

CHAPTER 50

To repeal 16.52 (4) and 20.550 (39); to renumber 20.929; to amend 14.42 (2) and (6) and 35.03 (6); to repeal and recreate 16.53 (1) (d); and to create 16.53 (1) (cm) of the statutes, relating to the operation of the department of administration and granting rule-making authority.

*The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:*

SECTION 1. 14.42 (2) and (6) of the statutes are amended to read:

14.42 (2) Issue receipts for all money paid to him, ~~which, before their delivery, shall be countersigned by the commissioner of administration; and no receipt, unless so countersigned, shall be evidence of the payment of any money into the treasury.~~

(6) Keep records showing the number, date and amount of each cash receipt issued by his office and ~~classifying~~ classify said receipts by state funds; ~~submit a summary statement of collections by fund together with a copy of each remittance advice in support thereof;~~ keep also records showing the check number, date, payee and amount of each cash disbursement and ~~classifying~~ classify said disbursements by state funds; and verify at the end of each week the amounts shown by his records to represent total cash balance and cash balances of individual state funds by comparing said amounts with corresponding balances appearing on records maintained by the department of administration.

SECTION 2. 16.52 (4) of the statutes is repealed.

SECTION 3. 16.53 (1) (cm) of the statutes is created to read:

16.53 (1) (cm) *Advancement of travel expenses.* The head of a state agency may, by presenting proper vouchers to the department of administration, advance money for travel expenses to employes. Travel expenses shall be advanced only when the estimated expense is expected to exceed \$100 and the advance shall not exceed 75 per cent of the estimated expense. The department of administration shall establish rules for administering this paragraph.

SECTION 4. 16.53 (1) (d) of the statutes is repealed and recreated to read:

16.53 (1) (d) *Salaries, etc., when payable.* 1. The commissioner of administration, with the approval of the board on government operations, shall fix the time and frequency for payment of salaries due elective and appointive officers and employes of the state government. As herein determined said salaries shall be paid either monthly, semi-monthly or for each one or 2-week period.

2. In order to utilize modern accounting methods in processing payrolls, the commissioner of administration may convert and adjust salaries of all state officers and employes so that they are payable in equal payments throughout the year. To this end the commissioner may promulgate rules necessary to administer this section.

SECTION 5. 20.550 (39) of the statutes is repealed.

SECTION 6. 20.929 of the statutes is renumbered 16.92.

SECTION 7. 35.03 (6) of the statutes is amended to read:

35.03 (6) Make biennial reports to the legislature setting forth the cost of the public printing during the preceding fiscal term, with recommendations of any retrenchments that can be made therein and containing the title of each publication, author agency, number of pages, ~~size of page,~~ number of copies, to whom distributed, ~~cost costs including preparation and distribution,~~ method of reproduction and justification. ~~The biennial reports shall also contain exchange data, an inventory of public printing on hand, and such fiscal data as reflects the program of the state.~~ All state agencies shall report ~~monthly or quarterly~~ to the director the title of each publication issued during the period reported, number of pages, ~~size of page, method of reproduction, number of copies, to whom distributed, cost and justification,~~ *at his discretion, such information as is required to implement this section.* The director shall use the data from these reports to maintain a continuous ~~inventory listing~~ of state publications, and he shall use the data from the ~~inventory listing~~ in preparing the biennial report. For the purposes of this subsection a publication shall be reported if it contains more than 8 pages of reading matter, reproduced in a quantity of 500 copies or more, or if it contains more than 48 pages regardless of the number of copies.

SECTION 8. This bill is declared to be an emergency appropriation bill, recommended by the joint committee on finance, in accordance with the requirements of section 16.47 (2) of the statutes.

Approved May 12, 1965.

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