

RESOLUTION #2007-09
A RESOLUTION CREATING A NOTICE REGARDING PUBLIC RECORDS

BE IT HEREBY RESOLVED, by the Town Board of the Town of Vernon, Waukesha County, Wisconsin that the following notice is hereby adopted and shall be prominently displayed and made available for inspection and copying at the Town of Vernon Town Hall:

NOTICE:

Except as otherwise provided, any person has a right to inspect public records and to make or receive a copy of any public records as provided in Chapter 19, Subchapter II, Wisconsin Statutes, and applicable municipal ordinances.

Requests to inspect public records may be made to the Town Clerk at the Town of Vernon Hall, W249 S8910 Center Drive, Big Bend, WI 53103.

Public records may be requested, inspected and copies obtained during normal business hours Monday through Thursday 7:30 a.m. to 4:00 p.m. and Fridays, 7:00 a.m. to 3:30 p.m. In some cases, records may require retrieval and therefore may not be immediately available for inspection.

The cost of photocopying is 25 cents per page, which has been calculated to be the actual, necessary and direct cost of reproduction. In some cases, additional charges may apply, such as to recover costs for locating a record, mailing or shipping costs, or photographing and photographic processing costs, and in some cases, prepayment may also be required, as allowed by law.

Pursuant to the requirement of Section 19.34(1), Wisconsin Statutes, the following is a list of the holder of any "local public office" as that term is defined and user therein:

- Town Chairperson
- Supervisor #1
- Supervisor #2
- Supervisor #3
- Supervisor #4
- Town Clerk
- Town Treasurer
- Department of Public Works Director

I hereby certify that the foregoing resolution was duly adopted by the Town Board of Supervisors at a legal meeting on the 1st day of July, 2004.

APPROVED AND ADOPTED THIS 6th day of September, 2007

Brian Paff, Chairman

Joe Reilly, Supervisor #1

Mark Tylinski, Supervisor #2

Gary Finch, Supervisor #3

Bill Ludwig, Supervisor #4

ATTEST:

Gina C. Gresch, CMC / WCMC
Town of Vernon Clerk
Waukesha County