

**ASHLAND COUNTY
BOARD OF SUPERVISORS
HANDBOOK**



Approved June 2021

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As Approved at the June 2021 County Board Meeting
Updated: May 2022

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ASHLAND COUNTY BOARD OF SUPERVISOR DISTRICTS

Supervisor District 1	City of Ashland – Wards 1 & 2 – Aldermanic 1
Supervisor District 2	City of Ashland – Wards 7 & 8 – Aldermanic 1 & 3
Supervisor District 3	City of Ashland – Wards 3 & 4 – Aldermanic 2
Supervisor District 4	City of Ashland – Wards 5 & 6 – Aldermanic 2 & 3
Supervisor District 5	City of Ashland – Wards 11 & 12 – Aldermanic 3 & 5
Supervisor District 6	City of Ashland – Wards 9 & 10 – Aldermanic 4
Supervisor District 7	City of Ashland – Wards 13 & 14 – Aldermanic 5
Supervisor District 8	City of Ashland – Ward 21 – Aldermanic 6
Supervisor District 9	City of Ashland – Wards 15 & 16 – Aldermanic 6
Supervisor District 10	City of Ashland – Ward 17 – Aldermanic 4 & Town of La Pointe
Supervisor District 11	City of Ashland – Wards 18, 19 & 20 – Aldermanic 7
Supervisor District 12	Town of Gingles – Ward 2 Town of Sanborn – Ward 1
Supervisor District 13	Town of Sanborn - Ward 2
Supervisor District 14	Town of Gingles - Ward 1 Town of White River - Ward 1
Supervisor District 15	Town of White River – Ward 2
Supervisor District 16	Town of Ashland Town of Morse – Ward 2
Supervisor District 17	City of Mellen
Supervisor District 18	Town of Marengo Town of Morse - Ward 1
Supervisor District 19	Town of Gordon Town of Jacobs - Ward 1
Supervisor District 20	Town of Chippewa Town of Jacobs - Ward 2 Town of Peeksville Town of Shanagolden
Supervisor District 21	Town of Agenda Village of Butternut

ASHLAND COUNTY BOARD OF SUPERVISORS

APRIL 5, 2022

Updated April 2022

Dist.	Name/Member Current Term	Address	Phone	E-Mail Address
1	Blake L. Ellefson (member since April 2022)	2404 Junction Rd Ashland, WI 54806	612-388-3586	blake.ellefson@co.ashland.wi.us
2	Matt MacKenzie (member since April 2002)	518 9 th Avenue West Ashland, WI 54806	715-682-6671	matt.mackenzie@co.ashland.wi.us
3	Laura L. Nagro (member since June 2019)	2208 Maple Lane Ashland, WI 54806	715-292-6701 715-216-1886	laura.nagro@co.ashland.wi.us
4	William Metzinger (member since July 2018)	1202 13 th Street West Ashland, WI 54806	715-682-5942	william.metzinger@co.ashland.wi.us
5	Clarence Campbell (member since April 1996)	1014 Chapple Avenue Ashland, WI 54806	715-292-1160 715-682-9680	clarence.campbell@co.ashland.wi.us
6	Bradley Ray (member since April 2022)	609 3 rd Street West Ashland, WI 54806	715-513-6067	bradley.ray@co.ashland.wi.us
7	(Donald) Patrick Kinney (member since April 2020)	1119 2 nd Avenue W Ashland, WI 54806	715-682-9198	patrick.kinney@co.ashland.wi.us
8	**CHAIR** Richard Pufall (member since April 2006)	1203 Main Street East Ashland, WI 54806	715-682-6116	None
9	Elizabeth A. Franek (member since January 2020)	404 Willis Avenue Ashland, WI 54806	715-969-6732	elizabeth.franek@co.ashland.wi.us
10	Michael Starck (member since April 2022)	E940 Big Bay Rd/PO Box 650 La Pointe, WI 54850	715-747-3884	michael.starck@co.ashland.wi.us
11	Ronald Szyndor (member January 2020)	1521 6 th Street East Ashland, WI 54806	715-292-6641	ronald.szyndor@co.ashland.wi.us
12	Michael Berlin (member since January 2020)	P.O. Box 142 Ashland, WI 54806	715-292-4094	michael.berlin@co.ashland.wi.us
13	Ashley Stone (member since April 2022)	50128 East Access Rd Ashland, WI 54806	715-209-3911	ashley.stone@co.ashland.wi.us
14	George E. Bussey (member since April 2022)	46829 Benson Rd Ashland, WI 54806	715-209-2508	george.bussey@co.ashland.wi.us
15	George Mika (member since April 1992)	62599 Nortunen Road Marengo, WI 54855	715-681-0696	None
16	Martin J. Vitek (member since April 2016)	38565 State Highway 13 Highbridge, WI 54846	715-274-5461	martin.vitek@co.ashland.wi.us
17	Richard Huber (member since January 2020)	603 Chicago Avenue Mellen, WI 54546	715-681-0672	richard.huber@co.ashland.wi.us
18	**2nd VICE CHAIR** Kathy L. Schutte (member since April 2014)	62522 Vista Road Marengo, WI 54855	715-292-2233 715-278-3702	kathy.schutte@co.ashland.wi.us
19	Louis Carl (member since April 2022)	510 E 1 st Street Glidden, WI 54527	715-663-0077	louis.carl@co.ashland.wi.us
20	John L. Wiener (member since April 2018)	76121 Blemel Road Glidden, WI 54527	715-663-0481	john.wiener@co.ashland.wi.us
21	**VICE-CHAIR** Gary A. Mertig (member since April 2012)	82193 County Hwy. F Butternut, WI 54514	715-769-3660	gary.mertig@co.ashland.wi.us

**RULES FOR COUNTY BOARD SUPERVISORS OF
ASHLAND COUNTY, WISCONSIN**

**Article One:
Board Members**

The rules stated herein shall be applicable to all County Board Supervisors.

1. Service as a County Board Member/Supervisor is an honor and a trust requiring the holder to serve the public through use of judgement for the benefit of the public. A Board Member is sworn to uphold the Constitution of the United States of America and the State of Wisconsin. A Board Member is responsible to impartially carry out the laws of our nation, our state, and the County.

2. County Board Members come from society at large. It is probable that Board Members will hold different views, and have different perspectives. However, it is not individual traits that must prevail. It is the collective action of the Board that must prevail. Only as a whole body can the County Board make decisions. Board Members are required to courteously work together for the public good of the whole County. Board Members are expected to individually contribute to a collaborative effort to set the County's mission and advance the County's priorities. Examples of such activity include:

- a. Participating in the process of respectful debate and voting on proposed ordinances, resolutions and motions at the County Board and committee meetings.
- b. Serving on one or more standing committee(s) or other committee(s), boards and commissions.
- c. Spending the time needed to understand the issues that come before the board and its committees by preparing for such discussion in advance of the meetings. Supervisors are expected to attend all County Board meetings and all standing committee meetings to which they are assigned. If a Supervisor is unable to attend such meetings, the Supervisor is expected to notify the County Clerk, County Administrator's Administrative Assistant, the respective Chair or Department Head, of the absence at least one hour prior to the start of the meeting.
- d. Setting policy for the County, accepting that the County Administrator and County employees are responsible to carry out the policy. As such, a Board Member should not interfere with the County Administrator's duties to oversee the daily operations of the County.
- e. Being responsive to the issues raised by their constituents.
- f. Conducting themselves so that all aspects of their public life reflect positively on the Board and its members.

g. Avoiding the appearance of a conflict of interest during the decision making process. Bring to the Chairperson or County Administrator any potential conflict. All members need to abide by the Ashland County Ethics ordinance.

3. In general, the role of the County Board is to:

- a) Set the strategic mission and long-term priorities for the County.
- b) Establish policies for the County.
- c) Consider and act upon resolutions and ordinances.
- d) Build community relationships in support of the mission and priorities.
- e) The County Board selects the County Administrator and monitors the County Administrator's management of the daily operations and implementation of policy.
- f) The County Board may exercise any of the powers conferred on it by the laws of the State of Wisconsin in accordance with these Rules and Bylaws.
- g) Manage, operate, sell, buy, and maintain all county-owned property.
- h) Enact ordinances authorized by statute, and set county policies.
- i) Set salaries and fringe benefits for county employees.
- j) Approve a budget and tax levy each year and delegate the use of revenues for County government costs.
- k) Transfer funds during the year and borrow by bond issues or other means for construction of facilities and County needs deemed necessary and not otherwise provided for.
- l) Examine and settle all accounts of the County and all claims, demands, or causes against the County and issue County orders therefore.
- m) Prescribe the form and manner of keeping the records in any County office and the accounts of the County officers and designation of depositories.
- n) Join with the state, other counties, or municipalities in a cooperative arrangement as provided in Section 66.0301 of the Wisconsin Statutes.

Article Two: County Board Compensation:

1. Each Supervisor shall be paid a fifty dollar (\$50.00) per diem by the County for each day such Supervisor attends a meeting of the County Board or its committees.

2. Each Supervisor shall for each day such Supervisor attends a meeting of the County Board of Supervisors, receive mileage for each mile traveled by such Supervisor in going to and returning from such meeting by the most usual traveled route. The mileage reimbursement rate will follow the published IRS reimbursement rates.
3. A County Board Supervisor may be paid only one per diem payment for any one day for services performed for Ashland County. However, a Supervisor will be entitled to an additional twenty-five (\$25.00) meeting fee/ stipend if attending more than one meeting in a day. (Maximum of one (1) meeting fee/stipend per day). *EXCEPTION: County Board Supervisors will not be paid a per diem or meeting fee/stipend while fulfilling duties as an elected officer for attending committee meetings of an outside agency's board of directors.* This limitation includes but is not limited to services performed in connection with the County Board of Supervisors, all County Board Committees and the County Highway Committee.
4. Except for services as a member of a Committee, no Supervisor shall be paid more than twenty (20) days attendance on a County Board in any year.
5. The County Board may, at its annual meeting, by a two-thirds (2/3) vote of all attending members, fix the compensation of the Board Members to be next elected. The Board may also provide additional compensation for the Chairperson. These two provisions are discretionary and not mandatory.
6. Any County Board Supervisor may be reimbursed by the County for any expense out-of-pocket incurred in the discharge of their duties in addition to their salary or compensation, including without limitation because of enumeration, traveling expenses in or out of the County or State and costs incurred in attending authorized seminars, conventions, meetings, including postage and telephone calls. Authorized seminars, meetings and conventions MUST be pre-approved by the County Board Chair. Unauthorized seminars, meetings and convention expenses WILL NOT be reimbursed by the County.
7. As the term "reimbursement" is used in these rules, reimbursement means paying money to a person that was actually paid out. Thus, a person can never be "reimbursed" more money than that person actually paid out.
8. Board members seeking reimbursement from the County shall make reasonable efforts to keep expenses within the standard allowances established by the County Board of Supervisors. A Board member can be reimbursed only the amount that person actually paid out and the standard allowances established is not to be construed as a minimum payment that Board member is entitled to for a given expense. Persons are encouraged to keep expenses as low as possible.
9. In the event reimbursement is sought for an item of expense which is in excess of the established standard allowance, a receipt of other evidence of such expenditure shall be submitted with the reimbursement request. The County Finance Committee may inquire of a person as to a justification of any expense that exceeds the established standard allowance. Receipts shall be submitted on all lodging expenses for which reimbursement is sought and reimbursement on lodging shall be at the single rate. Reimbursement cannot be sought for more money than a person actually paid out for such expense.

10. The County Board of Supervisors established the following as standard allowances for all County Supervisors, and the allowances for meals do not include the gratuity:

Mileage	Set by the IRS
Lodging	Government rate or regular room rate
Breakfast	\$7.00
Lunch	\$10.00
Dinner	\$20.00

If a person who is entitled to reimbursement for three meals on a given day seeks reimbursement for a total amount not in excess of thirty-seven dollars (\$37.00) for all three meals, receipts need not accompany the reimbursement request for such day.

11. No County Supervisor shall be reimbursed by Ashland County for the expense of a meal unless such individual is outside Ashland County or had been outside of Ashland County discharging their duties or attending courses of instruction related to their County office.

12. County Supervisors may be reimbursed for the actual expense incurred of reasonable single rate lodging when out of the County over-night in the discharge of their duties or attending courses of instruction related to their County office.

13. Any County Supervisor may, prior to and in advance of incurring expenses of traveling or attendance at any out of County meeting, training session or business related to their office seek approval of the appropriate County Board Committee for an advance of money to cover anticipated expenses. After returning to Ashland County, a complete account of any expenditures shall be made as per the rules set forth herein.

14. In view of the difficulty encountered in determining accurately, what the actual expense incurred is for the operation of a motor vehicle it is presumed that such expense is the standard allowance for mileage as established by the County Board of Supervisors.

15. Although a County Board Supervisor is not entitled to more than one per diem payment on any day, a County Board Supervisor may be entitled to additional mileage allowance if he or she actually traveled additional miles in fulfilling his or her duty as a Board Member, Committee Member or Highway Committee Member. Thus, under appropriate circumstances, it could be possible for a Supervisor to receive the mileage allowance for attendance at a County Board meeting and also be reimbursed at the standard mileage allowance rate for additional miles actually traveled and other expenses actually incurred in the performance of County Board Committee or Highway Committee duties on the same day.

16. All County Board Supervisors must submit vouchers for reimbursement of per diem and mileage on a monthly basis.

Article Three: General Rules of County Board

1. Supervisors can serve on not more than three (3) total standing committees of which not more than two (2) can be elected. The Executive Committee and assignments to special temporary Committees shall not be included in figuring this limitation.
2. Each Supervisor shall have at least one (1) standing Committee assignment.
3. A Supervisor can serve as Chairperson of not more than one (1) of the standing Committees. A standing Committee consists of five (5) or more County Supervisors serving on said Committee. Special temporary committees are not considered standing committees.
4. The acting Standing Committee Chair will report the name of any Supervisor who accumulates three (3) or more unexcused absences or five (5) total absences within a year from properly noticed Standing Committee meetings to the County Clerk. The County Clerk will track County Board meeting absences and will provide a quarterly report to the County Board of any member of the County Board or it's Standing Committees who accumulates three (3) unexcused or more absences or five total absences within any twelve (12) month period. Absence totals are tallied individually by Standing Committee or County Board meetings. The County Board may, consistent with the requirements of Wisconsin law, take whatever action it deems appropriate with respect to a person who has three (3) or more unexcused absences or five (5) total absences within any twelve (12) month period per County Board or Standing Committee. Such action may include censure, suspension, or removal from the County Board or Standing Committee. The County Administrator shall recommend action to be taken to address absenteeism. Such recommendation shall be subject to County Board approval.
5. Supervisors who sell or consider selling to the County shall make themselves aware of the provisions of Wisconsin Statute § 946.13 (see attachment A).
6. Supervisors shall keep personal records of meetings so that they know where they each stand on the allowable number of meetings and this rule makes this each individual's responsibility. Supervisors are expected to attend all County Board meetings and all Standing Committee meetings to which they are assigned. If a Supervisor is unable to attend such meetings, the Supervisor is expected to notify the County Clerk, the respective Chair or Department Head, of the absence at least one (1) hour prior to the start of the meeting.
7. In order to better serve the interest of all the people of Ashland County in the most practical and efficient manner and to promote an orderly and businesslike County Board Meeting, the following rules pertaining to County Board meetings shall apply.
8. Supervisors shall, in order to improve and protect County government, be responsible for the conduct of the office they hold and the committees on which they serve in the

best interest of the taxpayers of Ashland County, follow the County Ethics ordinance, and sign a statement of conflict of interest.

9. All County Board Supervisors will address the public and their fellow Supervisors in a polite and courteous manner during County Board meetings and Committee meetings. Supervisors should respect the opinions of others and conduct themselves in a professional manner.

10. Special Meetings. The County Board may hold special meetings as provided in Sec. 59.11(2), Wis. Stats., namely, upon a written request of a majority of the supervisors delivered to the County Clerk, specifying the time and place of meeting, the time being not less than forty-eight (48) hours from the delivery of the request.

11. Amendments to the Supervisor's Handbook must be approved by a two-thirds $2/3^{\text{rd}}$ vote of the County Board Supervisors in attendance.

12. Chairperson, or County Administrator can place items on the County Board agenda. Any two (2) County board members that sign a statement of support can put an item on the agenda for the next board meeting provided it is 10 days before the next meeting.

13. No County officer or employee is eligible to hold the office of County Board Supervisor, but a Supervisor may be a member of a town board, city council or village board of trustees.

14. In all parliamentary questions raised during a session of the Board, and which are not covered specifically by the County Board handbook, Roberts Rules of Order shall prevail.

15. Board members attending meetings remotely shall be considered part of the quorum and be allowed to vote in open session provided they are in attendance for an entire agenda item before they vote. Board members may not attend closed session portions of meetings remotely. Board members attending remotely shall be entitled to compensation for participation provided they attend the entire meeting; however, they shall not be entitled to mileage reimbursement.

16. Supervisors shall choose what information is released about them on the Ashland County Website. A Supervisor may choose to use the Government Center address, phone number, or his/her own personal information. A form will be provided for each Supervisor to indicate his/her choices. Each Supervisor shall be assigned a County-issued email address for County business related matters. Supervisors should be aware that as a public official, personal contact information will be provided according to Wisconsin public records laws upon request.

17. Every matter which comes before the County Board from a source other than a Standing Committee shall be referred to an appropriate Standing Committee by the County Board Chair without motion unless otherwise directed by a two-thirds $2/3^{\text{rd}}$ vote of the County Board. Every committee shall report upon all items referred to it by the second meeting following the meeting of referral unless otherwise directed by the County Board. Once the subject matter has been referred to a Standing Committee, the presenter is strongly urged to appear before the Standing Committee.

18. Procedural rules of the County Board may be suspended by a two-thirds 2/3rd vote of those Supervisors present.

19. Rules of Debate.

A. When any Supervisor wishes to speak in debate, or deliver any matter to the County Board, the Supervisor shall address directly to the County Board Chair, confine the Supervisor's remarks to the question under debate, and avoid making derogatory personal comments about others.

B. In all cases, the Supervisor who shall first address the County Board Chair shall speak first; but when two (2) Supervisors speak at the same time, the County Board Chair shall recognize the Supervisor who shall speak first.

C. When a question is under debate, no motion shall be received, except a motion:

1. To adjourn (privileged).
2. To take a recess (privileged).
3. To lay on the table (privileged).
4. To call for the previous question.
5. To postpone to a time certain.
6. To refer to a standing or ad hoc committee.
7. To amend.
8. To postpone indefinitely. These motions shall have precedence in the order in which they are listed above.

D. A motion to adjourn, to take a recess, to lay on the table, and a call for the previous question, shall be decided without debate.

E. A motion to adjourn is always in order, except when a vote is being taken, but this rule shall not permit any Supervisor to move an adjournment when another Supervisor has the floor.

F. When a motion is made, it shall be stated by the County Board Chair prior to debate. If a question contains several points, any Supervisor may have it divided into separate questions.

H. A Supervisor called to order by the County Board Chair shall immediately relinquish the floor. The County Board Chair shall then clearly state the breach involved and then ask the County Board if the Supervisor should be allowed to continue to speak. This question is not debatable.

I. It shall be in order for any Supervisor voting on the prevailing side of a vote to move for a reconsideration of that vote on the same day of the vote or not later than the next County Board meeting. A motion for reconsideration having been put and lost, or not receiving a second, shall not be renewed.

J. In all matters not specifically provided for in these rules, Robert's Rules of Order Newly Revised, and all subsequent editions thereof, shall govern in all cases to which they are applicable.

K. Supervisors shall not engage in debate during the public comment period. If an issue needs consideration, it will be referred to a committee and brought back for debate and policy decision at a later date.

**Article Four:
CHAIRPERSON'S - POWER AND DUTIES**

In addition to Wisconsin Statute § 59.12, the following is conferred of the County Board Chairperson.

1. The Chairperson of the County Board, or in his/her absence, the Vice Chairperson, shall take the chair at the hour to which the Board convenes, call the Board to order and direct the calling of the roll by the Clerk.
2. In the absence of both the Chairperson and Vice Chairperson, the County Clerk shall proceed until a Chairperson Pro-Tem is elected.
3. The Chairperson working with the County Clerk and County Administrator shall be responsible for the preparation of the written agenda.
4. The Chairperson shall act as ex officio member of all Ashland County committees. As an ex officio, the County Board chairperson can be used to meet a committee quorum and as part of the Committee quorum has the right to discuss, debate, make motions and vote on all matter before the Committee. If quorum is present without using the County Board Chairperson, as ex officio, the County Board Chairperson has the right to discuss and debate but not make motions or vote on all matters before the Committee.
5. The Chairperson shall receive all requests and communications not specifically addressed to any committee or official of the County and refer such matters to the appropriate committee or official.
6. The Chairperson shall be entitled to vote on all questions coming before the Board, and is encouraged to do so. The Chairperson, like any other member, may choose not to vote, i.e. abstain, on any issue.
7. The Chairperson shall sign all ordinances and resolutions of the County Board when directed by ordinances or resolutions of the County Board and countersign all County orders and contracts when directed.
8. The Chairperson shall transact all necessary County Board business with local and other County offices.
9. The Chairperson shall appoint members to committees created by the Board that have no state statute requirements of creation with the exception of elected committees. These appointments need to be confirmed by the full County board. All other boards and commissions shall be appointed by the County Administrator with confirmation by the board. See appendix A for details.

10. The Chairperson shall have the authority to delegate to Department Heads and/or County Board members the right to represent Ashland County at legislative hearings, conventions or other matters pertaining to County business.

11. County Board Chairperson shall not receive per diem payment, but shall receive a salary of \$6,450.00 per year.

12. In the event the elected County Board Chairperson can no longer fulfill his/her duties, the Vice Chair will automatically assume the duties of the County Board Chair. If the office of the Chair is vacated, new elections for Chair and/or, Vice Chair will be held. Following nominations, which need not be seconded, each nominee may address the Board for three minutes. Secret ballot will be used to elect the Chair and Vice Chair by separate votes for each. A person receiving a majority of votes cast on the primary ballot shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.

13. The Chair shall preserve the order of the Board and decide the questions of order and procedure subject to an appeal to the Board. The Chair will ensure the Board and individual Board Members act consistent with the rules of order. The Chair shall preside at Board Meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership. The chair will be responsible for the running of the meeting. Board deliberations will be fair, open and thorough, with all members wishing to speak given a chance to do so. The Chair shall ensure the public comment ordinance is observed.

14. The Chair shall remove appointed committee members with approval by majority of those Board Members voting. The full Board can remove/replace a member of elected committees by a majority of those Board Members voting.

15. The Chair shall appoint persons to vacant County Board seats subject to confirmation by majority vote of those members voting at a County Board meeting. The successor shall serve for the unexpired portion of the term to which the person is appointed, unless the Board orders a special election to fill the vacancy, in which case the person appointed shall serve until their successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term. Vacancy occurs upon the death of an incumbent, written resignation, removal or ceasing to be a resident of the district or for any other reason set forth in state statute. The Chairperson shall see that advertising is done in the appropriate county newspaper for replacement candidates. If more than one person expresses interest, the Executive Committee shall conduct interviews and make recommendations to the Chairperson. It is expected that positions will be filled by the second County Board meeting after a vacancy occurs. The newly appointed person shall be appointed to the respective committees that the last person was on except for elected committees.

16. The Chair and Vice Chair may be removed by a simple majority vote of those members voting at any meeting.

17. The Chair shall take care that all federal, state, and local laws, rules and regulations pertaining to County Government are enforced.

18. The Chair should attend meetings as directed by the Board, or delegate attendance to the Vice-Chairperson.

19. The Chair should take incident command system (ICS) training for emergency preparedness levels 100 and 700.

20. The Chairperson shall provide a summary of outside meetings they have attended.

Article Five GENERAL RULES FOR ALL COMMITTEES

In general, County committees serve to recommend policy, resolutions, and ordinances to the County Board.

1. All Committee members, whether elected or appointed, shall serve two-year terms starting the third Tuesday in April every even numbered year. Elected Committees members shall be elected through a simple majority voting process.
2. Elected Committee members shall elect one of its members as Chairperson at the first Committee meeting, and also one member as Vice-Chairperson.
3. The County Board Chairperson shall appoint members to committees created by the Board that have no state statute requirements of creation, with the exception of elected committees. The County Administrator as provided in 59.18(c) shall appoint statutory boards and commission members where the statutes provide that such appointments shall be made by the County Board or Chairperson and outside community boards. In both cases, appointments need the confirmation of the full County Board.
4. The County Board Chairperson or the County Administrator shall call all Committee meetings to order until such time as a Chairperson can be elected.
5. All Committees are to meet upon call of the Committee Chairperson. If any of these Committees feel it is to be in the best interest of the County to set the regular monthly meeting dates such authorization can be granted by the County Board Chairperson. Those Committees having regular monthly meetings and finding it to be in the best interest of Ashland County to have additional meetings at certain times, such authorization can be granted by the County Board Chairperson.
6. Committee minutes, must be on file with the County Clerk seven (7) days before the next meeting. Minutes are considered draft minutes until approved by the Committee at the next meeting.
A written record of the meeting should include the following
 - (a) Date, time and location of meeting
 - (b) Purpose of meeting
 - (c) Members present
 - (d) Others present
 - (e) Minutes of the meeting except when due to special circumstances the Committee agrees that part or all of the minutes should be withheld for some time, subject to Wisconsin Open Meeting Law provisions.
 - (f) Starting time and time of adjournment.

7. Committee agendas for regular meetings shall be submitted to the Clerk's office at least seven (7) days prior to a Committee meeting to ensure the County has time to comply with Wisconsin's Open Meeting Law.
8. Committees or County Supervisors requesting opinions from the Ashland County Corporation Counsel must communicate these requests through the County Administrator's office. This does not apply to the Executive Committee when they are addressing the County Administrator's performance.
9. No Ashland County Committee shall be represented by more than 49% of the full County Board.
10. Each Supervisor shall for each day such Supervisor attends a meeting of a County Committee meeting that they are appointed to, receive mileage for each mile traveled by such Supervisor in going to and returning from such meeting by the most usual traveled route. The mileage reimbursement rate will be the published IRS rates.
11. Appointed/elected members of County Board Committees shall receive fifty dollars (\$50.00) per diem for attending County Committees which they are members and reimbursement for other expenses as the Board allows for their attendance at any school, institute or meeting which the County Board Chairperson authorizes them to attend.
12. No Supervisor shall be allowed pay for Committee service unless pre-authorized by the County Board Chairperson, while the Board is in session, nor mileage except in connection with services performed within the number of days limitation established by the County Board.
13. A County Board Supervisor is not entitled to per diem for appearing before a Committee of which such Supervisor is not a member unless such Supervisor is directed by the County Board or County Board Chairperson to appear or unless such Supervisor is appearing for another County Board Committee with its consent on a matter with the authorized concern of the Committee of which such Supervisor is a member.
14. A County Board member is limited to one fifty dollar \$50.00 per diem each day even though such member meets as a member of more than one Committee in a given day. However, a County Board Supervisor will be entitled to an *additional* twenty five dollars \$25.00 meeting fee/stipend if attending more than one meeting in a day (maximum of one meeting fee/stipend per day).
Per Wisconsin Statute § 59.13 (2)(a) counties containing less than 25,000 population, board members are limited to 20 total days of per diem, not more than 10 of which shall be for services on any one committee, except that the board may increase the number of committee meetings by a 2/3rd vote and similarly fix the compensation of the members for the additional meetings.
15. Members of the County Board cannot refuse to perform their duty because they cannot be compensated without incurring the penalty provided for in Section 59.11(4) Wisconsin Statutes which is entitled "Neglect of Duty".
Wisconsin Statute § 59.15 Neglect of Duty. Any Supervisor who refuses or neglects to perform any of the duties which are required of the Supervisor by law as a member of the Board, without just cause therefore, shall for each such refusal or neglect forfeit not less than \$50 nor more than \$200.

16. No more than three (3) unexcused absences from a Committee and/or full County Board is allowed. Failure to comply with Committee attendance policy is grounds for removal from the Committee and will be considered a resignation.

17. For an excused absence, Supervisors must call the County Clerk's office, County Administrator's, or the Committee Chairperson at least one (1) hour prior to the start of the meeting. Unexcused absences can be petitioned to be changed to the chairperson of said committee.

18. If the committee does not have a quorum, the meeting can take place for discussion only or can be rescheduled by the chair of the committee.

19. The committee chair working with the County Administrator and/or appropriate County staff, will be responsible for the preparation of the written agenda.

20. Persons being confirmed to fill a vacant supervisor's seat shall assume the committee appointments of the former County Board member they are taking the place of.

Article Six: Duties of Committees

The following committees of the County Board are authorized pursuant to Wisconsin Stats. § 59.13(1). The purpose and duty of each committee shall be to act as an advisory and policy oversight body for their respective departments, and make recommendations to the County Board.

DUTIES OF THE EXECUTIVE COMMITTEE

Shall consist of:

1. County Board Chairperson – serving as Chairperson
2. Finance Chairperson – serving as Vice Chair
3. Plus three (3) members Elected from the body.

The Committee is to meet on call of the Chairperson or by a majority of Committee members.

The duties of the Executive committee shall be:

Provide leadership for the implementation of the County's Strategic Plan

Proactively identify County policy development needs

Identify the need for short-term task forces to address policy formation

Shall bring about proper coordination and cooperation between various agencies, departments and officers of the County to insure good business practices and efficiency in the best interest of Ashland County citizens.

They shall determine Personnel Policies for the County. These policies would include matters pertaining to salary schedules, working hours, vacations, holidays and working conditions of all County employees, the creation, implementation and enforcement of policy handbooks covering Supervisors, Elected and Non-elected officials, Non-union and Union employees.

Recommend approval of negotiated labor contracts to the County Board.

Perform regular reviews of all Personnel Policies and Procedures and make general updates as necessary. Major policy changes will be presented to County Board for approval as they occur. The Employee Handbook and Personnel Administration Manual shall be presented and approval by County Board at least once every two (2) years.

Shall study and make recommendations to the Board regarding departmental organization and structure of County Government.

Shall inform the Finance & Economic Development Committee of all matters which may affect finances prior to October 1st of each year so that the Finance Committee has this information in time to prepare the budget.

Shall confer with Officials and Departments of the County on matters whenever a request is made or deemed advisable.

Shall recommend schedules of charges and fees to be made by County Officers for instruments and other services to the County Board.

Shall be responsible that Committees function properly by having only necessary meetings with both purpose and accomplishment.

Shall always be concerned with reporting and recommending to the Board any items which may improve Ashland County or Ashland County Government.

Review proposed state and local legislation concerning County government, and make recommendations thereon to the County Board.

Shall keep the document entitled "Ashland County Board of Supervisors, Its Organization, Duties, Rules and Regulations" up to date making recommendations to the County Board for approval every two years.

Participate in the selection of the County Administrator, and recommend a candidate for County Board approval. Recommend to the County Board appropriate contract and compensation considerations. Provide supervision of the County Administrator on behalf of the County Board, and provide any recommendations to the full board.

Shall perform such other duties as may be assigned by County Board Chairperson.

DUTIES OF THE FINANCE & ECONOMIC DEVELOPMENT COMMITTEE

Shall consist of five (5) members of the County Board appointed by the County Board Chairperson to serve for a two (2) year term starting on the 3rd Tuesday in April of each even numbered year.

Shall facilitate the efforts of the County Administrator in the development and submission of the annual County budget to the County Board.

Generally supervise all financial matters of the County in order to keep expenditures under control and within the authorized budget.

Shall provide guidance to the County administrator for the County budget, insurance coverage for County property and personnel and bonds for County officers, and review prior to presentation to the County board for approval.

Shall review the proposed budget of each elective office, department and Committee with the department head or Committee Chairperson being present – if requested.

Transfer contingent funds money not to exceed 10% of an authorized departmental budget pursuant to Wisconsin State Statute § 65.90(5)(b).

In the absence of the County Administrator or delegate, the finance committee may approve payment of vouchers/claims.

Recommend salaries and wages for all County employees to the County Board as provided for in Wisconsin State Statute § 59.22.

Shall require the County Clerk's Office to submit current reports of Departments budgeted expenditures so that adequate interim evaluation can be made periodically by this Committee for report to the entire Board.

Shall pursuant to Chapter 59.61(3) of the Wisconsin Statutes have authority to temporarily invest unused County funds and to arrange for the safekeeping of securities, their sale, reinvestment or redemption, as they deem proper.

Shall make recommendations for proper insurance coverage of Ashland County buildings, property and persons to the County Board.

Shall be responsible for bonding of County officers.

Shall evaluate the official audit, with the thought of improving the businesslike operating of the County, make recommendations to the County Board, and make such report available to the County Board.

Review on a monthly basis the Treasurer's report on County investment activities per Wisconsin State Statute § 59.62 and the County investment policy.

Shall perform such other duties as required by order or resolution passed by the County Board.

Shall study in detail the audit report, to evaluate recommendations in the audit and report to the Board.

This Committee shall foster the spirit of furthering the socio-economic development of Ashland County, and assist the political subdivision of Ashland County, when requested, in their resource development efforts and seek out and work with local development groups, the federal, state, and local agencies, in the development and utilization of Ashland County resources.

Shall work as the liaison for Ashland County in order to encourage, assist, or improve the economy in or near Ashland County.

Shall work with the Development Organizations & Committees in a coordinated effort to promote this region and solve its mutual problems.

Shall work with all agencies on matters pertinent to the development utilization of Ashland County resources.

Shall provide guidance to the Veterans Service Department.

DUTIES OF PUBLIC PROPERTY & LAW ENFORCEMENT COMMITTEE

Shall consist of five (5) members of the County Board appointed by the Board Chairperson to serve a two-year term starting with the third Tuesday in April of each even numbered year.

This Committee shall make recommendations for construction, repair and maintenance of County buildings, grounds and equipment, except those directly under supervision of other Committees.

Recommend assignment of office and storage space in County buildings, to the county administrator.

Shall review the annual inventory of all buildings, land and property, furniture, fixtures and equipment owned by Ashland County.

Shall be responsible for the Law Enforcement Center and its operations, and take an annual inspection of the Law Enforcement Center.

Shall make recommendations for yearly budgets and expenditures of the Sheriff and Jail, Dispatch, County buildings and grounds, Coroner and Emergency Management.

This Committee shall perform such other duties as required by order of resolution of the County Board.

Shall be the Emergency Management Committee, pursuant to Wisconsin Statutes §323.14

DUTIES OF THE HEALTH AND HUMAN SERVICES BOARD

Shall be composed of nine (9) persons of recognized ability and demonstrated interest in public health and human services. Five (5) of these people will be members of the Ashland County Board of Supervisors and the remaining four (4) members shall be consumers of services or citizens at large.

The Ashland County Administrator shall appoint the members of the County Human Services Board, which then shall be the governing and policymaking Board for the Human Services Department. Members of the Human Services Board shall serve for terms of three (3) years, so arranged that as nearly as possible, the terms of one-third (1/3) of the members shall expire each year.

The Health and Human Services Board of Ashland County shall have all the power, authority and duties set forth in Wisconsin State Statutes § 46.23 (see attachment E) as now stated and as hereafter amended. Such power, authority and duties shall include but are not limited to policy recommendations, planning, budgeting and implementing those mandates and administrative rules and regulations promulgated by the Department of Health and Social Services of the State of Wisconsin.

Shall be responsible for the general health and social service programs of Ashland County.

Shall serve as the Board of Health Committee as provided in Wisconsin State Statutes § 251.03 (see attachment F).

Shall consult with the Department of Social Services and make recommendations to the County Board.

Shall direct a general health program with the State Board of Health.

Shall perform such other duties as required by state statutes, order or resolution passed by the County Board.

DUTIES OF COUNTY FORESTRY & RECREATION COMMITTEE

Shall consist of five (5) members of the County Board appointed by the County Board chairperson to serve a two (2) year term starting with the third Tuesday in April of each even numbered year.

Shall oversee the practice of silviculturally sound, sustainable forest management on the Ashland County Forest properties.

Shall conduct sales of tracts of timber on the Ashland County Forest properties.

Shall inform the County Supervisor in whose district timber tracts fall that will be offered for sale.

Shall oversee the development and expansion of recreation, tourism, business and resources of the Ashland County area through the Ashland County Tourism Committee

and the Ashland Area Chamber of Commerce.

Shall recommend County projects or give assistance as needed to improve swimming, boating, fishing, hunting, camping, sightseeing, hiking, snowmobiling, ATV riding, boat landings, or other recreational opportunities that benefit the Ashland County area.

Shall oversee the development of future recreation plans for our area.

Shall perform such other duties as required by order or resolution passed by the County Board.

DUTIES OF THE AGRICULTURE AND EXTENSION EDUCATION COMMITTEE

Shall consist of five (5) members of the County Board appointed by the County Board chairperson to serve a two-year (2) term starting the third Tuesday in April of every even numbered year. At least three (3) of these members would be desirable to have an agricultural background.

Shall review and advise on the strategic mission and priorities for Extension functions in Ashland County, in partnership with the University of Wisconsin-Madison Division of Extension.

Shall ensure that travel and appropriate job expenses, office facilities and equipment, office supplies and demonstration materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items are funded through regular county budgetary procedures.

Shall perform such other duties as required by order or resolution passed by the County Board.

DUTIES OF THE LAND CONSERVATION COMMITTEE

Shall consist of five (5) appointed members of the County Board, a FSA Agent or designee and two (2) members at large and shall serve a two (2) year term starting the third Tuesday in April of every even numbered year. Appointments made by the County Administrator.

Shall be responsible for developing and implementing a land and water conservation program and has all the powers and duties specified for that Committee under Chapter 92, Wisconsin Statutes.

Shall be responsible for coordinating a farmland preservation program as specified under Chapter 91 (see attachment G) Wisconsin Statutes.

Shall supervise education, technical and financial assistance on activities, programs and projects to protect and conserve soil, water and land related natural resources.

Shall participate and represent Ashland County at local, area and state organization functions on programs, projects and issues as they relate to the responsibility of the Land Conservation Committee and Land Conservation Department.

Shall develop and forward polices deemed necessary to the County Board.

Shall perform such other duties as required by order or resolution passed by the County Board.

DUTIES OF THE ZONING AND LAND COMMITTEE

Shall consist of five (5) members of the County Board appointed by the County Administrator to serve a two-year (2) term starting with the third Tuesday in April of each even numbered year.

It shall be the purpose of the Zoning and Land Committee to promote the public health, safety, convenience, and general welfare; to encourage planned and orderly land use development; to recognize the needs of agriculture forestry, industry and business in future growth; to encourage uses of land and other natural resources which are in accordance with their character and adaptability; to preserve wetlands; to conserve soil, water and forest resources; to protect the beauty and amenities of landscape and man-made developments; to provide healthy surroundings for family life; and to promote the efficient and economical use of public lands.

Shall be responsible for all zoning programs.

Shall be responsible for all land sales of Ashland County and tax deed sales.

Shall be responsible for any mining, metallic or non-metallic, which comes under their jurisdiction (water) in Ashland County.

Shall inform the Supervisor in whose district lands will be advertised for land sales. Such notice shall allow sufficient time for the Supervisor to appear at the future committee meetings, if desired, when such sale will be made.

Shall develop and forward necessary policies and ordinances to the County Board
Shall perform such other duties as required by order of resolution passed by the County Board.

Approve Plat book production.

Shall make reports periodically and provide information to the County Board when it is felt important and necessary.

DUTIES OF THE HIGHWAY COMMITTEE

Shall consist of five (5) members of the County Board elected to serve two-year (2) terms starting the third Tuesday in April in each even numbered year. Members shall be from the following districts:

- One from the south representing districts 18, 19, 20 and 21
- One from the central representing districts 14, 15, 16 and 17
- One from the north representing districts 1 through 13
- One from the City of Ashland
- One at large

Shall at the first Committee meeting set a date for a regular monthly or as needed meetings of the Committee and have such dates noticed.

Shall be responsible for all non-metallic mining in Ashland County that is not under the authority of the Zoning Department.

In any County with a highway commissioner appointed under Wisconsin State Statutes § 83.01 (1) (b) or (c), the County Highway Committee shall be only a policy-making body determining the broad outlines and principles governing administration and the county highway commissioner shall have the administrative powers and duties prescribed for the County Highway Committee under Wisconsin state statutes.

Shall be responsible to the County Board for the departmental policy and oversight of the County highway department and shall exercise such of those powers and duties under Wisconsin State Statutes § 83.015(2) and such. Stat. Ch. 38 and 84, as may be consistent with the code of general ordinances.

Shall perform such other duties as required by order or resolution passed by the County Board.

Shall keep a current listing of all highway equipment and property owned by Ashland County and turn this listing over to the County Clerk annually.

ARTICLE SEVEN RESOLUTIONS

1. All resolutions brought before the County Board must be:
 - A. Introduced by a Committee of the Ashland County Board, or the County Board Chairperson/ Administrator.
 - B. Must be so stated in the resolution and the agenda which Committee, or County Board Chairperson/Administrator has introduced said resolution.
 - C. All resolutions should be presented to the Ashland County Clerk at the call of the Clerk. This will give the Clerk time to distribute copies to all Supervisors.
 - D. Supervisors or Committee Chairpersons should be prepared to answer questions pertaining to their resolution.

SYNOPSIS OF THE OPEN MEETING LAW

The following is a brief synopsis of the laws applicable to all County Board meetings and Committee meetings.

1. As a general rule, every meeting must be opened and preceded by a notice. All meetings shall follow state Chapter 19, General Duties of Public Officials.

2. NOTICE

A. Public notice must be given in the following manner:

- (1) As required by any other statute and
- (2) By communication from the County Clerk's Office to the news media who have filed a written request for such notice and to the County's official newspaper.

NOTE: Written or telephonic communication to the members of the news media or official paper is sufficient. While paid publication is not required under the open meeting law, because of the particular nature of the meeting to be held, the preferable means of providing notice is by paid publication.

B. Notice must set forth:

- (1) The time of the meeting
- (2) The date of the meeting
- (3) The place of the meeting
- (4) The subject matter of the meeting, including anything which might be discussed at the contemplated closed session.

C. Notice must be given at least twenty-four hours prior to the meeting.

D. A committee of the County Board can conduct a meeting without public notice during a lawful meeting of the County Board during a recess of such County Board meeting or immediately after a County Board meeting for the purpose of discussing or acting upon any subject matter of that County Board meeting; however, the Committee Chairperson must announce the time, place, and subject matter of such meeting of the Committee at that County Board meeting.

3. FOR CLOSING THE MEETING

A. Procedure for closing a meeting:

(1) A majority vote of the County Board or the Committee is required. Such vote must be taken in a manner whereby the vote of each member is ascertainable and recorded.

(2) The Board Chairperson or Committee Chairperson must, prior to closing the meeting, announce to those present the nature of the business to be considered at the closed session, specifying the exemption under Wisconsin Statutes § 19 which authorized the closing, and such announcement must be made in part of the record.

(3) Only matters contained in the Board Chairperson or Committee Chairperson's announcement may be taken up at the closed session.

B. Reasons for closing:

(1) Deliberating after any judicial or quasi-judicial trial or hearing.

(2) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and Par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.

(3) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(4) Considering specific applications of probation or parole, or considering strategy for crime detection or prevention.

(5) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

(6) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) Applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

(7) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

(8) Consideration of requests for confidential written advice from the ethics board under Wisconsin Statute § 19.46(2) or from any local government ethics board.

4. CLOSING AND REOPENING

A. No County Board meeting can be commenced as open meeting and later convened in closed session, and thereafter reconvened in open session, within twelve hours after the closed session was completed, UNLESS: there was public notice of the subsequent open session and such notice was given at the same

time and in the same manner as a public notice of the meeting convened prior to the closed session.

5. COLLECTIVE BARGAINING AGREEMENTS

A. The final ratification or approval of a collective bargaining agreement negotiated by the County or on its behalf and the County employees' union(s) must take place in an open meeting.

6. BALLOTS AND VOTING

a. No secret ballots can be used to determine any election or any other decision of the County Board or a Committee except the election of the officer of such board.

b. Except for the election of board officers, any member of the board or a committee can require that a vote be taken at the meeting in such a manner that the vote of each member is ascertained and recorded.

c. Motions and roll call votes of each meeting of the County Board or committee must be recorded, preserved and open to public inspection.

7. No duly elected or appointed member of the County Board may be excluded from any meeting of the board or any committee.

COMMITTEE APPOINTMENT CHART

ASHLAND COUNTY COMMITTEE APPOINTMENTS

Updated: 04-2022

	<u>COUNTY BOARD OF SUPERVISORS</u> (elected)	<u>EXECUTIVE</u> Elected
<p><u>AG & UW EXTENSION</u> (appointed by Chair)</p> <p>1 2 3 4 5</p>	<p>1 Chair 2 Vice-Chair 3 4 5 6 7 8 9 10 11 12</p>	<p>1. CHAIRPERSON 2. VICE-CHAIR From Finance Committee 3 4 5</p>
<p><u>FORESTRY & RECREATION</u> (appointed by Chair)</p> <p>1 2 3 4 5</p>	<p>13 14 15 16 17 18 19 20 21</p>	<p><u>HIGHWAY</u> (elected)</p> <p>1 2 3 4 5</p>
<p><u>ADRC</u> (appointed by Chair) (Aging & Disability Resource Center)</p> <p>1</p>	<p><u>AGING UNIT</u> (appointed by Chair)</p> <p>1</p>	<p><u>AIRPORT</u> (appointed by Administrator)</p> <p>1 2</p>
<p><u>BART</u> (appointed by Chair) (Bay Area Rural Transit)</p> <p>1</p>	<p><u>BOARD OF ADJUSTMENT</u> (appointed by Administrator) When needed</p> <p>1 2 3</p>	<p><u>COMPREHENSIVE PLANNING</u> <u>AD HOC</u> (appointed by Chair)</p> <p>1 2 3 4 5 6</p>
<p><u>FINANCE & ECONOMIC DEVELOPMENT</u> (appointed by Chair)</p> <p>1 1 1 1 1</p>	<p><u>CRIMINAL JUSTICE</u> (appointed by Chair)</p> <p>1 2</p>	<p><u>LAND CONSERVATION</u> (appointed by Administrator)</p> <p>1 Ag and extension member 2 Ag and extension member 3 4 5 6 Citizen 7 Chair of County Farm service</p>
<p><u>HOUSING AUTHORITY</u> (appointed by Administrator)</p> <p>1</p>	<p><u>HEALTH & HUMAN SERVICES</u> (appointed by Administrator)</p> <p>1 2 3 4 5 6 Citizens At Large (HHS): 7 Health Professional 8 Health Professional 9 Health Professional</p>	<p><u>NORTHERN WATERS LIBRARY SERVICE</u> (appointed by Chair)</p> <p>1 2</p>
<p><u>LAND INFORMATION COUNCIL</u> (appointed by Chair)</p> <p>1 Other member 2 County Surveyor 3 Public Safety or Emergency Comm 4 Realtor 5 Land Information rep 6 Property Lister 7 Treasurer 8 Register of Deeds 9 County Forester 10 Zoning Administrator 11 City of Ashland GIS coordinator</p>	<p><u>LARGE ASSEMBLY</u> (appointed by Chair)</p> <p>1 2 3 4 5</p>	<p><u>NRTC</u> (Northwoods Rail Transit Commission) (appointed by Chair)</p> <p>1 2</p>
<p><u>NWCEP</u> (Northwest Wisconsin Concentrated Employment Program) (appointed by Chair)</p> <p>1</p>	<p><u>LEPC</u> (Local Emergency Planning Committee) (set by statute & appointed by Administrator)</p> <p>1 EPCRA facility 2 Sheriff (ACSO) 3 Fire fighting member (AFD) 4 Director (DPW) 5 Police Chief (APD) 6 Warden (WI DNR) 7 Civil Defense member 8 Safety Coordinator 9 Ashland County EM Director 10 Hospital member 11 Public Health Officer 12 Ashland Daily Press 13 LEPC Inspector</p>	<p><u>NWRPC</u> (Northwest Regional Planning Committee) (appointed by Chair)</p> <p>1 2</p>
<p><u>NWCSA</u> (Northwest Wisconsin Community Services Agency) (appointed by Chair)</p> <p>1</p>	<p><u>TRI-COUNTY</u> (appointed by Chair)</p> <p>1 2 3</p>	<p><u>PUBLIC PROPERTY & LAW ENFORCEMENT</u> (appointed by Chair)</p> <p>1 2 3 4 5</p>
<p><u>NORTHWOOD TECHNICAL COLLEGE</u> (Chair on appointment committee)</p> <p>1</p>	<p><u>VAUGHN LIBRARY BOARD</u> (appointed by Chair)</p> <p>1</p>	<p><u>ZONING & LAND</u> (appointed by Administrator)</p> <p>1 2 3 4 5</p>