

**TOWN OF FOUNTAIN PRAIRIE ORDINANCE NO. 11-02  
CHAPTER 13 – NOTICE OF RECORDS ACCESS**

**SECTION I – TITLE AND PURPOSE**

The title of this ordinance is the Town of Fountain Prairie Notice of Records Access Ordinance. The purpose of this ordinance is to provide the public with the procedures necessary for access to Town records and the associated costs.

**SECTION II – AUTHORITY**

The Town Board of the Town of Fountain Prairie, Columbia County, Wisconsin has the specific authority under s19.34, WI Statutes to adopt this ordinance.

**SECTION III – ADOPTION OF ORDINANCE**

This ordinance, adopted on proper notice with a quorum and by a roll call vote by a majority of the Town Board present and voting, adopts the attached Notice of Records Access, which pursuant to s.19.34, WI Statutes, 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. Attached to this ordinance is the Notice of Records Access and is so adopted.

**SECTION IV – NOTICE OF RECORDS ACCESS**

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.

**SECTION V – EFFECTIVE DATE**

This ordinance is effective upon posting and adoption by the Town Board.

Adopted this nineteenth day of May, 2011.

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Steven D. Rubert, Chairman

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David Liebenthal, Supervisor

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Steven R. Jacob, Supervisor

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William Gretzinger, Supervisor

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Ron Huebner, Supervisor

Attest: \_\_\_\_\_  
Linda Henning, Clerk/Treasurer