

CHAPTER 1
CITY GOVERNMENT

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1.01 FORM OF GOVERNMENT.

The City of Algoma, Wisconsin, operates under the Mayor-Council plan of government pursuant to Chapter 62 of the Wis. Statutes.

1.015 WARDS AND ALDERMANIC DISTRICTS

(1) Wards – The City of Algoma shall be divided into six (6) wards as required to fit County Supervisor Districts. These six wards are described in Exhibit “A” that is made part of this ordinance. Exhibit “A” contains the geographical boundaries of each ward and a population count for each ward.

(2) Aldermanic District – The City of Algoma contains four (4) aldermanic districts. Aldermanic Districts are made up of the following whole wards:

Aldermanic District #1	Ward #1
Aldermanic District #2	Ward #2 and Ward #6
Aldermanic District #3	Ward #3 and Ward #5
Aldermanic District #4	Ward #4

(3) County Supervisor Districts are made up of the following whole wards:

County Supervisor District #14	Ward #2 and Ward #3
County Supervisor District #15	Ward #4 and Ward #6
County Supervisor District #16	Ward #1 and Ward #5

(4)The polling place for all wards will be the Algoma City Hall which is located in Ward #1.

Exhibit A

Ward #1 - Beginning at the Northeast corner of the City limits boundary at Lake Michigan then West along the North City limit boundary line to the centerline of Lakeview Drive (County Highway S) then Southwest along the centerline of Lakeview Drive to the centerline of North Water Street then Southwest along the centerline of North Water Street to the centerline of Second Street then South along the centerline of Second Street to the centerline of Clark Street then West along the centerline of Clark Street to the centerline of Sixth Street then South along the centerline of Sixth Street to the centerline of Washington Street then West along the centerline of Washington Street to the centerline of Division Street then South along the centerline of Division Street to the centerline of Jefferson Street then West along the centerline of Jefferson Street to the centerline of Flora Avenue then South along the centerline of Flora Avenue to the centerline of Rabas Street then West along the centerline of Rabas Street to the centerline of Mueller Street then South along the centerline of Mueller Street to the centerline of proposed Mueller Street extended and proceeding South along proposed centerline of Mueller Street and then East along centerline of proposed Mueller Street to the centerline of Lake Street (State Highway 42) then South along centerline of Lake Street to the centerline of County K (South City limit boundary) then East along South City limit boundary to Lake Michigan then north following Lake Michigan shoreline to point of beginning. Said ward population is 759.

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Ward #2 - Beginning at the centerline of Bay Road and Kirkland Avenue then West along the centerline of Bay Road to the centerline of Church Street then continuing West along the North City limit boundary to the Northwest corner of the City limit boundary then South along the West city limit boundary to the centerline of Evergreen Drive and Fremont Street then South along the centerline of Evergreen Drive to the centerline of Jefferson Street (State Highway 54) then East along the centerline of Jefferson Street to the centerline of Sunset Avenue then North along the centerline of Sunset Avenue to the centerline of Navarino Street then East along the centerline of Navarino Street to the centerline of Buchanan Street then North along the centerline of Buchanan Street to the centerline of Perry Street then Southeast along the centerline of Perry Street to the centerline of Sixth Street then South along the centerline of Sixth Street to the centerline of Navarino Street then East along the centerline of Navarino Street to the centerline of Fourth Street then North along the centerline of Fourth Street to the centerline of West Greenfield Avenue then East along the centerline of West Greenfield Avenue to the centerline of Kirkland Avenue then North along the centerline of Kirkland Avenue to the centerline of Bay Road (Point of Beginning). Said ward population is 469.

Ward #3 - Beginning at the centerline of Bay Road and Lakeview Drive then West along the centerline of Bay Road to the centerline of Kirkland Avenue then South along the centerline of Kirkland Avenue to the centerline of West Greenfield Avenue then West along the centerline of West Greenfield Avenue to the centerline of North Fourth Street then South along the centerline of North Fourth Street to the centerline of Navarino Street then Southeast along the centerline of Navarino Street to the centerline of Second Street then Northeast along the centerline of Second Street to the centerline of North Water Street then Northeast along the centerline of North Water Street to the centerline of Lakeview Drive then Northeast along the centerline of Lakeview Drive to the centerline of Bay Road (Point of Beginning). Said ward population is 504.

Ward #4 - Beginning at the centerline of State Street and Division Street then South along the centerline of Division Street to the centerline of Steele Street then West along the centerline of Steele Street to the centerline of Frank Avenue then South along the centerline of Frank Avenue to the centerline of Clark Street then West along the centerline of Clark Street to the centerline of Sunset Avenue then South along the centerline of Sunset Avenue to the centerline of Jefferson Street (State Highway 54) then West along the centerline of Jefferson Street (State Highway 54) to the Northwest corner of the Evergreen Cemetery (City limit boundary) then South along the West boundary of the Evergreen Cemetery (City limit boundary) to the Southwest corner of the Evergreen Cemetery (City limit boundary) then East along the South boundary of the Evergreen Cemetery (City limit boundary) to the centerline of Evergreen Drive then South along the centerline of Evergreen Drive to the centerline of County K (South City limit boundary) then East along the centerline of County K to the centerline of Lake Street (State Highway 42) then North along the centerline of Lake Street to the centerline of proposed Mueller Street extended then West along the centerline of proposed Mueller Street then continuing North along the centerline of proposed Mueller Street to the centerline of Mueller Street then continuing North along the centerline of Mueller Street to the centerline of Rabas Street then East along the centerline of Rabas Street to the centerline of Flora Avenue then North along the centerline of Flora Avenue to the centerline of Jefferson Street (State Highway 54) then East along the centerline of Jefferson Street to the centerline of Division Street then North along the centerline of Division Street to the centerline of Washington Street then East along the centerline of Washington Street to the centerline of Sixth Street then North along the centerline of Sixth Street to the centerline of Clark Street then East along the centerline of Clark

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Street to the centerline of Fourth Street then North along the centerline of Fourth Street to the centerline of Steele Street then West along the centerline of Steele Street to the centerline of Fifth Street then North along the centerline of Fifth Street to the centerline of State Street then West along the centerline of State Street to the centerline of Division (Point of Beginning). Said ward population is 808.

Ward #5 - Beginning at the centerline of Buchanan Street and Perry Street then South along the centerline of Buchanan Street to the centerline of Navarino Street then East along the centerline of Navarino Street to the centerline of Division Street then South along the centerline of Division Street to the centerline of State Street then East along the centerline of State Street to the centerline of Fifth Street then South along the centerline of Fifth Street to the centerline of Steele Street then East along the centerline of Steele Street to the centerline of Fourth Street then South along the centerline of Fourth Street to the centerline of Clark Street then East along the centerline of Clark Street to the centerline of Second Street and then North along the centerline of Second Street to the centerline of Navarino Street then Northwest along the centerline of Navarino Street to the centerline of Sixth Street then North along the centerline of Sixth Street to the centerline of Perry Street then Northwest along the centerline of Perry Street to the centerline of Buchanan Street (Point of Beginning). Said ward population is 321.

Ward #6 - Beginning at the centerline of Navarino Street and Sunset Avenue then South along the centerline of Sunset Avenue to the centerline of Clark Street then East along the centerline of Clark Street to the centerline of Frank Avenue then North along the centerline of Frank Avenue to the centerline of Steele Street then East along the centerline of Steele Street to the centerline of Division Street then North along the centerline of Division Street to the centerline of Navarino Street then West along the centerline of Navarino Street to the centerline of Sunset Avenue (Point of Beginning). Said population is 306.

1.02 ELECTED OFFICIALS.

The elected officials of the City shall consist of the Mayor elected in even-numbered years for a term of 2 years and 2 aldermen from each of the 4 aldermanic districts with one alderman being elected from each aldermanic district each year for a term of 2 years.

1.03 APPOINTED OFFICIALS:

(#939, #425, #17) the following shall be appointed officials of the City:

OFFICE	HOW APPOINTED	TERM OF OFFICE
(1) Clerk-Treasurer	Personnel Committee	Indefinite
(2) Assessor/Building Inspector	Personnel Committee	Indefinite
(3) Police Chief	Personnel Committee	Indefinite
(4) Police Officer	Personnel Committee	Indefinite
(5) Fire Chief	Personnel Committee	Indefinite

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(6) Park & Recreation Director	Personnel Committee	Indefinite
(7) WWTF Supervisor	Personnel Committee	Indefinite
(8) Health Officer	Personnel Committee	Indefinite
(9) Animal Control Officer	Personnel Committee	Indefinite

OFFICE	HOW APPOINTED	TERM OF OFFICE
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(10) Civil Defense Director	Personnel Committee	Indefinite
(11) City Engineer, Street Supt., Public Works Director, or Any combination of the 3 positions.	Personnel Committee	Indefinite
(12) Harbor Master	Personnel Committee	Indefinite

(13) All appointments made shall be approved by a majority vote of the Common Council.

(14) City Administrator.

- (a) Office Created – In order to provide the City with a more efficient, economical, coordinated, responsible and responsive government under a system of part-time Mayor and Council, at a time when municipal government is becoming complex and expensive, there is hereby created the office of City Administrator.
- (b) Appointment and Tenure – The City Administrator shall be appointed by the Personnel Committee subject to confirmation by $\frac{3}{4}$ vote of the Common Council. The City Administrator shall serve a 12 month probationary period and shall be removable by a $\frac{3}{4}$ vote of the Council with cause. The appointment may be terminated by the City Administrator upon twenty working days written notice to the Mayor and the Common Council.
- (c) Clerk-Treasurer Combined – The office of Clerk-Treasurer is combined with the Office of City Administrator.
- (d) Residency – The person appointed City Administrator shall be a resident of the City of Algoma. If the person is not a resident at the time of appointment residency within the City will be required within 6 months following the probationary period.

- (e) Salary – Compensation for the City Administrator shall be reviewed annually by the Personnel Committee and adjusted as deemed appropriate subject to approval by the Common Council.
- (f) The City Administrator shall be the Chief Financial Officer of the City.
- (g) The duties and responsibilities of the City Administrator are those described in the position description for the City Administrator. Said position description is hereby incorporated as a part of this ordinance.

1.035 COMPENSATION OF ASSISTANT CITY ATTORNEY.

- (1) An Assistant City Attorney appointed by the City Attorney shall be compensated for all legal services rendered at the same rate as the City Attorney.

1.05 BOARD OF REVIEW.

- (1) CREATION. The Board of Review shall consist of 5 members all of whom shall be residents of the City, and shall be appointed by the Mayor with approval of the City Council.
- (2) TERMS OF OFFICE. The term of office of such members of the Board of Review shall be 3 years and they shall hold office until their successors are appointed and qualified. Appointments shall be staggered so that not more than 2 members are appointed each year.
- (3) COMPENSATION. Each member of the Board of Review shall receive as compensation for the time actually spent while said Board is actually in session \$20.00 per day. (#320)
- (4) POWERS AND DUTIES. The Board shall have the powers and duties set forth in 70.47, Wis. Statutes.

1.06 CITY PLAN COMMISSION.

- (1) CREATION. A City Plan Commission is created under the authority of 62.23, Wis. Statutes.
- (2) COMPOSITION OF COMMISSION.
 - (a) The Planning Commission shall consist of the Mayor who shall be its' presiding officer, an Alderperson, two members of the Utility Commission, two members of the Public Works Committee and five citizen members appointed by the Mayor in April of each year for three year terms.

The Alderperson shall be elected by the City Council each April.

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Citizen terms shall be three-year terms with initial appointments made for one, two and three years then annually as terms expire.

Utility and Public Works members shall be selected by the respective Commission and Committee.

The City Administrator, Utility Manager and Public Works Superintendent shall be non-voting members of the Commission.

- (3) ORGANIZATION. The Plan Commission shall organize by the election of a vice chairman, secretary, and such other officers as may in their judgement be necessary. All the members of the said Plan Commission shall serve as such without compensation except that if the City Council deem advisable, the secretary may receive such compensation as may be fixed from time to time by the City Council.
- (4) MATTERS REFERRED TO COMMISSION. The Common Council shall refer to the City Plan Commission for its consideration and report before final action is taken by the Common Council, all matters required to be referred by Sec. 62.23 (5), Wis. Statutes.
- (5) ZONING REGULATIONS. The City Plan Commission shall upon request of the Common Council recommend a district plan and regulations governing the location of industries and of buildings designed for specific uses, the size of buildings hereafter erected and the area of yards, courts and other open spaces and such regulations are declared to be for public health, safety and welfare. Tentative recommendations shall first be formulated and public hearings held thereon.
- (6) ASSISTANCE TO COMMISSION. The City Plan Commission may, if it deem advisable, employ expert advice upon the authority of the Common Council, if an appropriation be made by the Common Council therefor, and may have made maps showing proposed additions to or changes in the plan of the City. The Commission may request assistance from any municipal department, commission or agency.
- (7) RECORD OF PROCEEDINGS. The Plan Commission shall keep written records of its proceedings which shall be open to inspection at all times.

1.07 BOARD OF ZONING APPEALS.

- (1) CREATION. The Board of Zoning Appeals shall consist of 5 members appointed by the Mayor subject to confirmation of the Common Council for terms of 3 years pursuant to Section 62.23 (7)(e), Wis. Statutes. The Mayor may appoint for a term of 3 years an alternate member of such Board who shall act with full power only when a member of the Board refuse to vote because of interest or when a member is absent.
- (2) POWERS AND DUTIES. See Sec. 18.10 of this Municipal Code.

1.11 LIBRARY BOARD.

The Library Board shall be organized pursuant to Sec. 43.54, Wis. Statutes.

1.12 ELECTION BOARD.

The Election Board shall be appointed pursuant to Sec. 7.30, Wis. Statutes.

1.13 UTILITY COMMISSION.

See Chapter 13 of this Municipal Code.

1.145 BULKHEAD LINES.

(#346) A bulkhead line and a pierhead line was established along part of the shore of the Ahnapee River and Lake Michigan by Ordinance #346 which is incorporated herein.

1.16 CEMETERY COMMISSION.

- (1) CREATION. The Cemetery Commission shall consist of 2 Council members and another City official, appointed annually by the Mayor at the organizational meeting.
- (2) CONTROL AND JURISDICTION. The Cemetery Commission shall have control of and jurisdiction over the City's Cemetery, which shall be known as "THE EVERGREENS" Cemetery, and any other cemetery the City may hereafter acquire. Such jurisdiction and control shall include the sale of cemetery lots, acceptance of gifts, donations and deeds; the erection of memorials, monuments, buildings and any other structures it may deem necessary or proper to construct in connection with the said Cemetery; fixing the prices of lots and services; the employment of a sexton, who shall be officially designated as superintendent; and in general the exercised by cemetery associations and commissions, and not herein otherwise provided for. All matters of business relating to the City's Cemetery or Cemeteries shall come before the Cemetery Commission for determination.
- (3) CEMETERY CHARGES. A schedule of the prices and charges for lots and services fixed by the Cemetery Commission shall be kept on file with the City Clerk as well as with the Superintendent. Upon the sale of a lot, the purchaser thereof shall receive from the Superintendent a certificate setting forth the description of the tract sold together with the purchase price, and upon presentation thereof to the City Clerk, together with a receipt from the City Treasurer showing payment therefor, the purchaser shall be entitled to a proper deed signed by the Mayor and countersigned by the City Clerk.
- (4) CEMETERY SUPERINTENDENT. The Cemetery Commission shall engage a superintendent at such compensation as may be fixed by the Cemetery Commission. The Superintendent, under the direction of the Commission, shall have control and management of the Cemetery and have charge of the maintenance and improving of grounds. He shall have charge of all interments made in the Cemetery and shall hire and supervise all labor. He shall keep in some safe place, a full and complete set of records, as directed by the Cemetery Commission.
- (5) DIGGING GRAVE. No person but the Superintendent, or some acting under his direction, shall dig any grave in any cemetery owned or managed by the City.

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The Superintendent shall not dig, or permit to be dug, any grave in the Cemetery until a duplicate of the City Treasurer's receipt for the payment of the proper fee therefor shall have been delivered to him. The Superintendent shall keep a complete record of all graves due by him, showing the locality thereof, the name of the person buried therein, and the date of burial, all of which records shall be the property of the City.

- (6) CEMETERY ACCOUNT. The Cemetery Commission is authorized to exclusively control and manage the funds of the Evergreen Cemetery including the audit and approval of payments therefrom, independently of the City Council and Mayor. The Commission is authorized to appoint a Clerk-Treasurer who shall be deemed vested with all powers of a Deputy Clerk-Treasurer under the statutes, including without limitation because of enumeration, the power to handle billing and collection of moneys for the Commission, and to issue checks upon the filing with him a certified bills, vouchers, or schedule approved by the members of the Cemetery Commission. Said Clerk-Treasurer shall give bond conditioned upon the faithful discharge of his duties in such sum as shall be prescribed by the Commission and the Cemetery shall pay the premium therefor. A separate fund and account shall be kept of all moneys received for perpetual care and upkeep of lots. The same shall be kept invested by the Cemetery Commission, and only the income thereof shall be expended for such perpetual care and upkeep.
- (7) DEEDS TO LOTS. All deeds executed to purchasers of lots in the City's cemetery shall specially covenant that the purchaser accepts the same subject to such ordinances and reasonable rules and regulations relative to the use of the premises purchased as may be made from time to time by the Common Council, and by the Cemetery Commission.
- (8) RULES AND REGULATIONS. All rules and regulations governing the conduct of owners of lots, of undertakers, of funeral processions, and of visitors to the cemetery grounds adopted by the Cemetery Commission shall have the force of law.

1.17 RECREATION DEPARTMENT.

- (1) CREATION. A Recreation Department for the City is hereby created.
- (2) COMPOSITION OF BOARD. The Department of Recreation shall consist of a committee of 2 alderpersons and 3 citizens who shall be appointed by the Mayor. The alderperson shall be appointed for a 1 year term. One citizen member shall be appointed annually by the Mayor for a term of 3 years. Appointments will be made annually on the third Tuesday of April.
- (3) SUPERVISION. The Department shall have full supervision and direction of all recreation activities maintained by the City. The Director of Recreation shall be paid out of the City Treasury. He shall have complete supervision of all recreation activities of the City. The Director is to be a person of qualified ability and experience.

- (4) **COMPENSATION.** The members of the Department of Recreation Committee shall receive no compensation for their services except that the secretary may receive payment for his services when so provided by the Common Council.
- (5) **DUTIES OF DEPARTMENT.**
 - (a) The Recreation Department shall provide games and entertainment as it may deem advisable under the circumstances for adults and youth of both sexes.
 - (b) It shall have complete supervision over all winter sports.
 - (c) It shall abide at all times by the rules and regulations of the Common Council of said City.
 - (d) It shall keep written records of its activities which shall be open to inspection at all times and it shall keep a complete record of the cost of its upkeep and maintenance.

1.18 WISCONSIN RETIREMENT FUND.

Pursuant to Chapter 41 Wis. Statutes all eligible City personnel are included under the Wisconsin Municipal Retirement Fund.

1.19 GENERAL DUTIES OF PUBLIC OFFICIALS.

- (1) **STANDARDS OF CONDUCT.**
 - (a) The Algoma City Council hereby reaffirms that a public official of the City of Algoma, including those elected and those appointed by the Mayor and this City Council, holds his or her position as a public trust, and any effort to realize substantial personal gain through official conduct is a violation of that trust. This ordinance does not prevent any public official from accepting other appointments or following any pursuit which in no way interferes with the full and faithful discharge of his or her duties to the City. The City Council further recognizes that in a representative democracy, the representatives are drawn from society and, therefore, cannot and should not be without all personal and economic interest in the decisions and policies of government; that citizens who serve as public officials retain their rights as citizens to interests of a personal or economic nature; that standards of ethical conduct for public officials need to distinguish between those minor and inconsequential conflicts that are unavoidable in a free society, and those conflicts which are substantial and material; and that public officials may need to engage in employment, professional or business activities, other than official duties, in order to support themselves or their families and to maintain a continuity of professional or business activity, or may need to maintain investments, which activities or investments do not conflict with the specific provisions of this ordinance.
 - (b) No City public official may use his or her public position or office to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated.

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- (c) No person may offer to give to a City public official, directly or indirectly, and no public official may solicit or accept from any person, directly or indirectly, anything of value if it could reasonably be expected to influence the public official's vote, official actions or judgement, or could reasonably be considered as a reward for any official action or inaction on the part of the city public official. This subsection does not prohibit a city public official from engaging in outside employment.
 - (d) No City public official may intentionally use or disclose information gained in the course of or by reason of his or her official position or activities in any way that could result in the receipt of anything of value for himself or herself, or for his or her immediate family, or for any other person, if the information has not been communicated to the public or is not public information.
 - (e) No City public official may use or attempt to use his or her public position to influence or gain unlawful benefits, advantages or privileges for himself or herself or others.
- (2) BOARD OF ETHICS.
- (a) A Board of Ethics for the City of Algoma is hereby created. The Mayor, with the approval of the City Council, is hereby authorized to appoint three (3) adult residents of the City of Algoma, Wisconsin to the Algoma Board of Ethics. The term of each member shall be three (3) years, with the first person appointed to serve for one (1) year unless re-appointed to a full three (3) year term; the second person appointed to serve for two (2) years., unless re-appointed to a full three (3) year term; and the third person appointed to serve a full three (3) year term.
 - (b) The Algoma Board of Ethics shall adopt such rules as may be necessary to carry out its duties, and shall review and render advisory opinions on any requests submitted to the Board regarding the propriety of any matter to which an Algoma public official is or may become interest. Advisory opinions and requests therefore shall be in writing. The Board's deliberations and actions upon such requests shall be in meetings open to the public.
- (3) CONFLICT OF INTEREST PROHIBITED.
- (a) Except in accordance with the City of Algoma Ethics Board's advice, no City public official may:
 - (I) Take any official action substantially affecting a matter in which the official, a member of his or her immediate family, or an organization with which the official is associated has a substantial financial interest.
 - (II) Use his or her office or position in a way that produces or assists in the production of a substantial benefit, direct or indirect, for the official, one or more members of the official's immediate family either separately or together, or an organization with which the official is associated.
 - (III) No City public official may solicit, or receive, any gift, gratuity, or anything of substantial value for the private benefit of himself or

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herself or his or her immediate family, or for any organization with which he or she is associated. If the public official is in doubt as to whether the object tendered constitutes "substantial" value, the public official may request an advisory opinion from the Algoma Ethics Board.

- (b) An individual, either personally or on behalf of an organization or governmental body, may request of the Algoma Advisory Board an advisory opinion regarding the propriety of any matter to which the person is or may become a party; and any appointing officer, with the consent of a prospective appointee, may request of the Board an advisory opinion regarding the propriety of any matter to which the prospective appointee is or may become a party. The Board shall review a request for an advisory opinion and may advise the person making the request. Advisory opinions and requests therefor shall be in writing. The Board's deliberations and actions upon such requests shall be in meetings open to the public. It is prima facie evidence of intent to comply with this ordinance when a person refers a matter to the Board and abides by the Board's advisory opinion.

1.20 MEDICAL CENTER BOARD.

- (1) CREATION. There is hereby created a Medical Center Board of Directors which shall consist of seven (7) members. One member shall be the Mayor. One members shall be a member of the Common Council to be appointed by the Mayor and approved by the Council. The Council members shall have a one year term. Five (5) citizen members shall be appointed by the Mayor subject to approval of the Council. The term of the citizen member shall be fore three (3) years with no more than two (2) citizens appointed annually. No compensation shall be paid for serving on the Board.
- (2) ORGANIZATION. Upon the appointment and qualifications of the trustees, the City Clerk shall give each trustee notice in writing of the first meeting of the Medical Center Board. The Medical Center Board shall elect a president and a secretary. A written record of its proceedings shall be maintained, a copy of which shall be filed with the City Clerk within 10 days after each meeting. Three trustees shall constitute a quorum, but all actions shall require the approval of a majority of all members.
- (3) POWERS AND DUTIES.
 - (a) The Municipal Hospital Board shall have the powers and duties provided by S. 66.50, Wis. Statutes, except as otherwise provided by ordinance.
 - (b) The Municipal Medical Center Board shall have the power:
 - 1. To recommend plans for the alteration of the Municipal Medical Center and Nursing Home.
 - 2. To operate and maintain the Medical Center and Nursing Home.
 - 3. To appoint a superintendent who shall have general charge of the Medical Center and Nursing Home. As far as possible, The Board shall utilize the services of existing City Officials and employees.

(4) MEDICAL CENTER APPROPRIATIONS.

- (a) The Common Council may annually appropriate to the Municipal Medical Center account, such an amount as is necessary to retire outstanding bonds and notes and to pay debt service charges if necessary.
- (b) The Medical Center Board is authorized to exclusively control and manage the funds of the Algoma Medical Center and Long Term Care Unit, including the audit and approval of the payments therefrom, independently of the City Council and Mayor. The Medical Center Board is authorized to appoint a Clerk or Clerk –Treasurer who shall be deemed vested with all powers of a Deputy City Clerk or Deputy Clerk Clerk-Treasurer under the statutes, including without limitation because of enumeration, the power to handle billing and collections of moneys of the City Medical Center and to issue checks upon filing with him (or her) of certified bills, vouchers, or schedules signed by the Medical Center Administrator. Said Clerk of Clerk-Treasurer, as the case may be, shall be required to give bond conditioned on the faithful discharge of his (or her) duties in such sum as shall be prescribed by the Medical Center Board and the Medical Center shall pay the premium therefor.
- (c) The Medical Center Board shall monthly, submit a report of its previous month's activities to the Common Council.