



## MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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February 27, 2012

Lee A. Mattson, City Administrator  
Dodge Center City Hall  
P.O. Box 430  
Dodge Center, MN 55927

**VIA E-MAIL**  
([lam@ci.dodgecenter.mn.us](mailto:lam@ci.dodgecenter.mn.us))

Re: A-7790 Dodge Center/Wasioja Township  
(Notice of Intent for Annexation dated 2-13-12; 3.02 acres)

Dear Mr. Mattson:

The Office of Administrative Hearings acknowledges receipt of the above-referenced notice of intent to the City of Dodge Center. Please refer to the above-referenced docket number in future communications regarding this proposed annexation.

As discussed with Ms. Lin of this office, it is the responsibility of the initiating party to meet all necessary requirements before the notice of intent can be accepted for filing. In cases where the procedure is initiated by service of notice of intent on a town board, the ordinance must not be passed until 90 days after the township has been served, unless the town board signs a waiver stating they have no objection to the annexation.

A filing fee of \$5.00 an acre with a minimum of \$100.00 and a maximum of \$600.00 is necessary. Therefore, a filing fee of \$100.00 is required for A-7790.

The notice of intent must be accompanied by a certification showing that it was served upon the town board, county board, the council of any abutting municipality, and the date filed.

Please send a map showing the area proposed for annexation in relationship to the entire city. Please highlight the area and make sure the city limits are clearly marked.

If you have any questions, please contact this office.

Sincerely,

A handwritten signature in blue ink that reads "Starlene J. Holman".

Starlene J. Holman  
State Program Administrator, Senior  
Municipal Boundary Adjustment Unit  
[star.holman@state.mn.us](mailto:star.holman@state.mn.us)  
651-361-7909

SJH:kjl