

# Table of Contents

Title 1 - Administrative Code .....	1
1-1    Town Board of Trustees Meetings .....	1
1.        Regular Meetings	
2.        Special Meetings	
3.        Notice	
4.        Order of Business - Regular Meetings	
5.        Order of Business - Special Meetings	
6.        Adjournment of Meetings	
7.        Quorum, Majority Required for Action	
1-2    Officers, Bonds, Salaries, and Compensation .....	3
1.        Elective Officers	
2.        Terms of Officers	
3.        Town President Elected by Town Board	
4.        Appointed Officers	
5.        Mode of Appointment	
6.        Term of Appointed Officers	
7.        Qualifications of Officers	
8.        Certificates of Appointment	
9.        Vacancies, How Filled	
10.        Removal of Elected Officer	
11.        Grounds for Removal of Elected Officers From Office	
12.        Removal of Appointed Officer	
13.        Certain Officers Not to Hold Other Office	
14.        Public Records	
15.        Compensation	
1-3    Law Enforcement .....	5
1.        Provision for Law Enforcement	
1-4    Fire Department .....	6
1.        Provision for Fire Protection	
2.        Constitution and Bylaws	
3.        Members	
4.        Appointment of Officers	
5.        Duties of Chief Over Members and Apparatus	
6.        Keeping Fire Apparatus in Readiness	
7.        Power of Chief to Arrest	
8.        Fire Zone	

9.	Investigation of Cause of Fire	
10.	Financial Estimate	
11.	Split Financial Estimate	
12.	Command in Absence of Chief	
13.	Collection of Debts Due Department	
14.	Conduct at Fires	
15.	Obstruction Door of Fire Hall	
16.	Impersonating Firefighters	
17.	Refusal to Obey Orders	
18.	Giving False Alarm	
19.	Refusal to Assist Firefighters	
20.	Hindering Firefighters and Injuring Apparatus	
21.	Driving Over Hose	
22.	Allowing Use of Fire Apparatus	
23.	Taking Fire Apparatus Outside District Limits	
24.	Insubordination	
25.	Destroying Buildings at Fires	
26.	Disposition of Fires	
27.	General Penalty: Fire Department	
1-5	Ordinance and Resolution Regulations . . . . .	9
1.	Ordinance Control Authority	
2.	Rules and Regulations Regarding Enactment of Ordinances and Resolutions	
3.	Expansion of Powers Beyond Existing Ordinances	
4.	General Penalty Clause	
5.	Trial Provisions	
6.	Conflicting Ordinances Repealed	
1-6	Elections . . . . .	11
1.	Date of Annual Municipal Election--Hours of Voting	
2.	Regulations and Procedures	
3.	Notice to Persons Elected--Time Allowed for Qualifications	
4.	Tie-Breaking Provisions	
5.	Election Not Held in Absence of Contest: Certificate of Election Issued to Unopposed Candidates	
6.	Provision of Vacancy	
7.	Qualifications of Voters at Municipal Elections	
8.	Penalty: Elections	
9.	Notice Published Prior to Time of Filing Nominating Petitions	
10.	Town President Pro Term Provision	

11.	Residence Requirement for Election of Appointment to Office- Exceptions: Defaulters Ineligible	
12.	Certification of Officers	
13.	Grounds for Removal of Elected Officials from Office	
14.	Removal From Office of Officer Appointed by Town President- Report to Board	
Title 2 - Location and Boundaries .....		14
2-1	Boundaries .....	14
2-1-1	Corporate Limits	
2-2	Annexation .....	15
1.	Penal Sum Required	
2.	Grades and Specifications--Sewers, Curbs, Gutters, Sidewalks	
3.	Town to Install Water Mains	
Title 3 – Building Code .....		16
3-1	Building Code .....	16
1.	Intent	
2.	Establishment of Department of Building Inspection	
3.	Appointment of Building Inspector	
4.	Work of Department	
5.	Power to Suspend Work	
6.	Definitions	
7.	Building Permits Required	
8.	Application for Permit	
9.	Building Permit Fee	
10.	Town Board to Approve or Reject Application	
11.	Form of Permit – In Duplicate	
12.	General Penalty: Building Code	
13.	Guarantee Fund	
14.	Payment to Town Before Move	
15.	Moving a Building to Outside the Town Limits – Non- refundable Fee	
16.	Temporary Permissible Wooden Structures in Fire Limits	
3-2	Moving Buildings .....	20

1. Moving Buildings
2. Application
3. Bond for Movers
4. Guarantee Fund
5. Permit, Contents
6. Refunding Guarantee Fund
7. Removing Telephone Wires, etc and Planking Streets
8. Applicant Must Serve Notice to Owner of Wires, Etc.
9. Wrecking of Buildings
10. Application for Permit
11. Fill Excavations
12. Approval of Application
13. Buildings Not to Remain on Streets
14. Damaging Streets
15. Town May Move Buildings
16. Conforming to Codes
17. Sewer Required to be Capped
18. Violations and Penalties

3-3 Excavations in Public Places ..... 31

1. Permit Required
2. Application and Bond
3. Deposit Forfeited
4. Supervision of Excavation
5. Guarding Excavations
6. Refilling Excavations
7. Excavations Under Sidewalks
8. Excavations Near Street
9. Permit Required: Excavations in Public Places

Title 4 – Fire Code ..... 26

4-1 Fire Code ..... 26

1. Adoption of National Code
2. Definitions
3. Enforcement
4. Establishment of Limits of Districts in Which Storage of Flammable Liquids in Outside Aboveground Tanks and Bulk Storage of Liquefied Petroleum Gasses is to be Restricted
5. Permit Required
6. Modifications

7.	Appeals	
8.	Burning of Buildings or Other Property	
9.	Open Fires, Trash Burning Unlawful	
Title 5 – Health Code .....		29
5-1	Sanitation .....	29
1.	Sanitary Regulations	
2.	Garbage Defined	
3.	Unauthorized Disposal Prohibited	
4.	Garbage Rates	
5.	General Penalty: Sanitation	
6.	Collection Fee	
5-2	Solid Waste Disposal .....	31
1.	Restricted Use	
2.	Authorized Wastes	
5-3	Miscellaneous Nuisances .....	32
5-3-1	Nuisances Defined and Prohibited	
5-3-2	Notice to Abate, Issuance	
5-3-3	Abatement by Town	
5-3-4	Recovery by Town	
5-3-5	Penalty: Miscellaneous Nuisances	
5-4	Noxious Weeds .....	35
1.	Weeds, Duty of Owner	
2.	Definition	
3.	Growth	
4.	Length of Grass and Weeds	
5.	Expenses Charged to Owner	
6.	Failure to Comply	
5.	Barbed Wire Fences .....	36
5.1.	Barbed Wire Fences	
5.2.	Exception	
5.3.	Penalty: Barbed Wire Fences	

6.	Stockyards, Feeding Lots, Buildings .....	37
6.1.	Feedlots, Stockyards, Pens, sheds, Buildings, Enclosures – Restrictions	
6.2.	Penalty: Feedlots, Stockyards, Pens, Sheds, Buildings, Enclosures	
7.	Poultry .....	38
7.1.	Poultry in Town Limited	
7.2.	Penalty: Poultry	
8.	Private Pools .....	39
8.1.	Pools	
8.2.	Fence Required	
8.3.	Fence Lock	
8.4.	Penalty: Pools	
Title 6 – Licenses .....		40
6-1	General Provisions .....	40
1.	License, Unlawful Without	
2.	License, How Obtained	
3.	Existing License Renewal	
4.	License Expiration	
5.	Revocation	
6-2	Alcoholic Beverages .....	42
1.	License Required	
2.	Classification--Fees Per	
3.	Fee for License	
4.	Restrictions	
5.	Municipal Liquor License	
6.	Temporary Permit	
7.	Alcohol Beyond Premises	
8.	Sale or Gift to Minors	

	9.	Hours of Alcoholic Beverages and Malt Beverages	
	10.	Establishment of Municipal Liquor Store	
	11.	Alcoholic Beverage Licenses – Video Lottery Fee	
6-3		Dogs / Cats .....	44
	1.	Dogs and Cats Shall Not be Killed Promiscuously	
	2.	Vicious Dogs and Cats	
	3.	Running at Large	
	4.	Other Animals Running at Large	
	5.	Restrictions	
	6.	Control Exception	
	7.	Keeping Predators	
	8.	Removal of Dangerous Animals	
	9.	Penalty: Dogs / Cats	
6-4		Junk Dealers .....	45
	1.	Definition	
	2.	License Required	
	3.	Application for License	
	4.	License Fee	
	5.	Granting of License	
	6.	Revocation of License	
	7.	Reports to be Made	
	8.	Restrictions on Operations	
6-5		Auctioneers, Sale Rings and Itinerant Dealers .....	
47			
	1.	Regulations	
	2.	License	
	3.	License Fee: Auctioneers, Sale Rings and Itinerant Dealers	
	4.	Exception	
	5.	Supervision	
	6.	Itinerant Dealers and/or Merchants	
	7.	Penalty: Auctioneers, Sale Rings and Itinerant Dealers	
		Title 7 – Offenses .....	48
7-1		Offenses Against Public Welfare .....	48

1. False Emergency Alarms Prohibited
2. Carrying Concealed Weapons
3. Drawing Weapon
4. Firearms and Fireworks
5. Impure Food
6. Inciting Dog Fights
7. Making Disturbances or Creating Disturbances
8. Air Rifles, Slingshots Prohibited
9. Indecency
10. Resisting Officer
11. Prostitution
12. Furnishing Tobacco to Minors
13. Displaying License Unlawfully
14. Hindering or Molesting Passerby
15. Goods on Sidewalk
16. Penalty: Offenses Against Public Welfare

7-2 Offenses as to Property ..... 50

1. Destroying Property
2. Entering
3. Interference with Town Property
4. Injuring Sidewalks, Streets, Etc.
5. Digging or Removing Sod, Earth, Gravel from City Property
6. Destroying Public Trees and Plants
7. Destroying Private Trees and Plants
8. Injuring Signs
9. Injuring or Placing Unauthorized Traffic Signs Prohibited
10. Prohibited Signs
11. Interference with Electric Light Posts and Apparatus
12. Unauthorized Connection with Gas or Water

7-3 Noxious and Unhealthy Vegetation ..... 52

1. Definition
  2. Noxious Vegetation to be Cut
  3. Failure to Comply
4. Abandoned Property, Maintenance and Sanitation of



Premises and Buildings .....	53
1.    Definitions	
2.    Abandonment of Vehicles	
3.    Leaving Wrecked or Non-Operating Vehicles on Street	
4.    Leaving Wrecked or Discarded Vehicles on Property	
5.    Disposal of Abandoned Vehicles	
6.    Recovery of Expenses	
7-5 Notice to Abate .....	55
7-5-1 Issuance	
2.    Nuisance Abatement by Town	
3.    Appeal from Decision of Street Official	
4.    Preparation of Expense Statement	
5.    Notice of Assessment	
6.    Hearing on Statement	
7-6 Firearms and Fireworks .....	56
7-6-1 Discharge of Firearms or Air Rifles	
7-6-2 Fireworks	
7-6-3 Sale Prohibited	
7-6-4 Fireworks Banned During Burn Ban	
7-7 Animals .....	57
1.    Cruelty to Animals	
2.    Animals Running at Large	
3.    Fowl in Town	
4.    Horses, Cows, Sheep, Goats in Town	
5.    Feedlots In and Around Town Prohibited	
6.    Exotic Animals Prohibited	
8. Curfew .....	58
8.1. Curfew- Hours Designated	
8.2. Curfew – Allowing or Permitting Violations – Parent’s Responsibility	
8.3. Curfew – Allowing or Permitting Violation – Other’s Responsibility	
7-9 Junked Cars, Junk .....	59

1.	Junked Cars--Defined	
2.	Public Nuisances	
3.	Complaint	
4.	Junk Cars, Junk Unlawful	
5.	Exceptions	
7-10	Noise Violations .....	60
1.	Noise Violations Unlawful	
2.	Specific Prohibitions	
3.	Penalty: Noise Violations	
7-11	Public Morals .....	61
1.	Definitions	
2.	Indecent Exposure	
3.	Display of Adult Reading Material	
4.	Public Nudity and Public Performance of Sexual Acts	
5.	Allowing Nudity or Unlawful Touching in Public Place	
6.	Dances or Strippers: Prohibited Acts	
7.	Refusing Admittance to On-Duty Police Officers	
8.	Underage Persons Not Permitted to Access Public Places	
	Permitting Nude Dancing	
9.	Contemporary Community Standards to be Standard of Section Provisions	
10.	Violation of Section a Public Nuisance: Remedies; Abatement	
Title 8 – Plumbing Code .....		64
8-1	Plumbing Regulations .....	64
1.	Adoption of National Code	
2.	Title and Scope	
3.	Interpretation	
Title 9 – Utilities .....		66
9-1	Utilities, General .....	66
1.	Duties of the Sewer and Water Superintendent	
2.	Application for Water and Sewer Service	

3. Water and Sewer Account Deposit
4. Water and Sewer Connection--Cost
5. Connection Fee Required
6. Inspection of Premises
7. Rates
8. Monthly Billings
9. Delinquent Bills, Notice to the Customer
10. Notice Shall be Sent at Least Five (5) Days Prior to the Hearing
11. Notice Posted
12. Payment Plans
13. Service Discontinuance
14. Continued Service While Resident Out of Town or Not Using the Water Service
15. Reconnection Fee
16. Landlord Responsibility for Payment
17. User Responsible for Operation and Maintenance of Water and Sewer Lines
18. Bankruptcy of the Customer

9-2 Sewer ..... 70

1. Definitions
2. Depositing of Objectionable Waste Prohibited
3. Discharge to Natural Outlets Prohibited
4. Cesspools, Privies, Septic Tanks Prohibited
5. Use of Public Sewers Required
6. Connection with Private System
7. Written Permit Required: Sewer
8. Inspection of Installation
9. Public Sewer Availability
10. Maintenance
11. Additional Requirements
12. Regulations on Sewer Pipe Connections
13. Specifications
14. Contact with System
15. Classes
16. Cost to the Owner
17. Multiple Buildings
18. New and Existing Building Sewers
19. Physical Requirements
20. Height Requirements
21. Inappropriate Connections

- 22. Adhesion to Codes
- 23. Inspection and Connection
- 24. Excavations
- 25. Discharge of Unpolluted Waters
- 26. Inappropriate Substances
- 27. Limited Quantities
- 28. Actions to Delete Hazardous Materials
- 29. Interceptors
- 30. Pretreatment Facilities
- 31. Necessary Components
- 32. Required Information
- 33. Experimental Standards
- 34. Special Agreements
- 35. Destroying Property
- 36. Inspection Officials
- 37. Information Ascertain
- 38. Safety of Officials
- 39. Entrance of Private Properties
- 40. Arbitration
- 41. Members
- 42. Violations
- 43. Continuing Violations
- 44. Penalties
- 45. Invalid Sections
- 46. Enforcement

9-3 Water ..... 81

- 1. List of Water Users
- 2. Discontinuance of Service
- 3. Application for First Service Connections
- 4. Subsequent Application for Service
- 5. Premise to Have Separate Connection
- 6. Cost Borne by Consumer
- 7. Defective Service
- 8. Consent to Regulations
- 9. Water Connections
- 10. Water Service Pipes
- 11. Curb, Stop and Waste Cocks
- 12. Water System Check Valves
- 13. Rates for Water and Sewer Service
- 14. Billing and Payment
- 15. Water Fund

- 16. Collection Charges
- 17. Water Superintendent
- 18. Repair of Service
- 19. Water Pipes How Laid
- 20. Owner Responsible for Pipes and Fixtures
- 21. More Than One (1) Customer from One (1) Service
- 22. Check Valves
- 23. Installation of Water Meters
- 24. Damage to Meters
- 25. Testing Meters
- 26. Water Shut Off – Repairs
- 27. Water Rationing
- 28. Use Without Meter Unlawful
- 29. Cutoffs
- 30. Meter Required
- 31. Placing of Meters and Cutoff Valves
- 32. Meters Failing to Register
- 33. Boxes for Meters
- 34. Breaking Seals
- 35. Pipes Inspected Before Covered
- 36. Water Shutoff- Expense
- 37. Town not Liable
- 38. Use of Water During Fires
- 39. Drilling of Wells
- 40. Validity of Ordinances
- 41. Penalty: Water

9-4 Electricity ..... 89

- 1. National Electrical Code
- 2. Inspection
- 3. License Required

9-5 Establishment of Drain Fields ..... 90

- 1. Regulations

Title 10 – Streets, Sidewalks, and Public Places ..... 91

10-1 Names of Streets and Avenues ..... 91

- 1. Plats Part of Ordinance

2.	Official Map	
3.	Names of the Streets and Avenues	
10-2	Sidewalks and Curbs .....	92
1.	Building and Repairs	
2.	Materials	
3.	Town May Construct Sidewalks	
4.	Width of Sidewalks	
5.	Cleaning Sidewalks	
6.	Supervision of Sidewalk and Curb Construction	
7.	Specifications	
8.	Permit Required	
9.	Design of Sidewalks	
10.	Property Owner Responsible for Sidewalk and Curb Repair	
11.	Openings in Sidewalks, Permit	
10-3	Use of Streets and Public Places .....	94
1.	Materials in Streets, Permits	
2.	Cleaning Streets or the Sidewalk of Rubbish	
3.	Crowds on Streets	
4.	Duty of Police in Dispersing Crowds	
5.	Building in Street	
6.	Obstruction on Streets	
7.	Eaves Pipes	
8.	Goods on Sidewalks	
9.	Bicycles on Sidewalks and Streets	
10.	Main Street Parking	
11.	Excavation Near Streets	
12.	Hindering Street Improvement	
13.	Injuring Sidewalks, Streets, Etc.	
14.	Livestock in Streets	
15.	Duty of Police in Abating Nuisances	
16.	Dead or Diseased Tree Removal on Private Property	
10-4	Signs, Posts, and Awnings .....	97
1.	Signs	

	2.	Posts and Awnings in the Street	
	3.	Telephone and Electric Poles	
	4.	Flags	
	5.	Utility Poles	
	6.	Sign Permits	
10-5		Snow Removal .....	98
	1.	Duty of Owner or Occupant	
	2.	Town May Remove Snow	
	3.	Cost Assessed	
	4.	Recovery by Town	
	5.	Vehicles Hindering Snow Removal	
	6.	Penalty: Snow Removal	
10-6		Trees in Public Places .....	99
	1.	Trimming Trees	
	2.	Planting Trees	
	3.	Care of Property Adjoining Streets	
	4.	Tree and Grass Plants	
	5.	Dead or Diseased Trees	
	6.	Injury to Trees, Lawns, Etc.	
10-7		Municipal Trees .....	100
	1.	Authority and Jurisdiction	
	2.	Permission to Plant and Maintain	
	3.	Duties of Property Owners	
	4.	Abuse of Trees	
	5.	Permission to Deposit Materials	
	6.	Permission to Excavate	
	7.	Removal of Hazards	
	8.	Trimming Trees	
	9.	Penalty: Municipal Trees	

Title 11 – Traffic Code ..... 102

11-1 General Provisions ..... 102

Definitions

1. Observance of Rules and Regulations
2. Police
3. Driver’s Permit Required
4. Driving on Sidewalks
5. Exemptions
6. Drive on Right Side of Street
7. Approach of Emergency Vehicle
8. Fire Apparatus
9. Driving Through Procession
10. Right-of-Way, Fire Department, Etc.
11. Right-of-Way, Left Turn
12. Right-of-Way at Intersection
13. Turning Left
14. Turning
15. Turning Around in Midblock
16. Brakes, Horns, and Lights
17. Mufflers
18. License
19. Stop Required Before Entering From Alley, Building, or Private Road
20. Stopping
21. Action Required at Yield Sign
22. Obedience to Traffic Signs and Signals
23. Backing Around Corners or Into Intersection Prohibited
24. Loading and Unloading at Curb
25. Reckless Driving
26. Careless Driving
27. Exhibition Driving
28. Racing Prohibited
29. Vehicles Two Abreast
30. Moving Slowly
31. Meeting Vehicles
32. Overtaking Vehicles
33. Turning Right
34. Street Closing
35. Allowable Vehicles
36. Truck Routes
37. Parking Trucks



- 38. Town Board of Trustees
- 39. Costs of Prosecution
- 40. Driving on Right Side of the Street
- 41. Following too Closely
- 42. Riding on Outside of Vehicle
- 43. Signals
- 44. Method of Giving Hand and Arm Signals
- 45. Driving While Intoxicated
- 46. Speed Restrictions
- 47. Slow Driving
- 48. Parking
- 49. Parking and Stopping Prohibited in Certain Places
- 50. Parking and Double Parking
- 51. Stopping
- 52. Parking
- 53. Clinging to Moving Vehicles
- 54. Accident Report
- 55. Tractors Prohibited
- 56. Penalty: Traffic Code

11-2 Motorcycles ..... 111

- 1. Definition
- 2. License-Permit
- 3. Passenger
- 4. Operation in Parks
- 5. Parades

11-3 Snowmobiles ..... 112

- 1. Snowmobile Route
- 2. Permitted Operations
- 3. Flagging
- 4. Safety Equipment and Inspection
- 5. Hours of Permitted Operation
- 6. Rules of the Road
- 7. Access & Exit Routes & Other Regulations for Small Vehicles
- 8. Speeding and Reckless Driving Prohibited
- 9. Operator License Requirement
- 10. Operation within Town Park or Cemetery
- 11. Lights Required During Darkness
- 12. Drive on Right Side of Street
- 13. Sidewalks

14.	Operating on Railroad Right of Way	
15.	Operating on Private Property	
16.	License Requirements	
17.	License as Evidence	
18.	Penalty: Snowmobiles	
11-4	School Buses . . . . .	114
1.	Signal Lights Regulation	
2.	On Meeting Bus	
3.	Penalty: School Buses	
11-5	Pedestrians . . . . .	115
1.	Pedestrian’s Right-of-Way	
2.	Pedestrian’s Responsibility	
Title 12 –	Property Maintenance . . . . .	116
12-1	Purpose . . . . .	116
12-1-1	Purpose	
12-2	Definitions . . . . .	117
12-2-1	Definitions	
12-3	Maintenance . . . . .	118
12-3-1	Inferior Maintenance Variance Unlawful	
12-3-2	Conditions Constituting a Public Nuisance	
12-4	Sanitation of Premises and Buildings Required . . . . .	119
12-4-1	Sanitation of Premises	
12-5	Enforcement and Administration of Provisions . . . . .	120
12-5-1	Enforcement	
12-6	Right of Entry . . . . .	121

12-6-1	Right of Entry	
12-7	Notice to Abate . . . . .	122
1.	Issuance	
2.	Nuisance Abatement by Town	
3.	Appeal from Decision of Street Official	
4.	Preparation of Expense Statement	
5.	Notice of Assessment	
6.	Hearing on Statement	
Title 13 – Modular Manufactured and Mobile Home Provisions . . . . .		123
13-1	Definitions of Modular Manufactured Homes and Standards . . . . .	123
13-1-1	Modular Home Regulations	
13-2	Mobile Home Types and Standards . . . . .	124
1.	Type I Manufactured Home	
2.	Type II Manufactured Homes	
3.	Type III Manufactured Homes	
13-3	Installation Standards . . . . .	126
1.	Permanent Perimeter Enclosures	
2.	Foundation Siding/Skirting	
3.	Support Systems	
4.	Structural Alterations	
5.	Parking of Trailer Houses	
4.	Moving a Mobile Home . . . . .	127
13-4-1	Time Period	
Title 14 – Repealing Clause and Scope of Revision, Penalties, and General Provision . . . . .		128
1.	Repealing Clause and Scope of Revision, Penalties, and General Provisions . . . . .	128
1.	Conflicting Ordinances Repealed	

2. Penalties, General
3. General Provisions--Severability

14-2 Drug-Free Workplace Policy ..... 128

1. Objective
2. Definitions
3. Content
4. Responsibility