

WATERFORD TOWNSHIP



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

NOTICE OF ANNUAL BOARD OF AUDIT & WORK SESSION

RESCHEDULED (was 01/12/23 but postponed till 03/09/2023)

NOTICE IS HEREBY GIVEN, that per Resolution R2021-05 passed by the Town Board on June 14, 2021, Township meetings (Regular, Special, Work Sessions, Planning Commission & Committee) will be held both at the Town Hall and by teleconferencing by GoToMeeting until the coronavirus pandemic is declared over.

Board of Audit & Work Session will be held at Town Hall (30038 Alta Avenue) on Thursday, 03/09/2023 at 5:00 p.m.

BOARD OF AUDIT PURPOSE: As a practical matter, the board incrementally performs the auditing requirements at its regular meetings when it reviews claims made against the town and decides whether to allow or not allow the claims. The on-going auditing function does not supplant the need to formally sit as the board of audit at least annually.

The Waterford Town Board meets annual to conduct a random audit of receipts & claims for the prior year. The Board of Audit is held between the close of the fiscal year (December 31st) and the March Annual Town Meeting. Minnesota State Statute 366.20.

WORK SESSION PURPOSE:

- o 2023 CTAS Budget – adopted September 12, 2022 – converted to CTAS budget format
- o Proposed 2024 CTAS Budget
- o Proposed 2024 Levy

JOIN EITHER AT THE TOWN HALL OR BY TELECONFERENCING

TOWN HALL: 30038 Alta Avenue, Northfield, MN 55057

JOIN BY TELEPHONE:

1. Dial into the meeting using your phone: (312) 757-3121
2. Access Code: 519-115-173
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:** 03/05/2023
- 2) **Website:** Upload to Township Website at waterfordtownshipmn.org on 03/02/23