

**BALDWIN TOWNSHIP  
SHERBURNE COUNTY, MINNESOTA  
RESOLUTION NO. 08-04**

**RESOLUTION AMENDING THE  
TOWN'S ADMINISTRATIVE POLICY**

**WHEREAS**, the Town Board of Supervisors (the "Town Board") of Baldwin Township, Sherburne County, Minnesota (the "Town") adopted Resolution No. 07-07 at its meeting on August 7, 2007 establishing an administrative policy for the Town (the "Policy");

**WHEREAS**, the Town Board desires to amend the policy to provide a greater opportunity for Supervisors to ask individuals in the audience at a meeting who may have information particularly relevant to the matter before the Town Board to respond to questions or provide the Town Board information about the matter;

**WHEREAS**, Section 10 of the Policy provides that the Policy may be amended by resolution;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby amends the Policy as follows:

1. Public Comment on Agenda Items. Section 6.2 of the Policy is amended by adding the underscored language as follows:
  - 6.2. **Public Comment on Agenda Items**. Anyone in attendance at a meeting may ask to be recognized by the Chairperson to speak to an item on the agenda at the time the matter is before the Board. A Supervisor may request the Chairperson to recognize, or the Chairperson may on his or her own initiative recognize, a person in attendance at a meeting to respond to a question or provide information regarding an agenda item at the time the item is before the Board for discussion. If the Chairperson denies a Supervisor's request, the Supervisor may appeal the decision by making a motion to allow the person to respond to the question or provide the requested input. If the motion is seconded and passed, the Chairperson shall recognize the person and allow the person to respond to the request. Those recognized by the Chairperson to speak must confine their comments to the matter before the Board and must otherwise comply with the requirements of this policy when speaking.
2. Effective Date. This amendment to the Policy shall be effective upon adoption.

**BE IT FURTHER RESOLVED**, the Town Clerk-Treasurer is hereby authorized and directed to file this resolution in the Town's records, incorporate the amendment into the Policy, post a copy of the amended Policy in the Town Hall, and to make copies of the amended Policy available to the public upon request in accordance with its terms and conditions.

Adopted this 8th day of July, 2008.

**BY THE TOWN BOARD**

  
Town Chairperson

Attest: Cathy Stevens  
Town Clerk-Treasurer