

Chapter 92

MEETINGS

§ 92-1. Town Board meetings.

§ 92-3. Special Meetings.

§ 92-2. Annual Town Meeting.

[HISTORY: Adopted by the Town Board of the Town of Washington 6-19-1986 as § 2.17 of the 1986 Code. Amendments noted where applicable.]

§ 92-1. Town Board meetings.

- A. Regular Town Board meetings. Regular meetings of the Town Board of the Town of Washington shall be held during the second week of each calendar month as designated by the Town Board by posting. Any regular meeting falling on a legal holiday shall be held the next following secular day at the same hour and place.¹
- B. Place of meetings. Meetings of the Town Board shall be held in the Town in the Washington Island Community Center or at such other place as is designated by the Town Board by posting.
- C. Quorum. Any three Supervisors of the Town, including the Town Chairperson, shall constitute a quorum, unless otherwise provided by law. The Chairperson may administer oaths and affidavits in all matters pertaining to the affairs of the Town.² **[Amended 12-15-1988 by Ord. No. 008-88]**
- D. Order of business at regular Town Board meetings. The business of the Town Board shall be conducted in the following order:
 - (1) Call to order by presiding officer.
 - (2) Roll call. If a quorum is not present the meeting shall thereupon adjourn.
 - (3) Adoption of agenda.
 - (4) Reading, correction and approval of minutes of the previous meeting.
 - (5) Clerk/Treasurer's report, reading, correction and approval.
 - (6) General fund vouching approval or disapproval.
 - (7) Committee reports.
 - (8) Introduction of ordinances and resolutions.
 - (9) Action on all business.

1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

2. Editor's Note: See § 60.20(2), Wis. Stats.

- (10) Introduction of new business.
- (11) Communications and miscellaneous questions from the floor.
- (12) Adjournment.

§ 92-2. Annual Town Meeting. ³

- A. Date. There shall be an Annual Town Meeting of the Town of Washington on the second Tuesday of April of each year at which all business shall be transacted which is by law required or permitted to be transacted by Wisconsin Statutes at such meeting. At the Annual Town Meeting, the electors may set the date of the next Annual Town Meeting; however, this date shall be within 10 days after the second Tuesday in April and notice shall be given of the meeting under § 60.11, Wis. Stats.⁴
- B. Time. The hour for holding succeeding Annual Town Meeting may be fixed at any such meeting.
- C. Where held.⁵
 - (1) The Annual Town Meeting may be held in the Town or in any other town, village or city in the same county or in an adjoining county.
 - (2) The Annual Town Meeting shall be held at the location of the last Annual Town Meeting unless the location is changed by the Town Board. If the Town Board changes the location, it shall publish a Class 2 notice under Ch. 985, Wis. Stats., stating the location of the meeting, not more than 20 nor less than 15 days before the date of the meeting.
- D. Order of business. No reconsideration of any vote shall be had at any Town Meeting unless it be taken by a majority vote within one hour from the time such vote shall have been passed, or if taken later than one hour, unless it be sustained by a number of votes equal to a majority of all the names entered on the poll list at such election up to the time the motion therefor shall be made. All other questions upon motions at a Town Meeting shall be determined by a majority of the electors voting.
- E. Presiding officer. At any Annual Town Meeting held in April of a year where office of the Chairperson is filled by election, the person holding that office on the day prior to the date of the election held to fill said office shall be the presiding officer. If said person is absent or refuses to serve, one of the other Supervisors of the Town shall serve as Chairperson; but if no one of the Supervisors be present, the qualified electors at such meeting may choose a Chairperson.

3. Editor's Note: See § 60.11, Wis. Stats.

4. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

5. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

- F. Clerk of meeting. The Town Clerk/Treasurer shall be Clerk of such Town Meeting; but if the Clerk/Treasurer be absent, then such person as shall be appointed by the electors shall act as Clerk of such meetings.

§ 92-3. Special Meetings. ⁶

- A. Purpose. Special Town Meetings may be held for the purpose of transacting any lawful business which might be done at the Annual Meeting.
- B. How called. Special Town Meetings may be convened if:
- (1) Called by a Town Meeting.
 - (2) A written request, signed by a number of electors equal to not less than 10% of the votes cast in the Town for Governor at the last general election, is filed with the Town Clerk/Treasurer.
 - (3) Called by the Town Board.
- C. Notice. The Town Clerk/Treasurer with whom the request is left shall record it, set the date and place for the meeting, and not sooner than 20 nor less than 15 days before the date of the meeting, publish a Class 2 notice, under Ch. 985, Wis. Stats.
- D. Contents of notice. The notice shall state the time, date, purpose and location of the meeting.
- E. Place. A Special Town Meeting shall be held where the preceding Annual Town Meeting was held, unless the location is changed by the Town Board.

6. Editor's Note: See § 60.12, Wis. Stats.