

STATE OF WISCONSIN  
TOWN OF WASHINGTON, VILAS COUNTY  
CODE OF ORDINANCES

**CHAPTER 14: ORDINANCE ADOPTING NOTICE OF RECORDS ACCESS**

**14.01 Title and Purpose**

This ordinance is entitled the Town of Washington Ordinance Adopting Notice of Records Access. The purpose of this ordinance is to adopt the attached Notice of Records Access, which, pursuant to § 19.34(1), Wisconsin Statutes, describes the organization of the Town of Washington, the established times, and places at which, the legal custodian from whom, and the methods whereby, the public may obtain information and access to records in the custody of the Town, make requests for records, or obtain copies of records, and the costs thereof.

**14.02 Authority**

The Town Board of the Town of Washington, Vilas County, Wisconsin, has the specific authority under § 19.34, Wisconsin Statutes to adopt this ordinance.

**14.03 Severability**

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

**14.04 Adoption of Ordinance**

This ordinance, adopted by a majority of the town board with a quorum present and voting and proper notice having been given, adopts the attached Notice of Records Access, which, pursuant to § 19.34 (1), Wisconsin Statutes, 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 Notice of Records Access is so adopted.

**14.05 Effective Date**

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 upon adoption and publication or posting. The Town clerk shall properly post or publish this ordinance under § 60.80, Wisconsin Statutes.

Adopted this 20th day of April 2021.

  
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Jim Egan, Town Chairperson

Attest:

  
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Michele Sanborn, Clerk

Published/Posted: 4/28/21 ; 4/28/21