

2. Written ballots provided herein shall be secret for the election of the officers of the county board, but shall be endorsed on the reverse thereof by the person casting the ballot in the case of all other elections;

3. All ballots cast shall be open to public inspection for 90 days after which the clerk will destroy them.

D. The county board shall then proceed to consider amendments to the rules of order and to establish or amend the rules of the board dealing with the committees thereof, their duties and manner of reporting. The chair of the county board shall appoint all committees as established by the board under 2.04.120, 2.04.150 and 2.04.200 as provided under 2.04.340 B. (Ord. 161-6, Sec. 2, 2017; Ord.141-97 Sec.2, 1998; Ord.141-03, Sec.1, 1997; Ord. 130-08 Secs.1,2, 1986; Ord. 126-28 Sec.1, 1982; Ord. 79-80/282 Sec.1, 1979; Ord. 110-78 Sec.3, 1978; Ord. 105-78 Sec.1, 1978).

2.04.030 Rule 3--Opening of meeting.

A. Call to Order. Promptly at the hour of meeting, the chair of the board, or in the chair's absence, the 1st vice-chair or in the 1st vice-chair's absence, the 2nd vice-chair, shall call the members to order. In case of the absence of the chair and vice-chairs for any meeting, the members present shall choose a temporary chair.

B. Roll Call. The chair shall order the calling of the roll. The clerk of the county board, on recording the initial roll call at the opening of each board session, shall mark those supervisors who are present "present" and those who are absent "absent", and shall, in the paragraph immediately following said roll call, insert the names of those supervisors who have been marked absent, who are present later in the meeting of the board, and said clerk shall further record the appearance of such supervisors marked absent at the point in the proceedings when they appear during meetings of the board. If a majority of the members-elect record themselves present, the chair shall announce the presence of a quorum.

C. Order of Business for Regular Meetings. The order of business shall be as follows for all regular meetings of the board, except as otherwise provided by rules for the annual and organizational meetings:

1. Call to order;
2. Honoring of the flag and moment of reflection;
3. Call of the roll;
4. Approval of the journal of proceedings;
5. Public comment;
6. Reports to the county board under 2.04.320;
7. Presentation of petitions, claims, and communications;
8. First reading of ordinances by committees;
9. First reading of ordinances and resolutions by members;
10. Reports of standing committees, committees, commissions and boards under 2.04.,160 and second reading of ordinances. The committee chair(s) responsible for reporting shall give an oral report and fact sheet by staff explaining the reasons for the committee action;
11. Appointments.

D. Order of Business for the Annual Meeting. The order of business shall be as follows for the annual meeting:

1. Call to order;
2. Honoring of the flag and moment of reflection;
3. Call of the roll;
4. Approval of the journal of proceedings;
5. Public hearing on annual budget;
6. Presentation of petitions, claims and communications;
7. Presentation of a summary of departmental budgets by the chairs of the governing committees and the chair of the finance and budget committee.
8. Budget deliberations;
9. Reports to the county board under 2.04.320;
10. First reading of ordinances by committees;
11. First reading of ordinances and resolutions by members;
12. Reports of standing committees, committees, commissions and boards under 2.04.160 and second reading of ordinances. The committee chair(s) responsible for reporting shall give an oral report and fact sheet by staff explaining the reasons for the committee action;
13. Reports of select committees and second reading;
14. Appointments.

E. Order of Business for the Organizational Meeting. The order of business shall be as follows for the organizational meeting:

1. Call to order;
2. Presentation of the colors and honoring of the flag;
3. Moment of reflection;
4. Certificate of election;
5. Administration of the oath of office;
6. Call of the roll;
7. Election of board officers;
8. Adoption of the rules of order;
9. Approval of the journal of proceedings;
10. Public Comment;
11. Reports to the county board under 2.04.320;
12. Presentation of petitions, claims, and communications;
13. First reading of ordinances by committees.
14. First reading of ordinances and resolutions by members;
15. Reports of standing committees, committees, commissions and boards under 2.04.160 and second reading of ordinances. The committee chair(s) responsible for reporting shall give an oral report and fact sheet by staff explaining the reasons for the committee action;
16. Appointments.(Ord. 166-007, Sec. 1, 2022; Ord. 163-28, Sec. 1, 2019; Ord. 159-43, Sec. 2, 2016; Ord. 157-47, Sec. 1-3, 2014; 156-29, Sec. 1, 2012; Ord. 155-37, Sec. 1, 2012; Ord. 155-2, Sec. 1, 2011; Ord. 152-12, Sec. 1 & 2, 2008; Ord152-3, Sec. 3 & 4, 2008; Ord. 151-35, Sec. 1, 2007; Ord. 149-13; Secs. 1-6, 2005; Ord.144-01 Sec. 1, 2000; Ord.142-01; Ord.141-97 Sec.3, 1998; Ord.135-95, 1991; Ord.126-28 Secs.2--4, 1982; Ord.79-80/424 Secs.1, 2, 3, 1980; Ord.110-78 Sec.5, 1978).

2.04.040 Rule 4--Voting.

A. Quorum. A majority of the supervisors entitled to a seat on 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 law or these rules.

B. Voting Procedure.

1. Every member present when a question is put shall vote unless excused by the county board, by the affirmative vote of a majority of the members present, for reason of a conflict of interest or other special cause. All motions to excuse a member from voting shall be made before recording the vote on the question pending. Any members wishing to be so excused may make a brief verbal statement of the reason for such request, and the question upon such motion shall then be taken without further debate.

2. All members shall be in their seats when voting. Prior to the announcement by the chair of the final vote on any question, members have the right to change their vote by rising for recognition and so announcing the change to the clerk. Thereafter, members shall not be allowed to change their vote.

3. When using the voting system, individual votes will be reflected in the minutes. When voting by voice vote or by division of the house, if members request that their vote be entered in the journal, it shall be so ordered.

C. Roll Call--How Taken. When a roll call is ordered by the chair, members shall use the voting system, and the clerk shall deliver to the chair the final number of those voting on each side. Debate shall be closed with the commencement of the roll call and no motion shall be entertained until after the result of the vote is announced by the chair.

D. Roll Call Obligatory--When. A roll call vote shall be taken on:

1. Any action to suspend the rules, unless unanimous consent be granted;
2. Any motion to convene in closed session pursuant to Wis. Stat. § 19.84;
3. Any question at the request of any member prior to a voice vote;
4. Any question decided by voice vote where the chair is in doubt as to the prevailing side if a division of the house is not used;
5. Any resolution adopting the county budget;
6. The sale or purchase of real estate or the transfer of an interest in real property.
7. Any measure referred to in E.

E. Measures Requiring More Than a Majority Vote. The following matters require the affirmative vote of two-thirds or more of the members-elect of the county board, as designated hereinafter:

1. Any resolution or ordinance transferring funds from the general fund pursuant to Wis. Stat. § 65.90(5)(a), (2/3);
2. Temporary borrowing under Wis. Stat. § 67.12, (3/4);
3. Any public work done directly by the county under Wis. Stat. § 59.52(29), (3/4);
4. Any motion to withdraw a matter from committee unless notice has been given as provided in 2.04.160 (2/3). (Ord. 161-6, Sec. 3, 2017; Ord. 159.43, Secs. 3 & 4, 2016; Ord 156-38, Sec. 2, 2013; Ord. 156-29, Sec. 5, 2012; Ord 156-29, Sec. 2, 2012; Ord. 146-41, Sec. 1, 2002; Ord.141-97 Sec.4, 1998; Ord.141-03, Sec.1, 1997; Ord.127-46 Sec.1, 1983; Ord.80-81/336 Sec.1, 1981; Ord.79-80/424 Secs.5, 8, 1980; Ord. 110-78 Sec.7, 1978).

2.04.050 Rule 5--Speaking at meetings.

A. Recognition Before Speaking. Any member wishing to speak in debate or present any matter to the board, shall press the request to speak button. Upon being recognized, the member shall not be interrupted except by a call to order. If called to order by the chair, a member shall not proceed without leave of the chair, unless granted leave by appeal from the decision of the chair, sustained by the board.

B. Limitations of Speech. No member shall speak a 2nd time on a question during any meeting until any other member desiring to speak on same shall have been heard. No member shall speak more than twice on a question nor for more than 5 minutes at any one time without first obtaining leave of a majority of the members present. Merely asking or answering a question for a member shall not be counted as speaking in debate. Each member shall speak only to the merits of the question under consideration, maintain a courteous tone, refrain from attacking or questioning the motives of any other member and avoid the mention of other members' names in a demeaning or derogatory manner.

C. Method of Address. At all times the chair shall be addressed as Chair _____ and fellow members as "Supervisor _____". (Ord. 166-8, Sec. 1, 2022; Ord. 161-6, Sec. 4, 2017; Ord. 159-43, Sec. 5, 2016; Ord. 157-2, Sec. 1 Ord. 0144-01 Sec. 2, 2000; Ord.141-97 Sec.5, 1998; Ord. 110-78 Sec.9, 1978).