

ORDINANCE NO. 27

**An Ordinance Creating a Citation
Ordinance for the Town of Kingston**

WHEREAS, it is in the best interests of the public that the Town be able to enforce its ordinances.

WHEREAS, the purpose of this Ordinance is to authorize the Town to issue citations for violations of its ordinances.

WHEREAS, the Town Board of the Town of Kingston, hereinafter referred to as the Town, has power under Village Powers pursuant to Section 66.0113, to enact an ordinance for the citation of certain ordinance violations.

WHEREAS, Town of Kingston, Green Lake County, Wisconsin, Code of Ordinances Chapter 27 is created.

The Town in session duly begun on the 9th day of June, 2025, does ordain as follows:

**STATE OF WISCONSIN
Town of Kingston
Green Lake County
Code of Ordinances
Chapter 27**

SECTION I – TITLE AND PURPOSE

The title of this ordinance is the Town of Kingston Citation Ordinance. The purpose of this ordinance is to authorize the Town Board of the Town of Kingston, or its designees, to issue citations for violations of Town of Kingston ordinances, including ordinances with statutory counterparts.

SECTION II – AUTHORITY

The Town Board of the Town of Kingston, Green Lake County, Wisconsin, has the specific authority under s. 66.0113, Wis. stats., to adopt this ordinance.

SECTION III – ADOPTION OF ORDINANCE

This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, provides the authority for the town to issue citations for violations of Town of Kingston ordinances, including ordinances with statutory counterparts.

SECTION IV – SUBDIVISION AND NUMBERING OF THIS ORDINANCE

This ordinance is divided into sections designated by uppercase Roman numerals. Sections may be divided into subsections designated by uppercase letters. Subsections may be divided into paragraphs designated by numbers. Paragraphs may be divided into subdivisions designated by lowercase letters. Subdivisions may be divided into subdivision paragraphs designated by

lowercase Roman numerals. Reference to a “section,” “subsection,” “paragraph,” or “subdivision” includes all divisions of the referenced section, subsection, paragraph, or subdivision.

SECTION V – COVERAGE

- A. The form for citations to be issued in the Town of Kingston by the town board, or its designees, for violations of Town of Kingston ordinances shall be as provided in this subsection and shall include all of the following:
1. The name and address of the alleged violator.
 2. The factual allegations describing the alleged violation.
 3. The time and place of the alleged violation.
 4. The number of the ordinance violated.
 5. A designation of the offense in a manner that can be readily understood by a person making a reasonable effort to do so.
 6. The time at which the alleged violator may appear in court, and a statement describing whether the appearance is mandatory.
 7. A statement that in essence informs the alleged violator of all of the following:
 - a. That the alleged violator may make a cash deposit of a specified amount to be mailed to a specified official within a specified time.
 - b. That if the alleged violator makes a cash deposit, he or she need not appear in court unless appearance is mandated by the court or he or she is subsequently summoned.
 - c. That if the alleged violator makes a cash deposit and does not appear in court, he or she either will be deemed to have tendered a plea of no contest and submitted to a forfeiture, plus costs, fees, and surcharges imposed under ch. 814, Wis. stats., not to exceed the amount of the deposit, or will be summoned into court to answer the complaint if the court does not accept the plea of no contest.
 - d. That if the alleged violator does not make a cash deposit and does not appear in court at the time specified, the court may issue a summons or a warrant for the defendant’s arrest or consider the nonappearance to be a plea of no contest and enter judgment under s. 66.0113 (3) (d), Wis. stats., or the municipality may commence an action against the alleged violator to collect the forfeiture, plus costs, fees, and surcharges imposed under ch. 814, Wis. stats.
 - e. That if the court finds that the violation involves an ordinance that prohibits conduct that is the same as or similar to conduct prohibited by state statute punishable by fine or imprisonment or both, and that the violation resulted in damage to the property of or physical injury to a person other than the alleged violator, the court may summon the alleged violator into court to determine if restitution shall be ordered under s. 800.093, Wis. stats.
 8. A direction that if the alleged violator elects to make a cash deposit, the alleged violator shall sign an appropriate statement that accompanies the citation to indicate that he or she read the statement required under s. 66.0113 (1) (b) 7., Wis. stats., and shall send the signed statement with the cash deposit.
 9. Any other information as may be deemed necessary.
- B. The town board adopts the following schedule of cash deposits that are required for the various Town of Kingston ordinance violations unless specified otherwise in a town ordinance: The citation schedule attached hereto as **Exhibit A**.

- C. The town board names the Town of Kingston Treasurer to whom cash deposits are to be made and requires that receipts shall be given for cash deposits.

SECTION VI – ISSUANCE AND SERVICE OF CITATION

- A. Town of Kingston citations may be issued by the Town of Kingston Board Chairperson, the Town Board, and any other persons designated by the Town Board. Persons authorized to issue citations shall have discretion to issue a warning ticket in lieu of a citation. The Town of Kingston Town Board also designates its UDC inspector to issue citations a to any building matters. Citations also may be issued by any law enforcement officer authorized to enforce the laws of the state of Wisconsin.
- B. Alternative to Issuance of Citation. The Town of Kingston may authorize its attorney to file a Summons and Complaint to seek enforcement and future compliance of the Town’s ordinances.

SECTION VII – RELATIONSHIP TO OTHER LAWS

The adoption and authorization for use of a citation under this ordinance does not preclude the Town Board of the Town of Kingston from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or any other matter. The issuance of a citation under this ordinance does not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceeding under any other ordinance or law relating to the same or any other matter does not preclude the issuance of a citation under this ordinance.

SECTION VIII – SEVERABILITY


If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

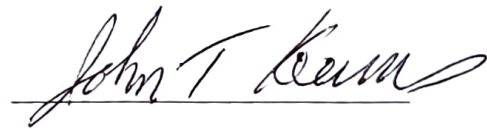
SECTION IX – EFFECTIVE DATE


This ordinance is effective on publication or posting.

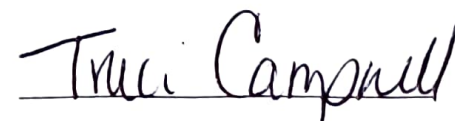
The town clerk shall properly post or publish this ordinance as required under s. 60.80, Wis. stats.

Adopted this 9th day of June, 2025.


Allan Hoffmann, Town Chairman


John Kearns, Supervisor 1


James Hein, Supervisor 2

Attest: 
Traci Campnell, Clerk