

A RESOLUTION / ORDINANCE

Amending Chapter 1, Milwaukee County General Ordinances,
Rules of the County Board of Supervisors

WHEREAS, adopted County Board Resolution File No. 03-482 authorized “the creation of a work group consisting of Corporation Counsel and County Board staff to review and make recommendations for revisions pertaining to the rules of procedures for the conduct of meetings and the transaction of business, including the application of parliamentary procedures, by the County Board of Supervisors” and to report back to the Committee of Whole; and

WHEREAS, following considerable study and review, staff has recommended revisions to Chapter 1 addressing updates to a number of provisions relating to rules of procedures for the conduct of meetings and the transaction of business; and

WHEREAS, these revisions address several procedural matters, including, but not limited to: Board and Committee meeting times and composition (e.g., the change from 25 to 18 Supervisors), Board and Committee motions and voting procedures, updates of the duties of Committees and clarification of the general role of the County Board Chairman as a department head; and

WHEREAS, in addition, the revisions contain a number of technical changes that reflect various departmental re-organizations, division name changes, etc.; now, therefore,

BE IT RESOLVED, that the County Board of Supervisors does hereby adopt the following ordinance amending Chapter 1 of the General Ordinances of Milwaukee County.

AN ORDINANCE

To amend Chapter 1 of the General Ordinances of Milwaukee County relating to the Rules of the County Board of Supervisors.

The County Board of Supervisors of the County of Milwaukee does ordain as follows:

SECTION 1. Chapter 1 of the General Ordinances of Milwaukee County, is hereby amended as follows:

Chapter 1 RULES OF THE COUNTY BOARD OF SUPERVISORS

Preamble

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1.03. Opening of meeting.

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74 1. 3229. Decorum of supervisors in committee meetings.

Preamble

We, the members of the Milwaukee County Board of Supervisors, pursuant to Wisconsin Statutes and the General Ordinances of Milwaukee County, and to achieve the order and decorum that expedite the transaction of business and maintain the free and open discussion which guarantee democracy for our nation and good government for the citizens of our county, do hereby submit ourselves to be governed in our deliberations by the following rules of procedure.

1.01. Meetings.

(a) Regular Annual meetings. The statutory or annual meeting of the county board shall be convened at 8:30 a.m. on the Monday next succeeding the regularly scheduled monthly meeting on the first Thursday in November. ~~Such annual meeting may be adjourned from time to time thereafter as the county board shall determine until the next annual meeting, and such adjourned annual~~ for the purpose of considering reports of the committee on finance and audit and committee on personnel on new positions for the next fiscal year as well as recommendations for amendments to the executive's budget. The county board shall reconvene no less than sixty (60) minutes following the noon lunch hour recess or by consensus of the county board.

(b) ~~Regular~~ Regular meetings of the county board shall convene at 9:30 a.m. unless otherwise designated. In order to provide an advanced schedule of regular meeting dates, ~~the county board adopts a policy of scheduling a monthly regular meeting of the county board on the third Thursday shall be of scheduled generally on a Thursday within~~ each month, except when otherwise designated by the county board meeting schedule, these rules or by action of the county board. August will not have a regularly scheduled meeting of the county board. ~~The regularly scheduled meeting after summer recess will be determined by the chairperson of the county board.~~ November will have a regularly scheduled monthly meeting on the first Thursday preceding the annual

103 meeting, ~~which shall be the regular meeting of the county board prior to the annual meeting, so as~~
104 ~~to avoid a conflict with the dates of the budget procedure outlined in section 1.25 of the Code.~~ The
105 county board chairperson shall provide to the county board, following the first meeting of the board
106 after the election of supervisors, a schedule of county board meetings for the remainder of the year
107 and, by September 15, a schedule of county board meetings for the remainder of the term, up to
108 and including the first (organizational) meeting of the next term. The digest (agenda) for each
109 county board meeting shall be established by the county board chairperson or, in his or her
110 absence, by the 1st vice chairperson or the 2nd vice chairperson.

111
112 ~~(b) — Budget meetings. The annual meeting of the county board shall be convened at 8:30 a.m.~~
113 ~~on the Monday next succeeding the regularly scheduled monthly meeting on the first Thursday in~~
114 ~~November for the purpose of considering reports of the committee on finance and committee on~~
115 ~~personnel on new positions for the next fiscal year as well as recommendations for amendments to~~
116 ~~the executive's budget. The county board shall reconvene at 1:30 p.m. following the noon lunch~~
117 ~~hour.~~

118
119 ~~(c)~~ Special meetings. A special meeting shall be held only when requested by a majority of the
120 members of the county board, such request to be in writing, addressed and delivered to the county
121 clerk, who shall note the time of such delivery to him/her on such request. Such request shall
122 specify the time and place of such meeting, which shall not be less than forty-eight (48) hours after
123 the delivery of such notice to the county clerk. The request shall identify the purpose of such
124 meeting and shall include reference to such other items as may be required by law, ordinance or
125 board action. Upon receiving such request, the county clerk shall forthwith give notice of the time
126 and place of such meeting by mail to each member of the county board. If the request is delivered
127 to the county clerk less than seventy-two (72) hours before the time of such meeting, the county
128 clerk, in addition to the mailing hereinbefore referred to, shall telephone each supervisor; if any
129 supervisor is not contacted by telephone, the county clerk shall furnish to the sheriff of the county a
130 copy of such notice of time and place of meeting for delivery to unnoticed members of the county
131 board. The sheriff shall thereafter furnish to the county clerk an affidavit of delivery of such notice.
132 The inability of the sheriff to deliver such notice to a supervisor shall not be deemed a defect to the
133 notice requirement under this subsection. Any special meeting may be adjourned from time to time
134 by a vote of a majority of all members of the county board.

135 136 **1.02. Meeting organization.**

137
138 (a) Election of officers at first meeting. The first meeting of the county board, after the election
139 of supervisors ~~(being the meeting at which shall be for the purpose of organizing the county board~~
140 ~~is and organized) is and is~~ a special meeting to be called as such. The county board, at such
141 meeting, shall be called to order by ~~the chairperson of the county board for the preceding term, if~~
142 ~~still a supervisor; and in his/her absence or disability, by the first vice chairperson of the county~~
143 ~~board for the preceding term, if still a supervisor; and in his/her absence or disability, by the second~~
144 ~~vice chairperson of the county board for the preceding term if there be such, if still a supervisor,~~
145 ~~and in the absence or disability of such chairperson and vice chairpersons, by~~ the county clerk. If a
146 majority of the supervisors, duly elected and qualified, answer to their names as called, they shall
147 proceed to elect one of their number as chairperson, one of their number as first vice-chairperson
148 and may further, in their discretion, elect one of their number as second vice-chairperson. Upon
149 election of a chairperson, the chairperson shall immediately preside over the remainder of the
150 meeting.

151
152 ~~(amb)~~ Election of officers other than at first meeting. The officers specified in subsection (a) of
153 this ~~Rule~~ serve at the pleasure of the county board. The chairperson or a vice-chairperson may be
154 removed from his or her office at any time, ~~for cause,~~ by the election of a successor. The election
155 of a successor to an incumbent county board officer shall require a ~~three-fifths~~ two-thirds vote of the

156 members elect. The county board may elect a successor at any regular meeting of the county
157 board or at a special meeting held in conformity with these rules.

158
159 i) *Petition for election of officer(s).* Election of a chairperson and/or vice-chairperson
160 during the tenure of an incumbent chair and/or vice-chair at a time other than the
161 organizational meeting under subsection (a) shall be initiated by a petition subscribed by a
162 ~~three-fifths~~two-thirds majority of the members-elect of the county board and submitted to the
163 county clerk, stating that the subscribing supervisors request that an election be held for the
164 office of county board chairperson and/or county board vice-chairperson. The county clerk
165 shall provide a copy of a petition for election of county board chairperson and/or vice-
166 chairperson submitted under this subsection to all members of the county board. The
167 election requested in the petition shall be placed on the agenda of the next regularly
168 scheduled county board meeting following the date the motion is filed, provided that the
169 motion is filed not less than 14 days before the date of that meeting. The order of business
170 specified in Rule 1.~~0203~~(c) notwithstanding, an election requested under this subsection
171 shall be taken up as the first item of business after the roll call under Rule 1.~~0203~~(b).
172

173 (ii) *Petition for election of officers at special meeting.* A special meeting for election of
174 officers shall be held only when requested by a ~~three-fifths~~two-thirds majority of the
175 members of the county board, such request to be in writing, addressed and delivered to the
176 county clerk, who shall note the time of such delivery to him/her on such request. A petition
177 for election of county board chairperson and/or vice-chairperson under this subsection may
178 include a request that a special meeting be scheduled and noticed according to the
179 scheduling and noticing provisions of Rule 1.01(c) but not less than 14 days after the
180 petition is filed for the purpose of holding the election requested in the petition, in which
181 case a special meeting shall be convened and an election shall be held as requested in the
182 petition.
183

184 (iii) *Conduct of election.* With the exception of a requirement for a ~~two-thirds~~ ~~three-~~
185 ~~fifths~~ majority vote, an election for county board chairperson and/or vice-chairperson under
186 this subsection shall proceed in the same fashion as the election of such officer or officers
187 at the organizational meeting under subsection (a) of this Rule. The incumbent vice-
188 ~~chairman~~chairperson shall preside over an election for the office of chairperson. If a
189 member of the county board other than the incumbent is elected to a county board office in
190 an election under this subsection, the incumbent is thereupon removed from that office and
191 the newly-elected member shall assume that office immediately.
192

193 ~~(iv) — Candidate statements. A member of the county board who desires to be a~~
194 ~~candidate for county board chairperson or vice-chairperson at an election initiated by a~~
195 ~~petition under this subsection shall submit a statement of proposed policies and programs~~
196 ~~as required for that office under Policy R-103, Milwaukee County Administrative Manual~~
197 ~~(Cty. Bd. File No. 72-434). The statement shall be submitted to the county clerk not less~~
198 ~~than seven days before the regular or special meeting at which the election will be held, and~~
199 ~~the county clerk shall provide a copy of the statement to all members of the county board.~~
200

201 ~~(v) — Content of petition. A petition under this subsection shall not include, either in the~~
202 ~~petition proper or in any preliminary recitals, charges or insinuations or other matter which~~
203 ~~impugns the official integrity of the incumbent chairperson or vice-chairperson.~~
204

205 (bc) *Sergeant at arms; duties.*

206
207 (1) The chairperson of the county board shall designate for each meeting a staff
208 member(s) to serve as sergeant at arms. The designated sergeant at arms shall attend
209 meetings of the county board and, under direction of the chairperson, preserve order and

210 decorum. The chairperson of the county board may request the sheriff to detail a deputy
211 sheriff to act as sergeant at arms when, in the discretion of the chairperson, such action is
212 deemed appropriate.

213
214 (2) It shall be the duty of the sergeant at arms to exclude from within the bench of the
215 county board room, during its sessions, all persons except the county clerk, ~~deputy~~ county
216 clerk staff, county board staff, corporation counsel, or designees of such persons, ~~former~~
217 ~~members~~, and reporters, photographers and camera operators for the public press, radio
218 and television, provided they observe general rules of decorum, unless such persons ~~are~~
219 ~~present for the purpose of receiving an award, for the purpose of participating in the~~
220 ~~meeting, or~~ receive permission to be on the floor by the chairperson. However, none of
221 those persons so designated shall have the privilege of the floor or the hall area
222 immediately behind the county board room if registered as a lobbyist or directly or indirectly
223 engaged in defeating or promoting any legislation before the county board. Sitting on the
224 railing in the county board room or placing items on the railing is not permitted (except the
225 placement of county board digests or other pertinent information by county board staff)
226 during County Board meetings and any persons engaging in such conduct shall be asked
227 to cease such action or be removed from the county board room by the sergeant at arms.
228

229 ~~(c) — County board staff. No staff or position shall be assigned to serve the county board or its~~
230 ~~supervisors unless said staff or position has been authorized by an affirmative majority vote of the~~
231 ~~county board at a regular county board meeting. Provisions of this rule shall apply regardless of~~
232 ~~funding source or services contributed on a voluntary basis.~~
233

234 235 **1.03. Opening of meeting.**

236
237 (a) *Call to order.* ~~Promptly a~~At the hour of meeting, the chairperson of the county board, or in
238 his/her absence the first vice-chairperson, or in his/her absence the second vice-chairperson, shall
239 call the members to order and and, except for the first session of the annual meeting, shall request
240 all members present to rise for the pledge of allegiance and onea moment of silent prayer and
241 meditation. In case of the absence of the chairperson or vice-chairperson, the county board shall
242 elect one of its members temporary county board chairperson. The ~~first session of the~~ annual
243 meeting shall be opened with ~~a prayer~~an invocation offered by a member of the clergy selected in
244 rotation without discrimination as to race, gender, creed, or religious affiliation, ~~or color~~ who shall
245 serve without compensation. Regular meetings may be opened with an invocation.
246

247 (b) *Roll call.* The chairperson shall direct the calling of the roll. The county clerk, on recording
248 the initial roll call at the opening of each county board meeting, shall mark those
249 supervisors who are present "present," and those who are absent "absent," and those who
250 are excused by the chairperson "excused," and shall, in the paragraph immediately
251 following the said roll call, insert the names of those supervisors who have been marked
252 absent who are present later in the meeting of the county board, and said county clerk shall
253 further record the appearance of such supervisors marked absent at the point in the
254 proceedings when they appear during meetings of the county board. If a majority of the
255 members-elect answer to their names as called, the chairperson shall announce the
256 presence of a quorum. If no quorum is present at any regular or special meeting of the
257 county board, the chairperson may issue a warrant to the sheriff of the county, and compel
258 the attendance of the members absent without having first been excused by the county
259 board chairperson, and in such case, said session shall remain open until the sheriff shall
260 make return on the warrant delivered to him/her. When such return has been made, it shall
261 be recorded in the journal. If the sheriff's return shows that he/she is unable to find the
262 absent members or that they are unable to attend through illness, the meeting shall stand
263 adjourned.

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(c) Order of Business. The order of business shall be as follows:

1. Roll call
2. Presentations by supervisors
3. Presentation of petitions and communications
4. Resolutions and ordinances referred to standing committees
5. Correction and approval of the Journal of Proceedings
6. Unfinished business
7. Reports of county officers
8. Resolutions and ordinances by and from standing committees
9. Resolutions and ordinances by and from select committees
10. Transit system claims
11. County board citations and certificates
12. Resolutions and ordinances presented under suspension of the rules
13. Announcements and remarks under special privilege
14. Adjournment

~~(c) Order of business. The order of business shall be as follows:~~

- ~~1. Correction and approval of the journal of proceedings.~~
- ~~2. Unfinished business.~~
- ~~3. Presentation of petitions and communications.~~
- ~~4. Resolutions and ordinances referred to standing committees.~~
- ~~5. Reports of county officers.~~
- ~~6. Resolutions and ordinances by and from standing committees.~~
- ~~7. Resolutions and ordinances by and from select committees.~~
- ~~8. Transit system claims.~~
- ~~9. County board citations and certificates.~~
- ~~10. Resolutions and ordinances presented under suspension of rules.~~

1.04. Voting.

(a) *Quorum.* A majority of the supervisors entitled to a seat in the county board shall constitute a quorum for the transaction of business. All questions shall be determined by a majority of the supervisors present, unless otherwise provided by statutes or this chapter.

(b) *Excuse from voting.* No member shall be excused from voting on a question when put, except by ~~the affirmative vote of a majority of the members present, and all motions to excuse a member from voting shall be made before the calling of the ayes and noes on the question pending~~ specific request of that supervisor. Any member wishing to be excused from voting may shall make a brief verbal statement of the reason for making such request; ~~and the question upon such motion shall then be taken without further debate. All members shall be in their seats when voting.~~

318
319 (c) *Roll call votes obligatory; when.* When a roll call is ordered by the chairperson, the county
320 clerk shall call the roll in alphabetical order, with the chairperson voting last, and give to the
321 chairperson the final number of those voting on each side. Debate shall be closed with the
322 commencement of the roll call and no motion shall be received until after the result of the voting is
323 announced by the chairperson. All members shall be in the board room when voting. A roll call
324 vote must be taken on:

- 325
- 326 1. Each committee report, and any proposed amendment(s) thereto;
- 327
- 328 2. Any action under suspension of rules;
- 329
- 330 3. Any action to suspend the rules, unless unanimous consent be granted;
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332 ~~4. Any question at the request of any member, which request may be made after a~~
333 ~~voice vote but before the next question is stated or motion made;~~
334

335 ~~5.4.~~ Elections to offices and positions to be filled by the county board unless otherwise
336 provided by law.
337

338 (d) *Measures required to be adopted by affirmative vote of two-thirds or more of members-elect*
339 *of the board.* The following matters require the affirmative vote of two-thirds or more of the
340 members-elect of the county board as hereinafter designated:

341

- 342 (1) Any resolution or ordinance transferring funds from the contingency appropriation;
343 ~~two-thirds.~~

344

- 345 (2) Receipt of revenue appropriation transfers.

346

- 347 ~~(32)~~ Any resolution or ordinance creating new, permanent or temporary positions or
348 increasing salaries or other employment benefits which is acted upon by the county board
349 after the adoption of the budget applicable to the period in which the ordinance or budget
350 would become effective, ~~two-thirds.~~

351

- 352 (4) Any resolution or ordinance which has been vetoed by the county executive.

353

- 354 (5) A motion to withdraw a matter from committee unless notice is given as provided in
355 section 1.09(~~b2~~) (4) of the Code.

356

- 357 (e) Temporary borrowing. Temporary borrowing under s. 67.12 Wis. Stats., requires a three-
358 fourths vote of members-elect to be adopted.

359

- 360
- 361 (ef) *Procedure on matters vetoed by county executive.* A resolution or ordinance which has
362 been vetoed by the county executive and returned to the county board shall be read by the county
363 clerk along with the county executive's message, after which it shall be presented by the
364 chairperson as follows:

365

366 "Shall the foregoing ordinance (resolution) vetoed by his/her honor, the county executive, be
367 adopted? If you wish to override the veto, you vote 'aye'; if you wish to sustain the veto, you vote
368 'no.' "

369

370 After the presentation of the above question by the chairperson, the following motions are in order
371 for non-budgetary vetoes only:

- 372
373 (1) To lay ~~on the table~~over;
374
375 ~~(2) To postpone to a day certain;~~
376
377 (2) To refer to corporation counsel;:
378
379 (3) To refer to a committee.
380

381 If the resolution or ordinance is referred to committee, it shall be taken up at the next meeting of the
382 committee and reported to the board at its next meeting. Further, it shall not be subject to
383 amendment or change and on its return to the county board shall again be presented by the
384 chairperson in the manner set forth above.
385

386 (f) Changing votes during meetings. Members may change their votes from "aye" to "nay" or
387 from "nay" to "aye" on any matter prior to the chairperson announcing the vote. Once the results of
388 a vote are announced, any member wishing to change their vote, or to be recorded as voting, when
389 such vote does not affect the outcome, shall ask consent of the body. If any member objects to the
390 request, the request shall be voted on and shall be approved if supported by a majority of members
391 voting.
392

393 1.05. Speaking at meetings.

394
395 (a) *Recognition before speaking.* When any member is about to speak in debate or present
396 any document to the county board, he/she shall rise in his/her place and respectfully address the
397 chairperson. Upon being recognized, such member shall not be interrupted except by a call to
398 order. If called to order by the chairperson, he/she shall take his/her seat and shall not proceed
399 without leave of the chairperson, unless granted leave by appeal from the decision of the
400 chairperson, sustained by the county board. When more than one member desires to speak in
401 debate or make any motion, the first member to rise shall be recognized by the chairperson. If a
402 member is called to order at any time and refuses to take his/her seat after a request by the
403 chairperson, or after being seated, engages in offensive or disruptive conduct, any other ~~member~~
404 ~~may~~member may move to have him/her ejected from the county board room until such time as
405 he/she complies with the rules of the county board and if such motion be adopted, he/she shall be
406 removed by the sergeant at arms. The motion to eject shall be decided without debate.
407

408 (b) *Limitations of speech.* No member shall speak a second time on a question during any
409 meeting until any other member who desires to speak on the question shall have been heard. No
410 member shall speak more than twice on a question during any meeting without first obtaining ~~leave~~
411 ~~permission from~~of a majority of the members present. Merely asking or answering a question shall
412 not be counted as speaking in debate. When speaking, each member shall confine himself/herself
413 to the merits of the question under consideration, maintain a courteous tone, avoid personalities,
414 refer to officers by title only, refrain from attacking or questioning the motives of any other member
415 and avoid the mention of other members' names in a demeaning or derogatory manner.
416

417 1.06. Departure from meeting.

418
419 No member present at any meeting of the county board shall withdraw from the county board room without
420 permission from the chairperson. No member, staff person or other individual allowed on the floor shall
421 walk between the chairperson and a member who has the floor.
422

423 1.07. Motions in general.

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425 (a) *Presentation and form of motions.*

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(1) Every motion shall be stated by the chairperson and at the request of any member shall be reduced to writing by the county clerk and shall then be read before any action is taken thereon.

(b) *Precedence of motions.* When a question is under debate, no motion shall be received except a motion:

1. To adjourn.
2. To reconsider.
3. To refer to standing committee.
4. To lay over for one meeting.
5. To refer to the corporation counsel for a legal opinion.
6. To lay on the table.
7. For the previous question.
8. To postpone to a certain day.
9. To refer to a select committee.
10. To amend.
11. To postpone indefinitely, to place on file or to reject.

These several motions shall have precedence in the order in which they stand arranged in this subsection.

1.08. Specific motions.

(a) *Reconsideration.* When a question has once been decided, either in the affirmative or the negative, it shall be in order for any member who voted with the prevailing side (or where the county board is evenly divided, for any member) to give notice that he/she will move a reconsideration at the next succeeding meeting, or to move a reconsideration on the same day. If an eligible member has given notice that he/she will move reconsideration at the next succeeding meeting, it shall not be in order for any other eligible member thereafter, and at the same meeting, to move immediate reconsideration unless the rules are suspended. When a majority of the members then present vote in favor of the motion for reconsideration, the subject shall again be before the county board for further action ~~and the question shall be put in the same form as it was in just prior to the vote, which was reconsidered.~~ Once a matter has been reconsidered and acted upon by the county board, the matter shall not be reconsidered unless the rules are suspended. The motion to reconsider shall take precedence over all other motions, except a motion to adjourn. A motion to reconsider, after being put and lost, shall not be renewed. A motion to suspend the rules on a particular question, if adopted, shall not be reconsidered. If an eligible member has given notice that at the next succeeding meeting he/she will move reconsideration of a question resulting in the adoption of an ordinance or resolution, such ordinance or resolution shall be retained by the county clerk until the next succeeding meeting of the county board and shall be noticed on the next county board digest. It shall not be in order for any member to serve notice of a motion to reconsider the vote on any question involving an amendment ~~to~~ or adoption of the budget or the

479 adoption of a tax levy. Action on resolutions or ordinances vetoed by the county executive are not
480 subject to a motion for reconsideration.

481 (b) *Rescission.* Any member of the county board may move to rescind any action taken by the
482 county board in the adoption of any resolution or vote of election to an office within the choice of
483 the county board except in the following cases:
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485
486 (a1) After something has been done as a result of that vote that the county board cannot
487 undo; or

488
489 (b2) Where it is in the nature of a contract and the other party is informed of the fact; or

490
491 (c3) Where a resignation has been acted upon, or one has been elected to office, and
492 was present at the time of voting or has been officially notified.
493

494 A motion to rescind may be adopted by a majority of the members present and voting of the county board.
495 A motion or resolution to rescind has no privilege but stands on a footing as a new resolution. A motion to
496 amend a resolution previously adopted shall likewise be governed by this subsection.
497

498 (c) *Suspension of rules.* Except as hereinafter provided in this subsection, the rules of the
499 county board may be suspended by unanimous consent of the members present or, if there is
500 objection to the suspension of the rules, by the affirmative vote of two-thirds of the members
501 present. Sections 1.14(b) and 1.15 of the Code shall not be suspended except by unanimous
502 consent of the members present. Citations and certificates of congratulations, commendation or
503 condolence shall not require suspension of rules provided the provisions set forth in section
504 1.09(g)(2) of the Code are complied with.
505

506 (d) *Division of question.* When a motion, resolution or ordinance relating to a single subject
507 contains several parts, each of which is capable of standing as a complete proposition if the other
508 parts are removed, such parts can may be separated for consideration by the county board, as if
509 they were distinct questions, by adoption of a motion for division of a question. ~~If independent
510 resolutions or ordinances dealing with different subjects are offered in one (1) motion, one (1) or
511 more of the several resolutions or ordinances must receive separate consideration and vote at the
512 request of any member, without a motion for division of a question. A motion to strike out and insert
513 is indivisible. Loss of a motion to strike out and insert shall not preclude a motion to amend, to
514 strike out or to insert.~~
515

516 (e) *Amendments to amendments; precedence.* A second motion to amend, made while a first
517 motion to amend an original proposition is pending (i.e., a motion to amend a pending amendment
518 to an original motion, resolution or ordinance), shall preclude all other amendments until such
519 second motion to amend is decided. Every amendment proposed to a written notice, resolution or
520 ordinance shall be in writing, shall be given a number according to its precedence, shall bear the
521 name of the ~~supervisor~~ member introducing the same, and once introduced shall be in some
522 manner acted on by the county board or committee thereof. ~~During a meeting of the county board,
523 a supervisor may request the county clerk to take an amendment by oral dictation, and the county
524 clerk shall forthwith reduce such amendment to written form. If a motion to amend an original
525 proposition or a pending amendment to an original motion, resolution or ordinance fails of adoption,
526 such motion shall not be renewed at the meeting at which it fails of adoption.~~
527

528 (f) ~~Appeals from decision~~ Appeal decision of the chairperson. A motion to appeal ~~from~~ a
529 decision of the chairperson shall take precedence over all other business or motions, except the
530 motion to adjourn, and shall be decided forthwith by a majority vote of the members present and
531 voting.
532

533 (g) *Motion to reject or place on file.* A motion to reject or place on file shall be treated as a
534 motion to postpone indefinitely and shall be applicable to main questions only. A negative vote on
535 such motions cannot be reconsidered and cannot be renewed as to the same main question at the
536 same meeting.

537
538 **1.09. Resolutions and ordinances.**
539

540 (a) *Presentation and form.* Every resolution or ordinance presented to the county board shall
541 be in writing, and shall have a title expressing the general subject of the resolution or ordinance
542 and, prior to being considered by the county board. Every ordinance presented to the county board,
543 shall be approved as to form by the corporation counsel prior to being considered by the county
544 board. Resolutions which direct that an action be taken shall specify by name and/or title the
545 official(s) responsible for taking such action.

546
547 (b) ~~(b)~~ *Reference to committees and withdrawal from committees.*
548

549 (1) All resolutions and ordinances other than those embodied in a committee report, as
550 defined in section 1.14(b) of the Code, shall be submitted to the county board chairperson,
551 with a copy to the county board chief committee clerk. The chairperson shall, within five (5)
552 days of receipt of the document, refer the resolution or ordinance to the appropriate
553 standing committee(s) for a report. The date upon which the chairperson refers the
554 resolution or ordinance shall be deemed as the official referral date to the committee(s).
555 Said action by the chairperson shall be deemed as authorization to the appropriate standing
556 committee chairperson(s) to schedule the resolution or ordinance for review. If the
557 cChairperson does not refer the resolution or ordinance to the appropriate standing
558 committee within five days after receipt, that communication, report or request shall
559 automatically be placed on the agenda of the cCounty bBoard at the next meeting for
560 referral to the appropriate standing committee.

561
562 (2) Each member of the county board shall receive a copy of a resolution or ordinance
563 submitted to the county board for adoption under suspension of the rules ~~unless there be~~
564 ~~unanimous consent to suspend this requirement.~~ If suspension of rules is granted, the
565 question on the passage of the resolution or ordinance shall be put by the chairperson as a
566 matter of course without awaiting a motion from the floor.
567

568 (3) Resolutions or ordinances referred to committees shall be reported at a succeeding
569 meeting with a recommendation for adoption, or amendment and adoption, or indefinite
570 postponement, or to place on file, or to reject.
571

572 (4) Any member of the county board may give notice that he/she will move to withdraw
573 a matter from committee at the next succeeding meeting of the county board and such
574 motion, when made, may be adopted by a majority vote of the members-elect. If notice is
575 not served, a matter may be withdrawn from committee by a two-thirds vote of the
576 members-elect.
577

578 (5) Except for those resolutions and ordinances which are introduced subsequent to
579 January 1 of an election year, all resolutions and ordinances pending before a committee of
580 the county board shall be considered to have been placed on file at the end of the term of
581 office of the county board. A listing of all such resolutions and ordinances to be placed on
582 file in this manner shall be distributed to all county board supervisors by the county board
583 chief committee clerk in January of the final year of the term.
584

585 (c) *Form of amendatory ordinances.* Proposed amendments to the Code shall be presented in
586 writing. Any such proposed ordinance shall be presented by one (1) of the following methods:

587
588 (1) The section, subsection or paragraph to be amended shall be printed in full, in which
589 case the matter to be deleted shall, ~~when typewritten,~~ be shown with a line drawn through
590 the same. Matter to be inserted or added shall, ~~when typewritten,~~ be underscored and shall,
591 when printed in the proceedings, appear in bold type; when such ordinances are officially
592 published, the subject matter which was added shall be printed in bold type.

593
594 ~~(2) —Where practicable, the method provided in subsection (c)(1) need not be used and~~
595 ~~the amendment may be accomplished by use of directory language specifying the proposed~~
596 ~~change and the exact location thereof in the text of the section, subsection or paragraph to~~
597 ~~be amended.~~

598
599 ~~(32)~~ Where the method involved in subsection (c)(1) ~~or (e)(2)~~ would be too involved, the
600 section may be repealed and recreated.

601
602 (d) *Repealer ordinances or resolutions.* All ordinances or resolutions, or sections, subsections
603 or paragraphs thereof, which are intended to be superseded or repealed, shall be, so far as
604 practicable, specifically referred to and expressly repealed.

605
606 (e) *Limitation of reintroduction of measures.* Whenever any resolution or ordinance shall have
607 been introduced for the consideration of the county board, and failed of adoption, or whenever any
608 resolution or ordinance shall have been placed on file, such resolution or ordinance (unless
609 substantially changed) shall not be reintroduced again until a lapse of at least ninety (90) days from
610 the date of its indefinite postponement, failure of adoption or having been placed on file.

611
612 (f) *Withdrawal of matters in possession of the county board.* Any member (but not a
613 committee) introducing a resolution or ordinance may withdraw it or may modify it in writing without
614 consent of the chairperson at any time prior to any action thereon or reference to a committee.
615 Such member may not withdraw or modify an ordinance or resolution introduced by him/her if any
616 action thereon, or reference to a committee, has occurred.

617
618 (g) *Citations.*

619
620 (1) ~~A supervisor may move that a county board citation be issued to a particular person,~~
621 ~~or on a particular occasion, specified in the motion.~~ A supervisor may sponsor a citation on
622 behalf of the county board to a particular person, group, or organization or to commemorate
623 a particular event or occasion as specified in the citation. Citations may be issued during
624 any cycle or during any interim period of the board. Citations are issued without formal
625 approval by vote of the board.

626
627 (2) ~~Prior to presenting a motion, the supervisor will secure a request for citation form.~~
628 ~~Such form is to be completed with the necessary facts, signed and delivered to the county~~
629 ~~board chairperson's office no later than the day of a county board meeting or prior to making~~
630 ~~the motion. The chairperson shall have prepared a list with captions and sponsor(s)~~
631 ~~name(s) of all citations submitted to him/her for action on the day of a county board~~
632 ~~meeting. The list shall be distributed to all county board members prior to the presentation~~
633 ~~of citations. Any supervisor wishing to be added as a sponsor shall notify the county clerk~~
634 ~~prior to the end of the county board meeting. The chairperson shall not read the list for~~
635 ~~individual citations unless a request is made by a supervisor. If a request for a citation is not~~
636 ~~submitted in time for action on the day of the county board meeting but the citation is~~
637 ~~needed prior to the next scheduled meeting of the county board, the citation shall be~~
638 ~~processed and formal adoption of the citation shall take place at the next meeting of the~~
639 ~~county board.~~ Citations may be used in place of resolutions for commendations,
640 congratulations, and condolences of persons, groups, or organizations or to give recognition

641 to unusual and important events or occasions, except that the use of citations may not be
642 abused. The chairperson of the board may more specifically interpret this subsection.

643
644 (3) ~~All citations of congratulations, commendation or condolence shall be approved by a~~
645 ~~voice vote unless a supervisor requests a roll call vote. If the motion carries, the county~~
646 ~~board chairperson will transmit the request for citation to his/her staff for preparation and~~
647 ~~distribution. Citations recognizing an event or person having countywide significance shall~~
648 ~~be signed by the chairman of the county board and may also be signed by the supervisor~~
649 ~~requesting the citation. Citations recognizing an event or organization in a particular~~
650 ~~supervisory district or a particular constituent in a supervisory district shall be signed by the~~
651 ~~supervisor representing that district.~~ If desired by the issuing supervisor, a citation on behalf
652 of the board may be coauthored by one or more other supervisors.

653
654 (4) ~~Citations may be used in place of resolutions for commendations, congratulations~~
655 ~~and condolences of present or past county board members and public officials, or to give~~
656 ~~recognition to an important event.~~ A supervisor sponsoring a citation shall secure a request
657 for citation form from the county board chairperson's office. Such form shall be completed
658 with the necessary facts, signed and delivered to the chairperson's office.

659
660 (5) ~~One (1) copy of each citation shall be furnished by the county board chairperson's~~
661 ~~staff to the county clerk and such citation shall be entered in the journal of proceedings~~
662 ~~under the name of the person or event named in the citation, but shall not be printed in full~~
663 ~~in the proceedings. The names of persons or events included in citations which have been~~
664 ~~processed prior to formal adoption by the county board shall also be entered in the journal~~
665 ~~of proceedings for the county board meeting at which the citation is formally adopted by the~~
666 ~~county board in accordance with subsection (g)(2).~~ The county board chairperson shall sign
667 a citation on behalf of the board. If so signed, it is considered approved by the board and
668 shall be so recorded in the journal of proceedings by the county clerk. This issuing
669 supervisor, and any cosponsor, may also sign the citation. A copy of the finished citation
670 shall be provided to the issuing supervisor, and another copy thereof shall be filed with the
671 county clerk.

672
673 (6) ~~Citations may not be used for procedural matters nor in place of resolutions~~
674 ~~memorializing congress, but only when appropriate to express the feelings of the county~~
675 ~~board with reference to a person, organization, or of an event.~~ Citations may not be used for
676 procedural matters or in place of resolutions memorializing congress, but only when
677 appropriate to express the feelings of the county board with reference to a person or event.
678

679 **1.10. Fiscal notes.**

680
681 (1) No resolution, ~~or ordinance or communication from any county officer, board or~~
682 ~~commission~~ shall be considered by the county board, or by any committee thereof to which it has
683 been referred, unless it shall have attached as a note a reliable estimate of the fiscal effect ~~or~~
684 ~~absence of the same.~~ The fiscal note shall be prepared on a form approved by the committee on
685 ~~finance~~ finance and audit and supplied by the department of ~~administration~~ administrative services.
686 With respect to any collective bargaining agreement, any amendment to chapter 17 of the general
687 ordinances affecting wages or benefits, or any other action affecting the wages or benefits of
688 county employees, the fiscal note shall include as much information as is practicable under the
689 circumstances about the fiscal impact upon each department affected by the action. In addition, at
690 minimum, the fiscal note shall set forth details of the projected annual countywide fiscal impact
691 projected for each year of the collective bargaining agreement or, in the case of any other action
692 affecting the wages or benefits of county employees, shall contain information regarding the
693 projected fiscal impact at least five (5) years into the future. When necessary, affected agencies
694 ~~shall~~ may assist the author in the preparation of the fiscal note. ~~If a member objects to the content~~

695 ~~of a fiscal note attached to a resolution or ordinance under consideration by the county board, such~~
696 ~~resolution or ordinance shall, upon the affirmative vote of a majority of the members present and~~
697 ~~voting, be referred to the county board staff for a review and report to the county board at its next~~
698 ~~meeting.~~
699

700 (2) The requirement of this section shall apply to original measures or submissions only, and
701 not to substitute amendments, amendments or minority reports, ~~provided that with the affirmative~~
702 ~~vote of a majority of the members present and voting, action on any substitute amendment,~~
703 ~~amendment or minority report, together with the original measure or committee report, may be laid~~
704 ~~over pending the attachment of a fiscal note. Such fiscal note shall be attached to each substitute~~
705 ~~amendment, amendment or minority report and presented to the county board at its next meeting.~~
706

707 **1.11. Standing committees.**

708
709 (a) As soon as practical, after his/her election, the following standing committees shall be
710 appointed by the chairperson of the county board. Each committee shall consist of seven (7)
711 members except as herein otherwise specifically designated.

- 712 1. Committee on personnel.
- 713 2. Committee on financial and audit.
- 714 3. Committee on health and human needs.
- 715 4. Committee on judiciary, safety and general services.
- 716 5. Committee on parks, energy and environment.
- 717 6. Committee on transportation, public works and transit.
- 718 7. Committee on economic and community development.
- 719 8. Committee on intergovernmental relations. ~~(Seven (7) members, consisting of the~~
720 ~~chairperson of the county board, the first vice chair, the second vice chair and four (4)~~
721 ~~standing committee chairs.~~
- 722 9. Committee of the whole. (Twenty five (25) Eighteen (18) members, chairperson
723 being the chairperson of the county board and vice-chairperson being the first vice-
724 chairperson of the county board.)

725
726
727 (b) The chairperson of the board shall make written announcements of his/her appointments to
728 said committees and shall designate a chairperson and vice chairperson of each of said
729 committees. The order of members' names in the chairperson's written announcement of
730 appointment shall denote seniority ~~on each of such committees~~ on the county board. In case of a
731 vacancy in any committee, the same shall be filled by written appointment by the chairperson of the
732 board, ~~and such appointee shall become the junior member of the committee~~. The chairperson of
733 the board may, at his/her discretion, change the composition of said committees including the
734 designation of the chairperson and vice chairperson. In the event of a vacancy in the office of the
735 county board chairperson and a successor is elected, such successor may, within thirty (30) days
736 after his/her election and in the manner hereinabove provided, make any changes in committee
737 appointments.

738
739 (c) The duties of such committees shall be to have charge of the several matters hereinafter
740 designated but such enumeration shall not be exclusive:
741
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749
750 (1) *Committee on personnel.* All matters affecting reclassification and compensation,
751 hours, benefits and conditions of employment of county offices and ~~employee~~
752 personnel, and the classification and pay of additional positions; departmental policy of the
753 civil service commission; administration of employees' award program. (The chairperson of
754 the committee on personnel may appoint an advisory committee consisting of the county
755 executive or designee, the corporation counsel or designee, the director of the ~~department~~
756 ~~of administration~~department of administrative services or designee, the director ~~of the~~
757 ~~department~~ of human resources or designee, and a member of the committee to assist in
758 the administration of the employees' award program.) Departmental policy of department of
759 labor relations and human resources and divisions of labor relations and employee benefits
760 of department of administrative services.

761
762 (2) *Committee on finance and audit.*

763
764 1. Departmental policy of: the general office of the county executive, general
765 office of the county board, department of audit, ~~department of~~
766 ~~administration~~department of administrative services (divisions of administration &
767 fiscal affairs, information management services, procurement, and risk
768 management), department of human resources and divisions of employee benefits
769 and labor relations, and county treasurer.

770
771 2. County budget matters.

772
773 3. Issuance of debt.

774
775 ~~3.4.~~ Taxation matters.

776
777 ~~4. Serve as equalization committee required by s. 73.05(4), Wis. Stats.~~

778
779 5. Insurance matters.

780
781 6. Need for additional positions.

782
783 7. Policy matters having a fiscal effect outside the current budget.

784
785 ~~7.8.~~ Review the reports of the audit department to ensure that departments
786 implement the many program improvements and cost saving recommendations so
787 that the county board can provide the best service at the lowest possible cost to the
788 taxpayer. (The chairperson of the committee on finance and audit may appoint a
789 special audit implementing subcommittee to spearhead the implementation of audit
790 department report recommendations.)

791
792 ~~8.9.~~ Other financial matters of concern to the county.

793
794 (3) *Committee on health and human needs.*

795
796 1. Departmental policy of the department of health and human services ~~(DHS),~~
797 including the divisions of behavioral health, housing, economic support, delinquency
798 & court services, disabilities services, management services, county health
799 programs and director's office administration, mental health complex, the DHS-
800 adult services division, department of aging, division of county supported health
801 programs including the emergency medical services (paramedic program),
802 International Health Training Center.

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~~2. All matters pertaining to the county's primary health care program.~~

~~3. All programmatic policy matters related to the General Assistant Medical Program (GA-MP).~~

~~2.4.~~ All policy matters related to the office ~~on~~ for persons with disabilities in the department of administrative services. ~~and~~

~~3.~~ All matters pertaining to the department ~~of~~ on aging.

~~4.~~ All matters pertaining to the department of family care.

~~3-5.~~ All matters pertaining to the county executive's veterans service office.

(4) *Committee on judiciary, safety and general services.*

1. Departmental policy of: county funded state court services, family court commissioner, jury commission, register in probate, election commission, county clerk, register of deeds, sheriff, medical examiner, legal resource center, district attorney, ~~house of correction~~, department of child support ~~enforcement~~ services, and corporation counsel, ~~emergency government~~.

2. Review of all matters pertaining to suits or claims by or against the county, including those for personal injuries and property damage. The committee has the authority to approve the payment of claims against the county in an amount not to exceed \$10,000 and to recommend to the board to approve the payment of claims in excess of that amount. The committee shall be afforded confidential access to privileged attorney-client communication and to attorney work product in any matter where Milwaukee County or a Milwaukee County officer or employee is named as a part in an action or proceeding arising from the commission of official duties.

~~3. Claims for workers compensation.~~

~~4. Personal injuries.~~

~~5. Property damage.~~

~~6~~3. Applications for licenses requiring action by the county board.

~~7~~4. Purchase of surety bonds.

~~8~~5. Action required by state statute.

(5) *Committee on parks, energy and environment.*

1. Departmental policy of department of parks, recreation and culture, stadium, zoological gardens, public museum, cultural activities (including funds for the arts), university extension service and the environmental ~~division~~ section of the department of ~~transportation and public works~~ administrative services.

2. County parks and parkways.

3. Matters pertaining to war memorial board of trustees.

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4. All functions to be performed by a committee on extension education under the provisions of s. 59.9756, Wis. Stats.
 5. All matters pertaining to protection of environment including, but not limited to, water pollution, noise pollution, insecticide control, lakeshore erosion, community beautification activities, land utilization, street tree replacement studies and other environmental control oriented programs over which the county has authority to exercise control or in relation to which the county has an interest requiring the expression of policy. The term "environment" also encompasses the concept of home environment as well as natural environment.
 6. All matters relating to the conservation of all uses of energy, including, but not limited to, oil, coal, wind, nuclear and solar energy by all county programs and departments; the study, review and recommendation of plans and solutions relating to energy conservation in the county which may be submitted by citizens or county employes; and the review of energy-related matters being considered by the public service commission which will have a substantial effect on the county. The term "energy" also encompasses residential energy as well as industrial and commercial energy.
 7. All matters relating to the conservation of air, water, energy and all other resources which are being consumed in such wasteful manner that the supplies will be exhausted or so diminished that future generations will suffer hardship.
 8. All matters pertaining to consumer education and protection, particularly in the area of public service providers.
 9. This committee shall exercise the powers and duties of county land conservation committees required by ch. 92, Wis. Stats., and the county board shall appoint the chairperson of the county agricultural stabilization and conservation committee created under 16 USC 590h(b), or a member of such committee designated by him/her, to the land conservation committee of the county.

891 (6) *Committee on transportation, public works and transit.*

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1. Departmental policy of: Department of Transportation airport, DPW professional transportation services, highway, ~~maintenance division~~, fleet management, maintenance division, county transit/paratransit system, administration; and Department of Administrative Services ~~and~~ facilities management division, including architectural, engineering & environmental services and sustainability section ~~institutions administration and facilities management, paratransit services~~.
 2. All policy matters pertaining to the construction, maintenance, control and operation of county airports.
 3. All policy matters pertaining to the construction and maintenance of highways and bridges, the vacation or opening of public streets, alleys, highways or roads, for which the county has jurisdiction.
 4. All powers and duties authorized to be performed by the highway committee except those duties which are authorized to be performed by the highway commissioner as prescribed in state statutes.

- 5. All policy matters under its jurisdiction pertaining to railroads and public utilities in the county.
- 6. All policy matters relating to erection, major alterations and repair of public buildings and structures.
- 7. All mass transit policy matters pertaining to the establishment of fares and other charges, standard of service, route locations, capital improvements, and service improvements.

~~8. Approves all county grounds land leases.~~

98. All transportation matters pertaining to disadvantaged business enterprises.

(7) *Committee on economic and community development.*

- 1. All matters pertaining to economic development and the disposition of excess or surplus county lands, including but not limited to sale or lease of property and financing terms.
- 2. All matters pertaining to the Research Park and Airport Business Park.
- 3. The study and recommendations of all plans, projects and programs for fostering community development throughout the county, including the urban county development block grant program and the survey of available improved and unimproved housing sites and funds for county housing purposes.
- 4. Overview the administration of all federal, state and local housing programs at the county level.
- 5. The study, review and recommendation of plans and solutions of housing persons displaced from their dwellings by governmental actions of the county or the municipalities which compose it, and the coordination and implementation of relocation plans and procedures with federal, state and local agencies and units of government within the county.
- 6. Veteran's housing.

7. All policy matters pertaining to disadvantaged business enterprises.

(8) *Committee on intergovernmental relations.* Proposed federal, state or municipal legislation affecting the county government. The committee shall consider such proposed legislation and make its recommendation thereon to the county board. Such recommendations until altered by the county board, shall guide the legislative representative of the county board in his/her work before legislative bodies. The committee may appear before the congress, the legislature and the government bodies of other municipalities, as may be necessary on pending legislation to support policies advocated by the county board.

(9) *Committee of the whole.* Subject to the call of the county board chairperson to review matters and files to be acted upon by the county board.

1.12. Select committees.

965 Select committees shall be constituted with membership as determined by ordinance, resolution or
966 the chairperson of the county board.

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968
969 If the resolution or ordinance creating the committee does not designate the member who is to act
970 as chairperson of the committee, a chairperson shall be elected by the members of the committee.

971
972 **1.13. Committee meetings.**

973
974 (a) *Regular committee meetings.*

975
976 (1) Except when otherwise determined by the respective chairperson, regular meetings
977 of standing committees shall be held on the days hereinafter specified. If the meeting day
978 falls on an election day for a county-wide election or special election of county board
979 supervisor or Election Day for President, the chairperson of the committee shall reschedule
980 the meeting to a day other than the election day. The meeting shall be called to order
981 promptly on the days and at the hour hereinafter specified, or such time as is designated in
982 the notice of meeting by the chairperson of the committee (or in his/her absence, the
983 ranking member thereof). Meeting days of standing committees shall be as follows:

984
985 (a) Transportation, public works and transit--third Wednesday before county
986 board meeting--9:00 a.m.

987
988 (b) Judiciary, safety and general services--second Thursday before county
989 board meeting--9:00 a.m.

990
991 (c) Economic and community development--second Monday before county
992 board meeting--9:00 a.m.

993
994 (d) Parks, energy and environment--second Tuesday before county board
995 meeting--9:00 a.m.

996
997 (e) Health and human needs--second Wednesday before county board meeting--
998 -9:00 a.m.

1000 (f) Finance and audit--first Thursday before county board meeting--9:00 a.m.

1001
1002 (g) Personnel--first Friday before county board meeting--9:00 a.m.

1003
1004 (h) Intergovernmental relations--~~on~~ at call of chairperson.

1005
1006 (i) Committee of the Whole--~~on~~ at call of chairperson.

1007
1008 (b) *Special committee meetings.* Special meetings of the standing committees may be called
1009 by the chairperson of the committee, and must be called upon written request to the chairperson by
1010 a majority of the members of such committee. At least twenty-four (24) hours prior notice of such
1011 special meeting shall be given by the committee clerk to each member of such committee, unless
1012 for good cause such notice is ~~impossible~~ impracticable, in which case shorter notice may be given,
1013 but not less than two (2) hours in advance of the meeting. An announcement by the chairperson of
1014 the board while the board is in session, of the time, place and subject matter of a special meeting
1015 of a committee to be held during a recess, shall be sufficient notice to the members of the
1016 committee.

1018 (c) Committee general procedure. All meetings of a committee shall be conducted in
1019 accordance with the provisions of ss. 19.81--19.98, Wis. Stats. The attendance of a majority of the
1020 members thereof shall be requisite for the transaction of business of a committee. Without a
1021 majority in attendance, a committee may consider informational items only. Committee agenda are
1022 to be prepared so that members of the county board and other interested parties will receive the
1023 agenda by United States, electronic or interoffice mail at least the day 24 hours before the
1024 scheduled committee meeting. All matters to be placed on the agenda must be received prior to the
1025 agenda deadline as established by the respective committee chairperson(s).
1026

1027 The committee clerk shall enter in appropriate files kept for that purpose, a complete record of all
1028 such committee meetings, including ~~the attendance, thereat,~~ appearances for and against pending
1029 matters, and minutes of the proceedings, including all motions made and by whom, how each member
1030 voted upon each matter considered, together with the final action by the committee thereon. All actions
1031 taken by the committee shall be by roll call vote. No action shall be taken on any proposed ordinance
1032 unless it be in written form before the committee.
1033

1034 Except as herein provided and so far as applicable, the rules of procedure of the county board
1035 shall apply to committee meetings. Minority rules shall not apply to committee meetings.
1036

1037 After the conclusion of the committee meeting, the committee clerk shall prepare a separate,
1038 written report of the action of the committee upon those matters considered by it which require county
1039 board approval, for submission to the county board for action of that body. Such report shall be made up in
1040 such manner that the county board may take action upon it as a whole, or may set aside any portion of it
1041 for separate action. Any member of any committee may make a minority report of said committee on any
1042 recommendation to the board contained in the committee report. Such minority report must be presented
1043 when the matter is considered at the meeting of the county board.
1044

1045 Except as provided in the preceding sentence, it is the duty of the committee to make a report to
1046 the county board on matters referred to such committee with some definite recommendation for disposition
1047 of such matters.
1048

1049 When members of a committee or joint committee present at any meeting thereof, are, by recorded
1050 vote, evenly divided as to the disposition to be made of any subject matter referred to and pending before
1051 such committee or joint committee, such subject matter shall be returned to the next meeting of the county
1052 board without recommendation and the committee or joint committee shall thereupon be deemed to be
1053 discharged from consideration thereof.
1054

1055 (d) Committee motions and voting procedure.
1056

1057 (1) If an item is on the agenda "for information only unless otherwise directed by the
1058 committee," a motion to place on file is not needed. The committee will just receive the
1059 item. However, if a motion is made and a roll call is taken, said item will be reported to the
1060 board.
1061

1062 (2) If a motion to adopt an item fails, it will be reported to the board with a
1063 recommendation to reject.
1064

1065 (3) To take any other action on an item after it has been rejected, a motion to
1066 reconsider must be made and passed. Only a supervisor who voted on the prevailing side
1067 of the rejection action can make the motion to reconsider.
1068

1069 (4) If a motion to place on file or to reject fails, the matter is still before the committee
1070 and another motion shall be in order.
1071

1072 (5) If a motion to adopt, postpone indefinitely, place on file or reject receives a tie vote
1073 in committee, the matter shall be reported to the county board without recommendation.

1074
1075 (6) If a motion to refer, lay over or amend receives a tie vote, said motion fails and
1076 another motion is in order.

1077
1078 (7) No motions, or debate on motions, shall be made from the chairperson. If the
1079 chairperson wishes to make, or to speak at any length on, a motion, the chairperson shall
1080 turn over the gavel to the vice chairperson or next senior member for the remainder of the
1081 item. This provision shall not prevent a chairperson from questioning a witness concerning
1082 testimony being presented to the committee.

1083
1084 (8) Once a committee comes to order, and attendance is taken to establish a quorum,
1085 any item on the agenda can only be removed by concurrence of a majority of the
1086 committee. Prior to the committee coming to order, an item can be removed by the
1087 chairperson.

1088
1089 (9). Supervisors wishing to add their names as co-sponsors of resolutions or ordinances
1090 introduced by supervisors shall, prior to a committee's final vote on said resolution or
1091 ordinance, obtain the permission of the primary sponsor, and be added if there is no
1092 objection from a member of the committee. If there is objection, a vote of the committee
1093 shall be taken regarding adding the co-sponsor(s).

1094
1095 **1.14. Committee reports.**

1096
1097 (a) *Consideration of committee reports.*

1098
1099 (1) A committee report is the written record of its recommendation upon a matter
1100 referred to it by the county board. It is the duty of a committee to report to the county board
1101 on all matters referred to it. ~~Under the fifth order of business, t~~The county clerk may read,
1102 upon request by any member and direction from the chairperson, the ~~digest of~~ reports of the
1103 standing and select committees in the order that such committees are designated in section
1104 1.11(a) except that the order may be changed by the affirmative vote of a majority of the
1105 members present. Any items on which separate action is required or ~~has been~~ requested
1106 ~~should shall~~ be read by the county clerk in their entirety, as outlined on the digest, if so
1107 requested by a supervisor and directed by the chairperson. When a committee report has
1108 been submitted to and is before the county board for action, the question on the adoption of
1109 the committee report shall be put by the chairperson as a matter of course without awaiting
1110 a motion from the floor. shall put the question: Shall the report of the _____
1111 committee be adopted?. The chairperson shall then inquire whether separate action on any
1112 item in the report is desired. It shall then be in order for any member to request separate
1113 action on any matter contained in such report, and such item shall be laid aside. When a
1114 minority report is filed, the item to which it pertains shall be laid aside. The chairperson shall
1115 then put the main question. Upon disposition thereof, each matter laid aside for separate
1116 action shall be considered in its turn and, as to each, the chairperson shall put the question
1117 in the form which carries out the recommendation of the committee, provided that where a
1118 minority report has been filed, the question shall be: Shall the minority report be substituted
1119 for the ~~majority report~~ recommendation of the committee? Upon request by any member and
1120 direction from the chairperson the minority report shall be read by the county clerk. ~~A roll~~
1121 ~~call shall be taken on each committee report and also upon all action taken on any~~
1122 ~~resolution under suspension of the rules.~~

1124 (2) When a resolution or ordinance has been referred under section 1.09(b) to more
1125 than one committee, the county board may take action on such resolution or ordinance after
1126 the report from one of such committees.
1127

1128 (b) *Committee report laid over on request.* Action on the report of any committee as defined in
1129 subsection (a) of this section, when it first makes its report, shall be deferred until the next meeting
1130 of the county board ~~other than a special meeting~~ if one-third of the members present and voting so
1131 request. If the report of said committee is re-referred to said committee or any other committee and
1132 thereafter the subject matter is again returned to the county board, action thereon shall not be
1133 deferred except as provided by section 1.15 or by a majority vote of the members present.
1134

1135 The above rule shall not apply to the report of the committee on ~~finance~~finance and audit on the
1136 executive budget, including resolutions proposing tax levies and recommendations on new positions to
1137 become effective in and included in the budget for the following fiscal year.
1138
1139

1140 **1.15. Referring resolution, ordinance or report for legal opinion.**
1141

1142 With the affirmative vote of one-third of the members present and voting at any meeting of the
1143 county board, any resolution, ordinance or report shall be referred to the corporation counsel and the
1144 written opinion of the latter secured as to the legality of the resolution or ordinance offered, or the
1145 recommendation made in any report presented to the county board for adoption. Such opinion shall be
1146 rendered to the county board at its next meeting held not less than forty-eight (48) hours after the referral,
1147 and copies distributed to all members. The resolution, ordinance or report, ~~unless substantially changed~~
1148 ~~by amendment,~~ shall not be rereferred again to the corporation counsel for a legal opinion except by a
1149 majority vote of the members present. ~~The question of whether the resolution, ordinance or report has~~
1150 ~~been substantially changed by amendment shall be decided by the chairperson following consultation with~~
1151 ~~the corporation counsel.~~
1152

1153 The above rule shall not apply to:

- 1154 (1) The report of the committee on ~~finance~~finance and audit on the executive budget.
- 1155 (2) Resolutions proposing amendments to the executive budget.
- 1156 (3) Resolutions proposing tax levies.
- 1157 (4) Recommendations of the committee on ~~finance~~finance and audit on new positions
1158 to become effective in, and to be included in, the budget for the following fiscal year.

1159 **1.16. Requests relating to personnel matters.**
1160

1161 (a) *Reclassifications, reallocations, appointments and advancements.* Reclassifications of
1162 existing positions, reallocations of non-represented positions, appointments at an advanced step of
1163 a pay range and advancements within a pay range shall be submitted to the director of human
1164 resources and processed in accordance with the provisions of chapter 17 of the Code.
1165

1166 (b) *New positions.* Personnel requests relating to the creation of new positions, which are
1167 required during a current fiscal year because of an urgent need, may be submitted to the county
1168 board at any time during such year. Personnel requests relating to the creation of new positions to
1169 become effective and to be included in the budget of the following fiscal year shall be submitted to
1170 the county executive by such date as determined by the county executive. All requests for current
1171 year new positions shall be referred to the committee on ~~finance~~finance and audit, committee on
1172 personnel, the department of human resources and the ~~department of administration~~department of
1173
1174
1175
1176
1177

1178 administrative services. The ~~department of administration~~department of administrative services
1179 shall submit a recommendation regarding the necessity for the requested positions to the
1180 committee on ~~finance~~finance and audit, and the department of human resources shall submit its
1181 recommendations regarding the classification of new positions to be created during the current
1182 budget year as soon as reasonably possible. The ~~department of administration~~department of
1183 administrative services shall submit recommendations regarding the necessity for new positions
1184 requested for the next fiscal year to the county executive for consideration in the subsequent year's
1185 executive budget. The committee on ~~finance~~finance and audit shall review positions recommended
1186 for creation by the county executive during its hearings on the executive budget and report its
1187 recommendations to the county board on or before the ~~second~~ Monday of next succeeding the
1188 regularly scheduled monthly meeting on the first Thursday in November. The department of human
1189 resources shall submit its recommendations to the committee on personnel regarding the
1190 classification and pay for new positions for the next fiscal year recommended by the county
1191 executive and/or committee on ~~finance~~finance and audit, so the committee on personnel can report
1192 its recommendations to the county board on or before the ~~second~~ Monday next succeeding the
1193 regularly scheduled monthly meeting on the first Thursday in ~~of~~ November.

1194
1195 (c) *Review by county board staff.* If the personnel request is for new positions in the
1196 ~~department of administration~~department of administrative services, it shall also be reviewed by the
1197 county board staff and a recommendation regarding the necessity for the requested positions
1198 submitted to the committee on ~~finance~~finance and audit. If the request relates to reclassifications,
1199 reallocations, appointments at an advanced step of the pay range and advancements within the
1200 pay range in the department of human resources, it shall be reviewed by the county board staff and
1201 processed in a manner consistent with the authority granted to the director of human resources
1202 under chapter 17 of the Code.

1203
1204 (d) *Urgent requests.* Any personnel request requiring county board action which is considered
1205 sufficiently urgent and necessary to require that it become effective in the current year, shall not
1206 become effective unless an ordinance or resolution relating thereto is adopted by an affirmative
1207 vote of two-thirds or more of the members-elect of the county board. If such ordinance or resolution
1208 is not adopted by such vote, but nevertheless receives the affirmative vote of a majority of a
1209 quorum of the county board, the provisions of section 17.06 of the Code shall apply. Any ordinance
1210 or resolution relating to a personnel request which requires an appropriation of funds must contain
1211 a provision for the necessary transfer of funds.

1212 1213 **1.17. Procedures for consideration of personnel requests.**

1214
1215 (a) *Definitions.* Where used in this subsection, the following words shall mean:

1216
1217 (1) County board shall mean the county board of supervisors.

1218
1219 (2) Commission shall mean the county civil service commission.

1220
1221 (3) Committee shall mean the committee on personnel.

1222
1223 (4) Petitioner shall mean the person or organization, including a member of the county
1224 board, making or sponsoring the request, resolution or ordinance, or the authorized
1225 representative of such person or organization.

1226
1227 (5) Code shall mean the Milwaukee County Code of General Ordinances.

1228
1229 (b) *Filing of personnel request.* All personnel requests by whomsoever made (in any way
1230 affecting county offices and employe positions, compensation, hours of labor or conditions of
1231 employment, specification of duties and any other matters referred to in chapter 17 of the Code

1232 relating thereto) for salary increases, reclassifications, fringe benefits, additional positions and
1233 other personnel requests which would require a change of the provisions of chapter 17 of the
1234 Code, shall be filed ~~in triplicate~~ with the chairperson of the county board for presentation to the
1235 county board and reference to the commission.

1236
1237 (c) *Hearing on personnel request.* At such hearing, the procedure in considering such
1238 personnel request shall be as follows:

1239
1240 (1) The petitioner, or his/her representative, shall be given a reasonable time to present
1241 his/her case and any supporting data to the committee, and during such period shall not be
1242 subject to interruption by any person other than members of the committee.

1243
1244 (2) When the petitioner has concluded his/her argument, the commission shall present
1245 its report and recommendation to the committee.

1246
1247 (3) After the commission has concluded its presentation, the petitioner shall have a
1248 reasonable opportunity to comment upon the commission's recommendations and, while so
1249 doing, shall not be subject to interruption by any person other than members of the
1250 committee or representatives of the commission.

1251
1252 (4) After the procedures specified in said subsections (1), (2) and (3) have been
1253 concluded, the committee shall hear any person desiring to speak on the request.

1254
1255 (4a) Where circumstances require, the chairperson of the committee shall have the right
1256 to vary the order of the procedure outlined in subsections (c)(1), (2), (3) and (4).

1257
1258 (5) Thereafter the committee, in public session, shall consider and make such
1259 recommendations as it sees fit pertaining to said request. If the committee's
1260 recommendation is to deny the request, the recommendation shall be in the form of a
1261 resolution so indicating. If the committee's recommendation grants such request in whole or
1262 in part, such recommendation shall be evidenced by a resolution or ordinance, as the case
1263 requires. The effective date of such resolution or ordinance shall be stated therein.

1264
1265 (6) In the event that the committee requires more time than originally scheduled to
1266 determine its position with respect to such request, it may ~~adjourn-recess~~ such hearing from
1267 time to time as may be determined by it, and on said ~~adjourned-recessed~~ day ~~reconvene~~
1268 ~~resume and resume~~ its consideration, ~~but recommendations on all matters referred to the~~
1269 ~~committee must be submitted to the county board not later than October 10 of each year.~~

1270
1271 (7) The committee shall submit a report and recommendation on each such request to
1272 the county board, at the next meeting of the county board, following determination of the
1273 committee's recommendation.

1274
1275 (8) Compliance with the procedure outlined in subsections (1) to (7) inclusive, of this
1276 subsection, is intended to be in compliance with the requirements of s. 111.70(2), Wis.
1277 Stats.

1278 1279 **1.18. Communications, reports, departmental requests, reference files.**

1280
1281 (a) *Reference of communications and reports.* All communications to the county board, reports
1282 of county officers, requests of county officers, requests of department heads and employes, and
1283 communications from the county executive, which are not in response to an existing county board
1284 file, or a previous request from a committee, shall be addressed to the county board chairperson
1285 who shall, within five (5) business days of receipt of the document, refer said document to the

1286 appropriate standing committee(s) for a report. The date upon which the chairperson refers the
1287 said document(s) shall be deemed as the official referral date to the committee(s). Said action by
1288 the county board chairperson shall be deemed as authorization to the appropriate standing
1289 committee chairperson(s) to schedule the matter for review. If the Chairperson does not refer the
1290 communication, report or request to the appropriate standing committee within five days after
1291 receipt, that communication, report or request shall automatically be placed on the agenda of the
1292 County Board at the next meeting for referral to the appropriate standing committee. Items that are
1293 for information only shall be addressed to the respective committee chairperson and a copy shall
1294 be provided to the county board chairperson. Except for those communications and reports which
1295 are introduced subsequent to January 1 of an election year, all communications and reports
1296 pending before a committee of the county board shall be considered to have been placed on file at
1297 the end of the term of office of the county board. A listing of all such communications and reports to
1298 be placed on file in this manner shall be distributed to all supervisors by the county board chief
1299 committee clerk in January of the final year of the term.

1300
1301 (b) *Copy of communications and reports to chief committee clerk.* A copy of all such
1302 communications and reports, submitted to the county board chairperson, shall also be transmitted
1303 to the county board chief committee clerk or other committee clerks.

1304
1305 ~~(c) *Form of departmental request for county board action.* Whenever a county department~~
1306 ~~head or employe requests action by the county board upon any subject matter, he/she shall make~~
1307 ~~written request there for in the following form in duplicate:-~~

1308
1309 From _____
1310 (Insert name of department officer)

1311
1312 Subject _____
1313 (Insert title descriptive of subject)

1314
1315 ~~Such request shall be delivered to the county clerk, or county board chairperson, by 10:00 a.m. on the day~~
1316 ~~preceding the regularly scheduled meeting of the county board and shall be accompanied by a draft of an~~
1317 ~~appropriate resolution or ordinance to be adopted by the county board in the event the request is~~
1318 ~~approved.~~

1319
1320 (d) *Reference files.* The county board chairperson, upon request from the standing chief
1321 committee chairperson(s), clerk, shall be authorized to establish reference files to be utilized by the
1322 standing committees for submission of recommendations to the county board concerning matters
1323 referred to the committees on an ongoing or continuous basis, or for receipt of informational reports
1324 from departments departments concerning said matters.;

1325 1326 **1.19. Reference of request for appropriation transfers to county executive.**

1327
1328 All requests for appropriation transfers between principal objects of expenditures or from the
1329 contingent fund shall be transferred to the county executive. He/She shall promptly consider same and
1330 report his/her recommendation thereon to the committee on finance finance and audit of the county board.
1331 If the county executive fails to make a recommendation within ten (10) days after the submission of a
1332 request for transfer, the committee on finance finance and audit may act upon such request without his/her
1333 recommendation.

1334 1335 **1.20. Requests for impeachments or investigation.**

1336
1337 All resolutions, motions and communications causing the institution of proceedings of
1338 impeachment, or investigation into the conduct of any officer or employe of this county, shall be
1339 accompanied by a specification of charges, duly signed by the members introducing the same, verified by

1340 oath of the person making such charges if such person is not a member of this county board. No
1341 resolution, motion or communication making charges or insinuations, or otherwise impugning the official
1342 integrity of any officer or employe of this county, shall be entertained by the chairperson, nor spread upon
1343 or referred to and mentioned in the journal, unless the same shall be introduced in accordance with the
1344 provisions of this section.

1345
1346 **1.21. Treatment of doubtful claims; separate action.**
1347

1348 ~~The department of administration shall obtain a legal opinion from the corporation counsel on all~~
1349 ~~claims which, in its opinion, are doubtful. In the event the corporation counsel advises that the claim is not~~
1350 ~~legal, the claim is to be taken up with the committee in charge of the departmental policy of the~~
1351 ~~department against which such claim is chargeable, recommending disallowance. Such claims shall be~~
1352 ~~disallowed by separate resolution of the county board.~~

1353
1354 **1.212. Consideration and confirmation of appointments.**
1355

1356 Every nomination by the county executive for appointment of ~~department head~~ individuals set forth
1357 under Sec. 17.30, County Ordinances, or appointment by the county executive or county board
1358 chairperson of a member of a board or commission required to be confirmed by the county board shall,
1359 when presented to the county board by the county executive, be referred to the standing committee having
1360 jurisdiction over the office, board or commission. At least five (5) business days prior to the date of the
1361 meeting at which the appointment is to be considered, the nominee shall be notified in writing by the
1362 appointing authority to appear before the committee. ~~A report recommending either that the appointment~~
1363 ~~be confirmed or that it be rejected shall be submitted to the county board by at least the second board~~
1364 ~~meeting following the date of reference to such committee.~~ Confirmation of such appointment shall be
1365 determined by roll call vote. The foregoing requirement of references shall not apply to members of the
1366 county board nor to members of any board or commission nominated for reappointment to their own
1367 position. The county clerk shall notify the county executive or county board chairperson, in writing, of the
1368 rejection of confirmation by the county board of all appointments.

1369
1370
1371 **1.223. Publication of proceedings.**
1372

1373 The proceedings of the county board shall be published ~~in the English language in pamphlet~~
1374 electronic form ~~of such convenient size and in such quantity as shall from time to time be determined.~~
1375 ~~Communications addressed to the county or to the county board, including reports from county officers~~
1376 ~~and department heads and contracts approved by the county board for execution, shall not be printed at~~
1377 ~~length in the proceedings unless the chairperson shall so order.~~

1378
1379 **1.234. Repeal, amendment or correction of rules.**
1380

1381 (a) *Repeal or amendment of rules.* No rule shall be rescinded or amended nor a new rule
1382 adopted until after the ordinance proposing the same has been referred to, and a report thereon
1383 has been received from, the committee on judiciary, safety and general services.

1384
1385 (b) ~~Clerical e~~ Correction of errors. The county clerk shall have authority to correct any
1386 ordinance, resolution or memorial for:

- 1387
1388 (1) Spelling errors,
1389
1390 (2) Punctuation,
1391
1392 (3) The use of one word for another (i.e.e.g. affect for effect),
1393

- 1394 (4) Mistakes in numbering/lettering of sections and subsections,
1395
1396 (5) Insertion of an "ordaining" clause in an ordinance when such clause has been
1397 inadvertently omitted,
1398
1399 (6) Insertion of a current department, division, board, commission, committee or council
1400 ~~to name to~~that replaces that of a former name,
1401
1402 (7) Insertion of a current position title to replace that of a former position title, and
1403
1404 (8) Insertion of a current state statute number to replace that of a former state statute
1405 number.
1406

1407 The county clerk shall operate within the framework of the corrections enumerated here,
1408 with corporation counsel approval as appropriate, and the authority granted herein shall in
1409 no way usurp the proper legislative process.
1410

1411 **1.245. Budgetary procedure.**
1412

1413 (1) *Executive budget.*
1414

1415 (a) Pursuant to state statutes, the county executive shall hold public hearings at which
1416 the head or a representative of every department shall appear and give information with
1417 regards to the appropriations requested. The department head shall also provide to
1418 policymakers a written and concise summary of the programmatic impacts that would occur
1419 if the department's requested annual budget were adopted without any additional changes.
1420

1421 (b) Pursuant to state statutes, the county executive shall, on or before October 1,
1422 submit to the county board the executive budget. The county board may hold a regular
1423 meeting in either September or October for the purpose of hearing the county executive's
1424 budget message, should he/she elect to deliver a budget message.
1425

1426 (c) Upon receipt of the county executive's budget, county board staff shall prepare, for
1427 distribution to all county supervisors and any interested county officials and citizens, a
1428 written overview of the budget, including sections addressing major tax levy changes,
1429 overview/policy changes, issues, concerns and questions and capital improvements.
1430

1431 (2) *Public hearings on the budget.* Pursuant to state statutes, the county board shall hold a
1432 public hearing on the executive budget not less than fourteen (14) days after publication of the
1433 summary of the executive budget, but not later than the first Monday in November, at which time
1434 citizens may appear and express their opinions.
1435

1436 (3) *Committee on financial and audit hearings.*
1437

1438 (a) The committee on financial and audit shall not commence its review of the
1439 executive budget until at least seven (7) days succeeding the official receipt of the executive
1440 budget, in order to allow financial and audit members and county board staff sufficient time
1441 to review the budget, meet with departmental personnel and develop suggested
1442 amendments to the budget. It is also intended that this period will be utilized by other
1443 supervisors not on the committee to familiarize themselves with the budget and to begin
1444 preparation of budget amendments so as to allow for introduction of those amendments
1445 during the time the committee is conducting hearings.
1446

1447 (b) Committee hearings shall be conducted during the month of October and shall be
1448 concluded no later than the last working day of October except that the committee shall hold
1449 a final hearing on a day following the public hearing. The final hearing shall be held for the
1450 purpose of considering public hearing comments and final amendments offered by
1451 supervisors, hearing the county executive's comments on the committee's actions and
1452 taking final action on the committee's amendments and the recommended tax levy.

1453
1454 (4) *Supervisor amendments.*

1455
1456 (a) Supervisors ~~should be~~are encouraged to participate in the hearing process as early
1457 as possible. Early submission of supervisor amendments ~~would~~allow for public comment
1458 and debate and ~~would~~provide departments time to review and react to amendments, thus
1459 resulting in more informed decision making. In order for supervisor amendments to be
1460 considered by the committee, they must be submitted during the period when hearings are
1461 being conducted. ~~Supervisor amendments shall be considered by the committee during the~~
1462 ~~time hearings are being conducted.~~Supervisor amendments submitted after committee
1463 hearings are concluded shall require suspension ~~of~~on the rules. Amendments considered
1464 by the committee, but not approved, shall, ~~at the request of the supervisor,~~ be forwarded to
1465 the full county board for its consideration without requiring suspension of the rules unless
1466 the sponsoring supervisor(s) request that said amendments not be forwarded.

1467
1468 (b) The ~~department of administration~~department of administrative services shall present
1469 all actions of the committee, including personnel changes and amendments to operating
1470 and capital budgets, as well as individual supervisor amendments, in a format that will allow
1471 the county board to consider all recommended changes to a department/organization
1472 budget in a comprehensive manner. The budget shall be considered in numerical order by
1473 organizational unit and the county board shall adopt the budget with such changes as it
1474 deems proper and advisable.

1475
1476 (5) *Executive budget vetoes.*

1477
1478 The budget as adopted with amendments under subsection (4)(b) above shall be presented
1479 to the county executive, who may approve it in whole or in part. If the budget or any portion
1480 thereof is vetoed by the county executive and returned to the county board, the county
1481 board shall reconsider the veto at a meeting specially noticed and scheduled for that
1482 purpose not less than six days, Sundays excepted, after the budget as adopted under
1483 subsection (4)(b) has been presented to the county executive, in conformity with Wis. Stats.
1484 59.17(6). At that meeting, the county clerk shall read those items or appropriations as to
1485 which the county executive has exercised his veto authority along with the county
1486 executive's veto message.

1487
1488 The chairperson shall then put the following question to the county board:

1489
1490 "Shall the item as approved by the county board in the budget resolution and vetoed by
1491 his/her honor, the county executive, be adopted? If you wish to override the veto, you
1492 vote 'aye'; if you wish to sustain the veto, you vote 'no'."

1493
1494 The county board has a duty to promptly reconsider the county executive's budget vetoes.
1495 Therefore, Section 1.04(f), which governs procedure on other matters vetoed by the county
1496 executive, shall not apply to reconsideration of budget vetoes under this subsection. At the
1497 meeting under this subsection, motions to lay on the table and to refer to a committee shall
1498 be considered out of order. If the county board determines that the period of time between
1499 the return of the county executive's vetoes and the meeting scheduled under this
1500 subsection is so short that additional time is necessary to evaluate and reconsider the

1501 vetoes, or if some other exigent circumstance precludes immediate reconsideration of the
1502 vetoes at the meeting scheduled under this subsection, the county board may recess the
1503 meeting for a period not to exceed 48 hours.
1504

1505
1506 **1.256. Directives of the county board; how enforced.**
1507

1508 (1) *County clerk; responsibilities.* Whenever the county board adopts a resolution or ordinance
1509 which directs any county officer, board or commission to perform a certain act or to make a report,
1510 it shall be the responsibility of the county clerk, ~~with respect to resolutions or ordinances adopted~~
1511 ~~by the county board, to immediately notify the county officer, board or commission concerned of~~
1512 ~~this directive and~~ to transmit a copy of the resolution or ordinance which was adopted to the county
1513 officer, board or commission. ~~He/She shall at the same time transmit a copy of the resolution or~~
1514 ~~ordinance to~~ and the county executive.

1515
1516 (2) *County executive; responsibilities.* It shall be the responsibility of the county executive to
1517 see that all resolutions or ordinances adopted by the county board are properly carried out and to
1518 inform the county board should the officer, board or commission directed to perform a duty or make
1519 a report fail to do so within a reasonable period of time.

1520
1521 (3) *Departments; responsibilities.* County officers, boards or commissions shall from time to
1522 time report to the county executive the steps that have been taken in carrying out any directive and
1523 shall also submit to him/her a copy of their final report on the action taken.
1524

1525 **1.267. Application of Robert's Rules of Order.**
1526

1527 "Robert's Rules of Order Newly Revised" shall govern the proceedings of the county board in all
1528 cases to which they are applicable and in which they are not inconsistent with these rules or the laws of
1529 the state.
1530

1531 **1.27 Chairperson of board is head of department.**
1532

1533 The chairperson of the county board is the head of the department of the county board for
1534 purposes of having budgeting and personnel oversight authority over all county board staff, overseeing
1535 departmental operations, approving departmental expenditures and submitting requested budgets.
1536

1537 **1.3428. Request relating to appeal of civil actions.**
1538

1539 (1) All requests by county officers, department heads and employes for corporation counsel
1540 representation pertaining to appeals of civil actions to the state supreme-appellate court or federal
1541 courts above the district court level shall be referred to the committee on judiciary, safety and
1542 general services for a recommendation prior to authorization and approval by the county board.
1543 Such requests for leave to implement or begin the appeal shall be set forth in writing with sufficient
1544 explanation to validate the need to appeal as well as a reliable estimate of the fiscal effect.
1545

1546 (2) Whenever time limits do not permit making application to meet this section in cases of
1547 imminent emergency, prior authorization may be acquired by oral or written approval of the
1548 following public officials: county executive and county board chairperson. A written report by the
1549 corporation counsel must be submitted to each member of the county board when this section is
1550 invoked, as soon as is convenient thereafter.
1551

1552 **1.3229. Decorum of supervisors in committee meetings.**
1553

1554 | Representatives of the news media, county executive and all staff, county supervisors and
1555 | designated staff, constitutional officers, department heads and all other officers and employes of county
1556 | government, as well as other public and private citizens, who either participate at or appear before any
1557 | meetings of the county board or of ~~the any~~ standing committees or any special or select committees
1558 | members, are entitled to the greatest measure of respect and courtesy. In order to ensure such standard
1559 | requiring individual board or committee members to adhere to the highest ideals of official conduct, and for
1560 | the board or committee to maintain its own dignity and respect, the chairperson is responsible and
1561 | obligated to protect persons in attendance, or who are either appearing or responding to inquiries or
1562 | questioning, from any harassment or insulting remarks or colloquy. ~~Committee~~ Board and committee
1563 | members must be ever mindful of their obligation to be temperate, courteous, attentive, patient and
1564 | impartial so as to advance these ideals of official conduct and to avoid offensive or discourteous remarks
1565 | or verbal chastisement which are offensive in nature and detract from the dignity and decorum expected
1566 | while conducting the public business, and thereby eventually degrade the atmosphere within the public
1567 | meeting. Supervisors should always bear in mind the need of scrupulous adherence to the rules of fair
1568 | play and the necessity of being considerate and courteous to each other and to all others in attendance so
1569 | as not to leave any impression that a fellow supervisor, a participant in attendance, or any person making
1570 | an appearance, is being placed at a disadvantage because of any exercise of arbitrary power or any
1571 | unjustified verbal accusation by any board or committee member.

1572 |
1573 | **SECTION 2.** This ordinance shall become effective upon passage and publication.
1574 |

1575 |
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