

CHAPTER 1

GENERAL GOVERNMENT

The purpose of this chapter is to describe the general government structure of the County organization to include the duties and responsibilities of elected and appointed officials and the functions of the various committees.

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GENERAL PROVISIONS AS TO OFFICIALS

1.01 ELECTED OFFICIALS.

(1) Elected officials of the County shall be:

- (a) Clerk of Circuit Courts
- (b) County Clerk
- (c) County Treasurer
- (d) Register of Deeds
- (e) Sheriff
- (f) Supervisors (35 each)

(2) Election and Term.

(a) Elected Constitutional Officials. The Clerk of Circuit Courts, County Clerk, County Treasurer and Register of Deeds shall be elected to 2 year terms at the general election held in even numbered years, such terms to commence on the first Monday of January next succeeding their election and to continue 2 years and until their successors qualify. The Sheriff shall be elected to a 4 year term beginning with the general election held in 2002, such term to commence on the first Monday of January next succeeding their election and to continue 4 years and until their successor qualifies.

(b) Supervisors. Pursuant to s. 59.10(1)(b), Wis. Stats. Supervisory districts are enumerated in Chapter 2 of this Code.

(c) Nomination Papers. Pursuant to s. 8.10(3m), Wis. Stats., the number of required signatures on nomination papers for the office of Supervisor in La Crosse County shall be not less than 50 nor more than 200 electors.

1.02 APPOINTED OFFICIALS. The following shall be appointed officials:

OFFICIAL	APPOINTING AUTHORITY	TERM
County Administrator	County Board	2 years
Auditor/Finance Director	County Administrator	Indefinite
Information Technology Director	County Administrator	Indefinite
Corporation Counsel	County Administrator	Indefinite
County Aging Director	County Administrator	Indefinite
Land Conservation Director	County Administrator	Indefinite
County Surveyor	County Administrator	Indefinite
Emergency Services Administrator	Emergency Dispatch Governing Board	Indefinite

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Family Court Commissioner	Circuit Court Judges	1 year
Health Officer	County Administrator	Indefinite
Highway Commissioner	County Administrator	Indefinite
Hillview Administrator	County Administrator	Indefinite
Human Services Director	County Administrator	Indefinite
Lakeview Administrator	County Administrator	Indefinite
Library Director	Library Board	Indefinite
Mediation & Family Court Services Director	Circuit Court Judges	Indefinite
Medical Examiner	County Administrator	2 years
Facilities Director	County Administrator	Indefinite
Personnel Director	County Administrator	Indefinite
Printing Department Director	County Administrator	Indefinite
Solid Waste Director	County Administrator	Indefinite
University Extension Office Department Head	County Administrator/University Extension	1 year
Veterans' Service Officer	County Administrator	Indefinite
Zoning, Planning and Land Information Director	County Administrator	Indefinite

1.03 OFFICIAL OATHS AND BONDS. Elected officials and County Surveyor shall execute and file the official bond and take and file the official oath pursuant to s. 59.21, Wis. Stats.

1.04 APPOINTMENT, SUPERVISION AND REMOVAL.

(1) Appointments and Supervision. The County Administrator shall appoint and supervise the heads of all departments except those elected by the people and except where Wisconsin Statutes provide that the appointment shall be made by elected officers; but the County Administrator shall also appoint and supervise all department heads where the law provides that the appointment shall be made by a board or commission, by the Chair of the County Board or by the County Board. Any appointment of a department head by the County Administrator requires the confirmation of the County Board.

(2) Removals.

(a) Elected Officials. Elected officials may be removed pursuant to s. 17.09, Wis. Stats., or by a judge of the circuit court for cause pursuant to ss. 17.14 and 17.16, Wis. Stats.

(b) Appointed Officials.

1. Appointed by County Administrator or County Board. Any Department Head appointed by a County Administrator or the County Board may be removed for cause by the County Administrator.

2. Appointed by the Circuit Judge. County officials appointed by a judge or judges of the circuit court may be removed at pleasure by the judge or a majority of the judges authorized to appoint the officials' successors.

3. Others. All other appointive county officials may be removed at pleasure by the officer or body that appointed them. Removals by a body, other than the County Board, consisting of 3 or more members may be made by an affirmative vote of two-thirds of all the members thereof.

4. To the extent that the provisions of this section are in apparent conflict with provisions of Wisconsin Statutes or other La Crosse County Code sections, the provisions of the more specific statute or code section are controlling.

1.05 VACANCIES.

(1) How Occurring. Vacancies in elected or appointed positions are caused pursuant to s. 17.03, Wis. Stats.

(2) How filled. Vacancies in elected and appointed offices shall be filled pursuant to ss. 17.21 and 17.22, Wis. Stats.

1.06 SALARY.

(1) Elected officials of the county shall not during the term of the office collect salary in excess of the salary provided at the time of that official's taking office pursuant to s. 66.0505, Wis. Stats.

(2) Salaries of appointed officials may be determined by the County Board from time to time.

(3) Members of the following committees who are not supervisors shall receive monthly compensation as set forth herein:

Health & Human Services Board	\$25
Planning, Resources & Development Committee	\$25

ELECTED COUNTY OFFICIALS

1.10 CLERK OF CIRCUIT COURTS. Applicable Statutes. Pursuant to ss. 59.20 and 59.40, Wis. Stats.

1.11 COUNTY CLERK.

(1) Applicable Statutes. Pursuant to ss. 59.20 and 59.23, Wis. Stats.

(2) Duties Prescribed by Law and County Board. The County Clerk shall perform such duties as are prescribed by state law and by resolution of the County Board.

(3) Deputy. In the absence of the County Clerk, the Deputy Clerk shall perform the duties of the Clerk.

1.12 COUNTY TREASURER.

(1) Applicable Statutes. Pursuant to ss. 59.20 and 59.25, Wis. Stats.

(2) Duties Prescribed by Law and County Board. The Treasurer shall perform such duties as are prescribed by state law and by direction of the County Board, to include:

(a) Custodian of all County funds.

(b) Maintain files of receipts. Submit duplicate receipts to the Finance Department monthly of all monies received, including delinquent and current taxes, forfeitures, fines, and fees.

(c) Keep a true and correct account of all receipts and expenditures of all County monies.

(3) Duplicate Checks. In the issuance of a duplicate check or draft, the County Treasurer shall follow the procedure pursuant to s. 20.912(5), Wis. Stats.

(4) Settlement of Taxes. Pursuant to s. 74.29, Wis. Stats., the County Treasurer shall on or before August 20, pay in full to the proper treasurer all real property taxes, including taxes offset by the credit pursuant to s. 79.10(5), Wis. Stats., and special taxes included in the tax roll which have not previously been paid to, or retained by, the proper treasurer.

(5) Issuance of Tax Certificate. Annually on September 1 the County Treasurer shall issue to the County a Tax Certificate which includes all parcels of real property included in the tax roll for which all taxes and special assessments remain unpaid. Two years after issuance of Tax Certificate, the County is entitled to any property included in the Tax Certificate remaining unpaid. The Certificate cannot be sold and the County retains all interest. Pursuant to s. 74.57 and Chapter 75, Wis. Stats.

(6) Investment of Excess Funds. The County Treasurer is authorized to invest excess funds in U.S. Bonds or Bills or other investments pursuant to s. 59.61(3), Wis. Stats., and policies approved by the County Board.

1.13 REGISTER OF DEEDS. Applicable Statutes. Pursuant to ss. 59.20 and 59.43, Wis. Stats.

1.14 SHERIFF.

(1) Applicable Statutes. Pursuant to ss. 59.20 and 59.26 through 59.33, Wis. Stats.

(2) Sheriff's Department. Pursuant to ss. 6.02 and 6.03 of this Code.

1.15 SUPERVISORS. Applicable Statute. Pursuant to s. 59.10, Wis. Stats., and Chapter 2 of this Code.

APPOINTED COUNTY OFFICIALS

1.16 COUNTY ADMINISTRATOR.

(1) Applicable Statute. Pursuant to s. 59.18, Wis. Stats.

(2) Duties and Powers.

(a) The County Administrator shall be the chief administrative officer of the County with the duties and powers established by s. 59.18, Wis. Stats.

(b) Any duties assigned by the General Code of La Crosse County to an Administrative Coordinator shall be deemed powers of the County Administrator.

(c) The County Administrator shall serve as a liaison between the County Board, Executive Committee and the Personnel Director in carrying out the parameters, directions and goals established for collective bargaining with union employees.

(d) The County Administrator may approve grants if the receipt of the grant funds does not require hiring additional County employees or the expenditure of non-budgeted County funds except where state or federal law requires that the grant be approved by the County Board.

(e) Act as the County Employment Relations Commission to hear labor grievances brought pursuant to the terms of the relevant collective bargaining agreement between La Crosse County and its unions.

(f) Act as Administrative Board of Review pursuant to s. 68.09, Wis. Stats., to provide an independent review of an initial determination by another person, committee or agency of La Crosse County.

1.17 EMERGENCY SERVICES ADMINISTRATOR. Duties. The Emergency Services Administrator shall be:

(1) Responsible for directing the operation of the County-wide Public Safety Dispatching Department and 9-1-1 System.

(2) Responsible for administrative and planning work for the County's emergency management activities. This includes County emergency management pursuant to Chapter 166, Wis. Stats., and appropriate municipal codes; and SARA Title III Hazardous Materials, including the application, preparation and administration of grant-related projects.

(3) Responsible for coordinating the activities of persons and/or agencies engaged in preparing for, or combating, a natural or man-made disaster situation.

(4) Responsible for the personnel and fiscal management of the department.

1.18 AUDITOR/FINANCE DIRECTOR.

(1) General. The creation of the Auditor's Office shall be deemed the creation of a combined office of Auditor and Finance.

(2) Duties. The Auditor/Finance Director duties shall include payroll, debt management and the general accounting for the County, as well as purchasing coordination and the examination of the books and accounts of any County department, board, commission, committee, or other officer or employee entrusted with the receipt, custody or expenditure of money, or by or on whose certificate any funds appropriated by the County Board are authorized to be expended. The office shall reflect all original bills and vouchers on which monies have been paid out and all receipts of money received by them. The Auditor/Finance Director shall have free access to such books, accounts, bills, vouchers, and receipts as often as may be necessary to perform the duties required under this subsection, and shall report, in writing, the results of the examinations to the County Board. The Auditor/Finance Director shall direct the keeping of all of the accounts of the County, in all of its offices, departments and institutions, and shall keep such books of account as may be necessary to properly perform the duties of the office, and to perform such other duties as assigned. Pursuant to s. 59.47, Wis. Stats., and Chapter 4 of this Code.

1.20 INFORMATION TECHNOLOGY DIRECTOR. Duties. The Information Technology Director shall be responsible for all computer based data processing activities including hardware and software selection, systems management, applications' analysis and programming, computer operations and user support. Associated responsibilities include departmental budgeting, staff supervision, and short/long range planning (timings, priorities, and costs).

1.21 CORPORATION COUNSEL.

(1) Office Created. Pursuant to s. 59.42, Wis. Stats., there is established the office of Corporation Counsel for La Crosse County as a full-time position.

(2) Appointment and Removal. The Corporation Counsel shall be appointed by the County Administrator subject to the confirmation of the County Board. The Corporation Counsel may be removed by the County Administrator with the concurrence of the County Board.

(3) Qualifications. The Corporation Counsel shall be an attorney licensed by the State and shall have been engaged in the practice of law for at least 5 years following admission to the bar. Corporation Counsel shall have been a resident of the County for at least 1 year prior to appointment.

(4) Duties.

(a) Generally. The Corporation Counsel shall work at the pleasure of the County Administrator with the concurrence of the County Board and shall have the duties enumerated herein and such other duties as the County Board may from time to time prescribe. Such duties shall be limited to civil matters in which the County is an interested party, except traffic matters, and shall include giving legal counsel and opinions to the County Board, County Board Chair and committees and interpreting the rights, powers, and duties of the County Board and County officers and departments. The Corporation Counsel shall attend all meetings of the County Board, as well as committees of the County Board when requested by either the County Board Chair or the chair of a committee.

(b) Specific Duties. In addition to the duties prescribed in par. (a), the Corporation Counsel shall:

1. Serve as legal advisor to all County officials and departments; draw up necessary legal papers required in the performance of duties of such officials and departments; and attend to all legal matters in and out of court in which such officials or departments are interested parties.

2. Provide service to the Department of Human Services as requested, pursuant to Chapters 48, 49, 51, and 55, and other sections, Wis. Stats.

3. Render all required legal services for W-2, IV-D Non-AFDC, medical support, and IV-E cases being handled by the Child Support Agency when necessary to establish paternity, secure court orders for support and enforce collection of support and provide for the establishment and enforcement of medical support obligations.

4. Perform such other work of a civil nature as may be assigned or delegated to him/her by the County Board.

(5) Compensation. The Corporation Counsel shall receive such salary and fringe benefits as may be set by the County Board. The salary paid by La Crosse County to the Corporation Counsel shall be compensation for all hours worked.

(6) Conflict of Interest. The Corporation Counsel is a full-time employee of La Crosse County and shall not engage in any legal work or representation of clients during regular hours of work for La Crosse County. The Corporation Counsel will not represent any clients having claims or interests adverse to La Crosse County or its departments or ventures.

(7) Assistants. The Corporation Counsel may appoint Assistant Corporation Counsels as deemed necessary by the County Board who shall perform the duties provided by this section and the State Statutes.

(8) Working Facilities. The Corporation Counsel shall be furnished with an office, secretarial help, supplies and funding to accomplish the tasks of the office as authorized and approved by the County Board in the annual County Budget.

1.22 COUNTY AGING DIRECTOR. Duties. The County Aging Director shall be responsible for planning, coordinating and implementing programs and services that address an array of needs of senior citizens pursuant to s. 46.80, Wis. Stats. Activities will be in accordance with federal and state laws and regulations. Included responsibilities are personnel and fiscal management of the Department.

1.23 LAND CONSERVATION DIRECTOR. Duties. The Land Conservation Director shall perform professional and technical land and water conservation activities and shall have supervisory responsibilities in regard to the administration and enforcement of the Animal Waste Management ordinance (Chapter 23 of this Code) and the Erosion Control Land Disturbance ordinance (Chapter 21 of this Code).

1.24 FAMILY COURT COMMISSIONER. Duties. The Family Court Commissioner shall perform those duties in connection with divorce and other family law matters pursuant to State law, more particularly Chapter 767 of the Wisconsin Statutes all under the direction of the Chief Judge of the Judicial Administrative District. The Family Court Commissioner shall perform other duties as the Chief Judge of the Judicial Administrative District, or other Judge as the Chief Judge may designate, directs.

1.25 MEDIATION AND FAMILY COURT SERVICES DIRECTOR. Duties. The Mediation and Family Court Services Director supervises the La Crosse County Mediation and Family Court Services office staff and performs mediation and legal custody and physical placement studies. The Director administers and manages the budgeting for the La Crosse County Mediation and Family Court Services. Pursuant to s. 767.11, Wis. Stats.

1.26 HEALTH OFFICER. Duties. Pursuant to s. 11.19(2)(b) of this Code.

1.27 HIGHWAY COMMISSIONER.

(1) General. The Highway Commissioner shall be appointed and supervised by the County Administrator. The appointment is subject to the confirmation of the County Board. Removal of said Commissioner shall be at the pleasure of the County Administrator.

(2) Duties. The Highway Commissioner shall perform the duties prescribed in s. 83.01(7), Wis. Stats. The Highway Commissioner shall have charge, under the direction of the Public Works and Infrastructure Committee, of the construction of highways built with county aid and of the maintenance of all highways maintained by the county. The Commissioner shall be responsible for the proper maintenance, repair and storage of all road machinery and tools and for the fiscal and personnel management of the Highway Department.

1.28 HILLVIEW ADMINISTRATOR. Duties. The Hillview Administrator shall be responsible for planning, organizing, directing, and controlling the operations of the Hillview Health Care Center and Carroll Heights apartment complex. Responsibilities include taking all reasonable steps to provide qualified staffing to assure the health, safety, and rights of the residents. The Administrator works under the general supervision of the County Administrator and policy guidance of the Aging and Long Term Care Committee, and must be licensed pursuant to Wisconsin Administrative Code NHA 1-6, s. 50.04 and Chapter 456, Wis. Stats.

1.29 HUMAN SERVICES DIRECTOR. Duties. Pursuant to ss. 46.23(3)(b)2.b. and 46.23(6), Wis. Stats., and s. 11.01 of this Code.

1.30 LAKEVIEW ADMINISTRATOR. Duties. The Lakeview Administrator shall be responsible for planning, organizing, directing, and controlling the operations of the Lakeview Health Center. Responsibilities include taking all reasonable steps to provide qualified staffing to assure the health, safety, and rights of the residents. The Administrator works under the general supervision of the County Administrator and policy guidance of the Aging and Long Term Care Committee, and must be licensed pursuant to Wisconsin Administrative Code NHA 1-6, s. 50.04 and Chapter 456, Wis. Stats.

1.31 ZONING, PLANNING AND LAND INFORMATION DIRECTOR. Duties. The Zoning, Planning and Land Information Director prepares and maintains descriptions, ownership, and map information for all real estate parcels in the County, and coordinates the tax and assessment processes with all the townships, villages and cities. The Director also coordinates planning and land information projects within the County and between the County, local, state, and federal governments and the private sector pursuant to ss. 59.69(2)(a)3.(bm), 59.72(3), and 70.09(1), Wis. Stats. The Director supervises office staff in the Zoning, Planning and Land Information Department. The Director shall enforce the County Zoning Code, Floodplain Zoning, Shoreland Zoning and Non-Metallic Mining Ordinances. The Director supervises the issuance of permits for new building construction and land use activities. The Director is also responsible for the administration of Farmland Preservation, Federal Emergency Management Agency Flood Hazard Areas, Wisconsin Land Information Program, and Comprehensive Development Smart Growth Legislation.

1.32 COUNTY SURVEYOR.

- (1) Qualifications. The County Surveyor shall be a registered land surveyor.
- (2) Duties.

(a) Generally. The County Surveyor shall perform the duties pursuant to s. 59.45, Wis. Stats. The Surveyor shall supervise engineering aides in the Surveying Section.

(b) The Surveyor shall act as Chief-of-Party for remonumentation projects, perform global positioning system (GPS) surveys, draft maps, perform geodetic surveys, maintain survey records and county highway register, assist in appraisal of condemned property, install and maintain survey monuments, approve appropriate certified surveys and subdivision plats, enforce county subdivision control ordinance.

1.33 LIBRARY DIRECTOR. Duties. The County Library Director shall be responsible for administration of the County Library System under the supervision of the La Crosse County Library Board. The duties of the Director include the hiring and the supervision of staff members, planning and related management of fiscal matters, supervising media acquisitions, daily operations and delivery of services as well as cooperating with various governing bodies in the provision, equipping and maintenance of library facilities pursuant to Chapter 43, Wis. Stats.

1.34 MEDICAL EXAMINER.

(1) Duties. The Medical Examiner shall perform the following duties and shall exercise the following powers as provided by law:

(a) Take all inquests of the dead pursuant to Chapter 979, Wis. Stats., and testify in any court proceeding regarding his/her findings as required.

(b) Perform or supervise duties of a pathological or medical nature as may be required, including making physical examinations and tests incident to any matter of a criminal nature when requested to do so, pursuant to s. 59.34(1), Wis. Stats.

(c) Sign all death certificates, report deaths of all motor vehicle and snowmobile victims monthly, and assume the responsibility of obtaining blood samples from motor vehicle victims.

(d) Hold in custody, report and dispose of all personal property of any deceased person whose body is taken in charge by the Medical Examiner.

(e) Conduct personal inquiries into and determine the cause and manner of death in any case when the body of a deceased person is to be cremated pursuant to Chapter 979, Wis. Stats., with respect to cremations and the issuance of a cremation permit.

(f) Investigate all reports of deaths in which there are unexplained, unusual or suspicious circumstances pursuant to Chapter 979, Wis. Stats.

(g) The Medical Examiner shall collect all fees which the office is entitled to receive pursuant to Chapter 979, Wis. Stats., and all charges and fees shall be paid to the County Treasurer.

(2) Additional Duties. The Medical Examiner shall perform the following additional duties:

(a) Manage the office of the Medical Examiner, which shall consist of the Medical Examiner and any assistants or other staff authorized by the County Board, and keep all records therein.

(b) Supervise the work of any deputies or other staff authorized, and approve for payment all compensation to same.

(c) Complete and file in such office a case investigation report on all deaths investigated pursuant to law, furnishing copies to the District Attorney or appropriate law enforcement agencies, if applicable or requested, and report all homicides to the District Attorney as required by law.

(d) Conduct or order autopsies as provided by law, keep records of all autopsies performed at the Medical Examiner's direction, and approve for payment all charges for those so ordered.

(3) Deputy Medical Examiner. The Medical Examiner may appoint deputy examiners, with the approval of the Judiciary & Law Committee. Such deputies shall serve on a part-time fee basis.

(4) Qualifications. The Medical Examiner shall be a medical doctor licensed by the State of Wisconsin, or have technical skills and expertise in the medical field.

(5) Medical Examiner Bond. The Medical Examiner shall be bonded pursuant to s. 59.38 (3), Wis. Stats.

(6) Office Location. The County Board shall provide the Medical Examiner with suitable office space.

(7) Records. The Medical Examiner shall keep in the Medical Examiner's office proper books containing records of all investigations and inquests held by the Medical Examiner, such inquests and the names of the jurors serving thereon, together with a brief statement of the proceedings thereof.

(8) Miscellaneous Provisions. The Medical Examiner is authorized to use an emergency vehicle for the purpose of traveling enroute to the scene of a fatal accident or a death. Such vehicle may be equipped with lights and sirens as provided by law, when authorized by the County Board pursuant to s. 340.01(3)(h), Wis. Stats.

1.35 FACILITIES DIRECTOR. Duties. The Facilities Director shall have the responsibility for the operation of all County-owned buildings and real property. The Director shall be responsible for the coordination of all capital improvement projects, the fiscal and personnel management of the Facilities Department and the County parks as provided in Chapter 19 of this Code and shall perform other duties as prescribed.

1.36 PERSONNEL DIRECTOR. Duties. The Personnel Director shall organize, conduct and direct the Department of Personnel for centralized personnel services and shall perform such other duties as prescribed. The Director shall be the custodian of County employee personnel files. The Director shall be the chief spokesperson for the County Board in collective bargaining matters and contract administration with County labor unions and shall be responsible for preparation and costing of collective bargaining proposals. The Director is designated the agent of the County in matters pertaining to the Wisconsin Retirement Fund, pursuant to s. 40.03(2)(j), Wis. Stats. The Director shall be the Affirmative Action Officer and as such shall have the duties pursuant to s. 14.05 of this Code.

1.37 PRINTING DEPARTMENT DIRECTOR. Duties. The Printing Department Director oversees the operation of all aspects of the printing and duplicating needs for the County including offset press production, bindery, photocopying and the use of desktop publishing for layout and design work. The Director shall be responsible for overseeing and hands-on operation of mail handling equipment and keeping apprised of new postal regulations and requirements.

1.38 SOLID WASTE DIRECTOR. Duties. The Solid Waste Director shall be responsible for the technical and administrative management of the department to ensure efficient, cost effective and environmentally sound disposal of solid waste pursuant to Chapter 15 of this Code.

1.39 UNIVERSITY EXTENSION OFFICE DEPARTMENT HEAD.

(1) The University Extension Office Department Head is an appointment that is made by the County Administrator in cooperation with the University Extension and subject to the confirmation of the County Board. The Department Head shall be 1 of the 4 base (core) program faculty in the University Extension. The Department Head shall receive such additional compensation for this responsibility as the County Board and the University Extension shall from time to time provide.

(2) Duties. The University Extension Office Department Head serves as the department head for county government functions of the University of Wisconsin Extension program; carries out administrative and office management responsibilities including personnel, finance, program development, agency and institutional relations and public relations; and delegates authority and responsibilities to serve the interests of La Crosse County and Cooperative Extension programs. The University Extension Office Department Head has specific program responsibilities in the University Extension.

1.40 VETERANS' SERVICE OFFICER.

(1) Appointment. The County Administrator shall appoint and supervise the Veterans' Service Officer who shall have the qualifications prescribed under s. 45.43(1)(a), Wis. Stats. The appointment is subject to the confirmation of the County Board.

(2) Applicable Statute. Pursuant to s. 45.43, Wis. Stats.

COMMITTEES, BOARDS AND COMMISSIONS

1.41 GENERAL PROVISIONS.

(1) Standing Committees are defined as those that provide policy and program oversight over County departments, offices, or agencies.

(2) Special Committees, Boards and Commissions are defined as creations of the County Board that do not have oversight or supervisory responsibilities over any particular County department, office or agency.

(3) Membership.

(a) Appointments.

1. The County Board Chair is authorized to make new appointments or reappoint members to the standing committees except the Health and Human Services Board at or after the County Board April organizational meeting. Unless otherwise specified, appointments to Special Committees and other organizations shall be made by the County Board Chair with the approval of the County Board. There are no tenured appointments to any committee.

2. The County Administrator shall appoint the members of all boards and commissions where state statutes provide that such appointment shall be made by the County Board or by the County Board Chair. All appointments to boards and commissions by the County Administrator shall be subject to the confirmation of the County Board.

(b) The County Board Chair is authorized to fill vacancies and to make membership changes upon the request of a particular Supervisor wishing to change. When the County Board is required to confirm citizen appointments, they shall be provided with a brief description of the relevant background of each nominee prior to any confirmation action.

(c) In addition, the County Board Chair shall fill vacancies that are created by chronic absenteeism. Chronic absenteeism is defined as at least 3 unexcused absences from committee meetings during a calendar year. The chair of the committee, board or commission shall determine if the absence is excused.

(d) In order to assure a quorum for a County Board committee meeting, the County Board Chair may appoint 1 or more Supervisors to serve as temporary replacements for those committees that provide for chair appointment. The County Board Chair shall serve as an ex-officio member of all committees, with voting privileges when a regular committee member is not present at the beginning of the meeting and the County Board Chair has been present throughout the meeting.

(4) Term. Unless otherwise specified, all committee appointments shall be for a term of 2 years and all committee appointments of Supervisors shall be for the length of the Supervisor's elected term.

(5) Minutes and Reports. Each standing and special committee, board and commission and any meeting that requires an open meetings notice shall keep minutes of its proceedings and the chair shall be responsible to insure the official minutes are submitted to the County Clerk for the official files.

(6) Notice of Meetings. All notices of meetings shall be provided to the County Clerk who shall be responsible for notifying the news media pursuant to s. 19.84(1), Wis. Stats. Public notice of all meetings of a governmental body shall be given to those news media who have filed a written request for such notice and to the official newspaper. The written request shall be filed with the County Clerk every June when the resolution for the designation of the official newspaper is passed by the County Board. The County Clerk may delegate the responsibility to notify the news media to the Department Head. A copy shall be provided to the Director of Facilities Department who shall be responsible for posting it on an information board in the County Administrative Center at least 24 hours prior thereto, provided such notice shall not be required in the case of occasional emergency meetings.

(7) Chairs of Standing Committees. The County Board Chair shall have the power to select the chairs of the standing committees except where an alternate procedure is specified by State Statutes or this Code.

(8) Chairs of Special Committees, Boards and Commissions. The County Board Chair shall have the power to select the chair of the various special committees, boards and commissions, with the exception of the Board of Harbor Commissioners, Condemnation Commission, Highway Safety Commission, Historic Sites Preservation Commission, La Crosse County Housing Authority, Veterans' Service Commission, and Wildlife Abatement/Damage Committee.

STANDING COMMITTEES

1.42 EXECUTIVE COMMITTEE

(1) Membership. The Executive Committee shall be composed of the County Board Chair, the 2 Vice Chairs, and the Chair of each Standing Committee. The County Board Chair shall be the chair of the Executive Committee. The County Board Chair may appoint additional Supervisors to the Executive Committee to maintain the membership at 9 Supervisors if the Vice Chairs are chairs of a Standing

Committee. In addition, the immediate past County Board Chair may serve as a member of the Executive Committee for 1 year from the last date that he or she held office as County Board Chair provided that he or she continues to be a Supervisor.

(2) The Executive Committee shall act as the policy oversight committee for the following departments:

- (a) County Administrator;
- (b) Corporation Counsel and Child Support Agency;
- (c) County Clerk;
- (d) Finance;
- (e) Information Technology;
- (f) Personnel;
- (g) Treasurer; and
- (h) Printing.

(3) Duties and Powers of the Executive Committee:

(a) Assists the County Board as well as the County Board Chair in the operation of county government.

(b) Responsibility for reviewing and recommending action on the annual budget prepared by the County Administrator for submission to the County Board.

(c) Provides supervision and liaison with the County Administrator. The Committee shall recommend to the County Board all matters pertaining to the employment of the County Administrator.

(d) Meets periodically with comparable representatives from other municipalities of La Crosse County to act as a liaison between governmental units and to work out problems of mutual concern.

(e) Handles all other matters not specifically delegated to any other committee.

(f) The Committee shall set parameters and goals and give policy directions to the County Administrator and Personnel Director on collective bargaining issues. Prior to any contract being submitted to arbitration, the Personnel Director shall meet with the Executive Committee to discuss the status of negotiations and receive further direction.

(g) Authority. All proposed union contracts and contract changes shall be submitted to the Executive Committee and to the County Board for approval. The total percentage resulting from the proposed union contract shall be listed in the fiscal note.

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(h) Provides oversight for all routine County financial matters, approves County audit reports, oversees County investments, monitors County insurance policies, monitors County bonding, manages the annual contingency funds, approves and recommends all budget amendments to the County Board.

(i) Examines all claims against the County.

(j) Monitors, approves and recommends all expenditures in excess of the County Administrator's authority.

(k) Complete jurisdiction over all County personnel matters including the following: oversees all union employee matters and negotiations and all non-union employee personnel matters, recommends salaries and classifications structure for all personnel to the County Board and creation and/or elimination of all positions.

(4) Special Committees, Boards and Commissions. The Executive Committee shall be responsible for interaction and recommendations to the County Board with respect to following: Library Board, Board of Harbor Commissioners, Economic Development Committee, La Crosse County Housing Authority, Aviation Board, Hidden Valleys, La Crosse Area Development Corp. (LADCO), La Crosse County Agricultural Society, Mississippi River Regional Planning Commission (MRRPC), Southwest International Trade, Business and Economic Development Council (ITBEC), Southwest Badger Resource Conservation and Development (SWRCD), Winding Rivers Library System, and Wisconsin Counties Utility Tax Association.

1.44 HEALTH & HUMAN SERVICES BOARD.

(1) Membership.

(a) The Health & Human Services Board shall be composed of 9 members appointed by the County Administrator and subject to the confirmation by the County Board including 6 Supervisors and 3 citizen members who are not Supervisors or employees of the County.

(b) The citizen members shall have a demonstrated interest or competence in human services, public health or community health and at least 1 of the 3 citizen members shall be an individual who receives or has received human services or shall be a family member of such an individual.

(c) A good faith effort shall be made to appoint a registered nurse and a physician and the Health & Human Services Board shall reflect the diversity of the community.

(d) No public or private provider of services may be appointed to the Health & Human Services Board.

(2) Terms.

(a) Members of the Health & Human Services Board shall serve for terms of 3 years, so arranged that as nearly as practicable, the terms of 1/3 of the members shall expire each year.

(b) Vacancies shall be filled in the same manner as the original appointments.

(c) A Health & Human Services Board member may be removed from office for the following reasons:

1. For cause, by a 2/3 vote of the County Board, on due notice in writing and hearing of the charges against the member.

2. If the member when appointed was a member of the County Board and was not reelected to that office, on due notice in writing.

(3) The Committee shall act as the policy oversight committee for the following departments:

(a) Human Services; and

(b) Health.

(4) Duties and Powers of the Health & Human Services Board:

(a) Functions as the county human services board and is responsible for providing program oversight of the Human Services Department pursuant to ss. 46.23(3)(b)2.c. and 46.23(5), Wis. Stats., and s. 11.01(4) of this Code.

(b) Responsible for developing policies and authorizing direction and planning for the delivery of all human services and 51.42/51/437 services that meet the physical and mental health, social and economic needs of individuals and families within the County; reviews the coordinated plan and budget; sets priorities on program operations within the funding mechanisms provided by federal, state, and county governments.

(c) Functions as the county board of health and is responsible for the program oversight of the Health Department pursuant to s. 11.19 of this Code. The Board also assesses the health status of the people of La Crosse County and recommends policies that will improve the health status and assure that needed health services are provided in the County.

(5) Special Committees, Boards and Commissions. The Health & Human Services Board acts as a liaison to the County Board for the following: Social Justice Coalition and Couleecap, Inc.

1.46 PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE.

(1) Membership. The Public Works and Infrastructure Committee shall be composed of 7 Supervisors appointed by the County Board Chair.

(2) The Committee shall act as the policy oversight committee for the following departments:

(a) Facilities;

(b) Highway; and,

(c) Solid Waste.

(3) Duties and Powers of the Public Works and Infrastructure Committee:

(a) Functions as the county highway committee and has general supervision over the Highway Department in representing the county in the expenditure of county funds in constructing or maintaining, or aiding in constructing or maintaining highways pursuant to s. 83.015, Wis. Stats.

(b) Submits to the County Board an annual report, which shall include a report on the receipts and expenditures of the Highway Department.

(c) Exercises policy making and legislative authority over the Facilities Department and all County facilities and properties management, including: capital improvement projects, facilities maintenance, preventive maintenance, construction, personal property and real estate, including parks and parking lots, whether owned or leased, and operations, repairs and upkeep of such real estate; and shall negotiate and execute concession arrangements on an annual basis.

(d) Exercises oversight over operational matters of the Solid Waste Department.

1.47 JUDICIARY AND LAW COMMITTEE.

(1) Membership. The Judiciary & Law Committee shall be composed of 7 Supervisors appointed by the County Board Chair.

(2) The Committee shall act as the policy oversight committee for the following departments:

(a) Clerk of Courts;

(b) Family Court Commissioner;

(c) District Attorney;

(d) Emergency Services;

(e) Medical Examiner;

(f) Sheriff; and

(g) Mediation and Family Court Services.

(3) Special Committees, Boards & Commissions. The Judiciary & Law Committee acts as liaison to the County Board for the following: Public-Safety Communications Board, Criminal Justice Management Council, and Local Emergency Planning Committee (LEPC).

1.48 AGING & LONG TERM CARE COMMITTEE

(1) Membership. The Aging & Long Term Care Committee shall be composed of 7 Supervisors appointed by the County Board Chair. The membership may be increased to 8 members if 1 member is also a member of the Health and Human Services Board.

(2) The Committee shall act as the policy oversight committee for the following departments:

- (a) Hillview Health Care Center;
- (b) Carroll Heights;
- (c) Lakeview Health Center;
- (d) Veterans' Services; and,
- (e) Aging.

(3) Duties and Powers of the Aging and Long Term Care Committee.

(a) Functions as the board of trustees in managing the county institutions including Hillview Health Care Center, Carroll Heights Apartments, and Lakeview Health Center pursuant to s. 46.18, Wis. Stats.

(b) Responsible for developing policies and procedures adequate to the mission of the institutions.

(c) Responsible for developing and implementing health programs and budgets within the funding sources available to the institutions.

(d) Audits all claims against the County incurred on behalf of the institutions at least once a month.

(e) Exercises policy making and legislative authority over the county institutions.

(4) Special Committees, Boards and Commissions. The Aging and Long Term Care Committee acts as a liaison for Commission on Aging and Veterans' Services Commission.

1.49 PLANNING, RESOURCES AND DEVELOPMENT COMMITTEE.

(1) Membership. The Planning, Resources and Development Committee shall be composed of 7 Supervisors appointed by the County Board Chair and 1 citizen member. The citizen member shall be a person who is a Chairperson of the Farm Service Agency or other county agriculture stabilization and conservation committee member designated by the Chairperson of the county agriculture stabilization and conservation committee. This person shall be a voting member of the Committee only for land conservation matters.

(2) The Committee shall act as the policy oversight committee for the following departments:

- (a) Land Conservation;
- (b) Zoning, Planning and Land Information;

- (c) Register of Deeds;
- (d) County Surveyor; and,
- (e) University Extension.

(3) Powers and Duties of the Planning, Resources and Development Committee:

(a) Functions as a Planning, Resources and Development Committee pursuant s. 92.06, Wis. Stats., and has all powers and duties pursuant to Chapter 92, Wis. Stats.

(b) Promotes the development of comprehensive county wide resource conservation programs, more specifically, to halt and reverse the depletion of La Crosse County's soils, resources, and pollutions of its waters.

(c) Designated as the county zoning agency, authorized to act in all matters pertaining to County planning and zoning pursuant to s. 59.69(2), Wis. Stats.

(d) Responsible for updating and revising the zoning ordinance and responsible for long range development plans.

(e) Considers, examines, and reports to the County Board its findings in all matters of the legal assessments, tax titles, and delinquent taxes that may come before the County Board for action.

(f) Makes recommendations to the County Board concerning the Farmland Preservation Program to assure that each application meets all eligibility requirements to the law pursuant to s. 71.59 and Chapter 91, Wis. Stats., and County Land Use Policies.

(g) Functions as a committee on agriculture and extension education and supervises the educational program in cooperation with the University of Wisconsin, referred to as the "University Extension Program" pursuant to s. 59.56(3) Wis. Stats.

(h) Makes a determination of basic problems and periodic evaluation of extension services.

(i) Maintains a qualified and competent University Extension staff in cooperation with the University Extension and the U.S. Department of Agriculture, to meet the needs of the people of the County and, on behalf of the County, examines and approves expenses relative to the operation of the Extension office and staff.

(4) Special Committees, Boards & Commissions. The Planning, Resources & Development Committee acts as a liaison to the County Board for the following: Board of Adjustment, Condemnation Commission Wildlife Abatement/Damage Committee, Historic Sites Preservation Commission, Lake Neshonoc Protection and Rehabilitation District, and Lake Onalaska Protection and Rehabilitation District.

SPECIAL COMMITTEES, BOARDS, AND COMMISSIONS

1.54 COMMISSION ON AGING. The Commission on Aging shall be an advisory committee to the Aging and Long Term Care Committee.

(1) Membership. Pursuant to s. 46.82(4), Wis. Stats., the Commission on Aging shall be appointed by the County Administrator subject to the confirmation of the County Board. The Commission shall be composed of 7 members, 4 of whom must be over 60 years of age, and 3 of whom shall be Supervisors. At least 1 of the 3 Supervisors shall be a member of the Aging and Long Term Care Committee. Members shall serve for terms of 3 years, so arranged that, as nearly as practical, the terms of 1/3 of the members shall expire each year on the 3rd Tuesday of April. The terms of the Supervisors shall be staggered so that the term of 1 Supervisor shall expire each year.

(2) Duties and Responsibilities of the Commission on Aging:

- (a) Compiles and distributes information about older people.
- (b) Serves as a point of contact for information, assistance, and referral.
- (c) Provides leadership in the development of a comprehensive, coordinated community system of care and support services.
- (d) Monitors the nutrition program and other programs provided by the department.

1.55 PUBLIC-SAFETY COMMUNICATIONS BOARD.

(1) Membership.

- (a) City of La Crosse Police Chief
- (b) City of La Crosse Fire Chief
- (c) County Sheriff
- (d) County Administrator
- (e) Chair of the County Judiciary & Law Committee
- (f) City of Onalaska Police Chief
- (g) City of Onalaska Fire Chief or Assistant Chief
- (h) City of La Crosse Council Member (Mayoral Appointment)
- (i) Police Chief from County at-large (Appointed by City/County Law Enforcement Chiefs)

(j) Fire Chief from County at-large (Appointed by Fire Officers' Association)

(k) Medical Services Representative (Appointed by the County Board Chair)

(2) Duties and Powers. The Public-Safety Communications Board:

(a) Exercises operational control over the Emergency Services – Public-Safety Communications, including hiring and evaluating the performance of the Emergency Services Administrator, subject to the financial and personnel regulations and policies of La Crosse County.

(b) Serves to resolve impasses in functional operations and may assist in developing policies relative to functional operations.

(c) Coordinates to the extent feasible elements necessary in implementing the Emergency Medical Services Program in La Crosse County including but not limited to the La Crosse Emergency Dispatch System (911), law enforcement agencies, first responder agencies, fire departments, ambulance services, and other groups interested and involved in emergency medical services.

(d) Serves in an advisory capacity to the Judiciary and Law Committee.

1.57 CRIMINAL JUSTICE MANAGEMENT COUNCIL. The Criminal Justice Management Council shall be an advisory committee to the Judiciary & Law Committee.

(1) Membership. The Criminal Justice Management Council (CJMC) shall be composed of not more than 21 members who are La Crosse County residents as follows: the County Board Chair or his/her designee, 3 other Supervisors appointed by the County Board Chair including at least 1 Supervisor from the Judiciary & Law Committee and 1 Supervisor from the Health & Human Services Board, the Presiding Judge of La Crosse County Circuit Court or his/her designee, the La Crosse County Sheriff, the La Crosse County District Attorney, a representative of the Wisconsin Department of Corrections, a representative of the State of Wisconsin Public Defender's office, the La Crosse County Human Services Director, the chief of the City of La Crosse Police Department or a designee, and a representative from the Coulee Region Chief's Association or a similar law enforcement organization as selected by the CJMC, and not more than 9 citizen members including 1 citizen member who is a victim advocate and 1 or 2 citizen members who have experience in the legal or criminal justice field. At the County Board Chair's discretion, 2 persons with legal or criminal justice experience may be appointed to share 1 position. The County Board Chair shall appoint the citizen members after public solicitation.

(2) Term of Citizen Members. The initial term of the 7 citizen members shall commence on the 3rd Tuesday of April and shall be staggered as follows: 3 citizens shall serve a 1 year term, 2 citizens shall serve a 2 year term, and 2 citizens shall serve a 3 year term. The initial terms of 2 citizen member positions shall expire on April 30th of the 3rd year after the positions were created. After the initial term, the citizen members shall serve a term of 3 years with a limit of 2 consecutive terms. The County Board Chair shall appoint the citizen members at the April organization meeting of the County Board or as soon thereafter as practicable with the terms to expire on April 30th of the 3rd year following the appointment.

(3) Vacancies. If a vacancy occurs on the Council, the County Board Chair shall as soon as practical appoint a person to fill the unexpired portion of the term to which the person is appointed. If the term is for a police chief or citizen member, such appointment may be made after public solicitation.

(4) Duties and Powers.

(a) The Criminal Justice Management Council is created to act in an advisory capacity to the Judiciary & Law Committee, Health & Human Services Board, and County Board on all aspects of the La Crosse County Criminal Justice System subject to the constitution and to any enactment of the legislature which is of statewide concern and which uniformly affects every county. The Council shall recommend to the appropriate standing committees and County Board changes, including the creation, elimination or modification of programs, policies and procedures that reflect the La Crosse County Correctional Philosophy.

(b) To assure coordinated leadership, all proposed policy changes relating to criminal justice may be brought to the Council for review and for recommendations to the appropriate La Crosse County Committees.

(c) Under the direction of the County Board, the Council shall be responsible for the evaluation of the La Crosse County Criminal Justice System in accordance with the La Crosse County Correctional Philosophy.

(d) The Council may assist County departments in setting priorities for the La Crosse County Criminal Justice System.

(e) The Council may perform such other general functions necessary to implement its responsibilities as directed by the Judiciary & Law Committee and/or County Board.

1.58 LIBRARY BOARD.

(1) Membership. The Library Board shall be composed of 7 members appointed by the County Administrator subject to the confirmation of the County Board. The Board shall include at least 1 School District Administrator of a school district located in whole or in part in that county, or that School District Administrator's designee, and 1 or 2 Supervisors.

(2) Terms. The terms shall be for 3 years. Vacancies shall be filled for unexpired terms in the same manner as regular appointments are made.

(3) Duties and Powers of the Library Board.

(a) Supervise the administration of the County Library System pursuant to s. 43.58, Wis. Stats.

(b) Appoint a Library Director to administer the day to day operations of the Library System.

1.60 BOARD OF ADJUSTMENT.

(1) Membership. The Board of Adjustment shall be composed of 3 members for a 3 year term beginning July 1. There shall be 1 or more alternate members on the Board of Adjustment at all times for a 2 year term. Alternate members may be appointed at any time upon recommendation of the County Board. They shall have the same powers and duties as regular members. Appointments are made by the County Administrator subject to the confirmation of the County Board.

(2) Pursuant to ss. 17.80 and 17.81 of this Code.

1.61 BOARD OF HARBOR COMMISSIONERS.

(1) Creation. The La Crosse County Board, pursuant to s. 30.37, Wis. Stats., does hereby create a Board of Harbor Commissioners. Said board to exercise the powers and perform the duties conferred upon such board by law. The board shall be composed of 7 members and shall commence their terms as of November 1, 1983. Three having a term expiring 1 year from date; 2 having a term expiring 2 years from date; and 2 having a term expiring 3 years from date.

(2) Membership. The County Administrator shall appoint the members of the board and designate the length of the term of each member. The Mayor of the City of La Crosse may recommend 3 members. Thereafter, at the expiration of the term of any member, the County Board Chair shall appoint a successor for a 3 year term. All appointments shall be subject to the confirmation of the County Board. All persons appointed shall be qualified electors of the County and must have been a resident of the County for at least 3 years. Only 1 Supervisor may be appointed to the board. A person appointed to the board shall serve until a successor has been appointed and qualifies. Members of the board shall receive no compensation for their services, but shall be reimbursed for expenses actually and necessarily incurred in the performance of their duties.

(3) Organization; Officers. As soon as possible after the appointment and confirmation of the members of the board, they shall meet and organize by electing from among their members a president, vice-president, and such other officers as they deem necessary. The board shall hold meetings at such times and places as it determines and may adopt such bylaws consistent with law as seem practicable for its government.

(4) Duties and Powers. The intention of establishment of said board is to provide for the development and operation of harbors and preservation of navigable waterways within said County. Said powers granted pursuant to s. 30.30, Wis. Stats., including without limitation, harbor improvement; repairs and alterations of harbor; the construction, maintenance and repair of suitable dock walls of shore protection walls along the shore of any waterway other than privately owned slips and to make recommendations regarding economic development within La Crosse County.

(5) Relationship. The Board of Harbor Commissioners may exercise its power and perform its duties without first obtaining the approval of the County Board, but in no event is the board empowered to financially obligate in any manner the County or the State without the express consent of the County Board. Said powers and duties pursuant to s. 30.38, Wis. Stats., and are hereby incorporated by reference.

(6) Records. The office of record for Harbor Commission documents shall be the County Clerk.

1.62 SOLID WASTE POLICY BOARD.

(1) Membership. Membership of the Solid Waste Policy Board shall be appointed by the County Board Chair, subject to confirmation of the County Board. It shall consist of 9 members and be composed as follows:

(a) There shall be at least 3 members who are La Crosse County Board Supervisors.

(b) There shall be 6 members of recognized ability and demonstrated interest in the problems of solid waste management who are representatives of the users of the La Crosse County Solid Waste System. At least 2 of the 6 members shall be from La Crosse County.

(c) If a member of the Solid Waste Policy Board shall cease to be a member of the La Crosse County Board or a representative of a user of the system, then he/she shall also cease to be a member of the Solid Waste Policy Board.

(2) Appointments shall be for a term of 3 years, but of the members first appointed, at least 1/3 shall be appointed for 1 year; at least 1/3 for 2 years; and the remaining for 3 years. Vacancies shall be filled for the residue of the unexpired term in the manner that original appointments are made.

(3) Organization.

(a) The Solid Waste Policy Board shall annually elect a Chair, Vice-Chair, and Secretary. Meetings shall be held at such times and at such places as the Solid Waste Policy Board may determine.

(b) The Solid Waste Policy Board shall have the power to adopt, amend, and repeal rules and regulations governing its procedure and operations that are not inconsistent with this section.

(c) No compensation shall be paid to members of the Solid Waste Policy Board, but they shall be reimbursed for their actual and necessary expenses in accordance with La Crosse County travel policies.

(4) Responsibilities. It shall be the responsibility of the Solid Waste Policy Board to act as the policy making body relative to program policies affecting the activities of the Solid Waste Department and report directly to the County Board. The Solid Waste Policy Board shall keep abreast of the latest techniques, procedures, and methods that may be developed in solid waste management.

(5) Powers. The Solid Waste Policy Board shall have the following powers, subject to the restrictions on powers set forth in subsection (6):

(a) Develop plans for the County solid waste management programs to collect, transport, reduce, reuse, recycle, compost, process, incinerate, destroy, convert or landfill solid waste including, without restriction because of enumeration, garbage, ashes, incinerator residue, municipal, commercial, industrial, pathological, infectious, and hazardous waste in accordance with the rules and regulations established by law.

(b) Establish operations and methods of waste management that are considered appropriate.

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(c) Engage in, sponsor or co-sponsor research and demonstration projects that are intended to improve the techniques of solid waste management or to increase the extent of reuse or recycling of materials and resources including within the waste.

(d) Through the budget process, recommend the establishment of reasonable fees, approximately commensurate with the costs of services rendered to users of the services of the County solid waste management system. Fees may include a reasonable charge to create interest-earning reserves for future capital outlays for waste disposal facilities or equipment, research activities, post-closure care costs, and potential remedial action.

(e) Create service districts which provide different types of solid waste collection or disposal services.

(f) Provide education to users of the services of the County solid waste management system and the public that it serves.

(g) Exercise such other powers and perform such other duties as may be necessary to properly advise the La Crosse County Board on policy issues relating to the operation of the solid waste management system, and which are not inconsistent with subsection (6), the laws of the State of Wisconsin, the regulations of the Department of Natural Resources, or the ordinances and resolutions adopted by the La Crosse County Board of Supervisors.

(6) Limitations on Solid Waste Policy Board Powers. The Solid Waste Policy Board shall not exercise the following powers:

(a) Acquire lands within the County by purchase, lease, donation or eminent domain.

(b) Authorize employees or agents to enter into lands to conduct reasonable and necessary investigations and tests to determine the suitability of sites for solid waste management activities.

(c) Acquire by purchase, lease, donation or eminent domain easements or other limited interest in land.

(d) Acquire equipment to be used in the solid waste management system.

(e) Enact and enforce ordinances necessary for the conduct of the solid waste management system.

(f) Contract with private collectors, transporters or municipalities to receive and dispose of waste.

(g) Accept funds that are derived from state or federal grants or assistance programs.

(7) The Solid Waste Policy Board shall have no authority, on any basis, to levy taxes or borrow money for the solid waste management system from sources other than the La Crosse County Board.

(8) The restrictions on the Solid Waste Policy Board powers set forth above in paragraph (6)(a) through (g) shall not prohibit the La Crosse County Board from either paying directly or reimbursing the Solid Waste Department for any costs for the establishment, development, and operation of the solid waste management system, or any part thereof, without requiring the repayment of said costs or expenses by a fee from the users of the solid waste management system and without the necessity of amending this section.

1.64 CONDEMNATION COMMISSION

(1) Pursuant to s. 32.08, Wis. Stats., a county shall have a condemnation commission. Each commissioner shall be a resident of La Crosse County and be appointed pursuant to s. 32.08, Wis. Stats.

(2) Such commissioners shall be appointed by the circuit judges and may be removed by said judges at their pleasure, and they shall be appointed for 3 year staggered terms.

(3) The commissioners shall annually elect 1 of their members as chair.

(4) The commissioners shall receive an hourly rate for actual service. Said rate to be established by resolution of the La Crosse County Board. Said commissioners are entitled to receive mileage at the going County Board rate and such compensation and expenses shall be paid by the condemner on order approved by the circuit judges.

1.66 ETHICS BOARD.

(1) Membership.

(a) The Ethics Board shall be composed of 3 members and 2 alternates. The alternates shall substitute for members of the Ethics Board that are absent or unable to attend a meeting or are not eligible for any reason to sit on a case because of conflict of interest. The members and alternates shall be citizens chosen from the private sector who shall not have an affiliation with county government in any capacity. The members and alternates shall be appointed by the Executive Committee with the approval of the County Board.

(b) The initial membership of the Ethics Board shall be composed of 3 members serving staggered terms of 1, 2 and 3 years. Thereafter, the term of office for members shall be 3 years with 1 appointment to be made each year. The first alternate shall be appointed for a 3 year term and the second alternate shall initially be appointed for a 2 year term. Thereafter, both alternates shall be appointed for 3 year terms.

(2) Duties and Powers. Pursuant to s. 2.04(10)(b) of this Code.

1.67 HIGHWAY SAFETY COMMISSION.

(1) Membership. The Highway Safety Commission shall be appointed by the County Board Chair and shall be composed of:

(a) County Highway Safety Coordinator, Chair

(b) District 5 Engineer Wis. DOT Representative

- (c) County Highway Department Representative
- (d) District 5 State Highway Patrol Representative
- (e) Sheriff's Patrol Deputy Representative
- (f) Educational Profession Representative
- (g) Medical Profession Representative
- (h) Legal Profession Representative
- (i) Woman Highway Safety Leader Representative
- (j) Population Center Representative
- (k) Citizen Representative
- (l) City of La Crosse Board of Public Works Representative
- (m) Wisconsin DOT Office of Highway Safety Representative
- (n) City of La Crosse Police Representative

(2) Meetings.

(a) The commission shall develop a meeting schedule that includes a minimum of 4 full meetings per year.

(b) The County Highway Safety Coordinator shall appoint a secretary to keep a record of attendance, minutes and all official proceedings.

(3) Duties and Powers. The Highway Safety Commission shall act as an advisory board to the County Highway Safety Coordinator to enable him/her to:

(a) Secure voluntary coordination and reinforcement of highway safety activities conducted by the political subdivisions of the County in the functional areas of:

1. Driver education.
2. Codes and laws.
3. Traffic courts.
4. Alcohol in relation to highway safety.
5. Identification and surveillance of accident locations.
6. Traffic records.

7. Emergency medical services.
8. Highway design, construction and maintenance.
9. Traffic control devices.
10. Pedestrian safety.
11. Police traffic services.
12. Debris hazard control and clean up.
13. School bus safety.

(b) Advise the Judiciary and Law Committee on highway safety manners.

(c) Maintain liaison with highway safety programs carried on by the Cities of La Crosse and Onalaska; Villages of Holmen, West Salem and Bangor, and the Town of Shelby and related State functions conducted in the County.

(d) Develop local actions necessary to implement projects under the Federal Highway Safety Act of 1966.

(e) Cooperate with unofficial organizations and groups in developing and conducting public information programs directed to highway safety improvements.

(4) Subcommittees and Study Groups. The County Highway Safety Coordinator may establish special study groups or subcommittees necessary to meet the commission's responsibilities as outlined in this section. Meetings of such groups or subcommittees may be scheduled as often as necessary and when convenient.

1.68 HISTORIC SITES PRESERVATION COMMISSION.

(1) Membership. The Historic Sites Preservation Commission shall be composed of 7 members. The membership shall be composed of: 1 registered architect or architectural historian; 1 historian qualified in the field of historic preservation; 1 licensed real estate broker; 1 Supervisor; 1 qualified archaeologist; or make a reasonable effort to find members with these qualifications, and 2 citizen members. Each member shall have, to the highest extent practicable, a known interest in historic preservation. The County Administrator shall appoint the commissioners subject to the confirmation of the County Board.

(2) Pursuant to Chapter 22 of this Code.

1.69 LA CROSSE COUNTY HOUSING AUTHORITY.

(1) Membership. The La Crosse County Housing Authority shall be composed of 5 members appointed by the County Board Chair for 5 year terms and at least 1 of the 5 shall be a Supervisor.

(2) Duties and Powers. The Authority shall investigate the need for low-cost housing and plan for its development on a county-wide basis pursuant to ss. 59.53(22) and 66.1201 through 66.1211, Wis. Stats.

1.70 LOCAL EMERGENCY PLANNING COMMITTEE (LEPC).

(1) Membership The Local Emergency Planning Committee shall be composed of representatives of elected state and local officials, police, fire, civil defense, public health professionals, environmental, hospital, and transportation officials, as well as representatives of facilities subject to the emergency planning requirements, community groups, and the media appointed by the County Board Chair.

(2) Duties and Powers. The LEPC's primary responsibility is to develop and review annually an emergency response plan for hazardous and toxic chemical accidents. The LEPC plan must evaluate available resources for preparing for and responding to a potential chemical accident in accordance to the Emergency Planning and Community Right-to-Know Act of 1986 (S.A.R.A., Title III). The Committee shall serve in an advisory capacity to the Judiciary and Law Committee.

1.71 COMMITTEE OF THE WHOLE.

(1) Membership. The Committee of the Whole shall be composed of the entire County Board. The County Board Chair shall act as Chair of the committee and shall arrange such meetings as are necessary.

(2) Duties and Powers. The committee shall act as a steering committee and shall make a continuous study of all County affairs and coordinate long-range planning and objectives.

1.72 LA CROSSE COUNTY ECONOMIC DEVELOPMENT FUND, INC.

(1) Membership. The Board of Directors of the La Crosse County Economic Development Fund, Inc. shall be composed of 15 members, which shall include the Chair, First Vice Chair, and Second Vice Chair of the County Board, County Administrator, County Auditor/Finance Director, and Corporation Counsel, or their designees, and 6 citizen representatives with financial, accounting and/or relevant business backgrounds and 3 Supervisors of the County Board appointed by the County Board Chair subject to confirmation by the County Board.

(2) Duties and Powers.

(a) The La Crosse County Economic Development Fund, Inc. is a non-stock corporation created by the County Board to serve as the county industrial development agency and is responsible for the management of a revolving loan fund and the continued improvement of the industrial climate of the county pursuant to s. 59.57, Wis. Stats. The Board of Directors of the Economic Development Fund shall develop criteria for evaluating business loan applications and make loans that will promote economic development, jobs creation, and retention.

(b) The Economic Development Fund shall analyze economic development trends, develop and recommend economic development policies and programs, and facilitate activities to improve the economic climate of La Crosse County.

(c) The Economic Development Fund shall maintain regular contact with economic development agencies and provide educational opportunities related to economic development.

(d) The Economic Development Fund may provide “start up” funds for one time support of economic development initiatives such as festivals and other not for profit events.

1.73 VETERANS’ SERVICE COMMISSION

(1) Membership. The Veterans’ Service Commission shall be composed of 3 residents of the County who are veterans appointed for staggered 3 year terms by the County Administrator subject to the confirmation of the County Board.

(2) Duties and Powers. To provide aid to needy veterans, or to spouses, surviving spouses, minor and dependent children of such veterans, and the needy parents of such veterans pursuant to ss. 45.10 through 45.15, Wis. Stats.

1.74 WILDLIFE ABATEMENT/DAMAGE COMMITTEE.

(1) Membership. The Wildlife Abatement/Damage Committee shall be composed of 4 members appointed by the County Board Chair including 1 member who is a Supervisor.

(2) Duties. The committee shall be responsible for overall supervision of the Wildlife Damage Program, including: establishment of County damage policy and procedures; approval of annual budget requests, expenditures, abatement contracts and damage claims. All actions of the committee will be informally reviewed by the Planning, Resources and Development Committee.

1.75 COMMISSION ON EQUAL OPPORTUNITIES IN HOUSING.

(1) MEMBERSHIP. The County Commission on Equal Opportunities in Housing shall be composed of 5 members appointed by the County Board Chair with approval of the County Board to serve 5-year terms; except for those first appointed, 1 shall be appointed for 1 year, 1 shall be appointed for 2 years, 1 shall be appointed for 3 years, 1 shall be appointed for 4 years, and 1 shall be appointed for 5 years.

(2) DUTIES AND POWERS. The Commission shall have those powers and duties as outlined in s. 9.06(3)(c) of this Code.

1.76 TRANSPORTATION COORDINATING COMMITTEE.

(1) Membership. Membership of the Transportation Coordinating Committee shall be appointed by the County Board Chair, subject to confirmation of the County Board. It shall consist of 13 members representing at least the following:

(a) County Board; one of whom shall be a member of the Aging and Long Term Care Committee;

- (b) County Aging Unit;
- (c) County Human Services Department;
- (d) County boards created under ss. 51.42 or 51.437, Wis. Stats.
- (e) Transportation providers – public, proprietary, and nonprofit;
- (f) Elderly and disabled citizen advocates;
- (g) Consumer and agency advocates.

(2) Appointments shall be for a term of 3 years, but of the members first appointed, at least 1/3 shall be appointed for 1 year; at least 1/3 for 2 years; and the remaining for 3 years. Vacancies shall be filled for the residue of the unexpired term in the manner that original appointments are made.

(3) Organization.

(a) The Transportation Coordinating Committee shall annually elect a chair and vice chair. Meetings shall be held at such time and such places as the Transportation Coordinating Committee may determine.

(b) The Transportation Coordinating Committee shall have the power to adopt, amend, and repeal rules and regulations governing its procedures and operations that are not inconsistent with this section.

(4) Responsibilities – Duties. It shall be the responsibility of the Transportation Coordinating Committee to act as the coordinator of transportation services for elderly and disabled persons in La Crosse County. The Committee shall have at least the duties prescribed in Trans 2.10, Wisconsin Administrative Code. The Committee shall report to the Commission on Aging and the Aging and Long Term Care Committee.

1.77 JOINT CITY/COUNTY EMERGENCY MEDICAL SERVICES COMMISSION.

(1) MEMBERSHIP. The Joint City/County Emergency Medical Services Commission (hereinafter the “EMS Commission”) shall be composed of the following members:

(a) La Crosse County Board Chair or his/her designee, who shall be a County Board Supervisor;

(b) La Crosse County Board First Vice Chair or his/her designee, who shall be a County Board Supervisor;

(c) Mayor of the City of La Crosse or his/her designee, who shall be a City of La Crosse Common Council Member;

(d) City of La Crosse Common Council Member, who is appointed by the Mayor subject to Common Council approval;

- (e) Citizen member from the City of La Crosse, who is appointed by the Mayor subject to Common Council approval;
- (f) Mayor of the City of Onalaska or his/her designee, who shall be a City of Onalaska Common Council Member;
- (g) The La Crosse County Unit Chair of the Wisconsin Towns Association;
- (h) Member who shall be a village president or his/her designee as determined by the villages located in La Crosse County and shall be an elected official;
- (i) Representative from and appointed by Gundersen Lutheran Medical Center;
- (j) Representative from and appointed by Franciscan Skemp Medical Center;
- (k) Physician from and appointed by Gundersen Lutheran Medical Center; and,
- (l) Physician from and appointed by Franciscan Skemp Medical Center.

Citizen members of the Commission shall not be employees or previous employees of La Crosse County, the City of La Crosse, the City of Onalaska, Franciscan Skemp, Gundersen Lutheran, or Tri-State Ambulance.

(2) VACANCIES. A vacancy on the EMS Commission is created by the death, removal, retirement, or resignation of a member or when a member ceases to be an elected official or representative of the entity that he/she was elected or designated to represent. The vacancy shall be filled in the same manner as the original election, designation or appointment.

(3) OFFICERS. At the first meeting of the EMS Commission and every other year thereafter, members shall elect from their number a chairperson, a vice chairperson and other officers as necessary. Vacancies in these offices shall be filled for the unexpired terms in the same manner. The chairperson shall preside at all meetings when present. In case of the absence of the chairperson for any meeting, the vice chairperson shall act as the temporary chairperson.

(4) DUTIES AND POWERS

(a) The EMS Commission shall be responsible for establishing standards and contracting for emergency medical services in La Crosse County, reviewing provider performance, and reporting on performance to the county and other municipal governmental entities. Decisions which may impact budgets of county or municipal governmental entities, or current EMS system providers, must have advance approval by the appropriate agency governing board(s). At a minimum, the standards established by the EMS Commission shall be in compliance with the current performance standards achieved by the EMS system and enjoyed by the County of La Crosse, for example:

1. Physician EMS Medical Director(s) that are Board Certified by the American Board of Emergency Medicine;
2. A single set of Pre-Hospital Medical Care Protocols for 911 Response;

- Service operations;
3. Wisconsin Administrative Code HFS 112 for Emergency Medical
- Jurisdictional boundaries shall not limit the response of the transport providers;
4. Closest ambulance response regardless of jurisdictional boundaries.
- reports; and,
5. Electronic patient care reporting for all individual patient care
6. A medical quality assurance program which shall be external to EMS system providers.

(b) The duties and powers of the EMS Commission shall include the exercise of powers in the following areas:

1. Personnel Standards. Develop personnel standards in the following areas:

a. State licensed EMT paramedic or National Registry in compliance with Wisconsin Administrative Code HFS 112;

b. Turnover Rate Standards.

2. Scope of Services. Develop scope of services in the following areas:

a. Response time standards for defined response zones for advanced life support services everywhere in La Crosse County consistent with industry and national standards. Response time standards for services provided in the City of La Crosse shall not exceed eight (8) minutes and zero (0) seconds for 90 percent (90%) of emergency medical responses which require a red lights and siren response as determined by the use of an Emergency Medical Dispatch program approved by the EMS Commission.

b. Plan for 24 hour, 365 day per year coverage as per Wisconsin Administrative Code HFS 112 for La Crosse County;

c. Mutual Aid Agreements, including the number of mutual aid agreements, response time requirements and activations requiring La Crosse County resources; and,

d. Response times for individuals requiring transfer to a more appropriate inpatient behavioral health unit due to inability to meet specific patient care requirements such as age, forensic care, and medpsych diagnoses.

3. Ambulance Operators. Any ambulance service provider wishing to operate an ambulance within the La Crosse County EMS System shall first be authorized by the EMS Commission before entering an ambulance into service.

4. Vehicle and Equipment Requirements. Develop vehicle and equipment requirements which include, at a minimum, standards regarding the age and status of ambulance vehicles, equipment and supplies inventory, and repair and maintenance requirements and reporting in compliance with Wisconsin Administrative Code HFS 112 and DOT Trans 309.

5. EMS System Communications and Standards in compliance with Wisconsin Administrative Code HFS 112.

6. Medical Director/Medical Control to be in accordance with Wisconsin Administrative HFS 112. The EMS Commission shall have the authority to approve, remove and replace the Medical Director to be utilized by the credentialed paramedics in accordance with standards promulgated by the EMS Commission.

7. Quality Assurance Program. Develop standards for quality assurance in such areas as: quality indicators, run report review process, protocol review and approval process, patient satisfaction monitoring process, patient rights and safety program.

8. Insurance Requirements. Requirements for commercial/general liability/professional liability coverage for ambulance providers.

9. Data Collection, Reporting, and Records Requirements.

a. Develop standards regarding content and frequency of routine reports in such areas as: calls, response times, clinical quality, skills proficiency, patient satisfaction, and vehicles and equipment.

b. To ensure complete transparency, ambulance providers will make all financial and operational information available to the Commission and the public. Financial and operational information includes but is not limited to personnel, vehicle, capital, equipment, operational expenses, charges for services, revenues, reimbursement rates, technology information such as GPS and computer-aided dispatch data, and response times to various communities, districts, or zones.

1.78 SUSTAINABLE LA CROSSE COMMISSION.

(1) MEMBERSHIP. The Sustainable La Crosse Commission shall be composed of the following members:

(a) La Crosse County Board Chair or his/her designee, who shall be a County Board Supervisor;

(b) La Crosse County Board Supervisor, appointed by the County Board Chair, subject to County Board approval;

(c) Mayor of the City of La Crosse or his/her designee, who shall be a City of La Crosse Common Council Member;

(d) City of La Crosse Common Council Member who is appointed by the Mayor, subject to Common Council approval;

(e) Mayor of the City of Onalaska or his/her designee, who shall be a City of Onalaska Common Council Member;

(f) Four citizen members selected by an application process by the Members listed in subs. (a) through (e) above consisting of 1 citizen member from each of the following categories: community groups, business, higher education, and health care.

(2) TERMS. The Members' term shall be 2 years.

(3) DUTIES AND POWERS.

(a) Regularly review progress of implementing City and County of La Crosse Strategic Plan for Sustainability.

(b) Coordinate Sustainability Plan review and revision on a 2 to 5 year cycle (setting new goals and developing new action plans).

(c) Make recommendations on funding related to sustainability initiatives during the annual budget process.

(d) Make policy recommendations and provide general support for sustainability efforts.

(e) Network with community members – businesses, private citizens, governmental entities, non-profits, etc.

(f) Coordinate educational opportunities for the community at large.

(g) Contribute to expansion, enhancement and public awareness and utilization of the sustainability website.

(h) The Commission shall report to the Planning, Resources and Development Committee.

OTHER ORGANIZATIONAL APPOINTMENTS

1.80 AVIATION BOARD. (City of La Crosse Board) Membership includes 1 Supervisor appointed by the County Board Chair.

1.83 HIDDEN VALLEYS. Membership includes 1 Supervisor appointed by the County Board Chair.

1.84 LA CROSSE AREA DEVELOPMENT CORP. (LADCO). Membership includes 1 Supervisor appointed by the County Board Chair.

1.85 LA CROSSE COUNTY AGRICULTURAL SOCIETY. Membership includes 1 Supervisor appointed by the County Board Chair for a 1 year term.

1.86 LAKE NESHONOC PROTECTION AND REHABILITATION DISTRICT. Pursuant to s. 33.28, Wis. Stats., membership shall include 1 person appointed by the County Board Chair with the approval of the County Board who is a member of the Planning, Resources and Development Committee or is nominated by that committee.

1.87 LAKE ONALASKA PROTECTION AND REHABILITATION DISTRICT. (Same as 1.86 above)

1.88 MISSISSIPPI RIVER REGIONAL PLANNING COMMISSION. Pursuant to s. 66.0309(3)(a) Wis. Stats., the membership composition of the Commission from La Crosse County shall be as follows: The County Administrator shall appoint 1 member subject to the confirmation of the County Board and the Governor shall appoint 2 members from each participating county. Terms are for 6 years.

1.89 SOUTHWEST INTERNATIONAL TRADE, BUSINESS, AND ECONOMIC DEVELOPMENT COUNCIL (ITBEC). Membership includes County Board Chair or his/her designee and 1 Supervisor appointed by the County Board Chair.

1.90 SOUTHWEST BADGER RESOURCE CONSERVATION AND DEVELOPMENT (SWRCS). Membership includes 1 Supervisor appointed by the County Board Chair.

1.91 WINDING RIVERS LIBRARY SYSTEM. Membership shall be composed of 7 representatives, including 1 and not more than 2 County Board representatives of the County's Library Board, appointed by the County Board Chair with the approval of the County Board for a 3 year term.

1.92 COULEECAP, INC. Membership includes 2 County Board representatives appointed by the County Board Chair with the approval of the County Board.

1.93 WISCONSIN COUNTIES UTILITY TAX ASSOCIATION. Membership includes 1 County Board representative appointed by the County Board Chair with the approval of the County Board.