

**DENMARK TOWNSHIP  
WASHINGTON COUNTY, MINNESOTA  
Resolution No. 2020-\_\_**

**RESOLUTION AUTHORIZING THE USE OF  
ELECTRONIC DOCUMENTS AND SIGNATURES**

**WHEREAS**, the President of the United States and the Governor of the State of Minnesota have declared states of emergency as a result of the spread of COVID-19;

**WHEREAS**, the Chairperson of Denmark Township (“Town”) signed a statement pursuant to Minnesota Statutes, section 13D.021 directing meetings of the Town to be conducted by telephone or other electronic means;

**WHEREAS**, the Town is continuing to conduct Town business while respecting the social distancing and group avoidance directives;

**WHEREAS**, Minnesota Statutes, sections 47.41-47.42 authorize the use of facsimile signatures on checks and related financial instruments, and Minnesota Statutes, chapters 325L, known as the Uniform Electronic Transaction Act (“Act”), authorizes the use of electronic documents and signatures; and

**WHEREAS**, the Town Board determines that expressly authorizing the use of electronic documents and electronic signatures to the greatest extent authorized by law is in the Town’s best interests under the current circumstances.

**NOW, THEREFORE, BE IT RESOLVED**, by the Denmark Town Board as follows:

1. The use of electronic documents and electronic signatures to conduct Town business is authorized to the greatest extent possible under the Act and other applicable laws. The Chairperson, and the other Town officials authorized to sign documents on behalf of the Town, may utilize a facsimile signature or electronic signature in accordance with the Act and other applicable laws to the greatest extent possible under law.
2. Any such person authorized to sign Town documents may authorize the Town Clerk-Treasurer to affix their facsimile signature or electronic signature to a document or other instrument, which shall serve as the authorizing person’s signature and is attributable to that person as their act. The Chairperson is authorized to establish procedures for the use of electronic documents and electronic signatures as may be needed to carry out the intent of this Resolution.
3. Once the emergency is over, the Town Board may reevaluate and modify or repeal this authorization as it determines is appropriate.

Adopted this 6<sup>th</sup> day of April 2020.

**BY THE TOWN BOARD**

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Kathleen A. Higgins

Attest: \_\_\_\_\_  
Becky Herman, Clerk-Treasurer