Town of Phelps, Wisconsin
Minutes – Special Town Board Meeting
Friday, October 23, 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, and Deputy Clerk/Treasurer – Kathleen R Ray.

1. **Call Meeting to Order:** Chairman Doyen called the meeting to order at 9:00 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 21, 2026.
4. **Correspondence and Communications:** None

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

5. **Review and finalize the 2027 proposed budget:** The Board reviewed the proposed budget and agreed that the surplus of $44,807.39 made known at the STBM on October 21, 2026, should be put in Highway Maintenance Reserves for road work. The proposed 2027 budget will therefore utilize all allowed debt. Sheryl will prepare the final proposed 2027 budget to present at the Annual Elector meeting set for Thursday, November 19, 2026, at 6:00 p.m.

6. **Move into Closed Session pursuant to Wis. Statutes 19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved –** Discuss Attorney's opinion on enforement of late fee forfeitures

Motion by Waier at 10:01 a.m. to move into Closed Session pursuant to Wis. Statutes 19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Discuss Attorney's opinion on enforement of late fee forfeitures. Second by Robinson. All voating aye. Motion carried.

7. **Adjourn closed session pursuant to Wis. State Statutes 19.85 (1)(g) and return to Open Session**

Motion by Ryan at 10:32 a.m. to adjourn closed session pursuant to Wis. State Statutes 19.85 (1)(g) and return to Open Session. Second by Robinson. All voting aye. Motion carried.

8. **Board May Consider Any Action Taken in Closed Session**

Motion by Ryan that the Board work with legal counsel to revise ambiguous language in our Room Tax Ordinance. Second by Waier. All voting aye. Motion carried.

9. **Adjournment at 10:32 a.m.**

Kathleen R Ray
Kathleen R Ray, Deputy Clerk/Treasurer

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