

Committee of the Whole

Monday, September 10, 2018

5:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC APPEARANCES.
4. APPROVAL OF MINUTES.
 - a. Discussion and action regarding minutes of the meeting held on August 13, 2018.
 - b. Discussion and action regarding minutes of the meeting held on August 27, 2018.
5. BUSINESS.
 - a. Discussion regarding Village Committee format, structure, and utilization.
6. SCHEDULE NEXT MEETING DATE.
 - a. To be determined.
7. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Monday, August 13, 2018 - 5:00 PM

1. CALL TO ORDER.

Village President Czebotar called the regular meeting of the Committee of the Whole to order at 5:00 pm in Conference Room A of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Members present: Village President Brad Czebotar, Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village Trustee Carolyn Clow (arrived at 5:02 pm), Village Trustee Dan Kolk, Village Trustee Mary Pat Lytle, Village Trustee Shaun O'Hearn.

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Police Chief Craig Sherven, and Fire and Rescue Chief Chris Dennis.

Also Present: Amber Gerber, Ken Brost, and Paulette Lewis

3. PUBLIC APPEARANCES.

1. Ken Brost residing at 6304 Exchange Street commented on the ordinance requiring a referendum and the need for their to be trust between elected boards and their electorate. Continuing to have a referendum requirement helps to maintain that trust because people like the idea of having a spending limit. Further stated that he was not sure if its evolution renders it obsolete and questions whether or not the limit threshold is accurate; however, the importance is seeking out public input through this process prior to embarking on a major capital improvement.

2. Paulette Lewis residing at 5714 Curtis Street commented that she was interested in what the Committee's discussion on the topic would be and wanted to understand better the issues they have been meeting to discuss. She supports the referendum in some capacity but wanted to learn mor

4. APPROVAL OF MINUTES.

a. Discussion and action regarding minutes of the meeting held on July 23, 2018.

The minutes of the meeting held on July 23, 2018 were approved by unanimous consent

5. BUSINESS.

a. Discussion and action to make a recommendation to the Village Board regarding consideration to approve and issue a Scope of Services in order to conduct a Public Safety Analysis.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Mary Pat Lytle, to Recommend Approval to the Village Board regarding consideration to approve and issue a Scope of Services in order to conduct a Public Safety Analysis. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and possible action to make a recommendation to the Village Board on revisions to Section 23-94 of the Village Code of Ordinances regarding direct legislation ordinance to require a binding referendum for projects requiring a Village expenditure of \$1,250,000 or more.

The Committee of the Whole was presented with the current ordinance as part of its discussion as well as a review of what our comparable communities have for requirements. The Committee talked about the need for the ordinance, the expense limitation, experience in other communities, alternative processes in lieu of referendums, Village Board's role, and specific revisions to the current code requirements. Following discussion the Committee requested Village Staff through the Village Attorney prepare modifications to the current ordinance as follows:

- Add more exclusions for public safety, emergency situations, TID projects, and joint municipal projects.
- Change the spending threshold to 1% of equalized value.

The draft ordinance will be prepared by the Village Administrator and Attorney, and presented for review at the next meeting. More information will also be provided regarding charter ordinance.

6. SCHEDULE NEXT MEETING DATE.

- a. To be determined.

The next meeting is to be held on August 27, 2018 at 5:00 p

7. ADJOURNMENT.

Motion by Village Trustee Jerry Adrian, second by Village Trustee Mary Pat Lytle, to adjourn at 6:45 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Monday, August 27, 2018 - 5:00 PM

1. CALL TO ORDER.

Village President Czebotar called the Committee of the Whole meeting order at 5:00pm in Conference Room A of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar, Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village Trustee Carolyn Clow, Village Trustee Dan Kolk, Village Trustee Mary Pat Lytle, Village Trustee Shaun O'Hearn

Village Board members not present: None

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger and Police Chief Craig Sherven.

3. PUBLIC APPEARANCES.

None

4. APPROVAL OF MINUTES.

a. None.

5. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board on revisions to Section 23-94 of the Village Code of Ordinances regarding direct legislation ordinance to require a binding referendum for projects requiring a Village expenditure of \$1,250,000 or more.

The Board discussed the draft ordinance seemed to provide more complication than necessary in some places and not enough direction in others.

Motion by President Czebotar, second by Trustee Kolk to, move to recommend the revisions to section 23-94 be as follows:

1. Eliminate section 23-94 (a)(1).
2. In 23-94 (b) - provide more definitions where applicable to items (1) through (7) especially in places where State Statute already provides a definition.
3. Provide more detail in the ordinance on the timeline required for the bidding and construction process.
4. Provide a more concrete definition of equalized value.

Motion carries 5-2 by acclamation.

The Board directed staff to make the requested changes to the draft ordinance and bring it back to the Village Board at their September 10th meeting for review. The

Board can finalize the wording at that time, and staff can proceed with notice a public hearing for the October 8th Village Board meeting.

6. SCHEDULE NEXT MEETING DATE.

a. To be determined.

Trustee Clow requested a meeting be set for September 10th to discuss how the Committee of the Whole should be used going forward. She also requested the Committee of the Whole take up the topic of recreation on the future.

7. ADJOURNMENT.

Motion by Trustee Clow, second by Trustee Brassington, to adjourn at 6:24 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra Suettinger
Village Clerk/Treasurer



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, September 10, 2018

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding Village Committee format, structure, and utilization.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Committee of the Whole has been reconvened within the last several months to discuss mainly facility development and other aspects related to the projects discussed. Those issues have since moved on as of the last meeting where it was requested the Committee begin discussions on other issues like the Village's committee structure, recreation, and affordable housing to name a few topics. It is suggested first that the Village start with the committee structure and how it wishes to use the Committee of the Whole going forward before diving into additional topics. As a result of this work then the Village Board can delegate the work necessary based on how the structure is established.

To begin this discussion on Committee format, structure, and utilization, current Village Ordinance outlining their format and charge is included as well as a complete list of current Committees. Some topics for discussion could include our structure, efficiency, schedule, appointments, terms, and other elements related to the general format.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

Chapter 2 details all of the local code regarding Administration of the Village including all Boards, Commissions, and Committees. The full version of this can be found by [clicking on this link](#). Article V within this Chapter contains the requirements for Standing Committees which is included within the packet for background.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



No action is recommended at the present other than general discussion by members regarding the agenda topic.

ATTACHMENTS:

1. Master list of Committee Meetings FINAL
2. Article V - Standing Committees

AUTHORITY, BOARD, COMMISSION AND COMMITTEE MEETINGS

DAY	GOVERNMENTAL BODY	DEPT OF JURISDICTION	TIME	LOCATION	Representative
FIRST					
Monday	Library Board	Library	5:15 p.m.	E.D. Locke Public Library	Heidi
Monday	Personnel Committee	Admin	6:30 p.m.	Conf. Room A	Cassandra
Wednesday	Communiy Development Authority	Comm Dev	7:00 p.m.	Conf. Room A	Karen
Thursday	Volunteer Committee	Admin	6:00 p.m.	Conf. Room A	Lori
SECOND					
Monday	Village Board*	Admin	7:00 p.m.	Comm. Room	Cassandra
Tuesday	Public Works Committee	DPW	6:00 p.m.	Conf. Room A	Phil
Wednesday	Public Safety Committee	Admin	6:30 p.m.	Conf. Room A	Tanya
THIRD					
Monday	Plan Commission	Comm Dev	7:00 p.m.	Comm. Room	Karen
Tuesday	Public Utilities Committee	PU/PW	6:00 p.m.	Conf. Room A	Phil
Thursday (EOOM)	Senior Outreach Serv Committee	Admin	8:30 a.m.	Conf. Room A	Lori
Thursday	Joint PRC/NRC	DPW	7:00 p.m.	Conf. Room A	Phil
FOURTH					
Monday	Village Board*	Admin	7:00 p.m.	Comm. Room	Cassandra
Tuesday	Communications and Technology	Admin	6:00 p.m.	Conf. Room A	Andrew
Wednesday	Finance Committee	Admin	6:30 p.m.	Conf. Room A	Jenny
Thursday(EOEM)	Emer Management Committee	Admin	2:00 p.m.	EM Room	Chuck
* If Closed Session, also need Conference Room A EOEM - every other even month EOOM - every other odd month					
AS NEEDED					
	Board of Zoning Appeals	Comm Dev	7:00 p.m.	Conference Room A	Karen
	Ethics Board	Admin		Conference Room A	Cassandra
	Landmarks Commission	Comm Dev	7:00 p.m.	Conference Room E	Karen
	Police and Fire Commission	Admin		Conference Room C	
OTHER					
Annually during the 30 day period from the second Monday in May	Board of Review	Admin	9:00 a.m.	Conference Room A	Cassandra

Updated 06/2015

ARTICLE V. - STANDING COMMITTEES

DIVISION 1. - GENERALLY

Sec. 2-347. - Established.

The following is a list of standing committees of the Village:

- (1) Communications and Technology Committee.
- (2) Finance Committee.
- (3) Natural Resources Committee.
- (4) Parks and Recreation Committee.
- (5) Personnel Committee.
- (6) Public Safety Committee.
- (7) Public Utilities Committee.
- (8) Public Works Committee.
- (9) Senior Outreach Services Committee.
- (10) Volunteer Committee.

(Ord. No. 2013-08, § 1, 9-9-2013)

Secs. 2-348—2-357. - Reserved.

DIVISION 2. - COMMUNICATIONS AND TECHNOLOGY COMMITTEE

Sec. 2-358. - Jurisdiction.

The Communications and Technology Committee sets policies and oversees the administration, operations, and programming of the Village's cable channel. The Communications and Technology Committee also oversees the operation of the Village's website and major purchases of computer hardware and software.

Sec. 2-359. - General Provisions.

The provisions of Wis. Stats. § 66.0420 are hereby incorporated as though fully set forth herein. The additional provisions of this Chapter supplement those provisions of the state statutes and constitute an expression of the Village's home rule authority. Any person who owns, leases, operates, controls, constructs or maintains a video service or cable television service shall comply at all times with the provisions herein when constructing, operating or maintaining a video service or cable television service in the Village.

Sec. 2-360. - Definitions.

The terms used in this Chapter shall have the same meaning as those terms are defined in Wis. Stats. § 66.0420(2), which is incorporated as though fully set forth herein.

Sec. 2-361. - Video service provider fee and PEG channel monetary support.

- (a) *Video service provider fee.* Video service providers and cable operators shall pay, in addition to the PEG support fee set forth in Subsection (b) of this Section, a video service provider fee to the Village in an amount equal to five percent of the provider's gross receipts.
- (b) *Public, educational and government (PEG) channel monetary support.* Video service providers and cable operators shall pay, in addition to the video service provider fee set forth in Subsection (a) of this Section, a monthly fee of \$0.25 per subscriber, which payment shall be used to fund PEG access related external costs. The allocation of the PEG channel monetary support fee between public access and government access activities/channels shall be at the sole discretion of the Village and which allocation the Village may alter at any time and without notice.
- (c) *Supporting documentation.* Payment of the fees set forth in Subsections (a) and (b) of this Section shall be accompanied by documentation verified by an agent or officer with the authority to legally bind the provider that is sufficient for the City to verify the accuracy of the fees being paid by the provider. The failure to provide such documentation shall subject the provider to a forfeiture of not less than \$100.00 nor more than \$5,000.00 per day until such time the documentation is provided to the Village.

Sec. 2-362. - Peg channel requirements.

- (a) *Number of PEG channels.* Video service providers and cable operators shall provide capacity for three PEG channels. These channels shall be allocated as follows: one specifically designated for the McFarland Cable Channel for the operation by the Village of a governmental access channel; one channel dedicated for use by WYOU, which is operated as a public access channel by WYOU Community Television Inc., and one channel dedicated for use as an educational access channel by the McFarland School District.
- (b) *Location of PEG channels.* PEG channels must be carried on any service tier that is viewed by more than 50 percent of the video service provider's or cable operator's customers. Video service providers or cable operators may not charge an extra fee nor require the rental of special equipment in order for their customers to view such PEG channels if such fees or equipment are not required to view any of the non-PEG channels on such service tiers.
- (c) *Quality of PEG channels.* Video service providers and cable operators shall not carry a PEG television signal in a lesser format or lower resolution than that afforded to a nonbroadcast digital programmer carried on the video or cable system. The signal quality of PEG channels shall be indistinguishable or better than the signal of other non-PEG channels carried by the video service provider or cable operator.
- (d) *Drops/origination points.* Video service providers and cable operators shall apply and maintain upstream capacity from all current origination points (a/k/a "live drops") and shall provide sufficient capacity for carriage of a television signal from each of these origination points at all times. These origination points are all located in the Village as follows:
 - (1) McFarland Municipal Center; 5920 Milwaukee Street;
 - (2) E.D. Locke Public Library; 5920 Milwaukee Street;
 - (3) McFarland High School; 5101 Farwell Street;

- (4) Indian Mound Middle School; 6330 Exchange Street;
 - (5) Madison Curling Club; 4802 Marsh Road.
- (e) *Substantial utilization of PEG channels and PEG programming.*
- (1) *Procedures for disconnection due to failure to substantially utilize PEG channel.*
 - a. *Written notice of objection to program as not locally produced.* A video service provider or cable operator must provide written notice to the PEG channel director within ten days of the first or original airing of any program that the video service provider or cable operator is objecting to the program as having not been locally produced. Such notice shall describe with particularity the program being objected to, the date and time the program was first aired and the factual basis supporting the objection. Failure to timely provide this notice waives the objection and, therefore, such program will be counted towards the determination of whether said PEG channel is being substantially utilized.
 - b. *Written notification of failure to substantially utilize channel.* A video service provider or cable operator must provide written notification to any PEG channel director within ten days following any week in which the video service provider or cable operator objects that the PEG channel has not been substantially utilized. Such notice shall describe with particularity the time period being objected to, the dates and times during the week in which qualifying programming was not aired and the factual basis supporting the objection. Failure to timely provide this notice waives the objection and, therefore, such programming period will be counted towards the determination of whether said PEG channel is being substantially utilized.
 - c. *Written notification of intention to disconnect, reprogram or drop PEG channel.* A video service provider or cable operator must provide 120 days' advance written notification to any PEG channel director that the video service provider or cable operator intends to disconnect, reprogram or drop. A video service provider or cable operator may not disconnect, reprogram or drop any PEG channel that it has not timely provided with such written notice. Furthermore, should any PEG channel director provide the video service provider or cable operator with a written response that the PEG channel was substantially utilized by the municipality, the video service provider or cable operator shall not disconnect, reprogram or drop the PEG channel.
 - d. *Penalty for failing to provide notice.* If any video service provider or cable operator disconnects, reprograms or drops any PEG channel without providing the notice as required in Subsections (e)(1)a through c of this Section the video service provider or cable operator shall be subject to the following:
 - 1. Immediate reinstatement of the PEG channel to its location in the channel line-up prior to the disconnection, reprogramming or dropping of the channel.
 - 2. The issuance of a citation demanding a forfeiture of not less than \$1,000.00 nor more than \$10,000.00 for each day that the PEG channel is disconnected, reprogrammed or dropped.
 - (2) *Locally produced programming.* Locally produced programming shall include all programming produced by any PEG channel and shall include all programming that has not been commercially aired. "Locally produced programming" includes any program that was in part produced for original airing in the broadcast market in which it was produced either in part or in whole. The term "locally

produced" shall not require that the programming was created, filmed or produced in the McFarland or Dane County area. PEG stations may share and exchange programming content in order to meet the substantial utilization requirements of Wis. Stats. § 66.0420(5)(b).

- (f) *Underwriting of Programming.* PEG channels may transmit noncommercial programming to subscribers generally or specific recipients of video service providers or cable operators. Nothing herein shall in any way prohibit or prevent PEG channels from accepting grants or sponsorships in support of such programming nor shall PEG channels be prohibited from acknowledging such grants or sponsorships before, during or immediately after such PEG programming has been broadcast in a manner that is similar to the manner in which the Public Broadcasting System (PBS) acknowledges the substantially similar support of its programming content. Such acknowledgements shall comply with the requirements of 47 USC 399b as though the PEG channel was a public broadcast station.
- (g) *Notice of intention to move PEG channel locations/designations.* Any video service provider or cable operator who intends to move any PEG channel from the channel designations may only make such a change after providing 60 days' advance written notice to the affected PEG channel. Additionally, such video service provider or cable operator shall engage in a public education program of such intensity and duration as to reasonably inform the general public of the proposed PEG channel designations.

Sec. 2-363. - Police powers, design/construction standards and rights-of-way.

- (a) *Subject to police powers.* Video service providers and cable operators are subject to the police power of the Village to adopt and enforce general ordinances necessary to the safety, health and welfare of the public. The grant of a statewide video or cable franchise does not render or to any extent lose, waive, impair or lessen the lawful powers and rights, now or hereafter vested in the Village under the Constitution and statutes of the state to regulate the use of streets and public ways or to regulate any matter affecting the safety, health and welfare of the public. The Village shall make the video service provider's and cable operator's history of compliance with such codes and ordinances available to the Department of Financial Institutions so that the Department of Financial Institutions may determine the provider or operator's legal, financial and technical qualifications to provide video services.
- (b) *Design, permits, construction and excavation.* Video service providers and cable operators shall comply with all applicable Village codes and ordinances including, without limitation by expression herein, Section 53-122, and shall be subject to any forfeitures so specified for any violations thereof. The Village shall make the person's history of compliance with such codes and ordinances available to the Department of Financial Institutions so that the Department of Financial Institutions may determine the provider's or operator's legal, financial and technical qualifications to provide video services.

Secs. 2-364—2-373. - Reserved.

DIVISION 3. - FINANCE COMMITTEE

Sec. 2-374. - Jurisdiction.

The Finance Committee advises the Village Board on annual operating and capital budgets, municipal borrowing, fiscal policies, investment policies, and purchasing procedures.

Secs. 2-375—2-384. - Reserved.

DIVISION 4. - PARKS, RECREATION AND NATURAL RESOURCES COMMITTEE^[5]

Sec. 2-385. - Jurisdiction.

The Parks, Recreation and Natural Resources Committee advises the Village Board on the acquisition, management, enhancement, and public use of natural and conservancy areas, policies and practices directed at maintenance of a healthy and diverse urban forest, the planning, acquisition and development of parks and park facilities and the nature and structure of recreation programs.

(Ord. No. 2014-09, § 1, 5-27-2014)

Secs. 2-386—2-395. - Reserved.

DIVISION 5. - RESERVED^[6]

Secs. 2-396—2-406. - Reserved.

DIVISION 6. - PERSONNEL COMMITTEE

Sec. 2-407. - Jurisdiction.

The Personnel Committee advises the Village Board on personnel policies, changes in organization structure and classification and compensation plans.

Secs. 2-408—2-417. - Reserved.

DIVISION 7. - PUBLIC SAFETY COMMITTEE

Sec. 2-418. - Jurisdiction.

The Public Safety Committee advises the Village Board on policy issues relating to the operations of the Police Department, and the Fire and Emergency Medical Services Department, matters involving licensing and regulation, ordinances controlling public offenses and nuisances, and matters of public health.

(Ord. No. 2013-14, § 1, 11-11-2013)

Secs. 2-419—2-428. - Reserved.

DIVISION 8. - PUBLIC UTILITIES COMMITTEE

Sec. 2-429. - Composition.

The Public Utilities Committee shall consist of seven voting members, two of whom shall be Village Trustees. In addition, the Director of Public Works shall be an ex officio member of the Public Utilities Committee, without voting rights. The five citizen members shall be persons of recognized experience and qualifications.

Sec. 2-430. - Appointment.

- (a) *Village Trustee members.* The Village Trustee members of the Public Utilities Committee shall be appointed annually by the Village President subject to the approval of the Village Board at the organizational meeting of the Village Board.
- (b) *Citizen members.* The citizen members shall be appointed by the Village President, subject to Village Board approval, at the organizational meeting. The term of each citizen member shall be for a staggered term of five years, and the Village President shall annually, subject to the approval of the Village Board at its organizational meeting on the third Tuesday of April, appoint one member of the Public Utilities Committee for a term of five years. In case of vacancy, the Village President may, subject to the approval of the Village Board, at any regular or special meeting, appoint a member for the unexpired term.
- (c) *Officers.* The Village President, subject to the confirmation of the Village Board, shall select from among the Village Trustee members of the Public Utilities Committee a chairperson and vice-chairperson.

Sec. 2-431. - Meetings.

The Public Utilities Committee may make rules for its own proceedings and for the governing of the utilities. It shall keep books of account in the manner and form prescribed by the Wisconsin Public Service Commission, which shall be open to the public. The Public Utilities Committee shall have the general management and supervision of the Village water, sewer and stormwater utilities, and all matters connected therewith, and shall have the general power and authority to make rules and regulations for the management of said utilities as it shall from time to time find necessary for the safe, economical and efficient management and protection of said utilities.

Sec. 2-432. - Powers and duties.

- (a) *Finances.* The Public Utilities Committee will be responsible for preparing and recommending an annual budget to the Village Board reflecting needed expenditures and anticipated revenues, as well as preparing and modifying sewer and stormwater rates and filing water rate modification requests with the Wisconsin Public Service Commission when sound business practices deem it appropriate.
- (b) *Long-range planning.* The Public Utilities Committee shall prepare, adopt and, as necessary, amend a long-range plan projecting the needs for the Village utilities in the future, in areas of fiscal responsibility, personnel, new construction and scheduled maintenance practices.

Sec. 2-433. - Auditing expenditures.

The Village Treasurer shall provide a monthly statement to the Public Utilities Committee of the expenditures, revenues and fund balances relating to utility operations.

Sec. 2-434. - Construction.

The Public Utilities Committee shall receive reports from the Director of Public Works, who shall supervise and superintend the installation of all new machinery, wells, reservoirs, mains, transmission, collection and distribution and service pipes, as well as any repairs or reconstructions of the same or any part thereof. All work of this nature shall be let by contract under supervision of the Director of Public Works.

Sec. 2-435. - Maps and records.

The Village Engineer shall prepare maps showing the locations of all mains and service pipes ordered to be laid, with reference to the property lines of the street, court or alley in which the same are to be laid, and also with reference to the established grade of said street, court or alley. After sewer, stormwater or water mains and service pipes shall have been laid, the Village Engineer shall see to it that maps indicate the exact location of said sewer, stormwater and water mains and service pipes as actually laid. The Director of Public Works or designee shall cause a record of the exact location of said sewer, stormwater and water pipes and mains to be transcribed in record books, electronic maps or records kept on file for that purpose in the Village offices.

Sec. 2-436. - Overall responsibility.

In fulfillment of its duties, the Public Utilities Committee shall forward its recommendations relating thereto to the Village Board for final action. The Village Board may accept, reject or re-refer the recommendations of the Public Utilities Committee back to the Public Utilities Committee for further action.

Sec. 2-437. - Management, operation and control.

- (a) *Management.* The management, operation, and control of the public water system, sewer system, and storm water system for the Village shall be vested in the Village Board. All records, minutes and all written proceedings thereof shall be kept by the Village Clerk-Treasurer. The Village Clerk-Treasurer or designee shall keep all the financial records thereof.
- (b) *Construction authority.* Subject to the approval of the Village Board, the Public Utilities Committee shall have the power to construct water and sewer lines for public use, and shall have the power to lay water, stormwater and sewer pipes in and through the public alleys, streets, and public grounds located within the Village; and generally, to do all such work as may be found necessary or convenient in the management of the water, stormwater and sewer systems. The Public Utilities Committee shall have power by itself, its officers, agents and servants, to enter upon any land in the Village for the purpose of making examination or supervise in the performance of their duties under this Section, without liability therefor; and the Public Utilities Committee shall have the power to purchase and acquire for the Village subject to the approval of the Village Board all real and personal property which may be necessary for construction of the water, stormwater and sewer system, or for any repair, remodeling, or additions thereto.

(Ord. No. 2017-12, § 26, 6-26-2017)

Secs. 2-438—2-447. - Reserved.

DIVISION 9. - PUBLIC WORKS COMMITTEE

Sec. 2-448. - Jurisdiction.

The Public Works Committee advises the Village Board on policies and programs involving the maintenance and construction of Village facilities, streets and sidewalks, solid waste management and recycling, and the maintenance and acquisition of public works vehicles and equipment.

Secs. 2-449—2-458. - Reserved.

DIVISION 10. - SENIOR OUTREACH SERVICES COMMITTEE

Sec. 2-459. - Jurisdiction.

The Senior Outreach Services Committee advises the Senior Outreach Services Department on the services that it provides to residents over the age of 60 and to disabled adults. These services include outreach, case management, congregate and home delivered meal programs, foot care clinics, and education/entertainment programming.

Sec. 2-460. - Reserved.

DIVISION 11. - VOLUNTEER COMMITTEE

Sec. 2-461. - Jurisdiction.

The Volunteer Committee advises the Village Board on policies relating to a formal program to encourage volunteer participation in activities for the benefit of the Village and its residents.

(Ord. No. 2013-08, § 2, 9-9-2013)

Sec. 2-462. - Powers and duties.

- (a) The Volunteer Committee shall be persons with interest in volunteer programs for the Village and the ability to help implement and manage the Village volunteer programs.
- (b) The Volunteer Committee shall provide general oversight concerning the administration, operations and programming of the Village's volunteer program.
- (c) The Volunteer Committee shall nominate a volunteer coordinator subject to the Village Board's approval, who shall supervise and monitor volunteer work, training, leadership in volunteer activities and recognition for outstanding volunteer service to the Village.
- (d) The Volunteer Committee shall recommend to the Village Board policies that will expand the variety of significant community service choices for volunteers and oversee recruiting of volunteers to fulfill these needs.

(Ord. No. 2013-08, § 2, 9-9-2013)

Secs. 2-463—2-480. - Reserved.