



**THE VILLAGE OF SAUK VILLAGE
COOK AND WILL COUNTIES, ILLINOIS**

**ORDINANCE
NUMBER: 21-010**

**AN ORDINANCE AMENDING CHAPTER 2 ARTICLE IV DIVISION 6 OF THE
VILLAGE CODE OF ORDINANCES - VILLAGE ADMINISTRATOR**

**DERRICK N. BURGESS, MAYOR
MARVA CAMPBELL-PRUITT, Clerk**

**GARY BELL
ARNOLD COLEMAN
RODRICK R. GRANT
SHERRY JASINSKI
LARRY D. SAPP
DEBBIE WILLIAMS**

TRUSTEES

Published in pamphlet form by authority of the Mayor (President) and Board of Trustees of the village of Sauk Village

ORDINANCE No. 21-010

**AN ORDINANCE AMENDING CHAPTER 2 ARTICLE IV DIVISION 6 OF THE
VILLAGE CODE OF ORDINANCES - VILLAGE ADMINISTRATOR**

WHEREAS, the Village of Sauk Village, Cook and Will Counties, Illinois (the Village) is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended and is vested with authority to legislate in matters concerning appointment of officers necessary to carry into effect the powers conferred pursuant to the Illinois Municipal Code 65 ILCS 5/3.1-30-5; and

WHEREAS, the Mayor (President) and Board of Trustees of the Village of Sauk Village (the "*Corporate Authorities*") may amend the text of the Municipal Code of the Village of Sauk Village from time to time to meet the changing needs of the Village; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor (President) and Board of Trustees of the Village of Sauk Village, Cook and Will Counties, Illinois as follows:

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2: That the Sauk Village Municipal Code is hereby amended to add the underlined text and/or delete the text as indicated:

Sec. 2-305. - Established; appointment.

(a) There is hereby established a position of village administrator.

(b) ~~The village board~~ mayor shall appoint the village administrator with the advice and consent of the village board of trustees. The village administrator shall be chosen on the basis of executive, administrative and professional qualifications. ~~The term of the village administrator shall be one year unless extended by contract.~~ Removal from office shall be in like manner in accordance with state law and contractual provisions.

(c) The village administrator may be the head of other departments or may hold another appointed municipal office. The village administrator shall be supervised by the mayor and shall report directly to the mayor with respect to all duties.

Sec. 2-306. - Duties.

- (a) To aid and assist the mayor and board of trustees in the formulation and development of policies, programs, procedures and to supervise and administer the implementation of said policies, programs and procedures;
- (b) To supervise, observe, review, evaluate and coordinate the work of department heads and the employees for whom they are responsible and to execute directives as ordered by the mayor with respect to the day to day administration of the village;
- (c) Make recommendations to the mayor and board of trustees concerning the classifications and compensations of each employee of the village;
- (d) To be responsible for the maintenance of and upkeep of the village hall and all village owned real estate and personal property;
- (e) To administer the equipment and personnel policies of the village;
- (f) To reprimand and to suspend any employee (except police officers under jurisdiction of the board of fire and police commissioners), to recommend to the ~~village president~~ mayor and board of trustees the appointment, demotion and/or dismissal of all employees of the village;
- (g) To attend all village board meetings or other meetings prescribed by the board of trustees;
- (h) To provide for the enforcement of all laws and ordinances in the village;
- (i) To assist and coordinate the preparation of the annual budget, tax levy ordinance and appropriation ordinance with the finance director;
- (j) To recommend to the mayor and board of trustees (from time to time) adoption of such measures as the village administrator may deem necessary or expedient for the health, safety and welfare of the community or for the improvement of administrative services;
- (k) To investigate the affairs of any department of the village; investigate all complaints in relation to the administration of government of the village;
- (l) To take any other such action as may be directed by the village board not otherwise prohibited by law or ordinance.

Sec. 2-307. - Compensation.

The village administrator shall receive compensation in such amount and manner as the mayor and board of trustees shall fix from time to time by ordinance or contract.

Sec. 2-308. - Bond.

The village administrator shall furnish a surety bond in a sum to be approved by the mayor and board of trustees, said bond shall be conditioned on the faithful performance of his duties. The premium of the bond shall be paid by the village.

Section 3: Superseder. In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the Village, the terms of this Ordinance shall govern.

Section 4: Severability. This Ordinance and every provision thereof shall be considered severable and the invalidity of any section clause, paragraph, sentence or provision of this Ordinance will not affect the validity of any other portion of this Ordinance.

Section 5: Effective Date. This Ordinance shall be in full force and effect upon its passage and publication in pamphlet form, in accordance with law, and the provisions of the Sauk Village's Municipal Code amended herein shall be reprinted with the changes.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

ADOPTED, by the Mayor (President) and Board of Trustees of the Village of Sauk Village, Cook and Will Counties, Illinois this 8th day of June 2021, pursuant to a roll call vote as follows:

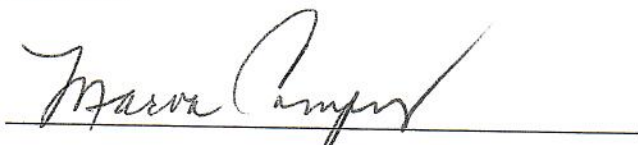
	YES	NO	ABSENT	PRESENT
BELL		X		
COLEMAN	X			
GRANT	X			
JASINSKI	X			
SAPP	X			
WILLIAMS		X		
Burgess-Mayor				
TOTAL	4	2		

APPROVED by the Mayor (President) of the Village of Sauk Village, Counties of Cook and Will, Illinois on this _____ day of _____, 2021

Mayor Refused to Sign

Derrick N. Burgess, Mayor

ATTEST:



Marva Campbell-Pruitt, Village Clerk