

Poygan Town Board of Supervisors

Date: February 18, 2026 Time: 7:00 p.m.

Location: 8693 Town Hall, Winneconne, WI 54986

Resolution 2026-02: Resolution to Adopt the 2026 Town of Poygan Compensation & Per Diems for Appointed Officials

The Town Board of the Town of Poygan, Winnebago County, Wisconsin, by this resolution, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice have been given, resolves and orders as follows:

WHEREAS, the Town of Poygan annually reviews compensation and per diems for municipal services, , planning and zoning, special meetings, education & training and other administrative functions to ensure that such compensation reflects the actual costs and remain consistent with applicable state statutes and industry standards; and

WHEREAS, the Town Board of Supervisors has reviewed the proposed 2026 Compensation & Per Diem Schedule prepared by Town staff, which incorporates updated cost analyses, departmental recommendations, regulatory requirements, and comparative municipal data; and

WHEREAS, the updated Compensation & Per Diem Schedule for 2026 includes revisions to certain administrative, planning and zoning, and such revisions have been determined to be reasonable, necessary, and in the best interests of the Town of Poygan; and

WHEREAS, the Town of Poygan has reviewed the complete 2026 Compensation & Per Diem Schedule attached hereto and finds it appropriate for adoption as the official schedule of compensation and per diem's for the 2026 calendar year;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of Supervisors of the Town of Poygan, County of Winnebago, State of Wisconsin, that the Town of Poygan 2026 Compensation & Per Diem Schedule, attached to this Resolution and incorporated by reference as though fully set forth herein, is hereby adopted and shall take effect on January 21, 2026.

BE IT FURTHER RESOLVED that the Town of Poygan will not reimburse or pay any costs or expenses for meals, lodging and travel to any town officer, employee or official unless the town board, or its designee has approved in advance, the expenses and costs prior to these costs and expenses being incurred by the officer or employee.

BE IT FURTHER RESOLVED that Upon proper written proof of payment timely submitted to the town clerk by a town officer, employee or official for authorized travel costs and expenses, or upon sworn affidavit by the officer, employee or official timely submitted to the town clerk demonstrating the specific travel costs and expenses incurred by the officer or employee, the town shall provide, by the town clerk, timely payment to the officer, employee or official. Such written proof or sworn affidavit by the town officer or employee shall be submitted to the town clerk in writing within 20 days of the costs or expenses being incurred. The town shall not be required to make payment or reimbursement for expenses or costs not timely received as determined by the town board or its Designees.

BE IT FURTHER RESOLVED that Town departments shall implement and enforce the 2026 Compensation & Per Diem Schedule as approved, and the Town Clerk or Designee is authorized to publish, post, and distribute the updated schedule through official channels, including the Town's website, public posting and informational materials.

BE IT FURTHER RESOLVED that any compensation not specifically listed in the 2026 Compensation & Per Diem Schedule shall remain in effect from prior schedules until formally amended or repealed by the Town Board of Supervisors

Adopted this 18 day of February, 2026

Attest:



Marty Johnson, Town Board Chairman



Elizabeth A. Jackson, Town Clerk