BALDWIN TOWNSHIP
SPECIAL CLOSED EMPLOYEE PERFORMANCE REVIEW MEETING

June 15, 2020

Notice is hereby given that the Town Board of Baldwin Township, Sherburne County, Minnesota, will hold special meeting on Monday, June 15, 2020 at 6:00 p.m. and 6:30 p.m. at the Baldwin Town Hall to conduct a closed session(s) as required by Minnesota State Statute § 13D.05, subdivision 3(a) to evaluate the performance of an individual(s) who are subject to the board's authority. The person(s) subject to the closed session has the option to request that it be open to the public. The Town Board may also open the meeting after the closed session in order to take action if it determines it may be warranted.

Dated this 10th day of June, 2020. Posted on June 10, 2020.

Present – Supervisors Tom Rush, Bryan Lawrence and Larry Handshoe. Supervisors Jay Swanson and Patrick Hudson absent.

Call to Order – The June 15, 2020 closed employee performance review for Maintenance employee Phillip Fadden was called to order by Vice-Chairman Tom Rush at 6:00 p.m.

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

Motion to Close Meeting Per MN State Statute § 13D.05, subdivision 3(a) - The meeting may be opened at the request of the employee or may be opened by the Town Board to take further action if warranted. Phillip Fadden stated that he would like to keep the meeting open. Fadden's Employee Self-Evaluation was reviewed by Rush. One of the items listed on Fadden's self-evaluation is that he would like to see more one on one with the board members. Rush stated that it should start with Handshoe and then whoever has the time. Discussion on the benefits of the wastewater classes.

Rush stated that he has given Fadden 27 points out of 30. Rush stated that Fadden is a veteran and knows what he is doing. It is good that cross training is happening.

Handshoe stated that he has given Fadden 28 points out of 30. He thinks Fadden is doing a good job. He works with him every day, or every 3 days. He has no complaints. Communication is a big deal as then everyone knows what to expect.

Lawrence stated that we as board members rely on Handshoe's communication with us. He does not seek out additional communication. Lawrence stated that Fadden is a great addition to our staff and is fantastic and appreciates the effort and diligence to the township. He stated that his numbers are not going to show that. He is not watching your every move. He does not have enough information. He does not have any complaints and appreciates what Fadden does.

The clerk did not receive any feedback from Swanson and Hudson.

Fadden stated that he would like the Town Board to explore the possibility of him receiving full time benefits. Rush stated that Fadden had highlighted the areas that pertain to Fadden in the employee handbook. Fadden stated that he also broke it down. He is not expecting an answer tonight. Rush stated that this can be discussed at the next Town Board meeting. He hopes the employee liaisons have time to talk to Fadden. Fadden is working up to 40 hours per week except maybe in the winter. Discussion on how the summer help is working out. Fadden stated that he wanted to introduce the benefit package as, going through the handbook, it appears that he qualifies.

Adjourn – Lawrence/Handshoe unanimous to adjourn at 6:22 p.m.

Cathy Stevens

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

Tom Rush

Approved By: (s/) Tom Rush
Vice-Chairman, Board of Supervisors
Baldwin Township

7/6/20
Date

Attendees: Zac Good