

**Town of LaPrairie
Rock County Wisconsin
ORDINANCE #108**

ORDINANCE TO ADOPT THE WISCONSIN MUNICIPAL RECORDS SCHEDULE

SECTION 1: TITLE AND PURPOSE

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

SECTION 2: AUTHORITY

The Town Board of the Town of LaPrairie, Rock County, Wisconsin has the specific authority under § 60.83 and §19.21(4), Wis Stat., to adopt an ordinance to address the management and destruction of public records.

SECTION 3: ADOPTION OF WISCONSIN MUNICIPAL RECORDS SCHEDULE

The Wisconsin Municipal Records Schedule, as approved by the Public Records Board on August 27, 2018, a copy of the currently effective Wisconsin Municipal Records Schedule shall be kept on file in the Clerk's office. This schedule is hereby adopted by the Town Board of the Town of LaPrairie, Rock County as the Town's official record retention schedule.

SECTION 4: 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 § 19.21(4), Wis Stats., to the Wisconsin State Historical Society.

SECTION 5: 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 6: 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 of public records of the Town of LaPrairie, Rock County, Wisconsin.

SECTION 7: EFFECTIVE DATE

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

Adopted this 16th day of November 2022. By the Town Board of the Town of LaPrairie, Rock County.

SIGNATURES ON FOLLOWING PAGE

Approved:

Allan Arndt
Allan Arndt, Chair

Brian Atkinson
Brian Atkinson

Kirk Leach
Kirk Leach

Archie Morton
Archie Morton

Jeff Waller
Jeff Waller

Attest:

Dawn Miller
Dawn Miller, Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Town Hall, the Clerk's Office 3954 S Nevada Trail Janesville, Salt Shed at 1903 LaPrairie Lane, & JB Hullah Feed & Supply at 5821 ELT Townline Rd Beloit, and the town website www.laprairiewi.gov

Dawn Miller
Dawn Miller, Clerk

11-19-2022
Date