

Chairman
Steve Doyen
townchair@phelpswi.gov

Clerk/Treasurer
Sheryl J Ward
townclerk@phelpswi.gov

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



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

Supervisors
Maureen L Robinson
supervisor.robinson@phelpswi.gov

Jeremy Ryan
supervisor.ryan@phelpswi.gov

David Selby
supervisor.selby@phelpswi.gov

Steve Waier
supervisor.waier@phelpswi.gov

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:
 - EXTERNAL:
 - From: LGIP Ambulance Reserve \$10,452.00
 - To: EMS Capital Outlay Mobile Radios \$10,452.00
 - INTERNAL:
 - From: Acct 5723060 – Capital Outlay Ambulance Reserve \$15,000.00
(moving from 2026 Budgeted amount)
 - 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, Deputy Clerk/Treasurer