

**Adopt the Wisconsin Municipal Records Schedule  
TOWN OF WAYNE, WASHINGTON COUNTY  
Ordinance #2020-02**

**SECTION I - TITLE AND PURPOSE**

This ordinance is entitled the Town of Wayne, Washington County, WI 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 Wayne with the authority to retain and destroy those records.

**SECTION II: AUTHORITY**

The Town Board of the Town of Wayne, Washington 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: 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 Wayne, Washington County, WI as the Town's official record retention schedule.

**SECTION IV: 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 requirements set forth in s. 19.21(4), Wis. Stats., to the Wisconsin State Historical Society.

**SECTION V: 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 of public records of the Town of Wayne, Washington County, WI.

**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 15th day of January, 2020.

By the Town Board of the Town of Wayne, Washington County, WI:

Passed this 15th day of January, 2020

Carol Gonwa, Clerk



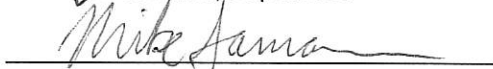
Robert Schulteis, Supervisor



Carl Klemme, Chairman



Mike Samann, Supervisor



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