



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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August 23, 2011

Errol E. Hauser
Sleepy Eye City Attorney
Hauser and Schmid, PLLP
109 Main Street West
P.O. Box 496
Sleepy Eye, MN 56085

VIA E-MAIL

Re: A-7773 Sleepy Eye/ Home Township (Billmeier/Schottle Petition; 0.64 acre)

Dear Mr. Hauser:

The Office of Administrative Hearings acknowledges receipt of the above-referenced petition for annexation to the City of Sleepy Eye. 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. (Under Minnesota Statutes 414.033, Subd. 5, the city may assist the petitioners in complying with these requirements.) In cases where the procedure is initiated by service of a petition on a municipality or 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.

As discussed with Ms. Lin of this office, the petition 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. A petition must be served upon said parties within 10 days after filing the petition with the city.

According to law, the ordinance must be filed with this office, the Township, the County Auditor, and the Secretary of State. **This office will file a copy of the ordinance with the Secretary of State upon approval by this office.**

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

Sincerely,

A handwritten signature in blue ink that reads "Timothy O'Malley" with a stylized flourish at the end.

Timothy J. O'Malley
Assistant Chief Administrative Law Judge
Municipal Boundary Adjustment Unit

TJO:kjl

c: Mark Kober, Sleepy Eye City Manager (via E-mail)