



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-3031 • F: (920) 398-3991

FINANCE, PERSONNEL & SAFETY

Markesan City Hall

February 2, 2021
6:00 PM

AGENDA

Call to Order

Roll Call

Citizen's Comments

Emergency Management Report

- Replacement of Scene Lights on Truck 381

Review and Approval of Vouchers Payable

Police Report & Schedule

- Officer Phil Watry Resignation Letter
- Hire Max Neumann for Full-Time Police Officer Position

Old Business

- Discussion and Action on Pay Rate for Recycling Center Attendant, Dennis Dykstra

New Business

- Discussion and Action on Junk Dealer Application

Adjournment

A quorum of the Markesan Common Council may be in attendance at this meeting to gather information about a subject over which they have decision making responsibility. Under Wisconsin Open Meeting Law, this may constitute a meeting of the Common Council pursuant to the Badtke Decision, however, the Council will not take action at this meeting.

Any person requiring special assistance to participate in this meeting should contact the Clerk-Treasurer at 398-3031 at least 24 hours prior to the meeting so appropriate accommodations can be made.

Posted: Horicon Bank City Hall
ERGO Bank Post Office
www.markesanwi.gov

Dated February 1, 2021
Elizabeth Amend, Clerk-Treasurer

February 2, 2021

TO: CLERK-TREASURER
FROM: FINANCE, PERSONNEL & SAFETY COMMITTEE

Please be advised we have reviewed the following vouchers, found them to be in order, and recommend to the Common Council that authorization for payment be approved:

CITY CHECKS: 36422-36467	\$	494,183.19
DD #4097-4138	\$	29,869.58
EFT #1075-1083	\$	39,172.66
TOTAL	\$	563,225.43
UTILITY CHECKS: #12700-12713	\$	30,888.73
TOTAL	\$	30,888.73

With the exception of:

Signed:

City of Markesan Voucher List

January 5 through February 2, 2021

Num	Date	Name	Memo	Original Amount
EFT-1075	01/05/2021	EMPOWER RETIREMENT (WDC)	98971-01 P457	-370.00
EFT-1076	01/05/2021	INTERNAL REVENUE SERVICE	39-6006314	-5,394.00
EFT-1077	01/12/2021	STATE OF WI HEALTH INS	FEB 2021 HEALTH INS	-19,166.16
EFT-1078	01/19/2021	EMPOWER RETIREMENT (WDC)	98971-01 P457	-370.00
EFT-1079	01/19/2021	INTERNAL REVENUE SERVICE	39-6006314	-5,009.00
EFT-1080	01/19/2021	WISCONSIN DEPT. OF REVENUE	036-0000583032-02	-2,193.45
EFT-1081	02/02/2021	EMPOWER RETIREMENT (WDC)	98971-01 P457	-370.00
EFT-1082	02/02/2021	WISCONSIN DEPT. OF REVENUE	036-0000583032-02	-1,099.95
EFT-1083	02/02/2021	INTERNAL REVENUE SERVICE	39-6006314	<u>-5,200.10</u>
		TOTAL		-39,172.66
DD4097	01/15/2021	Amend, Elizabeth A	PAYROLL	-1,109.27
DD4098	01/15/2021	Behlke, Ryan R	PAYROLL	-1,131.28
DD4099	01/15/2021	Chisnell, Gerald	PAYROLL	-138.53
DD4100	01/15/2021	Doro, Anthony	PAYROLL	-1,493.49
DD4101	01/15/2021	French, Jessica M	PAYROLL	-173.05
DD4102	01/15/2021	Glover, Valerie	PAYROLL	-87.77
DD4103	01/15/2021	Heberer, Jeffrey	PAYROLL	-1,340.61
DD4104	01/15/2021	Heiling, Rachel	PAYROLL	-505.31
DD4105	01/15/2021	Huhndorf, John E	PAYROLL	-337.00
DD4106	01/15/2021	Knaub, Sharilyn J	PAYROLL	-63.32
DD4107	01/15/2021	Krentz, Dorothea M	PAYROLL	-1,054.26
DD4108	01/15/2021	Krombos, Kallie M	PAYROLL	-65.74
DD4109	01/15/2021	McLean, Cody	PAYROLL	-1,334.26
DD4110	01/15/2021	Meyer, Vanessa K	PAYROLL	-182.67
DD4111	01/15/2021	Overbeck, Nicole M	PAYROLL	-970.49
DD4112	01/15/2021	Pftum, William	PAYROLL	-1,645.45
DD4113	01/15/2021	Shin, Nara	PAYROLL	-87.66
DD4114	01/15/2021	Stellmacher, Nancy	PAYROLL	-126.71
DD4115	01/15/2021	Stoll, Brittany M	PAYROLL	-41.11
DD4116	01/15/2021	Strelow, Joseph W	PAYROLL	-1,500.47
DD4117	01/15/2021	Watry, Philip	PAYROLL	-1,296.43
DD4118	01/29/2021	Amend, Elizabeth A	PAYROLL	-1,057.95
DD4119	01/29/2021	Behlke, Ryan R	PAYROLL	-1,184.63
DD4120	01/29/2021	Chisnell, Gerald	PAYROLL	-138.52
DD4121	01/29/2021	Doro, Anthony	PAYROLL	-1,492.51
DD4122	01/29/2021	French, Jessica M	PAYROLL	-252.35
DD4123	01/29/2021	Glover, Valerie	PAYROLL	-148.72
DD4124	01/29/2021	Heberer, Jeffrey	PAYROLL	-1,340.60
DD4125	01/29/2021	Heiling, Rachel	PAYROLL	-486.58
DD4126	01/29/2021	Huhndorf, John E	PAYROLL	-202.24
DD4127	01/29/2021	Knaub, Sharilyn J	PAYROLL	-286.43
DD4128	01/29/2021	Krentz, Dorothea M	PAYROLL	-1,054.26
DD4129	01/29/2021	Krombos, Kallie M	PAYROLL	-58.44
DD4130	01/29/2021	McLean, Cody	PAYROLL	-1,501.52
DD4131	01/29/2021	Meyer, Vanessa K	PAYROLL	-151.41
DD4132	01/29/2021	Overbeck, Nicole M	PAYROLL	-986.46
DD4133	01/29/2021	Pftum, William	PAYROLL	-1,645.46
DD4134	01/29/2021	Shin, Nara	PAYROLL	-87.66
DD4135	01/29/2021	Stellmacher, Nancy	PAYROLL	-219.04
DD4136	01/29/2021	Stoll, Brittany M	PAYROLL	-91.33
DD4137	01/29/2021	Strelow, Joseph W	PAYROLL	-1,533.30

City of Markesan Voucher List

January 5 through February 2, 2021

Num	Date	Name	Memo	Original Amount
DD4138	01/29/2021	Watry, Philip	PAYROLL	-1,265.29
		TOTAL		-29,869.58
36422	01/11/2021	TAXREFUND	Schmick / Overpayment on 2020 Taxes	-125.55
36423	01/12/2021	GREEN LAKE COUNTY TREASURER	Jan Settlement for 2020 Tax Roll	-176,314.75
36424	01/12/2021	MARKESAN DISTRICT SCHOOLS	Jan Settlement for 2020 Tax Roll	-233,952.97
36425	01/12/2021	MORAIN PARK TECHNICAL COLLEGE	Jan Settlement for 2020 Tax Roll	-17,159.16
36426	01/14/2021	AIRGAS USA, LLC	Cylinder Rental	-32.12
36427	01/14/2021	ALLIANT ENERGY/WP&L	Dec '20 - Jan '21 Electric Bills	-3,211.32
36428	01/14/2021	GENERAL ENGINEERING CO., INC.	Building Inspection	-1,136.00
36429	01/14/2021	GRAND RIVER FIRE DISTRICT	2020 Inspections	-858.00
36430	01/14/2021	HORICON BANK VISA	Checks / Menards & Fleet	-432.64
36431	01/14/2021	LANDMARK SERVICES COOPERATIVE	December 2020	-1,039.19
36432	01/14/2021	MARKESAN AUTO, HOME & FARM	Misc. Parts / Supplies	-523.53
36433	01/14/2021	MARKESAN KIWANIS	2020 Lawn Mowing at Park	-1,000.00
36434	01/14/2021	MCLEAN CODY	Reimb / Pizza w/ Officer	-84.84
36435	01/14/2021	NESS ELECTRIC, INC	High Bays	-403.33
36436	01/14/2021	SHELL FLEET	Dec 2020 Fuel	-292.35
36437	01/14/2021	SONDALLE LAW OFFICE	Dec 2020 Legal Services	-287.50
36438	01/14/2021	MARKESAN WATER & SEWER	Del. Utilities Paid on Taxes	-2,003.72
36439	01/14/2021	MARKESAN WATER & SEWER	Penalties Due to W/S Paid on Taxes	-320.37
36440	01/14/2021	ALLIANT ENERGY/WP&L	VOID: Dec '20 - Jan '21 Electric Bills	0.00
36441	01/14/2021	ALLIANT ENERGY/WP&L	Dec '20 - Jan '21 Electric Bills	-73.33
36442	01/15/2021	KRAUSE EXCAVATING, INC.	Move Endloader for PW	-825.00
36443	01/18/2021	A-1 ELEVATOR	2021 Annual Service	-510.00
36444	01/18/2021	ADVANCED DISPOSAL	Jan 2021 Trash & Recycling	-7,204.27
36445	01/18/2021	BEHLKE, RYAN	Jan 2021 Cell Phone Reimb	-15.00
36446	01/18/2021	ERGO BANK OF MARKESAN	WRS Loan - Payment #33	-320.64
36447	01/18/2021	GRAND RIVER FIRE DISTRICT	2021 Budget	-11,481.25
36448	01/18/2021	GREEN LAKE COUNTY TREASURER	Salt	-2,147.60
36449	01/18/2021	KRENTZ, DOROTHEA	Jan 2021 Cell Phone Reimb	-15.00
36450	01/18/2021	MCLEAN CODY	Jan 2021 Cell Phone Reimb	-15.00
36451	01/18/2021	PFLUM, WILLIAM A.	Jan 2021 Cell Phone Reimb/Crossing Guards Hai	-43.25
36452	01/18/2021	SECURIAN FINANCIAL GROUP, INC.	February 2021 Life Ins Premium	-143.86
36453	01/18/2021	SOUTHERN G. LAKE CO. AMBULANCE	2021 Budget	-24,000.00
36454	01/18/2021	TRANSCENDENT TECHNOLOGIES	2021 Software Maintenance	-433.00
36455	01/18/2021	US POSTMASTER	Postage	-110.00
36456	01/18/2021	WATRY PHILIP	Jan 2021 Cell Phone Reimb	-15.00
36457	01/18/2021	WINDYWARES-JBL AWARDS LLC	Justmann Plaque	-30.00
36458	01/25/2021	EMC INSURANCE	Property & Liability / Workers Comp	-3,777.88
36459	01/25/2021	AMEND, ELIZABETH	W-2/1099 FORMS	-130.00
36460	01/29/2021	ALLIANT ENERGY/WP&L	JAN 2021 STREET LIGHTING	-2,027.06
36461	01/29/2021	ARAMARK	JAN 2021	-62.01
36462	01/29/2021	BERLIN JOURNAL NEWSPAPERS	Rivet Factory Welcom / Mayor	-15.00
36463	01/29/2021	CENTURYLINK BUSINESS SERVICES	Dec 2020-Jan 2021 Phone & Internet	-455.46
36464	01/29/2021	MARKESAN LUMBER	NEW LEAF BOX FOR TRUCK	-207.45
36465	01/29/2021	PRE-EMPLOYMENT FUND	January 2021 Pre Employment / Behlke	-76.92
36466	01/29/2021	RENNERT'S FIRE EQUIPMENT	AIR CYLINDER/SAFETY LIGHTS	-856.87
36467	01/29/2021	TOWN OF G.L.	Fire Inspection at Soldiers & Sailors	-15.00
		TOTAL		-494,183.19
			TOTAL	-563,225.43

Markesan Utilities Voucher List

January 5 through February 2, 2021

Num	Date	Name	Memo	Original Amount
	01/25/2021	New Deposit Slips	Service Charge	-29.22
12700	01/15/2021	ALLIANT ENERGY/WP&L	Dec '20 - Jan '21 Electric Bill	-2,398.02
12701	01/15/2021	CORE & MAIN	Supplies	-20.47
12702	01/15/2021	LANDMARK SERVICES COOPERATIVE	Dec 2020 Fuel	-51.83
12703	01/15/2021	USA BLUEBOOK	Supplies	-67.67
12705	01/18/2021	COMPLETE OFFICE OF WISCONSIN	Ink	-74.70
12706	01/18/2021	DORO, ANTHONY	Meal Reimb	-10.75
12707	01/18/2021	E. & B. SCALE COMPANY	Maintenance & Certification on Ohaus AX124	-105.00
12708	01/18/2021	HEBERER, JEFFREY	Meal Reimb/Phone Reimb	-23.96
12709	01/18/2021	MID-AMERICAN RESEARCH CHEMICAL	Hand Cleaner	-87.08
12710	01/18/2021	US POSTMASTER	2 Rolls of Stamps	-110.00
12711	01/29/2021	GENERAL ENGINEERING CO., INC.	2022 Street Project	-9,213.00
12712	01/29/2021	MARKESAN, CITY OF	JAN 2021 PR Reimb	-18,648.79
12713	01/29/2021	U.S. CELLULAR	JAN 21 - FEB 21 Cell Phone	<u>-48.24</u>
TOTAL				-30,888.73



P.O. Box 352 • 150 S. Bridge St. • Markesan, WI 53946 • P: (920) 398-2121 • F: (920) 398-8127

Markesan Police Department
William A. Pflum, Chief of Police

Finance, Personnel and Public Safety Committee
Presented on February 2, 2020

January 2020

Agenda:

Officer Watry Resignation Letter
Hire Max Neumann Full Time

Appendix:

Officer Phil Watry Resignation

This department has been informed by Officer Phil Watry that he has accepted a position with the Ripon Police Department and his last day of work here will be 02/12/2021. We want to thank Officer Watry for his years of service to the City of Markesan and wish him all the best. His resignation letter is included in your packet.

Max Neumann Hire Full Time

This department would recommend hiring of Max Neumann as a full time officer to fill the vacancy left by Officer Watry. Max ranked first in our most recent process and will make a great addition to this department. His start date will be 02/10/21 and he will be subject to the employment agreement.

Max is here tonight if you have any questions for him. We are excited for him to join our department and community. He already has an apartment on hold for him in Markesan as he plans to move here in the next couple weeks.

Please see the attached conditional offer of employment for details.

Recycling Center

Employee Responsibilities:

- Open entrance gate at scheduled time
- Monitor persons coming into the Recycling Center site
 - Determine if person meets residency requirements
 - Ask resident to sign Recycling Center log, see sample on page 6
 - Determine if materials to be dropped off are acceptable according to recycling and yard waste guidelines (see information later in this handout)
 - Advise residents who have not prepared their materials in accepted manner and explain how the materials must be prepared for drop-off (see information later in this handout)
- Note license number and name of persons (if known) dropping off unaccepted items and report this activity to the Markesan Police Department
- Recycling Center employees should not do any burning. The City of Markesan Public Works Director or City staff will burn as necessary.
- City of Markesan Public Works Director will work with an authorized vendor for the routine pickup of recyclable materials
- Maintain building in neat and orderly fashion
- Close and secure entrance gate at scheduled closing time
- Collect fees and issue receipts for items as identified in the Fee Schedule
- Turn in Recycling Center log and all receipts & fees collected weekly to the Markesan City Clerk-Treasurer
- Recycling Center attendants must not duplicate gate keys or give gate keys to unauthorized individuals. Requests for gate keys must be forwarded to the City of Markesan Public Works Director
- Submit timesheets monthly to the Markesan City Clerk-Treasurer

POSITION DESCRIPTION

TITLE: Public Works Assistant

DEPARTMENT: Streets, Building & Utilities Committee

A. JOB DESCRIPTION

The Public Works Assistant shall be under the supervision of the Director of Public Works. He shall assist the Director of Public Works in all duties associated with the upkeep and maintenance of all public property within the City, including but not limited to, streets and buildings.

B. DUTIES AND RESPONSIBILITIES

1. Assist in the maintenance, repair and improvement of all city facilities and property owned or operated by the City.
2. Assist with snow removal, repairs and maintenance to ensure that the streets and sidewalks are maintained in a safe, and structurally sound and sanitary manner, and assist in maintaining all markings for traffic control painted or placed upon the streets or curbs.
3. Maintain lawns, flower beds, trees, parks, cemeteries, and parking lots in a safe and aesthetic manner; and to maintaining trees at the direction of Public Works Director.
4. In the absence of the Director of Public Works inspect all construction work done by or for the City and require compliance with all contracts made in connection therewith.
5. Assist in the operation and maintenance of the City Garage and the equipment therein.
6. Assist in refuse collection, source reduction, recycling, landfill operations, street sweeping, and long-term resource recovery and disposal activities of the refuse enterprise.
7. Perform such other duties as may be required by the Director of Public Works.

C. QUALIFICATIONS

1. Knowledge of public works functions, operations and regulatory requirements.
2. Ability to work independently
3. Ability to operate equipment in a safe and efficient manner.
4. Limited knowledge of basic engineering and construction.

5. Communication and interpersonal skills as applied to interaction with co-workers, supervisor, and the general public that is sufficient to exchange and convey information and to receive work directions.
6. General knowledge of computers.
7. A valid State of Wisconsin Driver's License is required. Also a Commercial Driver's License is required to be obtained within 3 months of being hired, if not already attained.

D. PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee will be required to work an 8 hour shift, with the ability to flex hours and work overtime as needed for weather or work.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk. The employee is required to stand, sit, climb and balance. The employee must be able to lift and/or move up to 70 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. A valid State of Wisconsin Driver's License is required. Also a Commercial Driver's License is required to be obtained within 3 months of being hired, if not already attained.

Specific Duties

- Mow City Hall ground, parks, Willow Court boulevard, High School boulevard, Cemeteries, fire station, well property, water tower, libraries, and roadsides
- Trim weeds and grass at cemetery, parks, City Hall, library, fire station, and water tower
- Plow snow off City streets and sidewalks
- Salt streets when needed
- Plow snow from church parking lots, landfill road, fire station, Industrial Park driveway, City Hall drive, and City parking lot
- Pickup leaves
- Clean restrooms
- Miscellaneous maintenance and janitorial
- Perform light maintenance and repair of equipment
- Repair streets
- Sweep streets
- Keep catch basins free of debris
- Fix pot holes
- Brush pick up monthly
- Empty garbage cans
- Weed gardens
- Miscellaneous maintenance and repair at Library
- Trim trees along streets and at cemeteries
- Paint markings on streets and curbs
- Spray weeds at parks
- Rake stones and sticks
- Lawn repairs
- Inspect and repair playground equipment
- Replace street signs and stop signs
- Replace shoulder area on streets where needed
- Put barricades up when needed
- Clean city garage for events
- Change flags
- Replace dirt around fire hydrants when replaced
- Remove decorations in the Cemetery. (spring and fall)
- Seed down graves and replace dirt when settling occurs, repair gravestones
- Assist Water and Sewer Department when needed
- Assist Police Department when needed
- As directed, perform such other duties as may be required by the Director of Public Works

New: _____

License Fee: \$100.00

Renewal: _____

Receipt #: _____

APPLICATION FOR JUNK DEALER LICENSE Rev. 1/2021

___ Junk Dealer by city definition means No person shall engage in the business of buying, selling, gathering, delivering or storing old iron, brass, copper or other base metals, paper, rags or glass and ALL articles and things discarded as manufactured articles commonly referred to as "junk," without first obtaining a license from the Common Council.

To the Common Council of the City of Markesan:

Real/Legal Name of Applicant: _____

Address of Applicant: _____

Name of Business: _____

Address of Junk Dealer Business: _____

Phone Number of Business: _____

Detailed nature of business:

Kind of material to be collected, bought, sold or otherwise handled: _____

Description of vehicle(s) to be used by applicant in the conduct of business:

(License Plate #/State) (VIN) (Year) (Make) (Model)

(License Plate #/State) (VIN) (Year) (Make) (Model)

(License Plate #/State) (VIN) (Year) (Make) (Model)

License Period: _____

The above hereby makes application for a license to operate a junk dealer business at the above address within the City of Markesan pursuant to provisions of Chapter 206 of the Code of Ordinances for the City of Markesan.

(Signature of Applicant) (Date)

OFFICE USE ONLY: Customer #: _____ Granted: _____ License #: _____

PERSONAL DATA SHEET
(PLEASE PRINT ALL INFORMATION)

Each Owner, Officer **AND/OR** Manager/Person in Charge must complete all the information and must indicate if they have been convicted of any of the following within the last ten (10) years: a felony, a misdemeanor, a statutory violation punishable by forfeiture or a county or municipal ordinance violation. If none, write "none".

Name of Manager/Person in Charge: _____
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____

Name of Officer: _____
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____

Name of Officer: _____
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____

Name of Officer: _____
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____

Name of Officer: _____
(LAST, FIRST & FULL MIDDLE NAME)

Home Address: _____
(STREET ADDRESS, CITY, STATE & ZIP)

Date of Birth: _____ Home Phone: _____ Daytime Phone: _____

Violations: _____

*City of Markesan, WI
Tuesday, January 12, 2021*

Chapter 206. Junk Dealers

[HISTORY: Adopted by the Common Council of the City of Markesan as Ch. 12, Secs. 12.08 and 12.15, of the 1991 Municipal Code. Amendments noted where applicable.]

GENERAL REFERENCES

Property maintenance — See Ch. 273.

Rummage and garage sales — See Ch. 286.

Solid waste — See Ch. 323.

Streets and sidewalks — See Ch. 330.

§ 206-1. License required.

No person shall engage in the business of buying, selling, gathering, delivering or storing old iron, brass, copper or other base metals, paper, rags or glass and all articles and things discarded as manufactured articles commonly referred to as "junk," without first obtaining a license from the Common Council.

§ 206-2. Exceptions.

No license shall be required for the following:

- A. The storage of wrecked motor vehicles stored within service garages and filling stations or on any service garage or filling station site.
- B. Regularly scheduled collection of recyclables.

§ 206-3. Application.

Applications for such license shall be made on forms supplied by the Clerk-Treasurer and filed with the Clerk-Treasurer.

§ 206-4. License fee.

[Amended 4-14-2015 by Ord. No. 233]

The license fee shall be per year, in an amount as set from time to time by resolution of the Common Council. The license year shall commence on July 1 of each year.

§ 206-5. Referral to Common Council.

The application shall be referred to the Common Council which may grant, grant with conditions, or deny the license.

§ 206-6. Restrictions applicable to junk dealers.

- A. No junk shall be displayed or stored outside the fenced area of the premises.
- B. No licensee hereunder shall conduct his business or any operation pertaining to such occupation on Sundays.
- C. No licensee shall conduct his business in such manner as to disturb unduly the peace and quiet of the neighborhood. The premises shall at all times be kept in a clean and wholesome condition and in full compliance with this section and in accordance with the reasonable rules, regulations and directions of the Common Council.
- D. Effective means for the elimination of the rodents and vermin commonly infesting junkyards shall be administered by all licensees hereunder.
- E. Every junk dealer shall keep a record of all copper, brass, guns, watches and other valuable materials purchased with the name and address of the person from whom purchased, the kind and quantity purchased, the serial number of the item purchased, and the date of the transaction. Such record shall be entered in a book which shall be open to inspection by police officers at any time.
- F. No junk shall be purchased from any person under 16 years of age without the written consent of the parent or guardian of such person.

§ 206-7. Revocation and suspension of license.

- A. Upon complaint being made in writing by any official of the City to the Common Council that any licensee hereunder has violated any of the provisions of this section, the Common Council shall cause a summons and complaint to be served upon the licensee to appear before it at the time specified in the summons, which shall be not less than 10 days after the date of the service thereof, to show cause why his license shall not be revoked or suspended. The Common Council shall thereupon proceed to hear the matter and, if it finds that the allegations of such complaint are true, may revoke or suspend the license of such person. The provisions hereunder shall not be effective unless the licensee has received a copy of the complaint from the Building Inspector and such licensee has been given a reasonable time to correct the condition complained of or to otherwise satisfy such complaint.
- B. Whenever a license is revoked, the licensee shall have a period of 45 days from the date of such revocation to liquidate his business, during which time he shall be required to comply with all the terms and conditions of this section.

§ 206-8. Violations and penalties.

Except as otherwise specifically provided in this chapter, any person who shall violate any provision of this chapter or any order, rule or regulation made hereunder shall be subject to a forfeiture as provided in § 1-3 of the Code of the City of Markesan.