

ORDINANCE NO. 229**AN ORDINANCE TO AUTHORIZE AN ALTERNATIVE CLAIM PROCEDURE
FOR PAYMENT OF CERTAIN BILLS AND VOUCHERS**

The Village Board for the Village of Oconomowoc Lake, Waukesha County, Wisconsin,
DOES ORDAIN AS FOLLOWS:

SECTION 1: PURPOSE. It is the declared intent of this ordinance that the Village Board delegate to the Village Clerk authorization to make routine payments of certain claims, without prior Village Board approval under the limited circumstances described herein.

SECTION 2: AUTHORITY. This ordinance is adopted pursuant to the authority granted to Village Boards under section 66.0609, Wisconsin Statutes, to adopt an alternative claim procedure for approving these limited types of financial claims against the Village which are described in Section 3, below.

SECTION 3: LIMITED CLAIMS. This ordinance applies to payment of only the following types of claims:

- A. Payment of payroll for employees, payroll taxes and WIS Retirement;
- B. Payment of any bills if the due date or discount rate will expire prior to the next scheduled Village Board meeting that can have bills presented on the agenda;
- C. Payment of monies received for municipal citations;
- D. Payment of firearms training, seminars and conferences as budgeted;
- E. Payment of refund for tax overpayments per Village policy.
- F. Payment of any property tax payment due to County, State or School District

SECTION 4: PROCEDURE. Payment of the types of claims described in Section 3, above, may be made from the Village treasury in the manner described in section 66.0607, Wisconsin Statutes, without prior Village Board approval, if the Village Clerk audits and approves each such claim as a proper charge against the treasury, and endorses his or her approval on the claim. The Village Clerk's approval shall not be granted unless the Village Clerk first determines that:

- A. Funds are available for the claim pursuant to the budget approved by the governing body.
- B. The item or service covered by the claim has been duly authorized.

- C. The item or service has been supplied or rendered in conformity with the authorization.
- D. The claim is just and valid pursuant to law.

The Village Clerk may choose to require the claimant to submit proof, to aid the Clerk in determining whether the claimant has complied with these conditions, prior to payment of the claim.

The Village Clerk shall file with the Village Board at least monthly a list of the claims approved which have not previously been approved by the Village Board, showing the date the claim was paid; the name of the claimant; the purpose of the claim; and the amount of the claim.

SECTION 5: ANNUAL AUDIT. As required by Wisconsin Statutes Section 66.0609(3), the Village Board shall obtain an annual detailed audit of its financial transactions and accounts by a certified public account licensed or certified under Wisconsin Statutes Chapter 442.

SECTION 6: BOND. As required by Wisconsin Statutes Section 66.0609(4), the Village Clerk shall be covered by a fidelity bond of not less than \$5,000.00

SECTION 7: SEVERABILITY.

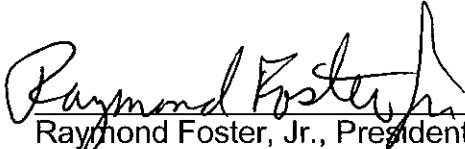
The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 8: EFFECTIVE DATE.

This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Dated this 19th day of September, 2005.

VILLAGE OF OCONOMOWOC LAKE


Raymond Foster, Jr., President

STATE OF WISCONSIN)
)
COUNTY OF WAUKESHA)

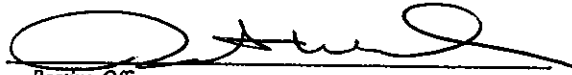
AFFIDAVIT OF POSTING

Ordinances 288 & 289

The undersigned, being first duly sworn, on oath deposes and states that on September 23, 2005, at the direction of the Clerk of the Village of Oconomowoc Lake, he posted copies of the foregoing proceedings of the Village Board in the following public places in said Village:

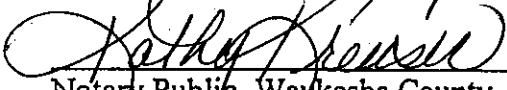
to-wit:

- (1) Opposite the entrance to the Oconomowoc Lake Club on the northern side of the road in front of the Club;
- (2) At the entrance to the Village Hall on West Pabst Road;
- (3) At the Village Boat Launch located at 35622 E. Wisconsin Avenue.


Posting Officer

Subscribed and sworn to before me

This 23rd day of September, 2005


Notary Public, Waukesha County, Wisconsin
My Commission expires: 3-23-08