

**TOWN OF FREEDOM  
ORDINANCE NUMBER 2024-03  
ADDITION OF GARBAGE AND RUBBISH COLLECTION TO CHAPTER 28**

The Town Board of the Town of Freedom, Outagamie County, Wisconsin, has specific authority under Wis. Stat. § 66.0405 to adopt this ordinance.

This ordinance is adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, amends Chapter 28 to include provisions on garbage and rubbish collection as follows:

**WHEREAS**, the Town of Freedom already has waste disposal provisions in Chapter 28 of its code of ordinances; and

**WHEREAS**, Wis. Stat. § 66.0405 provides the authority to provide for removal of rubbish; and

**WHEREAS**, the garbage and rubbish collection shall create subchapters within Chapter 28 of the Town of Freedom code of ordinances such that waste disposal will become subchapter I and Garbage and Rubbish Collection shall become subchapter II.

This ordinance is effective on publication or posting or May 1, 2024.

The Town Clerk shall properly post or publish this ordinance as required under s. 60.80, Wis. Stats. Adopted this 24<sup>th</sup> day of April, 2024.

Signed:



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Justin Schumacher, Chair

Attest:



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Dana McHugh, Clerk

**60.33 Duties of town clerk. The town clerk shall:**

- 1) Clerk of town meeting. Serve as clerk of the town meeting under s. 60.15.
- 2) Clerk of town board.
  - a. Serve as clerk of the town board, attend meetings of the board and keep a full record of its proceedings.
  - b. File all accounts approved by the town board or allowed at town meetings and enter a statement of the accounts in the town's record books.
  - c. File with the town board claims approved by the clerk, as required under s. 60.44 (2) (c).
- 3) Finance book. Maintain a finance book, which shall contain a complete record of the finances of the town, showing the receipts, with the date, amount and source of each receipt; the disbursements, with the date, amount and object of each disbursement; and any other information relating to town finances prescribed by the town board.
- 4) Elections and appointments.
  - a. Perform the duties required by chs. 5 to 12 relating to elections.
  - b. Transmit to the county clerk, within 10 days after election or appointment and qualification of any town supervisor, treasurer, assessor or clerk, a written notice stating the name and post-office address of the elected or appointed officer. The clerk shall promptly notify the county clerk of any subsequent changes in such offices.
  - c. Transmit to the clerk of circuit court, immediately after the election or appointment of any constable or municipal judge in the town, a written notice stating the name of the constable or municipal judge and the term for which elected or appointed. If the judge or constable was elected or appointed to fill a vacancy in the office, the clerk shall include in the notice the name of the incumbent who vacated the office.
- 5) Sale of real property. Execute the conveyance of real property of the town.
- 6) Notices.
  - a. Publish or post ordinances and resolutions as required under s. 60.80.
  - b. Give notice of annual and special town meetings as required under ss. 60.11 (5) and 60.12 (3).
- 7) Records.
  - a. Comply with subch. II of ch. 19 concerning any record of which the clerk is legal custodian.
  - b. Demand and obtain the official books and papers of any municipal judge if the office becomes vacant and the judge's successor is not elected or appointed and qualified, or if any municipal judge dies. The town clerk shall dispose of the books and papers as required by law.
- 8) Licenses. Issue any license or permit granted by the town board when presented with a receipt from the town treasurer indicating that any required fee has been paid.
- 8m) Street trade permits. Stamp or endorse street trade permits at the request of an employer under s. 103.25 (3m) (b).
- 8p) Traveling sales crew worker permits. Stamp or endorse traveling sales crew worker permits at the request of an employer under s. 103.34 (11) (c).
- 9) Schools.
  - a. Perform the clerk's duties under chs. 115 to 121, relating to public instruction.
  - b. Within 10 days after the clerk's election or appointment, report his or her name and post-office address to the administrator of each cooperative educational service agency which contains any portion of the town. The clerk shall report to the administrator the name and

post-office address of each school district clerk within 10 days after the name and address is filed in the clerk's office.

- c. Make and keep in the clerk's office a map of the town, showing the exact boundaries of school districts within the town.
  - d. Apportion, as provided by law, tax revenues collected by the town for schools.
- 10) Highways and bridges. Perform the duties specified in chs. [82](#) to [92](#), relating to highways, bridges and drains.
- 10m) Notice of property tax revenue. Notify the treasurer of the county in which the town is located, by February 20, of the proportion of property tax revenue and of the credits under s. [79.10](#) that is to be disbursed by the taxation district treasurer to each taxing jurisdiction located in the town.
- 10p) Claims in towns containing state institutions. Make a certified claim against the state, without direction from the board, in all cases in which the reimbursement is directed in s. [16.51 \(7\)](#), upon forms prescribed by the department of administration. The forms shall contain information required by the clerk and shall be filed annually with the department of corrections on or before June 1.
- 11) In general. Perform all other duties required by law, ordinance or lawful direction of the town meeting or town board.

**60.331 Deputy town clerk.** Each town clerk may appoint one or more deputies for whom the town clerk is responsible. A deputy shall take and file the official oath and bond under s. [60.31](#). The town clerk may designate a deputy to perform the clerk's duties during the absence, sickness or other disability of the clerk.

**60.34 Duties of town treasurer.** The town treasurer shall:

- 1) Receive and disburse town money.
  - a. Except as provided in s. [66.0608 \(3m\)](#), receive and take charge of all money belonging to the town, or which is required by law to be paid into the town treasury, and disburse the money under s. [66.0607](#).
  - b. Keep an itemized account of all moneys received and disbursed, specifying the source from which it was received, the person to whom it was paid and the object for which it was paid. The treasurer shall issue numbered receipts for all funds received. At the request of the town board, the treasurer shall present the account books, and any supporting documents requested, to the board.
- 2) Deposit of town money.
  - a. Deposit as soon as practicable the funds of the town in the name of the town in the public depository designated by the town board. Failure to comply with this paragraph is grounds for removal from office.
  - b. When money is deposited under par. [\(a\)](#), the treasurer and the treasurer's sureties are not liable for any loss as defined in s. [34.01 \(2\)](#). The interest arising from the money deposited shall be paid into the town treasury.
- 3) Records. Comply with subch. [II of ch. 19](#) concerning records of which the treasurer is legal custodian.
- 4) Taxes. Perform all of the duties relating to taxation required of the town treasurer under chs. [70](#) to [79](#).

**60.341 Deputy town treasurer.** Each town treasurer may appoint a deputy for whom the treasurer is responsible. The deputy shall take and file the official oath and bond under s. [60.31](#). In case of the absence, sickness or other disability of the treasurer, the deputy shall perform the treasurer's duties.