



ORDINANCE NO. 6- 2025

AN ORDINANCE AMENDING SECTION 2-61(a) AND (b) AND CREATING SECTION 2-67(h) OF THE CODE OF ORDINANCES FOR THE VILLAGE OF UNION GROVE, RELATING TO THE INTRODUCTION OF BUISNESS AND PREPARATION OF MEETING AGENDAS.

The Village Board of the Village of Union Grove ordains as follows:

1. That Section 2-61(a) of the Municipal Code of the Village of Union Grove be, and hereby is, amended to read as follows:

“(a) Introduction requirements. All ordinances, resolutions, memorials or other communications of the village board shall be in writing, shall contain a brief statement of their content, shall indicate the name of the presenting member, and, prior to their consideration by the board, shall be delivered to the clerk in accordance with the procedures of (b), below. At the first permitted opportunity, the clerk shall read and record each by title at a meeting of the board. Any trustee may require at any time the reading in full of any matter while it is before the board.”

2. That Section 2-61(b) of the Municipal Code of the Village of Union Grove be, and hereby is, amended to read as follows:

“(b) Filing. Each proposed ordinance, resolution, or other matter that any person, firm, or corporation, including the village trustees, desires to be presented at a meeting of the Village Board for its review and consideration, shall be submitted by written request to the office of the village clerk by 4:00 p.m. on the Wednesday immediately prior to the scheduled Board meeting at which the measure is to be introduced. Any supporting materials required or requested related to the written request must be filed in the office of the clerk by 4:00 p.m. on the Thursday immediately prior to that scheduled board meeting at which the measure is to be introduced. If for good cause this prefiling is impossible or impractical, the board may waive this requirement. All meeting agendas will be posted no later than noon on the Friday immediately preceding the scheduled meeting. No ordinance, resolution, or other matter will be considered by the Village Board that is not on the agenda prepared by the village clerk.”

3. That Section 2-67(h) of the Municipal Code of the Village of Union Grove be, and hereby is, created to read as follows:

“(h) Introduction of business and setting of agendas. The introduction of business and setting of agendas for committees shall follow the same process and timelines as provided in Sec. 2-61.”

4. That this ordinance shall become effective upon adoption and publication as provided by law.

Adopted by the Village Board of Union Grove, Racine County, Wisconsin, this 28th day of April, 2025.

VILLAGE OF UNION GROVE

By: 
Steve Wicklund, Village President

Attest: 
Stephanie Kohlhausen, Village Clerk