

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Resolution 2025-004 Authorizing the Sale of Property, specifically known as Tax ID #006-0328-02-02.

Included in the packet is a copy of Resolution 2025-004 A Resolution Authorizing the Sale of Property. This resolution will formally authorize the Town Chair to sign closing documents on behalf of the Town, and has been a practice of the Town dating back to at least 2022. State Statutes allow for the Clerk to sign such documents; however, the statutes are vague as to the Town Chair's authority to sign on behalf of the Town. This resolution grants explicit authority to the Town Chair, Administrator and/or Clerk to execute all necessary documents to close the transaction.

SUGGESTED MOTION(S):

*Motion **AND ROLL CALL** to approve Resolution 2025-004 and direct Staff to post and publish as required.*

If you have any questions about this information, please call or e-mail me.

Respectfully Submitted
Kelsey