

TOWN OF LA POINTE  
RESOLUTION #2021-0622

**Authorization for Contacting Town Attorneys**

WHEREAS, the Town of La Pointe Board of Supervisors has determined there are times that Town Supervisors, Elected Officials and Town Staff must contact the Town's attorneys to obtain legal advice relative to Town business; and

WHEREAS, the Town of La Pointe Board of Supervisors finds that it is in the best interest of the Town to authorize only certain persons to contact the Town's attorneys in order to minimize expenses and repetition of discussion,

Therefore, BE IT RESOLVED:

1. Elected Town Officials may contact the Town's general municipal attorney with respect to their statutory or ordained responsibilities. Officials shall provide written documentation of the contact to the Town Chair and the Town Administrator as soon as possible.
2. The Town Chair, or two Supervisors acting in concert, may contact any of the Town's attorneys on any matter of concern to the Town Board. It is preferred, but not required, that they provide written documentation to the Town Chair and the Town Administrator as soon as possible.
3. The Town Administrator is the only unelected Town employee authorized to contact any of the Town's attorneys. In addition:
  - a. The Town Administrator may grant authorization in writing, with or without time limit or other restriction, to any other Town employee or representative. The Town Administrator may revoke any authorization, with or without cause. The Town Administrator shall notify the Town Board in writing of any such authorization or revocation at the next regular Town Board meeting.
  - b. The Chief of Police may contact the Town's general municipal attorney with respect to pending ~~court cases~~ <sup>attorneys</sup> or investigations involving the La Pointe Police Department.
4. Elected Town Officials and Town employees may provide information to Town attorneys if the attorney initiates the request. Officials and employees shall notify the Town Chair or the Town Administrator, respectively, of these billable requests as soon as possible.
5. Any Town Official or Town employee who initiates unauthorized contact with any of the Town's attorneys may be required to pay for all fees associated with these contacts.
6. Town Officials, employees, and representatives do not require authorization to utilize the legal information available through the Wisconsin Towns Association.

BE IT FURTHER RESOLVED that Resolution #2015-1222C is rescinded.

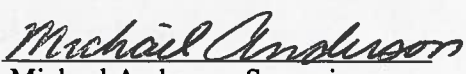
Upon adoption, this resolution will be forwarded to the Town's attorneys of record so they clearly understand the Town's expectations in regard to authorization and billing.


Approved this 22<sup>nd</sup> day of June, 2021.

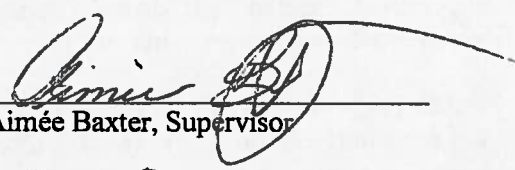
Passed June 22, 2021

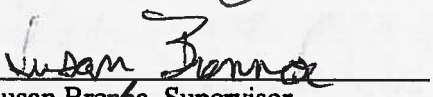
  
Glenn Carlson, Chair

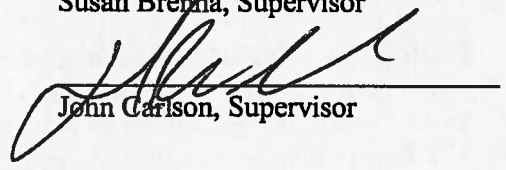
Posted June 23, 2021

  
Michael Anderson, Supervisor

Attest   
Micaela Montagne, Town Clerk

  
Aimée Baxter, Supervisor

  
Susan Brenna, Supervisor

  
John Carlson, Supervisor