

REORGANIZATION MEETING

2018

SWEARING IN OF NEWLY ELECTED OFFICERS

KEITH AUNE & LEE MINDEMANN

TRANSFER TOWN RECORDS

Completed

SELECT A TOWN BOARD CHAIR AND VICE CHAIR

Motion

ADOPT A SCHEDULE OF THE BOARDS REGULAR MEETINGS

Completed and posted.

DESIGNATE AN OFFICIAL NEWSPAPER

Motion

SET COMPENSATION FOR TOWN OFFICERS AND EMPLOYEES

Completed. Attachment

DESIGNATE ONE OR MORE POSTING PLACES IN TOWN

DESIGNATE A BANK AS THE TOWN DEPOSITORY

Motion

CONSIDER POTENTIAL CONFLICT OF INTEREST ISSUES

COI submission to Lee Mindemann for signature

REVIEW AND AMEND BOARD POLICIES AS NEEDED

INVENTORY TRAINING AND REFERENCE MATERIALS

Clerk has the pertinent information for this.

REVIEW TOWN ORDINANCE BOOK AND RESOLUTION BOOK

Clerk to submit

CONFIRM THE TOWN FINANCIAL REPORTING FORM HAS BEEN COMPLETED AND RETURNED TO THE STATE AUDITOR

Completed and submitted to Auditor.

IDENTIFY UPCOMING TRAINING OPPORTUNITIES

June MAT SHORT COURSE MEETINGS(Fergus Falls). More detailed information to follow.

LIST OF OFFICERS HAS BEEN SENT TO MAT. Completed.