

VILLAGE OF LILY LAKE

ORDINANCE NO. 2019-05

AN ORDINANCE AMENDING THE VILLAGE CODE

(Chapter 1—Administration, Subchapter 2—Officers)

ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF LILY LAKE

April 22, 2019

Published in pamphlet form by authority of the President and Board of Trustees of
the Village of Lily Lake, Kane County, Illinois

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(Chapter 1—Administration, Subchapter 2—Officers)

BE IT ORDAINED by the President and the Board of Trustees of the Village of LILY LAKE, Kane County, Illinois, that the Village Code, as amended, be further amended as follows:

§ 1. Amending Village Code

The Village Code as amended is further amended by inserting the following as Subchapter 2 of Chapter 1—Administration, and renumbering the remaining subchapters of Chapter 1 and the sections thereof accordingly:

CHAPTER 1—ADMINISTRATION

* * * * *

SUBCHAPTER 2—OFFICERS

§ 115. President

- (a) The president is elected for a four-year term and serves until a successor is elected and qualified as provided by statute.
- (b) Before entering upon the duties of office, the president shall take the oath of office prescribed by statute and execute a bond conditioned upon the faithful performance of the office of president in an amount not less than \$3,000 with commercial surety approved by a majority of the corporate authorities.
- (c) The president is the chief executive officer of the village and shall perform those duties required by statute or village ordinance. The president has the power to

inspect all books and records pertaining to village affairs and kept by any officer or employee of the village at any reasonable time.

(d) In the event of the temporary absence or disability of the president, the board of trustees may elect one of its number to act as president *pro tem*. During the absence or disability of the president, the president *pro tem* has those powers of president provided by statute.

§ 116. Board of trustees

(a) The board of trustees of the village consists of six members elected to office as provided by statute.

(b) The board of trustees is the legislative branch of the village government and shall perform the duties and have the powers authorized by statute.

(c) Before assuming the duties of a trustee each member of the board of trustees shall qualify by taking the oath of office as prescribed by statute.

§ 117. Clerk

(a) The clerk is appointed by the president and approved by a majority of the corporate authorities. The clerk is appointed for a four-year term beginning on April 1 and ending on March 31 and until a successor has been appointed and has qualified. The clerk may be removed from office during his term by a majority of the corporate authorities for cause.

(b) Before entering upon the duties of office, the clerk shall execute a bond conditioned upon the faithful performance of the duties of the clerk in an amount not less than \$3000 with commercial surety approved by a majority of the corporate authorities.

(c) The clerk shall keep the minutes and records of the proceedings of the board of trustees and has custody of the ordinances, resolutions, written motions, and all other documents pertaining to the business and affairs of the village, and such other records as may be required by statute or the board of trustees.

(d) The clerk shall seal and attest all contracts of the village and all licenses, permits and other documents that require this formality and keep a register of all licenses and permits issued and the payments thereon. The clerk shall keep a record showing all of the officers, committee members and regular employees of the village and the beginning and ending dates of their respective terms as applicable. The clerk shall keep an account of all money received by the clerk on behalf of the village and the source and disposition thereof and shall turn over all money received to the treasurer promptly upon receipt.

(e) The clerk is the custodian of the village seal and shall affix its impression on documents whenever this is required.

(f) The clerk is the collector of the village.

(g) The clerk may appoint one deputy clerk to assist her in the discharge of the duties of the office of clerk. The clerk may appoint additional deputy clerks only when further authorized by the corporate authorities. A deputy clerk need not be a resident of the village.

§ 118. Treasurer

(a) The treasurer is appointed by the president and approved by a majority of the corporate authorities of the village, for a four-year term beginning on April 1 and ending on March 31 and until a successor has been appointed and has qualified. The treasurer may be removed from office during her term by a majority of the corporate authorities for cause.

(b) Before entering upon the duties of office, the treasurer shall execute a bond conditioned upon the faithful performance of the duties of the treasurer in an amount not less than \$5000 with commercial surety approved by a majority of the corporate authorities.

§ 119. Other offers and employees

(a) Village attorney. The village attorney is appointed by the president and approved by a majority of the corporate authorities. The village attorney provides legal services to the village on the basis of a general retainer until such time as his services are terminated by a majority of the corporate authorities. The village attorney is the chief legal officer of the village and advises the president and board of trustees and such officers and employees of the village as the president or board of trustees may direct concerning the legal affairs of the village.

(b) Director of Administration. The director of administration is appointed by the president and approved by a majority of the corporate authorities. The director of administration is the chief administrative officer of the village and oversees and supervises all other administrative employees and is responsible for coordinating and facilitating the functions of the various other offices of the village. The director of administration serves as an assistant to the president and shall perform such additional duties as may be assigned to the director by the president or board of trustees. The director of administration may be removed for cause by a majority of the corporate authorities.

§ 2. Repealer

Any ordinance or any provision of any ordinance in conflict with the provisions of this ordinance is, to the extent of such conflict, repealed.

§ 3. Effective Date

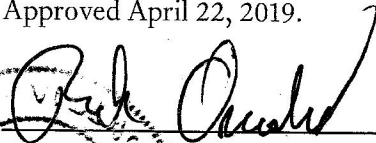
This ordinance is fully effective from and after its passage, approval and publication as provided by law.

Adopted on April 22, 2019 pursuant to a roll call vote as follows:

[Signature page follows.]

Trustee	Yes	No	Absent	Abstain
Conn	X			
Dell	X			
Damisch	X			
Marlovits	X			
Vaughn	X			
Walsh			X	
Overstreet				
Totals	5	0	1	0

Approved April 22, 2019.



President

Attested, Filed in my office, and published in pamphlet form on April 22, 2019.



Clerk of the Village of Lily Lake, Kane County, Illinois