



## MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

600 North Robert Street  
Saint Paul, Minnesota 55101

**Mailing Address:**  
P.O. Box 64620  
St. Paul, Minnesota 55164-0620

Voice: (651) 361-7900  
TTY: (651) 361-7878  
Fax: (651) 361-7936

July 3, 2012

Sandra Green, Deputy City Clerk  
Elko New Market City Hall  
P.O. Box 99  
Elko New Market, MN 55020-0099

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

Re: A-7812 Elko New Market/New Market Township (Ordinance No. 98; 0.17 acres)

Dear Ms. Green:

The Office of Administrative Hearings acknowledges receipt of the above-referenced ordinance for annexation to the City of Elko New Market. Please refer to the above-referenced docket number in future communications regarding this proposed annexation.

It is the responsibility of the initiating party to meet all necessary requirements before the annexation ordinance can be accepted for filing.

As discussed, you will be submitting a letter clarifying the reimbursement schedule set forth in Ordinance No. 98.

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. Also, indicate the boundary of any other abutting municipality or township.

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 necessary.

If you have any questions, please contact this office.

Sincerely,

A handwritten signature in cursive script 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