

# CHAPTER I

## GENERAL GOVERNMENT

### 1.01 MEETINGS.

(1) **Regular Town Board Meetings.** Regular meetings of the Town Board of the Town of Osborn shall be held on the second Monday of each calendar month at 7:45 p.m.

(2) **Place of Meetings.** Meetings of the Town Board shall be held at the Town Hall or at such other place designated within the town.

(3) **Quorum.** Any two supervisors of the town, including the town chairperson, shall constitute a quorum, unless otherwise provided by law. The chairman may administer oaths and affidavits in all matters pertaining to the affairs of the town.

#### (4) **Order of Business at Regular Town Board Meetings**

The business of the Town Board shall be conducted in the following manner:

1. Call to order by presiding officer.
2. Roll call. If a quorum is not present, the meeting shall thereupon adjourn.
3. Reading, correction and approval of minutes of the previous meeting.
4. Treasurer's report, reading, correction and approval.
5. General fund vouching approval or disapproval.
6. Introduction of ordinances and resolutions.
7. Action on all business.
8. Introduction of new business.
9. Communications and miscellaneous questions from the floor.
10. Adjournment.

### 1.02 ANNUAL MEETING.

(1) **Date.** There shall be an annual town meeting of the Town of Osborn on the second Tuesday of April of each year at which all business shall be transacted which is by law required or permitted to be transacted by Wisconsin Statutes at such meeting. At the annual meeting, the electors may set the date of the next annual town meeting; however, this date shall be within ten (10) days after the second Tuesday in April and notice shall be given of the meeting under Section 60.12(3).