

CHAPTER XLII
CLAIMS AGAINST TOWN

SECTION 42.00 General Claims Procedure. Claims for money against the Town of Wheatland or against its officers, officials, agents or employees arising out of acts done in their official capacity shall be filed with the Town Clerk as provided under Wisconsin Statute 893.80(1)(b). The Town Board shall allow or disallow the claim. Notice of disallowance shall be made as provided under Wisconsin Statute 893.80(1)(b).

42.10 Alternative Procedure For Bills and Vouchers. Upon receipt of a financial claim against the Town of Wheatland in the form of a bill or voucher, the Town Clerk may review and approve such a claim as a proper charge against the Town treasury. The Clerk shall consider the following in making a determination as to whether a bill or voucher is a proper charge against the treasury and may require submission of proof from the claimants thereon:

1. Whether funds are available under the Town budget to pay the bill or voucher;
2. Whether the item or service covered by the bill or voucher has been duly authorized;
3. Whether the item or service covered by the bill or voucher has been supplied or rendered in conformity with the authorization; and
4. Whether the claim appears to be a valid claim against the Town.

Upon approval in writing of a bill or voucher under this Section, the Town Clerk shall authorize that payment be made from the Town treasury in accordance with Section 66.042 of the Wisconsin Statutes. The Clerk shall file with the Town Board at least monthly a list of the claims approved under this Section, showing the date paid, name of claimant, purpose and amount of claim.

42.20 Court Action To Recover Claims. The alternative procedure for bills and vouchers as stated in Section 42.01 of this Code, does not affect the applicability of Wisconsin Statute 893.80. No legal action may be brought or maintained against the Town of Wheatland upon a claim unless the claimant complies with Wisconsin Statute 893.80.