

## CHAPTER 755

## MUNICIPAL COURT

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**755.001 Definition.** In this chapter, "judge" means municipal judge.

**History:** 1977 c. 305.

**755.01 Option of municipality. (1)** There is created and established in and for each city, town and village, a municipal court designated "Municipal Court for the ....(city, town or village) of ....(name of municipality)". This court shall become operative and function when the city council, town board or village board adopts an ordinance or bylaw providing for the election of a judge and the operation and maintenance of the court. A permanent vacancy in the office of municipal judge shall be filled by election under s. 8.50. Any municipal court established under this section is not a court of record. The court shall be maintained at the expense of the municipality. After July 1, 1978, any authorized municipal court courtroom personnel not in the classified service shall be appointed by the municipal court judge or judges.

**(2)** The governing body may by ordinance or bylaw abolish the municipal court at the end of any term for which the judge has been elected.

**(3)** A municipality may establish as many branches of municipal court as it deems necessary.

**History:** 1977 c. 187 s. 94; 1977 c. 305.

**Judicial Council Committee's Note, 1977:** Sub. (1) is amended to make clear that a permanent vacancy in the office of a municipal judge must be filled by election rather than appointment. The office of municipal judge is one of public responsibility and the individual who holds the office should be placed there by the elective process. The subsection is also amended to give municipal judges the appointing authority over personnel in their court.

Section 300.06 governs temporary vacancies in the office of municipal judge. [Bill 1240-A]

**755.02 Term.** The judges shall be elected at large for a term of 2 years unless a longer term, not exceeding 4 years, is provided by ordinance or bylaw. The term shall commence on May 1 of the year of the judge's election.

**History:** 1977 c. 187 s. 94; 1977 c. 273, 305, 447.

**755.03 Oath and bond. (1)** The judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in s. 757.02 (1) and at the same time execute and file an official bond in an amount to be fixed by the governing body. No judge may act as such until his or her oath and bond have been filed as required by s. 19.01 (4) (c) and the requirements of sub. (2) have been complied with.

**(2)** The clerk of the circuit court shall within 10 days after the filing with him or her of the oath and bond, execute and mail to the clerk of the city, town or village, where the judge was elected, a certified copy of the bond, which certified copy shall be filed by the city, town or village clerk, and preserved in his or her office, and the same shall be presumptive evidence of its execution by the justice and his or her sureties. The clerk of the circuit court shall also file a certified copy of the oath with the office of administrator of courts within the 10-day time period.

**History:** 1977 c. 187 s. 94; 1977 c. 305.

**755.04 Salary and fees.** The governing body shall fix a salary for the judge which shall be in lieu of fees and costs. Fees and taxable costs shall be paid into the municipal treasury as the governing body directs. The salary may be increased by the governing body before the start of the 2nd or a subsequent year of service of the term of the judge, but shall not be decreased during a term. Salaries may be paid annually or in equal instalments as determined by the governing body, but no judge may be paid a salary for any time during the term during which the judge has not executed his or her official bond or official oath, as required by s. 755.03, and filed under s. 19.01 (4) (c).

**History:** 1977 c. 187 s. 94; 1977 c. 305 s. 64.

**755.045 Jurisdiction. (1)** A municipal court has exclusive jurisdiction over an action in which

a municipality seeks to impose forfeitures for violations of municipal ordinances of the municipality which operates the court, unless the action is transferred under s. 300.04 (1) or 300.05 (3) to a court of record. If equitable relief is demanded the municipal court does not have jurisdiction and the action must be brought in a court of record.

(2) A municipal judge may issue civil warrants to enforce matters which are under the jurisdiction of the municipal court. Municipal judges are also authorized to issue inspection warrants under ss. 66.122 and 66.123.

History: 1977 c. 187 s. 94; 1977 c. 305.

**Judicial Council Committee's Note, 1977:** This section makes clear that, unless transferred to a court of record, a municipal court is a court of exclusive jurisdiction for an action brought by a municipality wishing to impose a forfeiture for violation of one of its municipal ordinances. [Bill 1240-A]

See note to 343.305, citing OAG 46-78.

**755.05 Territorial jurisdiction.** Every judge has countywide jurisdiction. If elected in a city or village lying in more than one county, the judge shall qualify and have jurisdiction in each, the same as though the municipality lay wholly therein, and may hold court in one county while exercising jurisdiction in the other.

History: 1977 c. 187 s. 94; 1977 c. 305 s. 64.

**755.06 Sessions of court.** The municipal court shall be open daily or as directed by the governing body, but the governing body may by ordinance or bylaw allow the justice to determine when the court shall be open.

History: 1977 c. 187 s. 94.

**755.09 Office, where kept. (1)** Every judge shall keep his or her office and hold court only in the municipal hall of the town, village or city in which elected or if no room is available in the municipal hall, the governing body may authorize him or her to temporarily keep office and hold court elsewhere in the municipality, other than at a place prohibited under sub. (2). The judge may issue process or perform ministerial functions at any place in the county.

(2) No judge may keep his or her office or hold court in any tavern, or in any room in which intoxicating liquors are sold, or in any room connecting therewith. For any violation of this section the judge shall forfeit \$25 but the violation of the subsection does not make any order or judgment void.

(3) No judge may hold court or keep his or her office with a practicing attorney unless the attorney is his or her law partner, and the partner shall not act as attorney before the judge.

History: 1977 c. 187 s. 94; 1977 c. 305 s. 64.

**755.10 Employees.** The justice shall in writing appoint such clerks and deputy clerks as are authorized by the council or board. Their salaries shall be fixed by the council or board. The clerks shall, before entering upon the duties of their offices, take the oath provided by s. 19.01 and give a bond if required by the council or board. The cost of the bond shall be paid by the municipality. Oaths and bonds of the clerks shall be filed with the municipal clerk.

History: 1977 c. 187 s. 94.

**755.11 Papers, how kept.** Every justice shall file and keep together all papers in an action, separate from all other papers.

History: 1977 c. 187 s. 94.

**755.12 Delivery of books to municipal clerk.** When a municipal court ceases to operate, the docket, books of account, case files, moneys and bonds belonging to the court shall be delivered to the municipal clerk within 10 days after the vacancy occurs by the person who is in possession.

History: 1977 c. 187 s. 94.

**755.13 Books demanded by municipal clerk.** If any materials which should be delivered to the municipal clerk under s. 755.12 are not delivered within the time specified, the municipal clerk shall demand their delivery and may by action compel delivery.

History: 1977 c. 187 ss. 94, 135.

**755.14 Duty of clerk on receipt of books.**

(1) When the municipal clerk receives the docket, books of account and case files of a municipal court which has ceased to operate, he or she shall within 10 days dispose of them as follows:

(a) Deliver them to the clerk of the circuit court of that county if the municipality in which the municipal court was located was within one county.

(b) Deliver the case files of the pending and appealable cases to the clerk of the circuit court of the county where the court held office and certified copies of the docket for the past 12 months to the clerk of the circuit court of every other county in which the municipality lies, if the municipality in which the municipal court was located is in more than one county.

(2) For any pending or appealable cases, the bail shall be delivered along with the case file to the proper clerk of court. Any other moneys received under sub. (1) shall be delivered to the city treasurer as provided in s. 300.10 (4).

History: 1977 c. 187 s. 94; 1977 c. 305 s. 65; 1977 c. 449 s. 497.

**755.15 Pending actions triable by court which receives books.** When any action is pending before a judge at the time his or her office becomes vacant and his or her books and papers have been delivered to the circuit court, it may try the action and enter judgment as though the action was begun before it.

**History:** 1977 c. 187 s. 94; 1977 c. 305 s. 64; 1977 c. 449 s. 497.

**755.16 Continuance on vacancy; notice of trial.** All actions before any judge undetermined or appealable when his or her office becomes vacant are continued until the expiration of 10 days from the time when his or her books and papers were delivered to the circuit court. The court shall give 3 days' notice to the parties to the action.

**History:** 1977 c. 187 s. 94; 1977 c. 305 s. 64; 1977 c. 449 s. 497.

**755.17 Decorum in municipal court. (1)**

A municipal judge shall be properly attired in a robe or other suitable clothing when officially presiding in a municipal court.

**(2)** The courtroom for a municipal judge shall be provided by a municipality. The courtroom shall be in a public building if a suitable public building is available within the municipality. The courtroom shall be designed and furnished to create and promote the proper atmosphere of dignity and decorum for the operation of the court.

**History:** 1977 c. 305

**Judicial Council Committee's Note, 1977:** This section governs proper decorum in a municipal court.

Sub. (1) makes certain that a municipal judge will be properly attired when officially presiding in municipal court.

Sub. (2) gives direction to a municipality that the courtroom it provides for a municipal judge must be designed and furnished to help assure the proper dignity and decorum when a municipal court is operating [Bill 1240-A]