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Circuit Court Judge, Branch 1



Honorable Daniel L. Overbey
Circuit Court Judge, Branch 2

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Vilas County Local Court Rules (Ninth Judicial District)

Standing orders of the Court

Rule 1: Service of Process in Small Claims Actions:

Effective Date: February 26, 2014; Reviewed and approved on August 1, 2022

- a) Service of summons in small claims actions, except actions for eviction or replevin, may be by mail as provided in Secs. 799.12(2), (3), Wisconsin Statute,
- b) Service of eviction actions shall be by personal service.
- c) Service in replevin actions may be by certified mail, return receipt requested, or by personal service.
- d) Service in contempt proceedings authorized by Sec.799.26(2), Wisconsin Statute, shall be by personal service at least 72 hours prior to hearing.

Rule 2: Denovo Hearing for Family Matters

Effective Date: February 26, 2014; Reviewed and Approved on August 1, 2022

- a) If a party seeks to have the assigned Circuit Court Judge conduct a hearing de novo under ss. 757.69(8) of a determination, order, or ruling entered by the Family Court Commissioner in an action affecting the family, a written motion requesting the hearing de novo shall be filed with the Court within 30 days following entry of the Family Court Commissioner's signed determination, order, or ruling.

Rule 3: Judicial Transfers

Effective Date: August 1, 2022

1. If a criminal case is filed and there are TR or FO cases that arise from the same incident, the cases shall be transferred to the same branch as the criminal case.
2. If a criminal case is filed and either (a) contains bail jumping charges that arise as a result of an open criminal matter or (b) the defendant has one or more cases in another branch, the matters shall be intra-circuited transferred so that all cases are before the same court official.
3. If a defendant in a criminal, traffic or forfeiture matter appears at the initial appearance before the Judge who is not the filing court official, the case shall be intra-circuit transferred to the branch where the initial appearance was held.
 - Clerk will add Judicial Transfer (JUTR) into the court record. This will then change the responsible court official.
 - Prepare Notice of Assignment of Judge, and disburse to those on the list via mail or e-filing. Add the following in 'Other': Case transferred per Standing Order guidelines.

Rule 4: When the Record is Silent - Clerk's Authority

Effective Date: August 1, 2022

1. In those cases where the record is silent, any of the following statutorily mandated for the offense for which the defendant has been convicted, the Clerk of Court shall have the authority to do the following:
 - a) Revoke or suspend driving privileges including, if there are range of time, the minimum revocation or suspension.
 - b) Require an alcohol assessment.
 - c) Assess any domestic abuse surcharge, if the judge has made the necessary finding.
 - d) Assess any DNA surcharge or sample if applicable.
 - e) Any Restitution surcharges if applicable.
 - f) Assess all other mandatory costs, fees or surcharges.

Rule 5: Court Appointed Attorneys

Effective Date: August 1, 2022

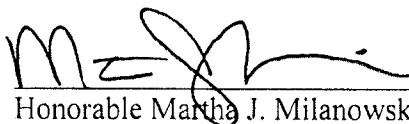
- a) Rate of pay: Whenever the court appoints an attorney to act in a case, the county shall compensate the attorney at the rate established by the Wisconsin Supreme Court Rule 81.02 whenever the county becomes responsible for the payment.
- b) Compensation Limits: Compensation shall be for time the attorney devotes to the case and not time incurred by paralegals, secretaries or other law firm personnel, unless authorized by the court in advance.
- c) Allocation of reimbursement: The Judge shall approve the billing before payment; allocate the bill between the parties if appropriate and, whenever the party has ability, order reimbursement by the party together with a payment plan.

Rule 6: Motion Practice

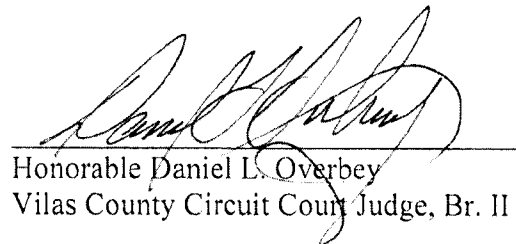
Effective Date: August 1, 2022

1. Attorney's Duty to Give Notice
 - a) In all matters, the moving party or their attorney is responsible for providing notice of hearing on any motion filed by that party. Prior to sending out such notice, the party or their attorney shall call the Judicial Assistant for the assigned branch to set an appropriate date and time for hearing.
 - b) No attorney or party shall schedule additional motions on a pre-existing motion date for the same case without first advising the court, to determine if sufficient time has been set aside for an additional motion and, if not, to get another date for the motion.

Dated this 13th day of September, 2022.

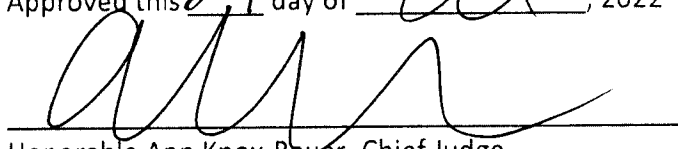


Honorable Martha J. Milanowski
Vilas County Circuit Court Judge, Br. I



Honorable Daniel L. Overbey
Vilas County Circuit Court Judge, Br. II

Approved this 24 day of oct, 2022

A handwritten signature in black ink, appearing to read 'Ann Knox-Bauer', written over a horizontal line.

Honorable Ann Knox-Bauer, Chief Judge
Ninth Judicial Administrative District