

MUNICIPAL CODE OF THE VILLAGE OF CASCO

CHAPTER 2

OFFICIALS

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2.01 ELECTED OFFICIALS.

(1) TRUSTEES. There shall be 4 trustees of the Village. Two trustees shall be elected at each annual spring election for a term of 2 years commencing on the 3rd Tuesday of April in the year of their election.

(2) OTHER ELECTED OFFICIALS.

(a) The following officers of the Village shall be chosen at the regular spring election in odd-numbered years for terms of 2 years commencing on the 3rd Tuesday of April in the year of their election:

1. Village President.
2. Two trustees.

(b) The following officers of the Village shall be chosen at the regular spring election in even-numbered years for terms of 2 years commencing on the 3rd Tuesday of April in the year of their election:

1. Two trustees.

2.02 APPOINTED OFFICIALS.

(1) ATTORNEY & BUILDING INSPECTOR.

The Village officials hereinafter set forth shall be appointed at the first regular meeting of the Village Board in May of odd-numbered years by the Village President, subject to confirmation by a majority vote of the members of the Board. The Village President shall not vote on the confirmation of such appointments, except in case of a tie. The term of office of each official so appointed shall be 2 years. All terms shall commence on the 15th day of May following appointment.

(a) Attorney.

(b) Building Inspector.

(2) CLERK-TREASURER. The Village Clerk-Treasurer shall be appointed to an indefinite term by the Village Board and shall perform the duties of both offices as provided by law and by the Village Board from time to time.

(3) VILLAGE ASSESSOR. The Village Assessor shall be appointed by 2/3 vote of the members of the Village Board on an annual basis. Such Assessor shall have the powers, privileges and duties of village assessors as specified in the Wisconsin Statutes and shall perform such other duties as may be required from time to time by the Village Board.

2.03 RESERVED.

2.04 DIRECTOR OF PUBLIC WORKS.

(1) APPOINTMENT. The Director of Public Works shall be appointed by a majority vote of the Village Board on the basis of merit, training, experience, administrative ability, efficiency and general qualifications and fitness for performing the duties of the position.

(2) TERM. The Director of Public Works shall hold office for an indefinite term subject to removal for cause after a public hearing by a 3/4 vote of the Village Board.

(3) DUTIES AND POWERS. The Director of Public Works shall have the following duties and powers:

(a) He/She shall have general charge and supervision of all public works in the Village.

(b) He/She shall be responsible for the maintenance, repair and construction of streets, curbs and gutters,

sidewalks, bridges, street signs, storm sewers, culverts and drainage facilities, sanitary sewers, Village buildings and structures and all machinery, equipment and property used in any activity under his control.

(c) He/She shall have charge of all public services, including snow and ice removal, street cleaning and flushing, mosquito and rodent control.

(d) He/She shall perform such other activities and duties as are imposed upon him from time to time by the Village Board.

2.05 BOARD OF REVIEW.

The Board of Review of the Village shall be composed of all 4 members, including the Village President, the Village Clerk. Shall have the duties and powers prescribed by §70.47, Wis. Stats.

2.06 BOARD OF ZONING APPEALS.

The Board of Zoning Appeals of the Village shall consist of 3 members and 2 alternate members who shall be residents of the Village appointed by the Village President and confirmed by a majority vote of the Village Board. All members shall be appointed for 3 years. The Board shall have the powers and duties prescribed by Ch. 6 of this Code and §62.23, Wis. Stats.

2.07 GENERAL REGULATIONS GOVERNING ALL VILLAGE OFFICERS.

(1) Effect. The provisions of this section shall apply to all officers of the Village, regardless of the time of creation of the office or selection of the officer unless otherwise specifically provided by ordinance or resolution of the Village Board.

(2) Oath of Office. Every officer of the Village, including members of Village boards and commissions, shall before entering upon his duties and within 7 days of his election or appointment or notice thereof take the oath of office prescribed by law and file such oath in the office of the Village Clerk/Treasurer; any person reelected or reappointed to the same office shall take and file an official oath for each term of service.

(3) Salaries. All officers of the Village shall receive such salaries as may be provided from time to time by the Village Board by ordinance. No officer receiving a salary from the Village shall be entitled to retain any portion of any fees collected by him for the performance of his duties as such officer in the absence of a specific law or ordinance to that effect. Payment of regular wages and salaries established by the Village Board shall be by payroll, as provided in §4.03(3). The regular pay day shall be the last day of each month.

(4) Vacancies. Vacancies in elective offices shall be filled by appointment by a majority vote of the Village Board for the remainder of the unexpired term. Vacancies in appointive offices shall be filled in the same manner as the original appointment for the residue of the unexpired term unless the term for such office is indefinite.

(5) Outside Employment. No full-time officer of the Village shall engage in any other remunerative employment within or without the Village; provided that the Village Board may approve such outside employment or activity if it finds that it does not interfere or conflict with such officer's ability to perform his duties in an efficient and unbiased manner. Violation of this provision shall be grounds for removal from office of any such officer.