

ORDINANCE #49

Ordinance to Adopt the Wisconsin Municipal Records Schedule

STATE OF WISCONSIN

Town of Namakagon

Bayfield County

SECTION I: TITLE AND PURPOSE

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

SECTION II: AUTHORITY

The Town Board of the Town of Namakagon, Bayfield 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: CUSTODIAN OF RECORDS

The Town Board of the Town of Namakagon designates the Town Clerk to serve as the custodian of the records for the Town of Namakagon.

SECTION IV: 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 of Namakagon as the Town's official record retention schedule.

SECTION V: 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 VI: 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

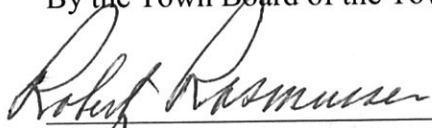
This ordinance hereby revokes and supersedes any prior resolutions or ordinances adopted by the town board relating to the retention and/or destruction ~~to~~^{of} public records of the Town of Namakagon.

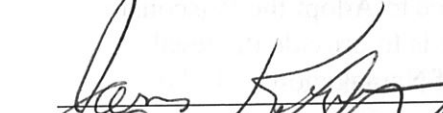
SECTION VIII: EFFECTIVE DATE

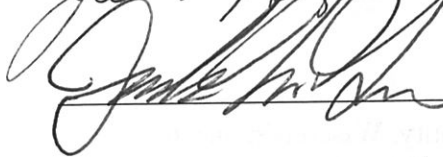
This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Adopted this 11th day of June. 2019.

By the Town Board of the Town of Namakagon, Bayfield County.

 Chairperson (Robert Rasmussen)

 Supervisor (James Krueger)

 Supervisor (Jack McGregor)

Attestation:  Clerk (Laura Bjork)

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