

**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 10<sup>th</sup> 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 Zac Good was called to order by Vice-Chairman Tom Rush at 6:34 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. Zac Good stated that he would like to keep the meeting open. Good's Employee Self-Evaluation was reviewed by Rush. Good stated that he would like to have the coordinator make the call on when to go out snowplowing. A better job could have been done this last season and he felt it was bumpier this year than what it needed to be. There is close to 30 years' experience between himself, Phil and Mark. Rush stated that when that time comes, we can talk about that and have a better game plan.

Good stated that he feels the township could have a stronger benefit package for full time employees. The township to the south has a good incentive plan for their employees. He feels like he is worth it. He also thinks the township can do a better job on a benefit comp plan. Livonia has more than double the health stipend and they have adopted a plan where, if you are doing your job there is a \$.50 raise along with a COLA. It takes the guess work out.

Discussion regarding the lake of snowplow applications. Good stated that he is glad Brody (Johnson) came back as it sounds like this may be his last year. He believes employee retention is important.

Good stated that he is concerned about the integrity of the roads. He tries to be a strong taskmaster, but roadblocks and setbacks happen. He is good at adapting. Four guys and two trucks doesn't always work with the job you want to do.

Good stated that he is interested in the administration classes offered by LTAP. He did a lot of research before attending the wastewater classes and if it saves the township money, he is all in. Rush stated that if there is any additional training Good or Fadden would like just to let the Town Board know.

Rush stated that he has given Good 28 points out of 30. He has been working with Good with clean-up day and the parks. He feels Good is very thorough and knowledgeable. He took charge on the boardwalks. He feels Good does a good job and is an asset to the township.

Handshoe stated that he has given Good 29 out of 30 points. He feels Good is a good asset with giving information to the board. It is working out well.

Lawrence stated that he appreciates what Good does as he represents the township well. Good has a passion for his work. Lawrence stated that has questions that Good may clarify: Is the gravel for the park? Good responded that it is gravel for the chip seal. Lawrence questioned one of the summer helpers running the payloader on County Road 9. Is there a liability for the township with him driving it? What kind of training did he have? Good stated that if they are employed by the township, they are covered by liability insurance. Good drove with him to train him through the parking lot and at the park. He felt he was capable of doing that task. He does have a Class B permit. Lawrence stated that Fadden brought up he is doing the payroll and fuel accounting. Is that a task you want to share? If that happens Lawrence would appreciate knowing about it. Good stated that he has trained Fadden to do payroll, but he still oversees it. He feels it is great cross training. Lawrence thanked Good for serving the township with the diligence that he does.

**Adjourn** – Handshoe/Lawrence unanimous to adjourn at 7:00 p.m.



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

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

\_\_\_\_\_  
Date

Attendees: Phillip Fadden