

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, October 8, 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, Communications and Reports**

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

6. **Approval of the following Meeting Minutes:**
 - September 10, 2025, Regular Town Board Meeting
 - September 10, 2025, Special Town Board Meeting and Budget Workshop
 - September 24, 2025, Special Town Board Meeting and Budget Workshop
7. **Approval of September 2025 Financial Report**
8. **Approval of Checks and ACH/EFT Transactions: from September 1 through September 30, 2025, including Check #'s 20188 – 20238**
9. **Kentuck Lake wake boat concerns**
10. **Electric Vehicle (EV) charging station at new community center**
11. **Consider/Approve Internal EMS Budget Amendment for budget shortfalls as follows:**

▪ Revenue: Acct 5230002 – EMS Run Wages	\$4,200.00
Expense: Acct 5230012 – Ambulance Billing Services	[\$2,000.00]
Expense: Acct 5320041 – Ambulance Medical Supplies	[\$2,000.00]
Expense: Acct 5230021 – Ambulance Maintenance	[<u>\$200.00</u>]
	0.00
12. **Consider/Approve Internal Highway Budget Amendment for a budget shortfall as follows:**

▪ Revenue: Acct 5330043 – Snow Fence	\$117.00
Expense: Acct 5330042 – Gravel	[<u>\$117.00</u>]
	\$0.00
13. **Consider/Approve Internal General Finance Budget Amendment as follows:**
 - Revenue: Acct 5142002 – Administrative Assistant
 - \$1,223.00

Expense: Acct 5142055 – Clerk/Treasurer Equipment (laptop)	<u>[\$1,223.00]</u> 0.00
▪ Revenue: Acct 5142002 – Administrative Assistant	\$400.00
▪ Revenue: Acct 5142036 – Clerk/Treasurer Maintenance	\$564.00
▪ Revenue: Acct 43615 – WEC Grant	\$600.00
Expense: Acct 51450 – Town Website (website/email .gov domain)	<u>[\$1,564.00]</u> \$0.00

14. Consider/Approve External Town Lakes Budget Amendment for clerk error on budgeted payout as follows:

▪ Revenue: LGIP Reserve Town Lakes	\$246.00
Expense: Acct 5570015 Lake Management	<u>[\$246.00]</u> \$0.00

15. Consider/Approve Internal & External Planning & Dev. Commission Budget Amendments as follows:

▪ Revenue: Acct 5579408 Broadband Development Reserve (Internal)	\$20,000.00
▪ Revenue: General LGIP Reserve (External)	\$7,633.00
Expense: Acct 5193881 – General Liability Insurance	<u>[\$27,633.00]</u> \$0.00

16. Consider/Approve Budget Amendment to pay Pat Crum Plumbing & Heating Invoice of \$2,109 for the repair of the Town Hall/Library sewer line issue. Revenue: Acct 5160021 – Community Center Repairs has \$660.00. Need \$1,449.00.

17. Discuss Safety Guidelines for Use of Facility Permit for events with the potential to impact Fire and EMS resources

18. Consider/Approve procedure for approving new private road name – the County Uniform Addressing System Chapter 28 does not require full town board approval – assign a designated member for a more expeditious process

19. Consider/Approve Lakefront Pines Park sod and pavilion project plan for 2026

20. Consider/Approve Spectrum quote for dedicated fiber and phone system for the new community center

21. Update on former Lillian Kerr Health Care Center property:

- Demolition project
- Future Development Strategies

22. Update on Republic Services Recycling Contract

23. Update on new Community Center project

24. Update on new Town Shop project

25. Update on Hwy G Landfill issue

26. Adjournment

Kathleen R Ray
Kathleen R Ray, Deputy Clerk/Treasurer