

Title I – Chapter 7

Finances

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7.01 **Fiscal Year.** The calendar year shall be the fiscal year.

7.02 **Budget, Budget Execution, Village Funds and Property.** The financial workings of the Village shall be as specified in the current edition of the “Village of Poynette Financial Policy Manual”. Such Manual and any amendments shall be by Resolution of the Village Board. (AM 07-402)

7.03 **Changes in Budget.** The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purposes thereof shall not be changed after approval of the budget except by a 2/3rds vote of the entire membership of the Village Board. Notice of such transfer shall be given by publication within ten days thereafter in the official Village newspaper.

7.04 **Preparation of Tax Roll and Tax Receipts.**

- (1) **Aggregate Tax Stated On Roll.** Pursuant to § 70.65(2), Wis. Stats., the Village Administrator shall, in computing the tax roll, insert only the aggregate amount of state, county, school and local taxes in a single column in the roll opposite the parcel or tract of land against which the tax is levied, or, in the case of personal property, in a single column opposite the name of the person against whom the tax is levied.
- (2) **Tax Receipts.** Pursuant to Wis. Stats. § 74.19, the Village Treasurer shall issues receipts upon the forms provided by the County Treasurer.

7.05 **Village Funds to be Spent in Accordance with Appropriation.** No money shall be drawn from the treasury of the Village, nor shall any obligation for the expenditure of money be incurred, except in pursuance of the annual appropriation in the adopted budget or when changed as authorized by § 7.03 of this Chapter. At the close of each fiscal year, any unencumbered balance of an appropriation shall revert to the general fund and shall be subject to re-appropriation; but appropriations may be made by the Board, to be paid out of the income of the

current year, in furtherance of improvements or other objects or works which will not be completed within such year, and any such appropriation shall continue in force until the purpose for which it was made shall have been accomplished or abandoned.

- 7.06 **Non-Sufficient Funds.** Persons or organizations submitting personal or business checks to the Village as legal payment for any fines, charges or other payments of any sort to the Village of Poynette must have sufficient funds in the underlying account to honor such checks. Checks written to the Village which are not honored due to insufficient funds upon the second submission of such checks for payment to the financial institute upon which such checks are drawn (NSF checks), shall result in an additional charge as specified in Title VI, Chapter 2 Administrative Fees, Charges and Deposits.
- 7.07 **Duplicate Bond Eliminated.**
- (1) **Bond Eliminated.** The Village elects not to give the bond on the Village Administrator provided for by § 70.67(1), Wis. Stats.
 - (2) **Village Liable For Default of Treasurer.** Pursuant to § 70.67(2), Wis. Stats., the Village shall be obligated to pay, in case the Village Treasurer shall fail to do so, all state and county taxes required by law to be paid by such Treasurer to the County Treasurer.
- 7.08 **Overpayments.** Unless otherwise provided by law, the Village of Poynette, may retain overpayments of taxes, fees, licenses, and similar charges when the overpayment is \$5.00 or less, unless such refund is specifically requested in writing.