Chapter 98

MUNICIPAL BUILDING


§ 98-1. Keys.

A. Issuance. Keys to the Municipal Building and designated rooms thereof shall be issued to Village officials, Village employees and users of said building as authorized by the Village President or his designee. Keys may be issued for a limited temporary purpose in like manner.

B. Use of keys regulated. It shall be unlawful for any person in possession of a key to the Municipal Building to admit any unauthorized person to said building or to enter such building at unauthorized times. It shall also be unlawful for any person to duplicate, or cause to duplicated, any Municipal Building key unless so authorized by the Village President or his designee.

C. Agreement. The Public Works Manager shall keep a list of persons issued keys and their respective numbers. Everyone issued a key or keys, with the exception of Village officials and employees, shall sign an agreement to comply with the provisions of this section and agree to pay the costs associated with re-keying the door(s) in the event that the keys are lost or misplaced.¹

§ 98-2. Violations and penalties.

The penalty for violation of any provision of this chapter shall be a penalty as provided in § 1-4 of this Code. A separate offense shall be deemed committed on each day on which a violation of this chapter occurs or continues.

¹ Editor’s Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. II).