

Town of Phelps
Minutes - Special Town Board Meeting
Wednesday June 18, 2025, 4:30 pm
Phelps Town Hall, 4495 Town Hall Rd., Phelps WI

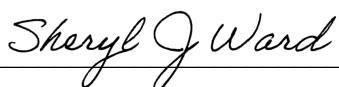
Present: Town Board Chair Steve Doyen; Town Board Supervisors Maureen L Robinson, Jeremy Ryan, Steve Waier; Town Clerk/Treasurer Sheryl J Ward

Present via Teleconference: Supervisor Dave Selby

1. **Call Meeting to Order:** The meeting was called to order by Chair Steve Doyen at 4:30 pm.
2. **Roll Call/Quorum Call:** A quorum was present.
3. **Verification of Public Notice by Town Board:** Per Clerk, on Tuesday June 17, 2025, prior to 4:30 pm the agenda was posted at the Phelps Town Hall/Community Center, Phelps Post Office, and the Phelps Convenience Center; Published to the Town Website; Emailed to the Vilas County News Review.

Discussion/Action on Agenda Items:

4. **Revisit Builders Risk Insurance Policies Due to Proposed Cost Savings** – Policies from another Insurance Carrier came in with a combined savings of \$6,020; \$2,609 on the Department of Public Works (DPW) building and \$3,411 on the Community Center/Library (CC). Totals of \$26,148 vs \$32,168. Waier states the Board should always aim to compare insurance proposals apples-to-apples and follow any policies and/or procedures the Town has in place.
Motion by Ryan to rescind motion from May 28, 2025, Special Town Board Meeting regarding Builders Risk Insurance for the Community Center and Town Shop.
Second by Waier. All voting aye. Motion carried.
Motion by Ryan to accept proposals from Selective Insurance Company through R&R Insurance for a combined yearly premium of \$26,148 with the understanding that the unearned premium will be returned.
Second by Doyen.
Discussion: Ryan – My motion made with the understanding that if a project finishes mid-policy period the unearned premium will be returned. Ward – I reached out to R&R to clarify and yes; all unearned premiums will be returned.
Consensus to begin DPW policy on July 1, 2025. The tentative date for CC policy start is August 1, 2025; this tentative date will be discussed and firmed up at the July 9, 2025, Regular Town Board Meeting.
All Voting Aye. Motion carried.
5. **Adjournment:** 4:50 pm.


Sheryl J Ward, Clerk/Treasurer

Note: These Minutes are subject to approval by the Town Board and the next Regular Town Board Meeting.