



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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June 18, 2014

Krista Williams
33185 Juniper Drive
Pequot Lakes, MN 56472

VIA E-MAIL & US MAIL
kris@closeconverse.com

Krista Okerman, City Administrator
Jenkins City Hall
33861 Cottage Avenue
Jenkins, MN 56474-2052

VIA E-MAIL & US MAIL
jenkins@uslink.net

William Savage, Township Clerk
Jenkins Town Board
P. O. Box 71
Pequot Lakes, MN 56472

VIA US MAIL

Re: OA-1577 & OA-1577-1 Jenkins/Jenkins Township
(Joint Resolution Signed 5-13-13/4-9-13; Williams Property; 0.13 acre)

Dear Ms. Williams, Ms. Okerman, and Mr. Savage:

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

As I discussed with Ms. Williams, several requirements must be met before this matter can be scheduled for review.

A filing fee of \$50 is required. Filing fees for an orderly annexation are \$2 per acre, with a minimum fee of \$25 and a maximum fee of \$200. The annexation of any part of a designated area requires an additional filing fee of \$2 per acre, with a minimum fee of \$25 and a maximum fee of \$200.

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A map showing the current city limits and highlighting the area proposed for annexation is required. Ms. Williams, as we discussed, if you have any further questions concerning the map requirement, please contact this office.

Upon receipt of the filing fee and map, this matter will be scheduled for review. Please feel free to contact me if you have any questions.

Sincerely,



Starlene J. Holman

State Program Administrator, Senior
Municipal Boundary Adjustment Unit
star.holman@state.mn.us

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