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**ORDINANCE NO. 4, SERIES 2025**

**RECREATE SECTION 10 OF CHAPTER 4, TITLE 2 OF THE VILLAGE CODE –  
MUNICIPAL COURT COMMISSION**

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The Village Board of the Village of Prairie du Sac does ordain as follows:

**SECTION I** Section 10 of Chapter 4, Title 2 of the Village Code is hereby repealed and recreated as follows:

**SEC. 2-4-10 MUNICIPAL COURT COMMISSION**

**(a) MUNICIPAL COURT and COURT COMMISSION ESTABLISHED**

- (1) Pursuant to the authority granted by Ch. 755, Wis. Stats., there was created and established a Joint Municipal Court designated as the "Municipal Court for the Village of Prairie du Sac and Village of Sauk City" ("Joint Court"). Said Joint Court became operative and functioning on January 1, 2004. In addition, there was created and established a Joint Court Commission to be designated the "Sauk Prairie Court Commission" on which the Village of Prairie du Sac and Village of Sauk City are represented.
- (2) Pursuant to the authority granted by Ch. 755, the Villages of Prairie du Sac and Sauk City and the Town of Roxbury jointly agree: to add the Town of Roxbury to the Joint Court effective April 1, 2009 ("Municipal Court"); and that the judge for the existing Joint Municipal Court shall serve as judge for the Municipal Court until the end of the existing term.

**(b) SAUK PRAIRIE COURT COMMISSION**

The Sauk Prairie Court Commission shall consist of three members, one each appointed by the Village Boards of the Village of Prairie du Sac and Village of Sauk City and the remaining member appointed at large by the two members appointed by the respective Village Boards. Effective April 1, 2009, a fourth (4<sup>th</sup>) member of the Sauk Prairie Court Commission shall be added to the Commission; such fourth member shall be appointed by Roxbury Town Board, shall be a non-voting advisory member of the Commission, shall serve a two-year term, shall not have the right to vote on any matters before the Commission, shall have the right to participate in be notified of Commission meetings, shall not have the right to be elected as an officer of the Commission, and shall not be counted for purposes of a quorum. Members of the Sauk Prairie Court Commission shall serve two-year terms starting May 1. The Sauk Prairie Court Commission members shall appoint a Chairperson annually. The initial appointments shall be for one or two years, as the case may be, to allow for the staggering of terms so that no more than 2/3 of the members of the Commission are appointed in any year. The Sauk Prairie Court Commission shall meet as necessary to authorize employee salaries, compile and submit an annual budget to the Village and Town Boards by September 1 of each year, and conduct other business as required.

(c) MUNICIPAL JUDGE

- (1) Qualifications. The Municipal Court shall be under the jurisdiction of and presided over by a Municipal Judge, who shall be licensed to practice law in the State of Wisconsin, shall reside in the Village of Prairie du Sac or the Village of Sauk City or the Town of Roxbury and shall have a general understanding of the general requirements of the office of Municipal Judge.
- (2) Oath and Bond. The Judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in § 757.02(1), Wis. Stats., and at the same time execute and file an official bond in the amount of \$10,000. The Judge shall not act until the oath and bond have been filed as required by § 19.01(4)(c), Wis. Stats., and the requirements of § 755.03(2), Wis. Stats., have been satisfied. The Sauk Prairie Court Commission shall pay for expenses associated with obtaining the oath and bond.
- (3) Term. Commencing with judicial elections held on and after January 1, 2011, the Municipal Judge shall be elected at large every fourth spring election, for a term of four years. Such term shall commence on May 1 of the year of the judge's election. All candidates for the position of Municipal Judge shall be nominated by nomination papers as provided in § 8.10, Wis. Stats., and selection at a primary election if such is held as provided in § 8.11, Wis. Stats. The Sauk County Clerk shall serve as filing officer for the position of Municipal Judge. Electors in the Village of Prairie du Sac, Village of Sauk City and, and Town of Roxbury are eligible to vote for Municipal Judge.
- (4) Vacancy. A permanent vacancy in the office of Municipal Judge may be filled by temporary appointment of the Sauk Prairie Court Commission as provided for in § 8.50(4)(fm), Wis. Stats. The office shall be permanently filled by special election ordered by the Sauk Prairie Court Commission in the manner provided for in § 8.50, Wis. Stats.
- (5) Salary. The salary of the Municipal Judge shall be fixed by resolution of the Sauk Prairie Court Commission. No salary shall be paid if such Judge has not executed the official bond or official oath.

(d) JURISDICTION

- (1) The Municipal Court has jurisdiction over incidents occurring on or after January 1, 2004, as provided in Article VII, § 14 of the Wisconsin Constitution, §§ 755.045 and 755.05, Wis. Stats., and as otherwise provided by the laws of Wisconsin. In addition, it shall have exclusive jurisdiction over actions in the Village of Prairie du Sac, Village of Sauk City, and on and after April 1, 2009 in the Town of Roxbury, seeking to impose forfeitures for violations of municipal ordinances, resolutions and bylaws.
- (2) The Municipal Judge may issue civil warrants to enforce matters under the jurisdiction of the Municipal Court under §§ 755.045(2) and 66.0119, Wis. Stats.

(e) MUNICIPAL COURT OPERATIONS

- (1) Hours. The Municipal Court shall be open at such location and at such times as determined by the Sauk Prairie Court Commission.
- (2) Employees. The Municipal Judge shall in writing appoint the personnel that are authorized by the Sauk Prairie Court Commission. The Sauk Prairie Court Commission shall authorize at least one clerk for each court. The hiring, termination, hours of employment, and work responsibilities of the court personnel, when working during hours assigned to the court, shall be under the Judge's authority. Their salaries shall be fixed by the Sauk Prairie Court Commission. 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 Sauk Prairie Court Commission. The cost of the bond shall be paid by the Sauk Prairie Court Commission. The oath and any bond shall be filed with the Clerks of each municipality that is a member of the Commission.

- (3) The Town of Roxbury shall contribute to the cost of operations for the Municipal Court through a fee and contribution schedule adopted by separate mutual agreement of the Villages and the Town.
- (4) Collection of Forfeitures and Costs. The Municipal Judge may impose punishment and sentences as provided by Chs. 800 and 938, Wis. Stats., and as provided in the ordinances of the Village of Prairie du Sac, Village of Sauk City and the Town of Roxbury. All forfeitures, fees, assessments, surcharges and costs shall be paid to the joint Municipal Court Clerk within seven days after receipt of the money by the Municipal Court.
- (f) CONTEMPT AUTHORITY  
The Municipal Judge may impose a forfeiture for contempt or, upon nonpayment of the forfeiture and applicable assessments, a jail sentence. The Municipal Judge may impose the maximum forfeiture and maximum jail sentence allowed by Wisconsin law.
- (g) SEVERABILITY AND EFFECTIVE DATE  
This chapter shall take effect upon its approval by the Village Boards of the Village of Prairie du Sac, Village of Sauk City and Town of Roxbury, publication of this chapter as required by law and the approval and execution of an agreement between the Village of Prairie du Sac, Village of Sauk City and Town of Roxbury pursuant to §§ 755.01(4) and 66.0301, Wis. Stats, with said approval to be effective by the enactment of this substantively identical ordinance in each municipality.

SECTION II All ordinances or part of ordinances and resolutions in conflict herewith are hereby repealed.

SECTION III This ordinance shall take effect upon its passage and publication.

Adopted this 24<sup>th</sup> day of June 2025.

Published this 3<sup>rd</sup> day of July 2025.

Village of Prairie du Sac, WI

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Andrew Strathman  
Village President

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Niki Conway  
Village Clerk