

**BALDWIN TOWNSHIP  
REORGANIZATION MEETING**

**April 6, 2020**

**Present** – Supervisors Jay Swanson, Bryan Lawrence, Patrick Hudson, Tom Rush and Larry Handshoe. Because of COVID-19 health concerns, social distancing was observed.

**Call to Order** – The Baldwin Township Reorganization Meeting was called to order by Chairman Jay Swanson at 6:30 p.m.

**Pledge of Allegiance** - All present recited the Pledge of Allegiance.

**Reorganization of Town Board:**

**Select Town Board Chair**

Hudson/Lawrence unanimous to nomination Jay Swanson for town board chair. Swanson accepts the nomination. Hudson/Lawrence unanimous to close nominations. Hudson/Lawrence unanimous to install Swanson as town board chair.

**Select Town Board Vice-Chair**

Lawrence/Hudson unanimous to nominate Tom Rush for town board vice-chair. Rush accepts the nomination. Nominations closed. Rush is installed as town board vice-chair.

**Review Town of Baldwin Organization List** – The Town Board reviewed the organization list and had several changes. Chairman Jay Swanson added '1<sup>st</sup> Emergency Town Manager' to his list of duties. Vice-Chairman Tom Rush added '2<sup>nd</sup> Emergency Town Manager' to his list of duties. Supervisor Larry Handshoe deleted 'Employee Liaison (2<sup>nd</sup> Contact)' from his list of duties. Supervisor Patrick Hudson added 'Employee Liaison (2<sup>nd</sup> Contact)' and 'Fire Department Liaison (3<sup>rd</sup> Contact)' to his list of duties.

**Confirm Transfer of Town Records to Newly Elected Officers** - It was confirmed by the clerk and Supervisor Lawrence that the town records were transferred to the newly elected officer.

**Approve/Disapprove Compensation Rates for Town Officers** - Lawrence/Hudson unanimous to leave the compensation rates for the town officers as is.

**Review Employee Safety Program (AWAIR)** - The Employee Safety Program was reviewed.

**Review Town Ordinance & Resolution Book** - The Town Ordinance and Resolution books were reviewed.

**Approve/Disapprove Official Township Newspaper** - Rush/Handshoe unanimous to approve the Princeton Union Times as the official township newspaper.

**Approve/Disapprove Designated Legal Posting Areas** - Lawrence/Rush unanimous to approve the Baldwin Township Website, the Town Hall and Marv's True Value as the designated legal posting areas.

**Approve/Disapprove Town Depository** - Lawrence/Handshoe unanimous to approve Bremer Bank as the town depository.

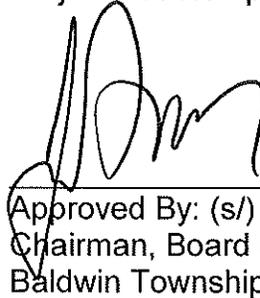
**Approve/Disapprove Authorized Personnel for EFT Transfers** - Rush/Hudson unanimous to approve the clerk/treasurer, the deputy clerk and the chairman as authorized personnel for EFT transfers.

**Affirm Current Regular Town Board Meeting Schedule** - The Town Board meeting schedule was affirmed.

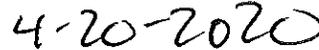
**Adjourn** - Rush/Handshoe unanimous to adjourn at 6:52 p.m.



Submitted By: (s/) Cathy Stevens  
Clerk/Treasurer  
Baldwin Township



Approved By: (s/) Jay Swanson  
Chairman, Board of Supervisors  
Baldwin Township



Date