

- (4) All existing indebtedness of the Village, including the amount of interest payable and principal to be redeemed on any outstanding general obligation bonds of the Village and any estimated deficiency in the sinking fund of any such bonds during the ensuing fiscal year.
- (5) Such other information as may be required by the Board and by state law.
- (d) Copies of Budget. The Village Clerk shall provide a reasonable number of copies of the budget summary thus prepared for distribution to citizens. The entire fiscal budget shall be available for public inspection in the Office of the Village Clerk during regular office hours.
- (e) **Report and Hearing.**
 - (1) The Village Board shall make a report no later than the Board's first November meeting. The report shall include the estimated cost of improvements as well as the estimated cost of operating the various departments and all other costs, including interest charges, for which money will have to be raised by taxation during the following year.
 - (2) A summary of such budget and notice of the time and place where such budget and detail is available for public inspection and notice of the time and place for holding the public hearing thereon, shall be published in a newspaper of general circulation in the Village or legally posted at least fifteen (15) days prior to the time of such public hearing.
 - (3) Not less than fifteen (15) days after the publication of the proposed budget and the notice of hearing thereon, the public hearing shall be held at the time and place stipulated, at which time any resident or taxpayer of the Village shall have an opportunity to be heard on the proposed budget. The budget hearing may be adjourned from time to time. Following the public hearing, the proposed appropriation ordinance may be changed or amended and shall take the same course in the Village Board as other ordinances.

SEC 3-1-5 CHANGES IN BUDGET.

The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purposes thereof shall not be changed after approval of the budget except upon the recommendation of the Village President and upon a two-thirds (2/3) vote of the entire membership of the Village Board. Notice of such transfer shall be given by publication within eight days thereafter in the official Village newspaper or posted in designated areas.

SEC 3-1-6 VILLAGE FUNDS TO BE SPENT IN ACCORDANCE WITH APPROPRIATION.

No money shall be drawn from the treasury of the Village, nor shall any obligation for the expenditure of money be incurred, except in pursuance of the annual appropriation in the adopted budget or when changed as authorized by Section 3-1-4 of this Chapter. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the general fund and shall be subject to reappropriation; but appropriations may be made by the Board, to be paid out of the income of the current year, in furtherance of improvements or other objects or works which will not be completed within such year, and any such appropriation shall continue in force until the purpose for which it was made shall have been accomplished or abandoned.

SEC. 3-1-7 FISCAL YEAR.

The calendar year shall be the fiscal year.

State Law Reference: Sec. 61.51(3), Wis. Stats.

SEC. 3-1-8 PUBLIC DEPOSITORIES.

The Village Board shall designate the public depository or depositories within this state within which Village funds shall be deposited, and when the money is deposited in such depository in the name of the Village, Village officials and bondsman shall not be liable for such losses as are defined by state law. The interest arising therefrom

shall be paid into the Village treasury. Pursuant to state law, designated public depositories shall be required to pledge U.S. Treasury notes equal in amount to any uninsured balance of the Village's deposit.

State Law Reference: Sec. 62.12(7), Wis. Stats.

SEC. 3-1-9 ALTERNATIVE SYSTEM OF APPROVING CLAIMS

- (a) This ordinance is adopted pursuant to the authority granted to village boards under Sec. 60.44(2) of Wis Statutes to adopt an alternative plan for approving financial claims against the village other than claims under Sec. 893.80 of Wis Statutes. This ordinance shall provide that payments may be made from **the** village treasury after the village clerk audits and approves each claim as a proper charge against the treasury, and endorses his or her approval on the claim after have determined that the following conditions have been complied with:
- (1) That funds are available therefor pursuant to the budget approved by the village board.
 - (2) That the item or service covered by such claim has been duly authorized by the proper official, department head or board or commission.
 - (3) That the item or service has been actually supplied or rendered in conformity with such authorization.
 - (4) That the claim is just and valid pursuant to law. The clerk may require the submission of such proof and evidence to support the foregoing as in that officer's discretion may be deemed necessary.
- (b) Such ordinance shall require that the clerk shall file with the village board not less than monthly a list of the claims approved, showing the date paid, name of the claimant, purpose and amount.
- (c) The ordinance shall provide that the village board shall authorize an annual detailed audit of its financial transactions and accounts by a public accountant licensed under Chapter 442 and designated by the village board.
- (d) Such system shall be operative only if the clerk is covered by a fidelity bond of not less than \$5,000.
- (e) By adoption of this ordinance for an alternative procedure, the claim procedure required by ss. 61.25(6), 61.51, 62.09(10), 62.11 and 62.12 and other relevant provisions, except ss. 893.80, is not applicable to the village.

SEC 3-1-10 TEMPORARY INVESTMENT OF FUNDS NOT IMMEDIATELY NEEDED

The Village Treasurer may invest any Village funds not immediately needed, pursuant to Sections 66.04(2) and 219.05, Wis. Stats.

State Law Reference: Sections 66.04(2) and 219.05, Wis. Stats.

SEC. 3-1-11 RECEIVING MONEY; RECEIPT FOR SAME.

- (a) The Village Clerk or Treasurer and their deputies shall not receive any money into the treasury from any source except on account of taxes levied and collected during the fiscal year for which they may then be serving, without giving a receipt therefor in the manner specified by the Village Board.
- (b) Upon the payment of any money (except for taxes as herein provided), the Village Clerk or Treasurer shall make out a receipt in duplicate for the money so received. The Village Clerk or Treasurer shall charge the amount thereof to the treasury and credit the proper account. The payment of the money to any receiving agent of the Village or to the Village or to the Village Clerk or Treasurer shall be safeguarded in such manner as the Village Board shall direct.

State Law Reference: Sec. 66.113, Wis. Stats.

SEC.. 3-1-12 STATEMENT OF REAL PROPERTY STATUS.

The Village Clerk or Treasurer or their designees are authorized to prepare a Statement of Real Property Status form to be used to provide information often requested for transfers of real property such as the amount of outstanding special assessments, deferred assessments, changes in assessments, amount of taxes, outstanding water and sewer bills, current water and sewer bills, contemplated improvements, outstanding citations on building code violations and similar information. Any such information sought shall be provided to the person requesting it on said form. Requests for Statements of Real Property Status shall be made to the Village Clerk or Treasurer a minimum of one (1) business day in advance. A fee of Ten Dollars (\$10.00) shall be charged for compiling this information.

SEC 3-1-13 BIDDING PROCEDURES.

- (a) **Adoption of City Bidding Procedures.** Pursuant to Sec. 61.56, Wis. Stats., the Village does hereby provide that as a complete alternative to the requirements of Sections 61.54, 61.55, and 66.29 of the Wisconsin Statutes and in lieu thereof, that the provisions of Sec. 62.15, Wis. Stats., shall be applicable to all Village contracts for public construction over Ten Thousand Dollars (\$10,000.00). The authority vested in the Board of Public Works by Sec. 62.15 of the Wisconsin Statutes shall be exercised by the Village Board or by a committee designated by the Village Board.
- (b) **Construction by the Village.** Any class of public construction may be done directly by the Village without submitting the same for bids provided that the same is authorized by a vote of three-fourths (3/4) of all members of the Village Board.

State Law Reference: Sections 61.54, 61.55 and 62.15, Wis. Stats.

SEC 3-1-14 PROCUREMENT STANDARDS.

- (a) Procurement Policy.
- (1) All public improvements constructed with municipal funds are carried out through contract awarded to the lowest responsible bid according to the requirements of Wisconsin Statutes.
 - (2) Major equipment purchases are made from the lowest responsible bidder following public advertisement and distribution of specifications.
 - (3) Common materials and supplies are purchased from the most price-advantageous source following bids or price quotations usually secured through unpublicized solicitation of more than two (2) sources.
- (b) **Large Projects. Public works projects exceeding Ten Thousand Dollars (\$10 000.00) will be bid in accordance with Wisconsin Statutes. Specifications, and or plans and bid documents, will be furnished to all requesting same. Notice of id taking shall be published in the local newspaper and other applicable publications. All bids timely received will be opened and read at a pre-specified time and place open to the public. Bids will be received and recommendation thereon will be made to the Village Board. The contract will be awarded to the responsible bidder submitting the lowest bid. "Force account" projects are exempt from this policy.**

SEC. 3-1-15 WAFER-RELATED FIRE PROTECTION COSTS.

- (a) **Purpose. Section 196.03(3)(b), Wis. Stats., creates a duty for municipalities or their water utilities to make a specific decision in regard to billing for water-related fire protection service costs whether or not they wish to make any change at this time**
- (b) **Fire Protection Costs. The Village of Nichols determines that the Village and the Nichols Water Utility will continue to bill and pay for water-related fire protection services in the same manner as these services have been billed and paid for in the past until this body adopts a subsequent resolution changin& the method of billing and paying for these services. It is understood that any billing for these services on customers' water bills as allowed by law must be approved by resolution of this body and by the Public Service Commission before the billing can be commenced.**

CHAPTER 2
Special Assessments

3-2-1 Village Board May Levy Special Assessments

SEC. 3-2-1 VILLAGE BOARD MAY LEVY SPECIAL ASSESSMENTS.

- (a) Pursuant to either Sections 66.60 or 66.62, Wis. Stats., incorporated herein by reference as amended from time to time, the Village of Nichols by resolution of its Village Board may levy and collect special assessments upon property in a limited and determinable area for special benefits conferred upon such property by any municipal work or improvement and may provide for the payment of all or any part of the cost of the work or improvement.
- (b) The amount assessed against any property for any work or improvement which does not represent an exercise of the police power shall not exceed the value of the benefits accruing to the property therefrom, and for those representing an exercise of the police power, the assessment shall be upon a reasonable basis as determined by the Village Board.

State Law Reference: Sections 66.60 and 66.62, Wis. Stats.