

Resolution 01/26

Whereas, the Town of Buffalo adopted/follows the current edition of Roberts Rules of Order (Newly Revised) as procedures for conducting meetings of the Town Board of Supervisors and all its committees and sub-units;

Whereas, Roberts Rules of Order in Rule 9 states its rules provide only for in-person meetings unless a policy or bylaw authorizing remote meeting participation (via cellphone) is adopted by the Town Board of Supervisors;

Whereas, The Town of Buffalo wishes to adopt rules/policy to permit the remote meeting participation of a Town Supervisor/Chairman at any meeting via electronic means (cellphone or telephone);

Therefore, it is Hereby Resolved by the Town of Buffalo Board of Supervisors that the following Rules for Telephone Remote Participation at Town Board meetings are hereby adopted;

1. This policy shall cover Town Board members only, to include the Chair, Supervisor 1 and Supervisor 2. In the event that the Town Clerk and Town Treasurer are elected, this policy shall also cover those positions. Special considerations shall be given to all other members of the Town Board under emergency/illness situations.
2. Requests to participate remotely must be made at least 24 hours prior to the start of the meeting to attend. Requests shall be made either by telephone/cell phone, or email. Requests shall be made to the Chair, who shall then contact the remaining Board member to confirm or deny the request.
3. Requests will only be granted in instances of severe illness or hospitalization. Requestor must either be confined at home or admitted to a regional hospital.
4. Requests for remote participation will be limited to monthly Town Board meetings, and discussion/voting by the remote participant must be conducted with the use of a speaker phone or other audible electronic device. Everyone in attendance at the Town Board meeting must be able to hear the absent Board member, and the absent Board member must be able to fully hear and understand what transpires at the meeting.
5. Remote participant shall be allowed to vote on all agenda items presented to the Board and may also vote on any matters taken up in closed session. Only 1 member of the Town Board shall be allowed to attend remotely at each meeting. Remote participation shall be limited to no more than 2 meetings per calendar year per Board member.

This Policy shall be effective upon passage.

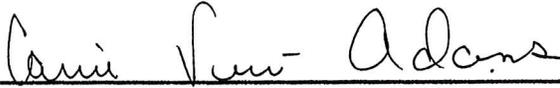
24 February

Passed on the 27th day of January, 2026.

By the Town of Buffalo Board of Supervisors for the Town of Buffalo, Buffalo County, State of Wisconsin.



Town Chairman-Karl Hoffmann



Town Clerk/Treasurer-~~Lisa Braaten~~ Carrie Venner-Adams

Interim