

II. STANDING AND SELECT COMMITTEES--RULES AND DUTIES THEREOF

<u>2.04.435</u>	Committee on administration.
<u>2.04.440</u>	Committee on human resources.
<u>2.04.445</u>	Committee on judiciary and law enforcement.
<u>2.04.450</u>	Committee on extension education.
<u>2.04.455</u>	Committee on planning and development.
<u>2.04.465</u>	Highway committee
<u>2.04.475</u>	Committee on parks and forest.
<u>2.04.485</u>	Committee on finance and budget.
<u>2.04.486</u>	Aging and Disability Resource Center Board.

2.04.010 Rule 1--Meetings.

A. Regular meetings of the board for the purpose of transacting general business shall be held on the 1st and 3rd Tuesday in March, April, May, October and December. In January, February, June, July, August and September there shall be one meeting held on the 3rd Tuesday of the month. In November there shall be one meeting held on the 2nd Tuesday of the month. All meetings will commence at 7:00 p.m., unless otherwise ordered by the board and subject to recesses and adjournments to a date and time certain. If the September meeting conflicts with the Wisconsin Counties Association's Annual Convention, it shall be automatically moved to the 2nd Tuesday of September. Separate meetings will be scheduled for work sessions on the strategic plan as needed.

B. All meetings shall be held in the county board of supervisors' chambers at the courthouse unless otherwise ordered by the board. All members of the board shall attend meetings in person. An individual supervisor may appear remotely and participate in county board meetings based on the supervisor's discretion. The supervisor is required to inform the county board chair and the county clerk of their intent to participate remotely as soon as the supervisor determines the need to appear remotely. The supervisor's remote participation will be reflected in the minutes. Supervisors may also participate in meetings remotely as an approved accommodation under the Americans with Disabilities Act as determined by the Eau Claire County Human Resources Department. "Participation" or "participate" includes the right to speak and vote on an agenda item. Each meeting notice shall contain access information for any board member, staff, or a member of the public to view the open sessions of the meeting remotely. The chair shall have the authority to allow an individual to speak remotely during public comments or on an agenda item and determine which individuals may remotely attend a closed session of the board. Notwithstanding the above, the chair of the county board in response to a pandemic, crisis, or other exigent circumstance, such as severe weather, and for finite and specific time period, shall have the authority to authorize meetings to be held remotely either at another location or by electronic means that includes participation of members by videoconference or teleconference.

C. The meeting on the 2nd Tuesday of November in each year shall be the annual meeting at which time the board shall adopt the county budget and tax levy for the ensuing fiscal year, in addition to its regular business. The board shall hold a public hearing on the budget in accordance with Wis. Stats. §65.90(3), on an annual basis at its second October meeting. Unless otherwise ordered, the board shall adjourn at 11:00 p.m. until 1:00 p.m. the next day until the business of the annual meeting is concluded.

D. Special meetings shall be held upon written request of a majority of the supervisors delivered to the clerk, specifying the time and place of the meeting and the subjects to be considered. The time shall not be less than 48 hours from the delivery of the request. Upon receiving the request, the clerk shall forthwith mail and email to each supervisor notice of the time, place and purpose of the meeting. Any special meeting may be adjourned by a vote of a majority of all the supervisors.

E. Should the date of any regular meeting fall on the date of a spring or general election in this state, or a county holiday observed under 3.35.040, the meeting shall be held on the next day at 7:00 p.m.

F. The chair of the county board may, by written call filed with the county clerk, convene an emergency meeting of the county board as provided in 2.36.080 in the event of a declared emergency as defined in 2.36.070. The call shall specify the time and place of the meeting and the subjects to be considered. The time shall be not less than 12 hours from the

filing of the call. The clerk or, if not possible, the sheriff shall immediately notify the media and each member in person, by telephone, facsimile or e-mail of the time, place and purpose of the meeting.

G. The board shall sit with open doors, and all persons conducting themselves in an orderly manner may attend, except that the board may convene in closed session for the duly authorized purposes of and as provided in Wis. Stat. § 19.85.

H. The chair of the county board shall have the authority to cancel any regular meeting of the county board due to severe weather, other emergency conditions, or when in the chair's judgment there is insufficient legislative business to justify the expense of a regular meeting. The clerk shall immediately notify all supervisors and the media by telephone, facsimile or e-mail of such cancellation. (Ord. 168-45, Sec. 1, 2025; Ord. 168-9, Sec. 1, 2024; Ord. 168-5, Sec. 1; Ord. 166-15, Sec. 1, 2022; Ord. 165-30, Sec. 1, 2021; Ord. 165-10, Sec. 1, 2021; Ord. 164-18, Sec. 1, 2020; Ord. 161-41, Sec. 1, 2018; Ord. 161-35, Sec. 1, 2018; Ord. 161-6, Sec. 1, 2017; Ord. 159-43, Sec. 1, 2016; Ord. 159-29, Sec. 1, 2016; Ord. 153-35, Sec. 1, 2010; Ord. 148-49, 2005; Ord. 147-80, Sec. 1, 2003; Ord. 146-66, 2002; Ord. 141-97 Sec.1, 1998; Ord. 140-02, 1996; Ord. 128-67, Sec.1, 1985; Ord. 126-35 Sec.1, 1982; Ord. 81-82/355 Secs.1--5, 1981; Ord. 80-81/345 Sec.1, 1981; Ord. 110-78 Sec.11, 1978; Ord. 322-76 Sec.1, 1976).

2.04.020 Rule 2--Meeting organization.

A. The county board shall meet on the 3rd Tuesday of April annually as provided by law and shall proceed to organize. The county board at such meeting shall be called to order by the chair of the county board for the preceding term, and in the chair's absence or disability by the 1st vice-chair of the county board for the preceding term, if still a supervisor; if and in the absence or disability of such chair and vice-chair, by the county clerk. A judge of the circuit court, or in the judge's absence, the county clerk, shall then administer the official oath of office as prescribed in Wis. Stat. § 19.01(1m), and required by Wis. Stat. § 59.21(1).

B. If a majority of the supervisors, duly elected and qualified, answer to the call of the roll, they shall proceed to elect officers from their number, a chair, 1st vice-chair, and 2nd vice-chair, in that order and in the manner provided in this section. Said officers shall take office immediately upon election and shall serve a term of two years or until their successors are elected and qualified.