



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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May 20, 2014

Jody Winters, City Attorney
1017 Hennepin Ave
Glencoe, MN 55336

VIA U.S. MAIL

Re: A-7890 Glencoe/Glencoe Township (Glencoe Regional Health Services Petition)

Dear Jody Winters:

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

As discussed, it is the responsibility of the initiating party to meet all necessary requirements before the petition can be accepted for filing:

- 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.
- Please state the number of acres involved in this proceeding.
- A filing fee is necessary. (Filing fees are \$5 an acre with a minimum fee of \$100.00 and a maximum fee of \$600.00.)

If you have any questions, please contact Katie Lin, State Program Administrator, at 651-361-7911 or katie.lin@state.mn.us.

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
651-361-7909

SJH:kjl