Town of Phelps, Wisconsin
Minutes - Special Town Board Meeting
Wednesday, October 21, 2026
Phelps Community Center, White Birch Room

Present: Town Board Chairman – Steve Doyen, Town Board Supervisors – Maureen Robinson, Jeremy Ryan, Mary Ann Holcomb and Steve Waier. Others Present: Clerk/Treasurer – Sheryl J Ward, Deputy Clerk/Treasurer – Kathleen R Ray and Chamber Director – Laura Richart.

1. **Call Meeting to Order:** Chairman Doyen called the meeting to order at 10:00 a.m.
2. **Roll Call/Quorum Call:** A quorum of board members was present
3. **Verification of Public Notice by Town Board:** Deputy Clerk/Treasurer Ray verified the agenda was posted at the Phelps Community Center, Phelps Post Office, Phelps Convenience Center, Town Website, and emailed to the Vilas County News Review on October 19, 2026.
4. **Correspondence and Communications:** Clerk Ward explained that while finalizing the budget and entering the figures into the spreadsheet, the total ended up having a surplus of $44,807.38 and asked the Board for direction on how they want this amount reflected in the budget. Chairman Doyen stated that this will have to be discussed and decided at a posted meeting. The Board has set up a Special Town Board Meeting for Friday, October 23, 2026, at 9:00 am.

   Chairman Doyan stated he has been in communication with the Town's attorney regarding enforcement of late fee forfietures and would like to discuss this with the Board. Doyen suggested this also be on the meeting on Friday to discuss the attonrey's opnion.

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

5. **Set date/time for the Town Elector meeting/Budget Hearing to approve the proposed 2027 budget:** The Board set the Town Elector meeting/Budget Hearing to approve the proposed 2027 budget for Thursday, November 19, 2026, at 6:00 p.m. Supervisor Ryan is not able to attend however, if needed, he will make himself available by phone. Sheryl will provide Jeremy with the phone number for the phone in the White Pine Board Rm.
6. **Finalize vestibule entrance issues at the library and main entry locations:** Chairman Doyen stated he spoke with Steve Jamroz from Blue Design regarding the entrance door issues. Doyen stated after talking with Jamroz there really is no specific entity to blame here. The cost to fix the doors the way we want them is $14,142.10 and it is gracious of Blue Design to offer to pay $7,100. Doyen stated the balance the Town would pay is $7,042.10 and there is money in the Phelps Area Community Foundation to pay for this.

Motion by Waier to approve paying approximately half of the cost to fix the entrance doors of the library and main entry using Phelps Area Community Foundation funds. Second by Robinson. All voting aye. Motion carried.

7. **Adjournment at 10:40 a.m.**

Kathleen R Ray
Kathleen R Ray, Deputy Clerk/Treasurer

Minutes are subject to approval at the next Regular Town Board meeting