

A village trustee is an elected local government official who ensures all areas of their jurisdiction is being maintained and cared for.

#### Fire Department Duties

It is the responsibility of the village trustee to ensure all areas of the village and surrounding areas are provided fire protection and ambulance service. This will require the trustee to establish a local fire department or contract the areas out to other fire departments or emergency services.

#### Roads

Another duty of the village trustee is to make sure all the roads in the village are maintained and repaired. Most villages receive funds from the state or county government to maintain the roads which includes snow removal, mowing the side of roads and the paving of roads. The roads under the jurisdiction of the trustee are the ones that are owned by the village. It does not include private driveways or privately owned roads.

#### Budget

The trustee is responsible for establishing a village budget and making sure that budget is kept. The trustee will make this budget each fiscal year. Each part of this budget will cover the areas of responsibility of the village trustee which includes fire protection, sewer maintenance, water maintenance, parks and recreation and road maintenance. Other areas of responsibility will also be covered in the annual budget submitted by the village trustee.

#### Assessment

Our village trustees are responsible for assessing each piece of property on an annual basis for the purposes of property taxation. Along with this annual property assessment, the village trustee will assess new or remodeled properties that have received permits from the county offices.

#### Parks and Recreation

The village trustee is authorized to establish parks or recreational areas for the village. Along with establishing a village park or recreation area comes the duty of maintaining the area designated for the community. This will include the hiring of park or recreation personnel.