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Dated: March 23, 2020

To Whom it May Concern:

The undersigned, as Board Chair, and therefore presiding officer of the Town Board of Spring Lake Township states as follows:

We are all aware of the global health pandemic related to the coronavirus/Covid-19. Schools have been closed statewide, international travel has been curtailed, restaurants are being closed, flights are being canceled, and businesses are shuttering office hours and having employees work from home. The state court systems have suspended most in-person court hearings.

At this point we do not know how rapidly the virus will spread or the full impact it will have. Out of an abundance of caution, I have determined that it is not practical or prudent to hold in-person Town Board meetings or public hearings for at least the next few weeks. I've determined that it is further unfeasible, for the same reasons, to have any persons physically present at the regular meeting location because to do so implies that will wishing to participate in and attend the meeting should gather at that location which is contrary to the social distancing being recommended by health authorities.

Therefore, until further notice, Spring Lake Township will hold any Town Board meetings by telephone or other electronic means as set forth in Minnesota statutes 13D.021. Meetings will be held at the regularly scheduled times. There will be no physical gathering at the Town Hall or other locations for the meetings. All members of the Town Board as well as consultants and the audience will attend by electronic means.

To attend or participate in a meeting, use the following dial in information:

1-301-715-8592 - please note NO participant ID is required. **Meeting ID:** 185 374 188

All participants will be asked to identify themselves upon entry into the meeting.

We are taking these precautions out of an abundance of caution to minimize the risk of spreading illness among our guests and employees. We will keep everyone up to date on any new developments that could help lessen this inconvenience. We don't know how long these conditions will endure or when we will again schedule in person meetings but we will strive to return to that normalcy as fast as we can.

Contact the Minnesota Department of Health at (651) 201-3920 [www.health.state.mn.us](http://www.health.state.mn.us) for information regarding the COVID-19 virus.

  
Thaddeus Kowalski  
Board Chair