

Chapter 2.09

HOURS OF OPERATION; USE AND REGULATION
OF COUNTY FACILITIES

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2.09.001 Purpose. This chapter is intended to establish a uniform policy governing the hours of operation and use of the county offices and facilities so as to insure optimum public access. (Ord. 127-47 Sec.1(part), 1983).

2.09.005 Definitions.

A. "Legal holidays" mean the days designated by the board or commonly celebrated in the state of Wisconsin as New Year's Day, Friday before Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve Day, Christmas Day and New Year's Eve Day.

B. "Facilities" means all structures, real property, offices and buildings owned, operated or leased by the county of Eau Claire. (Ord. 162-028, Sec. 1, 2018; Ord. 161-8, Sec. 5, 2017; Ord. 127-47 Sec.1(part), 1983).

2.09.010 Business hours.

A. All county offices, inclusive of elective and appointive offices, agencies and departments, except the highway department, shall be open to the general public during usual business hours, which shall be defined as being the hours of 8:00 a.m. to 4:30 p.m., Monday through Friday of each week with the express exception of legal holidays, and the Eau Claire County Government Center for Martin Luther King Day for employee training. However, the Register of Deeds office cut-off time for recording documents shall be 4:00 p.m. Said hours shall be computed in accord with Wis. Stat. §§ 175.09 and 175.095.

B. The following offices shall have the business hours hereunder specified:

1. The highway department office hours shall be from 7:30 a.m. to 4:00 p.m.
 2. For Eau Claire County Jail visitation hours consult the county website.
- (Ord. 162-017, Sec. 1, 2018; Ord. 161-8, Sec. 6, 2017; Ord. 159-27, Sec. 1, 2016; Ord. 159-23, 2015; Ord. 155-17, Sec. 1, 2011; Ord. 148-42; 2004; Ord.140-117, Secs.2-3, 1997; Ord. 129-72 Sec.1, 1986; Ord. 129-49 Sec.1, 1985; Ord. 127-47 Sec.1(part), 1983).

2.09.020 Evening and weekend use of the county courthouse.

A. Such meetings of the board, its committees, other commissions, boards or agencies as may be held in the county courthouse shall be completed before 11:00 p.m., if possible, or within a reasonable period of time thereafter. Meetings of bodies or organizations which are not county sanctioned or created shall be concluded no later than 11:00 p.m.

B. Utilization of courthouse facilities on Saturdays and Sundays shall be permitted only with the approval of the county administrator. (Ord.141-92 Sec.29, 1998; Ord. 127-47 Sec.1(part), 1983).

2.09.030 Use of county facilities by independent organizations for noncounty business purposes.

A. Use of county facilities by organizations or persons not associated with the county government or for purposes unrelated to county proprietary or governmental functions shall be subject to the control of the office of the county administrator which shall, upon request, issue room or facility reservations. Availability of county facilities or rooms for such purposes shall be conditioned upon need therefore with respect to county government functions. The county reserves the right to establish a fee system for the use of county facilities.

B. Facilities subject to the control of the Eau Claire county committee on parks and forest and the county committee on UW-Extension education shall not be subject to the provisions of A. (Ord. 154-2, Sec. 15, 2010; Ord.143-65 Sec. 6, 1999; Ord.141-92 Sec.30, 1998; Ord.138-39, Sec.2, 994); Ord. 127-47 Sec.1(part), 1983).

2.09.040 Minimal wearing apparel. No person shall be allowed to conduct business in any county facility without shoes and appropriate attire. (Ord. 127-47 Sec.1(part), 1983).