

PROCEEDINGS  
OF THE  
BOARD OF SUPERVISORS  
Columbia County, Wisconsin

Portage, Wisconsin  
April 15, 2008  
9:45 A.M.

The Board of Supervisors of Columbia County convened in annual session at the Carl C. Frederick Administration Building in Portage pursuant to law. The meeting was called to order by Chair Baumgartner and was certified to be in compliance with the Wisconsin Open Meetings Law.

The Clerk read the roll call by district as follows:

District 1 – Brian L. Landers	District 16 – Barry Pufahl
District 2 – Donald P. Nelson	District 17 – Susan Martin
District 3 – Robert L. Hamele	District 18 – Robert J. Lane
District 4 – Kenneth Hutler	District 19 – Neil M. Ford
District 5 – Vacant	District 20 – Fred Teitgen
District 6 – J. Robert Curtis	District 21 – Andy Ross
District 7 – Richard C. Boockmeier	District 22 – Ollie Mielke
District 8 – Tom L. Jenkins	District 23 – Robert J. Andler
District 9 – Vern E. Gove	District 24 – Timothy J. O’Neil
District 10 – Mary Cupery	District 25 – Gerald L. Salzwedel
District 11 – John H. Healy	District 26 – Jack Sanderson
District 12 – Don DeYoung	District 27 – John H. Tramburg
District 13 – JoAnn Wingers	District 28 – Douglas S. Richmond
District 14 – Harlan Baumgartner	District 29 – Robert Westby
District 15 – Debra L.H. Wopat	District 30 – Philip Baebler
	District 31 – John G. Stevenson

Members stood and recited the Pledge of Allegiance.

The Honorable James Miller administered the Oath of Office to the members.

Pastor Norman Bude offered the invocation.

The next order of business was the election of County Board Chair.

Tramburg placed in nomination the name of Debra Wopat. Lane seconded the nomination. Motion was made by Martin, second by Boockmeier that the nominations are closed and the Clerk be instructed to cast a unanimous ballot for Debra Wopat. Motion carried unanimously.

The ballot was so cast, and Debra Wopat was declared elected Chair of the County Board for a term of two years.

Chair Wopat commended past Chair Baumgartner for his service and a job well done.

The next order of business was the election of a Vice Chair.

Ross nominated Robert Westby. Pufahl seconded the nomination. Motion was made by Baumgartner, second by Richmond that the nominations are closed and the Clerk be instructed to cast a unanimous ballot for Robert Westby. Motion carried unanimously.

Robert Westby was declared elected Vice Chair of the County Board for a term of two years.

**STANDING RULES**  
Columbia County Board of Supervisors  
**ADOPTED April 18, 2006**

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**STANDING RULES.** The following are the Standing Rules of the Columbia County Board of Supervisors.

**RULE 1. MEETINGS.**

(1) **ANNUAL MEETINGS.** The Board shall meet on the third Tuesday of each April to organize and transact business, and shall hold an annual meeting on the Tuesday after the second Monday of November to address the regular monthly agenda and conduct the annual budget hearing.

At the organizational meeting held in April on even numbered years, the County Board Chair, its Vice-Chair, and two Executive Committee members shall be elected as prescribed under Board election procedures by a majority vote of the members present. The Standing Rules for the current session of the Board shall be adopted by a majority vote, and committee appointments shall be made

(2) **BOARD MEETINGS.** The Board shall hold its meetings on the third Wednesday of the month, except when Wisconsin statutes establish the meeting date. In the event the Chair is unavailable to preside over a meeting of the Board, the present Vice-Chair shall preside. In the event the present Vice-Chair is unavailable, the most immediate past Board chair shall preside.

(3) **MEETING HOUR.** The hour for the morning meeting of the Board shall be 9:45 o'clock A.M., and afternoon sessions following recess or adjournment shall meet at 1:30 o'clock P.M., unless otherwise ordered. During the months of May, June, July, August, September, and October, the Board shall commence its meeting at 7:00 P.M. The Clerk shall note the time of calling of the meetings in the minutes.

(4) **MEMBER ROLL CALL.** Whenever the Board convenes or reconvenes, the Clerk shall make a roll call of the members to establish a quorum. A roll call shall not be required if the recess is 15 minutes or less. All roll call attendance records of each Supervisor shall be recorded in the minutes and printed with the annual proceedings of the Board. Any Supervisor who is not present for roll calls shall at the first opportune time, in order to be recorded present, make his/her presence known to the Clerk. In the event any member is going to be absent for all or a portion of a session, it shall be necessary to inform the Chair.

(5) **ORDER OF BUSINESS.** The regular order of business, which is subject to the discretion of the Chair, shall be as follows:

- (a) Roll call.
- (b) Pledge of Allegiance.
- (c) Approval of the printed journal unless otherwise ordered.
- (d) Approve agenda and any changes thereto in compliance with open meeting law requirements under Sections 19.81 through 19.98, Wisconsin Statutes.
- (e) Claims and petitions.
- (f) Communications/**Public Input**.
- (g) Appointments.
- (h) Consideration of reports of committees.
- (i) Union Contract ratification.
- (j) Resolutions to be considered and resolved.
- (k) Consideration of proposed ordinances.
- (l) Consideration of miscellaneous business on the table.
- (m) On the day set for the adoption of the budget, the budget shall be considered immediately following "Appointments" during the morning session.
- (n) On the last day of the current session, reading and correcting of the journal of the day immediately prior to the final adjournment.

**RULE 2. ADDRESSING THE COUNTY BOARD.**

- (1) Every member, prior to speaking, shall address himself/herself to the Chair.
- (2) When two or more members wish to be recognized, the Chair shall designate who shall speak first.
- (3) No member shall speak more than twice on the same subject or question without approval of the Chair.
- (4) A member called to order by the Chair, shall immediately relinquish the floor. The Board, if appealed to, shall decide the case. If there is no appeal, the decision of the Chair shall be submitted.

(5) Any person who is not a member of the Board who desires to address the Board on a specific subject, must first receive the approval of a Board member. The member will then request that the Chair recognize that he/she is relinquishing time to the non-member to speak. The member thereafter forfeits one of his/her rights to further address the subject. The non-member shall be governed by all other relevant rules of the Board and shall address only the subject before the Board.

**RULE 3. MOTIONS.**

- (1) All motions must be presented by a Board member.
- (2) No motion shall be debated by the Board unless it is seconded; it shall be restated by the Chair before debate. Lengthy or complicated motions must be presented to the Clerk in writing after receiving a second.
- (3) After a motion is restated by the Chair, it shall be deemed to be in possession of the Board. All motions, resolutions, and amendments shall be entered at large upon the journal.
- (4) When a motion is being debated, no other motion shall be made except to lay on the table, to adjourn for the previous question(s), to limit or extend limits of debate, to postpone to a day certain, to refer, to amend, and to postpone indefinitely; these several motions shall have precedence in the order in which they are stated above.
- (5) The motion to adjourn shall always be in order; that and the motion to lay on the table shall be decided without debate.
- (6) If the question under debate contains several points, any member may move to have it divided.

**RULE 4. REPORTS.**

- (1) A committee report shall be a statement of the committee's position with respect to a particular issue or issues and shall be included with the mailing of the monthly Board agenda prior to the meeting. Reports may be discussed or read and will be accepted into the record and placed on file if there are no objections.
- (2) Final majority reports from ad hoc committees shall be written and shall be recorded in the Board Minutes by the Clerk. A minority report may be filed in a like manner.

**RULE 5. RESOLUTIONS AND ORDINANCES.**

(1) The Chair, after consultation with the Corporation Counsel, will determine when contractual arrangements must be approved by the Board.

(2) Salary increases for all non-union county employees shall be presented by the Human Resources Committee and shall be approved by two-thirds vote of the members present.

(3) The resolution to adopt the budget shall require a two-thirds vote of the members present at the meeting.

(4) Resolutions to make transfers from the General Fund or the Contingency Fund shall be referred to the Finance Committee for its recommendation back to the Board, and shall require a two-thirds vote of the entire membership of the Board to obtain passage, pursuant to Sec. 65.90 (5)(a), Wis. Stats.

(5) A resolution, petition, or motion submitted by a member or members not constituting a committee shall be read and referred to the appropriate committee by the Chair. Resolutions, petitions, or motions submitted by non-members shall be presented through a member for referral to an appropriate committee. If not returned for Board consideration, the committee shall present an oral report of its conclusions.

(6) Resolutions and/or ordinances shall:

(a) be submitted by Board members or committees only.

(b) indicate at the top a brief synopsis and the name of the committee introducing the document to the Board.

(c) be numbered on each line and page of the document.

(d) contain a fiscal note explaining the budgetary effect of the proposed action, if applicable.

(e) be submitted in writing to the Clerk by 9:00 a.m. on the Friday before the Board meeting date, unless the Clerk requests an earlier delivery date or time, and to the Corporation Counsel for review at the same time as distributed to members.

(f) be considered, if submitted after the above deadline, only if deemed urgent by the Chair. Any resolution that is not included in the agenda may be placed on the agenda if the media and public have been noticed of such addition more than 24 hours in advance if it is not an emergency or more than two (2) hours in advance if it is an emergency. Any resolution added in the above manner may be considered by the Board unless objected to, in which case a two-thirds majority of members present will be required for consideration.

(7) Resolutions submitted to the Board for adoption shall be signed by a majority of the members of the submitting committee and ordinances shall be signed by the Chair and Clerk after adoption.

(8) Resolutions and ordinances shall be taken up in the order in which they are presented, unless otherwise ordered by the Chair. If there is no objection from the Board members present, the reading of any proposed resolution or ordinance may be waived by the Chair and be referred to by title only provided that all members have received a written copy of said resolution or ordinance at least 24 hours prior to the Board meeting. An ordinance or resolution may be amended at any time prior to its being adopted by the Board.

(9) Amendments offered shall be germane to the primary subject of the resolution or ordinance.

(10) Ordinances may be read at three regular or annual meetings of the Board before being adopted. However, a Board member may move to suspend the rules and after receiving a second and two-thirds majority vote, the ordinance may move directly to the final vote for adoption.

(11) Upon the passage of an ordinance, motion, or resolution affecting any County department, officer, or official, or any town, city or village, the Clerk shall immediately thereafter transmit a copy of the same to the County department, officer or official affected, and for the local municipalities shall transmit a copy of the same to the clerk of the affected municipality.

**RULE 6. RECORDING MOTIONS AND SECONDS.**

In all cases where an ordinance, resolution, or motion shall be entered on the journal of the Board, the name of the member moving the same, and the name of the member seconding shall be entered on the journal.

**RULE 7. VOTING AND ELECTIONS.**

(1) **COUNTY BOARD VOTING.**

- (a) Voting by the County Board shall be by voice vote or roll call vote, if requested.
- (b) In the event of a roll call vote, the Chair's vote shall be recorded last.

(2) **COMMITTEE VOTING.**

- (a) The County Board Chair or Vice Chair shall vote when his/her presence is necessary at a meeting to create a quorum of the committee.
- (b) In the event of a roll call vote, the Committee Chair's vote shall be recorded last.

(3) **ROLL CALL VOTES.** A vote on any question shall be taken by the ayes and nays when called for by a member of the Board. Roll call votes shall be taken in alphabetical order except that each successive roll call vote shall commence with the member voting second on the previous roll call vote.

(4) **ELECTIONS.** Where the vote is for election to an office, the vote shall be by ballot.

- (a) If three or more candidates are nominated, balloting shall occur until such time as one candidate receives the majority of the votes of the members present. If no candidate receives a majority vote when the ballots are counted, the candidate with the lowest vote count shall be eliminated. This procedure shall be repeated until a majority vote is obtained.
- (b) The two elected members of the Executive Committee shall be selected by ballot from a slate of nominees proposed by nominations from the floor. The election shall be in accordance with the procedures established at Rule 7 (5)(a) except that each supervisor shall vote for two members on each ballot, with the election ending when two nominees receive a majority of the votes.
- (c) County Veteran's Service Officer Election: The Board shall elect by a majority vote a County Veteran's Service Officer who shall be a Wisconsin resident who served under honorable conditions in the Armed Forces of the United States as provided by Chapter 45 of the Wisconsin Statutes. The County Veteran's Service Officer shall serve until the first Monday in January of the second year-subsequent to the year of his or her election, and if re-elected, shall continue to serve unless removed by the Board for cause by two-thirds vote of the Board.
- (d) County Highway Commissioner Election: The Board shall elect a County Highway Commissioner by a majority vote. Upon his/her first election, the County Highway Commissioner shall serve until the first Monday in January of the second year succeeding the year of the election; and if re-elected, shall continue to serve unless removed for cause by two-thirds vote of the Board.

**RULE 8. RECONSIDERATION.**

A motion for reconsideration may be made by a member who voted on the side prevailing on the vote on such matter, provided the motion for reconsideration is made on the same day. Thereafter, the same subject may be placed on the agenda for consideration only with the vote of two-thirds of the entire membership. In the event of a tie vote, either side can ask for reconsideration.

**RULE 9. DEPARTMENT ANNUAL REPORTS.**

County officers and department heads shall be introduced and shall be available for questions and comments at the direction of the Chair during the Board meeting at which his/her written annual report is taken under consideration.

**RULE 10. STATE AND NATIONAL CONVENTIONS OR CONFERENCES.**

Board members who attend state and national conventions or conferences must obtain approval in advance by the Board Chair prior to attendance. If prior approval is not received, no expense reimbursement will be made. Members of the Board who attend conventions or conferences shall make reports to the Board.

**RULE 11. SUSPENSION OR AMENDMENT OF RULES.**

No rule of the Board shall be suspended, altered, or amended without the concurrence of two-thirds of the members present.

**RULE 12. RULES COMMISSIONS, ROBERT'S RULES.**

In all matters of parliamentary procedure not covered by these rules, Robert's Rules of Order, latest revision, shall govern the proceedings of this Board.

**RULE 13. REPEAL OF CONFLICTING RULES.**

All prior rules and regulations are hereby rescinded.

**RULE 14. EFFECTIVE DATE.**

The Standing Rules shall be in force upon adoption.

**RULE 15. COUNTY BOARD CHAIR AND VICE CHAIR.**

(1) The Vice-Chair shall either be a member or shall have previously served as a member of the Finance Committee.

(2) The Chair shall be paid a salary as established by the members of the Board. The Chair shall not be a member of any particular standing committee, except the Executive Committee, but shall be given notice of and have the privilege of attending and participating in the deliberations of any other committee of the Board but shall not vote unless his/her presence is necessary to create a quorum of the committee. Mileage, per diems, and other accepted, authorized expenditures shall be reimbursed on the same basis as all other Board members, including days spent in the office as Chair.

(3) The Chair shall serve as chair of the public hearing to adopt the annual budget at the November Board meeting.

(4) The Board Chair and/or Vice Chair shall have the right to act as a voting member of any committee if said participation is necessary to establish a quorum.

(5) The Board Chair and Clerk shall sign all contracts approved by a resolution of the Board.

(6) The Chair shall assign topics and issues which arise that are not clearly defined in the Standing Rules as being the responsibility of a particular standing committee as he/she deems appropriate.

(7) A meeting of the standing committee chairs shall be convened at the discretion of the Chair.

(8) Board Chair activities could consist of, but not be limited to, the following:

(a) Be available at least two hours per week.

(b) Work closely with all County departments on matters pertaining to the County.

(c) Appear, when requested to do so, as the representative of the Board.

(d) Attend as many committee meetings as possible.

(e) Keep members informed, mostly through committee chairs.

(f) Assist in the preparation of the Board meeting agenda and assure it is in the possession of members prior to Board meetings.

(g) Take care of daily details that arise.

**RULE 16. COUNTY BOARD MEMBERS.**

Every member of the Board must reside within the district, which he or she has been elected to represent. If a Board member moves out of that district, he or she will be expected to resign. If no resignation is forthcoming, the seat will be declared abandoned after three (3) consecutive months and the Board will appoint a new district representative.

**RULE 17. COMMITTEE MEETINGS.**

(1) Committee meetings may be held during a County Board meeting, during a recess of a County Board meeting or immediately after a County Board meeting to discuss noticed subjects on the County Board's meeting agenda. To accomplish this, the Chair of the governing committee must request permission of the County Board Chair to hold such a meeting, and to provide the Chair with the time, place and subject matter of the meeting so that the County Board Chair can publicly announce the facts of the meeting while the County Board is in session.

(2) Meetings consisting of two or more committees shall require approval of the Board Chair.

(3) To meet unanticipated special situations that require prompt attention, a committee may meet, with the Board Chair's approval and within the parameters of the open meetings law, to resolve the matter. Other committees who may have an interest shall be consulted prior to a final decision.

(4) Pre-County Board committee meetings must be scheduled by noon on the Thursday preceding the Board meeting (the Wednesday preceding the Board meeting in April and November); however, the County Board Chair may waive this requirement if he/she deems that the meeting is imperative to the best interests of the County and to not schedule it would put the County in a position of jeopardy financially or legally.

(5) All committees shall comply with Board approved personnel policy, Standing Rules, Wisconsin Statutes, and mandated grant requirements.

(6) Absences from a committee meeting must be approved by the committee chair prior to the meeting.

(7) Each committee shall maintain a written record of its proceedings. A typewritten copy signed by the secretary, shall be filed with the Clerk within ONE WEEK following the date of the meeting. Written documents referenced in the minutes shall be attached and filed with the minutes.

(8) Minutes of a closed meeting shall be provided to the Clerk in a sealed envelope noting the committee name, closed session minutes, and the date of the meeting and shall remain confidential as long as the need for confidentiality exists pursuant to the relevant statutes on open meetings and public records. The sealed, closed session minutes shall be distributed to committee members, Chair, Vice Chair, and Corporation Counsel and may be handled by the committee's secretary. Committees shall review and/or amend the closed session minutes before going back to open session.

**RULE 18. SPECIAL COMMITTEES.**

(1) The Chair, with Board approval, shall appoint statutorily mandated, including tax increment financing (TIF) district representatives, and special committees and boards in the same manner as other standing committees are appointed.

(2) The Revolving Loan Fund / Housing Committee shall consist of one member from the Finance Committee or a citizen at large with banking or financial experience, one member each from the Agriculture and Land and Water Conservation and Executive Committees, a Board representative to the Columbia County Economic Development Corporation, and the Board Chair or designee.

**RULE 19. AD HOC COMMITTEES.**

(1) Ad hoc committees and their chairs shall be appointed by the Board Chair, with Board approval. These assignments shall be for a definite purpose and time and shall hold over until such duties have been completed and a final written report given to the Board.

(2) Ad hoc committees to whom reference is made shall in all cases report a statement of facts and their opinion thereon to the Board as interim verbal reports on no less than an annual basis. Such reports shall be given in addition to final written reports.

(3) The ad hoc negotiating committee shall be appointed for contracts which expire and shall consist of one member from the Finance, Human Resources, and Executive Committees, and shall represent the County, in conjunction with the Human Resources Director, in labor union contract negotiations.

**RULE 20. STANDING COMMITTEES.**

(1) Standing committees shall meet regularly, preferably prior to the monthly Finance meeting. Committees wishing to meet more than once a month shall request permission from the Board Chair. All committee meetings shall comply with the applicable open meeting statutes.

(2) **MEMBERS' SERVICE.** Every member of the Board, except the Chair, shall be appointed to at least one standing committee initially and may be appointed to more than one such committee.

(3) **COMMITTEE CHAIRS.** Each standing committee shall elect its own chair, vice chair, and secretary. No member shall accept more than one chair position of a standing committee. This limitation shall not apply to ad hoc or special committees.

(4) The standing committees shall be composed of five members each except: the Health and Human Services Board, which shall be considered a standing committee of the County Board, shall be composed of six (6) County Board members, one being the chair of the Commission on Aging, and three lay members in accordance with Sections 46.23 (4) and 251.03, Wis. Stats. The concerns of the Division of Health shall be addressed as a separate agenda item of business at each Health and Human Services Board monthly meeting.

(5) Standing committee members shall be appointed at the annual meeting in April by the Board Chair and shall serve at the pleasure of the Chair.

(6) It is the responsibility of standing committees to approve operating policies and/or procedures, and goals submitted by the department heads for their designated departments and to monitor the implementation and execution of such policy, procedures and goals, as well as to assure that department heads are fulfilling their responsibilities.

**RULE 21. STANDING COMMITTEE DUTIES.**

The following shall be the assigned duties of the standing committees of the Board. Committees shall audit and approve bills for payment.

(1) **AGRICULTURE AND LAND AND WATER CONSERVATION COMMITTEE.**

This committee shall have jurisdiction over the offices of, and shall examine all claims and accounts connected with the Agriculture, Extension Education, and Resource Development and Land and Water Conservation departments and it shall be responsible for handling and processing claims for dog damage. This committee shall advise on matters pertaining to agriculture in the County.

This committee shall perform the duties prescribed in Chapter 92, Wisconsin Statutes, except as limited herein by the Board. The Chair of the Columbia County Consolidated Farm Services Agency Committee, or his/her designee, shall be a member of this committee for Land and Water Conservation Committee purposes. The Planning and Zoning Committee and Solid Waste Committee shall designate a representative to serve as an adviser to the Land and Water Conservation Committee, pursuant to Chapter 92, Wis. Stats. It shall be the duty of this committee to promote resource development in the County, and it shall serve as the County's liaison with the Columbia County Economic Development Corporation.

The Agriculture and Land and Water Conservation Committee shall plan and prepare applications for assistance to develop, operate and maintain snowmobile trails and facilities including County parks.

(2) **COLUMBIA CARE CENTER COMMITTEE.**

This committee shall be responsible for the operation and maintenance of the Columbia Health Care Center in compliance with the Wisconsin Statutes.

(3) **EXECUTIVE COMMITTEE.**

There shall be an Executive Committee, consisting of five members: the Chair, the Vice-Chair, the immediate past Board chair, and two elected members. The Board Chair shall be the chair of this committee.

Should there be a vacancy on the committee, a successor shall be elected by the Board in the manner set forth in Rule 7. The Chair shall review all standing committee minutes. Areas of concern shall be reviewed with the Executive Committee and the appropriate standing committee.

This committee shall have jurisdiction over the Office of County Clerk.

This committee shall have jurisdiction and fiscal responsibility for all matters and accounts pertaining to the Veterans' Service Office, other than those benefits under Section 45.10, Wisconsin Statutes.

The members of the Executive Committee are solely authorized to represent the County's point of view at State legislative hearings or Intercounty Coordinating Committee (ICC) meetings. In the event an Executive Committee member chooses not to attend such a hearing or meeting, the Chair may designate a knowledgeable supervisor to attend in his or her place.

This committee shall recommend to the Board the acquisition of real property on behalf of the County.

The Executive Committee and Property and Insurance Committee, working with the governing committees and department heads, shall be responsible for the planning, allocation, and location of space for personnel and equipment.

~~The Property and Insurance Committee shall periodically study and make proposals for medium (5 years) and long range (10 years) space, property and building needs for County personnel and equipment for the review of the Executive Committee.~~

**(4) FINANCE COMMITTEE.**

This committee shall have jurisdiction over the offices of County Treasurer and Comptroller/Auditor. It shall be the duty of the Finance Committee to make recommendations on all proposals for transfer from the General or Contingency Fund. It shall require the regular monitoring of all revenue and disbursement accounts and require that department heads and governing committees are alerted of deviations of concern. All insurance premiums shall be audited by the Finance Committee.

It shall prepare and present to the Board at the annual session the budget and tax levy; first in temporary form and finally in a complete form as changed during the Board session.

To enable the committee to prepare such budget, all requests for appropriations shall be filed with the Comptroller not later than a date designated by the committee.

It shall be the duty of the committee to familiarize itself with the certified audit report of County offices. It shall confer with the auditor in charge of the audit regarding details of the audit and make such recommendations to the Board as it deems necessary.

This committee shall act as Audit Committee and shall pass on miscellaneous current bills not audited by any other County committee or department as provided by law or by these rules.

All departmental accounting shall be in compliance with procedures established by the County Auditor under the direction of the Finance Committee.

**(5) HEALTH AND HUMAN SERVICES BOARD.**

The Health and Human Services Board shall function in accordance with Section 46.23, 251.03 (1), and 251.04, Wisconsin Statutes, and shall accept additional funding from the State of Wisconsin when no additional funding is required from the County per Resolution #69-94.

The chair and vice chair of the Health and Human Services Board shall be members of the County Board.

The Commission on Aging shall be an advisory sub-committee to the Health and Human Services Board and shall consist of 2 County Board members and 3 lay members. One of the County Board members on the Commission on Aging shall be chair and be appointed as a member of the Health and Human Services Board. The Commission on Aging shall meet in conjunction with the Health and Human Services Board when it holds a meeting and its minutes shall be made a part of the Health and Human Services Board minutes in that month. All expenditures on behalf of the Commission on Aging shall be approved by the Health and Human Services Board prior to payment.

The Health and Human Services Director and Health and Human Services Board, with the addition of three non-County Board members as required by Section 251.03, Wis. Stats., shall establish policies and supervise the implementation of these policies as detailed in Section 251.04, Wis. Stats.

**(6) HIGHWAY COMMITTEE.**

This committee shall be responsible for all highway and bridge maintenance and construction as provided by the Wisconsin Statutes or referred to it by this Board or as requested by local municipalities.

The Highway Committee shall function in accordance with all State and Federal statutes and administrative rules. Further, this committee shall govern the maintenance of County parks and shall have authority over the budget therefore.

**(7) HUMAN RESOURCES COMMITTEE.**

This committee shall have jurisdiction over the Human Resources Department and all matters pertaining to employment to assure compliance with State and Federal labor directives; such as, wages, conditions of employment, fringe benefits, and other related matters; and shall assure compliance with Chapter 7 of the Code of Ordinances.

The committee shall have jurisdiction over the countywide Safety Committee and its budget.

This committee shall oversee the implementation and periodic review of the County's Affirmative Action Plan, Civil Rights, and Americans with Disabilities Act.

This committee shall create policies to provide health insurance coverage and a worker's compensation program for County employees.

(8) **JUDICIARY COMMITTEE.**

This committee shall have jurisdiction over the offices, records, and claims, and act as audit committee for, the offices of Corporation Counsel, District Attorney, Clerk of Courts, Register in Probate, Circuit Courts, Court Commissioner, Sheriff, Coroner, and the law enforcement communication systems.

All matters pertaining to litigation and legal issues concerning the County shall be referred to this committee for recommendation to the Board. It shall recommend the Standing Rules to the Board. ***This committee shall recommend the Standing Rules to the Board.***

It shall be the duty of this committee to confer with and supervise the needs, powers and duties of all of the listed offices.

It shall investigate and report on all claims against the County referred by the Board Chair and shall report its recommendations back to the Board.

It shall make recommendations regarding enforcement of laws.

This committee shall ensure that the Sheriff's Department has a written operating policies and procedures manual in accordance with Wisconsin Statutes.

This committee shall have jurisdiction over the 9-1-1 programs in the County. Monthly operations and financial matters associated with the 9-1-1 programs shall be supervised by the Sheriff's Department and audited by the Judiciary Committee.

This committee shall have jurisdiction over Emergency Management in the County, as required by law, and shall budget and audit Emergency Management expenditures. This committee shall supervise monthly operations and financial matters associated with Emergency Management.

(9) **LAND INFORMATION AND RECORDS COMMITTEE.**

This committee shall have jurisdiction over the Land Information Department and Register of Deeds Office. These two offices shall collect and store all information in compliance with Sec. 16.967, 59.43, 70.09, and 77.21 through 77.30, Wisconsin Statutes.

This committee shall supervise the monumentation program and maintain it in an efficient manner, in compliance with Sec. 59.74, and 60.84 (3)(c), Wisconsin Statutes, and shall have jurisdiction over the County Surveyor.

(10) **MANAGEMENT INFORMATION SERVICES COMMITTEE.**

This committee shall have jurisdiction over the Management Information Services Department and shall direct all Management Information Services related tasks. It shall have responsibility for interdepartmental collecting, updating, coordinating, and disbursing of information so the County can conduct its business.

(11) **PLANNING AND ZONING COMMITTEE.**

This committee shall have jurisdiction over the Planning and Zoning Department.

It shall be the duty of this committee to establish shoreline use controls and pollution control of navigable waters, pursuant to Section 59.692, Wisconsin Statutes, in conjunction with the Agriculture and Land and Water Conservation Committee.

This committee is responsible for all County comprehensive planning relating to land use.

This committee shall supervise the enforcement of all matters relating to zoning, private sewage systems, subdivision control, land use, and non-metallic mining ordinances and statutes.

The Planning and Zoning Committee shall have responsibility for designation of emergency numbers for the emergency service number system throughout unincorporated Columbia County.

This committee shall have jurisdiction over the Farmland Preservation Program, the administration of the Wisconsin Fund, and the issuance of various permits required by the Planning and Zoning Department.

**(12) PROPERTY AND INSURANCE COMMITTEE.**

This committee shall:

- (a) have jurisdiction over the janitorial and maintenance staff of buildings with the exception of the highway and nursing home properties;
- (b) have jurisdiction over the repair and maintenance of all County buildings and grounds not budgeted by other committees or boards;
- (c) make recommendations to the Board for repairs or improvements for all County owned buildings in excess of approved budgeted amounts;
- (d) aggressively pursue with the County Treasurer all remedies relative to the collection of delinquent taxes and the sale of land for taxes, acting in this capacity as the County Land Appraisal Committee;
- (e) annually verify inventories and values of County property;
- (f) create policies to maintain reasonable liability and property insurance coverage for all County exposures and assets;
- (g) review, coordinate and analyze workers compensation claims and ensure claim information is made available to committee chairs for department head review; and
- (h) have responsibility over all matters pertaining to County performance bonds and the specific duties provided in Section 59.21, Wis. Stats.

The Executive Committee and Property and Insurance Committee, working with the governing committees and department heads, shall be responsible for the planning, allocation, and location of space for personnel and equipment.

The Property and Insurance Committee shall periodically study and make proposals for medium (5 years) and long range (10 years) space, property and building needs for County personnel and equipment for the review of the Executive Committee.

**(13) SOLID WASTE COMMITTEE.**

This committee shall have jurisdiction over the Solid Waste Facilities, which shall efficiently collect, process, market, and dispose of solid waste. The committee shall encourage waste reduction as the responsible unit for recycling for the County. This committee will audit the monthly departmental bills, receipts, recommend fees, and negotiate solid waste contracts for Board consideration.

This committee shall assure compliance with all DNR Codes, federal and Wisconsin Statutes pertaining to solid waste and recycled materials.

**BASIC PRINCIPLES OF  
PARLIAMENTARY PROCEDURE (in plain English)**

(1) Except in the case of mayors, the chair or president is a member of the Board and votes on issues. The chair may participate in discussion of issues as a member of the group. However, provision should be made to maintain the chair's impartiality in other matters, such as ruling on procedural issues.

(2) Members have a basic right to give and receive information so that they can make informed decisions. This principle guides considerations regarding debate (including closing off debate). It relates to asking questions of each other, and of employees and citizens speaking to the body. Only two-thirds (2/3) of the body has the right to close off discussion. A single member may not do so by saying, "I call the question". That statement is only a motion.

(3) Bodies act through motions. Motions must be complete in themselves. After seconding and being stated by the chair, a motion becomes the property of the board and the member who made the motion may not withdraw it without consent.

(4) Only one matter at a time may claim the attention of the board. Predictable matters are placed on the agenda.

(5) Rules of precedence are established to handle situations in which unpredictable (usually arising spontaneously) matters compete for attention. The rules of precedence are summarized in tables attached.

(6) When a member believes that these Standing Rules are being violated, he/she can make a point of order, thereby calling upon the Chair for an immediate ruling and enforcement of the Standing Rules. A point of order shall take precedence over any pending question.

## **BASIC INFORMATION ON MOTIONS**

### **RANKING MOTIONS**

These motions are listed in order of rank. When any one of these motions is immediately pending, those above it are in order and those below are not in order.

### **Principal Characteristics**

	Second Required	Can Be Debated	Can Be Amended	Vote Required	Can Be Reconsidered	Can Interrupt
<b>PRIVILEGED MOTIONS</b>						
Fix Time to Which to Adjourn	yes	no	yes	maj	yes	no
Adjourn	yes	no	no	maj	no	no
Recess	yes	no	yes	maj	no	no
Raise a Question of Privilege	no	no	no	X*	no	yes
Call for the Orders of the Day	no	no	no	X*	no	yes
<b>SUBSIDIARY MOTIONS</b>						
Lay on the Table	yes	no	no	maj	no	no
Previous Question (to close debate)	yes	no	no	2/3	yes*	no
Limit or Extend Limits of Debate	yes	no	yes	2/3	yes*	no
Postpone to a Certain Time	yes	yes	yes	maj	yes	no
Commit (or Refer)	yes	yes	yes	maj	yes*	no
Amend	yes	yes	yes*	maj	yes	no
Postpone Indefinitely	yes	yes	no	maj	yes	no
<b>MAIN MOTION</b>	yes	yes	yes	maj*	yes	no

\* - See Robert's Rules of Order Newly Revised for special rules. X - Usually no vote taken. Chair responds.

Motion was made by Martin, second by O'Neil, to amend Rule 1(5)(f) to include "Public Input" after "Communications". Motion carried.

Motion was made by Westby to delete the last paragraph of Rule 21(3). Second by Andler. Motion carried.

Motion was made by Hamele, second by Sanderson, to strike "This committee shall recommend the Standing Rules to the Board" of Rule 21(3) and reinstate language to Rule 21(8) in second paragraph.

Tramburg requested a roll call vote. The motion carried as follows:

AYES: 15; NOES: 14

AYES: Boockmeier, Cupery, Curtis, DeYoung, Gove, Hamele, Hutler, Jenkins, Landers, Lane, Nelson, O'Neil, Sanderson, Stevenson and Wingers.

NOES: Andler, Baebler, Baumgartner, Ford, Healy, Martin, Mielke, Pufahl, Richmond, Ross, Salzwedel, Teitgen, Tramburg and Westby.

Chair Wopat did not vote.

Motion was made by Westby, second by O'Neil, to adopt the Standing Rules, as amended. Motion carried.

Chair Wopat announced that the next order of business was to elect two members to the Executive Committee. Nominations were accepted as follows:

Motion was made by Pufahl to nominate O'Neil, second by Baebler.

Motion was made by Ross to nominate Teitgen, second by DeYoung.

Motion was made by Tramburg to nominate Cupery, second by Boockmeier.

Motion was made by Hamele to nominate Boockmeier, second by Lane.

Motion was made by Boockmeier, second by Curtis, to close nominations.

Chair Wopat indicated each member should cast a vote for two of the four nominations. A majority vote of board members was required, with the possibility that consecutive voting might be required to eliminate candidates.

Chair Wopat asked that Martin and Richmond act as ballot clerks.

A written ballot was cast by each Supervisor and tallied by ballot clerks.

Ballots were cast as follows: O'Neil – 23; Boockmeier – 14; Cupery – 12; and Teitgen – 10. O'Neil was declared elected by a majority vote and Teitgen was eliminated with the least number of votes.

Chair Wopat stated one vote per ballot. The ballots were cast and resulted in a tie between Boockmeier and Cupery. Thus the Chair instructed another vote would be cast with her abstaining.

The ballots were cast with the following results: Boockmeier – 15 and Cupery – 14. Boockmeier was declared elected to the Executive Committee.

Chair Wopat called for a recess at 11:00 a.m. for the Executive Committee to convene for the purpose of committee appointments. The Board reconvened at 11:16 a.m.

Chair Wopat announced the Standing Committee appointments.

The County Board recessed at 11:18 a.m. for organizational meetings of the committees, at which officers were elected and meeting dates and times were established.

The Board reconvened at 11:46 a.m.

The Clerk read names of those elected as committee officers.

Motion was made by Westby, second by O'Neil, to approve committee appointments.

Motion carried.

A motion to approve the agenda, as printed, was made by Tramburg, second by Baumgartner. Motion carried.

The following appointments were announced:

- (1) Poynette TIF District #5 Board: Andy Ross. Motion by Westby, second by Pufahl, the appointment was approved.
- (2) County Library Systems Board: Susan Martin to complete remaining term for J. Robert Curtis to expire December 2009. Motion by Stevenson, second by Salzwedel, the appointment was approved.
- (3) South Central Library Systems Board: Susan Martin to complete remaining term for J. Robert Curtis to expire December 2009. Motion by Jenkins, second by Curtis, the appointment was approved.
- (4) Ethics Inquiry Board: Dean Walker for a 3 year term to expire April 2011. Motion by Nelson, second by DeYoung, the appointment was approved.

#### **REPORT OF THE PLANNING AND ZONING COMMITTEE**

The Planning and Zoning committee having held a public hearing thereon pursuant to Section 59.69 Wisconsin Statutes, notice thereof have been given as provided by law and being duly advised of the wishes of the people in the areas affected hereby recommend as follows:

1. A petition by New Testament Baptist Church, Inc., Columbus, WI, Petitioner and Owner to rezone from Agricultural to Single Family Residence, Parcel 31.02, Section 2, T10N, R12E in the Town of Columbus on the 10<sup>th</sup> day of March, 2008 be approved as follows: To change from Agricultural to Single Family Residence, Parcel 31.02, Section 2, T10N, R12E, Town of Columbus.
2. A petition by Beverly Baerwolf, Lodi, WI, Petitioner and Owner, to rezone from Agricultural to Rural Residential and Agricultural to Agricultural with Agricultural Overlay, Parcel 461, Section 25, T11N, R10E, Town of Lowville on the 14<sup>th</sup> day of February, 2008 be approved as follows: To change from Agricultural to Rural Residential and Agricultural to Agricultural with Agricultural Overlay, Parcel 461, Section 25, T11N, R10E, Town of Lowville.

3. A petition by Patricia Farrell & Gary Gruber, Madison, WI, Petitioners and Owners, to rezone from Agricultural to Single Family Residence, Parcel 123.A, Section 7, T10N, R9E, Town of Arlington on the 21<sup>st</sup> day of February, 2008 be approved as follows: To change from Agricultural to Single Family Residence, Parcel 123.A, Section 7, T10N, R9E, Town of Arlington.

Douglas Richmond  
John H. Healy  
Philip Baebler  
Fred C. Teitgen  
Timothy J. O'Neil  
PLANNING AND ZONING COMMITTEE

Upon hearing no objection, Chair Wopat directed the report be accepted and placed on file.

**RESOLUTION NO. 8-08**

The Columbia County Board of Supervisors hereby amends Section 7.23(g)(4) of the Personnel Policies and Procedures Manual as follows:

**Sec. 7.23 Conditions of Employment.**

- (4) Employees who terminate from the service of the employer through retirement or death shall be paid ~~seventy~~ ninety percent (~~70%~~ 90%) of their accumulated sick leave at their prevailing hourly salary rate. In the event employment is ended through death of an employee, cash payment of this benefit shall be to the heirs. Employees who retire may continue to participate in the group health insurance program until age sixty-five (65) provided they pay the full cost of the premiums to the insurance company.

All other subsections of Sec. 7.23 remain unchanged.

Fiscal Note: NONE

Fiscal Impact: Retiree sick leave payout is funded through annual tax appropriations in the Employee Retirement Pool Account.

Neil M. Ford  
J. Robert Curtis  
Douglas S. Richmond  
Barry Pufahl  
Debra L. H. Wopat  
HUMAN RESOURCES COMMITTEE

Motion was made to adopt the Resolution by Richmond, second by Cupery. The Resolution was adopted, not unanimously.

**RESOLUTION NO. 9-08**

WHEREAS, the Columbia County Aging & Disability Resource Center became operative January 2, 2008; and,

WHEREAS, the Columbia County Aging & Disability Resource Center Governing Board was established per the State of Wisconsin's requirement; and,

WHEREAS, members of the Columbia County Aging & Disability Resource Center Board include members of the Columbia County Long Term Support/Community Options Committee, the Columbia County Commission on Aging and other community members; and,

WHEREAS, State Statute 46.27(4)(am) allows for the dissolution of a Long Term Support/Community Options Committee in a county "if the governing board of a resource center assumes the duties of the county long-term support planning committee".

NOW, THEREFORE, BE IT RESOLVED, that the Columbia County Long Term Support/Community Options Committee is dissolved and that all of the duties and responsibilities of the committee are assumed by the Columbia County Aging & Disability Resource Center Board.

Fiscal Note: NONE  
Fiscal Impact: NONE

JoAnn Wingers, Board Member  
Jack Sanderson, Board Member  
Mary Cupery, Board Member  
Charles Boursier, MD, Community Member  
Janet Gardner, RN, Community Member  
~~Susan Goethel, Community Member~~  
Robert Lane, Secretary  
Timothy O'Neil, MD, Vice Chair  
J. Robert Curtis, DVM, Chair  
HEALTH & HUMAN SERVICES BOARD

Motion was made to adopt the Resolution by O'Neil, second by Wingers. The Resolution was adopted.

**RESOLUTION NO. 10-08**

WHEREAS, the 2007 Health and Human Services account is overdrawn in the amount of \$1,275,918.34; and,

WHEREAS, this shortage is due primarily to:

- o Court-ordered services
- o Increase in service costs due to aging population
- o Increase of costs to purchase services
- o Children in displaced or disrupted adoptive situations
- o Children with intense and unique service needs, often associated with mental health issues
- o Record number of emergency detentions due to mental health crisis situations.

NOW, THEREFORE, BE IT RESOLVED, that the following transfer be made from the pre-closing 2007 Contingency Fund to:

Health and Human Services	\$1,275,918.34.
---------------------------	-----------------

Fiscal Note: Transfer \$1,275,918.34 from the pre-closing ~~Contingency~~ General Fund #100.350000, #100.341100 to the following Health and Human Services accounts:

\$ 18,443.75	to account #440100561
\$745,973.30	to account #453000561
\$511,501.29	to account #454000561

Fiscal Impact: Cost to County is \$1,275,918.34.

Mary Cupery, Board Member  
JoAnn Wingers, Board Member  
Jack Sanderson, Board Member  
Charles Boursier, MD, Community Member  
~~Susan Goethel, Community Member~~  
Janet Gardner, RN Community Member  
Robert Lane, Secretary  
Timothy O'Neil, MD, Vice Chair  
J. Robert Curtis, DVM, Chair  
HEALTH & HUMAN SERVICES BOARD

Motion was made to adopt the Resolution by Jenkins, second by Baumgartner.

Motion by Tramburg, second by Sanderson, to amend Fiscal Note by replacing "Contingency" with "General" and "100.350000" with "100.341100". The motion to amend carried.

The Resolution was adopted.

**RESOLUTION NO. 11-08**

WHEREAS, Attorney Peter J. Fox filed a claim on behalf of ManageForce, Corp. in the amount of \$9,760.00 for breach of contract; and,

WHEREAS, the Claim has been referred to the Judiciary Committee; and,

WHEREAS, the Judiciary Committee has reviewed the Claim and determined that it is without merit.

NOW, THEREFORE, BE IT RESOLVED, that the Columbia County Board of Supervisors denies the Claim filed by Attorney Peter J. Fox on behalf of ManageForce, Corp.

Fiscal Note: NONE  
Fiscal Impact: NONE

Tom L. Jenkins  
Robert L. Hamele  
Andy Ross  
Barry Pufahl  
Richard C. Boockmeier  
JUDICIARY COMMITTEE

Motion was made to adopt the Resolution by Hamele, second by Ross. The Resolution was adopted.

**RESOLUTION NO. 12-08**

WHEREAS, pursuant to Section 59.22, Wisconsin Statutes, the County Board shall establish the salary for elected officials prior to the earliest time for filing nomination papers.

NOW, THEREFORE, BE IT RESOLVED, that the salaries for the following elected officials are established consistent with the Non-Represented Pay Structure Chart, for the current term, at the Grade and Step indicated.

	<b><u>2009</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>
County Clerk	Grade 13, Step 3 \$56,801.95	Grade 13, Step 4 \$58,349.16	Grade 13, Step 5 \$59,648.16	Grade 13, Step 6 \$61,403.90
County Treasurer	Grade 13, Step 9 \$66,049.70	Grade 13, Step 10 \$67,576.03	Grade 13, Step 11 \$68,835.52	Grade 13, Step 11 \$69,100.27
Register of Deeds	Grade 12, Step 5 \$56,801.95	Grade 12, Step 6 \$58,286.52	Grade 12, Step 7 \$59,515.04	Grade 12, Step 8 \$61,182.58

BE IT FURTHER RESOLVED, that the above elected officials receive fringe benefits as provided other employees of the County (except longevity), including life and health insurance premiums.

BE IT FURTHER RESOLVED, that the above elected officials receive salary increases commensurate with that received by other non-union employees in the years 2009-2012.

Fiscal Note: Funds to be included in the 2009-2012 budgets.  
Fiscal Impact: NONE

Susan Martin  
Debra L. H. Wopat  
Robert Westby  
Robert L. Hamele  
John H. Tramburg  
FINANCE COMMITTEE

Motion was made to adopt the Resolution by Tramburg, second by Richmond. The Resolution was adopted.

**RESOLUTION NO. 13-08**

WHEREAS, Chapters 34 and 66 of the Wisconsin Statutes require the naming of public depositories, and

WHEREAS, Columbia County must establish banking institutions that qualify as public depositories under Chapter 34, of the Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED THAT:

Associated Bank of Columbus, Columbus, Wisconsin;  
1<sup>st</sup> National Bank of Berlin, Berlin, Wisconsin;  
Amcore Bank, Portage, Wisconsin;  
Anchor Bank, Columbus, Wisconsin;  
Associated Bank of Portage, Portage, Wisconsin;  
Bank of Poynette, Poynette, Wisconsin;  
Bank of Wisconsin Dells, Wisconsin Dells, Wisconsin;  
Banker's Bank, Madison, Wisconsin;  
Citizens Bank, Stevens Point, Wisconsin;  
Community Bank of Portage, Portage, Wisconsin;  
Farmers and Merchants Union Bank, Columbus, Wisconsin;  
Fox Valley Savings, Fond du Lac, Wisconsin;  
Green Lake State Bank, Green Lake, Wisconsin;  
Hartford Savings Bank, Juneau, Wisconsin;  
Local Government Pooled Investment Fund, Madison, Wisconsin;  
Middleton Community Bank, Middleton, Wisconsin;  
Portage National Bank, Portage, Wisconsin;  
US Bank, Portage, Wisconsin; and

qualify as public depositories under Chapter 34 of the Wisconsin Statutes, and are hereby designated as depositories for public monies coming into the hands of the Treasurer of Columbia County, State of Wisconsin, for funds deposited in time deposits, demand deposits, and/or in checking or savings accounts and that withdrawal or disbursement shall be only by order check as provided in Section 66.0607 of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that those banks that hold County funds of any kind totaling in excess of \$500,000 shall collateralize the amount held in excess of \$500,000 by pledging U.S. bills, notes, or bonds in an amount equal to the excess held over \$500,000.

Fiscal Note: None.  
Fiscal Impact: None.

John H. Tramburg  
Robert L. Hamele  
Robert R. Westby  
Susan Martin  
Debra L.H. Wopat  
FINANCE COMMITTEE

Motion was made to adopt the Resolution by Salzwedel, second by Sanderson. The Resolution was adopted.

#### **ORDINANCE NO. Z359-08**

The Columbia County Board of Supervisors do ordain as follows: That Title 16 – Chapter 1, entitled "Zoning", of the County Code, as passed by the Board of Supervisors on February 16, 1972 is hereby amended and added thereto as follows:

- (1) "To change from Agricultural to Single Family Residence" property (New Testament Baptist Church, Inc.) parcel of land located in Section 2, T10N, R12E, Town of Columbus, more particularly described as follows: Property to be rezoned from Agricultural to Single Family Residence - PARCEL 31.02 - The part of the NW Quarter of the SW Quarter of Section 2, lying West of the West ROW lane of Highway 16 and NELY of the center of the Town Road running in a NWLY-SELY direction in said QQ: EXCEPT Lot 1 of CSM 2748.
- (2) "To change from Agricultural to Rural Residential and Agricultural to Agricultural with Agricultural Overlay" property (Beverly Baerwolf) parcel of land located in Section 25, T11N, R10E, Town of Lowville more particularly described as follows: Property to be rezoned from Agricultural to Rural Residential - Being part of a parcel of land located in the Northeast ¼ of the Northwest ¼ of Section 25, Town 11 North, Range 10 East, Town of Lowville, Columbia County, Wisconsin, described as follows: Commencing at the Northwest corner of Section 25, Town 11 North, Range 10 East; thence S89°29'26"East 1344.31 feet along the north line of the Northwest ¼ of Section 25 to the Northwest corner of Lot 1, Certified Survey Map No. 4554, also being the Northeast corner of Certified

Survey Map No. 4161 and the point of beginning; thence continue S89°29'26" East 373.47 feet along the north line of Lot 1, Certified Survey Map No. 4554 to the Northeast corner thereof; thence S01°44'34" West 303.82 feet along the east line of said Lot 1; thence N85°32'58" West 133.20 feet along the east line of said Lot 1; thence S06°18'56" West 292.85 feet along the east line of said Lot 1 and the extension thereof; thence N87°38'52" West 209.11 feet to the west line of the Northeast ¼ of the Northwest ¼, also being the east line of Certified Survey Map No. 4161; thence N00°57'43" East 579.23 feet along the west line of the Northeast ¼ of the Northwest ¼, also being the east line of Certified Survey Map No. 4161 and the west line of Lot 1, Certified Survey Map No. 4554 and the southerly extension thereof, to the point of beginning. Containing 174,224 square feet or, (4.00 acres), more or less. This rezoning shall become effective upon recording of the Certified Survey Map. Property to be rezoned from Agricultural to Agricultural with Agricultural Overlay - A parcel of land which includes all of the South ½ of the Northwest ¼ and part of the Northeast ¼ of the Northwest ¼ of Section 25, Town 11 North, Range 10 East, Town of Lowville, more particularly described as follow: Commencing at the North ¼ corner of Section 25, Town 11 North, Range 10 East, thence S01°06'21" West 240.37 feet along the North-South ¼ line, also being the east line of Lot 3, Certified Survey Map No. 4554 to the southeast corner of said Lot 3, being the point of beginning of this description; thence N89°29'26" West 907.49 feet along the south line of Lots 3 and 2, Certified Survey Map No. 4554 to the southwest corner of Lot 2, being on the east line of Lot 1, Certified Survey Map No. 2430; thence S01°44'34" West 67.95 feet; thence S85°32'58" East 29.00 feet; thence S56°44'28" East 142.03 feet; thence S00°31'00" East 79.37 feet; thence S61°34'21" West 216.16 feet; thence N87°38'52" West 187.03 feet to the southeast corner of Lot 1, Certified Survey Map No. 4554; thence S06°18'56" West 21.04 feet; thence N87°38'52" West 209.11 feet to the east line of Lot 1, Certified Survey Map No. 4161; thence S00°57'43" West 756.17 feet (same line also recorded as S00°57'39" East) to the southeast corner of Lot 1, Certified Survey Map No. 4161; thence N89°16'27" West 1340.90 feet along the south line of said Lot 1 to the west line of Section 25; thence S00°49'02" West 1330.33 feet along the west line of the Northwest ¼ of Section 25 to the West ¼ corner of Section 25; thence S89°03'24" East 2675.07 feet along the east-west ¼ line to the center ¼ corner of Section 25; thence N01°06'21" East 2440.59 feet along the north-south ¼ line to the point of beginning. This rezoning shall become effective upon recording of the Certified Survey Map, creating the 4 acre parcel.

- (3) "To change from Agricultural to Single Family Residence" property (Patricia Farrell and Gary Gruber) parcel of land located in Section 7, T10N, R9E, Town of Arlington more particularly described as follows: Property to be rezoned from Agricultural to Single Family Residence - PARCEL 123.A - Commencing at the North Quarter of said Section 7; thence S89°39'09" East, along the North line of said Section 7, 659.97 feet; thence S01°31'00" West, 667.43 feet to the point of beginning; thence continuing S01°31'00" West, 164.99 feet; thence N89°00'11" West, 598.89 feet; thence N01°52'00" East, 165.00 feet; thence S89°00'11" East, 597.88 feet to the point of beginning.

Debra Wopat, Chair  
COLUMBIA COUNTY  
BOARD OF SUPERVISORS  
Susan M. Moll  
COLUMBIA COUNTY CLERK

DATE PASSED: April 15, 2008  
DATE PUBLISHED: April 24, 2008

First reading of Ordinance.

Motion by Baumgartner, second by Richmond, to suspend the rules and have the second reading of the Ordinance by title only.

Motion carried.

Second reading of Ordinance.

Motion by O'Neil, second by Teitgen, to suspend the rules and have the third reading of the Ordinance by title only.

The motion carried.

Third reading of Ordinance.

Motion made by Healy, second by Teitgen, to adopt. Motion carried. The Ordinance was declared passed and is to be known as Ordinance Z359-08.

**ORDINANCE NO. \_\_\_\_\_**

**Section 16-1-9 (a)(1) af. is amended as follows:**

af. Signs, billboards, sign painting shop

**Section 16-1-19 (b) is amended as follows:**

- (3) Structures Prohibited Within Setback Lines. No new building, new sign or other new structure or part thereof shall be placed between the setback lines established by this Ordinance and the highway except as otherwise provided by this Ordinance. ~~and no building, sign or structure or part thereof existing within such setback lines on the effective date of this Ordinance shall be altered or enlarged in any way that increases or prolongs the permanency thereof, or be reconstructed in its original existing location after having been destroyed by fire, storm or other catastrophe to the extent of sixty percent (60%) or more of its current market value as determined by the local assessor, unless such alteration, enlargement or reconstruction shall have been ordered by the Board of Adjustment, after public hearing and a view of the premises.~~

**Section 16-1-13A Sign Regulations -create as follows:**

**A. FINDINGS AND PURPOSE**

**1. Findings of Fact**

- a. The Board of Supervisors hereby finds as follows:
- 1) Exterior signs have a substantial impact on the character and quality of the environment.
  - 2) Signs provide an important medium through which individuals may convey a variety of messages.
  - 3) Signs can create safety hazards that threaten the public health, safety or welfare. Such a safety threat is particularly great for signs that are structurally inadequate, or that may confuse or distract drivers or pedestrians, or that may interfere with official directional or warning signs.
  - 4) Signs can also threaten the public welfare by creating aesthetic concerns and detriments to property values. Such aesthetic concerns and detriments to property values are particularly great when an accumulation of signs results in visual clutter, or when one or more signs spoil vistas or views, or when one or more signs add or increase commercialism in noncommercial areas.
  - 5) The ability to erect signs serving certain functions, such as an address sign or a sign announcing that the property on which it sits is for sale or for lease, is an integral part of nearly every property owner's ability to realize the fundamental attributes of property ownership. The same cannot be said for signs serving other functions, such as billboards erected so as to be visible from public rights-of-way. Such signs are primarily designed to take advantage of an audience drawn to that location by the public's substantial investment in rights-of-way and other public property.
  - 6) Signs serving certain other functions, such as small signs that serve a purely directional function, are necessary to enable visitors or residents to efficiently reach their intended destinations. Experience teaches that citizens often plan as if such signs will be present in those settings, so in the absence of such signs, frustration and disorientation will result, and time and fuel will be wasted.

- 7) With one narrow exception, only static signs (which change, if at all, only on rare occasions when they are repainted or covered with a new picture) constitute a customary use of signage in the County. The only non-static signs that constitute a customary use of signage in the County are components of on-premise signs for which frequent changes are necessary for the purpose of updating numerical hour-and-minute, date, temperature, or periodic price information. Such signs are unique because their accuracy depends upon their ability to frequently change, and because in their customary use such signs are less apt to distract drivers or pedestrians to a dangerous degree than other types of non-static signs.
- 8) No signs that exceed the size or spacing limitations of this section constitute a customary use of signage in the County.
- 9) The County's land-use regulations have included the regulation of signs in an effort to foster adequate information and means of expression and to promote the economic viability of the community, while protecting the County and its citizens from a proliferation of signs of a type, size, location and character that would adversely impact upon the aesthetics of the community or threaten health, safety or the welfare of the community. The appropriate regulation of the physical characteristics of signs in the County and other communities has had a positive impact on the safety and the appearance of the community.

**2. Purpose**

- a. The purpose of this section is to:
  - 1) Regulate signage in a manner that does not create an impermissible conflict with statutory, administrative, or constitutional standards, or impose an undue financial burden on the County.
  - 2) Provide for fair and consistent enforcement of the sign regulations set forth herein under the zoning authority of the County.
  - 3) Improve the visual appearance of the County while providing for effective means of communication and orientation, particularly in those settings in which the need for such communication or orientation is greater, consistent with constitutional guarantees and the County's Findings and other Purposes. Maintain, enhance and improve the aesthetic environment of the County, including its scenic views and rural character consistent with the Columbia County Comprehensive Plan and the purpose of each zoning district, by preventing visual clutter that is harmful to the appearance of the community, protecting vistas and other scenic views from spoliation, and preventing or reducing commercialism in noncommercial areas.
  - 4) Regulate the number, location, size, type, illumination and other physical characteristics of signs within the County in order to promote the public health, safety and welfare.

**3. Effective Date**

- a. This subsection shall be effective on \_\_\_\_\_

**B. GENERAL PROVISIONS**

**1. Applicability**

- a. The following regulations and standards are applicable to all signs in all zoning districts, including permanent, temporary, on-premise and off-premise signs, unless otherwise provided by this section.

## **2. Substitution Clause & Sign Content**

- a. Subject to the landowner's consent, noncommercial speech of any type may be substituted for any duly permitted or allowed commercial speech; provided, that the sign structure or mounting device is legal without consideration of message content. Such substitution of message may be made without any additional approval or permitting. This provision prevails over any provision to the contrary in this ordinance. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision does not create a right to increase the total amount of signage on a lot or parcel, nor does it affect the requirement that a sign structure or mounting device be properly permitted.
- b. All noncommercial speech is considered on-premise signage and is entitled to the privileges that on-premise signs receive under this section.
- c. No commercial speech is allowed on a sign, other than a message drawing attention to a business or service legally offered on the premises, except as allowed in Sections D.3 and D.5.

## **3. Signs In The Public Right-Of-Way**

- a. No sign or its structural components shall be erected or temporarily placed within any road, highway, right-of-way, public easement or upon any public property, except for the following, which may be placed without a permit:
  - 1) Public signs erected by or on behalf of a government body for the purpose of carrying out an official duty or responsibility, including but not limited to posting legal notices, identifying property, or to direct or regulate pedestrian or vehicular movements or pertaining to traffic control or safety.
  - 2) Emergency response numbers.
  - 3) Information signs of a public utility regarding its poles, lines, pipes or facilities.
  - 4) Signs erected by a governmental agency, a public utility company or a contractor doing authorized or permitted work within the public right-of-way, for the purpose of ensuring safety.
- b. Unauthorized signs erected or temporarily placed within any road, highway, right-of-way, public easement or upon any public property may be removed by the County or town in which the sign is located at the sign owner's expense.

## **4. Signs Exempt From Regulation**

- a. The following signs shall be exempt from regulation under this section:
  - 1) Governmental signs erected by or on behalf of a government body for the purpose of carrying out an official activity or responsibility, including but not limited to posting legal notices, identifying public property, and indicating public use.
  - 2) Signs that are traffic control devices and are permitted or allowed by the Wisconsin Manual on Uniform Traffic Control Devices published by the Wisconsin Department of Transportation
  - 3) Signs located within the interior of buildings are not visible to the outside of the building.
  - 4) Freestanding signs located in a farm field which sign identifies the crop in the field provided no such sign exceeds 8 square feet and is not more than 6 feet in height from the ground elevation where it is placed.
  - 5) Private property protection signs such as but not limited to: no trespassing, warning, no hunting, blasting area, etc., provided no such sign is more than 2 square feet in size.

- 6) Up to 3 flags containing only noncommercial speech and less than 50 square feet in area. If displayed on a flagpole, the flagpole may not be more than 30 feet in height.
- 7) Incidental signs.
- 8) Temporary freestanding signs, containing no commercial speech, 2 square feet or less in size in farm fields.
- 9) Temporary freestanding signs, containing no commercial speech, 36 square inches or less in size in any lawn.

**5. Suspension of Certain Size, Shape, Placement and Content Restrictions During an Election Campaign Period**

- a. Subject only to the exceptions in paragraph e. below, during an election campaign period, signs containing noncommercial speech may be placed upon residential property notwithstanding any other restriction in this section of the size, shape, placement or content of any sign.
- b. For purposes of this subsection, "election campaign period" means:
  - 1) In the case of an election for office, the period beginning on the first day for circulation of nomination papers by candidates, or the first day on which candidates would circulate nomination papers were papers to be required, and ending on the day of the election.
  - 2) In the case of a referendum, the period beginning on the day on which the question to be voted upon is submitted to the electorate and ending on the day on which the referendum is held.
- c. If the owner of the property has rented some or all of the property to another, the renter may exercise the right in any area of the property that he or she occupies exclusively, and the owner of residential property may exercise the right in any portion of the property not occupied exclusively by a renter.
- d. If another part of this section, including the substitution clause provisions of Section B.2., creates a right to erect or display a particular type of sign, this subsection does not in any way limit the exercise of that right, whether or not the sign is erected or displayed during an election campaign period.
- e. Exceptions
  - 1) No owner or renter may place a sign that is contrary to a size, shape, or placement regulation of this section if:
    - a) Such regulation is necessary to ensure traffic or pedestrian safety, or
    - b) The sign has an electrical, mechanical or audio auxiliary.
  - 2) This section shall not affect the County's authority to enforce any regulation against a sign that is prohibited from being erected or displayed under Wisconsin Statutes 13.02, 12.04, or 84.30

**6. Prohibited Signs**

- a. All signs, other than those permitted herein, shall be prohibited, including but not limited to:
  - 1) Signs that fail to satisfy one or more of the applicable regulations set forth in Sections B. and C.
  - 2) Beacons, except those associated with emergencies and aircraft facilities.
  - 3) Bench signs.
  - 4) Bus shelter signs.
  - 5) Flying signs, such as blimps or kites, designed to be kept aloft by mechanical, wind, chemical or hot air means that are attached to the property, ground or other permanent structure.
  - 6) Inflatable signs that are attached to the property, ground or other permanent structure, including but not limited to balloons.
  - 7) Signs and components and elements of faces of signs that move, shimmer, or contain reflective devices, except for signs permitted in Section D.3.

- 8) Signs which emit any odor, noise or visible matter other than light.
- 9) Signs painted directly on a building, fence, tree, stone or similar object. Except those on windows or buildings as allowed in Sections 0. and D.2.e.
- 10) Off-premise signs, except as allowed in Sections D.3 and D.5.
- 11) Pennants.
- 12) Pornographic signs.
- 13) Portable signs.
- 14) Projecting signs.
- 15) Roof signs.
- 16) Signs on utility poles.
- 17) Advertising message or sign affixed to any transmission facility.
- 18) A vehicle used as a sign or as the base for a sign where the primary purpose of the vehicle in that location is its use as a sign.

## **C. STANDARDS**

### **1. Placement Standards**

- a. Signs shall not be placed on any property without the property owner's written approval.
- b. Building signs shall be placed below the roof line.
- c. No person shall place a sign which will obstruct or interfere with a driver's or pedestrian's ability to see a road, highway, traffic sign, signal, railway crossing, crossroad or crosswalk. No sign or its structural components shall be erected or temporarily placed within the vision triangle of a road or highway.
- d. Double faced signs shall be placed back-to-back (parallel) with not more than 18 inches between facings.

### **2. Dimensional Standards**

- a. Every portion of any sign and its structural components and mounting devices must meet the specified setbacks.
- b. Freestanding signs shall be set back at least 10 feet from any right-of-way.
- c. Freestanding signs shall be set back at least 20 feet from all side and rear yard lot lines.
- d. Signs over 100 square feet shall be at least 500 feet from any preexisting residence or residential district.
- e. Freestanding sign(s) shall be separated from other structures by a minimum of 10 feet, measured from edge of roof overhang to the closest part of the sign.
- f. The maximum height of any freestanding sign shall be 20 feet above the average elevation at the site of the sign, except on premises which are within 3,500 feet from the center point of a highway interchange which provides access to and from Interstate Highways 39, 90, or 94 where there can be one sign with the maximum height of 50 feet.
- g. Sign area or size will be measured by the smallest square, rectangle or combination thereof which will encompass the entire sign, including the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. It will not include the base, apron, supports, structural members, framework, poles, roof, embellishments or decorative base when such area meets the other regulations of this ordinance.
- h. Each sign face on multi-faced sign shall count as an individual sign.

### **3. Illumination Standards**

- a. Externally illuminated signs shall have a shielded light source which is downward directed.
- b. Illuminated signs shall be designed so as not to direct any light or produce glare onto adjacent properties or toward navigable waters.

- c. If determined by the County to threaten the public health, safety or welfare the County may specify the hours a sign may be illuminated and limit its brightness while illuminated. The hours of illumination or brightness limitations may be established at any time, including during the life of the sign.
- d. The lighted portions of an awning or canopy containing a commercial or noncommercial message shall be backlit and considered sign area, which will be limited by the wall sign regulations of the underlying zoning district.
- e. Signs and sign components and elements of faces of signs shall not flash, move, travel or use animation.
- f. Unless a sign's only illumination is external and uncolored, the following additional regulations shall also apply to that sign:
  - 1) No illuminated off-premises sign which changes in color or intensity of artificial light at any time while the sign is illuminated shall be permitted.
  - 2) No illuminated on-premises sign which changes in color or intensity of artificial light at any time while the sign is illuminated shall be permitted, except one for which the changes are necessary for the purpose of correcting hour-and-minute, date, temperature, or periodic price information.
  - 3) A sign that regularly or automatically ceases illumination for the purpose of causing the color or intensity to have changed when illumination resumes shall fall within the scope of the prohibitions of par. 0 and 0 above.
  - 4) The scope of 3.f.'s prohibitions include, but are not limited to, any sign face that includes a video display, LED lights that change in color or intensity, 'digital ink,' and any other method or technology that causes the sign face to present a series of two or more images or displays.

**4. Construction & Maintenance Standards**

- a. All signs, supports and accessories and construction shall meet applicable State of Wisconsin building codes and the Uniform Sign Code and the Uniform Building Code as published by the International Conference of Building Officials, to ensure that the signs and their construction are structurally sound and safe.
- b. Sign display surfaces shall be properly coated or covered, attached and maintained.
- c. Off-premise signs shall contain the sign owner's name, address and phone number in the lower left corner.
- d. All signs using electric power shall have a cutoff switch on the outside of the sign and on the outside of the building or structure to which the sign is attached.
- e. All signs, supports and accessories shall be maintained in good repair.
- f. When any use is discontinued for a period of 180 consecutive days, all signs and sign supports relating to that use shall be removed.
- g. Signs that do not carry fully readable messages, are in structural disrepair or damaged and are left without repair for 60 consecutive days shall be removed.

**5. Sign Maintenance & Repair**

- a. Signs and their structural components may be maintained or repaired with a zoning permit for sign maintenance and repair, provided there is no enlargement or alteration to the sign, mounting device(s) or structural components of the sign.
- b. A permit is not required if the only change is to a sign's message or copy, provided there is no enlargement or alteration to the sign or structural components of the sign. This does not relieve the owner of the need to comply with every applicable legal requirement other than the duty to obtain a permit.

**D. SIGN TYPES**

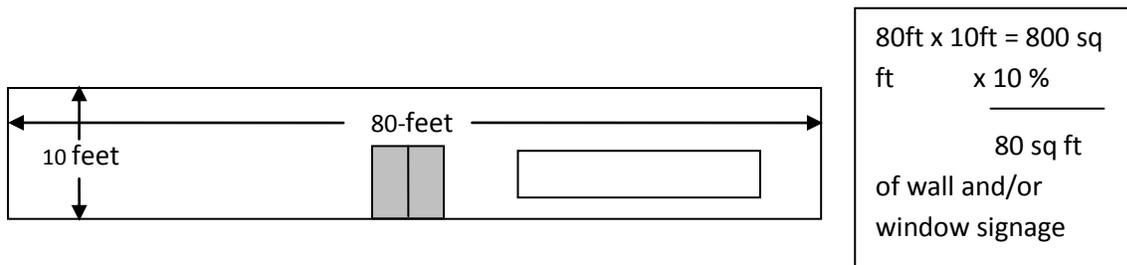
**1. Signs Permitted by Zoning District**

- a. The following tables identify the signs allowed in each zoning district, and the circumstances in which certain types of signs are permitted if those signs are not prohibited as set forth in Section 6. above, satisfy all other applicable regulations set forth in Sections B. and C. above, and satisfy the specific requirements that are identified by sign type in Sections D.2.3.4., and 5. below.

**2. Permanent On-Premise Signs**

- a. Permanent on-premise signs that are not prohibited as defined in Section B.6. are permitted subject to the standards in this section, if those signs satisfy all other applicable regulations set forth in Section C., and standards specific to the zoning district in which they are located as set forth in Section D.0. and below.
- b. An On-Premise Sign is allowed on residential property in the Single Family Residence, Multiple Family Residence, Rural Residential, Agriculture Districts, and Recreational zoning district subject to the following additional standards:
  - No permit is required.
  - One sign per lot or parcel.
  - Maximum area of any such sign shall be six square feet.
  - Maximum height shall be six feet.
  - Any such sign shall be a freestanding design.
  - Any such sign shall not be illuminated.
- c. An On-Premise Sign is allowed on property used for nonresidential uses legally allowed or permitted in the Single Family Residence, Multiple Family Residence, Rural Residential, Agriculture District and Recreational zoning district subject to the following additional standards:
  - 1) A zoning permit for signage is required.
  - 2) One sign per road or highway frontage.
  - 3) Maximum area of any such sign shall be 32 square feet per sign.
  - 4) The aggregate area of all such signs shall not exceed 64 square feet.
  - 5) Maximum height shall be six feet
  - 6) Any such sign shall be a monument design.
- d. An On-Premise Sign is allowed in Commercial, Highway Interchange Marina and Industrial zoning districts subject to the following additional standards:
  - 1) A zoning permit for signage is required.
  - 2) One sign per road or highway frontage, except on premises which are within 3,500 feet from the center point of a highway interchange which provides access to and from Interstate Highways 39, 90, or 94 where one additional sign is allowed on lots 2 acres and greater in size.
  - 3) Maximum area of any such sign shall be 80 square feet per sign, except on premises which are within 3,500 feet from the center point of a highway interchange which provides access to and from Interstate Highways 39, 90, or 94 where the maximum area of any such sign shall be 200 square feet per sign for a premises of ½ acre or less and 400 square feet per sign on a premises greater than ½ acre.
  - 4) The aggregate area of all such signs shall not exceed 120 square feet except on premises which are within 3,500 feet from the center point of a highway interchange which provides access to and from\_ Interstate Highways 39, 90, or 94 where the aggregate area of such signs are as follows:

- i. For lots of ½ acre or less the aggregate area of all signs shall not exceed 200 square feet.
  - ii. For lots between ½ acre and 2 acres in size, the aggregate area of all signs shall not exceed 400 square feet.
  - iii. For lots between 2 and 15 acres in size the aggregate area of all signs shall not exceed 800 square feet.
  - iv. For lots greater than 15 acres in size the aggregate area of all signs shall not exceed 1200 square feet.
- 5) Any such sign shall be freestanding.
- e. An On-Premise Building Sign on a building legally used for commercial or industrial purposes is allowed subject to the following additional standards:
- 1) A zoning permit for signage is required.
  - 2) Any number of signs may be installed on a building wall or window.
  - 3) The total area of all building signs on any face shall not exceed 10 percent of the area of the façade, including wall and window, with a maximum allowable sign area of 80 square feet per face and 240 square feet in total. On a premises which is within 3,500 feet from the center point of a highway interchange which provides access to and from Interstate Highways 39, 90, or 94 the total area of all building signs on any face shall not exceed 10 percent of the area of the façade, including wall and window, with a maximum allowable sign area of 200 square feet per face and 800 square feet in total.



- 4) The allowable area of building signs for multi-tenant buildings with individual entrances from the outside shall be calculated based on the exterior wall/window area of the space the tenant occupies. Each tenant frontage shall be considered a separate wall/window.
- 5) Awnings and canopies are allowed building signs based on the surface area of the awning or canopy (vertical surface below the roof line).
- 6) Location
  - a) Building signs may be placed on not more than three walls/windows of rectangular shaped structures or not more than 75 percent of the major wall/windows on non-rectangular shaped structures.
  - b) Signs may be attached flat against or pinned away from a building wall/window, but the sign face shall not extend or protrude more than 18 inches from the wall/window.
  - c) Signs may be attached to the facade of a building, but shall not extend above the roof line.
  - d) Signs may be on a building canopy, awning or marquee. Such sign will be considered a building sign on the wall, canopy, marquee or awning on which it is attached.

- f. An Area or Neighborhood Sign on property used for residential, commercial or industrial uses is considered an On-Premise Sign under this section if it does no more than identify that area or neighborhood, and is allowed subject to the following additional standards:
  - 1) A zoning permit for signage is required.
  - 2) No more than one sign is allowed for every road or highway entrance to a development.
  - 3) The maximum area of any such sign shall be 32 square feet per sign.
  - 4) Any such sign shall be set back at least 10 feet from the right-of-way, unless incorporated into a county-approved entrance design.
  - 5) The maximum height shall be 6 feet.
  - 6) Any such sign shall not be internally lighted.
  - 7) Any such sign shall be a freestanding design.
- g. A sign on property on which agricultural products are legally grown and legally offered for sale is considered an On-Premise Sign under this section if it does no more than draw attention to a product legally offered on the premises, and is allowed subject to the following additional standards:
  - 1) One sign per road or highway frontage.
  - 2) Maximum area of any such sign shall be 32 square feet per sign.
  - 3) The aggregate area of all such signs shall not exceed 64 square feet.
  - 4) Maximum height shall be 12 feet.
  - 5) Any such sign shall not be illuminated.
  - 6) Agricultural products shall be produced on the site.
  - 7) Sign(s) for Seasonal Roadside Stands shall be placed when products are available.
  - 8) Any such sign shall be a freestanding design.
- h. A sign on property on which a Minor or Major Home Occupation within the meaning of Title 16-1-13 (g) is lawfully taking place is considered an on-premises sign under this section if it does no more than draw attention to a product or service lawfully offered on the premises, and is allowed subject to the following additional standards:
  - 1) One sign per home occupation.
  - 2) Minor Home Occupation sign maximum area shall be two square feet.
  - 3) Major Home Occupation sign maximum area shall be six square feet.
  - 4) Maximum height shall be six feet.
  - 5) Any such sign shall be a freestanding design.
  - 6) Any such sign shall not be illuminated.
- i. An On-Premise Directional Sign is allowed in any zoning district subject to the following additional standards:
  - 1) A zoning permit for signage is required.
  - 2) A maximum of two signs for each place with two driveways may be displayed. For purposes of this paragraph, one business, farm or organization shall constitute only one place.
  - 3) Maximum area of any such sign shall be two square feet per sign at a controlled intersection or on a two-lane road or highway or four square feet per sign on a multi-lane highway.
  - 4) Maximum height shall be six feet for the residence and agricultural residential zoning districts and 12 feet for any other zoning district.
  - 5) Any such sign shall be a freestanding design.
  - 6) Signs shall be placed outside the right-of-way. In no case shall any part of the sign or its structural components be located within the right-of-way.
  - 7) To ensure that the sign serves only a directional purpose, it shall contain only the name of a place and direction arrow to the place and may not also be used to advertise.

PERMANENT SIGNS PERMITTED BY ZONING DISTRICT							
Zoning District	Sign Type						
	On-Premise Freestanding	On-Premise Building	On-Premise Area or Neighborhood	On-Premise Agricultural	On-Premise Home Occupation	On-Premise or Off-Premise Directional	Additional Standards May Apply
Single Family Residence	A/ZP	N	ZP	N	A	N	Yes
Multiple Family Residence	A/ZP	N	ZP	N	A/N	ZP	Yes
Rural Residential	A/ZP	N	ZP	N	A	N	Yes
Agriculture	A/ZP	N	N	A	A	ZP	Yes
Agriculture Overlay	N	N	N	N	N	N	Yes
Agriculture No. 2	A/ZP	N	N	A	ZP	ZP	Yes
Marina	A/ZP	ZP	ZP	N	N	ZP	Yes
Recreational	A/ZP	N	ZP	N	A	N/ZP	Yes
Commercial	ZP	ZP	ZP	N	N	ZP	Yes
Highway Interchange	ZP	ZP	ZP	N	N	ZP	Yes
Industrial	ZP	ZP	ZP	N	N	ZP	Yes

Key: A = Allowed without permit but subject to compliance with all other applicable regulations of this section.  
 ZP = Zoning permit for signage required but subject to compliance with all other applicable regulations of this section.  
 A/ZP = Either allowed without a zoning permit or allowed with a zoning permit subject to compliance with all other applicable regulations of this section.  
 N/ZP = In the Recreational District On-Premise and Off-Premise are not permitted on a lot zoned or used residentially.  
 N = Not permitted

PERMANENT SIGN STANDARDS						
Sign Type	Maximum Number	Maximum Size	Maximum Height	Type	Permit	Additional Standards
On-Premise Residential	1/Lot or Parcel	6 s.f.	6'	Freestanding	A	Yes
On-Premise Nonresidential	1/Frontage	32 s.f./sign 64 s.f. total	6'	Monument	ZP*	Yes
On-Premise Commercial, Industrial, Highway Interchange (Except fronting on Interstate Highways 39, 90, 94)	1/Frontage D(2)(d)(2)	80 s.f./sign 120 s.f. total D(2)(d)(3)(4)	20' C(2)(f)	Freestanding	ZP*	Yes
On-Premise Building (Except fronting on Interstate Highways 39, 90, 94 )	Unlimited on 3 Faces	80 s.f./face 240 s.f. total D(2)(e)(3)	N/A	Wall/Window	ZP	Yes
On-Premise Area or Neighborhood	1/Entrance/Road	32 s.f./sign	6'	Freestanding	ZP	Yes
On-Premise Agricultural	1/Frontage	32 s.f./sign 64 s.f. total	12'	Freestanding	A	Yes
On-Premise Home Occupation	1/Lot or Parcel	2 s.f./ sign Minor 6 s.f./sign Major	6'	Freestanding	ZP*	Yes
On-Premise Directional	2/Place	2 s.f.-4 s.f./sign 4 s.f. – 8 s.f. total	6'-12'	Freestanding	ZP	Yes
Off-Premise Directional	2/Place	2 s.f.-4 s.f./sign 4 s.f.-8 s.f. total	12'	Freestanding	ZP	Yes

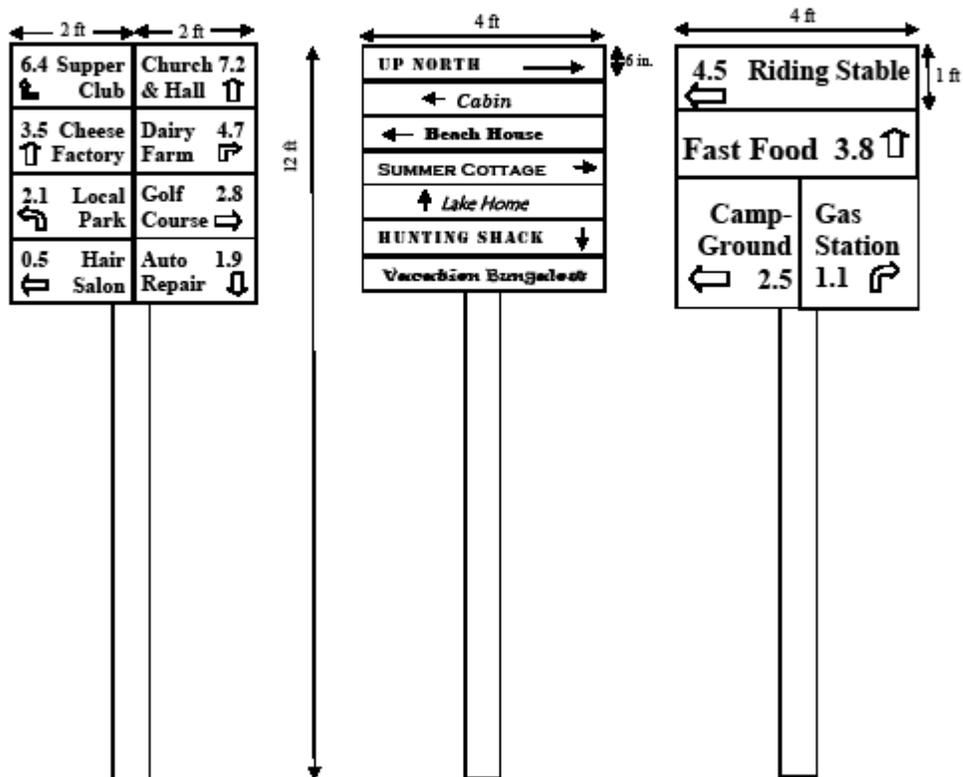
Key: A = Allowed without permit but subject to compliance with all other applicable regulations of this section.  
 ZP = Zoning permit for signage required but subject to compliance with all other applicable regulations of this section.  
 ZP\* = These uses may also require a Conditional Use Permit

### 3. Permanent Off-Premise Signs

- a. A permanent Off-Premise Directional Sign is allowed in Agriculture, Marina, Commercial, Highway Interchange, Industrial, and Recreational Districts provided the principal use of the Recreational property is not residential subject to the following additional standards:
  - 1) A zoning permit for signage is required for each sign pole or support structure.
  - 2) There shall be no more than one sign pole or support structure per each 500 lineal feet of frontage on a road or highway.

- 3) Signs shall be co-located and stacked on a single support structure where possible.
  - 4) A maximum of two signs for each place may be displayed. For purposes of this paragraph, one business, farm, residence or organization shall constitute only one place.
  - 5) Maximum area of any such sign shall be 3 square feet per sign at a controlled intersection or on a two-lane town road, 4 square feet on a County or State highway or 6 square feet per sign on an interstate highway.
  - 6) Maximum height shall be 12 feet.
  - 7) Maximum width of any such sign shall be four feet per sign.
  - 8) Signs shall be placed outside and may abut the right-of-way. In no case shall any part of the sign or its structural components be located within the right-of-way.
  - 9) To ensure that the sign serves only a directional purpose, it shall contain only the name of a place, distance and direction arrow to the place and may not also be used to advertise. See examples on next page.
  - 10) Any such sign shall be a freestanding design.
  - 11) Numbers, letters, and graphics on all signs on a pole or support structure shall be white and reflective and have the same background.
  - 12) All sign designs shall maintain consistency in design standards.
- b. All signs placed off-premise shall have the property owner's permission.

**STACKED DIRECTIONAL SIGNAGE  
ILLUSTRATIVE DIAGRAM  
NOT TO SCALE**



#### 4. Temporary On-Premise Signs

- a. Any sign that will exceed the permitted timeframe will require a zoning permit for signage.
- b. The following temporary signs are permitted to be placed on the lot or parcel to which they refer without a zoning permit for signage, subject to the applicable standards:
  - 1) Construction: A Temporary On-Premise Sign on a construction site is allowed in any zoning district, subject to the following additional standards:
    - a) Maximum of two signs per construction site.
    - b) Any such sign area shall not exceed 80 square feet in aggregate.
    - c) Maximum height shall be 12 feet.
    - d) Any such sign shall be a freestanding design.
    - e) Any such sign shall be removed within seven days of when construction is completed.
  - 2) Development: A Temporary On-Premise Sign erected on a non-residential development project, or erected on a residential development project at the time that the development includes 10 or more dwelling units for sale or lease, is allowed in any zoning district subject to the following additional standards:
    - a) One sign per road or highway frontage for each project.
    - b) Maximum area of any such sign shall be 64 square feet.
    - c) Maximum height shall be 12 feet.
    - d) Any such sign shall be a freestanding design.
    - e) A sign shall be at least 200 feet from any pre-existing residence.
    - f) A sign shall not be installed until construction has started or the project is approved by the County.
    - g) Sign shall be removed when the project is 80 percent completed, sold or leased.
  - 3) Real Estate: A Temporary On-Premise Real Estate sign for the sale, rent or lease of property is allowed in any zoning district subject to the following additional standards:
    - a) One sign per road or highway frontage.
    - b) For residential property, the maximum sign area shall be six square feet and maximum sign height shall be six feet.
    - c) For residential property, the maximum sign area for a parcel including a model home shall be 32 square feet and the maximum sign height shall be 12 feet.
    - d) For non-residential property, the maximum sign area shall be 32 square feet and maximum sign height shall be 12 feet.
    - e) Any such sign shall be a freestanding design.
    - f) Any such sign shall be removed within seven days following the sale or lease of the property.
  - 4) Employment: A Temporary On-Premise Sign on non-residential property for which one or more positions of employment are open is allowed subject to the following additional standards:
    - a) One sign per road or highway frontage.
    - b) Maximum area of any such sign shall be six square feet.
    - c) Maximum height shall be six feet.
    - d) Any such sign shall be removed when all positions of employment on the property have been filled.

- 5) Special Event: A Temporary On-Premise Sign on property to be used for a special event is allowed in any zoning district, subject to the following additional standards:
  - a) One sign per road or highway frontage.
  - b) Maximum height shall be 12 feet in the residence and agricultural residential zoning districts and 20 feet in any other zoning districts.
  - c) Maximum area of any such sign shall be 32 square feet.
  - d) Sign(s) may be displayed for not more than 30 days per event or 45 days per calendar year.
  - e) If a sign is displayed on residential property one banner or one freestanding sign is allowed for each event.
  - f) If a sign is displayed on nonresidential property, any combination of two banners or freestanding signs, with a total sign area of 64 square feet, is allowed for each event.
  - g) Signs shall only be placed before and during event and shall be removed 24 hours after completion of the event.

**5. Temporary Off-Premise Signs**

- a. A Temporary Off-Premise Sign for special event is allowed in any zoning district except Agriculture Overlay, subject to the following additional standards:
  - 1) All signs placed off-premise shall have the property owner's permission.
  - 2) Maximum height shall be 6 feet in the residential, recreational, and agriculture zoning and 12 feet in the commercial, industrial and highway interchange districts.
  - 3) Maximum area of any such sign shall be 32 square feet.
  - 4) Sign(s) may be displayed for not more than 30 days per event or 45 per calendar year.
  - 5) If a sign is displayed on residential property one banner or freestanding sign is allowed for each event.
  - 6) If a sign is displayed on nonresidential property, any combination of two banners or freestanding signs, with a total sign area of 64 square feet, is allowed for each event.
  - 7) Signs shall only be placed before and during event and shall be removed 24 hours after completion of the event.
- b. A Temporary Off-Premise Directional Sign is allowed in any zoning district except Agriculture Overlay, subject to the following additional standards:
  - 1) A maximum of three signs for each event or activity may be displayed.
  - 2) All signs placed off-premise shall have the property owner's permission.
  - 3) Maximum area of any such sign shall be six square feet.
  - 4) Maximum height shall be six feet.
  - 5) Signs shall be placed outside and may abut the right-of-way.
  - 6) Signs shall only be placed during the event and up to 48 hours before and 24 hours after the completion of the event.
  - 7) Any such sign shall be a freestanding design.
  - 8) To ensure that the sign serves only a directional purpose, it shall contain only the name of a place, distance and direction arrow to the place and may not also be used to advertise.

TEMPORARY SIGNS PERMITTED BY ZONING DISTRICT									
Sign Type	On-Premise Construction	On-Premise Development	On-Premise Real Estate	On-Premise Employment	On-Premise Special Event	Off-Premise Special Event	Off-Premise Directional	Election Campaign	Additional Standards May Apply
Zoning District									
Single Family Residence	A	A	A	N	A	A	A	A	Yes
Multiple Family Residence	A	A	A	N	A	A	A	A	Yes
Rural Residential	A	A	A	N	A	A	A	A	Yes
Agriculture	A	A	A	A	A	A	A	A	Yes
Agriculture Overlay	N	N	N	N	N	A	N	N	Yes
Agriculture No. 2	A	A	A	N	A	A	A	A	Yes
Marina	A	A	A	A	A	A	A	N	Yes
Recreational	A	A	A	N	A	A	A	N	Yes
Commercial	A	A	A	A	A	A	A	N	Yes
Highway Industrial	A	A	A	A	A	A	A	N	Yes
Industrial	A	A	A	A	A	A	A	N	Yes

Key: A = Allowed without permit but subject to compliance with all other applicable regulations of this section.  
N = Not permitted  
A/N = Either allowed without a permit or not permitted subject to compliance with all other applicable regulations of this section.

TEMPORARY SIGN STANDARDS						
Sign Type	Maximum Number	Maximum Size	Maximum Height	Type	Permit	Timeframe
On-Premise Construction	2/Site	80 s.f. total	12'	Freestanding	A	Yes
On-Premise Development	1/Frontage	64 s.f.	12'	Freestanding	A	Yes
On-Premise Real Estate	1/Frontage	6 s.f./sign residential 32 s.f./sign nonresidential	6' 12'	Freestanding	A	Yes
On-Premise Employment	1/Frontage	6 s.f.	6'	Freestanding	A	Yes
On-Premise Special Event	1/Residential 2/Nonresidential	32 s.f./Freestanding 32 s.f./Banner	6'- 12'	Freestanding/ Banner	A	30 Days/ Event or 45 Days/Yr
Off-Premise Special Event	1/Residential 2/Nonresidential	32 s.f./Freestanding 32 s.f./Banner	6'- 20'	Freestanding/ Banner	A	30 Days/ Event or 45 Days/Yr
Off-Premise Directional	3/Activity	6 s.f. total	6'	Freestanding	A	48 hrs + event + 24 hrs

Key: A = Allowed without permit but subject to compliance with all other applicable regulations of this section.

## E. Administration

### 1. Nonconforming Signs

- a. Nonconforming permanent freestanding signs lawfully existing on \_\_\_\_\_ shall be allowed to continue in use, but shall not be altered other than to change the message relocated, added to, or repaired in excess of 50 percent of the assessed value of the sign, without being brought into compliance with this section.
- b. Nonconforming permanent building signs lawfully existing on \_\_\_\_\_ shall be allowed to continue in use, and may be repaired provided the repair does not increase the nonconforming aspect of the sign, but shall not otherwise be altered other than to change the message, relocated, or added to, without being brought into compliance with this section.
- c. After a nonconforming sign has been removed, it shall not be replaced by another nonconforming sign.
- d. Nonconforming temporary signs lawfully existing on \_\_\_\_\_ shall be removed no later than three years after \_\_\_\_\_ or by an earlier date if so required by a regulation in place when the sign was erected. Nonconforming temporary signs shall not be rebuilt, relocated or altered other than to change a message.
- e. If a nonconforming permanent sign's use is discontinued for a period of 12 months, the nonconforming sign shall be removed or brought into compliance with this section within 60 days of notification by the Zoning Administrator.
- f. If a nonconforming temporary sign's use is discontinued for 60 consecutive days, the nonconforming sign shall be removed or brought into compliance with this section within 60 days of notification by the Zoning Administrator.

## **2. Permit Required**

- a. A zoning permit for signage is required prior to the improvement, erection, construction, reconstruction, enlargement or alteration of any sign, structural component or mounting device unless otherwise provided by this section.

## **3. Zoning Permit For Signage**

- a. A properly completed application for a zoning permit for signage shall be made to the Zoning Administrator upon forms furnished by the County. The following information shall be provided:
  - 1) Applicant contact information.
  - 2) Property owner contact information.
  - 3) Property information, site address, legal description, tax identification number, zoning district.
  - 4) Project information including a description of the sign plan for the site and total proposed signage, including all permanent and temporary signage.
  - 5) A site plan, drawn to scale, to include:
    - a) Dimensions and area of the lot or parcel.
    - b) Location of all existing and proposed structures and signs with distances measured from the lot lines and right-of-way of all abutting roads or highways.
    - c) Location of existing or future access driveways and roads or highways.
  - 6) Conceptual drawings of all proposed signs with dimensions.
  - 7) Information on all lighting and electrical components.
  - 8) Method of construction and/or attachment to a building or in the ground shall be explained in the plans and specifications.
  - 9) Contact information for whomever will be erecting the sign(s).
  - 10) Attach all related permits or permit applications.
  - 11) Calculations for compliance with the Uniform Building Code and the Uniform Sign Code for construction.
  - 12) Additional relevant information deemed necessary by the Zoning Administrator to apply all applicable ordinance requirements and standards, such as photos, cross-section drawings, specialized engineering plans and landscaping.
  - 13) If additional information is requested, the application shall not be considered a properly completed application and timeframes for processing shall not commence until the additional information is received.

## **4. Permit Decision & Appeal Process**

- a. A zoning permit for signage applicant or permit holder may appeal a determination or an order. Appeal procedures are established in Title 16-1-17 (c) Board of Adjustment.
- b. When a permit of any kind is required for a sign, the Zoning Administrator shall deny, approve with conditions, or approve without conditions such permit in an expedited manner no more than 30 days from the receipt of a complete application for such a permit, including the applicable fee.
  - 1) If the permit is denied or approved with conditions, the County shall prepare a written decision within 10 days of its decision, stating a reason or reasons for the action and describing the applicant's appeal rights under Title 16-1-17 (c) Board of Adjustment and provide it to the applicant.
  - 2) When the Board of Adjustment receives an appeal from the denial or approval with conditions of a permit required for a sign, the Board shall arrive at a decision on such an appeal no more than 90 days from the receipt of a complete application for such an appeal, including the applicable fee.
  - 3) If the appeal is denied or approved with conditions, the County shall prepare a written decision within 10 days of its decision, stating a reason or reasons for the action and provide it to the applicant.

- c. When a permit of any kind is required for a sign, and the permit application or permit appeal demonstrates that the sign would comply with all applicable requirements of this section, the permit application or permit appeal shall not be denied.
- 5. Expiration**
- a. Sign maintenance or construction authorized by a zoning permit for signage issued under this section shall be substantially completed or implemented within two years, after which time the permit expires.
  - b. Prior to expiration of a permit, applicants can request extensions of up to six months from the Zoning Administrator.
  - c. The total time granted for extensions shall not exceed one year.
- 6. Permit Revocation**
- a. Where the terms or conditions on any zoning permit for signage are violated, the permit may be revoked by the Zoning Administrator. The Board of Adjustment may revoke a special exception permit.

### **Definitions**

**Average Elevation:** The average natural elevation of four points or corners no more than 30 feet around the perimeter of the location of the sign.

**Commercial Speech:** Any sign wording, logo or other representation advertising a business, profession, commodity, service or entertainment for business purposes.

**Marquee Sign:** Any sign attached to, in any manner, or made a part of a marquee.

**Noncommercial Speech:** Any message that is not commercial speech, which includes but is not limited to, messages concerning political, religious, social, ideological, public service and informational topics.

**Nonconforming Sign:** Any sign which was lawful prior to \_\_\_\_\_ but which does not comply with the terms of this ordinance (or its amendment).

**Fence:** A structure usually serving as an enclosure, barrier, or boundary, usually made up of posts, boards, wire, or rails.

**Pennant:** Any lightweight plastic, fabric or other material whether or not containing a message of any kind, suspended from a rope, wire or string, usually in series, designed to move in the wind.

**Premise:** A lot together with all structures thereon.

**Sign:** A display, illustration, structure or device that directs attention to an idea, object, product, place, activity, person, institution, organization or business.

**Sign, Banner:** Any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building at one or more edges. Flags that comply with Section B.4.a.6 shall not be considered banners.

**Sign, Beacon:** Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same zone lot as the light source; also, any light with one or more beams that rotate or move.

**Sign, Building:** Any single-faced sign painted on, attached to or erected against the exterior wall of a building, structure, marquee, canopy or awning. Also including any sign placed on the interior of a window or painted on a window such that it can be read from the outside of the building.

**Sign Component:** Any element of a sign or its source of support (excluding a building), including but not limited to support structure, accessories, wiring, framing. Paint, vinyl, paper, fabric, lightbulbs, diodes, or plastic copy panels on a sign do not constitute components.

Sign, Freestanding: Any sign supported by structures or supports that are placed on or anchored in the ground and that are independent from any building or other structure, including, but not limited to, a ground mounted sign, detached sign, pole sign, pylon sign or monument sign.

Sign, Incidental: A sign that is not legible to a person of ordinary eyesight with vision adequate to pass a state driver's license exam at ground level at a location on the public right-of-way or on other private property.

Sign, Monument: A freestanding sign where the base of the sign structure is on the ground.

Sign, Off-Premise: A sign, which displays a commodity, product, service, activity or any other person, place, thing or idea other than noncommercial speech, which is not located, found or sold on the premises upon which such sign is located.

Sign, On-Premise: A sign which only displays a commodity, product, service, activity or any other person, place, thing or idea, which is located, found or sold on the premises upon which such sign is located, or a noncommercial speech.

Sign, Off-Premise Directional: A sign displayed for the sole purpose of assisting wayfinding through disclosure of no more than the name of a place, its distance from the sign and one directional arrow.

Sign, On-Premise Directional: A sign at the exit or entrance of a premises that has two or more driveways.

Sign, Pornographic: Any sign that, in whole or in part, is obscene or pornographic as defined in Miller v. California and subsequent decisions, or shows specified anatomical areas or specified sexual activities.

Sign, Portable: Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A-or T-frames; balloons used as signs; umbrellas used for advertising; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless said vehicle is used for transportation in the normal day-to-day operations of the business.

Sign, Projecting: Any sign with a sign face that is not parallel to the surface to which the sign is attached and extends more than six inches beyond the surface of such building or wall.

Sign, Emergency Response Number: A reflective colored sign with white lettering that identifies the property address at a minimum and may provide limited additional information such as town name and road name.

Sign, Roof: Any sign erected and constructed wholly on and over the roof of a building, supported by the roof structure and extending vertically above the highest portion of the roof.

Sign, Special Event: A sign that is temporary in nature and is not permanently mounted or attached to the ground or sign surface, and is used for special events, such as but not limited to, institutional, non-profit community, charitable or civic events and campaigns, grand openings, promotions, seasonal sales, garage sales, craft sales, graduation or birthday parties, festivals or fairs.

Sign, Temporary: Any sign that is used for less than 30 consecutive days and is not permanently mounted.

Debra Wopat, Chair  
COLUMBIA COUNTY  
BOARD OF SUPERVISORS  
Susan M. Moll  
COLUMBIA COUNTY CLERK

DATE PASSED:  
DATE PUBLISHED:

First reading of Ordinance.

Motion by Teitgen, second by Cupery, to suspend the rules and have the second reading of the Ordinance by title only.

Motion by Tramburg, second by Hamele, to layover until next County Board meeting in May.

Sanderson called for point of order.

The motion to layover until next month carried, not unanimously.

**ORDINANCE NO. \_\_\_\_\_**

The Columbia County Board of Supervisors hereby amends Title 9, Chapter 1, entitled "Planning & Zoning Fee Schedule", Section 14, by adding (h)(4)(5)

Section 9-1-14 Planning and Zoning

	<u>Existing Fee</u>	<u>New Fee</u>
(h) Zoning Permits		
(4) Sign < 32 sq. ft. (new)	\$0.00	\$50.00
(5) Sign > 32 sq. ft.	\$0.00	<del>\$50.00</del> \$2.00 x total sq. ft
(6) Sign structure maintenance	\$0.00	\$25.00

This amending Ordinance is to be effective upon publication of Sign Regulation Ordinance.

Debra Wopat, Chair  
COLUMBIA COUNTY  
BOARD OF SUPERVISORS  
Susan M. Moll  
COLUMBIA COUNTY CLERK

DATE PASSED:

DATE PUBLISHED:

First reading of Ordinance.

Motion by Baumgartner, second by Richmond, to suspend the rules and have the second reading of the Ordinance by title only.

Motion was made by Teitgen, second by O'Neil, to amend (h)(5) fee to \$2.00 x total square footage.

Motion to amend carried.

Motion was made by Martin, second by DeYoung, to layover until next County Board meeting in May.

Boockmeier called for point of order. He indicated that a two-thirds majority vote was needed to suspend the rules and go to the second reading by title only.

It was clarified that a "yes" vote would indicate you are in favor of suspending the rules and a "no" vote would postpone that reading until May.

The motion failed for lack of two-thirds majority vote as follows:

AYES: 17; NOES: 11

AYES: Baebler, Baumgartner, Cupery, Curtis, Ford, Gove, Healy, Hutler, Nelson, O'Neil, Pufahl, Richmond, Ross, Salzwedel, Teitgen, Tramburg and Westby.

NOES: Boockmeier, DeYoung, Hamele, Jenkins, Landers, Lane, Martin, Mielke, Sanderson, Stevenson and Wingers.

Chair Wopat did not vote.

The 2007 Annual Reports were placed on supervisor's desks. The reports will be placed on May County Board agenda and open for review/discussion at that time.

Supervisor Ross invited and encouraged Board members to attend the Planning Vision presentation being held by the Columbia County Development Corporation on April 19, 2008 at the Columbia Health Care Center.

J. Robert Curtis moved adjournment of this meeting to Wednesday, May 21, 2008, at 7:00 p.m. Second was made by Lane. The motion carried. The meeting adjourned at 12:43 p.m.

**Minutes of Columbia County Board of Supervisor meeting are considered Draft until approved at a subsequent County Board Meeting. Complete minutes are on file in the County Clerk's Office or can be viewed on the County Website at [www.co.columbia.wi.us](http://www.co.columbia.wi.us) after publication**