Town of Troy, Wisconsin
Resolution No. 2026-09

A resolution authorizing the Town Administrator to serve as Project Manager for construction of the Town of Troy Fire Sub-station project

WHEREAS, the Town Board of the Town of Troy, Wisconsin is authorized under Chapters 60 and 66 of the Wisconsin Statutes to manage town affairs, enter into public works contracts, and oversee town construction projects; and

WHEREAS, the Town Board finds that municipal construction projects benefit from centralized project coordination, fiscal oversight, and clear administrative responsibility; and

WHEREAS, the Town Administrator is qualified to serve as the Town's Project Manager for designated municipal construction projects, while recognizing that professional construction, architectural, and engineering services must be provided by appropriately licensed professionals as required by law;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Troy, Wisconsin, as follows:

1. Designation
The Town Administrator is designated as Project Manager for the Town of Troy Fire Sub-station project as authorized by the Town Board.

2. Project Management and Contract Administration Authority
The Town Administrator shall act as the Town's administrative project representative, coordinate contractors and consultants, and administer contracts approved by the Town Board. The Administrator shall not provide professional construction, engineering, or architectural services requiring licensure under Wisconsin law.

3. Financial Oversight and Change Orders
The Town Administrator may monitor expenditures, certify pay applications, and approve individual change orders not exceeding $25,000, in consultation with the Town

Chair, provided such changes do not increase the approved project budget and are reported to the Town Board.

4. Quality Assurance and Compliance
The Town Administrator shall ensure compliance with approved plans, contracts, inspections, and applicable laws.

5. Communication, Documentation, and Reporting
The Town Administrator shall provide regular updates to the Town Board and maintain project records in accordance with Wisconsin public records laws.

6. Authority Reserved
The Town Board retains final authority over contracts, budgets, and major scope changes.

Adopted this ___ day of _____, 20___.

Doug Rowen, Chair

April Fredrick, Clerk

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