

CHAPTER II- 2.08
Ordinance to Adopt the
Wisconsin Municipal Records Schedule

STATE OF WISCONSIN

Town of Osborn

Outagamie County

SECTION 1- TITLE AND PURPOSE

This ordinance is entitled the Town of Osborn Ordinance to Adopt the Wisconsin Municipal Records Schedule. The purpose of this ordinance is to provide the legal custodian(s) of public records in the possession of the Town of Osborn with the authority to retain and destroy those records.

SECTION II: AUTHORITY

The Town Board of the Town of Osborn, Outagamie County, Wisconsin, has the specific authority under ss. 60.83 and ss. 19.21(4), Wis. Stats., to adopt an ordinance to address the management and destruction of public records.

SECTION III: ADOPTION OF WISCONSIN MUNICIPAL RECORDS SCHEDULE

The Wisconsin Municipal Records Schedule, as approved by the Public Records Board on August 27, 2018, attached hereto and incorporated herein by reference, is hereby adopted by the Town Board as the Town's official record retention schedule.

SECTION IV: NOTIFICATION TO WISCONSIN STATE HISTORICAL SOCIETY

When a record has met the terms of the retention period, the record may be destroyed by the legal custodian of the record, provided the custodian has complied with the notification requirement set forth in s. 19.21(4), Wis. Stats., to the Wisconsin State Historical Society.

SECTION V: CONFLICT

In the event of any conflict between the terms of this ordinance and any applicable state statute, the applicable state statute shall control.

SECTION VII: REVOCATION OF PRECEDING ORDINANCE

This ordinance hereby revokes and supersedes any prior resolutions or ordinances adopted by the

town board relating to the retention and/or destruction of public records of the Town of Osborn.

SECTION VIII: EFFECTIVE DATE

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Adopted this 9th day of May, 2022.

By the Town Board of the Town of Osborn, Outagamie County:

Al Timm
Chairman, Al Timm

Absent
Supervisor, Dennis Hoffman

Keith Lorenz
Supervisor, Keith Lorenz

Darlene Schultz
Attest: Darlene Schultz
Osborn Town Clerk

**ORDINANCE CHAPTER 1-1.09
TO APPOINT TOWN
CLERK TO THE BOARD OF REVIEW**

WHEREAS, pursuant to s. 70.46(1), Wis. Stats., the Board of Review is made up of the Town Board Supervisors and the Town Clerk; and

WHEREAS, s. 70.46(1m), Wis. Stats., prohibits appointed clerks, appointed treasurers, or appointed combined clerk/treasurers from serving on the Board of Review; and

WHEREAS, s. 70.46(1m)(b), Wis. Stats., requires the town board to fill the vacancy created by the appointed position with an elector of the town; and

WHEREAS, the Town Board desires to have the person holding the office of appointed clerk serve on the Board of Review as a voting member, provided the person is an elector of the town.

NOW THEREFORE, BE IT ORDAINED by the Town Board of the Town of Osborn, Outagamie County, that the person holding the office of appointed clerk be hereby appointed to serve on the Board of Review as a voting member, provided the person is an elector of the town; and

BE IT FURTHER ORDAINED that such appointment remain in effect until the person holding the office of appointed clerk is no longer an elector of the town.

Adopted this 9 day of May, 2022.

By the Town Board of the Town of Osborn, Outagamie, County:

Al Timm
Chairman, Al Timm

Absent
Supervisor, Dennis Hoffman

Keith Lorenz
Supervisor, Keith Lorenz

Darlene Schultz
Attest: Darlene Schultz, Town Clerk