

**AN ORDINANCE AUTHORIZING FIRE DEPARTMENT
TO HOLD VOLUNTEER FUNDS
#HAW 01**

The Town Board of the Town of Hawthorne, Douglas County, Wisconsin, does hereby ordain as follows:

Section 1. Purpose and authority. This ordinance is enacted pursuant to the authority of Wisconsin Statute Section 66.0608 for the purpose of authorizing "volunteer funds" to be held in the name of the fire department. This ordinance is to be interpreted in conformance with that section as it may be amended from time to time.

Section 2. Adoption of Ordinance. The Town Board of the Town of Hawthorne does hereby authorize the Town Fire Chief to deposit volunteer funds in the name of the fire department in any public depository in which other town funds are being held by the Town Treasurer.

Section 3. Control of Funds. The fire department, through its Fire Chief, is granted exclusive control over the expenditure of funds of the department. This authority is granted with limitation as to amount or type of funds. It is subject to the limitations and requirements hereinafter set forth.

Section 4. Limitations and Requirement. The following limitations and requirements shall apply to the handling and disbursement of funds from the account:

a. Expenditures. Expenditures withdrawn from the account may be made only upon majority vote of fire department members present at a duly noticed meeting of the department. Such withdrawals and expenditures may be made for any purpose that promotes the ability of the fire department to provide services for which it is organized.

b. Accountings. The Town Treasurer shall receive the monthly bank statement(s) for record back up of monthly reports.

The Town Treasurer shall provide the town board with monthly reporting of such account(s) as part of the regular treasurer's report.

Every check must have memo filled in at time of purchase. All deposits need to be itemized as to the source of revenues. Written affidavits are required for all expenditures.

The Fire Chief shall provide a detailed itemization of all receipts, along with all expenditure affidavits to the treasurer by the last Tuesday of each month.

c. Audit. Fire department accounts shall be included in the annual audit of town funds. They shall be audited in the same manner as other town funds.

d. Type of Account. The Fire department may open one Fire Department and one Fire Department Auxiliary checking account at National Bank of Commerce – Superior Branch. Account must be set up under the Town of Hawthorne's Federal ID number in order to use the town's tax exempt status.

No on-line access will be permitted by anyone but the treasurer for reporting purposes. No debit cards will be issued.

Section 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstance is invalid or unconstitutional, the invalidity or unconstitutionality shall not affect the provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provisions or application.

Section 6. Repeal of inconsistent ordinances. All existing town ordinances, parts of ordinances, and amendments thereto in conflict with any of the provisions of the ordinance are hereby repealed.

Section 7. Effective date. This ordinance shall be effective the day after its posting in three public places with the town.

Introduced: _____

Adopted: _____

Town Chairperson

Attest:

Town Clerk