

# Crow Wing County Demolition Manual

Guide to Proper Demolition Landfill Practices



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**2011 DEMOLITION MANUAL  
CROW WING COUNTY**

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## SECTION 1.0 INTRODUCTION

### 1.1 Purpose and Scope

This Manual has been prepared for the licensed haulers of MMSW (Mixed Municipal Solid Waste), industrial waste, and construction/demolition (C & D) debris to assist the local haulers within Crow Wing County (County) in meeting all the State statutes and Landfill permit requirements. This Manual is not intended for haulers of hazardous waste or other restricted wastes. It is intended to provide an updated overview of the County's integrated solid waste disposal system so the haulers can better understand and inform their customers of the available services provided by the County. The haulers must realize that they do not have an absolute right to use these services. Their continued ability to use the facilities depends upon their continual compliance with the requirements.

As a public owned solid waste facility, our major responsibility is to protect the public health from waste related risks. Inappropriate management of solid waste can damage public health, and the generator and hauler has long term liabilities regarding facilities who do not take proper environmental steps. For that reason, the County takes extra precautions of what waste is deposited at the County landfills and provides an alternative disposal site for banned materials from our landfills.

This Manual is presented in two (2) sections:

- **Section 1.0** - The Introduction, provides a review of the County solid waste disposal system.
- **Section 2.0** - C & D Debris Landfill (SW-440), describes the requirements under statute and operating permit.

## 1.2 Background

The 564-acre Crow Wing County Solid Waste Disposal Site (the Site) complex is the location for a closed unlined MMSW landfill SW-111 (26 acres), a closed paper mill sludge monofill SW-533 (10 acres), a new lined MMSW landfill SW-376 (22.5 acres), and a C & D debris landfill SW-440 (9.3 acres). The other aspects of the County integrated solid waste disposal system include the following elements:

- A used oil/filter and antifreeze collection facility (one of 11 located throughout the County);
- A lead-acid battery collection container;
- A recycling drop off center (one of 16 located throughout the County);
- A used electronics collection area;
- A mattress collection area;
- A household appliance and scrape metal collection area;
- A used tire collection area;
- A yard waste composting area;
- A brush disposal area;
- A resident's refuse unloading dock; and
- A household hazardous waste collection facility with product exchange.

The Landfill permittee is the County. The County owns and the operation of the landfills is by a private operator under contract to the County. The County and Potlatch Corporation are copermitees for the paper mill sludge monofill, and Potlatch is responsible for the closure care of the monofill.

The resident's refuse unloading dock is located next to the C & D debris landfill. The yard waste and brush disposal area is located next to the paper mill sludge monofill. Household appliance collection area, used tire collection area, recycling drop off center, mattress collection area, used oil collection area, used electronics, and a lead-acid battery container is located in the area next to the scale house. The household hazardous waste collection facility is next to the new lined MMSW landfill.

### 1.3 General Information

Site Owner: Crow Wing County

Primary County Contact: Mr. Douglas R. Morris  
Solid Waste Coordinator  
15728 State Highway 210  
Brainerd, Minnesota 56401-3522  
(218) 824-1290  
Fax: (218) 824-1291  
E-mail: Doug.Morris@co.crow-wing.mn.us  
County web page: <http://www.co.crow-wing.mn.us>

Household Hazardous Waste Christmas Tree Program  
Used Oil  
Electronics  
Recycling  
Mattresses  
Cleanup Events

Mr. John Maattala  
Solid Waste Technician  
15728 State Highway 210  
Brainerd, Minnesota 56401-3522  
(218) 824-1290  
Fax: (218) 824-1291  
E-mail: John.Maattala@co.crow-wing.mn.us

Solid Waste Complaints

Land Services Specialists  
Environmental Services  
Land Services Building  
322 Laurel Street, Courthouse Annex Suite 14  
Brainerd, Minnesota 56401-3522  
(218) 824-1125  
Fax: (218) 824-1126

Landfill Operator: Mr. Marvin W. Stroschein, Contract Operator  
Crow Wing County Landfill L.C.C.  
15732 State Highway 210  
Brainerd, Minnesota 56401  
Office: (218) 828-4392  
Fax: (218) 828-2842  
Cellular: (218) 820-1470  
Home Phone: (218) 851-0922  
E-mail: stro@brainerd.net

MPCA Regional Office:  
(Baxter)

Minnesota Pollution Control Agency (MPCA)  
7678 College Road South, Suite 105  
Baxter, Minnesota 56425  
(218) 828-2492 (General office & all staff)  
1-800-657-3864 (General office & all staff)  
Fax: (218) 828-2594

Solid Waste

Curt Hoffman  
(218) 828-6198  
E-mail: [curt.hoffman@pca.state.mn.us](mailto:curt.hoffman@pca.state.mn.us)

St. Paul

1-800-657-3864  
**<http://www.pca.state.mn.us>**

Waste Disposal Fees:

See Table 1.1

**CROW WING MMSW LANDFILL SW-376**  
**2011 FEE TABLE**  
**COMMERCIAL AND SELF-HAULERS**  
**EFFECTIVE JANUARY 1, 2007**

	TOTAL FORM SWMT-10 ON FILE AT LANDFILL		COST TAX INCLUDED	Tipping Fee		County Fee		Sales Tax*		GMLCF	
				Price	Unit	Price	Unit	Price	Unit	Price	Unit
<b>MMSW to SW-376</b>											
- MMSW - Compacted Commercial	\$45.00	\$51.52	\$7.50	Ton	\$30.83	Ton	\$6.52	Ton	\$6.67	Ton	
- MMSW - Commercial (out-of county)	\$135.00	\$154.55	\$22.50	Ton	\$92.49	Ton	\$19.55	Ton	\$20.01	Ton	
- Residential Bags	\$3.00	\$3.49	\$2.63	Ea	\$0.27	Ea	\$0.49	Ea	\$0.10	Ea	
- Loose Garbage	\$7.00	\$8.08	\$2.00	\$/cy	\$4.33	\$/cy	\$1.08	\$/cy	\$0.67	\$/cy	
- Asbestos Bags (friable only)	\$2.20	\$2.56	\$2.00	Ea	\$0.10	Ea	\$0.36	Ea	\$0.10	Ea	
- Asbestos (non-friable only)	\$10.00	\$11.47	\$8.00	\$/cy	\$0.67	\$/cy	\$1.47	\$/cy	\$1.33	\$/cy	
- Furniture	\$5.00	\$5.85	\$5.00	Ea		Ea	\$0.85	Ea		Ea	
- Mattress (to landfill)	\$10.00	\$11.70	\$10.00	Ea		Ea	\$1.70	Ea		Ea	
- Spring (to landfill)	\$10.00	\$11.70	\$10.00	Ea		Ea	\$1.70	Ea		Ea	
- Mattress (to recycling)	\$6.00	\$6.00	\$6.00	Ea		Ea		Ea		Ea	
- Spring (to recycling)	\$6.00	\$6.00	\$6.00	Ea		Ea		Ea		Ea	
<b>Prohibited Material NOT TO SW-376</b>											
- White Goods (Appliances)	\$5.00	\$5.00	\$5.00	Ea		Ea		Ea		Ea	
- Used Electronics	\$5.00	\$5.00	\$5.00	Ea		Ea		Ea		Ea	
- Tires											
- Car Tire w/o rim	\$1.00	\$1.00	\$1.00	Ea		Ea		Ea		Ea	
- Car Tire w/ rim	\$3.50	\$3.50	\$3.50	Ea		Ea		Ea		Ea	
- Truck Tire with rim	\$3.50	\$3.50	\$3.50	Ea		Ea		Ea		Ea	
- Tractor Tire with rim	\$10.00	\$10.00	\$10.00	Ea		Ea		Ea		Ea	
- Heavy Equipment Tire with rim	\$30.00	\$30.00	\$30.00	Ea		Ea		Ea		Ea	
- Yard Waste	\$0.00	\$0.00	\$0.00	\$/cy		\$/cy		\$/cy		\$/cy	
- Brush (Residential)	\$0.00	\$0.00	\$0.00	\$/cy		\$/cy		\$/cy		\$/cy	
- Brush (Commercial)	\$4.00	\$4.00	\$4.00	\$/cy		\$/cy		\$/cy		\$/cy	
- Lead-Acid Battery	\$0.00	\$0.00	\$0.00	Ea		Ea		Ea		Ea	
- Used Oil	\$0.00	\$0.00	\$0.00	Gal		Gal		Gal		Gal	
- Used Oil Filter	\$0.50	\$0.50	\$0.50	Ea		Ea		Ea		Ea	
- Antifreeze	\$1.00	\$1.00	\$1.00	Gal		Gal		Gal		Gal	
<b>Demolition Debris to SW-440</b>											
- Demolition Debris	\$4.00	\$4.60	\$2.00	\$/cy	\$2.00	\$/cy	\$0.60	\$/cy	\$0.60	\$/cy	
<b>Others</b>											
- Uncovered Residential Loads	\$5.00	\$5.00	\$5.00	Ea		Ea		Ea		Ea	
- Uncovered Commercial Loads	\$5.00	\$5.00	\$5.00	Ea		Ea		Ea		Ea	
- Vehicle Weight	\$4.00	\$4.00	\$4.00	Ea		Ea		Ea		Ea	
- Scrap Metal	\$4.00	\$4.00	\$4.00	\$/cy		\$/cy		\$/cy		\$/cy	
- Propane Tank (small under 20 lbs)	\$2.00	\$2.00	\$2.00	Ea		Ea		Ea		Ea	
- Propane Tank (Large, 100 lbs)	\$5.00	\$5.00	\$5.00	Ea		Ea		Ea		Ea	

\* 9.75% for Residential of sales price  
\* 17% for Commercial and Self-Haulers of sales price  
Sales Price = Tipping Fee + County Fee

GMLCF - Greater Minnesota Landfill Cleanup Fee (115A.923)

<b>Basic State Assessment</b>	
Price	Unit
\$0.60	\$/cy

Items not declared and discovered by Landfill operator will be charged double the tipping fee.

**SECTION 2.0**  
**C & D DEBRIS LANDFILL (SW-440)**  
**OPERATION PRACTICES**

**2.1 Introduction**

This portion of the Manual will guide haulers, handlers, and generators of construction and demolition (C & D) debris on the operation practices for the County operated C & D debris landfill. If another C & D disposal facility is utilized, contact them prior to obtain any operation guidance they may have for their specific facility. As a public operated solid waste facility, our major responsibility is to protect the public health from waste related risks. Inappropriate management of solid waste can damage public health, and the generator and hauler has long term liabilities regarding facilities who do not take proper environmental steps. For that reason, the County takes extra precautions of what waste is deposited at the County C & D debris landfill.

**2.2 Background**

The County obtained permit SW-440 to utilize approximately 4.59 acres of land for the C & D debris landfill on August 19, 1993. Also, incorporated into it is an old permit-by-rule demolition landfill. Phase I was filled by July 2003, and Phase II (4.71 acres) is now the active area. The current Permit was issued March 31, 2008. Phase II expansion is the area located just west of the existing Phase I facility. Its design was developed to provide an in-place capacity of 203,000 cubic yards for compacted C & D debris.

**2.3 Acceptable Waste**

Acceptable waste types may differ at each facility. Therefore, haulers should check with other non-county owned C & D debris landfills before bringing them waste.

C & D waste being disposed into the County C & D debris landfill consists of nonputrescible material from demolition or construction projects including earth, rocks, stones, old bituminous surfacing, concrete, bricks, **untreated lumber**, plaster, metals, glass, shingles, and plastic building parts generated within Crow Wing County. Under certain circumstances, industrial waste (note this includes new construction) may be accepted from approved waste generators as outlined in the facility Industrial Waste Management Plan.

If the building/demolition site is located in the County and the non-demolition material (sanitary solid waste) is deposited in its own separate container, the sanitary solid waste container can be brought directly to our Municipal Solid Waste Landfill. If the non-demolition materials leave the County to another disposal site outside the County, that site is responsible to ensure proper disposal of this material. This material will be considered industrial out-of-county waste, and cannot be brought to the County sanitary landfill without County Board approval.

**Excluded** is waste from the operations of households, commercial establishments, institutions, industrial processes, agricultural facilities, and municipalities; such as garbage, dead animals, **paper, cardboard, paint cans, caulk tubes, carpet, cloths, food and beverage containers**, ashes, tires, **treated lumber**, trees, liquids, septic tank pumping, sludge, vehicles, machinery, appliances, infectious waste, hazardous waste, asbestos, or other substances deemed unacceptable by the MPCA. For information on the proper disposal of these items contact the County Solid Waste Office or the MPCA. Concerning burnt waste see Section 2.7.

The decision to accept or reject a waste brought to the Site complex will be made by the Landfill Operator (who is certified through the State as Landfill Operator), based on state regulations, existing landfill permit requirements, if prior approval was obtained from the Solid Waste Coordinator, and County policies. Preventing the disposal of unacceptable wastes will lessen environmental damage and any resultant liabilities.

## 2.4 General Operating Provisions

### 2.4.1 Hours of Operations

The operating hours for commercial deliveries are as follows:

April through October -	7:00 a.m. to 5:00 p.m. 8:00 a.m. to 5:00 p.m. 10:00 a.m. to 1:00 p.m.	Monday - Friday Saturdays on Memorial Day, Independence Day, and Labor Day
November through March -	7:00 a.m. to 5:00 p.m.	Monday - Friday

Closed Sundays and the Holidays of New Year's Day, Thanksgiving and Christmas. If the holiday falls on a weekend, the closest weekday will be considered the holiday.

The operating hours for residential deliveries are as follows:

April through October -	8:00 a.m. to 5:00 p.m. Closed	Monday - Saturday on Memorial Day, Independence Day, and Labor Day
November through March -	8:00 a.m. to 5:00 p.m.	Monday - Friday

Closed Sundays and the Holidays of New Year's Day, Thanksgiving and Christmas. If the holiday falls on a weekend, the closest weekday will be considered the holiday.

Deliveries required outside these hours for emergencies may be arranged with the Landfill Operator for an additional \$100 fee for each delivery. If the landfill must close, the public will be given three days notice through the Brainerd Daily Dispatch the County's legal newspaper, if possible.

#### **2.4.2 Site Operations**

Day-to-day operations at the Facility involve the Landfill Operator (Marvin Stroschein) under contract to the County and employees of the Landfill Operator.

#### **2.4.3 Site Security**

After hours, the gate across the access road to the overall Site complex will be locked. Waste haulers will not be given keys to the access road gate and will not be allowed on-site after normal working hours unless prior arrangements have been made with the Landfill Operator; a certified landfill operator will be present at the time the waste is delivered to the Site complex.

#### **2.4.4 Traffic Routing and Control**

Site complex access is available through a common gate from Minnesota Highway 210 onto County Highway 147. Access to the Site complex is controlled at all times, and the gate is locked when an attendant is not on duty. All vehicles entering the Site complex must stop at the scale house and be directed as follows:

- Refuse Trucks. After conducting appropriate waste screening procedures and collecting fees, the scale house attendant will direct refuse trucks with C & D debris to the demolition landfill.
- General Public. The scale house attendant will direct members of the general public carrying C & D debris to the C & D landfill.

#### **2.4.5 Waste Screening Procedures**

The Facility will only accept waste generated within Crow Wing County, primarily from residential and commercial waste sources. The County Board must pre-approve any out-of-county waste. If so, this rate is usually set at triple the existing rate. In addition, under certain circumstances industrial waste may be accepted from approved waste generators. These procedures are outlined in the Crow Wing County Industrial Waste Management Plan, dated January 2009.

To help ensure that special waste is handled correctly, and that prohibited waste is eliminated from the waste stream, the County, licensed solid waste haulers, self-haulers, and the Landfill Operator will follow a multi-tiered waste screening program. The program consists of:

- Informing generators of prohibited waste and their options for disposal;
- Screening waste loads by the haulers during pickup by asking questions and by visually inspecting loads. Remove and properly dispose of items that do not belong in the C & D debris landfill;
- Screening waste loads by the Landfill Operator at the scale house by asking questions and by visually inspecting loads. Remove and properly dispose of items that do not belong in the C & D debris landfill;
- Visually inspecting the load by the driver once it is tipped at the C & D debris landfill working face. Remove and properly disposed of items that do not belong in the C & D debris landfill in the appropriate areas at the landfill; and
- Visually inspecting the load by the Landfill Operator once it is tipped at the C & D debris landfill working face. Remove and properly disposed of items that do not belong in the C & D debris demolition landfill in the appropriate areas at the landfill.

Being a licensed hauler within Crow Wing County **you are** responsible for ensuring unpermitted material is not being incorporated into the load. Waste types unacceptable for disposal at the C & D debris landfill are listed in Section 2.5 and 2.6 of this Manual. Occasionally, unacceptable wastes will be discovered in one of your loads. When depositing wastes at the C & D debris landfill, you and/or your crews are responsible for looking over the material as it is being deposited. If you discover any unpermitted material, you are responsible for the removal and ensuring proper disposal of this unacceptable waste.

If this screening is not accomplished and the Landfill Operator finds unpermitted items, he will call you for immediate corrective action. Immediate and prompt action must be taken the same day or no later than the next morning, if you are called late during the day, to correct any problems identified by the Landfill Operator. Unpermitted waste is a key inspection item during any inspection of the facility by the MPCA. Since this action directly effects our permit and the County's long term liability, a quick response is required. Failure to respond within 24 hours of the Landfill Operator request forces' them to take action. If their action is required, you will be charged for this service.

For any item discovered by the Landfill Operator that was not declared, and the responsible hauler can be readily identified, the existing **tipping fees for the items not declared will be doubled**. The Landfill Operator will charge the responsible hauler accordingly.

The following is a suggested initiative you can take to avoid unpermitted material from being incorporated into the load:

- Work in close cooperation with your customer. Make them aware of what waste items are unacceptable for disposal in a container for C & D debris. Let them know up-front that, if they break the rules, they will bear any additional cost due to their noncompliance;
- It is recommended that a separate dumpster be located at the site for mixed municipal solid waste so this type of waste does not become part of the C & D waste. This will assist in keeping the contamination down; and
- Have your customers accomplish the checklist shown in Attachment 2-A to identify prohibited waste in a building construction and/or demolition project, and have them take proper disposal actions. Please make this checklist available to them.

The Landfill Operator is required to notify the Crow Wing County Solid Waste Coordinator of repeat offenders that continue to bring unacceptable waste to the Site complex.

#### **2.4.6 Scale Operations**

C & D debris is charged by the cubic yard. Thus, it is not run onto the scale. Still, the scale operator will look for vehicle violations at the scale house. These are:

- Uncovered loads (See Table 1.1 for County Charge);
- Liquid leaking from the vehicle; and
- Safety violations.

#### **2.4.7 Safety**

The nature of the work being conducted at a disposal facility presents a special risk to the employees and the haulers using the Facility. To ensure a safe working environment, safety rules and program is in place and must be followed. Repeat violators of the following general Site safety rules will be banned from the Site complex:

- Unload only where directed to;
- Children, pets and others not unloading **must remain in the vehicle**;
- Remain close to your vehicle and do not wander around the working face or the Site complex;
- **Salvaging is not permitted**;
- **No one**, including the operators, is allowed to smoke at the fill area; and,
- The maximum Site complex speed limit, posted at the entrance, is **10 mph**.

## 2.5 Prohibited Wastes

The following wastes are not accepted for treatment, storage, processing, or disposal at the Crow Wing County C & D debris landfill:

- Hazardous waste as defined in Minnesota Rules, Chapter 7045. See Appendix 2-A for a checklist to assist your customers in identifying likely sources of hazardous waste in a building construction and/or demolition project. Please make this checklist available to them before construction and/or demolition of a building;
- Untreated sewage sludge, septic tank pumping, sewage sludge compost, or sewage;
- Radioactive waste;
- Infectious wastes;
- Free liquids or waste containing free liquids such as paint and paint thinner;
- Treated wood (must be disposed of in the MMSW landfill); and
- Asbestos.

Any vehicle suspected of carrying prohibited waste will be prevented from continuing onto the Site.

## 2.6 Special Wastes

Besides the prohibited wastes listed above, disposal of certain special wastes will also be prohibited at the C & D debris landfill. Instead, these special wastes can be recycled or disposed of at designated waste management areas at the Site complex. These special wastes include:

- Used oil/filters and antifreeze;
- Vehicle batteries;
- Mixed Municipal Solid Waste (MMSW);
- Waste tires;
- White goods (household appliances) and scrap metal;
- Recyclable mattresses (clean and dry);
- Yard waste & Brush;
- Electronics; and
- Burnt Materials (disposed of in the MMSW landfill, unless preapproval is obtained for C & D debris landfill).

Upon entering the Site complex, the hauler shall inform the scale attendant if any of these materials are being carried. Commercial haulers carrying only C & D debris will be directed to the C & D debris landfill. Commercial haulers carrying only MMSW or mixed MMSW with C & D debris will be directed to the MMSW landfill. Haulers carrying yard waste or brush, will be directed to the yard waste composting area or brush disposal area, respectively. Members of the general public carrying MMSW will be directed to the resident's unloading dock (general public is not allowed to dispose waste directly on the MMSW landfill). Members of the general public will also be directed to separate batteries, white goods, electronics, and tires from their loads and place these items at the appropriate locations. Commercial vehicles are also required to place special waste at the appropriate locations.

## 2.7 Burnt Materials

Accepting any residual material from a structure burned before demolition will be on a case-by-case basis. This type of material carries many risks. There is no guarantee the structure was free of any hazardous or potentially contaminated materials. If the waste is rejected for disposal at the demolition landfill, it can be accepted at the lined MMSW landfill. No matter the disposal location, this material must be completely extinguished, containing no embers that might start a fire in the landfill.

## 2.8 Trailer Homes

Trailer Homes are allowed to be disposed in the C & D debris landfill. A more detailed discussion on the management and handling of trailer homes is listed below. The procedures listed below are the basic requirements (they can be accomplished at the Site complex, although prior coordination with the Landfill Operator is required):

- Remove tires; if the owner doesn't want them back, they can be placed in a separate designated area of the Site complex for a fee;
- Remove all appliances; if the owner doesn't want them back, they can be deposited in a separate area of the Site complex for a fee;
- Remove any garbage; this waste can be deposited in the MMSW landfill at the Site complex at the current tipping fee;
- All trailer house frames need to be removed and placed in a separate designated area of the Site complex, if the owner does not want it; and
- Remove any mercury switches; they can be deposited with the County HHW program.

If the trailer house was burned, the owner must follow the procedures outlined under **Burnt Materials**. If possible, the tires, appliances, mercury switches, and frame need to be removed.

## 2.9 Nonhazardous Industrial Wastes

The Crow Wing County Industrial Waste Management Plan governs management and disposal of wastes from nonhazardous industrial waste generators. Approval from both the County and MPCA is required before industrial waste will be accepted for disposal in the C & D debris landfill.

Industrial solid waste is defined as all solid waste generated from an industrial or manufacturing process and solid waste generated from non-manufacturing activities such as service and commercial establishments. Industrial solid waste includes **construction material** and asbestos. Industrial solid waste does not include office material, restaurant and food preparation waste, discarded machinery, demolition debris, or household refuse.

Crow Wing County Industrial Waste Management Plan, Section V Special Waste, Para 15 Construction Waste covers requirements for construction materials to be allowed into the C & D debris landfill or the MMSW landfill. Before it can be disposed of at the C & D debris landfill any waste paints, building putty, packaging, sealants, and other items of concern must be removed.

## **2.10 Notification of Intent to Perform a Demolition**

Before any non-residential building is demolished, a Notification of Intent to Perform a Demolition Form from MPCA must be completed. The completed notification must be postmarked or received ten (10) days at MPCA before the scheduled demolition. A copy of this is attached in Appendix 2-B. Note, this includes any building used in fire exercises with local fire departments. If you have any question on this requirement, contact the local MPCA office.

## **4.11 Chromated Copper Arsenate (CCA) Treated Wood**

In approximately 15 years, the amount of CCA-treated wood headed for disposal is expected to peak. Other common wood preservatives include creosote and pentachlorophenol, but the predominant preservative used today is CCA. CCA-treated wood was not widely used until the early 1970s. Today CCA-treated wood represents nearly 80 percent of the market, with more than 450 million cubic feet currently being sold in the United States. This is a concern for research indicates arsenic is leaching from CCA-treated wood at levels above the national safe drinking water standard. Environmental Protection Agency officials and representatives of the wood-preservative industry reached a deal in 2002 to end the manufacturing of lumber permeated with CCA. They cut production under graduated caps, allowing time to move to alternative treatments. Relative to waste disposed, any CCA-waste from new construction will decrease in the future. However, future demolition of CCA-treated wood projects will provide a source of this waste for decades.

Minnesota is unique in that it did not adopt federal hazardous waste exemption for CCA-treated wood. Treated wood is classified as an industrial solid waste in Minnesota and must go into a MMSW landfill. The current policy being administered at the County C & D debris landfill is that treated wood must be deposited in the MMSW landfill and not the C & D debris landfill.

Upon entering the Site complex, the hauler must inform the scale attendant if any of this material is being carried. Haulers carrying treated wood must separate it from the other construction and/or demolition debris or the entire load will be treated as mixed MMSW with C & D debris and will be directed to the MMSW landfill.

## **4.12 Prohibited Activities - Salvaging**

For health and safety reasons, salvaging and scavenging is strictly prohibited by the general public and haulers at the Site complex.

## **4.13 Fees**

Current disposal fees are posted at the Site complex entrance, listed on Table 1.1, and are available from the Landfill Operator.

As part of providing service to our residents, the County will accept credit cards from residential transactions only. Commercial accounts will remain unchanged.

#### 4.14 Billing

The Landfill Operator accomplishes billing for disposal at the Site complex.

#### 4.15 Roll Offs at Site

Due to operational concerns voiced by the haulers, the haulers are allowed to leave up to five (5) of these containers at the site. Prior approval is required from the Solid Waste Coordinator to have more at the site.

#### 4.16 Mercury Waste

In 1992, the Legislature enacted legislation prohibiting disposal of waste mercury thermostats from businesses and households (Minn. Stat. §115A.932 and 119.92). The national Thermostat Recycling Corporation (TRC) was formed in 1997 to operate a national wholesaler reverse-distribution system.

For a nominal deposit, TRC provides postpaid bins that hold about 100 thermostats. The program was expanded to HVAC contractors in 2005. In 2006, Minnesota's HHW program was part of a test program with TRC. After the test program, the entire household hazardous waste programs in Minnesota is now eligible to obtain bins and participate directly in the TRC program. MPCA obtained and provided a TRC bin to our HHW program in 2008. All local HVAC and electrical contractors have been notified of this disposal option for any thermostats they need to dispose of. Starting in 2009, demolition contractors will also be notified of this program being available through our HHW program. We will be able to take both residential and business thermostats and dispose of them for free through TRC.

**APPENDIX 2-A  
DISPOSAL CHECKLIST**



**Minnesota Pollution Control Agency**

520 Lafayette Road North  
St. Paul, MN 55155-4194

# Pre-Renovation/Demolition Environmental Checklist

## Asbestos Program

Doc Type: Compliance/Enforcement Correspondence

Minn. R. 7035.0805 requires that you remove the items below before starting a renovation or demolition project, and then manage and recycle or dispose of them correctly. This checklist is provided to help you manage the project and does not need to be submitted to the Minnesota Pollution Control Agency unless requested.

### Project Information

#### Structure owner

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

#### Demolition contractor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

#### Structure information

Building name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_

Present use of bldg: \_\_\_\_\_

Prior use of bldg: \_\_\_\_\_

#### Dates of renovation, demolition, or fire training burn:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
(mm/dd/yy) (mm/dd/yy)

Mercury	Qty
<b>Batteries</b>	
Smoke detectors:	
Emergency lighting systems:	
Elevator control panels:	
Exit signs:	
Security systems and alarms:	
<b>Lighting</b>	
Fluorescent lights:	
<b>High intensity discharge</b>	
Metal halide:	
High pressure sodium:	
Mercury vapor:	
Neon:	
Switches for lighting using mercury relays (look for any control associated with exterior or automated lighting systems):	
"Silent" wall switches:	
<b>Heating, ventilating, and air conditioning systems</b>	
Thermostats:	
Aquastats:	
Pressurestats:	

	Qty
Firestats:	
Manometers:	
Thermometers:	
<b>Boilers, furnaces, heaters, and tanks</b>	
Mercury flame sensors by pilot lights:	
Manometers, thermometers, gauges:	
Pressure-trol:	
Float or level controls:	
Space heater controls:	
<b>Electrical systems</b>	
Load meters & supply relays:	
Phase splitters:	
Micro relays:	
Mercury displacement relays:	
<b>Asbestos</b>	
<b>Boiler rooms</b>	
Boilers, furnaces, fireplaces, and their components:	
Cement sheets near heating equipment:	

	Qty
Boiler insulation:	
HVAC duct insulation:	
Ductwork flexible fabric connections:	
Fireproofing materials:	
Fire doors:	
<b>Flooring:</b>	
Vinyl floor tile:	
Vinyl sheet flooring:	
Asphalt tile:	
Linoleum paper backing:	
Mastic/glue (floor tile, carpet, etc.)	
<b>Electrical</b>	
Electrical panels:	
Electrical wiring insulation:	
Heating and electrical ducts/conduit:	
<b>Pipe and other insulation</b>	
Aircell (corrugated cardboard):	
Millboard:	
Preform:	
Joint compound:	



**APPENDIX 2-B  
NOTIFICATION OF INTENT TO  
PERFORM A DEMOLITION FORM**



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

Notification of Intent to Perform a Demolition

Asbestos Program

Doc Type: Notification

Type of notification: [ ] Original [ ] Amended [ ] Project cancellation

Notification must be postmarked or received ten (10) working days before demolition begins. See Item 5 for emergency demolitions. Both start and end dates should be amended in writing as necessary to reflect current project dates.

Demolition Contractor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Building Information

Building name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

County: \_\_\_\_\_

Phone number: \_\_\_\_\_

Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_

Number of floors, including basement level(s): \_\_\_\_\_

Present use of bldg: \_\_\_\_\_

Prior use of bldg: \_\_\_\_\_

Building Owner

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Dates of demolition or intentional burning:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_
mm/dd/yy mm/dd/yy

Note: If there is >260 linear feet or >160 square feet of Regulated Asbestos-Containing Material (RACM) in the building to be demolished, it must be removed by a licensed asbestos contractor prior to demolition. The State of MN-Notice of Intent to Perform an Asbestos Abatement Project http://www.pca.state.mn.us/publications/w-sw4-06.doc must be used to notify for the asbestos removal.

Is nonfriable ACM present in the structure to be demolished? [ ] Yes [ ] No

Will nonfriable ACM be present in the structure at the time of demolition? [ ] Yes [ ] No

If Yes to both questions above, complete Items 1-9. If No to either question, complete Items 3-9.

1. If ACM will be left in place for the demolition indicate the amount of Category I and/or Category II nonfriable ACM left in place.

Category I: \_\_\_\_\_ Linear feet
\_\_\_\_\_ Square feet
\_\_\_\_\_ Cubic feet

Category I nonfriable ACM means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than one percent asbestos.

Category I nonfriable ACM is not allowed to remain in place for demolition if it is in poor condition.

Category II: \_\_\_\_\_ Linear feet
\_\_\_\_\_ Square feet
\_\_\_\_\_ Cubic feet

Category II nonfriable ACM means any material, excluding Category I nonfriable ACM, containing more than one percent Asbestos that, when dry, cannot be crumbled, pulverized, or reduced to a powder by hand pressure.

Category II nonfriable ACM is not allowed to remain in place for demolition if it has a high probability of becoming crumbled, pulverized, or reduced to a powder during demolition, transport, or disposal (e.g., transite, cement, slate roofing).

2. Description and location of ACM remaining in place (including number of floors and rooms):

\_\_\_\_\_  
\_\_\_\_\_

3. Company and/or individual that conducted the building inspection and the procedure used to determine the presence or absence of ACM (including analytic method): (Note: Prior to demolition all structures must be inspected by a licensed asbestos inspector who has been certified through the Minnesota Department of Health.)

\_\_\_\_\_  
\_\_\_\_\_

4. Description of planned demolition and the specific method(s) that will be used:

\_\_\_\_\_  
\_\_\_\_\_

5. If the demolition was ordered by a government agency, please identify the agency and attach a copy of the order:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authority: \_\_\_\_\_

Date of order (mm/dd/yy): \_\_\_\_\_ Start date (mm/dd/yy): \_\_\_\_\_

Notification for an emergency demolition must be submitted as early as possible before demolition begins, but not later than the following working day. A demolition is considered an emergency **only** when the facility has been deemed structurally unsound and in danger of imminent collapse. If the structurally unsound building is known to contain any regulated ACM or is suspected to contain any regulated ACM, special procedures **must** be followed. If you are unaware of the special procedures, instructions/ regulations can be obtained by contacting the Minnesota Pollution Control Agency (MPCA) at the address or phone number listed below.

6. Description of procedure to be followed in the event that unexpected RACM is found or Category II nonfriable ACM becomes crumbled, pulverized or reduced to powder:

\_\_\_\_\_  
\_\_\_\_\_

7. Demolition waste transporter(s) information:

Transporter name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Transporter address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

8. Demolition waste disposal information: \*see below for more information

Landfill name: \_\_\_\_\_

Owner/Operator: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

9. I certify that the above information is correct and I am a bonafide representative of the demolition contractor or building owner and have authority to enter into agreements for my employer.

Print name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note:**

**Ensure you are in compliance with Minn. R. 7035.0805 prior to the commencement of renovation/demolition.**

This rule requires that the following items be removed two days prior to demolition: mixed municipal solid waste; household hazardous waste; industrial or hazardous waste; waste tires; major appliances; items containing elemental mercury, Poly-Chlorinated BiPhenyls (PCBs), and chlorofluorocarbons (CFCs); oil; lead; electronics; and other prohibited items. See MPCA website at [www.pca.state.mn.us/publications/w-sw4-20.pdf](http://www.pca.state.mn.us/publications/w-sw4-20.pdf) for a *Pre-Renovation/Demolition Environmental Checklist Guidance Document* to assist with completion of this rule.

\*Demolition waste must be disposed of at a permitted solid waste facility. For other disposal option please contact the regional MPCA solid waste compliance/enforcement staff with any questions.

**Submit to:** Minnesota Pollution Control Agency  
Industrial Division – Asbestos Program  
520 Lafayette Road North  
St. Paul, MN 55155-4194

**Questions call:** 651-296-6300 or 1-800-657-3864

**Fax:** 651-297-1438

**E-mail:** [asbestos.demolition.pca@state.mn.us](mailto:asbestos.demolition.pca@state.mn.us)

**APPENDIX 2-C  
ASBESTOS-CONTAINING MATERIAL  
TRANSPORT AND DISPOSAL  
MANIFEST FORM**



# Asbestos-Containing Material Transport and Disposal Manifest

G  
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**1. Work Site Name** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Owner's Name \_\_\_\_\_  
 Owner's Phone No. \_\_\_\_\_

**2. Abatement Contractor** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Operator's Phone No. \_\_\_\_\_

**3. Waste Disposal Site** \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Physical Site Location (Be Specific) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**4. Responsible Agency** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

5. Description of materials	6. Containers (No. - Type)	7. Total Quantity [m <sup>3</sup> or yd <sup>3</sup> ]
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**8. Special handling instructions and additional information**

\_\_\_\_\_

**9. ABATEMENT CONTRACTOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and government regulations.**

Name & Title(Printed or Typed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**10. Transporter 1 (Acknowledgment of receipt of materials)**

Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Phone No. \_\_\_\_\_

**11. Transporter 2 (Acknowledgment of receipt of materials)**

Name/Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Phone No. \_\_\_\_\_

**12. Discrepancy indication space**

\_\_\_\_\_

**13. Waste Disposal Site Owner or Operator: Certification of receipt of asbestos materials covered by this manifest except as noted in item 12.**

Name & Title(Printed or Typed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## Waste Generator Section

1. Enter the name of the facility at which asbestos waste is generated and the address where the facility is located. In the appropriate spaces, also enter the name of the owner of the facility and the owner's phone number.
2. If a demolition or renovation, enter the name and address of the company and authorized agent responsible for performing the asbestos removal. In the appropriate spaces, also enter the phone number of the operator.
3. Enter the name, address, and physical site location of the waste disposal site (WDS) that will be receiving the asbestos materials. In the appropriate spaces, also enter the phone number of the WDS. Enter "on-site" if the waste will be disposed of on the generator's property.
4. Provide the name and address of the local, State, or EPA Regional office responsible for administering the asbestos NESHAP program.
5. Indicate the types of asbestos waste materials generated. If from a demolition or renovation, indicate the amount of asbestos that is
  - Friable asbestos material
  - Nonfriable asbestos material
6. Enter the number of containers used to transport the asbestos materials listed in item 5. Also enter one of the following container codes used in transporting each type of asbestos material (specify any other type of container used if not listed below):
  - DM - Metal drums, barrels
  - DP - Plastic drums, barrels
  - BA - 6 mil plastic bags or wrapping
7. Enter the quantities of each type of asbestos material removed in units of cubic meters (cubic yards).
8. Use this space to indicate special transportation, treatment, storage or disposal or Bill of Lading information. If an alternate waste disposal site is designated, note it here. Emergency response telephone numbers or similar information may be included here.
9. The authorized agent of the waste generator must read and then sign and date this certification. The date is the date of receipt by transporter.

NOTE: The waste generator must retain a copy of this form.

## Transporter Section

10. & 11. Enter name, address, and telephone number of each transporter used, if applicable. Print or type the full name and title of person accepting responsibility and acknowledging receipt of materials as listed on this waste shipment record for transport. Enter date of receipt and signature.

NOTE: The transporter must retain a copy of this form.

## Disposal Site Section

12. The authorized representative of the WDS must note in this space any discrepancy between waste described on this manifest and waste actually received as well as any improperly enclosed or contained waste. Any rejected materials should be listed and destination of those materials provided. A site that converts asbestos-containing waste material to nonasbestos material is considered a WDS.
13. The signature (by hand) of the authorized WDS agent indicates acceptance and agreement with statements on this manifest except as noted in item 12. The date is the date of signature and receipt of shipment.

NOTE: The WDS must retain a completed copy of this form. The WDS must also send a completed copy to the operator listed in item 2.

**APPENDIX 2-D  
ASBESTOS-CONTAINING MATERIAL TRANSPORT  
AND DISPOSAL MANIFEST FORM**

Minnesota Pollution Control Agency/Minnesota Department of Health  
**Notification of Asbestos Related Work**



Type of Notification:  Original  Amended # \_\_\_\_\_  
 Project Cancellation  Residential  Nonresidential  
 Large Project  Series of small projects  Maintenance

**Asbestos Abatement Contractor – Lic #** \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Phone Number(s) \_\_\_\_\_

**Building Owner**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Contact person \_\_\_\_\_  
Phone Number(s) \_\_\_\_\_

**Air Monitoring Consultant/Laboratory – Lic #** \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Contact person \_\_\_\_\_  
Phone Number(s) \_\_\_\_\_

**Building Information**

Building Name \_\_\_\_\_  
Address/Location \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
County \_\_\_\_\_  
Phone Number(s) \_\_\_\_\_  
Size of Bldg. (sq. ft.) \_\_\_\_\_ Age of Bldg. (years) \_\_\_\_\_  
Number of Floors Including Basement Level(s) \_\_\_\_\_  
Present Use of Bldg \_\_\_\_\_  
Prior Use of Bldg \_\_\_\_\_

air sample analysis only

**1. Type of Project (check all that apply):**

- Renovation  Demolition  Encapsulation  Permanent Enclosure  
 Emergency (#7 must be completed to validate an Emergency)  
 Using MDH Demolition Abatement Rules Minn. R. 4620.3585

**2. Amount(s) of RACM (Regulated Asbestos Containing Material) to be Abated**

friable    nonfriable

\_\_\_\_\_    \_\_\_\_\_    Linear feet on pipes  
\_\_\_\_\_    \_\_\_\_\_    Square feet on facility components (e.g. tanks, boilers, ceilings, ceiling tiles, flooring)  
\_\_\_\_\_    \_\_\_\_\_    Cubic feet off facility components if linear footage or square footage cannot be determined

**3. Asbestos Abatement Activity Dates**

- a. Precleaning Work Area to Final Visual Inspection    Start \_\_\_\_\_ End \_\_\_\_\_  
b. Dates When RACM will be Disturbed    Start \_\_\_\_\_ End \_\_\_\_\_  
c. Workshifts, time and days (e.g. 7 AM to 3 PM Mon.-Fri.)    \_\_\_\_\_

**4. Building Inspection: \* Prior to a renovation or demolition, all buildings must be inspected by an EPA accredited inspector.**

- a. Company and/or individual that conducted the building inspection \_\_\_\_\_  
b. Procedure, including analytic method, used to determine the presence of RACM \_\_\_\_\_  
\_\_\_\_\_

**5. Description & Location of RACM to be abated (including floor # and room #)**

\_\_\_\_\_  
\_\_\_\_\_

6. Describe in detail the following procedures SPECIFIC TO THIS SITE: (use a separate sheet if necessary)

- a. Asbestos abatement emissions control procedures \_\_\_\_\_
- b. Waste handling emission control procedures \_\_\_\_\_
- c. Description of procedures to be followed in the event that unexpected RACM is found or Cat. II nonfriable ACM becomes crumbled, pulverized, or reduced to a powder \_\_\_\_\_
- d. Description of work practice, including specific abatement procedures and techniques to be used \_\_\_\_\_

7. For Emergency Renovation/Demolition Abatement Projects: Telephone MDH and MPCA for guidance on this option

- a. Date and hour of emergency \_\_\_\_\_
- b. Description of the sudden and unexpected event \_\_\_\_\_
- c. Explanation of how the event caused unsafe conditions or would cause equipment damage \_\_\_\_\_

8. Waste Transporter(s) Information

Transporter Name \_\_\_\_\_  
 Transporter Contact \_\_\_\_\_  
 Transporter Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Phone Number \_\_\_\_\_

9. Waste Disposal Information

Landfill Name \_\_\_\_\_  
 Owner/Operator \_\_\_\_\_  
 Address/Location \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Phone Number \_\_\_\_\_

10. Permit fee: (Check the one that applies)

- \$35 permit fee  
For all residential projects with less than 260 linear and 160 square feet but more than 10 linear and 6 square feet of RACM.
- 1% permit fee Total Cost of Project \$ \_\_\_\_\_  
For all projects, residential and nonresidential, with more than 260 linear or 160 square feet of RACM.

Does this 1% permit fee includes air monitoring costs?    yes    no  
 Is this a "Time and Materials" project?                    yes    no

I certify that an individual trained in the provisions of Federal Regulations 40 CFR Part 61, Subpart M (a Minnesota Site Supervisor) will be on-site during the asbestos abatement project. I certify that the above information is correct and I am a bona fide representative of the abatement contractor.

Signature of Contractor/Owner \_\_\_\_\_ Date \_\_\_\_\_

<p><b>Send a copy of this notice to:</b>          Asbestos Coordinator          Minnesota Pollution Control Agency          Metro Districts – Regular Facilities Section          520 Lafayette Road N          St. Paul, MN 55155-4194</p> <p><i>Postmarked or delivered at least 10 working days (Mon.-Fri.) before RACM disturbance for all projects.</i></p> <p><b>For questions call:</b>          651-296-6300 or 1-800-657-3864</p>	<p><b>Send a copy of this notice and permit fee to:</b>          Asbestos Unit          Minnesota Department of Health          PO Box 64497          St. Paul, MN 55164-0497</p> <p><i>Received at least 5 calendar days before the start of a project.</i></p> <p><b>For questions call:</b>          651-201-4620</p> <p style="text-align: right;">Ver. 1/11</p>
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