
How Do I Get the County Board to Act on My Proposals?

Reference: Title 2 Walworth County Code of Ordinances

Last Update: April 8, 2008

The County Board approved extensive changes to Title II of the Code of Ordinances in February 2002. In addition to revamping the committee structure, the Board established new procedures for the referral and consideration of communications addressed to the County Board. These rules provide a systematic framework for Supervisors to bring their ideas to the County Board for action.

How do I get an item on the Board agenda?

It's easy to get a topic to the Board for consideration. Submit a letter outlining your concern or proposal to the County Clerk at least 14 days before the next board meeting. Your letter will appear on the next County Board agenda under the section of the agenda called, "Communications and Matters to be Referred." A notation will appear next to the item referring it to a committee or officer for consideration. **No further action is required on your part. The item will be automatically referred.**

In lieu of the above-stated procedure, you can simply contact the appropriate committee chairperson and ask to have a topic put on their committee agenda. The advantage of sending your communication to the County Board first, for referral, is that it lets all Supervisors know about your proposal and creates a "paper trail" to ensure that your topic will be considered and reported back to the Board.

Do all items submitted by Supervisors get referred to a committee?

All items get referred, except those being introduced by a standing committee. Resolutions and ordinances introduced by a committee will normally be acted upon at the meeting during which they are introduced. The theory is that items being introduced by a committee have already been scrutinized by a group of Supervisors and that the necessary staff work has been accomplished.

What if I disagree with the referral?

After the titles of all of the communications are read, get recognized by the Chair and make a motion to have your item referred to a different committee or request that it be discussed by the Board then and there. The motion requires a second, and a majority vote will get the desired treatment. It's a good idea, whenever possible, however, to let the committee system work.

Will my item "die" in committee?

Committees normally report back to the Board with a recommendation regarding each item that was referred to the committee. From time to time, a committee may hold an item to allow staff

enough time to research the issue or gather additional information. If a Supervisor feels that a committee, to which a referral was made, is not acting fast enough, the Supervisor should submit a request to the clerk at least 14 days prior to the Board meeting to place an item on the agenda to "call" the item from committee. A majority vote of the board will bring the item back to the board floor for action.
