

### **3.02 FIRE DEPARTMENT AND FIRST RESPONDER VOLUNTEER FUNDS**

#### (1) DEFINITIONS.

(a) Fire Volunteer Funds. A separate account for the municipal fire department for "Fire Volunteer Funds" established in accordance with Wisconsin Statutes 66.0608 "Fire Volunteer Funds" are funds raised by employees of the municipality's fire department, by volunteers or by donation to the fire department, for the benefit of the municipality's fire department.

(b) First Responder Volunteer Funds. A separate account for the municipal first responder department for "First Responder Funds" established in accordance with Wisconsin Statutes 66.0608 "First Responder Volunteer Funds" are funds raised by employees of the municipality's first responder department, by volunteers or by donation to the first responder department, for the benefit of the municipality's first responder department.

(2) SEPARATE ACCOUNT. The Fire Department and First Responder Department shall be allowed to maintain a separate checking account in the fire department's and first responder department's name in the public depository authorized by the village and each department shall have exclusive control over the expenditure of the funds.

(3) INVESTMENTS. Any investments shall be limited to allowable municipal investments as outlined in the Wisconsin Statutes and any investment shall be approved by the Village Treasurer prior to opening any investment account to verify that the investment account satisfies the requirements as outlined in the statutes.

(4) LIMITATIONS. A limit of up to \$100,000 of volunteer funds may be deposited into the accounts (checking, savings, and CD's, etc). Withdrawals in excess of 50% of volunteer fund balance will be in accordance with the bylaws of the organization.

#### (5) AUTHORIZED INDIVIDUALS FOR THE FUNDS.

(a) The Fire Department Treasurer and Fire Department Chief shall have the authority to deposit and withdraw funds from this separate checking account. Each person shall have the authority separately to deposit funds into this account but both signatures shall be required for any withdrawals from this account.

(b) The First Responder Treasurer and First Responder President shall have the authority to deposit and withdraw funds from this separate checking account. Each person shall have the authority separately to deposit funds but both signatures shall be required for any withdrawals from this account.

(6) REPORTING REQUIREMENTS.

(a) The Fire Department and First Responder Department treasurer shall provide the village treasurer, monthly, a treasurer's report of the previous month's transactions no later than the Friday before village board's regularly scheduled monthly meeting.

(b) The Fire Department and First Responder Department treasurer shall provide the village treasurer with a financial report of any fundraising activity no later than 90 days from the date of the fundraising event.

(c) The Village shall require an annual audit of the volunteer funds by a Certified Public Accountant licensed or certified and designated by the governing body.

(7) PENALTY PROVISION. Violation of any provision of this ordinance could result in elimination of the privileges granted under this ordinance. Any violation regarding the misuse or misappropriations of any Volunteer Funds shall result in the automatic elimination of the privileges granted under this ordinance.