

ORDINANCE NUMBER 22-8

AN ORDINANCE CREATING THE POSITION OF VILLAGE COLLECTOR

WHEREAS, the Board of Trustees of the Village of Roseville, Illinois has determined a need exists to create the office of Village Collector, and

WHEREAS, The Illinois Municipal Code at Section 3.1-30-5 empowers the Acting Mayor to appoint with the advice and consent of the Board of Trustees a Village Collector;

WHEREAS, The Illinois Municipal Code at Section 3.1-30-15 and 3.1-35-135 authorizes the Village Clerk to also serve as Village Collector;

NOW, THEREFORE, BE IT ORDAINED BY THE ACTING MAYOR AND THE BOARD OF TRUSTEES OF THE VILLAGE OF ROSEVILLE, ILLINOIS:

Section One. Title 1 "Administrative," Chapter 7, "Village Officers and Employees" of the Municipal Code of Roseville, Illinois is hereby amended by the addition of this new Article 1-7F "COLLECTOR."

Section 1-7F-1. Office Created; Appointment; Salary: There is created the office of Village Collector. The Mayor shall appoint the Village Collector by and with the advice and consent of the Board of Trustees. The salary of the Village Collector shall be \$ 250.00 per month. Any change in the salary of the Village Collector shall be set by ordinance.

Section 1-7F-2. Bond: Before entering upon the duties of her office, the Village Collector shall execute a bond with security to be approved by the Mayor and Board of Trustees conditioned upon the faithful performance of the duties of the office of Village Collector, said bond to be in the amount of \$ 5,000.00.

Section 1-7F-3. Duties: The Village Collector shall preserve all warrants returned to the Village Collector and shall keep books and accounts in the manner prescribed by the corporate authorities. All of the Village Collector's warrants, books, and vouchers, and all papers pertaining to the office, may be examined at any time by the Mayor, Village Clerk, or any member or committee of the Village Board of Trustees. Weekly, and oftener if required by the corporate authorities, the Village Collector shall pay over to the Village Treasurer all money collected by the Village Collector from any source, taking the Treasurer's receipt in duplicate and filing one of the receipts immediately with the clerk. At that time, or on demand, the clerk shall give the Village Collector a copy of any receipt so filed.

Section 1-7F-4. Clerk as Collector: The Village Clerk shall serve as Village Collector. The Village Clerk shall receive the salary of the Village Collector in addition to the salary of the Village Clerk.

Section Two. Title 1 "Administrative," Chapter 7, "Village Officers and Employees"

Article A "Village Clerk," Section 1-7A-1 of the Municipal Code of Roseville, Illinois is hereby amended by the addition of the following sentence at the end of said Section 1-7A-1: The Village Clerk shall receive the salary of the Village Collector in addition to the salary of Village Clerk.

Section Three. The Village Clerk shall cause this Ordinance to be published as soon as possible by pamphlet.

Section Four. This ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

ADOPTED: November 7, 2022

Karen Hayes
Karen Hayes, Village Clerk

APPROVED: November 7, 2022

Morgan Wise
Morgan Wise, Acting Mayor, ~~of Board of Trustees~~

STATE OF ILLINOIS)
) SS
COUNTY OF WARREN)

I, Karen Hayes, as Clerk of the Village of Roseville, Illinois, do hereby certify that I am the duly elected, qualified Village Clerk of said Village; that I am the official keeper of all books and records of said office and of said Village; that the foregoing is a full, true, correct and complete copy of a " **ORDINANCE NUMBER AN ORDINANCE CREATING THE POSITION OF VILLAGE COLLECTOR** which was adopted by the President and Board of Trustees of said Village on the 7th day of November, 2022, at a regular meeting of said President and Board of Trustees; that said Ordinance was passed by a roll call vote at said meeting at which more than a quorum was present, all of which fully appears from the official records and minutes of said Board of Trustees in my office now remaining.

IN WITNESS WHEREOF, I have hereunto affixed my hand and signature as Clerk of the Village of Roseville, Illinois, and the corporate seal of said Village, at Roseville, Illinois, this 7th day of November, 2022

Karen K. Hayes
Clerk of the Village of Roseville, Illinois

(CORPORATE SEAL)