

Resolution 2024-1
Resolution to Amend 2019-5 Meeting Agenda Policy
State of Wisconsin • Town of Stubbs • Rusk County

Be it Hereby Resolved, by the Town Board of the Town of Stubbs, to give the authority to the Clerk to prepare and post all meeting agendas as per Resolution 2019-4 designating posting locations.

Any Town Board member may contact the clerk at least 5 days prior to the meeting to have an item placed on the agenda. The agenda items shall be worded so that the public can reasonably understand what is going to be discussed at the meeting.

It is also our policy that once the clerk has completed the agenda, it gets emailed to the Board members to review for accuracy. The Board members have 24 hours to respond with additions or corrections at which time the clerk may post the official agenda. No single board member or the clerk can remove an item from the agenda.


The sample agenda format is attached.

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

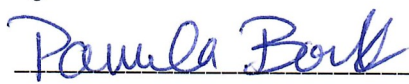
Adopted this 14th day of October 2024

Attest: 
Clerk

14 October 2024
Date


Chairman


Supervisor


Supervisor

15 October 2024
Posted

Agenda
Town of Stubbs • Town Board Meeting
(Date and Time)
Town Hall, Nee05 Hutchinson Rd, Bruce, WI

1. Call meeting to order and pledge of allegiance
2. Approve prior meeting minutes
3. Reports: Treasurer, Clerk, Patrolman, Board Members and Policy Committee.
4. Approval of monthly bills for payment; review bills paid using ACP.
5. *****Informal Public Comment (Time limit 5 minutes per person)
6. Body of Agenda items
7. Announcements and review of correspondence received
8. Items intended for future meetings.
9. Set date for next board meeting
10. Adjournment

Discussion and action may occur on any of the above items.

Posted at Town Hall and on website: townofstubbs.com

(Date of Posting)

(Clerk's Name), Clerk

******General public comment is welcome at this juncture. Should you have input about an agenda item, please inform the chair at this time that you wish to speak to a specific agenda item and, at the chair's discretion, you may be given the opportunity to do so when that item is addressed by the board.*