

Title: Ordinance to establish committees and terms and conditions for committee ap

Effective Date: 9/10/2001

Category: Town Board & Officers

STATE OF WISCONSIN

TOWN OF LAGRANGE

WALWORTH COUNTY

ORDINANCE NO. 032001

AN ORDINANCE TO ESTABLISH COMMITTEES AND TERMS AND CONDITIONS FOR COMMITTEE APPOINTMENTS

For the purposes of the efficient, inclusive and democratic functioning of town government in the Town of LaGrange the Town Board ordains as follows:

SECTION 1. Committees Established. There are hereby established the following committees to act for and as recommending bodies to the Town Board involving matters within their respective jurisdictions, each committee having the number of members set forth below:

Planning and Zoning – 7 members,

Roads and Buildings – 7 members,

Safety – 7 members,

Administrative (Financial and Personnel) – 5 members and

Communication – 3 members.

## SECTION 2. Committee Appointments and Terms

A. The Planning and Zoning Commission shall be composed of the Town chairman, who shall be the presiding officer, one other Town Board supervisor and five (5) other persons of recognized experience and qualifications.

I. The Town Supervisor member shall be elected by the Town Board by majority vote for a term of one year chosen at the April meeting.

II. The Town chairman shall choose the five additional persons during April, for terms of three (3) years.

III. It is intended that this committee shall comply with the committee structure established in §62.23 (1) Stats., as amended from time to time.

B. The Roads and Buildings, Safety, Administrative and Communications Committees shall consist of the number of members set forth above.

I. Each committee shall have as its presiding officer a Town Board Supervisor. If more than one supervisor sits on a committee, the Town Board shall choose the presiding officer by majority vote.

II. All members of committees shall be chosen by the Town Board by majority vote to serve for terms of two (2) years commencing in April of odd years.

III. It is intended that committee members be chosen from a diverse group of those in the community and shall not be limited to those with primary residences in the Town of LaGrange.

Openings on committees shall be posted to solicit those interested in appointments.

## SECTION 3. Committee Service and Procedure

A. Committee members shall take an oath of office as designated in §19.01 Wis. Stats. before commencing the duties of committee service.

B. Committee service shall be at the pleasure of the Town Board.

C. Each committee shall choose a committee member to prepare minutes of its meetings and report such minutes at the next meeting. Copies of all minutes shall be transmitted to the Town Clerk.

D. Committee meetings shall be held at the discretion of the committee or the presiding officer of the committee.

E. Each committee shall have the obligation to prepare and revise, as needed, a mission statement establishing the committee's scope of authority, which statement must be reviewed and approved by the Town Board. One of the areas of responsibility for every committee shall be to review and comment

on proposed budgets for any Town Department and spending prior to the Town Board's budget deliberations.

SECTION 4. All ordinances or parts of ordinances, which are inconsistent with this ordinance are hereby repealed.

Adopted by the Town Board of LaGrange on motion of Supervisor Olson, seconded by Supervisor Callaway on the 10 day of September, 2001.

David Heilmeier, Town Chairman

Richard Callaway, Supervisor

Donald Sukala, Town Supervisor

Ann Lohrmann, Town Supervisor

Louise Olson, Town Supervisor

Attest:

Elizabeth Sukala, Town Clerk