



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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September 3, 2014

Jeffrey Cox, City Administrator
Duluth City Hall
411 West 1st Street
Duluth, MN 55802-1106

VIA E-MAIL & US MAIL
(jcox@duluthmn.gov)

Re: OA-1545-1 Duluth/Midway Township (City Ordinance No. 10321; Parcel I; 2,520 acres)

Dear Mr. Cox:

The Office of Administrative Hearings acknowledges receipt of the city ordinance for orderly annexation between the City of Duluth and Midway Township. Please refer to the above-referenced docket number in any future correspondence relating to this proceeding.

As I discussed with Mr. Johnson and Mr. Asleson last week, several requirements must be met before this matter can be scheduled for review.

- Please submit the legal description of the area proposed for annexation.
- Please submit a map indicating the area proposed for annexation.
- A filing fee of \$200 is required.
- Municipal reimbursement to the township pursuant to Minn. Stat. § 414.036 is required. If there is an agreement between the city and township concerning the reimbursement, please submit a copy of said agreement.

The orderly annexation agreement states that a majority of Parcel I is city owned. Please confirm the number of acres that are city owned; the number acres that are privately owned; and the land use type, if possible.

If you have any questions, please contact me at star.holman@state.mn.us or at 651-361-7909.

Sincerely,

Starlene J. Holman
State Program Administrator, Senior
Municipal Boundary Adjustment Unit

c: Gunnar Johnson, Duluth City Attorney (gjohnson@duluthmn.gov)
Robert Asleson, Duluth Assistant City Attorney (rasleson@duluthmn.gov)
Lois Lennartson, Midway Township Clerk (elmnlois@msn.com)