2012
COUNTY SCREENING BOARD DATA

June 2012

The State Aid Program Mission Study

Mission Statement:

The purpose of the state-aid program is to provide resources, from the Highway Users Tax Distribution Fund, to assist local governments with the construction and maintenance of community-interest highways and streets on the state-aid system.

Program Goals:

The goals of the state-aid program are to provide users of secondary highways and streets with:

- Safe highways and streets;
- Adequate mobility and structural capacity on highways and streets; and
- An integrated transportation network.

Key Program Concepts:

Highways and streets of community interest are those highways and streets that function as an integrated network and provide more than only local access. Secondary highways and streets are those routes of community interest that are not on the Trunk Highway system.

A community interest highway or street may be selected for the state-aid system if it:

A. Is projected to carry a relatively heavier traffic volume or is functionally classified as collector or arterial

B. Connects towns, communities, shipping points, and markets within a county or in adjacent counties; provides access to rural churches, schools, community meeting halls, industrial areas, state institutions, and recreational areas; serves as a principal rural mail route and school bus route; or connects the points of major traffic interest, parks, parkways, or recreational areas within an urban municipality.

C. Provides an integrated and coordinated highway and street system affording, within practical limits, a state-aid highway network consistent with projected traffic demands.

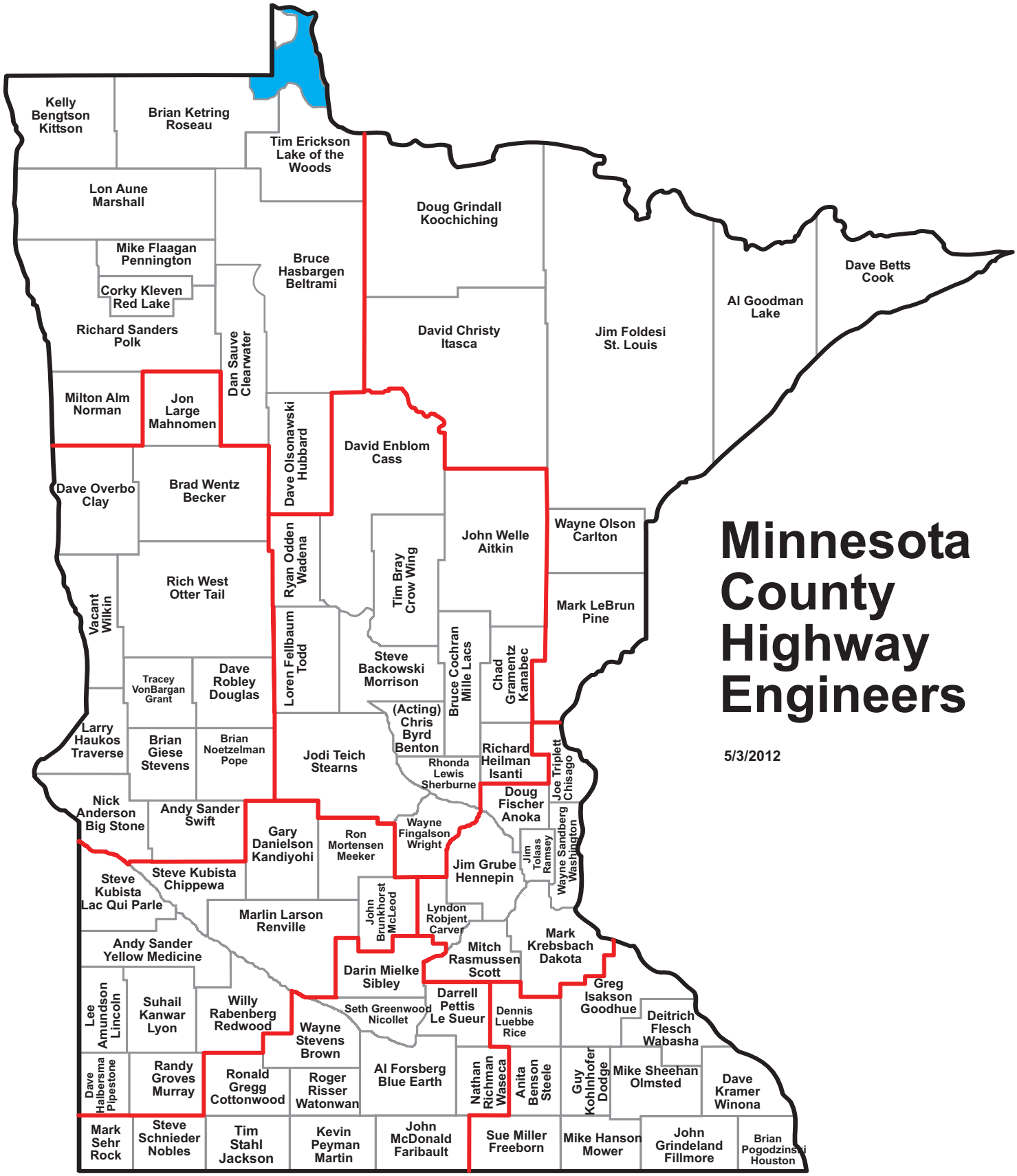
The function of a road may change over time requiring periodic revisions to the state-aid highway and street network.

State-aid funds are the funds collected by the state according to the constitution and law, distributed from the Highway Users Tax Distribution Fund, apportioned among the counties and cities, and used by the counties and cities for aid in the construction, improvement and maintenance of county state-aid highways and municipal state-aid streets.

The *Needs* component of the distribution formula estimates the relative cost to build county highways or build and maintain city streets designated as state-aid routes.

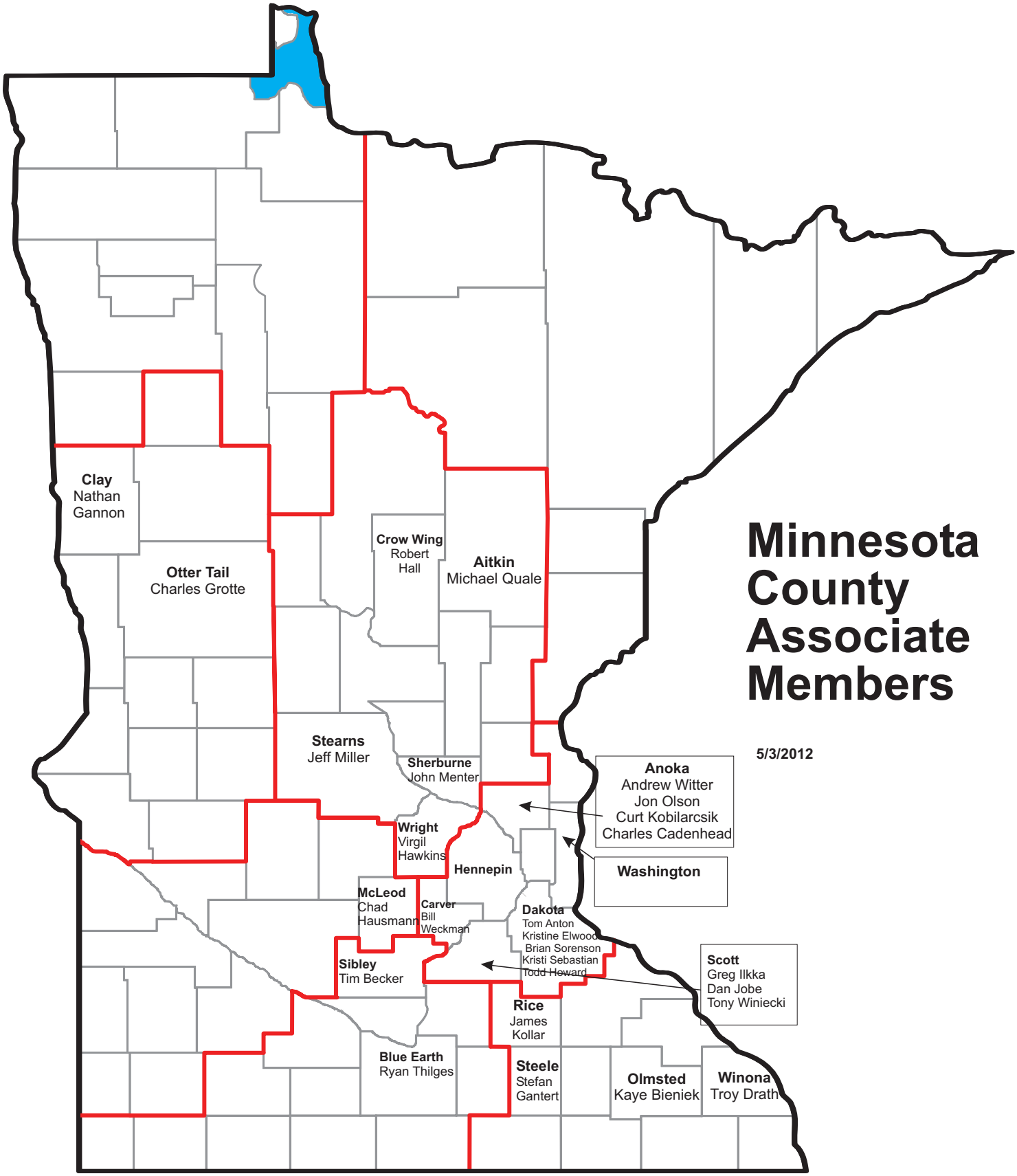
Minnesota County Highway Engineers

5/3/2012



Minnesota County Associate Members

5/3/2012



2012 COUNTY SCREENING BOARD

Dave Betts	(10-12)	Cook County	District 1
Brian Ketring	(12-13)	Roseau County	District 2
Rhonda Lewis	(11-12)	Sherburne County	District 3
Jon Large	(12-13)	Mahnomen County	District 4
Lyndon Robjent, Chair	(10-13)	Carver County	Metro
Mitch Rasmussen	(12-15)	Scott County	Metro
Mick Hanson	(12-13)	Mower County	District 6
Kevin Peyman	(11-12)	Martin County	District 7
Lee Amundson	(12-13)	Lincoln County	District 8
Doug Fischer	Permanent	Anoka County	Urban
Mark Krebsbach	Permanent	Dakota County	Urban
Jim Grube	Permanent	Hennepin County	Urban
Jim Tolaas	Permanent	Ramsey County	Urban
Jim Foldesi	Permanent	St. Louis County	Urban
Wayne Sandberg	Permanent	Washington County	Urban
John Welle, Secretary		Aitkin County	

2012 SCREENING BOARD ALTERNATES

Wayne Olson	Carlton County	District 1
Lon Aune	Marshall County	District 2
Loren Felbaum	Todd County	District 3
Dave Overbo	Clay County	District 4
Joe Triplett	Chisago County	Metro
David Kramer	Winona County	District 6
Roger Risser	Watonwan County	District 7
Andy Sander	Yellow Medicine County	District 8

2012 CSAH GENERAL SUBCOMMITTEE

Roger Risser	June 2012	Watonwan County
Mark Krebsbach	June 2013	Dakota County
Lon Aune	June 2014	Marshall County

2012 CSAH MILEAGE SUBCOMMITTEE

Anita Benson	October 2012	Steele County
Wayne Sandberg	October 2013	Washington
Dave Christy	October 2014	Itasca county

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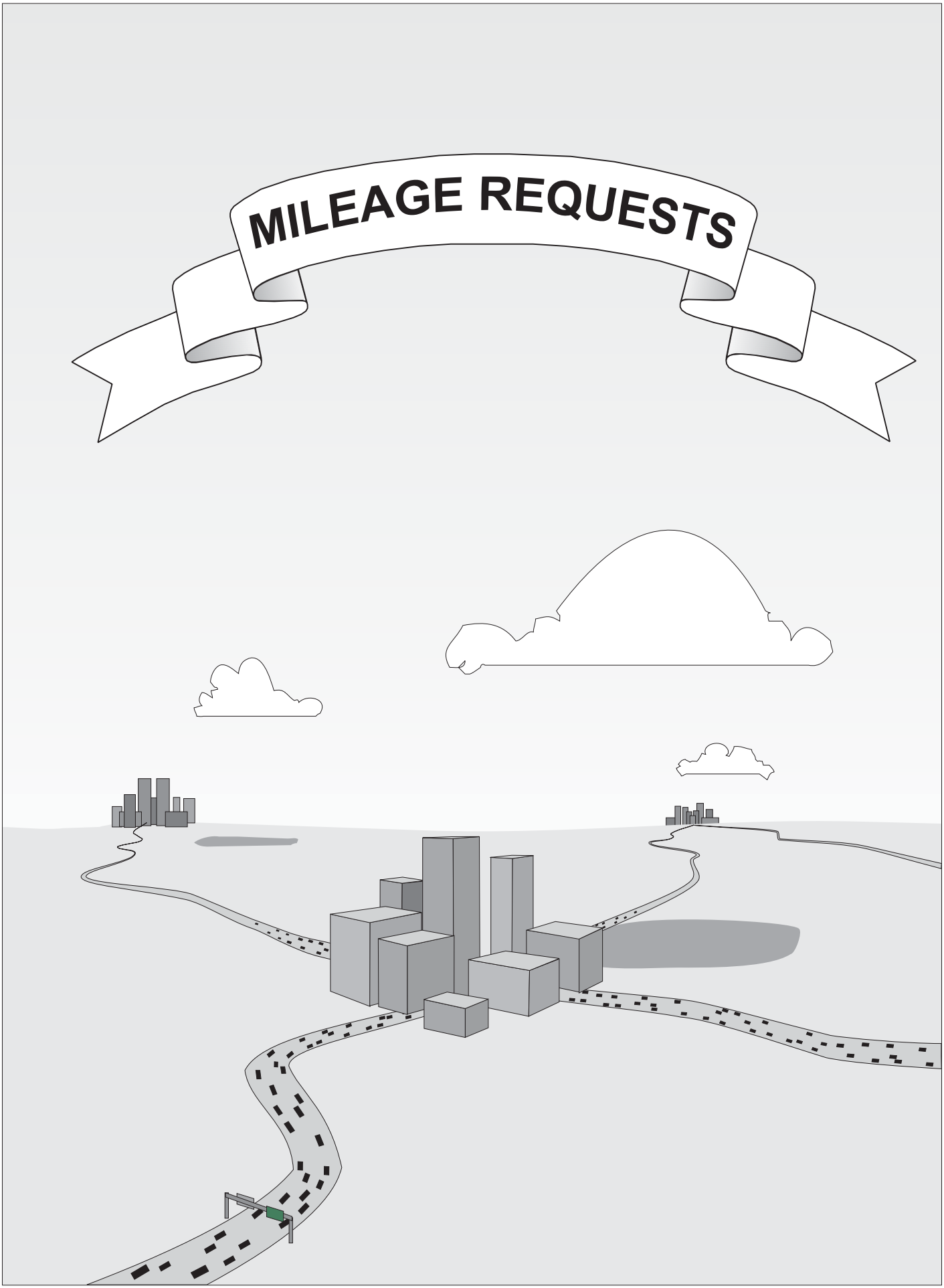
If you wish to obtain more copies of this report you can do so from our website: http://www.dot.state.mn.us/stateaid/res_csah_books.html.

Any updates or changes to the book will be updated online.

MILEAGE REQUESTS



Criteria Necessary For County State Aid Highway Designation

June 2012

In the past, there has been considerable speculation as to which requirements a road must meet in order to qualify for designation as a County State Aid Highway. The following section of the Minnesota Department of Transportation Rules which was updated in July, 1991, definitely sets forth what criteria are necessary.

Portion of Minnesota Rules For State Aid Operations

State Aid Routes shall be selected on the basis of the following criteria:

Subp. 2. A county state-aid highway may be selected if it:

(A) is projected to carry a relatively heavier traffic volume or is functionally classified as collector or arterial as identified on the county's functional classification plans as approved by the county board;

(B) connects towns, communities, shipping points, and markets within a county or in adjacent counties; provides access to rural churches, schools, community meeting halls, industrial areas, state institutions, and recreational areas; or serves as principal rural mail route and school bus route; and

(C) provides an integrated and coordinated highway system affording, within practical limits, a state-aid highway network consistent with projected traffic demands.

History of CSAH Additional Mileage Requests

June 2012

Approved by the County Engineers' Screening Board

County	1958-1970	1971-1976	1977-1982	1983-1987	1988-1992	1993-1997	1998	2001	2002	2003	2004	2005	2006	2009	2010	Total Miles To Date	County
Carlton	3.62															3.62	Carlton
Cook	3.60															3.60	Cook
Itasca																0.00	Itasca
Koochiching	9.27 [1]			0.12												9.39	Koochiching
Lake	4.82 [1]	0.56				10.31		7.30								22.99	Lake
Pine	9.25															9.25	Pine
St. Louis	19.14 [1]							7.60								26.74	St. Louis
District 1 Totals	**49.70**	**0.56**	**0.00**	**0.12**	**0.00**	**10.31**	**0.00**	**14.90**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**75.59**	**District 1 Totals**
Beltrami	7.53 [1]	0.16				2.10										9.79	Beltrami
Clearwater	0.30 [1]	1.00														1.30	Clearwater
Hubbard	1.85	0.26	0.06													2.17	Hubbard
Kittson	6.60 [1]															6.60	Kittson
Lake of 'Woods	0.89					7.65										8.54	Lake of 'Woods
Marshall	15.00 [1]	1.00														16.00	Marshall
Norman	1.31															1.31	Norman
Pennington	0.84															0.84	Pennington
Polk	4.00	1.55	0.67													6.22	Polk
Red Lake		0.50														0.50	Red Lake
Roseau	6.80															6.80	Roseau
District 2 Totals	**45.12**	**4.47**	**0.73**	**0.00**	**0.00**	**2.10**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**60.07**	**District 2 Totals**
Aitkin	6.10		0.60			7.12										13.82	Aitkin
Benton	3.18 [1]															3.18	Benton
Cass	7.90					2.80										10.70	Cass
Crow Wing	13.00 [1]															13.00	Crow Wing
Isanti	1.80															1.80	Isanti
Kanabec																0.00	Kanabec
Mille Lacs		0.74														0.74	Mille Lacs
Morrison						9.70										9.70	Morrison
Sherburne	5.42										26.68					32.10	Sherburne
Stearns	0.78		3.90		0.25				29.24							34.17	Stearns
Todd	1.90 [1]															1.90	Todd
Wadena																0.00	Wadena
Wright	0.45		1.38										7.77			9.60	Wright
District 3 Totals	**40.53**	**0.74**	**5.88**	**0.00**	**0.25**	**19.62**	**0.00**	**0.00**	**29.24**	**0.00**	**26.68**	**0.00**	**7.77**	**0.00**	**0.00**	**130.71**	**District 3 Totals**

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History of CSAH Additional Mileage Requests

June 2012

Approved by the County Engineers' Screening Board

County	1958-1970	1971-1976	1977-1982	1983-1987	1988-1992	1993-1997	1998	2001	2002	2003	2004	2005	2006	2009	2010	Total Miles To Date	County
Becker	10.07															10.07	**Becker**
Big Stone	1.40	0.16														1.56	**Big Stone**
Clay	2.00	0.10														2.10	**Clay**
Douglas	10.65 [1]															10.65	**Douglas**
Grant	5.42															5.42	**Grant**
Mahnomen	1.42															1.42	**Mahnomen**
Otter Tail			0.36													0.36	**Otter Tail**
Pope	3.63	1.20														4.83	**Pope**
Stevens	1.00															1.00	**Stevens**
Swift	0.78		0.24													1.02	**Swift**
Traverse	0.20	0.56		1.60												2.36	**Traverse**
Wilkin						0.11										0.11	**Wilkin**
District 4 Totals	**36.57**	**2.02**	**0.60**	**1.60**	**0.00**	**0.11**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**40.90**	**District 4 Totals**
Anoka	2.04				10.42	24.99						22.13				59.58	**Anoka**
Carver	2.49	0.48		0.08				11.70								14.75	**Carver**
Hennepin	4.50	0.24	0.85													5.59	**Hennepin**
Scott	12.09 [1]	5.15	0.12		3.50	38.12										58.98	**Scott**
District 5 Totals	**21.12**	**5.87**	**0.97**	**0.08**	**13.92**	**63.11**	**0.00**	**11.70**	**0.00**	**0.00**	**0.00**	**22.13**	**0.00**	**0.00**	**0.00**	**138.90**	**District 5 Totals**
Dodge				0.11												0.11	**Dodge**
Fillmore	1.12		1.10													2.22	**Fillmore**
Freeborn	0.95	0.65														1.60	**Freeborn**
Goodhue		0.08														0.08	**Goodhue**
Houston		0.12														0.12	**Houston**
Mower	13.11 [1]		0.09													13.20	**Mower**
Olmsted	15.32 [1]												5.35			20.67	**Olmsted**
Rice	1.70															1.70	**Rice**
Steele	1.55															1.55	**Steele**
Wabasha	0.43 [1]	0.30														0.73	**Wabasha**
Winona	7.40 [1]															7.40	**Winona**
District 6 Totals	**41.58**	**1.15**	**1.19**	**0.11**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**5.35**	**0.00**	**0.00**	**49.38**	**District 6 Totals**

History of CSAH Additional Mileage Requests

June 2012

Approved by the County Engineers' Screening Board

County	1958-1970	1971-1976	1977-1982	1983-1987	1988-1992	1993-1997	1998	2001	2002	2003	2004	2005	2006	2009	2010	Total Miles To Date	County
Blue Earth	15.29 [1]		0.25				3.46									19.00	Blue Earth
Brown	7.44	0.13														7.57	Brown
Cottonwood	5.17	1.30														6.47	Cottonwood
Faribault	0.37	1.20	0.09													1.66	Faribault
Jackson	0.10															0.10	Jackson
Le Sueur	2.70	0.83		0.02												3.55	Le Sueur
Martin	1.52															1.52	Martin
Nicollet				0.60						0.54						1.14	Nicollet
Nobles	13.71	0.23			0.12											14.06	Nobles
Rock	0.50		0.54													1.04	Rock
Sibley	1.50															1.50	Sibley
Waseca	4.53	0.14		0.05												4.72	Waseca
Watonwan		0.04	0.68	0.19												0.91	Watonwan
District 7 Totals	**52.83**	**3.87**	**1.56**	**0.86**	**0.12**	**0.00**	**3.46**	**0.00**	**0.00**	**0.54**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**63.24**	**District 7 Totals**
Chippewa	15.00				0.05											15.05	Chippewa
Kandiyohi	0.44															0.44	Kandiyohi
Lac qui Parle	1.93															1.93	Lac Qui Parle
Lincoln	6.55 [1]															6.55	Lincoln
Lyon	2.00				1.50											3.50	Lyon
Mc Leod	0.09	0.50			0.32											0.91	Mc Leod
Meeker	0.80	0.50														1.30	Meeker
Murray	3.52	1.10														4.62	Murray
Pipestone	0.50															0.50	Pipestone
Redwood	3.41		0.13													3.54	Redwood
Renville																0.00	Renville
Yellow Medicine		1.39														1.39	Yellow Medicine
District 8 Totals	**34.24**	**3.49**	**0.13**	**0.00**	**1.87**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**39.73**	**District 8 Totals**
Chisago	3.24				2.20											5.44	Chisago
Dakota	1.65 [1]	2.47		2.26			35.63									42.01	Dakota
Ramsey	10.12 [1]	0.61		1.13												11.86	Ramsey
Washington	2.33 [1]	0.40	0.33	1.33	8.05	18.52								-7.41		23.55	Washington
District 9 Totals	**17.34**	**3.48**	**0.33**	**4.72**	**10.25**	**18.52**	**35.63**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**-7.41**	**0.00**	**82.86**	**District 9 Totals**
Totals	**339.03**	**25.65**	**11.39**	**7.49**	**26.41**	**117.60**	**39.09**	**26.60**	**29.24**	**0.54**	**26.68**	**22.13**	**13.12**	**-7.41**	**0.00**	**681.38**	**Totals**

[1] Includes Some Trunk Highway Turnback Mileage Added Prior to the Turnback Law in 1965

[2] Great River Road Mileage Added to system in 1994 by Administrative Decision of the State Aid Division Director.

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Banked CSAH Mileage

June 2012

The Screening Board, at its June,1990 meeting, revised the mileage resolution to read as follows:

Mileage made available by an internal revision after July 1, 1990 will be held in abeyance (banked) for future designation.

The following mileage presently represents the "banked" mileage available.

County	Banked Mileage Available
Aitkin	0.00
Anoka	0.00
Becker	0.11
Beltrami	1.30
Benton	0.28
Big Stone	0.05
Blue Earth	0.55
Brown	0.61
Carlton	0.88
Carver	0.92
Cass	0.55
Chippewa	0.32
Chisago	0.01
Clay	0.90
Clearwater	0.01
Cook	0.01
Cottonwood	1.00
Crow Wing	0.00
Dakota	1.82
Dodge	0.76
Douglas	2.47
Faribault	0.49
Fillmore	0.06
Freeborn	0.00
Goodhue	1.78
Grant	0.00
Hennepin	5.68
Houston	0.00
Hubbard	0.40
Isanti	0.88
Itasca	6.20
Jackson	0.12
Kanabec	0.32
Kandiyohi	2.20
Kittson	0.00
Koochiching	0.29
Lac Qui Parle	0.00
Lake	0.00
Lake of the Woods	0.20
Le Sueur	0.25
Lincoln	0.00
Lyon	0.00
McLeod	1.51
Mahnomen	0.00

County	Banked Mileage Available
Marshall	0.03
Martin	0.00
Meeker	0.02
Mille Lacs	0.00
Morrison	0.25
Mower	0.00
Murray	0.00
Nicollet	0.00
Nobles	0.82
Norman	2.26
Olmsted	0.00
Otter Tail	0.06
Pennington	0.35
Pine	0.66
Pipestone	0.12
Polk	1.50
Pope	0.03
Ramsey	0.90
Red Lake	0.50
Redwood	0.20
Renville	2.47
Rice	3.35
Rock	1.30
Roseau	0.30
St. Louis	1.45
Scott	0.75
Sherburne	0.00
Sibley	0.25
Stearns	1.12
Steele	0.45
Stevens	0.68
Swift	0.30
Todd	0.24
Traverse	0.00
Wabasha	0.81
Wadena	1.27
Waseca	0.32
Washington	8.51
Watonwan	0.79
Wilkin	0.00
Winona	0.00
Wright	0.10
Yellow Medicine	0.24
Total Banked Mileage	**65.33**

An updated report showing the available mileages will be included in each Screening Board booklet.

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Historical Documentation for the
Anoka County CSAH Mileage Request

June 2012

Anoka County CSAH mileage (12/05)	287.21
Requested Additions (10/05)	22.67
Banked Mileage	(0.54)
TOTAL	309.34

Date	Type of Transaction	Mileage Change	Starting Mileage	Ending Mileage
1/1/2006	Beginning Balance	0.00	287.21	287.21
12/5/2006	Banked Mileage	(0.54)	287.21	286.67
12/5/2006	Revoke Portion CSAH 19	(3.30)	286.67	283.37
12/5/2006	Designate CSAH 62	3.47	283.37	286.84
12/5/2006	Designate CSAH 76	2.80	286.84	289.64
12/5/2006	Designate CSAH 85	1.90	289.64	291.54
3/5/2007	CR 116 - CSAH 83 To CSAH 57	2.39	291.54	293.93
3/5/2007	CR 56 - HWY 10 To CSAH 5	3.00	293.93	296.93
3/5/2007	CR 54 - I-35E To CSAH 14	2.89	296.93	299.82
3/5/2007	CR 154 - CSAH 21 To CR 54	0.75	299.82	300.57
5/15/2007	CR 102 - CSAH 1 to TH 47	2.08	300.57	302.65
4/24/2012	CR 58 - CSAH 9 to CSAH 18	5.12	302.65	307.77

These designations are left to be completed:

	Miles
K. CR 3 - CSAH 1 To TH 47	1.58
Total Remaining to Designate	1.58

* See October 2005 County Screening Board Data Booklet, pp. 82-84, for detailed recommendations.

Historical Documentation for the
Olmsted County CSAH Mileage Request

June 2012

Olmsted County CSAH mileage (6/06)	315.67
Banked miles	(0.92)
Approved Revocations (10/06)	(16.68)
Approved Designations (10/06)	22.95
TOTAL	321.02

Date	Type of Transaction	Mileage Change	Starting Mileage	Ending Mileage
10/1/2006	Beginning Balance	0.00	315.67	315.67
3/2008	CSAH 31 - CSAH 3 to TH 52	(3.34)	315.67	312.33
3/2008	CSAH 18 - TH 52 to 0.13 mi. East	(0.13)	312.33	312.20
3/2008	CSAH 12 - TH 52 to 0.24 mi. East	(0.24)	312.20	311.96
3/2008	CSAH 18 connection to TH 52 on CR 112	1.39	311.96	313.35
3/2008	CSAH 12 to TH 52	1.26	313.35	314.61

These revocations need to be completed:	Miles
CSAH 2 - CSAH 22 to MSAS 110	(1.34)
CSAH 9 - CSAH 22 to MSAS 105	(0.50)
CSAH 4 - CSAH 22 to MSAS 104	(2.58)
CSAH 34 - CSAH 22 to TH 52	(1.49)
CSAH 25 - CSAH 22 to TH 63	(1.23)
CSAH 7 - CSAH 22 to MN 42	(0.89)
CSAH 3 between CSAH 4 and TH 14	(2.70)
CSAH 22 (37th St NW) - TH 63 to TH 52	(2.24)
	(12.97)

These designations are left to be completed:	Miles
CR 104/60th Ave from TH 14 to CSAH 14	5.18
CR 112 from CSAH 18 to CSAH 14	4.10
55th St as a new CSAH 22	3.24
CR 112 from CSAH 14 to CSAH 22 (55th St.)	1.98
CR 104 - TH 14 to CR 117	4.10
Willlow Creek- CR 104 to TH52 @CSAH 36	1.70
	20.30

* See October 2006 County Screening Board Data Booklet, pp. 77-86, for detailed recommendations.

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Historical Documentation for the
Wright County CSAH Mileage Request

June 2012

Wright County CSAH mileage (1/06)	403.00
Banked miles	(0.27)
Approved Revocations	(14.35)
Approved Additions	22.39
TOTAL	410.77

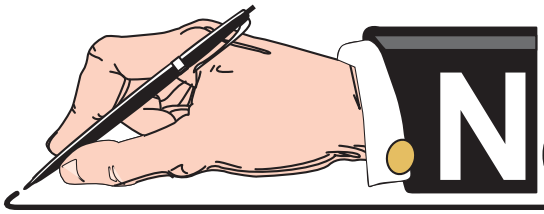
Date	Type of Transaction	Mileage Change	Starting Mileage	Ending Mileage
Jan-06	Beginning Balance	0.00	403.00	403.00
8/1/2007	Banked Mileage	(0.27)	403.00	402.73
8/1/2007	Designate CSAH 32	5.20	402.73	407.93
8/1/2007	Designate CSAH 18	1.98	407.93	409.91
8/1/2007	Designate CSAH 22	0.83	409.91	410.74
8/1/2007	Designate CSAH 35	0.58	410.74	411.32

These revocations need to be completed:

CSAH 37 (CSAH 19 to 70th St NE)	(4.10)
CSAH 19 (CSAH 34 to CSAH 39)	(8.75)
CSAH 37 (Kadler/Jaber int to CSAH 19)	(1.50)
	(14.35)

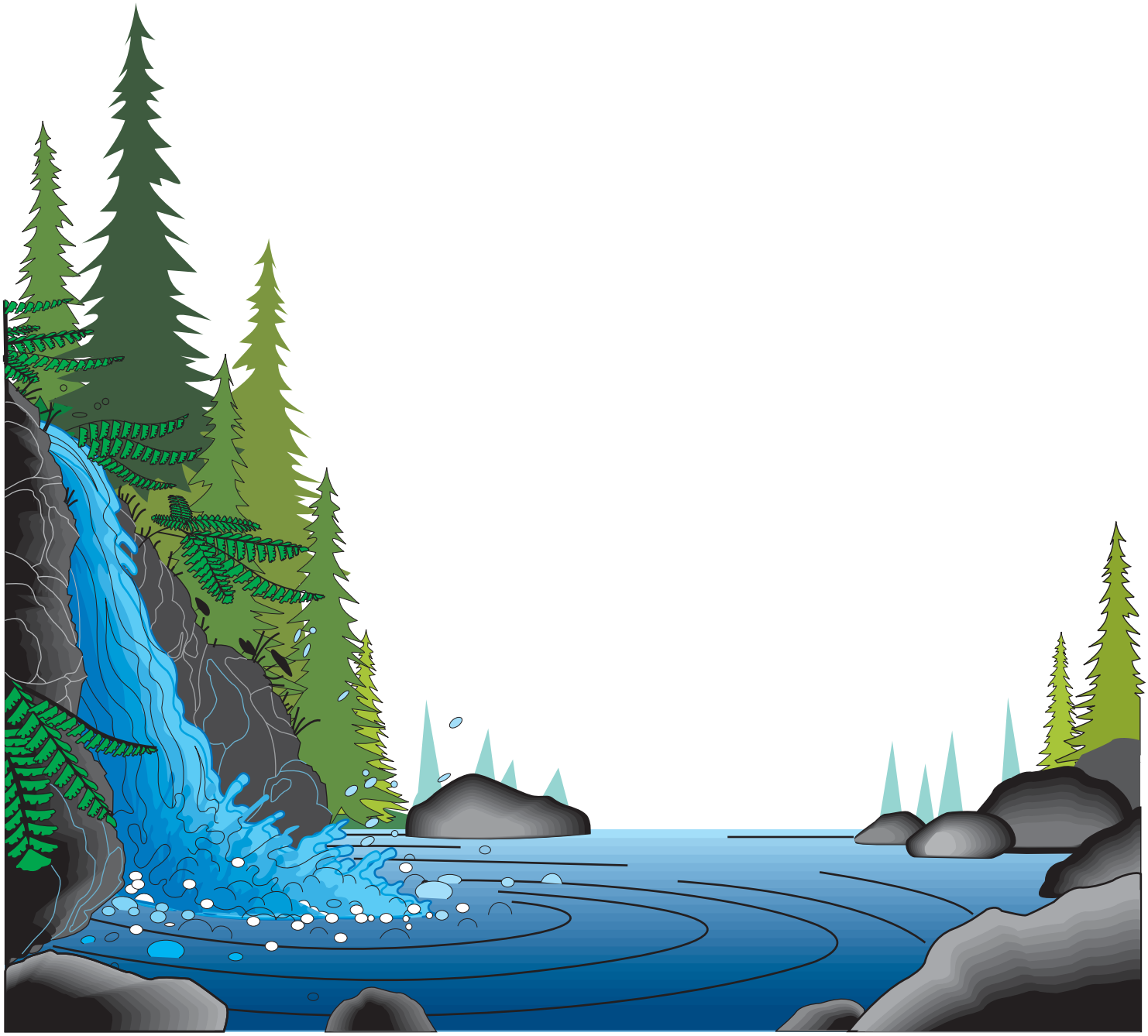
These designations are left to be completed:

70th St NE (CSAH 37 to CSAH 19)	3.00
70th St NE (Kadler Ave NE to CSAH 19)	1.00
Kadler Ave NE (CSAH 39 to 70th St NE)	2.48
Kalder Ave NE (CSAH 33 to 70th St NE)	7.80
	14.28



NOTES and COMMENTS

STATE PARK ROAD ACCOUNT



State Park Road Account

JUNE 2012

Legislation passed in 2009 amended Minnesota Statutes 1986, section 162.06, subdivision 5, to read as follows:

> *Subd. 5. (STATE PARK ROAD ACCOUNT.) After deducting for administrative costs and for the disaster account and research account as heretofore provided from the remainder of the total sum provided for in subdivision 1, there shall be deducted a sum equal to the three-quarters of one percent of the remainder. The sum so deducted shall be set aside in a separate account and shall be used for (1) the establishment, location, relocation, construction, reconstruction, and improvement of those roads included in the county state-aid highway system under Minnesota Statutes 1961, section 162.02, subdivision 6 which border and provide substantial access to an outdoor recreation unit as defined in section 86A.04 or which provide access to the headquarters of or the principal parking lot located within such a unit, and (2) the reconstruction, improvement, repair, and maintenance of county roads, city streets, and town roads that provide access to public lakes, rivers, state parks, and state campgrounds. Roads described in clause (2) are not required to meet county state-aid highway standards. At the request of the commissioner of natural resources the counties wherein such roads are located shall do such work as requested in the same manner as on any county state-aid highway and shall be reimbursed for such construction, reconstruction or improvements from the amount set aside by this subdivision. Before requesting a county to do work on a county state-aid highway as provided in this subdivision, the commissioner of natural resources must obtain approval for the project from the county state-aid screening board. The screening board, before giving its approval, must obtain a written comment on the project from the county engineer of the county requested to undertake the project. Before requesting a county to do work on a county road, city street, or a town road that provides access to a public lake, a river, a state park, or a state campground, the commissioner of natural resources shall obtain a written comment on the project from the county engineer of the county requested to undertake the project. Any balance of the amount so set aside, at the end of each year shall be transferred to the county state-aid highway fund.*

Pursuant to this legislation, the following information has been submitted by the Department of Natural Resources and the county involved.

***State Aid Contact**: Joe MacPherson (651) 366-3832*
***DNR Contact:** Dave Sobania (218) 828-2620*

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Historical Review of 2010 State Park Road Account

June 2012

2010 Allotment $3,075,448

2010 Projects

County	Appr	Project #	Jurisdiction	Location	Type of Work	SPR $ Allocated
Clay		014-600-007	CSAH	State Park Entrance	Access	131,253
Kittson		035-600-001	Park Rd.	Access to DNR Boat Landing of JCT CSAH 16	Access	200,000
Lake of Woods		039-600-004	Twp. Rd.	CSAH 17 North from Roosevelt, MN	Road Improvement	100,000
Pine		058-600-013	Cty. Rd.	CSAH 18 in city of Hinckley	Road Improvement	232,500
St. Louis		069-600-039	Cty Rd.	Entr. Of Soudan Underground St. Mine Park	Access	570,202
St. Louis		069-600-040	Twp. Rd.	St. Underground Mine Park to Boundary end	Road Improvement	250,000
St. Louis		069-600-042	Park Rd.	To Lake Vermmillion	Access	100,000
St. Louis		069-600-041	Twp	TH 169 to Th 169 1.5 Mi E from Soudan	Road Improvement	2,394,114
					TOTAL:	**$3,978,069**

* Supplement to a previous allocation

June 2012

State Park Road Account Allocation 2011
2011 Distribution $3,335,474

	DISCIPLINE	REG	COUNTY/FILE #	PROJECT	COST
1	Parks & Trails	3	Wabasha/SAU 604 SP 79-604- 044	CSAH 4, access to Carley State Park	$45,000.
2	Parks & Trails	3	Chisago/SAU 602 SAP 13-612-010	CSAH 12 (Park Trail), access to Wild River State Park. Rd from town of Almelund to Park is often used by bicyclist.	$1,000,000.
3	Forestry	2	Carlton/SAU 618 SAP 9-600-004	Kettle Lake Rd. Corona Township, access to the Kettle Lake WMA and Fond du Lac State Forest Area.	$249,000.
4	Parks & Trails	4	Waseca/SAU 591 81-600-005	10th Street NW, serving the only public access and boat ramp on Loon Lake.	$26,000.
5	Fisheries	4	LeSueur/SAU 570 SAP 40-614-009	CSAH 14, Waterville Township, Lake Tetonka public water access and fishing piers	$500,000.
6	Parks & Trails	2	Lake/SAU 594 SAP 38-620-008 SAP 38-621-003	First Ave., City of Two Harbors, access site and future marina in Two Harbors & Lake Superior	$100,000.
7	Wildlife	3	Morrison/SAU 598 SAP 49-600-030	113th Street, Agram Township, Rice-Skunk WMA access	$15,400.
8	Parks & Trails	1	Cass/SAU 515 SAP 11-600-017	25th Ave. S.W., Sylvan Township, access to Wilder Landing on the Crow Wing River	$60,000.
9	Wildlife	3	Morrison/SAU 596 SAP 49-600-028	Kettle Road, Agram & Bellevue Towhships, Craine Meadows WMA access	$32,900.
10	Parks & Trails	2	Itasca/SAU 615 SAP 31-600-009	CR 551 (Thistledew Rd), access to Thistledew Lake Forrest Campground, Togo Horse camp administered by McCarthy Beach State Park, and Thistledew Lake Public Access	$350,000.
11	Parks & Trails	3	Morrison/SAU 595 SAP 49-600-029	68th St. and Garland Road, Bellevue Township, access to Mississippi River above the Blanchard Dam and access below the Blanchard Dam	$8,400.
12	Parks & Trails	1	Hubbard/SAU 619 SAP 29-600-010	210th Street, Todd Township, access to Portage Lake	$370,000.
13	Park & Trails	4	Big Stone/SAU 610 SAP 6-600-004	Rearing Pond Road (T-13), Big Stone Lakes year Round lake accesses and boat landing located Within Big Stone State Park	$215,000
14	Parks & Trails	2	St. Louis/SAU 483 SAP 69-600-035	County Rd 275 (Island Lake Dam Rd), Access to Island Lake	$250,000
					$**3,221,700**

June 2012

State Park Road Account Allocation 2012
2012 Distribution $3,547,641

	DISCIPLINE	REG	COUNTY/FILE #	PROJECT	COST

Projects Approved by Screening Board
June 2012

Projects

County	Appr	Project #	Jurisdiction	Location	Type of Work	SPR $ Allocated
Chippewa	6/07	012-632-002	CSAH	Main access to Lac Qui Parle State Park	Access	1,125,000
Rice	6/07	066-629-011	CSAH	Nerstrand State Park Entrance	Road Improvements	291,000
Roseau	6/07	068-613-016	CSAH	Access to Lake of the Woods	Access	450,000
Rock	6/07	067-620-012	CSAH	Access to Blue Mounds State Park	Access	250,000
Pope	6/07	061-628-025	CSAH	Access to Villard City Park	Road Improvements	600,000
Becker	6/08	003-635-006	CSAH	From Whaley's Rd. to Rat Lake Trail	Road Improvements	150,000
Winona	10/08	085-603-003	CSAH	Park Access	Road Improvements	1,018,000
Pipestone	6/09	059-620-003	CSAH	Access to Split Rock Creek State Park	Access	83,000
LeSueur	10/09	040-614-009	CSAH	Waterville Area Fisheries	Road Improvements	500,000
Chisago	6/10	013-601-009	CSAH	East Lake Public Water Access	Road Improvements	1,445,587
Chisago	6/10	013-612-009	CSAH	Access to St. Croix Wild River State Park	Road Improvements	1,537,789
Chisago	6/10	013-619-xxx	CSAH	Access to Carlos Avery Wildlife Area	Road Improvements	1,951,000
Chisago	6/10	013-636-xxx	CSAH	Sunrise Unit of the Carlos Avery Wildlife Area	Road Improvements	1,071,807
Clay	6/10	014-600-007	CSAH	Buffalo River State Park Access	Access	133,000
Lake	6/10	038-620-008	CSAH	Access to Agate Bay Boat Launch to Lk Sup.	Access	100,000
Pope	6/10	061-627-004	CSAH	Public Access to Lake Leven	Access	200,000
Winona	6/10	085-603-004	CSAH	Park Access	Access	240,000
Blue Earth	10/10	007-626-xxx	CSAH	Improved access to Eagle Lake County Park	Access	700,000
Crow Wing	10/10	018-631-xxx	CSAH	Bridge - DNR access to Rabbit Lake	Access	75,000
					TOTAL:	**$11,921,183**

* Supplement to a previous allocation

REFERENCE MATERIAL

Variances Requested

June 2012

Request	Agency	Hearing or Admin. Process Date	Request: Rule Number Standard Proposed/Lieu of Standard Required	Approval Date and Status (*Full approval or **Pend HH*)	Denial Date	Project Number Route Name, Number, Location, Termini, Tied to Project Numbers
2008-03	Fillmore County	6/25/2008	**8820.9920,** 30 MPH horizontal curves in lieu of the 40 MPH.	7/11/2008		SAP 23-615-12, Bridge #23J86
2008-05	Winona County	9/24/2008	**8820.9922,** 20 MPH horz curves in lieu of 30 MPH: Contingent on the County working with the DSAE with respect to approach tapers.	10/10/2008		SAP 85-599-64, (Inplace) Bridge #L1489
2008-06	Hennepin Cty	9/24/2008	**8820.9995,** CSAH 19 in Loretto, so as to allow surface width of 6.0' in lieu of 8.0'.	10/10/2008		SP 27-090-15; Multi-use trail along CSAH 19 in the City of Loretto
2008-10	Kandiyohi Cty.	12/20/2008	**8820.9920,** design speed of 30 MPH sag vertical curve from station 14+00 to 19+75 in lieu of the minimum 40 MPH.	1/8/2009		SAP 34-639-04, proposed reconstr/bridge replacement of CSAH 39 between 0.26 miles S and 0.23 miles S of CSAH 39's intersection with CR 105 in section 36, to 122N, Range 33W.
2008-11	Houston Cty.	12/20/2008	**8820.9922,** design speed of 20 MPH sag vertical curve on Elm Drive and a 15 MPH crest and sag vertical curve design speed on Crystal Creek Road in lieu of the minimum 30 MPH.	1/8/2009		SAP 28-599-64, (Twp. Rd 88) House Cty/Spring Grove township, MN. Reconstruction / br. Replace of Elm Dr. and Crystal Cr Rd between CSAH 8 and 0.1 miles N of the juctn with CSAH 8 in Spring Grove Township in Houston County.
2009-02	Lyon County	3/19/2009	**8820.9936;** 20 MPH vertical sag curve in lieu of the required minimum 30 MPH design.	3/25/2009		SAP 42-627-003; CSAH 27 between TH 14 and County Road 63 in the City of Balaton.
2009-10	Hennepin Cty.	9/17/2009	**8820.2800** - Plan approval after bid opening.	9/17/2009		SP 27-701-10/sap 27-605-24; Street ligh installation.
2010-6	Ramsey Cty.	6/24/2010	**8820.9936** - to allow a 20 mph horizontal curve in lieu of the 30 mph horizontal curve.			Central Corridor Light Rail Transit: Robert Street and University Avenue intersection.
2010-10	St. Louis Cty.	9/16/2010	**8820.9936,** to allow a 25 MPH horizontal curve in lieu of	9/22/2010		SP 69-691-020, CSAH 91 (Haines Road) located in Duluth, MN
2010-19	Chisago Cty.	12/16/2010	**8820.9936,** to allow a 25 MPH horizontal design curve	12/29/2010		SAP 13-609-30, CSAH 9 Summit Ave in Center City
2010-20	Mower Cty.	12/16/2010	**8820.9936,** to allow a 23 MPH vertical curve design curve	12/29/2010		SP 50-629-001, 4th St. (CSAH 29) over Cedar River rehab of bridge no. 5368
2010-21	Winona Cty.	12/16/2010	**8820.9936,** to allow 11 foot lanes in lieu of 12 foot lanes	12/29/2010		SP 85-617-22, CSAH 17 & CSAH 15 Roadway improvements.
2011-06	Fillmore Cty.	5/31/2011	**8820.9920,** to allow a 30 mph vertical curve in lieu of a 40 mph vertical curve.	5/31/2011 Full Approval		SAP 23-612-35, CSAH 12, approx. 0.6 miles w of CSAH 14
2011-09	Washington Cty	9/22/2011	**8820.9936 -** to allow 11 ft. lanes in lieu of 12 ft. lanes			CSAH 19 between CSAH 18 and Lake Rd.

COUNTY STATE AID CONSTRUCTION ACCOUNT
ADVANCE GUIDELINES
Regular & Municipal Accounts

State Aid Advances

M.S. 162.08, Subd 5, 6 and 7 provide for counties to make advances from future year's allocations for the purpose of expediting construction. This process not only helps reduce the construction fund balance, but also allows counties to fund projects that may have been delayed due to funding shortages.

The formula used to determine if advances will be available is based on the current fund balance, expenditure trends, repayments and a $40,000,000 recommended threshold. The threshold can be administratively adjusted by the State Aid Engineer and reported to the Screening Board at the next Screening Board meeting.

The process used for advancing is dependent on the code levels which are listed below. Code levels for the current year can be obtained from the SAF website.

State Aid Advance Code Levels

Guidelines for advances are determined by the following codes.

SEVERE	Code RED - SEVERE - Fund Balances too low. NO ADVANCES - NO EXCEPTIONS
HIGH	Code ORANGE - HIGH - Fund Balance below acceptable levels. Priority system in use. Advances approved thru DSAE and State Aid Engineer only. Resolution required. Approved projects automatically reserved.
GUARDED	Code BLUE- GUARDED - Fund balance low; balances reviewed monthly. Advances on first-come, first-serve basis. Resolution required. Reserve option available only prior to bid advertisement.
LOW	Code GREEN - LOW - Fund Balance acceptable level. Advances approved on first-come, first-serve basis while funds are available. Resolution required. High priority projects reserved; others optional.

General Guidelines for State Aid & Federal Aid Advance Construction

Advancing occurs once a counties account balance is zero. A County Board Resolution must be received by State Aid Finance before any funds will be advanced. Once the resolution is received by SAF, the approved amount will appear in the "Available to Advance" column on the counties Status Report in the State Aid Accounting System (SAAS).
Advances are not limited to the projects listed on the resolution. Project payments are processed in the order received by SAF until the maximum advance amount is reached. Resolutions are

good for year of submission only and can not be submitted for multiple years. Advances are repaid from next year's allocation until fully repaid.

Advance funding is not guaranteed. A 'Request to Reserve" funding form can be submitted to ensure funds will be available for your project. Once approved, a signed copy will be returned to the County.

A Sample Resolution and a Request to Reserve Funding form can be obtained from SAF website - http://www.dot.state.mn.us/safinance. Mail completed forms to Sandra Martinez in State Aid Finance. Check with your DSAE to see if they want a copy of the forms.

Questions related to advance funding can be directed to Sandra Martinez at 651-366-4880.

Priority System

A Priority System can be required if the fund balances drop below an acceptable level (Red & Orange Level). This process starts the fall proceeding the advance year. Each county will be required to submit projects to their DSAE for prioritization within the district. The DSAE will submit the prioritized list to SALT for final prioritization.

Requests should include a negative impact statement if project had to be delayed or advance funding was not available. In addition, include the significance of the project.

Priority projects include, but are not limited to projects where agreements have mandated the county's participation, or projects with advanced federal aid. Small over-runs and funding shortfalls may be funded, but require State Aid approval.

Advance Limitations

Statutory - None

Reference: M.S.162.08, Supd 5, 6 & 7.

State Aid Rules - None

Reference: State Aid Rules 8820.1500, Subp 5 & 8 thru 9

State Aid Guidelines

Advance is limited to counties last "construction" allotment. Advance amount will be reduced by any similar outstanding obligations and/or bond principle payments due. The limit can be administratively adjusted by the State Aid Engineer.

Limitation may be exceeded due to federal aid advance construction projects programmed by the ATP in the STIP where State Aid funds are used in lieu of federal funds. Repayment will be made at the time federal funds are converted. Should federal funds fail to be programmed, or the project (or a portion of the project) be declared federally ineligible, the local agency is required to pay back the advance under a payment plan mutually agreed to between State Aid and the County.

FY12 Local Road Research Board Program **Jun-12**

	TITLE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY2011	FY2012	FY2013	FY2014
645	FY2009-2011 Implementation of Research Findings	937,193	658,128	279,065	555,089	37,821	65,217		
645	FY2012-2014 Implementation of Research Findings	660,000	660,000		46,486		191,400	238,610	
645	FY2012-2014 Implementation of Research Findings Remaining (estimated; not encumbered)							91,751	91,752
645	Dust Control and Wyoming Gravel Road Projects	75,000	75,000				12,500	37,500	25,000
668	FY2012 Technology Transfer Center, U of M - LTAP Program Base	185,000	185,000		55,188		129,812		
	FY2012 Circuit Training & Assist Program (CTAP T2 Center)	84,000	84,000	141,000			5,125	78,875	
	FY2012 Mn/DOT Maintenance CTAP Trainer	74,500	74,500		74,500				
	FY2012 Minnesota Maintenance Research Expos	26,000	26,000					26,000	
	FY2012 Transportation Student Development	5,500	5,500					5,500	
668	FY2013 Technology Transfer Center, U of M - LTAP Program Base	185,000	185,000					185,000	185,000
	FY2013 Circuit Training & Assist Program (CTAP T2 Center)	84,000	84,000	141,000				84,000	84,000
	FY2013 Mn/DOT Maintenance CTAP Trainer	74,500	74,500					74,500	74,500
	FY2013 Minnesota Maintenance Research Expos	26,000	26,000					26,000	26,000
	FY2013 Transportation Student Development	5,500	5,500					5,500	5,500
668	FY2014 Technology Transfer Center, U of M - LTAP Program Base	185,000	185,000					185,000	185,000
	FY2014 Circuit Training & Assist Program (CTAP T2 Center)	84,000	84,000	141,000				84,000	84,000
	FY2014 Mn/DOT Maintenance CTAP Trainer	74,500	74,500					74,500	74,500
	FY2014 Minnesota Maintenance Research Expos	26,000	26,000					26,000	26,000
	FY2014 Transportation Student Development	5,500	5,500					5,500	5,500
675	FY2012 Research Services	160,000	16,000		160,000				
675	FY2013 Research Services							160,000	
675	FY2014 Research Services								160,000
676	FY2012 MnROAD Research: Facility Support (FY11/Half Payment FY12)	500,000	500,000				250,000	250,000	
676	FY2012 MnROAD Research: Tech Transfer & Support	70,000	70,000				35,000	35,000	
676	FY2013 MnROAD Research: Facility Support (FY11/Half Payment FY12)	500,000	500,000					250,000	250,000
676	FY2013 MnROAD Research: Tech Transfer & Support	70,000	70,000					35,000	35,000
676	FY2014 MnROAD Research: Facility Support (FY11/Half Payment FY12)	500,000	500,000						250,000
676	FY2014 MnROAD Research: Tech Transfer & Support	70,000	70,000						35,000
745	FY2012 Library Services	70,000	70,000		70,000				

	TITLE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY2011	FY2012	FY2013	FY2014
745	FY2013 Library Services							70,000	
745	FY2014 Library Services								70,000
840	Performance of PG 52-34 Oil	56,200	56,200		45,600		10,600		
854*	The Effects of Implements of Husbandry - Pooled Fund Project	275,239	105,000	170,239	105,000				
863*	Optimal Timing of Preventive Maintenance for Addressing Environmental Aging in HMA Pavements-Pooled Fund Project	286,185	57,237	228,948	10,009		25,114	15,610	6,504
864*	Recycled Asphalt Pavements-Pooled Fund Project	288,631	89,043	199,588	25,200		48,843	8,178	6,822
865*	Low Temp Cracking in Asphalt Phase II - Pooled Fund Project	475,000	50,000	425,000	40,042		9,958		
867*	Composite Pavements - Pooled Fund Project	438,980	50,000	388,980	46,071		3,929		
868*	HMA Surface Characteristics-Pooled Fund Project	376,632	88,396	288,236	19,282		34,641	34,473	
869*	FY2011 TERRA Board	35,000	17,500	17,500	17,500				
869*	FY2012-13 TERRA Board	60,000	25,000	35,000	3,750		5,625	12,500	3,125
878	Porous Asphalt Pavement Performance in Cold Regions	237,816	58,635	179,181	28,135		30,500		
879	Pervious Concrete Pavement in Mn/ROAD Low Volume Road - Pooled Fund Prjct	228,010	48,000	180,010	39,000		9,000		
	FY2012 Program LRRB Contingency Account	50,000	50,000						
	FY2013 Program LRRB Contingency Account	50,000	50,000					50,000	
	FY2014 Program LRRB Contingency Account	50,000	50,000						50,000
885	Research Test Section Tracking Phase II	55,000	55,000		5,000		30,000	10,000	10,000
886*	Cost-Effective Pavement Preservation Solutions for the Real World	124,984	62,492	62,492	13,352		28,695	16,197	4,248
887*	Structural Evaluation of Asphalt Pavements with Full-depth Reclaimed Base	79,808	39,570	40,238	4,980	6,502	27,526	563	
889	Performance of Recycled Asphalt & High RAP Asphalt Mix	60,000	60,000		30,000		26,000	4,000	
890	Speed Impacts of Occasional Hazard Residential Street Warning Signs	79,647	79,647		79,647				
894	Assessing and Improving Pollution Prevention by Swales	314,000	312,000	2,000	44,000	36,000	137,333	94,167	500
895	BMP for Large Traffic Site	37,038	37,038		22,772	6,290	7,976		
896*	Quantifying Moisture Effects in DCP and LWD Tests Using Unsaturated Mechanics	109,900	54,950	54,950	14,287	19,736	19,553	1,374	
897	Developing Salt-Tolerant Sod Mixtures for Use as Roadside Turf in Minnesota	176,516	176,516		61,779		30,154	44,864	39,716
898*	Estimating the Crash Reduction and Vehicle Dynamic Effects of Flashing LED Stop Signs	74,667	37,334	37,333	18,667	1,280	12,853	4,534	
899	Performance Monitoring of Olmsted CR 117 and 104 and Aggregate Base Materials	36,000	36,000				20,000	5,500	5,500
900	Hennepin/Minneapolis LED Light Study	50,000	50,000		46,000		2,750	1,250	
902	Simplified Materials Control Schedule for Low Volume Roads	25,000	25,000		15,000		10,000		

	TITLE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY2011	FY2012	FY2013	FY2014
903	Sign Reduction & Removal Research	26,515	6,515	20,000	6,515				
904	Stripping of Hot Mixed Asphalt Pavements under Chip Seals (Equipment costs were taken out of LRRB funds also = $316.02 + $2,427.29)	42,743	42,743		24,743		16,500	1,500	
906	Gravel Road Maintenance Independent Online Distance Learning (ODL)	45,000	45,000		45,000				
907	Impact of Garbage Haulers on Pavement Performance	54,000	54,000		2,000		45,500	6,500	
909*	Planning and Implementation of Complete Streets at Mulitple Scales	101,271	54,843	46,429			29,993	24,850	
910*	Partially Grouted Riprap Lab Flume Study	124,831	62,416	62,416	7,817		3,439	46,826	4,335
911*	Best Practices Synthesis and Guidance in At-Grade Trail Crossing Treatments	96,866	48,433	48,433	9,687		29,060	9,687	
912*	Improved Approach to Enforcement of Road Weight Restrictions	90,000	50,000	40,000	10,000		7,500	17,500	5,000
913	LRRB Workshop: Shaping Research on Systems Planning for Local Roads	22,093	22,093		22,093				
914*	Research using waste shingles for stabilization or dust control for gravel roads and shoulders	77,000	38,500	38,500	-		2,500	30,000	6,000
915	Implications of modifying State Aid Standards; Urban, New or Reconstruction (Mn Rules 8820.9936) to accommodate various roadway users.	117,700	117,700		1,553		109,281	6,866	
916	LRRB Technical Transfer Materials Development	71,804	71,804		27,609		44,196		
916	LRRB Technical Transfer Materials Development								75,000
917	Two-Lane Roundabout Field Research Regarding Signing and Striping	110,000	110,000		15,000		32,500	52,000	5,500
918	Implementation of TONN 2010	35,000	17,500	17,500			15,300	2,200	
919	Use of StreetPave for Design of Concrete Streets	18,315	18,315		10,606		7,709		
921*	Frost Video	80,000	30,000	50,000			15,000	15,000	
922	Systems Preservation Guide – A Planning Process for Local Government Management of Transportation Networks	698,876	698,876		3,826		80,886	254,137	254,137
923	Guidelines for Local Concrete Infrastructure and Updating the State Aid Concrete Pavement Rehabilitation Best Practices Manual (2006)	37,000	37,000				37,000		
924	YouTube Video	50,000	50,000				10,000	40,000	
925	Advanced LED Warning Signs for Rural Intersections Powered By Renewable Energy (ALERT)	86,596	86,596				27,817	41,029	17,750
926	Innovative Bridge Construction for Minnesota Local Roads - Synthesis Report	24,996	24,996		3,444		21,553		
927	LRRB Outreach Web Site RFP	99,991	99,991				13,888	33,330	33,330

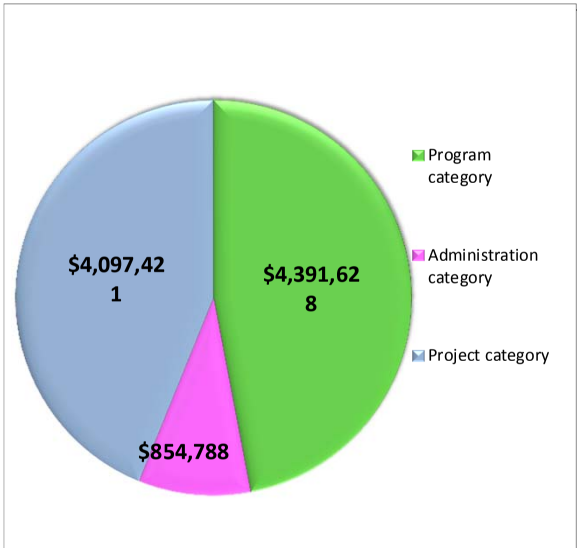
	TITLE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY2011	FY2012	FY2013	FY2014
928	ITS Institute (Addressing Rural Roadway Departure Fatalities)	100,000	100,000					100,000	
929	Investigation and Assessment of Colored Concrete Pavement	65,000	65,000					10,000	55,000
930	Development and Integration of Advanced Timber Bridge Inspection Techniques for NBIS	199,786	199,786					89,903	109,883
931*	Lighting levels for Isolated Intersections Leading to Safety Improvements	94,170	42,185	51,985				36,082	6,103
932	Determination of Effective Impervious Area in Urban Watersheds	150,000	150,000					32,000	90,000
933	Building Local Agency Capacity for Public Engagement in Local Road Systems Planning Decision-Making	140,062	140,062					78,794	61,268
934	Field Evaluation of Friction Measurement and Applicator Control Systems for Winter Road Maintenance on Low Volume Roads	40,000	40,000					38,000	2,000
935*	Design Consideration for Embankment Protection during Road Overtopping Events	158,794	79,397	79,397				49,197	25,557
936	2012 LRRB Focus Groups	17,000	17,000				4,257	12,743	
937	Development of Guidelines for Flashing Yellow Arrows for Protected/Permissive Use	85,000	42,500	42,500				18,000	24,500
998	FY2012 OPERA - Administration	20,000	20,000				16,678	73,322	
998	FY2012 OPERA - Projects	70,000	70,000						
998	FY2013 OPERA - Administration	20,000	20,000					20,000	
998	FY2013 OPERA - Projects	25,000	25,000					25,000	
998	FY2014 OPERA - Administration	20,000	20,000					20,000	
998	FY2014 OPERA - Projects	70,000	70,000					70,000	
999	FY2012 Program Administation (includes web & publishing)	148,400	148,400		45,977		102,423		
999	FY2013 Program Administation (includes web & publishing)	156,500	156,500					156,500	
	TOTALS	12,557,756	9,327,837	3,508,919	1,932,205	107,629	1,893,085	3,742,409	2,568,530

	TITLE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY2011	FY2012	FY2013	FY2014
	Uncommitted Balance Carryforward					607,617	1,160,973	944,172	383,104
	Apportionment					2,671,499	2,902,378	3,181,342	2,900,000
	Amount Available					3,279,116	4,063,351	4,125,514	3,283,104
	(SWIFT+MAPS) Less Expended					2,010,514	956,113		
	Payments Pending Per ARTS						269,981		
	Less Total Commitments					107,629	1,893,085	3,742,409	2,568,530
	Amount Available					**1,160,973**	**944,172**	**383,104**	**714,574**
	INV668: U of MN LTAP								
	INV998: Operational Research Program (OPERA)								
	INV676: MnROAD								
	INV676: MnROAD Technology Transfer and Support								
	INV745: Library Services								
	INV675: Research Services								
	INV999: Project Administration								156,500
	INV916: Contract for TSs and TRSs								
	INV869: TERRA Board								
	INV645: RIC								
	Contingency Funds								
	Total On-going Program Commitments								156,500
	Total Available after On-going Program Commitments					**1,160,973**	**944,172**	**383,104**	**558,074**

Notes:
FY12 is from July 1, 2012 to June 30, 2012.
Pending Projects
Canceled Projects
Projects co-funded from other sources are marked with an *
Projects in green shading are completed.
Projects in green font are not completed, but all of the LRRB funding is spent.

Program category	Total LRRB =	4,391,628
Administration category	Total LRRB =	854,788
Project category	Total LRRB =	4,097,421
Research Category	Total LRRB=	5,852,014
Implementation Category	Total LRRB=	3,403,323

FY12 INV999 was increased $30,000 due to the potential increase in attendance at the Low Volume Conference (every 4 years).



MINUTES OF THE COUNTY ENGINEER'S
SCREENING BOARD MEETING
OCTOBER 26 & 27, 2011
RUTTGER'S BAY LAKE LODGE
DEERWOOD, MN

The fall meeting of the County Engineer's Screening Board was called to order by Chairman Ron Mortensen, Meeker County Engineer, at 1:20 p.m., October 26, 2011.

Attendance

A roll call of the Screening Board members by Secretary John Welle, Aitkin County Engineer, indicated the following members present:

Doug Grindall, Koochiching County	District 1
Mike Flaagan, Pennington County	District 2
Rhonda Lewis, Sherburne County	District 3
Brian Giese, Stevens County	District 4
Lyndon Robjent, Carver County	Metro
Joe Tripplet, Chisago County	Metro
Kevin Peyman, Martin County	District 7
Ron Mortensen, Meeker County	District 8
Wayne Sandberg, Washington County	Urban
Doug Fischer, Anoka County	Urban
Mark Krebsbach, Dakota County	Urban
Jim Grube, Hennepin County	Urban
Jim Tolaas, Ramsey County	Urban
Jim Foldesi, St. Louis County	Urban

Approval of Screening Board Minutes

Chairman Ron Mortensen requested a motion to approve minutes of the May 25-26, 2011 Screening Board meeting held at Arrowwood Resort in Alexandria. Motion was made by Jim Grube, seconded by Doug Grindall , and passed unanimously.

Others in Attendance

Chairman Ron Mortensen recognized the following alternates in attendance:

Dave Betts, Cook	District 1
Brian Ketring, Roseau	District 2
Loren Felbaum, Todd	District 3
Jon Large, Mahnomen	District 4
Mitch Rasmussen, Scott	Metro
Guy Kohlnhofer, Dodge	District 6
Roger Risser, Watonwan	District 7
Lee Amundson, Lincoln	District 8

It was noted that Guy Kohlnhofer would be acting as the District 6 Screening Board member in the absence of Dietrich Flesch.

The attached attendance sheet will reflect others in attendance including county engineers and MnDOT personnel.

Review of Screening Board Report

Chairman Ron Mortensen asked County State-Aid Needs Manager Kim DeLaRosa to review the mileage and construction needs for the 2012 County State-Aid Highway apportionment as shown in the 2011 County Screening Board Data dated October 2011.

A. General Information and Basic Needs Data – Pages 1-6

Based on the 2011 distribution amount of $441,394,374, $16.72 per $1000 of adjusted 25-year construction needs is estimated to be distributed in 2012.

A comparison of the Basic 2011 25-year construction needs to the Basic 2010 construction needs is summarized on pages 5 and 6. The normal update, which reflects construction accomplishments, system revisions, and needs reinstatements, resulted in a statewide needs increase of 0.9%. The traffic update reflects changes in needs as a result of updated traffic counts that were performed for twenty-one counties in 2010. As a result of these counts, the projection factor of one county increased, five counties remained the same, and fifteen counties decreased. The total change in needs as a result of these traffic updates is -0.4%. The unit price update includes unit price changes as approved at the May 2011 Screening Board meeting for gravel base, bituminous pavement, gravel shoulder, gravel surface, curb and gutter, and storm sewer. The statewide needs increase for these unit price updates is 0.8%. Revised unit prices for bridges and box culverts as approved at the May 2011 Screening Board meeting resulted in a statewide structures needs increase of 0.2%. The Basic 2011 25-year construction needs increased a total of 1.5% from the Basic 2010 25-year construction needs.

B. Needs Adjustments – Pages 7-59

Annual changes to a county's basic 25-year construction needs are restricted to 5% below and 20% above the percentage change from the previous year's statewide restricted needs to the current year's statewide basic 25-year construction needs. Since the 2011 statewide average percentage change was 1.3%, the needs of eight counties were increased to reflect the minimum -3.7% change in needs.

The Rural and Urban Grading Cost Adjustments are added to each county's 25-year construction needs to reflect the difference between actual grading costs and grading cost data used in the needs study. Grading costs in the needs study are based on the 1983 rural grading cost study and the 1986 urban grading cost study. Kim noted that there were 45 rural grading projects and 39 urban grading projects constructed in 2010.

Kim reported that the General Subcommittee, as directed by the Screening Board at the May 26, 2011 meeting, reviewed the results of a statewide survey of counties regarding grade widening projects that had been completed during the previous ten years. Survey data from 25 counties that had performed such projects indicated that the typical grade widening project resulted in the removal of grading needs on the affected segment. Although there were projects that did not result in the removal of grading needs, the General Subcommittee did believe they were justified in questioning previous decisions that had been made regarding those projects. The General Subcommittee therefore recommended that no needs adjustments be made for past grade widening projects. Kim noted that, in the future, grade widening projects that are constructed to

reconstruction standards will have their full grading needs removed as a result of this accomplishment. To clarify that state-aid direction, Brian Giese suggested that the first sentence of the Construction Accomplishments resolution be modified to read as follows: That any projects constructed under the New or Reconstruction Standard 8820.9920 or 8820.9936 be considered as complete grading construction of the affected roadway and grading needs shall be excluded for a period of 25 years from the project letting date or date of force account agreement.

The Construction Fund Balance Deduction indicates the counties that may receive a deduction to their construction needs based on construction fund balances as of September 1, 2011. Kim noted that counties have until the end of the year to further reduce fund balances to avoid this deduction to their 25-year construction needs. In addition, counties by resolution can also transfer municipal construction funds to the regular construction fund to avoid the deduction.

The Transportation Revolving Loan Fund (TRLF) and Bond Account Adjustments are added to the 25-year construction needs to reflect the unpaid portion of bonds and TRLF funds that were used on eligible county state-aid highway projects.

Kim noted that action is needed by the Screening Board to specify the amount of county state-aid highway funds it wishes to allocate to the County State-Aid Highway TRLF.

The Special Resurfacing Adjustment is a negative adjustment to the 25-year construction needs that reflects the amount of county state-aid highway construction funds used to resurface segments that are drawing full grading needs. Although Screening Board action in 2008 resulted in no additional projects being added to the special resurfacing adjustment, existing projects remained in the needs study for the remainder of the project-specific ten year adjustment period.

The After the Fact Bridge Deck Rehabilitation Needs Adjustment reflects costs to rehabilitate decks on adequate bridge structures. These needs are drawn for 15 years after being submitted to and approved by the District State-aid Engineer.

The After the Fact MnDOT Bridge/Loops and Ramps Needs Adjustment reflects the county portion of costs paid for a bridge/interchange that carries traffic on county state-aid highway routes over a MnDOT highway. Bridge needs are drawn for 35 years after being submitted to and approved by the District State-aid Engineer, while needs for the construction of loops and ramps are drawn for 25 years after submittal and approval.

The After the Fact Railroad Bridge Needs Adjustment reflects the county portion of costs paid for a bridge involving a railroad intersection. Bridge needs are drawn for 35 years after being submitted to and approved by the District State-aid Engineer.

The After the Fact Right-of-Way Needs Adjustment reflects actual right-of-way costs on county state-aid highway projects. These needs are drawn for 25 years after being submitted to and approved by the District State-aid Engineer. Kim clarified that costs incurred by counties for staff time spent on right of way acquisition are not eligible for after-the-fact right of way needs. Kim also noted that the current Screening Board resolution, which restricts after-the-fact right of way needs to those monies paid to landowners, is not consistent with the state-aid list of eligible after-the-fact right of way costs. Unless directed otherwise by the Screening Board, eligible

after-the-fact right of way needs will be limited to monies paid to landowners beginning in 2012.

The Miscellaneous After-the-Fact Needs Adjustment reflects actual construction costs of various items that are not otherwise included in the needs study. These needs are drawn for 25 years after being submitted to and approved by the District State-aid Engineer.

The Credit for Local Effort Adjustment reflects local funds spent on county state-aid highway improvements that reduce construction needs. These needs are drawn for 20 years after being submitted to and approved by the District State-aid Engineer. Kim noted that future credit for local effort will not be granted until final project costs and reimbursements have been determined. This is being done to eliminate discrepancies between anticipated and actual local fund contributions that have occurred on various past projects.

The Non-Existing CSAH Needs Adjustment is a negative adjustment to offset needs on non-existing segments that are beyond the eligible period to draw needs. Although there are over 50 miles of non-existing designations statewide that are currently drawing needs, these non-existing segments are only eligible to draw needs for 10 years if not in an approved transportation plan or for 25 years if in an approved transportation plan.

The Mill Levy Deduction is a statutory deduction from each county's annual construction needs that is based on a percentage of each county's taxable market value supplied by the Minnesota Department of Revenue. Different percentage deductions are applied for rural and urban counties.

The Statutory Minimum County Adjustment is an adjustment that is applied to an individual county's annual construction needs to ensure that each county receives a minimum percentage of the apportionment sum amount as stated in M.S. 162.07, Subdivision 1b (e). This adjustment requires that three counties receive a minimum percentage of 0.00586782 percent of the apportionment sum, and further requires that two counties receive higher minimum percentages of 0.00749425 and 0.01099800. The remaining 82 counties receive a negative adjustment to compensate for the positive adjustments to the five statutory minimum counties.

C. Tentative Apportionment Data – Pages 61 -75

The Figure A Chart shows the 2011 Tentative Money Needs after all of the adjustments have been applied. These amounts are used for the needs calculation for the apportionment sum portion of the total distribution amount. Charts on pages 64 and 65 contain a listing of the annual needs for both the apportionment sum distribution and the excess sum distribution. Unlike the apportionment sum, the needs calculation for the excess sum does not include minimum county adjustments or trunk highway turn-back maintenance adjustments.

After calculating the Preliminary Components of the Tentative 2012 Distribution as shown on pages 66 and 67, the Screening Board Minimum County Adjustment is applied according to the resolution passed during the October, 2009 Screening Board meeting. This resolution requires that each county shall receive a minimum 0.55 percent of the total apportionment and excess sum distribution amounts, not to exceed a total statewide adjustment of 1.25 percent of the total distribution amount. The total apportionments of eight counties will be increased as a result of this adjustment as shown on pages 68 and 69.

Kim noted that further changes to the construction fund balance adjustment and trunk highway turn-back maintenance adjustment before the end of the year will result in revised money needs to be used for the 2012 apportionment.

The Components of the Tentative 2012 Distribution shown on pages 74 and 75 are based on the 2011 total funding amount of $441,394,374. A comparison of the actual 2011 County State-Aid Highway Distribution to the Tentative 2012 Distribution is also shown.

D. Mileage Requests – Pages 77 – 85

The criteria necessary for county state-aid highway designation, as well as a history of approved mileage requests is shown. Banked mileage that is available to individual counties for designation is also shown. Documentation of the status of recently-approved mileage requests are provided for Screening Board review.

E. State Park Road Account – Pages 87 - 92

Screening Board approval is required for county state-aid highway projects before the Minnesota Department of Natural Resources can provide state park funds for the project. Kim noted that there are currently no projects that need Screening Board approval. A historical record of projects funded by the State Park Road Account is provided for information.

Kim initiated discussion regarding the process by which projects on county state-aid highway routes gain approval for State Park Road funding. It had been suggested that perhaps the Screening Board could take action to broadly approve any project thus eliminating the need for individual projects to wait for Screening Board approval. Historically, the Screening Board has always approved these projects and in that respect can be viewed as an unnecessary step that further complicates the State Park fund application process. Several members spoke of the necessity to retain Screening Board involvement in these projects given the concerns expressed by members relating to management of these funds by the Department of Natural Resources .

F. Reference Material – Pages 93 – 105

Information regarding traffic projection factors, transportation revolving loan fund history, hardship transfers, process for use of state-aid construction funds on maintenance facilities, advance guidelines, and history of granted variances are shown as reference material.

G. Meeting Minutes and Screening Board Resolutions – Pages 106 – 121

Minutes of the May 25-26, 2011 Screening Board Meeting and current Screening Board resolutions are provided for information.

Research Account

Action is needed by the Screening Board to set aside up to $2,206,972 from the 2012 county state-aid highway distribution amount for the Research Account. This amount represents 0.5% of the 2011 county state-aid highway distribution sum of $441,394,374, which is the maximum allowed by statute.

Additional Subjects

A. **New Needs Program Update**

Rich Kjonaas reported that the process of writing a Request for Proposals (RFP) for development of the new needs software program began in May, 2011. The contract will include

cancelation clauses and include flexibility to allow future adjustments to the program as directed by the Needs Task Force and the Screening Board. The RFP is scheduled to be published in within two months with a contract anticipated to be inplace by January 2012. Rick emphasized the need to continue with the process of implementing the new needs software program due to concerns about the existing needs software program. A discussion regarding a vote of the Minnesota County Engineers Association membership regarding implementation of the new needs system followed.

B. **Comments from Julie/Rick**

Julie thanked those that submitted comments in response to the MnDOT survey and invited continued input from counties.

Rick reported that the State-aid Office is making an effort to provide training and outreach opportunities for counties on issues such as environmental permitting, historical bridges, and Disadvantages Business Enterprise. Patti Loken spoke of a class regarding hydraulic sizing of bridges/culverts that will be offered next year and encouraged input from counties regarding other topics of interest.

With no other items presented for discussion, at 2:50 p.m. Chairman Ron Mortensen asked for a motion to recess until Thursday, October 27, 2011 at 8:30 a.m. Motion was made by Guy Kohlnhofer, seconded by Jim Foldesi and passed unanimously.

The meeting reconvened at 8:45 a.m. October 27, 2011 with all members or alternates present.

Chairman Ron Mortensen asked for a motion to approve the mileage and needs as shown in the October 2011 Screening Board Data. Motion was made by Doug Fischer, seconded by Jim Grube and passed unanimously.

Chairman Ron Mortensen asked for a motion to establish a funding amount for the State-Aid Transportation Revolving Loan Fund. Doug Fischer made the motion to provide zero funding for the State-Aid Transportation Revolving Loan Fund, seconded by Doug Grindall and passed unanimously.

Chairman Ron Mortensen asked for a motion to establish a funding level for the Research Account. Lyndon Robjent offered the following resolution, seconded by Jim Foldesi and passed unanimously.

> Be It Resolved that an amount of $2,206,972 shall be set aside from the 2012 Distribution Fund and be credited to the Research Account.

Brian Giese made the motion, seconded by Mike Flaggen, to modify the first sentence of the Construction Accomplishments resolution as follows. "That any projects constructed under the New or Reconstruction Standard 8820.9920 or 8820.9936 be considered as complete grading construction of the affected roadway and grading needs shall be excluded for a period of 25 years from the project letting date or date of force account agreement." After further discussion the motion passed unanimously.

Brian Geise asked the Screening Board if there would be any value in providing a trial run through the existing needs system that would eliminate the 25-year reinstatement period and adopt a 5-year project grading cost study inplace of the existing grading cost study and adjustments. A discussion of this idea followed with members expressing their views on the value of such a trial run. General consensus was

that the Needs Task Force should discuss this proposed trial run to determine whether it would be beneficial to their continuing work.

Chairman Ron Mortensen thanked Dave Enblom for serving on the Mileage Subcommittee and announced that a replacement member will be appointed in the near future.

Chairman Ron Mortensen also thanked outgoing Screening Board members Mike Flaagen, Brian Giese, Dietrich Flesch, and Ron Mortensen for their Screening Board service.

At 9:45 a.m., a motion was made by Brian Giese, seconded by Jim Grube to adjourn the 2011 Fall Screening Board meeting.

Respectively Submitted,

John T. Welle

John T. Welle
Screening Board Secretary
Aitkin County Engineer

MINUTES OF THE COUNTY ENGINEER'S
SCREENING BOARD SPECIAL MEETING
JANUARY 20, 2012
CRAGUNS RESORT AND HOTEL
BRAINERD, MN

This special meeting of the County Engineer's Screening Board was called to order by Chairman Lyndon Robjent, Carver County Engineer, at 11:20 a.m., January 20, 2012.

Attendance

A roll call of the Screening Board members by Secretary John Welle, Aitkin County Engineer, indicated the following members present:

Dave Betts, Cook County	District 1
Rich Sanders, Polk County	District 2 alternate
Rhonda Lewis, Sherburne County	District 3
Jon Large, Mahnomen County	District 4
Lyndon Robjent, Carver County	Metro
Mitch Rasmussen, Scott County	Metro
Dave Kramer, Winona County	District 6 alternate
Kevin Peyman, Martin County	District 7
Lee Amundson, Lincoln County	District 8
Wayne Sandberg, Washington County	Urban
Doug Fischer, Anoka County	Urban
Mark Krebsbach, Dakota County	Urban
Jim Grube, Hennepin County	Urban
Jim Foldesi, St. Louis County	Urban

The attached attendance sheet will reflect other county engineers in attendance.

Review of Existing Needs System Calculation "Lock-Down" Procedures

Chairman Lyndon Robjent asked County State-Aid Needs Manager Kim DeLaRosa to review the proposed discontinuation of the adjusted 25-year needs calculation using the existing needs program. Kim distributed a worksheet showing the three-year history of adjusted 25-year needs percentages by county, as well as corresponding three-year average percentage. As recommended by the Needs Task Force, each county's three-year average percentage would be used for calculation of annual needs apportionment until the new needs program is operational. Counties would be allowed to submit costs for projects awarded before 12-31-2010 in the form of after-the-fact needs, credit for local effort, and grading cost adjustments until March 30, 2012. Kim also noted that system revisions and mileage requests would continue to be processed.

Rich Sanders offered the following resolution, seconded by Dave Kramer and passed unanimously.

> Be It Resolved that the Screening Board discontinue the processing of data used in the calculation of the "adjusted 25-year needs".
> Be It Further Resolved, that a three-year calculated average of the "adjusted 25-year needs" from the 2009, 2010, and 2011 money needs apportionment be used to determine the money needs

apportionment for future Highway User Tax Distribution Fund distributions until the new needs calculating software is developed and adopted.

At 11:45 a.m., a motion was made by Doug Fischer, seconded by Mark Krebsbach to adjourn the special meeting of the Screening Board. Motion passed unanimously.

Respectively Submitted,

John T. Welle
Screening Board Secretary
Aitkin County Engineer

CURRENT RESOLUTIONS OF THE COUNTY SCREENING BOARD

BE IT RESOLVED*:*

ADMINISTRATIVE

Improper Needs Report - Oct. 1961 (Rev. Jan. 1969)

That the Office of State Aid and the District State Aid Engineer be requested to recommend an adjustment in the needs reporting whenever there is reason to believe that said reports have deviated from accepted standards and to submit their recommendations to the Screening Board with a copy to the county engineer involved*.*

Type of Needs Study - Oct. 1961 (Rev. June 1965)

That the Screening Board shall, from time to time, make recommendations to the Commissioner of Transportation as to the extent and type of needs study to be subsequently made on the County State Aid Highway System consistent with the requirements of law*.*

Appearance at Screening Board - Oct. 1962

That any individual or delegation having items of concern regarding the study of State Aid Needs or State Aid Apportionment Amounts, and wishing to have consideration given to these items, shall, in a written report, communicate with the Commissioner of Transportation through proper channels. The Commissioner shall determine which requests are to be referred to the Screening Board for their consideration. This resolution does not abrogate the right of the Screening Board to call any person or persons to appear before the Screening Board for discussion purposes*.*

Construction Cut Off Date - Oct. 1962- June 1983(Latest Rev. June 2007)

That for the purpose of measuring the needs of the County State Aid Highway System, the annual cut off date for recording construction accomplishments based upon the project award date shall be December 31.

Screening Board Vice-chairman - June 1968

That at the first County Screening Board meeting held each year, a Vice-chairman shall be elected and he shall serve in that capacity until the following year when he shall succeed to the chairmanship.

Screening Board Meeting Dates and Locations - June, 1996

That the Screening Board Chairman, with the assistance of State Aid personnel, determines the dates and the locations for that year's Screening Board meetings*.*

Screening Board Secretary - Oct. 1961

That, annually, the Commissioner of Transportation may be requested to appoint a secretary, upon recommendation of the County Highway Engineers' Association, as a non-voting member of the County Screening Board for the purpose of recording all Screening Board actions.

Research Account - Oct. 1961

That the Screening Board annually consider setting aside a reasonable amount of County State Aid Highway Funds for the Research Account to continue local road research activity.

Annual District Meeting - Oct. 1963 (Rev. June 1985)

That the District State Aid Engineer call a minimum of one district meeting annually at the request of the District Screening Board Representative to review needs for consistency of reporting.

General Subcommittee - Oct. 1986 (Rev. June, 1996)

That the Screening Board Chairman appoints a Subcommittee to annually study all unit prices and variations thereof, and to make recommendations to the Screening Board. The Subcommittee will consist of three members with initial terms of one, two and three years, and representing the north (Districts 1, 2, 3 and 4), the south (Districts 6, 7 and 8) and the metro area of the state. Subsequent terms will be for three years.

Mileage Subcommittee - Jan. 1989(Rev. June, 1996)

That the Screening Board Chairman appoints a Subcommittee to review all additional mileage requests submitted and to make recommendations on these requests to the County Screening Board. The Subcommittee will consist of three members with initial terms of one, two and three years and representing the metro, the north (Districts 1, 2, 3 and 4) and the south area (Districts 6, 7 and 8) of the state respectively. Subsequent terms will be for three years and appointments will be made after each year's Fall Screening Board Meeting. Mileage requests must be in the District State Aid Engineer's Office by April 1 to be considered at the spring meeting and by August 1 to be considered at the fall meeting.

Guidelines For Advancement of County State Aid Construction Funds From The General CSAH Construction Account - October, 1995 (Latest Rev. October, 2002)

1) The maximum County State Aid construction dollars which can be advanced in any one year shall be the difference between the County State Aid construction fund balance at the end of the preceding calendar year plus any repayment due from the previous years advancing and $40 million. Advanced funding will be granted on a first come-first served basis.

1a) In order to allow for some flexibility in the advancement limits previously stated, the $40 million target value can be administratively adjusted by the State Aid Engineer and reported to the Screening Board at their next meeting.

2) Total advances to the Regular Account shall be limited to the counties last regular construction allotment, and will be reduced by any scheduled regular bond principal obligations and advance encumbrance repayments. Any advances must be repaid by deducting that amount from the next years CSAH regular construction allotment.

3) Total advances to the Municipal Account shall be limited to the counties last municipal construction allotment, and will be reduced by any scheduled municipal bond principal obligations and advance encumbrance repayments. Any advances must be repaid by deducting that amount from the next years CSAH municipal construction allotment.

4) In addition to the total advances allowed under 2) and 3) above, a county may request an advance in an amount equal to the Federal Funds formally programmed by an Area Transportation Partnership (ATP) in any future programmed year for a State Aid Project and for items that are State Aid eligible. Should Federal Funds fail to be programmed or the project or a portion of the project be declared federally ineligible, the local agency shall be required to pay back the advance under a payment plan agreed to between State Aid and the County.

5) Advanced State Aid funding must be requested by County Board Resolution. This resolution need not be project specific, but describes the maximum amount of advances the County Board authorizes for financing of approved County State Aid Highway projects in that year. This resolution must be submitted with, or prior to, the first project specific request. Once the resolution is received by SALT Division, payments will be made to the County for approved County State Aid Highway projects up to the amount requested in the resolution, after that Counties construction account balance reaches zero, and subject to the other provisions of these guidelines. The resolution does not reserve funds nor establish the "first come - first served" basis. First come - first served is established by payment requests and/or by the process describe in (5).

6) Prior to entering into a contract where advanced funding will be required, the County Engineer must submit a Request Advanced Funding form. SALT will reserve the funds and return the approved form to the County Engineer provided that:

   a) the amount requested is within the amount authorized by the County Board Resolution,
   b) the amount requested is consistent with the other provisions of this guideline, and
   c) the County intends to approve the contract within the next several weeks; or in the case of a construction project, a completed plan has been submitted for State Aid approval.

   Upon receiving the approved Request to Reserve Advanced Funding, the County Engineer knows that funds have been reserved for the project.

NEEDS ADJUSTMENTS

Deficiency Adjustment - Oct. 1961 (Rev. June 1965)

That any money needs adjustment made to any county within the deficiency classification pursuant to Minnesota Statutes Chapter 162.07, Subdivision 4, shall be deemed to have such money needs adjustment confined to the rural needs only, and that such adjustment shall be made prior to computing the Municipal Account allocation.

Minimum County Adjustment – Oct. 1961, Dec. 1966, June 2008 (Latest Rev. October 2009)

Be It Resolved, that the following resolution is rescinded, "That any county whose total apportionment percentage falls below 0.586782, which is the minimum percentage permitted for Red Lake, Mahnomen, and Big Stone Counties, shall have its money needs adjusted so that its total apportionment factor shall at least equal the minimum percentage factor", and

Be It Further Resolved, for minimum county adjustment purposes, the maximum redistribution shall not exceed 1.25% of the total distribution, and

Be It Further Resolved, that any county whose total distribution share falls below 0.55% shall have its money needs adjusted upward such that its total distribution percentage is up to, but not more than 0.55%, and

Be It Further Resolved, that the maximum redistribution ceiling of 1.25% has precedence over the target maximum safety net of 0.55%.

Be It Further Resolved that such adjustments be made to both the apportionment sum and excess sum distribution, based on the prorated share of each sum of the total distribution: and that said adjustments be prorated to each count based on its distribution percentage of the apportionment sum and excess sum, respectively.

Fund to Townships - April 1964 (Rev. June 1965)

That this Screening Board recommend to the Commissioner of Transportation, that he equalize the status of any county allocating County State Aid Highway Funds to the township by deducting the township's total annual allocation from the gross money needs of the county for a period of twenty-five years.

Bond Adjustment & Transportation Revolving Loan Fund - Oct. 1962 (Latest Rev. June, 2002)

That a separate annual adjustment shall be made in total money needs of a county that has sold and issued bonds pursuant to Minnesota Statutes, Section 162.181, or has accepted a TRLF loan Pursuant to Minnesota Statutes, Section 162.06 for use on State Aid projects, except bituminous or concrete resurfacing projects, concrete joint repair projects, reconditioning projects or maintenance facility construction projects. That this adjustment, which covers the amortization period, which annually reflects the net unamortized bonded debt, shall be accomplished by adding said net unamortized bond amount to the computed money needs of the county. For the purpose of this adjustment, the net unamortized bonded debt shall be the total unamortized bonded indebtedness less the unencumbered bond amount as of December 31, of the preceding year.

County State Aid Construction Fund Balances - May 1975 - June 2003 (Latest Rev. October 2006)

That, for the determination of County State Aid Highway needs, the amount of the unencumbered construction fund balance as December 31 of the current year; not including the last two years regular account construction apportionment and not including the last three years of municipal account construction apportionment or $500,000 whichever is greater; shall be deducted from the 25-year construction needs of each individual county. Also, that for the computation of this deduction, the estimated cost of right-of-way acquisition which is being actively engaged in or Federally-funded projects that have been let but not awarded shall be considered as being encumbered and the construction balances shall be so adjusted.

Needs Credit for Local Effort - Oct. 1989 (Latest Rev. October, 1997)

That annually a needs adjustment for local effort for construction items which reduce State Aid needs shall be made to the CSAH 25 year construction needs.

The adjustment (credit for local effort) shall be the local (not State Aid or Federal Aid) dollars spent on State Aid Construction Projects for items eligible for State Aid participation. This adjustment shall be annually added to the 25 year County State Aid Highway construction needs of the county involved for a period of twenty years beginning with the first apportionment year after the documentation has been submitted.

It shall be the County Engineer's responsibility to submit this data to their District State Aid Engineer. His submittal and approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination.

Grading Cost Adjustment - Oct. 1968 (Latest Rev. June, 1988)

That, annually, a separate adjustment to the rural and the urban complete grading costs in each county be considered by the Screening Board. Such adjustments shall be made to the regular account and shall be based on the relationship of the actual cost of grading to the estimated cost of grading reported in the needs study. The method of determining and the extent of the adjustment shall be approved by the Screening Board. Any "Final" costs used in the comparison must be received by the Needs Section by July 1 of the Needs Study year involved.

Restriction of 25-Year Construction Needs Increase - Oct. 1975 (Latest Rev. June 2003)

The CSAH construction needs change in any one county from the previous year's restricted CSAH needs to the current year's basic 25-year CSAH construction needs shall be restricted to 20 percentage points greater than or 5 percentage points less than the statewide average percent change from the previous year's restricted CSAH needs to the current year's basic 25-year CSAH construction needs. Any needs restriction determined by this Resolution shall be made to the regular account of the county involved.

Trunk Highway Turnback - June 1965 (Latest Rev. June 1996)

That any Trunk Highway Turnback which reverts directly to the county and becomes part of the State Aid Highway System shall not have its construction needs considered in the money needs apportionment determination as long as the former Trunk Highway is fully eligible for 100 percent construction payment from the County Turnback Account. During this time of eligibility, financial aid for the additional maintenance obligation of the county imposed by the Turnback shall be computed on the basis of the current year's apportionment data and the existing traffic, and shall be accomplished in the following manner:

Existing ADT	Turnback Maintenance/Lane Mile/Lane
0 - 999 VPD	Current lane mileage apportionment/lane
1,000 - 4,999 VPD	2 X current lane mileage apportionment/lane
For every additional 5,000 VPD	Add current lane mileage apportionment/lane

Initial Turnback Maintenance Adjustment - Fractional Year Reimbursement:

The initial Turnback adjustment, when for less than 12 full months, shall provide partial maintenance cost reimbursement by adding said initial adjustment to the money needs which will produce approximately 1/12 of the Turnback maintenance per lane mile in apportionment funds for each month, or part of a month, that the county had maintenance responsibility during the initial year.

Turnback Maintenance Adjustment - Full Year, Initial or Subsequent:

To provide an advance payment for the coming year's additional maintenance obligation, a needs adjustment per lane mile shall be added to the annual money needs. This needs adjustment per lane mile shall produce sufficient needs apportionment funds so that when added to the lane mileage apportionment per lane mile, the Turnback maintenance per lane mile prescribed shall be earned for each lane mile of Trunk Highway Turnback on the County State Aid Highway System. Turnback adjustments shall terminate at the end of the calendar year during which a construction contract has been awarded that fulfills the County Turnback Account payment provisions, or at the end of the calendar year during which the period of eligibility for 100 percent construction payment from the County Turnback Account expires. The needs for these roadways shall be included in the needs study for the next apportionment.

That Trunk Highway Turnback maintenance adjustments shall be made prior to the computation of the minimum apportionment county adjustment.

Those Turnbacks not fully eligible for 100 percent reimbursement for reconstruction with County Turnback Account funds are not eligible for maintenance adjustments and shall be included in the needs study in the same manner as normal County State Aid Highways.

MILEAGE

Mileage Limitation - Oct. 1961 (Latest Rev. Oct. 1997)

Mileage made available by an internal revision after July 1, 1990, will be held in abeyance (banked) for future designation.

That any request, after July 1, 1990, by any county for County State Aid Highway designation, other than Trunk Highway Turnbacks, or minor increases due to construction proposed on new alignment, that results in a net increase greater than the total of the county's approved apportionment mileage for the preceding year plus any "banked" mileage shall be submitted to the Screening Board for consideration. Such request should be accompanied by supporting data and be concurred on by the District State Aid Engineer.

Any requested CSAH mileage increase must be reduced by the amount of CSAH mileage being held in abeyance from previous internal revisions (banked mileage).

All mileage requests submitted to the County State Aid Highway Screening Board will be considered as proposed, and no revisions to such mileage requests will be considered by the Screening Board without being resubmitted prior to publication of the Screening Board Report by the Office of State Aid. The Screening Board shall review such requests and make its recommendation to the Commissioner of Transportation. If approved, the needs on mileage additions shall be submitted to the Office of State Aid for inclusion in the subsequent year's study of needs.

Revisions in the County State Aid Highway System not resulting in an increase in mileage do not require Screening Board review.

Mileage made available by reason of shortening a route by construction shall not be considered as designatable mileage elsewhere.

That any additions to a county's State Aid System, required by State Highway construction, shall not be approved unless all mileage made available by revocation of State Aid roads which results from the aforesaid construction has been used in reducing the requested additions.

That in the event a County State Aid Highway designation is revoked because of the proposed designation of a Trunk Highway over the County State Aid Highway alignment, the mileage revoked shall not be considered as eligible for a new County State Aid Highway designation.

That, whereas, Trunk Highway Turnback mileage is allowed in excess of the normal County State Aid Highway mileage limitations, revocation of said Turnbacks designated after July 1, 1965, shall not create eligible mileage for State Aid designation on other roads in the county, unless approved by the Screening Board.

That, whereas, former Municipal State Aid street mileage located in municipalities which fell below 5,000 population under the 1980 and 1990 Federal census, is allowed in excess of the normal County State Aid Highway mileage limitations, revocation of said former MSAS's shall not create eligible mileage for State Aid Designation on other roads in the county, but may be considered for State Aid designation within that municipality.

That, whereas, the county engineers are sending in many requests for additional mileage to the CSAH system up to the date of the Screening Board meetings, and whereas this creates a burden on the State Aid Staff to prepare the proper data for the Screening Board, be it resolved that the requests for the spring meeting must be in the State Aid Office by April 1 of each year, and the requests for the fall meeting must be in the State Aid Office by August 1 of each year. Requests received after these dates shall carry over to the next meeting.

Non-existing County State Aid Highway Designations - Oct. 1990 – Oct 1992 (Latest Rev. June 2007)

Any non-existing CSAH designation not part of a transportation plan adopted by the County and approved by the District State Aid Engineer will have the "Needs" removed from the 25 year CSAH Needs Study after 10 years. Approved non-existing CSAH designations shall draw "Needs" up to a maximum of 25 years.

TRAFFIC

Traffic Projection Factors - Oct. 1961 – Oct. 1992- June 2005(Latest Rev. June 2007)

That new Traffic Projection Factors for the needs study be established for each county using a "least squares" projection of the vehicle miles from the last four traffic counts and in the case of the seven county metro area from the number of latest traffic counts which fall in a minimum of a twelve year period. This normal factor can never fall below 1.0. Also, new traffic factors will be computed whenever an approved traffic count is made. These normal factors may, however, be changed by the county engineer for any specific segments where a traffic count or a traffic study warrant a change, with the approval of the District State Aid Engineer.
Also, the adjustment to traffic projection factors shall be limited to a 0.3 point decrease per traffic count interval.

Minimum Requirements - Oct. 1963 (Rev. June 2003)

That the minimum requirements for 4 - 12 foot traffic lanes be established as 7,000 projected vehicles per day for rural design and 7,000 for urban design. Traffic projections of over 20,000 vehicles per day for urban design will be the minimum requirements for 6 - 12 foot lanes. The use of these multiple-lane designs in the needs study, however, must be requested by the county engineer and approved by the District State Aid Engineer

ROAD NEEDS

Method of Study - Oct. 1961 (Rev. Nov. 1965)

That, except as otherwise specifically provided, the Manual of Instruction for Completion of Data Sheets shall provide the format for estimating needs on the County State Aid Highway System.

Soil - Oct. 1961 (Latest Rev. June 1985)

Soil classifications established using a U.S. Soil Conservation Service Soil Map must have supporting verification using standard testing procedures; such as soil borings or other approved testing methods. A minimum of ten percent of the mileage requested to be changed must be tested at the rate of ten tests per mile. The mileage to be tested and the method to be used shall be approved by the District State Aid Engineer. Soil classifications established by using standard testing procedures, such as soil borings or other approved testing methods shall have one hundred percent of the mileage requested to be changed tested at the rate of ten tests per mile.

All soil classification determinations must be approved by the District State Aid Engineer.

Unit Costs - Oct. 1961 (Rev. Nov. 1965)

That the unit costs for base, surface and shouldering quantities obtained from the 5-Year Average Construction Cost Study and approved by the Screening Board shall be used for estimating needs.

Design - Oct. 1961 (Latest Rev. June 1982)

That all roads be divided into proper segments and the highest estimated ADT, consistent with adjoining segments, be used in determining the design geometrics for needs study purposes.
Also, that for all roads which qualify for needs in excess of additional surfacing, the proposed needs shall be based solely on projected traffic, regardless of existing surface types or geometrics.

And, that for all roads which are considered adequate in the needs study, additional surfacing and shouldering needs shall be based on existing geometrics but not greater than the widths allowed by the State Aid Design Standards currently in force.

Grading - Oct. 1961 (Rev. June, 1988)

That all grading costs shall be determined by the county engineer's estimated cost per mile.

Rural Design Grade Widening - June 1980

That rural design grade widening needs be limited to the following widths and costs:

Feet of Widening	Needs Cost/Mile
4 - 8 Feet	50% of Average Complete Grading Cost/Mile
9 - 12 Feet	75% of Average Complete Grading Cost/Mile

Any segments which are less than 4 feet deficient in width shall be considered adequate. Any segments which are more than 12 feet deficient in width shall have needs for complete grading.

Storm Sewer - Oct. 1961 (Rev. Nov. 1965)

That storm sewer mains may be located off the County State Aid Highway if, in so doing, it will satisfactorily accommodate the drainage problem of the County State Aid Highway.

Base and Surface - June 1965 (Rev. June 2003)

That base and surface quantities shall be determined by reference to traffic volumes, soil factors, and State Aid standards. Rigid base is not to be used as the basis for estimating needs on County State Aid Highways. Replacement mats shall be 2" bituminous surface over existing bituminous.

Construction Accomplishments - June 1965 (Rev. Oct. 1983, Latest Rev. Nov. 2011)

That any projects constructed under the New or Reconstruction Standard 8820.9920 or 8820.9936 be considered as complete grading construction of the affected roadway and grading needs shall be excluded for a period of 25 years from the project letting date or date of force account agreement. At the end of the 25-year period, needs for complete reconstruction of the roadway will be reinstated in the needs study at the initiative of the County Engineer with costs established and justified by the County Engineer and approved by the State Aid Engineer.

Needs for resurfacing shall be allowed on all county state aid highways at all times.

That any bridge construction project shall cause the needs on the affected bridge to be removed for a period of 35 years from the project letting date or date of force account agreement. At the end of the 35-year period, needs for complete reconstruction of the bridge will be reinstated in the needs study at the initiative of the County Engineer and with approval of the State Aid Engineer.

The restrictions above will apply regardless of the source of funding for the road or bridge project. Needs may be granted as an exception to this resolution upon request by the County Engineer, and justification to the satisfaction of the State Aid Engineer (e.g., a deficiency due to changing standards, projected traffic, or other verifiable causes).

Items Not Eligible For Apportionment Needs - Oct. 1961 (Latest Rev. June 1985)

That Adjustment of Utilities, Miscellaneous Construction, or Maintenance Costs shall not be considered a part of the Study of Apportionment Needs of the County State Aid Highway System.

Loops and Ramps - May 1966 (Latest Rev. October 2008)

For county state aid highway interchanges with non trunk highways; a county may claim loop and ramp construction needs for each intersection that has a 20 year projected traffic of 70,000 daily entering vehicles or greater and is included in the adopted county transportation plan as a future interchange. It shall be the County Engineer's responsibility to submit documentation to justify estimated costs of the loop and ramps to the District State Aid Engineer.

BRIDGE NEEDS

Bridge Widening - April 1964 (Latest Rev. June 1985)

That the minimum bridge widening be 4 feet.

Bridge Cost Limitations - July 1976 (Rev. Oct. 1986)

That the total needs of the Minnesota River bridge between Scott and Hennepin Counties be limited to the estimated cost of a single 2-lane structure of approved length until the contract amount is determined. Also, that the total needs of the Mississippi River bridge between Dakota and Washington Counties be limited to the estimated cost of a 2-lane structure of approved length until the contract amount is determined. In the event the allowable apportionment needs portion (determined by Minnesota Chapter 162.07, Subdivision 2) of the contract amount from normal funds (FAU, FAS, State Aid, Local) exceeds the "apportionment needs cost", the difference shall be added to the 25-year needs of the respective counties for a period of 15 years.

AFTER THE FACT NEEDS

Bridge Deck Rehabilitation - Dec. 1982 (Latest Rev. Oct. 1992)

That needs for bridge deck rehabilitation shall be earned for a period of 15 years after the construction has been completed and the documentation has been submitted and shall consist of only those construction costs actually incurred by the county. It shall be the County Engineer's responsibility to justify any costs incurred and to report said costs to the District State Aid Engineer. His approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination.

Right of Way - June 1984 (Latest Rev. June 2000)

That needs for Right-of-Way on County State Aid Highways shall be earned for a period of 25 years after the purchase has been made and the documentation has been submitted and shall be comprised of actual monies paid to property owners with local or State Aid funds. Only those Right of Way costs actually incurred by the County will be eligible. It shall be the County Engineer's responsibility to submit justification to the District State Aid Engineer. His approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination.

Traffic Signals, Lighting, Retaining Walls, Sidewalk, Railroad Crossing Surfacing, Wetland Mitigation, Concrete Paving and Railroad Protection - June 1984 – June 2003 (Latest Rev. Oct 2007)

That needs for Traffic Signals, Lighting, Retaining Walls, Sidewalk, Railroad Crossing Surfacing, Wetland Mitigation, Concrete paving (as eligible for State Aid participation) and Railroad Protection on County State Aid Highways shall be earned for a period of 25 years after the construction has been completed and the documentation has been submitted and shall consist of only those construction costs actually incurred by the county. It shall be the County Engineer's responsibility to justify any costs incurred and to report said costs to the District State Aid Engineer. His approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination.

Railroad Over Highway Bridges – October 2007

That, Needs for railroad bridge improvements over CSAH routes shall be earned for a period of 35 years after the bridge construction has been completed and the documentation has been submitted and shall be comprised of actual monies paid with local or State Aid funds. Only those bridge improvement costs actually incurred by the County will be eligible. It shall be the County Engineers responsibility to submit justification to the District State Aid Engineer. His approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination

Mn/DOT Bridges - June 1997 (Latest Rev. June 2000)

That, Needs for bridge improvements to trunk highway bridges carrying CSAH routes shall be earned for a period of 35 years after the bridge construction has been completed and the documentation has been submitted and shall be comprised of actual monies paid with local or State Aid funds. Only those bridge improvement costs actually incurred by the County will be eligible. It shall be the County Engineers responsibility to submit justification to the District State Aid Engineer. His approval must be received in the Office of State Aid by July 1 to be included in the following year's apportionment determination.

After the Fact Loops & Ramps – October 2008

For county state aid highway interchanges with trunk highways; after the fact needs shall be earned for a period of 25 years after construction has been completed for only those costs actually incurred by the county (state aid or county tax levy funds). It shall be the County Engineer's responsibility to submit documentation to justify the costs incurred and report said costs to the District State Aid Engineer. The DSAE approval must be received in the Office of State Aid by July 1st to be included in the following year's distribution. Projects that have been completed since June 1, 2001 are eligible for these needs.

County Engineers

001 **John Welle**
D3 **Aitkin County Engineer**
1211 Air Park Drive
Aitkin, MN 56431
Main: **218-927-3741**
Email: **jwelle@co.aitkin.mn.us**
Fax: **218-927-2356**

002 **Douglas W Fischer**
D5 **Anoka County Engineer**
Anoka County Highway Dept
1440 Bunker Lake Blvd NW
Andover, MN 55304
Main: **763-862-4200**
Email: **doug.fischer@co.anoka.mn.us**
Fax: **763-862-4201**

003 **Brad C Wentz**
D4 **Becker County Engineer**
200 East State St
Detroit Lakes, MN 56501
Main: **218-847-4463**
Email: **bcwentz@co.becker.mn.us**
Fax: **218-846-2360**

004 **Bruce Hasbargen**
D2 **Beltrami County Engineer**
2491 Adams Avenue NW
Bemidji, MN 56601
Main: **218-333-8173**
Email: **bruce.hasbargen@co.beltrami.mn.us**
Fax: **218-759-1214**

005 **Chris Byrd(Acting)**
D3 **Benton County Engineer**
PO Box 247
321 6th Ave
Foley, MN 56329
Main: **320-968-5054**
Email: **cbyrd@co.benton.mn.us**
Fax: **320-968-5333**

006 **Nicholas Anderson**
D4 **Big Stone County Engineer**
437 North Minnesota
Ortonville, MN 56278
Main: **320-839-2594**
Email: **nanderson@co.big-stone.mn.us**
Fax: **320-839-3747**

007 **Alan Forsberg**
D7 **Blue Earth County Engineer**
PO Box 3083
35 Map Dr
Mankato, MN 56002
Main: **507-304-4025**
Email: **alan.forsberg@co.blue-earth.mn.us**
Fax: **507-304-4049**

008 **Wayne Stevens**
D7 **Brown County Engineer**
1901 N Jefferson St
New Ulm, MN 56073
Main: **507-233-5700**
Email: **wayne.stevens@co.brown.mn.us**
Fax: **507-354-6857**

009 **Wayne Olson**
D1 **Carlton County Engineer**
1630 County Road 61
Carlton, MN 55718
Main: **218-384-9150**
Email: **wayne.olson@co.carlton.mn.us**
Fax: **218-384-9123**

010 **Lyndon Robjent**
D5 **Carver County Engineer**
11360 Highway 212, Suite 1
Cologne, MN 55322-0300
Main: **952-466-5206**
Email: **lrobjent@co.carver.mn.us**
Fax: **952-466-5223**

011 David E Enblom
D3 Cass County Engineer
Cass Co. Highway Dept.
PO Box 579
Walker, MN 56484
Main: 218-547-1211
Email: dave.enblom@co.cass.mn.us
Fax: 218-547-1099

012 Steven B Kubista
D8 Chippewa County Engineer
902 N 17th Street
Montevideo, MN 56265
Main: 320-269-2151
Email: skubista@co.chippewa.mn.us
Fax: 320-269-2153

013 Joe Triplett
D5 Chisago County Engineer
313 N. Main St.
Room 400
Center City, MN 55012-9663
Main: 651-213-8708
Email: jktripl@co.chisago.mn.us
Fax: 651-213-0772

014 David Overbo
D4 Clay County Engineer
2951 41 1/2 St. South
Moorhead, MN 56560
Main: 218-299-5099
Email: david.overbo@co.clay.mn.us
Fax: 218-299-7304

015 Dan Sauve
D2 Clearwater County Engineer
113 7th St NE Box A
Bagley, MN 56621-9103
Main: 218-694-6132
Email: dan.sauve@co.clearwater.mn.us
Fax: 218-694-3169

016 David Betts
D1 Cook County Engineer
609 E. Fourth Avenue
Grand Marais, MN 55604-1150
Main: 218-387-3695
Email: david.betts@co.cook.mn.us
Fax: 218-387-3012

017 Ronald Gregg
D7 Cottonwood County Engineer
1355 9th Avenue
Windom, MN 56101
Main: 507-831-1389
Email: ron.gregg@co.cottonwood.mn.us
Fax: 507-831-2367

018 Tim Brey
D3 Crow Wing County Engineer
16589 Co. Rd. 142
Brainerd, MN 56401
Main: 218-824-1110
Email: rob.hall@co.crow-wing.mn.us
Fax: 218-824-1111

019 Mark Krebsbach
D5 Dakota County Engineer
14955 Galaxie Ave
3rd Floor
Apple Valley, MN 55124-8579
Main: 952-891-7102
Email: mark.krebsbach@co.dakota.mn.us
Fax: 952-891-7127

020 Guy W Kohlnhofer
D6 Dodge County Engineer
16 S Airport Rd
PO Box 370
Dodge Center, MN 55927
Main: 507-374-6694
Email: guy.kohlnhofer@co.dodge.mn.us
Fax: 507-374-2552

021 Dave Robley
D4 Douglas County Engineer
526 Willow Dr
PO Box 398
Alexandria, MN 56308
Main: 320-762-2999
Email: dave.robley@mail.co.douglas.mn.us
Fax: 320-762-2998

022 John P McDonald
D7 Faribault County Engineer
PO Box 325
Blue Earth, MN 56013
Main: 507-526-3291
Email: john.mcdonald@co.faribault.mn.us
Fax: 507-526-5159

023 John Grindeland
D6 Fillmore County Engineer
909 Houston St NW
Preston, MN 55965
Main: 507-765-3854
Email: jgrindeland@co.fillmore.mn.us
Fax: 507-765-4476

024 Sue G Miller
D6 Freeborn County Engineer
3300 Bridge Ave
Albert Lea, MN 56007
Main: 507-377-5188
Email: sue.miller@co.freeborn.mn.us
Fax: 507-377-5189

025 Gregory Isakson
D6 Goodhue County Engineer
2140 Pioneer Rd.
PO Box 404
Red Wing, MN 55066
Main: 651-385-3025
Email: greg.isakson@co.goodhue.mn.us
Fax: 651-388-8437

026 Tracey Von Bargen
D4 Grant County Engineer
Box 1005
224 - 3rd Street SE
Elbow Lake, MN 56531
Main: 218-685-4481
Email: tracey.vonbargen@co.grant.mn.us
Fax: 218-685-5347

027 James Grube
D5 Hennepin County Engineer
1600 Prairie Drive
Medina, MN 55340-5421
Main: 612-596-0307
Email: james.grube@co.hennepin.mn.us
Fax: 763-478-4000

028 Brian Pogodzinski
D6 Houston County Engineer
1124 E Washington St
Caledonia, MN 55921
Main: 507-725-3925
Email: brian.pogodzinski@co.houston.mn.us
Fax: 507-725-5417

029 David A Olsonawski
D2 Hubbard County Engineer
101 Crocus Hill St.
Park Rapids, MN 56470-9201
Main: 218-732-3302
Email: dolsonawski@co.hubbard.mn.us
Fax: 218-732-7640

030 Richard Heilman
D3 Isanti County Engineer
232 North Emerson
Cambridge, MN 55008
Main: 763-689-1870
Email: rheilman@highway.co.isanti.mn.us
Fax: 763-689-9823

031 **David T Christy**
D1 **Itasca County Engineer**
County Courthouse
123 4th Street NE
Grand Rapids, MN 55744-2600
Main: **218-327-2853**
Email: **dave.christy@co.itasca.mn.us**
Fax: **218-327-0688**

032 **Tim Stahl**
D7 **Jackson County Engineer**
53053 780th St
Jackson, MN 56143
Main: **507-847-2525**
Email: **tim.stahl@co.jackson.mn.us**
Fax: **507-847-2539**

033 **Chad A Gramentz**
D3 **Kanabec County Engineer**
903 East Forest Ave
Mora, MN 55051
Main: **320-679-6300**
Email: **chad.gramentz@co.kanabec.mn.us**
Fax: **320-679-6304**

034 **Gary D Danielson**
D8 **Kandiyohi County Engineer**
1801 East Hwy 12
Willmar, MN 56201
Main: **320-235-3266**
Email: **gary_d@co.kandiyohi.mn.us**
Fax: **320-235-0055**

035 **Kelly D Bengtson**
D2 **Kittson County Engineer**
401 2nd St. SW
Hallock, MN 56728
Main: **218-843-2686**
Email: **kbengtson@co.kittson.mn.us**
Fax: **218-843-2488**

036 **Douglas L Grindall**
D1 **Koochiching County Engineer**
Courthouse Annex
715 4th St
Intl Falls, MN 56649
Main: **218-283-1186**
Email: **doug.grindall@co.koochiching.mn.us**
Fax: **218-283-1188**

037 **Steve Kubista**
D8 **Lac Qui Parle County Engineer**
422 - 5th Ave.
#301
Madison, MN 56256
Main: **320-598-3878**
Email: **steven.kubista@lqpco.com**
Fax: **320-598-3020**

038 **Alan D Goodman**
D1 **Lake County Engineer**
1513 Hwy 2
Two Harbors, MN 55616
Main: **218-834-8380**
Email: **al.goodman@co.lake.mn.us**
Fax: **218-834-8384**

039 **Tim Erickson**
D2 **Lake Of The Woods County Engineer**
306 8th Avenue SE
Baudette, MN 56623
Main: **218-634-1767**
Email: **tim_e@co.lake-of-the-woods.mn.us**
Fax: **218-634-1768**

040 **Darrell Pettis**
D7 **Lesueur County Engineer**
88 S. Park Ave.
LeCenter, MN 56057
Main: **507-357-2251**
Email: **dpettis@co.le-sueur.mn.us**
Fax: **507-357-4520**

041 **Lee Amundson**
D8 **Lincoln County Engineer**
221 North Wallace Avenue
PO Box 97
Ivanhoe, MN 56142
Main: **507-694-1464**
Email: **lamundson@co.lincoln.mn.us**
Fax: **507-694-1101**

042 **Suhail Kanwar**
D8 **Lyon County Engineer**
504 Fairgrounds Road
Marshall, MN 56258
Main: **507-532-8200**
Email: **suhailkanwar@co.lyon.mn.us**
Fax: **507-532-8216**

044 **Jon Large**
D4 **Mahnomen County Engineer**
1440 Hwy. 200
PO Box 399
Mahnomen, MN 56557
Main: **218-935-2296**
Email: **jon.large@co.mahnomen.mn.us**
Fax: **218-935-2920**

045 **Lon Aune**
D2 **Marshall County Engineer**
447 S Main St
Warren, MN 56762-1423
Main: **218-745-4381**
Email: **lon.aune@co.marshall.mn.us**
Fax: **218-745-4570**

046 **Kevin Peyman**
D7 **Martin County Engineer**
1200 Marcus Street
Fairmont, MN 56031
Main: **507-235-3347**
Email: **kevin.peyman@co.martin.mn.us**
Fax: **507-235-3689**

043 **John Brunkhorst**
D8 **Mcleod County Engineer**
McLeod Co. Highway Dept.
1400 Adams Street SE
Hutchinson, MN 55350
Main: **320-484-4321**
Email: **john.brunkhorst@co.mcleod.mn.us**
Fax: **320-234-6971**

047 **Ron Mortensen**
D8 **Meeker County Engineer**
422 S. Johnson Drive
Litchfield, MN 55355-2189
Main: **320-693-5360**
Email: **ronald.mortensen@co.meeker.mn.us**
Fax: **320-693-5369**

048 **Bruce Cochran**
D3 **Mille Lacs County Engineer**
565 8th Street NE
Milaca, MN 56353
Main: **320-983-8264**
Email: **bruce.cochran@co.mille-lacs.mn.us**
Fax: **320-983-8383**

049 **Steve Backowski**
D3 **Morrison County Engineer**
213 First Ave SE
Little Falls, MN 56345-3196
Main: **320-632-0121**
Email: **steveb@co.morrison.mn.us**
Fax: **320-632-9510**

050 **Mike Hanson**
D6 **Mower County Engineer**
1105 8th Ave NE
Austin, MN 55912
Main: **507-437-7718**
Email: **michal@co.mower.mn.us**
Fax: **507-437-7609**

051 Randy Groves
D8 Murray County Engineer
3051 20th Street
Slayton, MN 56172-9212
Main: 507-836-6327
Email: rgroves@co.murray.mn.us
Fax: 507-836-8891

052 Seth Greenwood
D7 Nicollet County Engineer
1700 Sunrise Dr.
St Peter, MN 56082
Main: 507-931-1760
Email: sgreenwood@co.nicollet.mn.us
Fax: 507-931-6978

053 Stephen P Schnieder
D7 Nobles County Engineer
960 Diagonal Road
PO Box 187
Worthington, MN 56187-0187
Main: 507-295-5322
Email: sschnieder@co.nobles.mn.us
Fax: 507-372-8348

054 Milton Alm
D2 Norman County Engineer
814 East Main St
Ada, MN 56510-1318
Main: 218-784-7126
Email: mick.alm@co.norman.mn.us
Fax: 218-784-3430

055 Michael Sheehan
D6 Olmsted County Engineer
2122 Campus Drive SE
Rochester, MN 55904-4744
Main: 507-328-7070
Email: sheehan.michael@co.olmsted.mn.us
Fax: 507-287-2320

056 Richard K West
D4 Otter Tail County Engineer
Otter Tail Co. Hwy. Dept.
505 S Court St., Suite #1
Fergus Falls, MN 56537
Main: 218-998-8470
Email: rwest@co.ottertail.mn.us
Fax: 218-998-8488

057 Michael Flaagan
D2 Pennington County Engineer
250-125th Avenue NE
Thief River Falls, MN 56701
Main: 218-683-7017
Email: mlflaagan@co.pennington.mn.us
Fax: 218-683-7016

058 Mark LeBrun
D1 Pine County Engineer
405 Airport Road NE
Pine City, MN 55063
Main: 320-216-4203
Email: mark.lebrun@co.pine.mn.us
Fax: 320-629-6736

059 David Halbersma
D8 Pipestone County Engineer
600 4th St NW
P O Box 276
Pipestone, MN 56164
Main: 507-825-6710
Email: david.halbersma@co.pipestone.mn.us
Fax: 507-825-6712

060 Rich Sanders
D2 Polk County Engineer
Polk County Highway Department
820 Old Highway 75 South
Crookston, MN 56716
Main: 218-470-8253
Email: rsanders@co.polk.mn.us
Fax: 218-281-3976

061 **Brian Noetzelman**
D4 **Pope County Engineer**
16139 State Highway 29
Glenwood, MN 56334
Main: **320-634-4561**
Email: **brian.noetzelman@co.pope.mn.us**
Fax: **320-634-4388**

062 **James Tolaas (Acting)**
D5 **Ramsey County Engineer**
1425 Paul Kirkwold Drive
Arden Hills, MN 55112
Main: **651-266-7100**
Email: **james.tolaas@co.ramsey.mn.us**
Fax: **651-266-7110**

063 **Corky Kleven**
D2 **Red Lake County Engineer**
204 7th St SE
Red Lake Falls, MN 56750
Main: **218-253-2697**
Email: **ckleven@aol.com**
Fax: **218-253-2954**

064 **Willy Rabenberg**
D8 **Redwood County Engineer**
Box 6
635 W Bridge St
Redwood Falls, MN 56283
Main: **507-637-4056**
Email: **willy_r@co.redwood.mn.us**
Fax: **507-637-4068**

065 **Marlin Larson**
D8 **Renville County Engineer**
Renville County Office Building
410 E Depue Room 319
Olivia, MN 56277
Main: **320-523-3759**
Email: **marlin_l@co.renville.mn.us**
Fax: **320-523-3755**

066 **Dennis Luebbe**
D6 **Rice County Engineer**
PO Box 40
610 NW 20th St
Faribault, MN 55021
Main: **507-210-7786**
Email: **dluebbe@co.rice.mn.us**
Fax: **507-332-8335**

067 **Mark Sehr**
D7 **Rock County Engineer**
Box 808
1120 N Blue Mound Ave
Luverne, MN 56156-0808
Main: **507-283-5010**
Email: **mark.sehr@co.rock.mn.us**
Fax: **507-283-5012**

068 **Brian Ketring**
D2 **Roseau County Engineer**
407 5th Ave NW
Roseau, MN 56751
Main: **218-463-2063**
Email: **bketring@co.roseau.mn.us**
Fax: **218-463-2064**

070 **Mitch Rasmussen**
D5 **Scott County Engineer**
600 Country Trail East
Jordan, MN 55352-9339
Main: **952-496-8026**
Email: **mrasmussen@co.scott.mn.us**
Fax: **952-496-8365**

071 **Rhonda Lewis**
D3 **Sherburne County Engineer**
425 Jackson Ave
Elk River, MN 55330
Main: **763-765-3352**
Email: **rhonda.lewis@co.sherburne.mn.us**
Fax: **763-765-3366**

072 **Darin N Mielke**
D7 **Sibley County Engineer**
SCSC, 111-8th St.
PO Box 897
Gaylord, MN 55334
Main: **507-237-4092**
Email: **darinm@co.sibley.mn.us**
Fax: **507-237-4356**

069 **Jim Foldesi**
D1 **St. Louis County Engineer**
4787 Midway Road
Duluth, MN 55811-9794
Main: **218-625-3830**
Email: **foldesij@stlouiscountymn.gov**
Fax: **218-625-3888**

073 **Jodi A Teich**
D3 **Stearns County Engineer**
455 28th Ave S
Waite Park, MN 56387
Main: **320-255-6180**
Email: **jodi.teich@co.stearns.mn.us**
Fax: **320-255-6186**

074 **Anita Benson**
D6 **Steele County Engineer**
635 Florence Avenue
PO Box 890
Owatonna, MN 55060
Main: **507-444-7671**
Email: **abenson@co.steele.mn.us**
Fax: **507-444-7684**

075 **Brian Giese**
D4 **Stevens County Engineer**
Highway 9 North
Morris, MN 56267-191
Main: **320-589-7430**
Email: **briangiese@co.stevens.mn.us**
Fax: **320-589-2822**

076 **Andy Sander**
D4 **Swift County Engineer**
1635 Hoban Avenue
Benson, MN 56215
Main: **320-842-5251**
Email: **andrew.sander@co.swift.mn.us**
Fax: **320-843-3543**

077 **Loren Fellbaum**
D3 **Todd County Engineer**
Todd County Public Works
44 Riverside Drive
Long Prairie, MN 56347
Main: **320-732-2722**
Email: **loren.fellbaum@co.todd.mn.us**
Fax: **320-732-4525**

078 **Larry Haukos**
D4 **Traverse County Engineer**
County Courthouse
PO Box 485
Wheaton, MN 56296
Main: **320-563-4848**
Email: **larry.haukos@co.traverse.mn.us**
Fax: **320-563-8734**

079 **Dietrich Flesch**
D6 **Wabasha County Engineer**
821 Hiawatha Drive W
Wabasha, MN 55981
Main: **651-565-3366**
Email: **dflesch@co.wabasha.mn.us**
Fax: **651-565-4696**

080 **Ryan Odden**
D3 **Wadena County Engineer**
221 Harry And Rich Drive
Wadena, MN 56482-2411
Main: **218-631-7636**
Email: **ryan.odden@co.wadena.mn.us**
Fax: **218-631-7638**

081 **Nathan Richman**
D7 **Waseca County Engineer**
1495-5th Street SE
Box 487
Waseca, MN 56093
Main: **507-835-0660**
Email: **nathan.richman@co.waseca.mn.us**
Fax: **507-835-0669**

082 **Wayne Sandberg**
D5 **Washington County Engineer**
11660 Myeron Road North
Stillwater, MN 55082
Main: **651-430-4339**
Email: **wayne.sandberg@co.washington.mn.us**
Fax: **651-430-4350**

083 **Roger Risser**
D7 **Watonwan County Engineer**
1304 7th Ave. S
St James, MN 56081
Main: **507-375-3393**
Email: **roger.risser@co.watonwan.mn.us**
Fax: **507-375-1301**

084 **Steve Neppl (Acting)**
D4 **Wilkin County Engineer**
515 S 8th Street
Breckenridge, MN 56520
Main: **218-643-4772**
Email: **sneppl@co.wilkin.mn.us**
Fax: **218-643-5251**

085 **David Kramer**
D6 **Winona County Engineer**
5300 Highway 61 West
Winona, MN 55987-1398
Main: **507-457-8840**
Email: **dkramer@co.winona.mn.us**
Fax: **507-454-3699**

086 **Wayne A Fingalson**
D3 **Wright County Engineer**
1901 Hwy 25 N
Buffalo, MN 55313
Main: **763-682-7388**
Email: **wayne.fingalson@co.wright.mn.us**
Fax: **763-682-7313**

087 **Andy Sander**
D8 **Yellow Medicine County Engineer**
County Highway Dept
1320 13th Street
Granite Falls, MN 56241-1286
Main: **320-564-3331**
Email: **andy.sander@co.ym.mn.gov**
Fax: **320-564-2140**