

TITLE III: ADMINISTRATION - GOVERNMENT

CHAPTER 30: VILLAGE GOVERNMENT

Section

30.01 Elections to be conducted as prescribed by statute

Village President

30.05 Election and function

30.06 Duties

30.07 Bond and Compensation

30.08 President pro tem

Board of Trustees

30.15 Election and Function

30.16 Oath and Compensation

30.17 Meetings

30.18 President to be presiding officer

30.19 Order of business

30.20 Rescinded action

30.21 Resolutions

30.22 Addressing meetings

30.23 Suspension of rules

30.24 Robert's Rules of Order

30.25 Quorum

30.26 Committees

30.27 Disturbing meetings

30.28 Removal from appointed position

30.99 Penalty

*Amended October 25, 2012
Village President Compensation*

§ 30.01 ELECTIONS TO BE CONDUCTED AS PRESCRIBED BY STATUTE

Elections and all matters pertaining thereto shall be conducted in the manner prescribed by statute for the conduct of a regular election for Village officers.

VILLAGE PRESIDENT

§ 30.05 ELECTION AND FUNCTION

The Village President shall be elected for a term of four years and he or she shall be the President of the Board of Trustees as is provided by statute.

§ 30.06 DUTIES

The Village President shall be the chief elected official of the Village, and he or she shall perform all such duties as may be required by him or her by statute or ordinance. He or she shall have the power and authority to inspect all books and records to be kept by any Village officer or employees at any reasonable time.

§ 30.07 BOND AND COMPENSATION

He or she shall take the oath of office as prescribed by statute and shall receive such compensation as may be set from time to time by the Board of Trustees. Such compensation will be an annual salary of \$20,000 paid in monthly installments. The Village President is to be bonded through the current liability insurance provider for the Village. The cost of the bond will be incurred by the Village.

§ 30.08 PRESIDENT PRO TEM

During the temporary absence or disability of the Village President, the Board of Trustees shall elect one of its number to act as President *pro tem*, who during the absence or disability of the President shall perform the duties pertaining to the office.

BOARD OF TRUSTEES

§ 30.15 ELECTION AND FUNCTION

The members of the Board of Trustees shall be elected and serve for a four-year term as provided by law. The Board of Trustees shall be the legislative department of the Village government and shall perform such duties and have such powers as may be delegated by statute.

§ 30.16 OATH AND COMPENSATION

The members of the Board of Trustees shall take the oath of office prescribed by statute and shall receive such compensation as may be provided by action of the Board of Trustees taken from time to time. Such compensation will be an annual salary of \$4,800 paid in monthly installments.

§ 30.17 MEETINGS

(A) The Village Board shall hold its regular meetings in the Village Board Meeting Room on a day and time to be set by the Board of Trustees from time to time.

(B) The meeting place of the Village Board shall be at the Village Board Meeting Room unless otherwise ordered by the Board.

(C) Special meetings may be called by the President of the Village or any three trustees as required.

(D) Public notice must be given for all meetings, whether open or closed to the public, in accordance with *The Illinois Open Meetings Act 5 ILCS 120*.

§ 30.18 PRESIDENT TO BE PRESIDING OFFICER

The Village President shall be the presiding officer of all regular and special meetings of the Board of Trustees and at all times when the Board meets as a Committee of the Whole.

§ 30.19 ORDER OF BUSINESS

The order of business of the Board of Trustees shall be established by the Board from time to time.

§ 30.20 RESCINDED ACTION

No vote or action of the Board of Trustees shall be rescinded at any special meeting of the Board unless there shall be present at such special meeting as many members of the Board as were present at the meeting when such vote or action was taken, as provided by the statute.

§ 30.21 RESOLUTIONS

Any resolution submitted to the Board of Trustees shall be reduced to writing before being voted upon at the request of any two members of the Board.

§ 30.22 ADDRESSING MEETINGS

No person other than the President, a member of the Board, or the Village Manager shall address that body at any regular or special meeting except upon the consent of a majority of members present. Any person shall be permitted an opportunity to address public officials
Title III Adopted 2.23.12; Amended 10.25.12

under the rules established and recorded by the public body in accordance with *The Illinois Open Meetings Act 5 ILCS 120*. (Source: P.A. 96-1473, eff. 1-1-11.)

§ 30.23 SUSPENSION OF RULES

The rules of order, other than those prescribed by statute, may be suspended at any time by the consent of a majority of the Trustees present at any meeting.

§ 30.24 ROBERT'S RULES OF ORDER

Robert's Rules of Order shall govern deliberation of the Board of Trustees except when in conflict with any foregoing rules.

§ 30.25 QUORUM

A majority of the Trustees shall constitute a quorum to do business, but no ordinances shall be passed except upon a favorable vote of a majority of the elected members as provided by statute.

§ 30.26 COMMITTEES

(A) *Committee of the Whole*. The standing committee of the Village shall be the Committee of the Whole, which shall be responsible to make recommendations to the Village Board regarding all business of the Village. The Committee of the Whole shall consist of the President and Board of Trustees. The Chairperson of the Committee of the Whole shall be the President of the Village Board.

(B) *Procedure*. It is the intention of the Village Board that all business be brought to the attention of the full Board sitting as a Committee of the Whole.

§ 30.27 DISTURBING MEETINGS

It shall be unlawful for any person to disturb any meeting of the Board of Trustees or of any committee thereof.

§ 30.28 REMOVAL FROM APPOINTED POSITION

No one holding an appointed position within the Village may be removed from that position at a Board meeting where less than the full Board, six trustees and the Village President, is in attendance.

§ 30.99 PENALTY

Any person violating the provisions of §30.27 shall be fined not less than \$25 or more than \$500 for each offense.