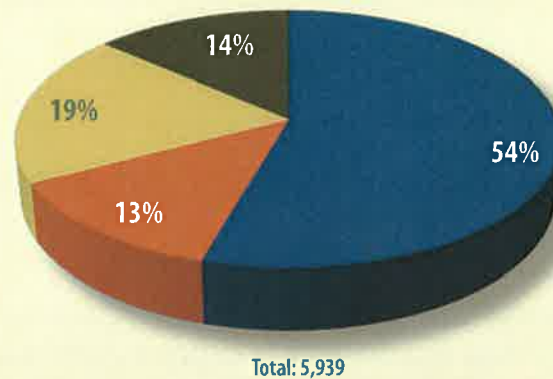
2011 MCIT Aggregate Property/Casualty Dividend: \$16.2 million

■ Contribution ■ Dividend

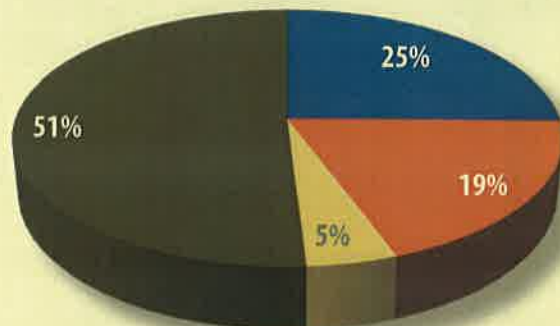
Aitkin County Property/Casualty Claim Frequency 5 Year Total (2007-2011)



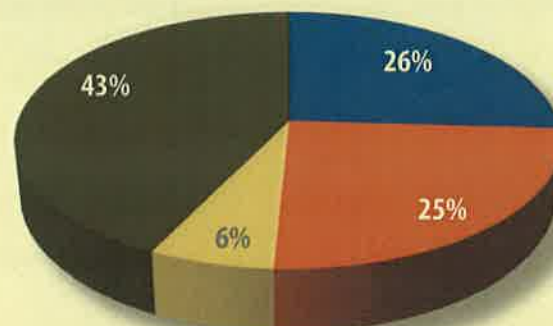
MCIT Property/Casualty Claim Frequency 5 Year Total (2007-2011)



Aitkin County Property/Casualty Claim Severity 5 Year Total (2007-2011)



MCIT Property/Casualty Claim Severity 5 Year Total (2007-2011)



■ Auto ■ Property/Inland Marine ■ General Liability ■ Public Employee Liability & Law Enforcement Liability

Our Values

POSITIVE RELATIONS WITH MEMBERS

We believe that members are best served when there is trust, respect, and positive relations between our staff and our members.

Our Values

VISIONARY LEADERSHIP AND PLANNING

We believe that the very essence of leadership is to be visionary and to plan for the future.

WAYS MCIT CONTROLS COSTS

- pursues subrogation and restitution opportunities (PC, WC)
- conducts training tailored to public entities (PC, WC)
- provides risk management and loss control advice and services (PC, WC)
- develops and makes articles and research available on topics that expose members to loss (PC, WC)
- uses only experienced public-sector defense attorneys (PC)
- purchases reinsurance for catastrophic losses (PC, WC)
- self-administers claims and employs a nurse case manager (WC)
- contracts with a doctor to consult on treatment parameters (WC)
- assigns claim representatives to specific members (WC) and uses regional claim adjusting network for property losses (PC)
- manages vendors (PC, WC)
- uses pharmacy benefit manager program (WC)
- conducts bill review and accesses network discounts (WC)

HOW MEMBERS REDUCE COSTS

- develop a positive safety and risk management culture
- encourage active safety committees
- maintain covered property and vehicle schedules
- equip staff with proper materials and equipment
- conduct building inspections and maintenance
- review contracts from a risk management perspective
- provide and encourage training and education
- promote accountability for safety at all levels
- conduct accident investigations
- implement return-to-work programs
- ensure timely reporting to MCIT of losses and injuries
- participate in MCIT-sponsored and -endorsed training
- use MCIT resources (see "Resources Available as Part of Membership" section)
- promote the Employee Assistance Program
- take advantage of Minnesota Safety Council services and materials

Resources Available as Part of Membership

REGIONAL RISK MANAGEMENT WORKSHOPS

During September MCIT dedicates Wednesdays and Thursdays to risk management training across the state. Sessions are appropriate for commissioners, elected and appointed department heads, supervisors, human resources professionals, and risk managers/safety coordinators. Visit MCIT.org/Training.aspx to learn more and register.

2012 locations and dates: **Marshall**, Sept. 6; **Rochester**, Sept. 12; **Mankato**, Sept. 13; **Thief River Falls (NEW LOCATION)**, Sept. 19; **Grand Rapids**, Sept. 20; **Fergus Falls**, Sept. 26; **St. Cloud**, Sept. 27.

2011 participation by county:

Aitkin	Crow Wing	Kandiyohi	McLeod	Renville	Todd
Becker	Dodge	Kittson	Meeker	Roseau	Wabasha
Blue Earth	Fillmore	Koochiching	Morrison	Scott	Waseca
Brown	Goodhue	Lake	Mower	Sherburne	Washington
Cass	Houston	Lake of the Woods	Nicollet	Sibley	Wilkin
Chisago	Itasca	Le Sueur	Nobles	Stearns	Winona
Clay	Jackson	Lyon	Otter Tail	Steele	Wright
Clearwater	Kanabec	Martin	Polk	Stevens	Yellow Medicine

STATEWIDE TRAINING SEMINARS

MCIT has three sessions planned for 2012, covering land use, personnel issues and workers' compensation. MCIT.org/Training.aspx lists the training schedule for 2012 and includes links to descriptions and registration pages for each session as they become available.

2011 participation by county (sessions attended**):

Beltrami (LC)	Houston (LU)	Lyon (LU)	Otter Tail (LU,EB)	Sherburne (HR,LU,EB)	Waseca (LU,LC)
Blue Earth (LC)	Hubbard (LC)	Mahnomen (LC)	Pennington (HR)	Sibley (HR,EB)	Washington (LU)
Brown (LC)	Isanti (LU)	Martin (LU,LC)	Pine (EB)	Stearns (LU,EB)	Watsonwan (LU,EB,LC)
Carver (LC)	Itasca (LU,LC)	Meeker (LU)	Pipestone (HR,EB)	Steele (HR,LU,LC)	Winona (LU)
Clearwater (LC)	Jackson (LU)	Mille Lacs (LU)	Polk (LC)	Stevens (LU)	Wright (HR,LU,EB,LC)
Dodge (LU,LC)	Kanabec (LU)	Mower (LU,LC)	Pope (HR,EB)	Swift (LU)	Yellow Medicine (LU,EB)
Faribault (LU)	Kandiyohi (LU)	Murray (LU,EB)	Renville (LU,EB)	Todd (LU,EB)	
Fillmore (LU,LC)	Kittson (LC)	Nicollet (LU)	Rice (LU)	Traverse (HR,EB)	
Freeborn (LU)	Lake of the Woods (LU)	Nobles (HR,LU,EB)	Roseau (EB,LC)	Wabasha (HR, LU)	
Goodhue (LU,LC)	Le Sueur (LC)	Norman (HR)	Scott (LU,LC)	Wadena (HR)	

**Sessions attended key: HR=human resources; LU=land use; EB=employee benefits; LC=loss control

WEBINARS

This year, MCIT plans to provide members no-cost training on targeted issues related to loss control, risk management, governance and workers' compensation via live and prerecorded webinars. Check MCIT.org throughout the year for announcements.

2011 participation by county (sessions attended***):

Becker (WC)	Cook (RM,WC)	Kanabec (RM)	Martin (RM,WC)	Polk (RM,WC)	Swift (RM)
Beltrami (RM)	Crow Wing (RM,WC)	Kandiyohi (RM)	McLeod (RM,WC)	Pope (WC)	Todd (RM)
Benton (RM,WC)	Dodge (RM)	Kittson (RM,WC)	Meeker (RM,WC)	Redwood (RM)	Traverse (WC)
Big Stone (RM)	Douglas (RM)	Koochiching (RM,WC)	Morrison (RM,WC)	Renville (RM)	Wabasha (WC)
Blue Earth (RM,WC)	Fillmore (WC)	Lake (RM)	Mower (RM,WC)	Rock (RM)	Wadena (RM)
Brown (RM,WC)	Freeborn (RM)	Lake of the Woods (RM)	Murray (RM)	Roseau (RM)	Waseca (WC)
Carlton (RM)	Goodhue (RM,WC)	Lac qui Parle (WC)	Nicollet (RM,WC)	Scott (RM,WC)	Washington (RM,WC)
Carver (RM,WC)	Houston (WC)	Le Sueur (RM,WC)	Nobles (RM,WC)	Sherburne (RM,WC)	Wilkin (WC)
Chisago (RM,WC)	Isanti (RM)	Lincoln (RM)	Otter Tail (RM,WC)	Sibley (RM,WC)	Winona (RM)
Clay (WC)	Itasca (RM,WC)	Lyon (RM,WC)	Pennington (RM)	Stearns (RM,WC)	Wright (WC)
Clearwater (RM,WC)	Jackson (RM,WC)	Mahnomen (RM)	Pine (RM)	Stevens (WC)	Yellow Medicine (RM,WC)

***Sessions attended key: RM=risk management; WC=workers' compensation

DEFENSIVE DRIVER TRAINING

Available at no cost to members through MCIT's partnership with the Minnesota Safety Council and/or through MCIT's 40-minute online program. Contact MCIT Risk Control Manager Kevin Balfanz at 651.209.6446 for more information.

2010-2011 participation by county (type of training†):

Big Stone (OL)	Cass (OS,OL)	Douglas (OS,OL)	Koochiching (OL)	Redwood (OS)	Washington (OS, OL)
Brown (OL)	Chisago (OS,OL)	Goodhue (OS)	Pine (OS)	Scott (OS, OL)	
Carver (OS)	Dodge (OL)	Itasca (OL)	Polk (OS,OL)	Sherburne (OS,OL)	

†Type of training key: OS=on site; OL=online

Our Values

PROFESSIONALISM

We believe that continuous improvement is the mark of professionalism and are committed to applying this principle to the service we offer and the development of our employees.

Our Goals

PROVIDE
 QUALITY
 SERVICES THAT
 FULFILL MCIT'S
 MISSION

CONTINUE TO
 ENSURE THE
 FINANCIAL
 STABILITY OF
 MCIT

PATROL (POLICE ACCREDITED TRAINING ONLINE)

Web-based training designed specifically for law enforcement that includes 12 new POST-accredited and seven OSHA standards and POST mandate courses for an annual subscription fee of \$85 per participant (\$4.47 per course per person). The program is offered in partnership with the Minnesota Sheriffs Association, Minnesota Chiefs of Police Association and League of Minnesota Cities Insurance Trust. Contact Laura Honeck from LMCIT at the 651.281.1280 for details.

2012 participation by county:

Beltrami	Carlton	Isanti	Nobles	Sherburne	Wabasha
Benton	Chisago	Lyon	Norman	Stearns	Wright
Big Stone	Clearwater	Martin	Redwood	Steele	
Brown	Goodhue	Mille Lacs	Scott	Traverse	

EMPLOYEE ASSISTANCE PROGRAM

Voluntary, confidential, no-cost counseling service delivered in a clinical setting provided to the employees of MCIT members and their families. The program offers support on personal issues that may affect an employee's work performance and provides confidential coaching for supervisors. Access services by calling 1.800.550.MCIT (6248).

Aitkin County's 2011 participation level: 1.37%

MCIT'S VIDEO LIBRARY

An extensive collection of training videos on safety, wellness and risk management. Members can borrow materials for three weeks as part of membership. Visit MCIT.org/Video_Library.aspx for the catalog and to request titles.

BOILER INSPECTIONS

Performed by Hartford Steam Boiler (HSB) as part of MCIT's equipment breakdown coverage (a.k.a., boiler and machinery coverage). Inspections are automatically scheduled and meet the requirements for registration certificate renewal with the State of Minnesota Department of Labor and Industry. Contact HSB Inspection Hotline with questions at 1.800.333.4677.

MINNESOTA SAFETY COUNCIL MEMBERSHIP

Included with MCIT membership. The Members Only section of the website (MinnesotaSafetyCouncil.org) is packed with up-to-date information and tools to ensure that employees stay safe at work, play and home. Other resources of the Safety Council include access to more than 500 industry-specific videos on safety (at no charge), discounts on training and educational opportunities and subscription to its electronic newsletter.

MCIT'S WEBSITE (MCIT.ORG)

A gateway to information and resources to assist and educate members. After logging in, access MCIT coverage forms; publications; research; model agreements, contracts and policies; video catalog; and more. E-mail webmaster@mcit.org to request log-in information.

Personalized Assistance

MCIT LOSS CONTROL CONSULTANTS

All members have an assigned consultant who can assist them with written safety programs; hazard identification, such as workplace safety surveys and reports; ergonomic assessments; OSHA standards interpretation; and employee injury data analysis. Consultants also can participate in safety committee meetings, conduct employee safety training and provide written loss prevention educational resources.



Aitkin County's Loss Control Consultant
Jeff Holubar
Phone: 651.209.6466
E-mail: jholubar@mcit.org

RISK MANAGEMENT CONSULTANTS

Each member has an assigned consultant who can respond to coverage, liability and risk management concerns. They review contracts and joint powers agreements, providing a risk management perspective. They assist members in identifying potential risks and offer advice about how members could manage them.



Aitkin County's Risk Management Consultant
Bob Goede
Phone: 651.209.6428
E-mail: rgoede@mcit.org



MCIT Risk Control Manager
Kevin Balfanz
Phone: 651.209.6446
E-mail: kbalfanz@mcit.org

WORKERS' COMPENSATION TEAM

A seasoned team of claims professionals are available to assist with questions related to workplace illnesses and injuries. Contact MCIT Staff Attorney for Program Management Karen Clayton Ebert for general program questions. For inquiries about existing claims, contact Workers' Compensation Claims Supervisor Lorna Leatherdale.



MCIT Staff Attorney for Program Management
Karen Clayton Ebert
Phone: 651.209.6456
E-mail: kebert@mcit.org



MCIT Workers' Compensation Claims Supervisor
Lorna Leatherdale
Phone: 651.209.6413
E-mail: lleatherdale@mcit.org

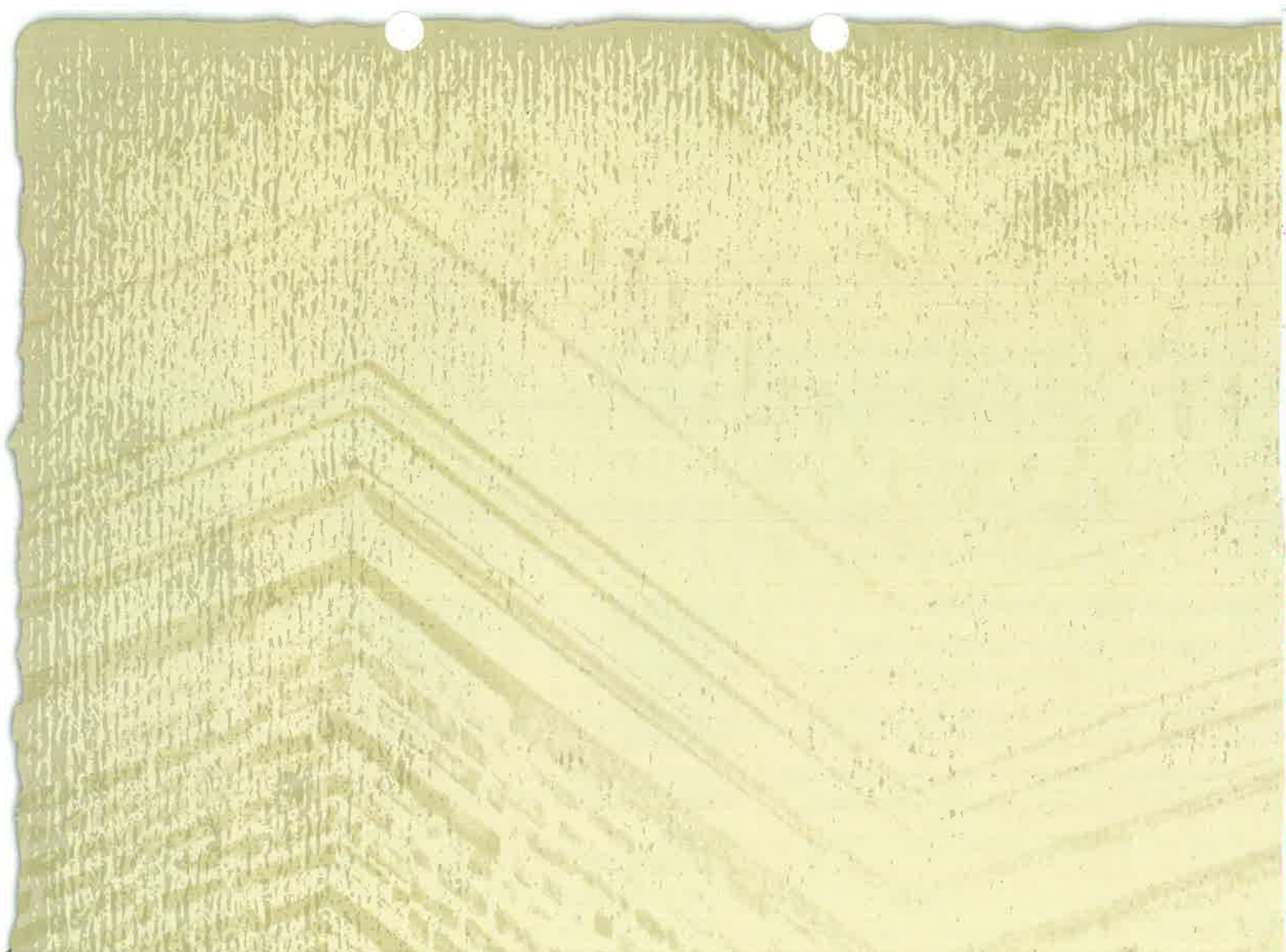
PROPERTY/CASUALTY CLAIMS TEAM

MCIT partners with Meadowbrook Insurance Group to provide administration and customer service for property and casualty claims. Representatives are located in the same office suite as MCIT staff in St. Paul. This arrangement provides seamless collaboration among the entities and members. To reach Meadowbrook representatives, members can call 651.209.6400.

Our Goals

ADAPT TO CUSTOMER EXPECTATIONS, POLITICAL CHANGES AND MCIT'S GROWTH

CONTINUE TO ENSURE A POSITIVE WORKING RELATIONSHIP WITH THE ASSOCIATION OF MINNESOTA COUNTIES AND OTHER ORGANIZATIONS AND ASSOCIATIONS



AITKIN BECKER BELTRAMI BENTON BIG STONE BLUE EARTH BROWN CARLTON CARVER CASS CHIPPEWAGON
FILLMORE FREEBORN GOODHUE GRANT HOUSTON HUBBARD ISANTI ITASCA JACKSON KANABEC KANAWHA
MAHNOMEN MARSHALL MARTIN MCLEOD MEEKER MILLE LACS MORRISON MOWER MURRAY NICOLLET
RICE ROCK ROSEAU SCOTT SHERBURNE SIBLEY STEARNS STEELE STEVENS SWIFT TODD TRAVERSE

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▶ Earn 12 POST credits per year on the cheap and on the go

For only \$85 per officer/per year, officers from LMCIT or MCIT member agencies can earn 12 POST credits. Officers from non-member agencies pay \$115 per officer/per year.

Each month, a new, 60-minute course is available. Upon successful completion of each course, officers earn one POST credit. PATROL participants can access and test on up to four previous courses. After four months, previous course information is available in the PATROL library, but officers may no longer test for POST credits for these courses.

PATROL is the most accessible training on the market! Law enforcement officers can work on PATROL credits from any computer, anytime, wherever an Internet connection is available.

As officers successfully complete a PATROL course, they can download a certificate of completion documenting POST credits.

▶ Get well-rounded expertise

PATROL gathers materials and expertise from a number of sources, including current case law, police liability experts, insurance defense counsel, and local law enforcement agencies. The PATROL library has all information related to previous courses in one searchable area. This information is updated to reflect legal and other applicable changes.

In addition, participating officers get updates on any changes or developments related to information covered in any PATROL course, ensuring your officers are up-to-date well after taking a course.

▶ Easily manage training progress

With PATROL, your agency's training officer or other program administrator can view which officers have completed PATROL coursework, the number of POST credits earned, and other useful administrative information.



▶ Get started today

1. Download a PATROL subscription agreement at www.nexportsolutions.com/patrolminnesota to begin offering PATROL to your officers. PATROL is only available through subscription by law enforcement agencies in Minnesota; it is not available directly to individuals.
2. Request a username and password for your officers. Fill out the student enrollment form and e-mail it in. Each enrolled officer receives username and password information via e-mail.
3. Review the guidebook with details on how to use PATROL.

▶ Help is just a click away

PATROL has a customer service team ready to resolve any issues in getting connected to this training tool—help is available online at the PATROL web page.



If you have questions about PATROL, contact Laura Honeck at the League of Minnesota Cities Insurance Trust at (651) 281-1280 or patrol@lmnc.org.

League of Minnesota Cities Insurance Trust
 145 University Ave West
 St. Paul, MN 55103



Start up your PATROL today!

- ▶ Web-based training
- ▶ Easy to use
- ▶ POST accredited



The most bang for your buck in training for law enforcement officers in Minnesota!



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Law enforcement officers need legal information that's current, Minnesota-focused, and easy-to-access from their own agency. PATROL is a powerful learning tool for Minnesota law enforcement officers.

Using PATROL, officers access extensive web-based courses on current legal issues and important developments impacting Minnesota law enforcement— with no travel necessary.



Backed by organizations you know and trust

The League of Minnesota Cities Insurance Trust, Minnesota Counties Association and Minnesota Chiefs of Police Association have partnered to bring you PATROL.

To find out if PATROL is right for your agency, browse through a demo at www.nextsolutions.com/patrolminnesota, or contact Laura Honeck at the League of Minnesota Cities Insurance Trust, at (651) 281-1280 or patrol@lmnc.org.



What is the Supervisor's Role in an EAP?

Supervisors are key to motivating employees who are having problems to seek help. Offering the EAP to a troubled employee can increase the likelihood of positive change in the employee's performance at work.

Supervisors monitor employee job performance and must learn to recognize when an employee is having problems performing his/her job. It is important not to diagnose personal problems. Conversations with the employee should remain focused on job performance. Below are recommended steps to take as a supervisor:

- 1) Recognize poor or declining performance. Bring the problem to the employee's attention and allow time for improvement. Always work within your employer's personnel policies and procedures.
- 2) Document performance issues. Keep an up-to-date file of the employee's work performance noting specific behaviors (what you see and hear).
- 3) Take action. Consult with your Human Resources department or the EAP and then talk to the employee about his/her job performance.
- 4) Refer the employee to the EAP. Offer the EAP as a voluntary resource for addressing any problems. Emphasize the confidentiality of the EAP. No one will know the employee has used the program.
- 5) Follow up and recognize improvement. Meet with the employee on a regular basis. Commend progress and identify ongoing problems. Follow through on consequences when appropriate. If the employee is away from the work setting for a period of time, re-integrate them to the workplace by reviewing work objectives and clarifying expectations.



Recognizing Changing Behaviors

A consistent pattern of one or more of the following can help you recognize changing behaviors that may be due to a serious emotional or personal problem or substance abuse:

-) Tardiness
-) Moodiness
-) Recurrent absenteeism
-) Memory problems or lapses
-) On the job absenteeism
-) Decline in personal appearance
-) Leaves of absence
-) Increased errors
-) Direct indications of intoxications on the job
-) Accidents
-) Missed deadlines
-) Poor concentration
-) Inconsistent performance
-) Poor employee relationships on the job

Remember, behaviors are what you see and hear. They are facts and should be documented. **Do not diagnose an employee;** leave the diagnosis to the EAP professional.

EAP and Confidentiality

EAP counselors are required by state and federal laws to protect the confidentiality of anyone using the program. You will not know an employee has chosen to seek help unless he/she chooses to tell you. Client privacy is protected at all times with the exception of reports of child abuse, abuse of a vulnerable adult or when the client threatens to harm him/herself or someone else.

Employees are assured that the privacy of their use of this counseling program will be respected at all times. The EAP design includes a written informed consent mechanism that allows information to be released only with the employee's or dependent's written permission. If you want to know an employee has

followed through on your recommendation to seek help through the EAP, you must request the employee give written consent for the EAP counselor to speak with you.

The Sand Creek Group, LTD.

MCIT has partnered with the Sand Creek Group, Ltd. to provide professional counseling services at no-cost to MCIT member employees. The Sand Creek Group is a privately held behavioral health care corporation headquartered in Stillwater, Minnesota. The organization is an experienced service provider to counties, cities and the federal government including the Executive Office of the President of the United States. With over ten years experience in providing employee assistance services to Minnesota county and city governments, the Sand Creek Group brings its reputation of excellence, creativity and innovation to MCIT's qualified team of service providers.



"No-Cost, Convenient & Confidential Counseling"

For Consultation or Counseling Questions Call:
Sand Creek Group, LTD
1-800-550-MCIT (6248)
www.sandcreekcap.com

For Program Questions Call:
Minnesota Counties Intergovernmental Trust
1-866-547-6516
www.mcit.org



EAP

Employer Guide



What is an Employee Assistance Program?

An Employee Assistance Program (EAP) is a worksite program designed to help employees identify and resolve problems that are impairing their performance at work.

Why Invest in an Employee Assistance Program?

An EAP assists members in identifying risks and mitigating exposures. The costs associated with dealing with distracted or difficult employees, defending lawsuits, seeking legal advice, training new staff, low employee morale and lost productivity emphasizes the importance of offering an EAP.

In 1996, MCIT partnered with the Sand Creek Group to offer an EAP to MCIT members as a risk management tool. Through this partnership the EAP can:

-) Reduce exposure to litigation
-) Decrease workers' compensation claims
-) Provide employees an opportunity to improve work performance
-) Enhance employees valued participation in the organization



2012 MCIIT Regional Risk Management Workshops

Coming in September

These full-day training workshops are scheduled throughout the state and include 12 sessions, addressing important issues related to claims/coverage, human resources, risk control and governance. The information can be used to enhance existing operations and develop best practices and policies that improve your risk management and loss control efforts.

Everyone leaves with practical ideas to implement.

PLAN NOW TO ATTEND

- Marshall, Sept. 6, Ramada Inn
- Rochester, Sept. 12, Ramada Inn
- Mankato, Sept. 13, Country Inn and Suites
- Thief River Falls, Sept. 19, Best Western Hotel > **NEW LOCATION!**
- Grand Rapids, Sept. 20, Timberlake Lodge
- Fergus Falls, Sept. 26, Best Western Hotel
- St. Cloud, Sept. 27, Best Western Kelly Inn

Choose a location near you!

It's for you!

Commissioners, elected and appointed department heads, supervisors, human resources professionals, and risk managers/safety coordinators are encouraged to attend.

Watch for Details

Registration begins in mid-May. Look for a detailed brochure and registration materials in your mailbox or on MCIIT.org/training.aspx. Cost is \$25 per attendee for MCIIT members, which includes materials and lunch.



2012 Training Programs

By MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST

In recognition of members' efforts to manage risks that expose them to loss, MCIT has developed the following training programs for 2012 that can be delivered to individual members or affiliated associations. These programs are provided as part of membership in MCIT.

For more information or to schedule an on-site training session, members should contact MCIT Communications Manager Heather Larson-Blakestad at 651.209.6430 or hblakestad@mcit.org.

A Discussion of MCIT's Public Employees Liability Coverage

- *Recommended audience: all staff (including commissioners)*
- *Audience size: minimum of 20*
- *45 minutes*

Those who serve on a public entity's board or as public employees often wonder if their service exposes them to a lawsuit with the potential of losing their homes, vehicles or children's college funds. This session discusses how MCIT coverage applies, who will defend public officials/employees when they are named in lawsuits and the roles of those charged with managing the litigation.

A Discussion of the Open Meeting Law

- *Recommended audience: board members and department heads/supervisors*
- *Audience size: minimum of 20*
- *45-60 minutes*

Elected officials are legally required to conduct business in a forum that provides constituents the ability to scrutinize leaders' decisions. A violation of the Open Meeting Law can affect the credibility of the organization and its leaders, as well as expose them to litigation, fines and penalties. This session highlights:

- what constitutes a meeting.
- when the governing body can legally close a meeting.
- how to properly notice, close and record meetings.
- penalties that can accompany violations of the Open Meeting Law.
- how MCIT coverage responds to claims that allege a violation of the Open Meeting Law.

A Discussion of the Minnesota Government Data Practices Act

- *Recommended audience: board members, executive staff and department heads/supervisors*
- *Audience size: minimum of 20*
- *45-60 minutes*

Believe it or not, most of the letters, reports and e-mails you collect, store, disseminate and purge related to your government entity's operations is data that is subject to the Minnesota Government Data Practices Act (MGDPA). This session provides an overview of what board members and staff need to understand about the law to facilitate compliance by their organization:

- definition of "data" and its classifications
- procedural requirements that the organization must have in place to comply with the law
- role of the responsible authority and the data compliance officer
- reasons some information is not accessible to board members and employees
- strategies to address the release of data
- penalties for violating the MGDPA
- how MCIT coverage responds to claims that allege a violation of the MGDPA

Seasonal Employees and Interns: Not Your Typical Employees

- *Recommended audience: department heads and supervisors*
- *Audience size: minimum of 20*
- *45-60 minutes*

Organizations routinely supplement their regular workforce with seasonal employees and interns. Each of these worker types brings unique risks to the organization. This session discusses the risks associated with the use of seasonal employees and interns and when MCIT coverage responds to a claim, as well as includes risk management strategies to mitigate losses.

Note: Department heads include elected and appointed individuals.

A Discussion of the Joint Exercise of Power

- *Recommended audience: board members and department heads/supervisors*
- *Audience size: minimum of 20*
- *45-60 minutes*

Diminishing resources and increasing demands often require that public entities work together. Joint working arrangements are an efficient and effective service delivery model to address operational needs. Failure to organize, govern and operate as required by law may have the effect of compounding risk rather than limiting exposures. This session focuses on the requirements of Minnesota Statutes § 471.59 and provides suggestions on how to manage the exposures that result from joint powers entities/ agreements.

Sharing Employees: Joint Employer Liability

- *Recommended audience: board members and department heads/supervisors*
- *Audience size: minimum of 20*
- *60 minutes*

For years, MCIT members have collaborated to share resources, including employees. This session discusses methods to protect against potential liability in a joint employer situation. Attendees learn the questions that should be answered when determining how best to share personnel with another entity to minimize exposure to potential liability.

Risky Business: Data Practices, the Open Meeting Law and Personnel

- *Recommended audience: board members and department heads/supervisors*
- *Audience size: minimum of 20*
- *60-90 minutes*

Dealing with personnel issues is always difficult. It is even more problematic for public-sector employers whose actions are subject to the Minnesota Government Data Practices Act and the Open Meeting Law. This session examines how best to manage risks associated with personnel issues. The session also explains how MCIT coverage may apply when litigation occurs as a result of the organization's personnel decisions.

Performance Management (a.k.a. Talent Management): Making the Most of Your Human Resources

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45-90 minutes*

Issues involving personnel and employment always stimulate concern and often result in litigation. Critical to managing the human resource is the development and implementation of a performance management system. An effective performance management system provides for consistent and uniform treatment and development

of employees, and can be an organization's best defense when an aggrieved employee initiates a lawsuit against it. This session focuses on job descriptions, file maintenance, evaluations, discipline, dealing with the difficult employee and other related issues.

FMLA, ADA and Workers' Compensation: Employment Law and Workers' Compensation Interface

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45-90 minutes*

There are multiple employment laws that govern time off from work, such as FMLA, ADA and MHRA. Discover the meaning of these acronyms and when they apply. This session educates attendees on when to engage others such as human resource professionals, attorneys or MCIT. By debunking common myths about injured workers, this session also provides insight on which injuries require more long-range planning to facilitate the return-to-work process and information for building a more inclusive work environment.

Employee Leaves: The Basics

- *Recommended audience: Department heads/supervisors and staff*
- *Audience size: minimum of 20*
- *45 minutes*

In addition to sick, vacation and PTO, state and federal laws provide employees with other statutory leaves. The goal of this session is to provide employees and supervisors with enough information to understand the basic leaves so that they can identify when certain leaves may be appropriate and when to involve department heads or human resources. This session is not intended as a how-to in leave management or for the experienced human resources professional.

Social Media and the Workplace

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45 minutes*

Social media is changing the way that people share information. In recent years, employers have become progressively aware of the impact that this growing form of communication is having on the workplace. This session examines three areas of social media use in the public employment context that may expose government entities to risk and provides suggestions for managing that risk. The areas to be discussed include employee personal use of social media, the use of social media and Internet searches when making hiring decisions, and social media employment references.

Parks and Recreation Immunity: It's Not Just for Parks Anymore

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45 minutes*

Parks and recreation immunity provides a valuable defense to government units in the operation of recreational activities. This session provides an overview of the immunity, discusses how this immunity has been applied and examines how it has evolved through litigation. This session also provides risk management advice related to park operations.

How 'Bout This Weather?

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45 minutes*

MCIT members face significant exposure to loss from flooding, tornados, lightning, hail and windstorms. Understanding property coverage and ensuring that property is appropriately covered are key elements of an effective risk management strategy. This session examines sections of the Coverage Document that apply to all types of property losses, reviews coverage endorsements, discusses what members can expect in the claim process and provides risk management recommendations.

It's Greek to Me: Insurance as a Foreign Language

- *Recommended audience: board members and department heads/supervisors*
- *Audience size: minimum of 20*
- *45 minutes*

In the world of contracts, failing to understand insurance language can result in significant risks to MCIT members. This session examines risks members may face with respect to insurance provisions in contracts, provides a translation of basic insurance coverage and limits, and explains how to apply this to reading and understanding Certificates of Insurance. Other methods to help manage risks are also covered.

Surety, Fiduciary and Fidelity Bonding: It Takes Three to Party

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *45 minutes*

Bonding is a three-party contract that differs from insurance. There are many types of bonds. This session focuses on surety, fiduciary and fidelity bonds with an emphasis on the employee dishonesty faithful performance of duty bond provided by MCIT. The review includes who is protected, defines coverage and offers risk management recommendations.

Anatomy of a Lost Time Claim: Following a Workers' Compensation Claim from Injury to Recovery

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *60 minutes*

This session walks through workers' compensation claims from beginning to end and answers the questions, what is required from county personnel when an injury occurs and how are the wages paid to injured employees? This session also includes definitions from the workers' compensation law and information about other leave laws that affect an injured worker, such as the Family and Medical Leave Act, the Americans with Disabilities Act and the ADA Amendments Act.

Timely and Accurate Reporting Of Work-related Injuries

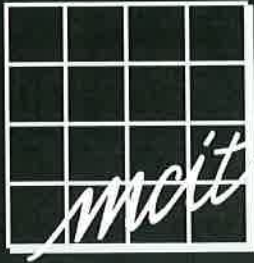
- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *60 minutes*

Timely and accurate reporting of work-related injuries is important for proper claim management. This presentation discusses employee education, reporting timelines, securing appropriate medical care, preventing penalties, accident investigation and using a safety committee.

Return to Work Programs

- *Recommended audience: department heads/supervisors*
- *Audience size: minimum of 20*
- *60 minutes*

The goal of this session is to review the critical elements of a successful return-to-work program and offer practical tips on implementing return-to-work strategies. Key elements that are covered include pre-injury planning, evaluating restrictions, offering transitional duties or transitional work (temporary or permanent) and vocational rehabilitation.



Minnesota Counties Intergovernmental Trust

Video Library

CATALOG



**Browse a
variety
of video
topics!**

Human Resources



Driving Safety



Back Safety & Ergonomics



General Safety



Land Use



All Hazards



Health & Wellness



**Members
rent at
no-cost!**

Using the MCIT Video Library

MCIT staff work hard to provide up-to-date training videos relevant to members' needs. The videos serve as an interactive way to reach employees on critical risk management issues.

How to Use the Video Library Catalog

The videos listed are part of the MCIT Video Library and are organized by the following color-coded topics:

	Back Safety & Ergonomics
	Health & Wellness
	General Safety
	Driving Safety
	All Hazards
	Human Resource
	Land Use

Videos are listed in alphabetical order by title under each topic. The approximate length of the video, recommended audience and a brief description of its contents are also provided.

Fees

Videos from the MCIT Video Library are available to members for loan at no charge.

Loan Policy

Up to **three videos** may be requested at one time.

Videos be returned to MCIT immediately following the last showing or **within three weeks**—whichever comes first.

Videos *must* be returned by the due date. Failure to comply with this request makes it impossible for MCIT to meet obligations to other members.

Lost or Damaged Videos

Members are liable for lost or damaged videos. Your organization may be assessed a fee to cover full replacement cost of the video.

Requesting Videos

To request your video(s) for loan, please contact:

Heather Larson-Blakestad
Communications Manager
phone: 651.209.6430
e-mail: hblakestad@mcit.org
Web: MCIT.org/video_library.aspx

Returning Videos

Return your loaned video(s) by mail in a box (to protect materials) to:

Heather Larson-Blakestad
Communications Manager
MCIT
100 Empire Drive, Suite #100
St. Paul, MN 55103-1885

Disclaimer

Videos are not to be copied without the expressed written permission of the producer and MCIT. Federal law prohibits unauthorized reproduction, distribution or exhibition of copyrighted materials. Violators will be prosecuted.

The contents in the videos and training materials do not necessarily represent the view or policies of MCIT. Information contained in the training binder and videos is for general information purposes only and does not constitute legal or coverage advice.

Back Safety & Ergonomics

A Bit About Backs: Back Basics (Volume I)

VHS

(12 minutes) Prevention Plus, Media Productions, 1993

This Michael Melnik video is the first video in a series of three videos on basic back safety. This initial video introduces viewers to the basic functions of the back through simple and practical demonstrations.

Audience: Ideal video for all employees

A Bit About Backs: Risk Factors (Volume II)

VHS

(13 minutes) Prevention Plus, Media Productions, 1993

This video is number two in a series of three videos on basic back safety by Michael Melnik. In Volume II, viewers learn about factors that increase the risk of experiencing a back injury.

Audience: Ideal video for all employees

A Bit About Backs: Prevention Strategies (Volume III)

VHS

(14 minutes) Prevention Plus, Media Productions, 1993

This video is the third in a series of three videos on basic back safety by Michael Melnik. The goal of Volume III is to inform viewers of practical methods for maintaining a healthy back.

Audience: Ideal video for all employees

Back in Step

VHS

(50 minutes) Prevention Plus, Media Productions, 1995

Back in step was created for people suffering from back pain. It provides viewers the necessary tools/information needed to achieve and maintain a healthy back. Whether viewers have back pain or want to avoid back pain in the future, this video also offers practical tips to help minimize

back pain, speed recovery and reduce the risk of injury or re-injury.

Audience: Ideal video for all employees or for employees re-entering the workforce after a back injury

Stretching Out at Work

VHS

(12 minutes) Prevention Plus, Media Productions, 2000

In this Michael Melnik video viewers learn the importance of taking time to stretch during the work day.

Audience: Ideal video for all employees

Take 5 for Health & Safety

VHS

(25 minutes) Prevention Plus, Media Productions, 1999

This video series can be shown in five separate segments (5 minutes each) or as an entire program. The video series introduces viewers to sitting, standing, lifting, stretching and ergonomics. Presented in a talk-show format, "Take 5" captures the key elements of these important topics and presents them in a series of 5-minute programs that motivate, entertain and educate viewers. Each show is complimented by a short and humorous "commercial" that drives home the important points of injury prevention.

Audience: Ideal video for all employees

(The) Dark Side of the Sun DVD

(15 minutes) Mollie Biggane Melanoma Foundation, 2005

Statistics confirm that one out of five people in the U.S. will develop some form of skin cancer. Education and prevention is the best defense and this video focuses on sun protection and skin cancer prevention.

Audience: Although this video is geared towards viewers 25 years and under, the information conveyed also makes this video an excellent resource for seasonal employees and outdoor workers such as highway or construction personnel or parks staff

HeartStart: Blueprint for Training VHS, CR-Rom

(26 minutes) Philips, 2003

This toolkit contains two (2) videotapes and a CD-Rom. The first video is designed for use with the HeartStart FR2+ and the second video is designed for use with the HeartStart OnSite Presenter's Guide found on the CD-Rom. Both videos focus on introducing viewers to using the HeartStart FR2+ and Onsite defibrillators. The CD-Rom includes PowerPoint slide presentations for responding to sudden cardiac arrest, how to use the HeartStart FR2+ defibrillator and how to use the HeartStart Onsite defibrillator. Training scenario descriptions are provided on the CD-Rom as well. A presenter's guide and student's guide are also included.

Audience: Ideal for use with HeartStart FR2+ or HeartStart Onsite defibrillators only

Project XTREME: Cross Training Respirator Extenders for Medical Emergencies DVD

(26 minutes) AHRQ, 2007

This DVD aims to train health care professionals who are not respiratory care specialists to provide basic respiratory care and ventilator management

to *adult* patients during a mass casualty event or during a public health emergency including an influenza pandemic, an outbreak of severe acute respiratory illnesses or bioterrorist attack. The DVD includes six training modules covering infection control, respiratory care terms, manual ventilation, mechanical ventilation, airway maintenance and airway suctioning.

Audience: Ideal for public health nurses, healthcare workers, physicians and public health emergency volunteers

Respirators: Your TB Defense & TB Respirator Protection – An Administrator's Review DVD

(48 minutes) CDC and NIOSH, 2002

This two-part DVD is hosted by Emmy award winner, Loretta Swit. *Respirators – Your TB Defense* is designed to educate healthcare workers on proper respiratory protection. The program addresses what TB is, how it is transmitted, how to prevent TB and how to use a respirator. *TB Respirator Protection – An Administrator's Review* takes viewers step by step through developing a respirator protection program for tuberculosis (TB). A CD-Rom is also included to help program administrators develop a respiratory protection program.

Audience: Ideal for public health nurses and healthcare workers

Secrets Through the Smoke DVD or VHS

(55 minutes) CDC, 2006

This DVD is a compelling and sometimes graphic production focusing on the tobacco myths and health effects of tobacco use. The video can be presented in three (3) separate parts or as one continuous program. The video is hosted by Dr. Jeffrey Wigand, subject of the 1995 Academy Award-nominated film, *The Insider*, when he became the tobacco industry's highest-ranking former executive to publically acknowledge the devastating effects of smoking on health.

Health & Wellness

Audience: Although this program is targeted at high school students, the information presented and the style of the presentation allow this video to be good for use with tobacco cessation or wellness programs or with community leaders and policymakers

Seven Deadly Myths: Women and Tobacco
DVD
(17 minutes) CDC, 2006
Lung cancer claims the lives of many more

women each year than breast cancer and deaths from lung cancer are on the rise. This video explores the myths about smoking and empowers women to become or stay smoke-free. The video is hosted by Christy Turlington.

Audience: Although this program targets women, the information provided makes this video appropriate for use with a wellness or smoking cessation program. It is also ideal for use at *Lunch & Learn* sessions

Blueprints for Safety: Accident Investigation

DVD/Training Program

(12 minutes) Comprehensive Loss Management Inc., 2006

Conducting accident investigations, along with other safety measures and training, can help an organization create a safer and more productive workplace. This DVD and/or training program introduces people to the accident investigation process by reviewing the importance of accident investigations and the activities involved in the process.

Audience: This video is ideal for individuals with limited knowledge of safety management, training or compliance.

Chainsaw Safety Maintenance & Operation

DVD

(63 minutes) Stihl, 2006

This DVD gives chainsaw operators the basic information needed to properly and safely operate chainsaws. The program emphasizes the importance of understanding chainsaw designs and features and it provides basic information on chainsaw maintenance, chainsaw sharpening, protective apparel and safe

Audience: This video is ideal for chainsaw operators.

Dog Bite Prevention: Be Canine Smart

DVD

(10 minutes) Hawaiian Humane Society, 2007

The Hawaiian Humane Society developed the dog bite prevention program to help people understand dog behavior so that people and dogs can coexist without incident in the community.

This DVD shows viewers how to be smart around dogs. It discusses how to recognize different types of dog behavior, how to avoid being surprised by a strange dog, how to respond safely and what to do if you are chased or attacked by a dog.

Audience: This video is ideal for employees needing to conduct home visits, enter homes or who are out in the community – especially neighborhoods (i.e. social workers, assessors, inspectors, probation officers, sheriff deputies)

Leaf Blowers: Proper Operation

DVD

(19 minutes) PPEMA, 2000

This video provides general guidelines and recommendations for eliminating unsafe operation of leaf blowers and examines how operators can prevent environmental damage when using leaf blowers. It also outlines steps operators can take to ensure courteous use of the equipment. The program emphasizes proper operations, safety and maintenance of leaf blowers.

Audience: This video is ideal for grounds-keeping staff, parks staff, seasonal outdoor workers, custodial staff, maintenance staff

Playgrounds: Inspecting Playgrounds for Hazards

DVD

(35 minutes) The Information Exchange, 2006

Playgrounds are a fundamental part of childhood. Unfortunately, the U.S. Consumer Product Safety Commission reports that more than 200,000 children are treated in hospital emergency rooms each year for injuries associated with playground equipment. Many of these injuries can be prevented. This DVD provides an overview of playground safety issues. It emphasizes the importance of conducting regular inspections and offers useful tips for monitoring equipment safety through checklists, playground surfacing, design related inspections and safety evaluations.

Audience: This video is ideal for parks staff, inspectors or anyone tasked with performing playground safety inspections

General Safety

Playgrounds: Playing It Safe

VHS

(15 minutes) Michigan Municipal Risk Management Authority

This video emphasizes the importance of playground safety. Using a puppet to convey a safety message, the program has a humorous approach to a very important issue – playground equipment and surface safety.

Audience: This video is ideal for parks staff, inspectors or anyone tasked with performing playground safety inspections

The Risk Is in the Routine: A New Look at Accident Prevention

DVD

(21 minutes) CIRSA, 2011

The video uses seven scenarios to show accidents and injuries resulting from routine situations. These include injuries due to inattention while driving, poor housekeeping, lifting, police officer training, dismounting heavy equipment, slipping on a wet surface and a work zone accident. Each scene is revisited to address what could have been done to prevent the accident or injury..

Audience: This video is ideal for department heads, supervisors, administrators, safety committees, elected officials

Ten Cones of Highway Safety

DVD

(15 minutes) VFIS, 2002

Five firefighters, several EMTs and 20 law enforcement officers lose their lives on the job each year as a result of secondary highway incidents. Those statistics amount to one death every other week on U.S. highways outside of the vehicles. This DVD focuses on the dangers emergency responders face when responding to highway incidents. The program discusses the importance of preparedness by offering ten techniques/tips referred to as the "cones" of

highway incident safety. The techniques covered include training, communication, exposure, traffic management, scene protection, working away from traffic, roadway closure, visibility, proper attire and responsibility.

Audience: This video targets emergency services personnel such as firefighters, emergency medical services personnel and law enforcement. It is also an excellent resource for anyone responding to the scene of a highway incident including highway personnel, traffic management personnel, hazardous materials response clean up teams, accident clean up teams or public relations personnel.

Trench Safety Awareness

CD-Rom

NIOSH, 2006

This interactive CD-Rom uses OSHA standards to introduce trench safety and the benefits of using trenching protective systems. The CD-Rom reviews types of trench collapses, frequency of trench collapses, trench soil types, OSHA safety requirements, and common trench protective systems.

Audience: This video is ideal for anyone involved in trenching activities

Working in the Cold

VHS

(9 minutes) Coastal Video Communications, 1996

Working in the Cold is one segment of a longer video magazine publication from the *Safety and Environmental Affairs Journal*. This segment stresses the importance of appropriate dress and examines the risks of working in cold temperatures such as frostbite, hypothermia and wind chill factors.

Audience: This video is ideal for any employee working outdoors in cold temperatures

ATVs – DNR Employee ATV/OHV Safety Training CD-Rom DNR, 2004

More than 200,000 people have registered ATVs and approximately 600,000 people ride ATVs in the state of Minnesota. This means that riders' actions while on ATVs determine the rules that the 87% majority (non-ATV riders) make. This interactive CD-Rom provides participants basic ATV riding and operating information for safer and more productive ATV riding and use.

Audience: This CD-Rom targets DNR employees, interns or volunteers operating DNR ATVs/OHVs on the job. This program is also ideal for anyone operating ATVs

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Saved by the Belt

DVD

(8 minutes) Minnesota Department of Transportation

This DVD stresses the importance of seat belt use. Vehicular accident survivor testimonies combined with the video narrative serve as a positive tool for showing viewers seat belt use is important and that buckling up is the law. This DVD is packaged with *Saved by the Belt* campaign materials which include program materials developed to encourage employees to wear seat belts every time they get into a vehicle for 30 days. An award certificate for program participation and press release templates highlighting the program are also included for optional use.

Audience: This video is appropriate for all employees. It is also ideal for employees needing to drive for work

Snowmobiles – DNR Employee Snowmobile & Minnesota Certified Snowmobile Safety CD-Rom

DNR, 2005

This interactive CD-Rom examines critical skills and training for snowmobiling. The CD-Rom reviews basic safety, snowmobile parts, maintenance, laws, safety, riding skills, emergencies and deadly problems.

Audience: This CD-Rom targets DNR employees, interns or volunteers operating snowmobiles on the job. This program is also ideal for anyone operating snowmobiles

All Hazards

Chemical Hazards: Pocket Guide

CD-Rom

NIOSH, 2005

This NIOSH interactive CD-Rom was produced in partnership with the Department of Health and Human Services and Center for Disease Control and Prevention. The program serves as a source of general industrial hygiene on many chemicals found in the work environment. The CD provides a database of each chemical, chemical structure, CAS/RTECS Number, DOT ID, conversion factors, exposure limits, IDLH, chemical and physical properties, measurement methods, personal protection, respirator recommendations, symptoms and first aid.

Audience: This video is appropriate for employees who may come in contact with chemicals in the work environment

Land Use

None at this time