

Avon Township Stearns
County, Minnesota

**Resolution 06-06-12 RESOLUTION REVISING THE POLICY FOR USING
AVON TOWNSHIP RECORDS**

WHEREAS, residents of Avon Township, Stearns County, Minnesota have a right to review the minutes and records of the Township;

WHEREAS, it is the responsibility of Avon Township to provide access to the records of the Town;

WHEREAS, it is necessary to protect the records of the Township;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of Avon Township, Stearns County, Minnesota, the official policy of Avon Township is to:

- a. make Town records available to the public by appointment with the Clerk or other designee;
- b. have a Town representative present with an individual searching the records to protect the documents;
- c. require individuals searching the records to provide identification;
- d. restrict access to the record storage room by anyone other than approved Town officials;
- e. allow free access to the records for individuals viewing records under ordinary circumstances.

This documents supersedes any previous documents.

Adopted this 6th day of June 2012.

LeRoy Gondringer
Town Chair

Attest: _____
Stephen G. Saupe
Town Clerk