

WATERFORD TOWNSHIP



"where the path from the past and the future meets"

NOTICE OF PLANNING COMMISSION & TOWN BOARD MEETING BY TELEPHONE

NOTICE IS HEREBY GIVEN, that due to the coronavirus pandemic, the Waterford Township Board & the Planning Commission shall conduct the Regular Monthly Board Meeting and a Planning Commission Meeting on Monday, January 11, 2021 at 7:00 p.m. via the telephone conferencing service GoToMeeting.

The purpose of the Regular Monthly Board Meeting is to conduct the business of the Town Board and the purpose of the Planning Commission is to conduct a zoning review. The agenda and supporting documentation for both meetings can be found on the Township website (waterfordtownshipmn.org) under the Government tab, Agenda–Documents, 2021 January Agenda & Supporting Documents.

Join by telephone:

1. Dial into the meeting using your phone: (872) 240-3412
2. Access Code: 221-024-149
3. Audio Code: # N/A

Join by computer – EITHER OF TWO METHODS BELOW

- **Method #1**
- Open a new tab on your browser.
- Enter GoToMeeting in the URL address line and press return

OR

- **Method #2**
- Click on the following - <https://www.gotomeeting.com/meeting/join-meeting>

THEN

- The GoToMeeting screen should appear.
- Enter the Access Code (no dashes) as instructed and click “Join”.
- Click on “Open Go To Opener”
- The application will start.
- Click on “OK I’m Ready”.
- Click on the microphone and camera icons to hear and see everyone on the call.

If you have any questions regarding the conduct of the meeting or need to make special arrangements to participate at the meeting, please contact the Town Clerk at (651) 346-8467 prior to the date of the meeting. Elizabeth Wheeler, Clerk

Notifications:

- 1) **Town Hall:** Posted on December 21, 2021
- 2) **Website:** Upload to Township Website at waterfordtownshipmn.org on December 21, 2020

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NOTE: For Work Sessions & Special Meetings (i.e. meetings held at a different time, on a different date, or at different place than provided for in the adopted regular meeting schedule and designated meeting location,) Minn. Stat. § 13D.04, subd. 2, provides that notice must be posted on the designated bulletin board for the township, or if no official posting place has been designated, on the door of the regular meeting location, at least three days prior to the day of the meeting. Notice of a Work Session and or Special Meeting must provide the date, time, place and purpose of the meeting. The notice of the place needs to include the address so that would-be attendees can find the location.