

Town of Washington

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Annual Town Meeting Agenda

Tuesday, April 18, 2017- 6:00pm, located at the Washington Town Hall

2301 Town Hall Rd

1. Call to order 6:00pm
2. Pledge of Allegiance
3. Certify Qualified Electors
4. Approval of the Agenda
5. Review and Approval of minutes: 2016 Annual Town Meeting and Special Town Electors Meeting September 7, 2016
6. Treasurer's Annual Report
7. Clerk's Annual Report
8. Committee Updates
 - a) Eagle River Union Airport – Mark Vander Bloomen
 - b) Landfill Venture Group- Jim Egan
 - c) Joint Municipal Fire Department – Michael Anderson
 - d) Eagle River Room Tax- Steve Linn
 - e) Unified Lower Eagle River Chain of Lakes- Carole Linn
 - f) Community Wild Fire Protection Plan- Jim Egan
 - g) Walter Olson Memorial Library – Jill Kunes
9. Any matter which can legally be acted on at the annual meeting
10. Time and Date of 2018 Annual Meeting
11. Presentation of Newly Elected Officials
12. Adjournment

Public meeting notice was given to the public by posting at the Town Hall, Nobbe's North Store, Wild Eagle Corner Store and online at

www.town-of-washington.org.

The Vilas County News Review and W.R.J.O. were notified on April 14, 2017, more than twenty-four hours prior to the meeting.

Conducting the Town Meeting: The Chair of the town board serves as the Chair of the annual meeting. In an election year, if there has been a change in the Chair position, the person who was Chair prior to the election has the option of chairing the annual meeting at his/her discretion. If the Chair is absent, another town board member is selected to serve as Chair. If there are no town board members present, then the qualified electors* present at the annual town meeting must elect a chair to run the meeting. The Chair must conduct the meeting in accordance with accepted parliamentary procedure, either as defined by Robert's Rule of Order Newly Revised (RONR) or as otherwise adopted by town ordinance. The meeting chairperson has the duty to call upon any persons wishing to speak and to keep order in the proceedings. Anyone wishing to speak must raise his/her hand, be recognized by the chairperson, and wait to be given the floor. Statutorily qualified items which require action of the town meeting require a motion. Only qualified electors may make such a motion which, if then seconded by another qualified elector, shall be acted upon by the town meeting. Persons who are not qualified electors as defined herein may be recognized by the Chair and allowed to speak to the assembly but then cannot vote. The Chair is responsible to maintain order and decorum at the annual meeting. Any person who becomes disorderly and continues that behavior after having been cited by the Chair to cease may be ordered to leave, or ordered removed by law enforcement if they refuse to keep order or leave after having been so ordered. The Town Clerk serves as the clerk of the annual meeting. In the Clerk's absence the deputy clerk or Town Secretary may serve. If both are absent, then the meeting chair appoints a clerk for the meeting. If asked by the qualified electors present, the Clerk must keep a poll list to ensure only qualified electors voted and to record how many electors voted for or against matters coming before the meeting.

Motions and Resolutions: There is no legal requirement for a written resolution to be presented to the annual town meeting at the time a motion is made to make a directive or grant authority to the town board. However, it is recommended that a written resolution be prepared by the qualified elector making the motion for purposes of clarity and to eliminate any confusion over wording.

Voting: All statutorily approved actions of the annual town meeting must be by vote. There is no quorum required for a town meeting. All actions are decided by a majority of the qualified electors present and voting. There is no absentee or proxy voting permitted. The number of electors abstaining from a vote does not affect the validity of the vote. Voting may be by secret ballot, a show of hands, a standing vote, or a voice vote, at the discretion of the meeting Chair. The Clerk shall record the method of voting, the time each vote was taken, and the outcome. If the outcome of a voice vote is uncertain, the Chair can order another method of voting such that the Clerk can obtain a count of those for and against. Since any approved action under 60.10(2) is subject to rescission at a future town meeting by an equal or greater number of votes, the Chair must order a method of voting for such action(s) so they ayes and nays can be counted and recorded. If non-electors are present, care must be taken to ensure that they do not vote.

Publication of Actions: The Town Clerk must take the minutes and sign and file those minutes in the office of the Town Clerk within five (5) days after the meeting. The Town Clerk must notice (or post in at least three places in the town likely to give notice to the public) all resolutions, motions and other actions that were adopted within thirty (30) days of the annual meeting.

***Qualified Electors:** Must be 18 years old, a town resident, and eligible to vote in regular elections. Non-residents that own property are NOT eligible to vote. However, the Chairperson may allow them to speak.