

## BALDWIN TOWNSHIP BOARD OF AUDIT

February 18, 2020

**Present** – Supervisors Jay Swanson, Tom Rush, Larry Handshoe and Patrick Hudson. Supervisor Bryan Lawrence arrived at 6:34 p.m.

**Call to Order** – The February 18, 2020 Baldwin Township Board of Audit meeting was called to order by Chairman Jay Swanson at 6:30 p.m.

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

**Perform 2019 Annual Board of Audit** - The Baldwin Board of Supervisors each selected the following disbursements to be audited for the year ending December 31, 2019 except for Supervisors Handshoe and Hudson. During the Board of Audit each Supervisor examined the invoices and claims for payment and verified that the checks written to the vendors were correct.

Supervisor Jay Swanson selected the following disbursements:

- Check #23285, dated September 13, 2019, payable to Princeton Rental in the amount of 518.46.
- Check #22638, dated January 7, 2019, payable to The Bank of Elk River in the amount of \$25,226.99 (email to clerk stated \$25,225.99) and \$209,315.83.
- Check #22912, dated April 15, 2019, payable to Schlenner Wenner & Co. in the amount of \$11,270.00.

Supervisor Tom Rush selected the following disbursements:

- Check #22783, dated March 4, 2019 payable to Alex Air Apparatus, Inc. in the amount of \$59.50.
- Check #22725, dated February 4, 2019 payable to Absolute Auto Care, Inc. in the amount of \$1556.65
- Check #22727, dated February 4, 2019 payable to Aspen Mills in the amount of \$198.50.

Supervisor Bryan Lawrence selected the following disbursements:

- Check #22734, dated February 4, 2019 payable to CenturyLink in the amount of \$542.04.
- Check #22977, dated May 20, 2019, payable to Marv's True Value in the amount of \$268.48.
- Check #23302, dated October 7, 2019 payable to Beaudry Oil & Service, Inc. in the amount of \$612.25.

Hudson moved that he approves as seen with one correction: Supervisor Swanson's check #22638 (\$25,225.99) should have been \$25,226.99 (email was incorrect). It was determined that the check was correct. Rush seconded the motion. Upon voice vote, the motion carried.

**Adjourn** – Lawrence/Rush unanimous to adjourn at 6:46 p.m.

*Cathy Stevens*

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

*J. Swanson*

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

*4-6-2020*

Date