

**BALDWIN TOWNSHIP
SPECIAL CLOSED EMPLOYEE PERFORMANCE REVIEW MEETINGS**

November 21, 2017

Notice is hereby given that the Town Board of Baldwin Township, Sherburne County, Minnesota, will hold special meetings on Tuesday, November 21, 2017, at 7:00 p.m. at the Baldwin Town Hall to conduct closed sessions 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 15th day of November, 2017. Posted on November 15, 2017.

Present – Supervisors Brad Schumacher, Larry Handshoe, Tom Rush and Jay Swanson. Supervisor Bryan Lawrence is not present. Also present maintenance employee Zac Good.

Call to Order – The November 21, 2017 Baldwin Township closed employee performance review meeting was called to order by Chairman Brad Schumacher at 7:00 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)
Handshoe/Rush unanimous to close the 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.

Good requested that the employee meeting remain closed.

Motion to Open Meeting – Handshoe/Swanson unanimous to reopen the meeting at 7:43 p.m.

Schumacher thanked Good for coming in for the 90-day employee review. He said the position will be added to the December 4, 2017 regular meeting to "Approve/Disapprove Extending Offer for Full Time Position with Baldwin Township" as well as discuss compensation for that position. "Discuss/Approve/Disapprove Compensation" for the position will be added to the December 18, 2017 regular meeting.

Good asked if there is also the chance to be given the coordinator position. Schumacher said that position was currently taken at this time, and that Baldwin Township would have to advertise and post for that position. Baldwin Township would also have to accept the resignation of the individual who holds that position at this time.

Rush said that the Town Board has a budget meeting to discuss the 2019 budget in December. If the Town Board is going to do merit increases for employees they usually want it budgeted. Taken into consideration also is summer help, and the possibility of a pay increase for them.

Adjournment – Handshoe/Swanson unanimous to adjourn at 7:58 p.m.



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



Approved By: (s/) Brad Schumacher
Chairman, Board of Supervisors
Baldwin Township

12-4-17

Date