

**TOWN OF ELLINGTON
VOLUNTEER FUND ORDINANCE**

**AN ORDINANCE AUTHORIZING THE TOWN OF
ELLINGTON FIRE DEPARTMENT/FIRST RESPONDERS
TO HOLD AND DISBURSE VOLUNTEER FUNDS #2008-04**

The Town Board of Supervisors of the Town of Ellington does ordain as follows:

SECTION 1. AUTHORITY. This ordinance is adopted pursuant to authority conferred by Section 66.0608 Wisconsin Statutes.

SECTION 2. PURPOSE: The purpose of this ordinance is to authorize “volunteer funds” to be held in the name of the Town of Ellington Fire Department and Town of Ellington First Responders.

SECTION 3. DEFINITIONS:

1. **Fire Department Volunteer Funds.** Funds of the Town of Ellington that are raised by the Town of Ellington Fire Department, by volunteers, or by donation to the Town Fire Department, for the benefit of the Town Fire Department.
2. **First Responder Volunteer Funds.** Funds of the Town of Ellington that are raised by the Town of Ellington First Responder, by volunteers, or by donation to the Town First Responders, for the benefit of the Town First Responders.
3. **Public Depository.** A federal or state credit union, federal or state savings and loan association, state bank, savings and trust company, federal or state savings bank, or national bank in this state, which holds or receives any public deposits.

SECTION 4. DEPOSITS AND CONTROL OF FUNDS

1. The Town Board of the Town of Ellington hereby appoints a designated official to deposit volunteer funds of the Department in the name of the Department in a public depository of the Town Boards pre-approval. Pursuant to Section 66.0608(4) Wis. Stats., volunteer funds shall remain the property of the Town of Ellington until the funds are disbursed.
2. The Fire Department and First Responders shall have control over the expenditure of volunteer funds subject to the limitations and requirements set forth below.

SECTION 5. LIMITATIONS AND REQUIREMENTS.

1. **Expenditures.** Expenditures withdrawn from the account may be made only upon a majority vote of the Fire Department/First Responders members present at a properly noticed meeting of their Department. Such withdrawals and expenditures may be

made for any purpose that promotes the ability of the Fire Department/First Responders to provide services for which they are organized, except that Town Board approval is required as follows:

- a. An expenditure that requires Town matching funds or any guarantee in the name of the Town.
 - b. Any expenditure which financially obligates the Fire Department/First Responders for over 12 months.
 - c. Any expenditure which requires the construction, expansion, modification or alteration of any public building or structure or vehicles.
 - d. All checks shall have 3 signatures as follows:
 1. First Responder President/ First Responder Treasurer
 2. Fire Department Chief /Fire Department Treasurer
 3. Town Board Chairperson
 - e. No blank checks to be issued in either department
 - f. All purchases shall have pre approval by the Town Board.
3. **Accountings.** The Fire Department/First Responders shall provide the Town Board with monthly statements. The statements shall include detailed itemization of all receipts, expenditures, and the balance on hand at the end of the month. The source of all funds and the identity of the payee for each disbursement shall be set forth. Any check received in connection with or relating to fundraising activities, which is made payable to the Town of Ellington, shall require endorsement by the Town of Ellington Treasurer.
4. **Audit.** The Fire Department/First Responders accounts shall be included in the annual audit of the Town funds, and shall be audited in same manner as other Town funds.

SECTION 6. SEVERABILITY. If any provision of this ordinance is declared invalid, or if the application of this ordinance to any person or circumstances is declared invalid, the invalidity shall not affect the provisions or application of this ordinance which can be given effect without the invalid provision or application.


SECTION 7. EFFECTIVE DATE. This ordinance shall take effect immediately upon adoption and publication as provided by law.

Dated this 23rd day of April, 2008.



Orville Nelson, Chair

ATTEST:



Bonnie Fischer, Clerk