

# The Township of Delavan, Walworth County, Wisconsin

DELAVAN, WISCONSIN 53115

## OFFICERS

EDWARD J. LINDLOFF, Chairman  
KATHRYN H. CANARY, Side Supervisor  
RICHARD G. PENTICOFF, Side Supervisor  
CRAIG R. CRAIG, Side Supervisor  
RICHARD F. FULLER, Side Supervisor



## OFFICERS

ARDELLE A. PENTICOFF, Clerk  
DOROTHY FLADTEN, Treasurer  
DELPHINE I. TULLY, Assessor

December 14, 1980

## RESOLUTION TOWN OF DELAVAN

WHEREAS, the Town Board of the Town of Delavan is responsible for the over all control and spending of the Township Budget as approved, and

WHEREAS, the members of the Town Board for the Town of Delavan feel that in order to carry out the functions of the Town Board, it is necessary and desirable that each and every Township Department make a monthly report to the Town Board at their regular business meetings on the 3rd Tuesday of each month. Said report to be made by Department Head or Committee or Commission Chairman or his representative. In an excused absence from regular business meeting, report must be given in writing to the Town Board.

BE IT THEREFORE RESOLVED, that commencing with the January 1981, Regular Town Board Meeting that each Department Head, Elected Official, Committee Chairman, Commission Chairman, under the Town of Delavan, be required to make a Monthly Report of their activities for the proceeding Month. Subject reports shall be similar to Fire Department/Police Department, that are presently being submitted. Fire Department/Police Department will continue to submit verbal & written reports.

BE IT FURTHER RESOLVED, that this resolution will remain in effect until such time as it is resended by the Town Board for the Town of Delavan.

This resolution is hereby adopted and approved this 16<sup>th</sup> day of December 1980.

Attest:

*Ardelle A. Penticoff*

Ardelle A. Penticoff  
Town Clerk

(Seal)

*Ed J. Lindloff*  
Ed J. Lindloff, Town Chairman

*Richard G. Penticoff*  
Richard G. Penticoff, Supervisor

*Kathy H. Canary*  
Kathy H. Canary, Supervisor

*Craig R. Craig*  
Craig R. Craig, Supervisor

*Richard F. Fuller*  
Richard F. Fuller, Supervisor

Copy to:

All Department Heads  
All Committee Chairman  
All Commission Chairman  
All Elected Officials