

Town of Richfield, Wood County, Wisconsin

Ordinance #12

Adopting Notice of Records Access

STATE OF WISCONSIN
Town of Richfield
Wood County

The Town Board of the Town of Richfield, Wood County, Wisconsin, has the specific authority under s. [19.34](#), Wis. stats., to adopt this ordinance.

This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, adopts the attached Notice of Records Access, which, pursuant to s. [19.34 \(1\)](#), Wis. stats., contains a description of the town's organization and the established times and places at which, the legal custodian from whom, and the methods whereby the public may obtain information from and access to records in the town's custody, make requests for town records, or obtain copies of town records, and the costs thereof, and the attached to this ordinance is so adopted.

The town clerk shall prominently display and make available for inspection and copying at the town offices copies of the Notice of Records Access, for the guidance of the public

This ordinance is effective on August 1st, 2023.

The town clerk shall properly post or publish this ordinance as required under s. [60.80](#), Wis. stats.

Adopted this 16th day of July, 2023 by the Town Board of Supervisors of the Town of Richfield, Wood County.

For a signed copy please contact the Town of Richfield Clerk.