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GENERAL PROVISIONS AS TO OFFICIALS

1.01 ELECTED OFFICIALS. The elected officials of the Town shall be the Town Chairman, 2 Supervisors, the Town Clerk, the Town Treasurer and 2 Constables. Their election shall be at the annual spring election in the odd-numbered years for 2 year terms.

	How Elected	Terms
(1) TOWN CHAIRMAN	Biennially, odd-numbered years	2 years
(2) TOWN SUPERVISORS (2)	Biennially, odd-numbered years	2 years
(3) TOWN CLERK	Biennially, odd-numbered years	2 years
(4) TOWN TREASURER	Biennially, odd-numbered years	2 years
(5) CONSTABLES (2)	Biennially, odd-numbered years	2 years

1.02 APPOINTING OFFICIALS. All appointed officials shall be subject to confirmation by the Town Board except where appointed by an independent board or commission. The following shall be the appointed officials:

	Appointment	Terms
(1) BUILDING INSPECTOR	Town Board	2 years
(2) ELECTRICAL INSPECTOR	Town Board	2 years
(3) PLUMBING INSPECTOR	Town Board	2 years
(4) EMERGENCY GOVERNMENT DIRECTOR	Town Board	2 years
(5) HEALTH OFFICER	Town Board	2 years
(6) TOWN ASSESSOR	Town Board	2 years
(7) TOWN CHAIRMAN AND SUPERVISORS	Town Board	2 years
(8) TOWN CLERK (Deputy)	Town Board	2 years
(9) TOWN TREASURER (Deputy)	Town Board	2 years
(10) WEED COMMISSIONER	Town Board	2 years
(11) ROAD SUPERINTENDENT	Town Board	indefinite

1.03 OATHS AND BONDS. Elected and appointed officials shall take and file the official oath within five days after notice of their election or appointment as provided in Sec. 61.21, Wis. Stats., and shall execute and file the official bond as required by State Statutes and this Municipal Code.

1.04 REMOVALS. (1) ELECTED OFFICIALS. Elected officials may be removed by the Town Board as provided in Sec. 17.13(2), Wis. Stats., or by the judge of the Circuit Court for cause pursuant to Sec. 17.13(3), Wis. Stats.

(2) APPOINTED OFFICIALS. Appointed officials may be removed as provided in Sees. 17.13(1) or 17.13(3), Wis. Stats.

1.05 VACANCIES. (1) HOW OCCURRING. Vacancies in elective and appointive positions are caused as provided in Sees. 17.03 and 17.035, Wis. Stats.

(2) HOW FILLED. Vacancies in elective and appointive offices shall be filled as provided in Sec. 17.25, Wis. Stats.

1.06 SALARIES. The salaries of all elected and appointed officials, including members of boards and commissions, shall be as determined by the Town Board from time to time, provided the chairman and members of the Board shall not collect salary in excess of that provided at the time of taking office. (See Sec. 66.196, Wis. Stats.)

1.07 RECEIPT OF GIFTS AND GRATUITIES. (1) RESTRICTED. No Town employee or official shall receive or offer to receive, either directly or indirectly, any gift, gratuity or other thing of value which he is not authorized to receive from any person who:

- (a) Has or is seeking to obtain contractual or other business or financial relationships with the Town or Town Board.
- (b) Conducts operations or activities which are regulated by the Town or Town Board.
- (c) Has interests which may be substantially affected by the Town or Town Board.

(2) PENALTY. The receipt of any gift, gratuity or other thing of value as denoted above is contrary to the public policy of the Town and is punishable as provided in Sec. 946.12, Wis. Stats. Such conduct shall also be punishable under Sec. 25.04 of this Municipal Code.

OFFICIALS

1.10 TOWN CHAIRMAN AND SUPERVISORS ORS. (1) ELECTION AND TERMS. See Sec. 1.01.

(2) DUTIES AND POWERS, (a) Town Chairman. See Sec. 61.24, Wis. Stats.

- (b) As Town Board. The Town Chairman and Supervisors shall constitute the Town Board and shall have such duties and powers as are enumerated in Chs. 60 and 61, Wis. Stats., and elsewhere in the statutes.
- (c) Village Board Powers. The Town adopted village board powers at the annual Town meeting of April 3, 1962.
- (d) Constable Duties. According to state statutes, 60.54 Wis. Stats.

(3) AUTHORITY. The Town Board shall have all powers of the Town not specifically given to some other body or officer. Except as otherwise provided by law, the Town Board shall have the management and control of the Town property, finances, highways, streets, utilities and the public service and may act for the government and good order of the Town, for its commercial benefit and for the health, safety, welfare and convenience of the public and may carry its powers into effect by license, regulations, borrowing, taxation, special assessment, appropriation, imposition of forfeitures and other necessary or convenient means. The Town Board may appoint such officials from time to time as may be deemed necessary for the benefit of the community. In addition, the Town Board shall have the powers enumerated in Sec. 61.34, Wis. Stats. The powers hereby conferred shall be in addition to all other grants and shall be limited only by express language.

(4) MEETINGS. The Town Board shall meet on the 2nd Monday of each month.

1.11 CLERK. (1) ELECTION AND TERM. See Sec. 1.01 of this Code.

(2) DUTIES. The Town Clerk shall perform those duties prescribed by Sec. 61.25, Wis. Stats., and by order of the Town Board.

1.12 TREASURER. (1) ELECTION AND TERM. See Sec. 1.01 of this Code.

(2) DUTIES. The Town Treasurer shall perform such duties as are prescribed by Sec. 61.26, Wis. Stats., and by order of the Town Board.

1.13 BUILDING INSPECTOR. (1) APPOINTMENT AND TERM. See Sec. 1.02(1) of this Code.

(2) POWERS AND DUTIES, (a) Enforcement. He shall enforce all ordinances and laws relating to the erection, alteration, repair and removal of buildings in accordance with Ch. 14 of this Code and any lawful orders of the Department of Industry, Labor and Human Relations or any other agency of the State of Wisconsin.

- (b) Permits. He shall issue all building, electrical and plumbing permits, and initiate all proceedings on unsightly premises.
- (c) He shall keep a record of:
 - 1. Applications for building permits in a book for such purpose and shall regularly number each permit in the order of its issuance.
 - 2. The number, description, and size of all buildings erected, indicating the kinds of material used and the costs of these buildings to the extent such cost information is available to him.
 - 3. All inspections made and of all removal and condemnation of buildings, and a record of all fees collected by him, showing the date of their receipt and delivery to the Town Treasurer.
 - 4. He shall make monthly reports and an annual report of the Town Board.

1.14 ELECTRICAL INSPECTOR. (1) ENFORCEMENT. He shall enforce all ordinances and laws relating to electrical works as defined by Ch. 14 of this Code.

(2) He shall keep all records of permits issued for electrical work, all inspections made, and all other official work performed arranged in an efficient manner providing prompt information concerning all electrical work done within the Town.

1.15 PLUMBING INSPECTOR. (1) DUTIES AND AUTHORITY. The Plumbing Inspector shall enforce all provisions of State and Town regulations relating to the construction, installation, alteration and repair of all plumbing within the Town and shall make inspections, perform tests and issue orders as may be necessary for such enforcement.

(2) Pursuant to Sec. 145.04(3), Wis. Stats., he shall submit monthly an annual report on the transactions of his office at the Department of Health and Social Services and to the Town Board.

1.16 EMERGENCY GOVERNMENT DIRECTOR. See Sec. 6.01.

1.20 TOWN ASSESSOR. The Town Board shall appoint a Town Assessor for a term of 2 years. His duties shall be as the Board directs.

1.21 WEED COMMISSIONER. The Town Board shall appoint a Weed Commissioner whose duties shall be as the Board directs.

1.22 ROAD SUPERINTENDENT. The Town Board shall appoint a Road Superintendent whose duties shall be as the Board directs. See Secs. 8.03(4), 8.04(2)(e), and 8.06(3).

1.23 BOARD OF REVIEW. The Town Board shall act as the Board of Review.

TOWN OF CONCORD AN ORDINANCE ESTABLISHING THE TREASURER'S EXEMPTION FROM BOND

The supervisors of the Town of Concord, county of Jefferson, state of Wisconsin, hereby order:

That the treasurer of the town is exempted from giving the bond specified in s. 70.67 (2), Wis. Stats.

That the town hereby obligates itself to pay (in case its treasurer fails so to do) all state and county taxes which the treasurer is required to pay to the county treasurer.

Town of Concord, County of Jefferson.

I, Lloyd Zastrow, as clerk of the town, do hereby certify that the foregoing is a true, correct and complete copy of an ordinance adopted by the board of supervisors of the Town of Concord on the 10th day of December, 1990.



Lloyd Zastrow, Clerk