



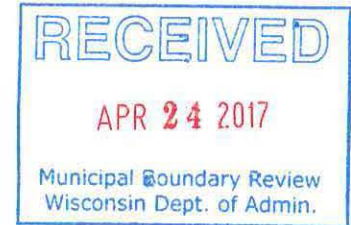
City of New Berlin

City of New Berlin ▪ 3805 S. Casper Drive ▪ New Berlin, Wisconsin 53151-0921 ▪ (262)786-8610 ▪ www.newberlin.org

April 20, 2017

CHO51

Dawn Vick - Administrator
Department of Administration
Intergovernmental Services
P.O. Box 8944
Madison, WI 53707-8944



Re: Charter Ordinance No. 6

Dear Ms. Vick:

Attached with this letter, please find a Charter Ordinance approved by the City of New Berlin's Common Council on January 24, 2017. Charter Ordinance No. 6 Regarding the Position of Treasurer-Comptroller for the City of New Berlin, was published in the New Berlin Now on **February 2, 2017**. I have attached with this letter a copy of the affidavit of publication from the publisher. Our office has waited the required 60 days before presenting the Charter Ordinance to your office. The 60-day timeline ended on **April 2, 2017**. Please review the attached documents for your offices approval. If you should have any questions, please contact Daniel Green at the New Berlin City Clerk's Office.

Sincerely,

Daniel Green
City Clerk

Cc: Attorney Mark Blum (via email only)
Ralph Chipman (via email only)



City of New Berlin

3805 South Casper Drive • New Berlin, Wisconsin 53151-0921 • (262) 786-8610 • Fax (262) 786-6121 • www.newberlin.org

The attached Charter Ordinance is a true and correct copy of the original Charter Ordinance No. 6 adopted by the City of New Berlin Common Council on January 24, 2017.



Daniel Green
City Clerk

Certified this 20th day of April, 2017.

Daniel Green
City Clerk-Notary Public
My Commission Expires
1/24/2020

SEAL

CHARTER ORDINANCE NO. 6

REGARDING THE POSITION OF TREASURER-COMPTROLLER
FOR THE CITY OF NEW BERLIN

The Common Council of the City of New Berlin, Waukesha County, Wisconsin, do ordain as follows:

SECTION I

Charter Ordinance No. 6 of the Charter of the City of New Berlin concerning the position of the Treasurer-Comptroller is hereby repealed and recreated as provided for hereunder:

Section 2. City Treasurer-Comptroller. The Director of Finance shall perform the functions of Treasurer-Comptroller as otherwise referred to under these Ordinances. This includes, but is not limited to, the audit consideration and approval of claims as provided for in the City Code. All references in the Municipal Code to the position of City Treasurer-Comptroller are hereafter considered to be references to Director of Finance.

The Director of Finance shall consider all claims for payment, all financial claims against the Municipal Treasury. The Director of Finance shall audit and may approve for payment the claim as a proper charge against the Municipal Treasury if the Director of Finance shall have determined that the following conditions have been complied with:

- (a) the funds are available therefore pursuant to the budget approved by the Common Council;
- (b) that the item of service covered by such claim has been authorized by the proper official, Department Head, Board or Commission;
- (c) that the item or service has been actually supplied or rendered in conformity with such authorization;
- (d) that the claim is just and valid pursuant to law.

The Director of Finance may require the submission of proof and evidence to support the review as provided for hereunder.

The City has determined, under its Home Rule Powers, not to be governed pursuant to Wisconsin Statute §62.12(8) and instead to approve claims pursuant to Wisconsin Statute §66.0609 with a review of claims against the Municipal Treasury being made by the Director of Finance and not the City Clerk

The Director of Finance shall be required to submit a bi-weekly list of claims to the City Council prior to each meeting, identifying the claims made; the date paid; the name of the claimant; the purpose; and the amount. An annual audit of claims shall be performed by an independent auditing firm of all financial transactions of the City. The Director of Finance shall be required to file a fidelity or surety bond.

The City of New Berlin further elects, pursuant to its Home Rule Powers, to allow for the payment of vouchers pursuant to Wisconsin Statute §66.0607 to be made by the Director of Finance upon the Director of Financing having made the certification for each such charge as provided for in this Ordinance.

SECTION II

This enactment is a Charter Ordinance and shall take effect sixty (60) days after its publication according to law unless within such sixty (60) days a referendum petition is filed as provided pursuant to Wisconsin Statute §66.0101, in which event this Ordinance shall not effect until it is submitted to a referendum and approved by majority of the electors voting thereon.

SECTION III

All Ordinances or parts of Ordinances in conflict herewith, to the extent of that conflict, are hereby repealed. Any Charter Ordinance or any previously enacted Ordinance or Charter Ordinance that is inconsistent or in conflict hereby are, to that extent, repealed.

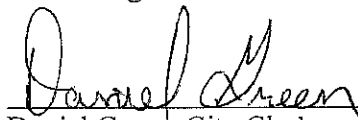
SECTION IV

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

PASSED AND ADOPTED by the Common Council this 24th day of January, 2017.

APPROVED:

Countersigned:


Daniel Green, City Clerk


David Ament, Mayor

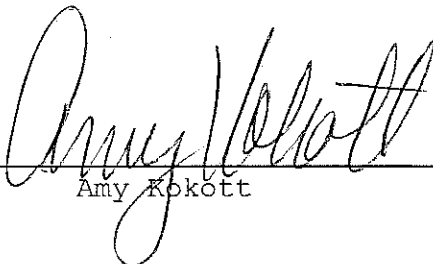
COMMUNITY **CNI** NEWSPAPERS

AFFIDAVIT OF PUBLICATION

0004706272

CITY OF NEW BERLIN
CLERK'S OFFICE
KARI MORGAN
3805 S. CASPER DR
NEW BERLIN, WI 53151

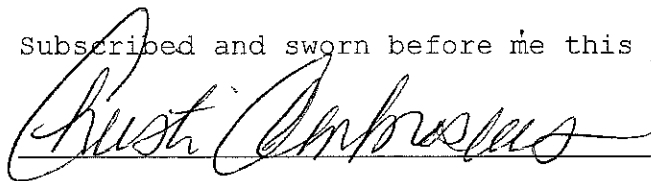
Amy Kokott hereby states that is authorized by Journal Media Group to certify on behalf of Journal Community Publishing Group, publisher of Community Newspapers, public newspapers of general circulation, published in the city of Hartland and county of Waukesha, printed in the city and county of Milwaukee; was published and delivered in the My Community Now- Southwest on 2/2/2017; that said printed copy was taken from said printed newspaper(s).


Amy Kokott

State of Wisconsin

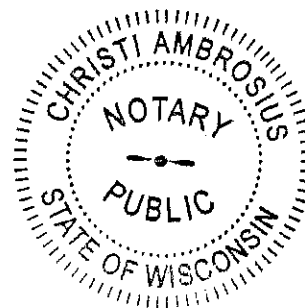
County of Milwaukee

Subscribed and sworn before me this 7th day of Feb., 2017.



Notary Public State of Wisconsin

My Commission Expires 1-12-21



CITY OF NEW BERLIN

**STATE OF WISCONSIN,
CITY OF NEW BERLIN,
WAUKESHA COUNTY
CHARTER ORDINANCE
NO. 6**

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OF TREASURER-
COMPTROLLER FOR THE
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CITY OF NEW BERLIN

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CITY OF NEW BERLIN

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2017.
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APPROVED:

Countersigned:

Daniel Green, City Clerk

David Ament, Mayor

RUN: Feb. 2 WNAXLP