

M E M O R A N D U M

DATE: April 17, 2023

TO: Licensed Explorers, Well Contractors, Limited Well and Boring Contractors, Elevator Boring Contractors, and Environmental Well Contractors

FROM: Corrie Floyd, P.G.
Operations Unit Supervisor
Well Management Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

PHONE: 651-201-4586

SUBJECT: US Bank Fees for Credit Card Payments

Effective May 1, 2023, credit card payments to the Minnesota Department of Health (MDH) Well Management Section will automatically include a 2.15% convenience fee charged and collected by US Bank.

MDH Well Management Section is providing advanced notice that our electronic payment structure is changing to a convenience model in accordance with [Minnesota Statutes, section 16A.626, subdivision \(d\)](https://www.revisor.mn.gov/statutes/cite/16A.626) (<https://www.revisor.mn.gov/statutes/cite/16A.626>).

Please be aware that US Bank electronic payment convenience fees will apply automatically, and will show as a separate charge on your credit card or bank statements. Also note that existing WMS fee requirements or schedule, authorized under Minnesota Statutes, chapter 103I, have not changed.

Please visit our website for more information on fee payment options: [Fee payment submittal \(https://www.health.state.mn.us/communities/environment/water/wells/feesched.html\)](https://www.health.state.mn.us/communities/environment/water/wells/feesched.html).

If you have questions, please contact health.wells@state.mn.us or 651-201-4600.

CF:KM:kad
cc: Delegated Well Programs
Advisory Council on Wells and Borings
Minnesota Water Well Association
Well Management Section Staff