

# Who Should Attend

Town board members, clerks, and treasurers.

## Teaching Team

Carol Nawrocki, Jann Charette, Lara Carlson and Joe Ruti;

Wisconsin Towns Association

Ben Jordan, Steve Pudloski and Andi Bill;

UW-Madison Transportation Information Center

Dan Federly or representatives from the

Wisconsin County Highway Association

Daniel Foth, Philip Freeburg, Yunji Kim,

UW-Madison Extension's Local Government

Center

5/7

5/8

## Comments from most recent Town Officials Workshops

5/9

"Great information and very knowledgeable presenters!"

5/14

"Always a good refresher on this topic." (Open Meetings)

5/15

"I will use this information to do the right thing the first time." (Ethics)

5/16

"I will use this information to look closer at road safety and condition." (Road Operations)

5/21

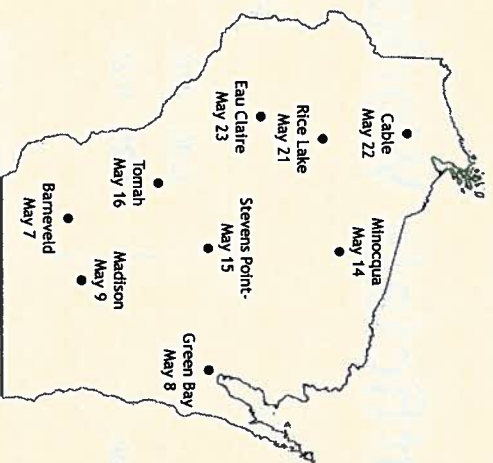
"A lot of great information and helpful for a new town official."

5/22

5/23

"Good information--heavy at times but necessary--good presenter." (Powers and Duties of Town Officials)

"Who thought open meetings law could be fun?!"



**Barneveld:** Deer Valley Lodge, 401 W. Industrial Dr. US 18/US 151 toward Dodgeville, exit 58 Cty Hwy 1D toward Barneveld, left onto W. Business ID/Cty Hwy 1D, right onto W. Industrial Dr.

**Green Bay:** Radisson Hotel & Conference Center, 2040 Airport Dr. Hwy 41 toward Green Bay. Exit WI-172/A Straubel Airport/1 43, exit 164B on left toward A Straubel Airport., Green Bay. Enter next roundabout and take first exit onto Radisson Dr, to hotel on Airport Dr.

**Madison:** Radisson Hotel & Conference Center, 517 Grand Canyon Dr. I-39/90 to exit US 12 west, take exit 255, keep right at fork in ramp, turn right onto S. Gammon Rd, turn right onto Odana Rd, turn right onto Grand Canyon Dr.

**Mitocqua:** AmericInn/Reulands, 700 US Hwy 51 N. On US Hwy 51 in the heart of Mitocqua.

**Stevens Point:** Holiday Inn Conv. Ctr., 1001 Amber Ave. From I-39; Exit #158 onto Hwy 10 heading east.

**Tomah:** Cranberry Country Lodge, 319 Wittig Rd. Near intersection of US 12 and WI 21 west of I-94.

**Rice Lake:** Wisconsin Indianhead Technical College, 1900 College Dr. Off US 53 and Cty O.

**Cable:** Lakewoods Resort, 21540 Cty Hwy M. 8 miles east of Cable on Hwy M.

**Eau Claire:** Florian Gardens, 2340 Lorch Ave. From I-94 take exit 68 onto WI-93, turn south toward Eleva, turn right onto Lorch Ave.

An EEO/AA employer, UW-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements. Requests for reasonable accommodations for disabilities or limitations should contact the Local Government Center at (608) 262-9960 at least 72 hours prior to the program so that proper arrangements can be made. Requests are kept confidential.

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Cooperative Extension Service  
Local Government Center  
610 Langdon Street, Rm. 229  
Madison, WI 53703-1104



Local  
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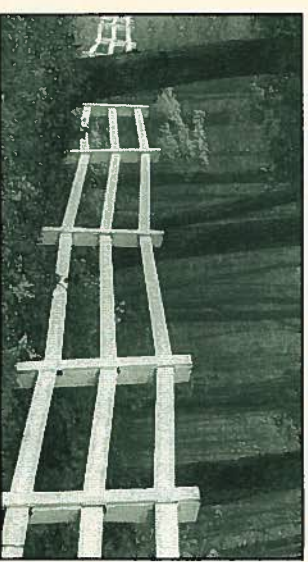


Extension  
UNIVERSITY OF WISCONSIN-MADISON

2019

## Town Officials Workshops

9 Locations  
Around Wisconsin



Sponsored by:

UW-Madison Extension's Local Government Center  
Wisconsin Towns Association  
UW-Madison Transportation Information Center  
UW-Madison Extension County Offices



## Town Officials Workshops May 2019

Name \_\_\_\_\_  
 Position \_\_\_\_\_  
 Town/Village \_\_\_\_\_  
 County \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_  
 E-mail \_\_\_\_\_

I plan to attend the following workshop:

- Tuesday, May 7: Barnevelid
- Wednesday, May 8: Green Bay
- Thursday, May 9: Madison
- Tuesday, May 14: Minocqua
- Wednesday, May 15: Stevens Point
- Thursday, May 16: Tomah
- Tuesday, May 21: Rice Lake
- Wednesday, May 22: Cable
- Thursday, May 23: Eau Claire
- Materials only (\$30 per packet)

**FEE:** \$65 early registration fee (when payment is received seven days in advance of workshop date)  
 \$75 late registration and walk-ins

Fee covers the cost of instruction, materials, snack and lunch. A full refund will be made if notice of cancellation is received in writing, by email, or by fax, seven days prior to the workshop.

No-shows will not receive a refund, but materials will be sent.

Registration: Make check payable to  
 Wisconsin Towns Association and mail to  
 Wisconsin Towns Association  
 W7686 County Rd MMM  
 Shawano, WI 54166  
 Fax (715) 524-3917  
 Registration questions? Please email  
 wtowns@wisctowns.com

For further workshop information call the  
 Local Government Center at (608) 262-9960.

# 2019 Town Officials Workshop Agenda

## New Board Members

8:00 - 8:25	Registration
8:25 - 10:30	Powers and Duties of Town Officials <i>Carol Nawrocki or Jann Charette</i>
10:30 - 10:45	Break
10:45 - 11:45	Budget and Finance Basics <i>Yunji Kim</i>
11:45 - 12:30	Lunch
12:30 - 1:20	Fundamentals of Town Road Operations <i>Ben Jordan or Steve Pudloski</i>
1:20 - 1:35	Break
1:35 - 2:35	Open Meetings Law <i>Lara Carlson or Joe Ruth</i>
2:35 - 3:30	Ethics for Town Officials <i>Philip Freeburg</i>
3:30 - 3:35	Evaluations and Adjournal

## Continuing Board Members

8:00 - 8:25	Registration
8:25 - 9:25	Local Bridge Program Administration and Oversight 2019 <i>Dan Fedderly or WCHA representatives</i>
9:25 - 10:30	Speed Limits <i>Andi Bill or Steve Pudloski</i>
10:30 - 10:45	Break
10:45 - 11:45	Medley of Town Topics: Answers to Common Questions <i>Carol Nawrocki or Jann Charette</i>
11:45 - 12:30	Lunch
12:30 - 1:20	Getting Started with Grants <i>Daniel Foth</i>
1:20 - 1:35	Break
1:35 - 2:35	Wisconsin's Fence Law <i>Philip Freeburg</i>
2:35 - 3:30	Public Records Issues and Answers <i>Daniel Foth</i>
3:30 - 3:35	Evaluations and Adjournal

To make a request for reasonable accommodations for disabilities or limitations, registrants should contact the Local Government Center at (608) 262-9960 at least 72 hours prior to the program so that arrangements can be made.

Please note that UW-Extension and Wisconsin Towns Association staff may be taking videos and pictures of the participants at the 2019 Town Officials Workshops. UW-Extension and Wisconsin Towns Association will use these videos and pictures in a manner consistent with UW-Madison Extension's mission. Your attendance at these events indicates your consent for your image to be recorded and used in this manner.