

**BALDWIN TOWNSHIP  
SHERBURNE COUNTY  
STATE OF MINNESOTA**

**RESOLUTION NO. 12-20**

**RESOLUTION DESIGNATING A LIAISON AND ALTERNATE  
LIAISON FOR THE 2013 ROAD CONTRACTOR SERVICES  
AGREEMENT WITH ESSIG CONSTRUCTION**

**WHEREAS**, the Town Board of Baldwin Township entered into a road contractor services agreement ("Agreement") with Essig Construction for the spring, summer, and fall seasonal road grading work for 2013; and

**WHEREAS**, the Agreement requires both parties to designate a liaison and alternate liaison to assist in the day-to-day administration of the Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby designate the first Road and Bridge Supervisor as Town Liaison and the second Road and Bridge Supervisor as Alternate Liaison, respectively, for the purpose of the Agreement. In the administration of the Agreement on behalf of the Town Board, the Liaison and Alternate Liaison shall have the following listed powers and limitations:

**Powers**

- Receive inquiries from the Contractor regarding the performance of the services under the Agreement.
- Direct Contractor to perform grading work under the terms of the Agreement when necessary in their discretion to make the roads safe and passable.
- Be the primary contact person with the Contractor on the Agreement.
- To conduct periodic inspections of the timeliness, quality, and performance of the services required or requested under the Agreement.

**Limitations**

- Shall not make any modifications of the Agreement without prior Board approval and then only in accordance with the terms of the Agreement.
- Shall not waive any requirements placed on the Contractor by the Agreement without prior Board approval.
- Shall not forgive any breach of the Agreement by the Contractor without prior Board approval.
- Shall not enter into any contract without prior Board approval.

Adopted this 18<sup>th</sup> day of December, 2012.

Attest: Cathy Stevens  
Cathy Stevens, Town Clerk/Treasurer

Jay Swanson  
Jay Swanson, Chairman