

**BALDWIN TOWNSHIP BOARD OF AUDIT****March 2, 2015**

**Present** – Supervisors Jay Swanson, Larry Handshoe, Tom Rush and Randy Atwood. Supervisor Jeff Holm arrived at 6:43 p.m.

**Call to Order** – The 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 2014 Annual Board of Audit** - The Baldwin Board of Supervisors each selected the following disbursements to be audited for the year ending December 31, 2014 except for Supervisor Holm. 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 #18239, dated March 18, 2014, payable to Beaudry Oil & Service, Inc. in the amount of \$3,123.22.
- Check #18165, dated February 18, 2014, payable to CenterPoint Energy in the amount of \$733.86.
- Check #18708, dated September 8, 2014, payable to Livonia Township in the amount of \$75,859.67. This amount reflects a line item amount for the disbursement. The entire disbursement totaled \$76,263.42.
- Check #18205, dated March 3, 2014 payable to Metro Sales, Inc. in the amount of \$405.31.

Supervisor Larry Handshoe selected the following disbursements:

- Check #18601, dated August 4, 2014 payable to Commercial Asphalt Company in the amount of \$539.91.
- Check #18037, dated January 6, 2014 payable to Connexus Energy in the amount of \$9.50.
- Check #18832, dated November 10, 2014 payable to Marv's True Value in the amount of \$425.89. This amount reflects a line item amount for the disbursement. The entire disbursement totaled \$816.20.

Supervisor Randy Atwood selected the following disbursements:

- Check #18363, dated May 5, 2014 payable to Adversign of Minnesota, Inc. in the amount of \$1,659.15. This amount reflects the total without Minnesota sales tax in the amount of \$114.07.
- Check #18703, dated September 8, 2014 payable to Knife River Corporation in the amount of \$1,200.00.
- Check #18651, dated August 19, 2014 payable to Rhomar Industries, Inc. in the amount of \$787.33.

- Check #18583, dated July 15, 2014 payable to West Branch Construction Company in the amount of \$700.00.

Supervisor Tom Rush selected the following disbursements:

- Check #18366, dated May 5, 2014 payable to AT&T Mobility in the amount of \$363.77.
- Check #18568, dated July 7, 2014 payable to Bridget Chard in the amount of \$1,286.00.
- Check #18626, dated August 19, 2014 payable to Bogart, Pederson & Associates in the amount of \$15,652.50.
- Check #18209, dated March 3, 2014 payable to Trucks and Toys in the amount of \$147.12.

Supervisor Holm stated he was satisfied with the invoices reviewed and wished not to pull additional invoices.

**Adjourn** – Handshoe/Atwood unanimous to adjourn at 6:47 p.m.

*Cathy Stevens*

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

*Jay Swanson*

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

*3-17-2015*

Date