

ORDINANCE # 21 -01

ORDINANCE TO ADOPT THE WISCONSIN MUNICIPAL RECORDS SCHEDULE

STATE OF WISCONSIN
Village of Gresham
Shawano County

SECTION 1 – TITLE AND PURPOSE

This ordinance is entitled the Village of Gresham Ordinance to Adopt the Wisconsin Municipal Records Schedule. The purpose of this ordinance is to provide the legal custodian(s) of public records in the possession of the Village of Gresham with the authority to retain and destroy those records.

SECTION II: AUTHORITY

The Village Board of the Village of Gresham, Shawano County, Wisconsin, has the specific authority under ss. 19.21(4), Wis. Stats., to adopt an ordinance to address the management and destruction of public records.

SECTION III: ADOPTION OF WISCONSIN MUNICIPAL RECORDS SCHEDULE

The Wisconsin Municipal Records Schedule, as approved by the Public Records Board on August 27, 2018, attached hereto, and incorporated herein by reference, is hereby adopted by the Village Board of Gresham as the Village official record retention schedule.

SECTION IV: NOTIFICATION TO WISCONSIN STATE HISTORICAL SOCIETY

When a record has met the terms of the retention period, the record may be destroyed by the legal custodian of the record, provided the custodian has complied with the notification requirement set forth in s. 19.21(4), Wis. State., to the Wisconsin State Historical Society.

SECTION V: CONFLICT

In the event of any conflict between the terms of the ordinance and any applicable state statute, the applicable state statute shall control.

SECTION VI: REVOCATION OF PRECEDING ORDINANCE

This ordinance hereby revokes and supersedes any prior resolutions or ordinance adopted by the Village of Gresham board relating to the retention and/or destruction of public records of the Village of Gresham.

SECTION VII: EFFETIVE DATE

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 61.50, Wis Stats.

Adopted this 18th. day of May 2021.


By the Village Board of the Village of Gresham, Shawano, County:


Richard Giese, Village of Gresham President



Art Bahr, Trustee


Blaine Eber, Trustee


Tom Madsen, Trustee


Michelle Martinez, Trustee


Brett Nelson, Trustee


Ethan Schmidt, Trustee

Attest: 
Judith Kristof, Clerk/Treasurer

