

Title 2 ► Chapter 1

Village Government and Elections

2-1-1	Village Government
2-1-2	Candidates for Elective Office; Primary Elections
2-1-3	Election Hours; Voter Registration
2-1-4	Election Officials
2-1-5	Official Newspaper; Legal Posting

Sec. 2-1-1 Village Government.

- (a) **Village Government Organization.** The Village of Bangor is a body corporate and politic with the powers of a municipality at common law and governed by the provisions of Chapters 61 and 66, Wis. Stats., laws amending those chapters, other acts of the legislature and the Constitution of the State of Wisconsin.
- (b) **Division of Government.**
- (1) **Legislative Branch.** The Village Board is the legislative branch of the Village government. Its primary business is the passage of law in the form of ordinances or resolutions which shall prescribe what the law shall be, not only in relation to the particular facts existing at the time, but as to all future cases arising under it. The Village Board shall fix the salaries of all officers and employees of the Village, and be charged with the official management of the Village's financial affairs, its budget, its revenues and the raising of funds necessary for the operation of the Village of Bangor.
 - (2) **Executive Branch.** The Village President shall take care that all Village ordinances and state laws are observed and enforced, and that all Village officers, boards and commissions discharge their duties. When present, the Village President shall preside at the meetings of the Village Board. The Village President shall from time to time give the Village Board such information and recommend such measures as he/she may deem advantageous to the Village of Bangor.

State Law Reference: Wis. Const., Art. XI, Sec. 3.

Sec. 2-1-2 Candidates for Elective Office; Primary Elections.

- (a) **Purpose.** The purpose of this Section is to provide for nomination of candidates for elective Village office by nonpartisan primary election as follows:
- (1) In those instances when the number of candidates for elective Village office exceeds twice the number to be elected to the office, nomination of candidates for the office shall be by nonpartisan primary election.
 - (2) Those officers for which a primary has been held shall have only the names of candidates nominated at the primary appear on the official spring election ballot. Where the number of candidates for an office does not exceed twice the number to be elected, their names shall appear on the official ballot for the election without a primary.
- (b) **Authority.** This Section is adopted pursuant to Secs. 8.05(4) and (5), 9.11(1)(b) and 66.01(7), Wis. Stats, which permit a Village to nominate candidates for elective Village office by nonpartisan primary and to submit the question to the electorate by referendum.

State Law Reference: Sec. 8.05(1), Wis. Stats.

Sec. 2-1-3 Election Hours; Voter Registration.

- (a) **Election Poll Hours.** The voting polls in the Village of Bangor, La Crosse County, Wisconsin shall be opened from 7:00 a.m. to 8:00 p.m. for all elections. Voting shall be conducted at the Bangor Community Center and/or the Bangor Utilities and Administrative Offices.
- (b) **Voter Registration.** All electors for all elections shall be required to be registered. The Village Administrator shall receive applications for registration at his/her office during regular office hours throughout the year, except that registration may also be completed at Village polling places on election days upon presentation of proper identification and proof of residency.

Sec. 2-1-4 Election Officials.

- (a) **Statutory Authorization.** The process for the appointment of election officials set forth in Sec. 7.30, Wis. Stats., shall be followed. Pursuant to Section 7.30(1), Wis. Stats., there shall be at least seven (7) election inspectors at the polling place at each election conducted in the Village of Bangor, except as otherwise provided below in Subsections (b)(2)-(4). That statute further authorizes the Village Board to provide for the selection of alternate officials or the selection of two (2) or more sets of election officials to work at different times on election day.
- (b) **Appointment of Officials.** At its regular meeting in December of each odd-numbered year, the Village Board shall appoint not less than seven (7) election inspectors. At such

meeting, the Village Board may appoint additional inspectors in a number it deems necessary so that there are two (2) or more sets of inspectors available to work at different times on election day. Provided, however, the additional election inspectors shall be appointed in such a manner that the total number of officials is an odd number.

- (c) **Hours of Work.** Pursuant to Sec. 7.30(1), Wis. Stats., the Village Board authorizes the Village Administrator to determine the inspectors who will work at each election and to determine the hours each inspector will work.
- (d) **Reduction or Addition of Election Officials.**
 - (1) Section 7.32, Wis. Stats., authorizes the Village Board to reduce the required number of election officials at a polling place to no less than three (3), and the Village Board has determined that would be advantageous to the Village of Bangor to have only as many election officials on duty as are needed for any given election. Pursuant to Section 7.32, Wis. Stats., the Village Administrator is authorized, at the discretion of the Village Administrator, to reduce the number of election officials, provided that at all time there shall be a minimum of three (3) election officials on duty. The Village Administrator shall determine in advance of each election whether the number of election officials for such election should be reduced from the number prescribed by the Wisconsin Statutes, and if such a reduction is so determined, the Village Administrator shall further redistribute duties among the remaining officials.
 - (2) At the discretion of the Village Administrator, the requisite number of election officials may be increased for any election; however, the number of election officials working at a given election shall always be an odd number.
- (e) **Sets of Election Officials.** Because Section 7.30(1), Wis. Stats., allows for the selection of two (2) or more sets of officials to work at different times on each election day, the Village Board authorizes the selection of two (2) sets of election officials to staff the polls on election day if deemed necessary by the Village Administrator. The Village Administrator is hereby authorized to schedule election officials in shifts on any said election day. The Village Administrator shall redistribute the duties of such election officials to reflect scheduling by shift. The second, or last, shift shall end with completion of all required election day duties that follow the closure of the polls.
- (f) **Polling Place Greeter.** As prescribed by Section 7.30(1)(b), Wis. Stats., the Village Board authorizes the Village Administrator for each election to appoint, at the Village Administrator's discretion, one (1) additional election worker per shift to serve as a greeter to answer questions and to direct electors to the proper locations for registration and voting, and who shall be available to substitute for other election officials who must leave the polling place room during the voting process.
- (g) **Tabulators.** The Village Administrator may deem necessary from time to time to select and employ tabulators for certain elections due to the high projected voter turnout. Tabulators shall assist and be under the direction of the election officials after the close of the polls. The Village Administrator shall select and employ tabulators, if needed, for any election.

2-1-4

- (h) **Administrator's Service as Alternate.** The Bangor Village Board appoints:
- (1) The Village Administrator to serve as an election official in the absence of an appointed election official.
 - (2) The Village Administrator to serve as an alternate election official in the absence of an appointed alternate election official.

State Law Reference: Secs. 7.30 and 7.32, Wis. Stats.

Sec. 2-1-5 Official Newspaper; Legal Posting.

- (a) **Publication.** When publication is used for official notices instead of legal posting, the official newspaper of the Village of Bangor shall be as designated by the Village Board. The official newspaper is required to be used when such newspaper is published within the boundaries of the Village of Bangor.
- (b) **Legal Posting.** When legal posting is used instead of publication, legal posting shall be done by either of the following ways:
- (1) The notice is posted in at least one (1) public place likely to give notice to persons affected and is placed electronically on an internet site maintained by the municipality; or
 - (2) The notice is posted in a minimum of three (3) designated public places likely to give notice to persons affected. The following are the designated posting locations:
 - a. U.S. Post Office – Bangor.
 - b. Bangor Community Center/Police Department – Bulletin Board (inside front door).
 - c. Bangor Utilities and Administrative Office building.

State Law Reference: Secs. 61.50, 985.02 and 985.06, Wis. Stats.