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**Town of Phelps**  
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**Supervisors**  
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**Town of Phelps**  
**Regular Town Board Meeting Agenda**  
**Date:** Wednesday, February 11, 2026  
**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**
  - e. Clerk's Report**

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

- 7. Approval of the following Meeting Minutes:**
  - January 14, 2026, Regular Town Board Meeting
- 8. Approval of January 2026 Financial Report**
- 9. Approval of Checks and ACH/EFT Transactions: from January 1 through January 31, 2026, including Check #'s 20403 – 20452**
- 10. Update Phelps High School SkillsUSA Team - Residents Survey:**
  - Letter of Recommendation
- 11. Consider/Approve Amendments to the Phelps Fire Department Bylaws.**
- 12. Consider/Approve hiring Brandi Neri for temporary custodial services to fill in during Diane Moline's medical leave.**
- 13. Consider/Approve temporary hiring of Dorothy Kimmerling for temporary services to sort through old files prior to moving into new building.**
- 14. Consider/Approve Appointment of Stephanie Sorn as Member At Large to the Community Development Authority (CDA) Board to a 2-year term to fill a vacancy. Term to commence on February 11, 2026 and end on April 30, 2028.**

15. Consider/Approve the hiring of a company to move the town office equipment and files into the new building.
16. Consider/Approve additional 2025 Audit Fees related to Federal FFP Grant of \$9,500 not to exceed a grant total of \$21,000 as follows:
  - Financial Audit gross fee not to exceed \$15,000 (current agreement was for \$11,500)
  - Single Audit fee of \$6,000
17. Approve/Sign Audit Agreement from Kerber Rose.
18. Consider/Approve External Budget Amendment to pay \$2,000 to Robert E Lee (REL) Consultant Services to help with the WisDOT Surface Transportation Program (STP-Local) Application as follows:
  - From: Local Government Investment Pool (LGIP) Road Maintenance Reserve Account
  - To: Account 5152705 Grant Writing Services
19. Consider/Approve Internal EMS Budget Amendment as follows:
 

• From: Account 5230002 – EMS Run Wages	\$606.04
• To: Account 5230006 – EMS LOSA (Length of Service Award)	\$606.04
20. Consider/Approve External and Internal Budget Amendments to cover a Capital Outlay of \$25,451.13 to purchase EMS Radios as follows:
 

<b>EXTERNAL:</b>	
• From: LGIP Ambulance Reserve	\$10,452.00
• To: EMS Capital Outlay Mobile Radios	\$10,452.00
<b>INTERNAL:</b>	
• From: Acct 5723060 – Capital Outlay Ambulance Reserve (moving from 2026 Budgeted amount)	\$15,000.00
• To: EMS Capital Outlay Mobile Radios	\$15,000.00
21. Consider/Approve Ordinance 2023-01 Room Tax with amendments as approved on January 14, 2026, at the Regular Town Board meeting for signing and publishing.
22. Consider/Approve Ordinance 2026-01 Animal Control for signing and publishing.
23. Update on Hospital Site Redevelopment
24. Update on Sale of existing Town Hall/Library Building
25. Update on new Community Center project
26. Update on new Town Shop project
27. Update on Hwy G Landfill Venture Group (LVG) issue
28. Adjournment

*Kathleen R Ray*  
Kathleen R Ray, Deputy Clerk/Treasurer