

Ordinance 2024-07-O

Ordinance Adopting Notice of Records Access

STATE OF WISCONSIN

Town of West Sweden

Polk County

The Town Board of the Town of West Sweden, Polk County, Wisconsin, has the specific authority under s. 19.34, Wis. stats., to adopt this ordinance.


This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, adopts the attached Notice of Records Access, which, pursuant to s. 19.34 (1), Wis. stats., contains a description of the town's organization and the established times and places at which, the legal custodian from whom, and the methods whereby the public may obtain information from and access to records in the town's custody, make requests for town records, or obtain copies of town records, and the costs thereof, and the attached to this ordinance is so adopted.

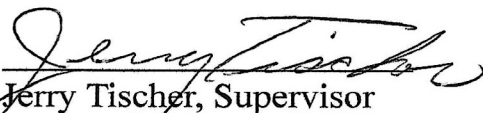
The town clerk shall prominently display and make available for inspection and copying at the town offices copies of the Notice of Records Access, for the guidance of the public.

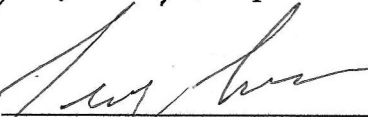
This ordinance is effective on posting dated December 18, 2024


The town clerk shall properly post or publish this ordinance as required under s. 60.80, Wis. stats.

Adopted this 17th day of December 2024.


Bruce Lundquist, Chairman


Jerry Tischer, Supervisor


Terry Taylor, Supervisor

ATTESTED: 
Phyllis Wilder, Clerk

NOTICE OF RECORDS ACCESS

STATE OF WISCONSIN

Town of West Sweden

Polk County

The clerk of the Town of West Sweden, Polk County, Wisconsin, by this notice states that the clerk of the Town of West Sweden has been designated under s. 19.33, Wis. stats., as the legal custodian of records for the Town of West Sweden.

The public may obtain information and access to records in the custody of the clerk or other appropriate legal custodian, make requests for records, or obtain copies of records, and learn the costs of obtaining copies of records from the town clerk or other appropriate legal custodian as follows:

The town clerk does not maintain regular office hours at the location where records of the Town are kept. The town clerk will permit access to Town records in the custody of the clerk upon at least 48 hours' written or oral notice to the town clerk of the intent to inspect or copy a record. The location of the records in the custody of the clerk is 209 3rd Ave N Frederic WI 54837.

As required under s. 19.34 (1), Wis. stats., each Town Local Public Office* is listed below. The public may obtain information and access to records in the custody of elected officials and chairpersons of committees of elected officials as the custodians of their own records of office, make requests for records, or obtain copies of records, and learn the costs of obtaining copies of records from the elected official or chairperson in accordance with the contact information designated as follows:

West Sweden Town Hall 209 3rd Avenue N, Frederic, WI

The following are the fees for satisfying record requests under s. 19.35, Wis. stats.:

Photocopied page	\$0.15 per copy
Content scanned and converted into electronic format	\$0.07 per page
Research:	\$25.00 per hour

Dated this 17th day of December, 2024.



Phyllis Wilder, Clerk