

CHAPTER 44

CREATING THE OFFICE OF CITY CLERK

[History:]

44.01 OFFICE OF THE CITY CLERK. There is hereby created the office of the City Clerk.

44.02 DUTIES OF THE CITY CLERK. The City Clerk shall have all the duties, powers and responsibilities found in Wis. Stat. § 62.09(11), as well as those which may be designated by the City Council by ordinance, resolution or creation of a job description, all of which shall be incorporated herein by reference.

44.03 CLERK TO BE APPOINTED BY MAYOR SUBJECT TO CONFIRMATION BY THE COUNCIL. The City Clerk shall be, pursuant to Wis. Stat. § 62.09(3)(b)2, appointed by the Mayor subject to confirmation by the Council.

44.04 DURATION OF TERM; REMOVAL FROM OFFICE. The City Clerk shall hold office for an indefinite term, subject to removal as provided in Wis. Stat. § 17.12(1)(c)2 and (d).

44.05 EFFECTIVE DATE OF CHARTER ORDINANCE; REFERENDUM. This is a charter ordinance and shall take effect 60 days after its passage and publication unless within 60 days after such publication a referendum petition as provided for in Wis. Stat. § 66.0101(5), shall be filed. In the event of the filing of such a petition in such manner, this ordinance shall not then take effect until it is submitted to a referendum of the electors and approved by a majority of the electors voting thereon. Such petition and the proceedings for its submission shall be governed by Wis. Stat. § 9.20(2) through (6).

44.06 REMOVAL OF ORDINANCE FROM CHARTER. This ordinance, as well as any subsequent enactment, amendment, or repeal relating to the office of the City Clerk shall be removed from the City's charter ordinance and shall be subject to the normal rules governing the passage and implementation of ordinances.

44.07 CLERK TO PUBLISH, FILE AND RECORD. Upon the adoption of this charter ordinance and the approval thereof by the Mayor, the City Clerk is hereby directed to publish this ordinance as a Class 1 notice under chap. 985, Wis. Stats. Said Clerk is further directed to record and file this charter ordinance as required by Wis. Stat. § 66.0101(3).

44.08 REPEAL OF INCONSISTENT ORDINANCES. All ordinances or parts of ordinances or other legislative acts of the City in conflict with this ordinance are hereby repealed.

Adopted this 7th day of November, 2023

CITY OF RICHLAND CENTER:

Todd Coppernoll, Mayor

ATTEST:

Aaron Joyce, City Clerk/Treasurer