

Town Chairman  
Steve Doyen  
townchair@phelpswi.gov

Town Board of Supervisors  
Maureen Robinson  
Jeremy Ryan  
David Selby  
Steve Waier



Town of Phelps  
4495 Town Hall Rd., PO Box 157  
Phelps WI 54554  
Phone: 715-545-2270

Clerk/Treasurer  
Sheryl J Ward  
townclerk@phelpswi.gov

Deputy Clerk/Treasurer  
Kathleen R Ray  
deputyclerk@phelpswi.gov

Town Website  
www.phelpswi.gov

---

## **Town of Phelps**

### **Regular Town Board Meeting Agenda**

**Date:** Wednesday, September 10, 2025

**Time:** 6:00 pm

**Place:** Phelps Town Hall, 4495 Town Hall Rd., Phelps WI

1. **Call Meeting to Order**
2. **Roll Call/Quorum Call**
3. **Pledge of Allegiance**
4. **Verification of Public Notice by Town Board**
5. **Correspondence and Communications**
6. **Reports**
  - a. **Chairman Report**
  - b. **Town Board Supervisors Reports**
  - c. **Department/Committee Reports**
  - d. **EMS/Fire Department Reports**

### **Discussion/Action on the Following Agenda Items (Public Comment will be Allowed on Each Agenda Item):**

7. **Approval of the following Meeting Minutes:**
  - August 6, 2025, Special Town Board Meeting Budget Workshop
  - August 13, 2025, Regular Town Board Meeting
  - August 13, 2025, Special Town Board Meeting Budget Workshop
  - August 20, 2025, Special Town Board Meeting Budget Workshop
8. **Approval of August 2025 Financial Report**
9. **Approval of Checks and ACH/EFT Transactions: from August 1 through August 31, 2025, including Check #'s 20139 – 20187**
10. **Consider/Approve Budget Amendment to pay \$1,500 - \$2,000 to Robert E Lee (REL) Consultant Services to help with the WisDOT Surface Transportation Program (STP-Local) Grant application:**
  - **From:** Local Government Investment Pool (LGIP) Road Maintenance Reserve Account
  - **To:** Grant Writing Services Account (new)
11. **Consider/Approve Internal Budget Amendment to pay \$15,426.40 for fuel tanks at the new Department of Public Works (DPW) building at 2064 Strong Road:**
  - **From:** Account 533032 Hwy Gas & Oil
  - **To:** Account 5756008 Capital Outlay DPW Building (new)

12. **Consider/Approve Contract Agreement with Central Wisconsin Appraisals, Inc. DBA Hoffman Appraisal Service in the amount of \$86,200 for the 2026 Revaluation and annual maintenance fee.**
13. **Consider/Approve new Fee Schedule – Increase fees for Driveway Access Permit and Fire Number Purchase and Installation fee to \$75.00 ea.**
14. **Consider/Approve Amendment to 2018-03 Driveway Ordinance, Section 8.E. - The Application fee is ~~\$30.00~~ as approved on the Fee Schedule. ~~Strike~~ = remove and Underline = add.**
15. **Discussion/Action on the Fire Tower Restoration Report and the next steps**
16. **Town Hall storage/space needs in preparation for moving to the new facility**
17. **Update on former Lillian Kerr Health Care Center property:**
  - **Demolition project**
  - **Future Development Strategies**
18. **Update on new Community Center project**
  - **Disposal of the old town hall**
19. **Update on new Town Shop project**
20. **Update on Hwy G Landfill issue**
21. **Adjournment**

  
Kathleen R Ray, Deputy Clerk/Treasurer

This agenda has been posted at the Phelps Town Hall/Community Center, Phelps Post Office, Phelps Convenience Center, Town Website, and emailed to the Vilas County News Review September 8, 2025.