



ORDINANCE NO. 8, SERIES 2020

ORDINANCE AMENDING CHAPTER 2 OF TITLE 2
VILLAGE BOARD

The Village Board of the Village of Prairie du Sac, located in Sauk County, Wisconsin, do ordain as follows:

SECTION ONE: Amend Chapter 2 of Title 2 of the Code of Ordinances of the Village of Prairie du Sac by striking and adding language as follows:

SEC. 2-2-4 STANDING COMMITTEES.

- (a) COMMITTEE APPOINTMENTS. At the organizational meeting of the Village Board, the Village President shall appoint Trustees to each of the following standing committees:

- (1) Administrative Committee (two [2] Trustees, and Village President).
- (2) Code Committee (three [3] Trustees).
- (3) Economic Development Committee (three [3] Trustees).
- (4) Parks Committee (three [3] Trustees).
- (5) Public Works, ~~Utilities and Streets Committee~~ (three [3] Trustees ~~and the Superintendent of Public Works~~).

The Village Administrator shall serve as ex-officio on all Standing Committees.

- (b) PRESIDENT TO DESIGNATE CHAIRMEN. The President shall designate the chairmen of each standing committee. He ~~or She~~ shall appoint all special committees and designate the chairman of each. All committee appointments except designation of chairmen shall be subject to confirmation by a majority vote of the Board.
- (c) COMMITTEE REPORTS. Each committee shall at the next regular Board meeting submit a report on all matters referred to it. Such report shall recommend a definite action on each item and shall be approved by a majority of the committee. Any committee may require any Village officer or employee to confer with it and supply information in connection with any matter pending before it.

History: Code of Ordinances, 1986. Sec. 2-2-4 amended. Ordinance No. 4, Series of 1997.

SEC. 2-2-9 MEETINGS.

- (a) REGULAR MEETINGS. Regular meetings of the Village Board shall be held on the second and fourth Tuesday of each calendar month at 7:00 p.m. local time, or at such other times as the Board may direct. Any regular meeting falling on a legal holiday shall be held on a day selected by a majority of the Board at a previous meeting. All meetings of the Board shall be held at the Village of Prairie du Sac Municipal Building, unless specified otherwise in the minutes of the preceding meeting or by written notice posted at the regular meeting place at least three (3) hours prior to any meeting. In any event, all Board meetings shall be held within the

boundaries of the Village of Prairie du Sac, unless the Village Board, by majority vote, determines an alternative location is in order to accommodate special circumstances.

- (b) ANNUAL ORGANIZATIONAL MEETING. The Village Board shall hold an annual organizational meeting on the fourth Tuesday of April for the purpose of organization.
- (c) REGULAR MEETING CANCELATION. A regular meeting of the Village Board may only be cancelled by the Village President or, in the President's absence, by the Village Administrator, and may only cancel for lack of business, postponement of business, lack of quorum, an emergency, or inclement weather such that travel would be unsafe.

State Law Reference: Section 61.32, Wis. Stats.

History: Code of Ordinances, 1986, 2003. Sec. 2-2-9 repealed and recreated, Ordinance No. 9, Series of 2009.

SEC. 2-2-10 SPECIAL MEETINGS.

- (a) CALLING OF SPECIAL MEETING. Special meetings of the Board may be called by the Village President, or by two (2) Trustees by filing a written request with the Village ~~Administrator-Clerk~~ at least twenty-four (24) hours prior to the time specified for such meeting. The Village ~~Administrator-Clerk~~ shall immediately notify each Trustee of the time and purpose of such meeting. The notice shall be delivered to each Trustee personally or left at his or her usual place of abode. The Village ~~Administrator-Clerk~~ shall cause an affidavit of such notice to be filed in his or her office prior to the time fixed for such special meeting. ~~Unless a quorum of Trustees are in attendance, no business shall be transacted at a special meeting except for the purpose stated in the notice thereof.~~ Notice to the public of special meetings shall conform to the open meeting requirements of Section 61.32 and Chapter 19, Subch. IV, Wis. Stats.
- (b) SPECIAL MEETING CANCELATION. A special meeting of the Village Board may only be cancelled by the Village President or, in the President's absence, by the Village Administrator, and may only cancel for lack of quorum, an emergency, or inclement weather such that travel would be unsafe.

State Law Reference: Sections 61.32 and 985.02(2)(a), Wis. Stats.; Ch.19, Subch. IV, Wis. Stats.

SEC. 2-2-14 ORDER OF BUSINESS.

- (a) ORDER OF BUSINESS. At all meetings, the following order may be observed in conducting the business of the Village Board:
 - (1) Call to Order by presiding officer;
 - (2) Roll ~~ea~~Call;
 - (3) Public Notice of Agenda, addition/corrections;
 - (4) Presentation of Minutes;
 - (5) Communications;
 - (6) ~~Pre-registered citizens~~Public Comment (limited to 3 minutes);
 - (7) Action Items;

- (8) Discussion Items;
 - (9) Reports from Committees, Plan Commission, Engineer, Director of Public Works/Utilities~~Director~~, Administrator, Village President;
 - (10) Adjournment.
- (b) ORDER TO BE FOLLOWED. No business shall be taken up out of order unless authorized by the Village President or by majority consent of all Trustees and in the absence of any debate whatsoever.

SEC 2-2-15 INTRODUCTION OF BUSINESS, RESOLUTIONS AND ORDINANCES; DISPOSITION OF COMMUNICATIONS

- (a) ORDINANCES TO BE IN WRITING. All ordinances, resolutions, bylaws or other communications submitted to the Board shall be in writing and shall include at the outset a brief statement of the subject matter, ~~a title and the name of the Trustee introducing same~~ and shall ~~may~~ be referred to the appropriate committee by the President or presiding officer. Unless requested by a Trustee before a final vote is taken, no ordinance, resolution or bylaw need be read in full.
- (b) SUBJECT AND NUMBERING OF ORDINANCES. Each ordinance shall be related to no more than one (1) subject. Amendment or repeal of ordinances shall only be accomplished if the amending or repealing ordinance contains the number and title of the ordinance to be amended or repealed, and title of amending and repealing ordinances shall reflect their purpose to amend or repeal.
- (c) NOTICE.
 - (1) The Village Board may take action on an ordinance or resolution only if it appears on the written agenda for meeting at which action is requested.
 - (2) Ordinances shall be placed on the agenda for Board action only if they have been reviewed for discussion at a previous Board meeting.
- (d) DISPOSITION OF PETITIONS, COMMUNICATION, ETC. Every petition or other writing of any kind, addressed to the Village Board or to the Village Administrator or other Village officer for reference to the Village Board, shall be delivered by the Village Administrator or such other Village officer to the Village President or to the presiding officer of the Board as soon as convenient after receipt of same, and in any event, prior to or at the opening of the next meeting of the Village Board following the receipt of same. Every such petition, or other writing, and every paper, communication or other proceeding which shall come before the Board for action, may be referred by the Village President or presiding officer to the appropriate committee or commission, unless objected to by some member of the Board.

History: Code of Ordinances, 1986. Sec. 2-2-15(c)(2) repealed and recreated to require prior consideration for ordinances only, 1994.

SEC. 2-2-16 PUBLICATION AND EFFECT OF ORDINANCES.

All general ordinances of the Village and all regulations imposing any penalty shall be published in the official paper of the Village once or posted according to state law, and shall be immediately recorded, ~~with the affidavit of publication,~~ by the Village ~~Administrator~~ Clerk in a book kept for that purpose. A printed copy of such ordinance or regulation in any book, pamphlet or newspaper and published or purporting to be published therein by

direction of the Village Board shall be prima facie proof of due passage, publication and recording thereof.

State Law Reference: Section 61.32, Wis. Stats.

SECTION TWO: All other provisions of Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

SECTION THREE: This ordinance shall take effect upon passage and publication as provided by law.

Adopted this 28th day of July, 2020.
Published this 6th day of August, 2020.

Village of Prairie du Sac, WI



Cheryl A. Sherman
Village President



Niki Conway
Village Clerk

