**ORDINANCE NO. 031720**

**ORDINANCE AUTHORIZING ACCOUNTS PAYABLE PAYMENTS**

**IN ADVANCE OF FORMAL ALLOWANCE**

**WHEREAS**, the Governor of Indiana has declared a Health Emergency for the entire state; and

**WHEREAS,** the Town of McCordsville, Indiana, believes it is in the best interest of the health, safety, and welfare of its citizens, employees and the public in general that the guidelines of the Indiana State Board of Health and the Center for Disease Control be followed; and

**WHEREAS,** compliance with said guidelines requires the enactment of certain additional measures so the operations of the Town of McCordsville, Indiana, may continue in as nearly as normal manner as possible, the Town Council of the Town of McCordsville, Indiana, finds that the Clerk-Treasurer should be authorized to make certain payments in advance of formal Council allowance, all as set out below.

**THEREFORE BE IT ORDAINED** by the Town Council of the Town of McCordsville, Indiana that:

**SECTION I**

The following shall constitute accounts payable in advance of formal allowance:

(A) Authorized Expenses. The town council approves and authorizes payments to be made by the clerk-treasurer in advance of formal allowance by the town council or other board or commission of jurisdiction for the following types of expenses:

(1) Property or services purchased or leased from:

(a) The United States government; or

(b) An agency or political subdivision of the United States government; or

(c) The government of the state of Indiana; or

(d) An agency or department or branch of the government of the state of Indiana, including a body politic and corporate of the state;

(2) License fees or permit fees;

(3) Insurance premiums;

(4) Utility payments or utility connection charges;

(5) Federal grant programs if:

(a) Advance funding is not prohibited; or

(b) The contracting party provides sufficient security for the amount advanced;

(6) Grants of state funds authorized by statute;

(7) Maintenance agreements or service agreements;

(8) Lease agreements or rental agreements;

(9) Principal and interest payments on bonds;

(10) Payroll;

(11) State, federal, or county taxes;

(12) Expenses incurred and identified by the community events commission;

(13) Refunds, which are in consequence of a class or program cancellation or for event or program deposits as may be made by the parks and recreation department;

(14) Vendor payments in support of recreation, or special events programs;

(15) Payments from the traffic violation agency fund;

(16) Payments of the funeral benefits outlined in IC 36-8-6-9.8(4) to heirs or estates of deceased retired members of the metropolitan police department.

(17) Payments to such vendors or service providers, public or private, which have provided services or goods to the municipality and for which a delay of payment incurs penalties or late payment charges;

(18) Payments made from the information and communications technology fund, provided such payments are lawful and made according to the purposes and guidelines of the fund;

(19) Payments for the purchase of real estate; provided, that the purchase and price has been duly authorized and approved by action of the proper council, board or commission, and the purchase was executed in compliance with IC 33-24, 36-1- 10.5, 36-7, 36-9 or 36-10 and other relevant laws;

(20) Expenditures for the following types of or contributions:

(a) Transfers or temporary loans in consequence of cash flow needs;

(b) Transfer made from the corporation general fund to the unsafe building fund;

(c) Transfers or contributions of department cost shares for duly reviewed, paid expenses incurred and posted to the following internal service/agency funds: (1) gasoline (payment) fund, (2) insurance (payment) fund and the (3) payroll fund;

Provided, in all cases, that the transfer has been duly authorized and approved by action of the proper council, board or commission;

(21) Payments made for the purchase of road salt, or other supplies, where a vendor requires payment to be remitted at time of delivery, provided the proper department head determines such payment to be in the interest of public safety;

(22) Payments made in consequence of or associated with a fund development project or a promotional program related to economic development or redevelopment, provided the project or program has been properly approved by the appropriate board of commission;

(23) Payments made to employees’ health savings accounts by the municipality as employer;

(24) Payments as may be identified in other sections of the McCordsville Municipal Code.

**SECTION II**

(B) Voucher Required. Each payment of expenses outlined in subsection (A) of this section must be supported by a fully itemized accounts payable voucher.

**SECTION III**

(C) Other Boards and Commissions Authorized. Unless the board having jurisdiction over allowance of the accounts payable voucher elects otherwise, the town fiscal officer may make payments in advance of formal allowance by the board having jurisdiction, for those expenses outlined in subsection (A) of this section, subject to the terms of this code.

**SECTION IV**

(D) Timely Review. The town council as town legislative body or the board having jurisdiction over allowance of the accounts payable voucher shall review and allow the payment at the body’s or board’s next regular or special meeting following the preapproved payment of the expense.

**SECTION V**

This Ordinance shall be in full force and effect, from and after its passage, due publication and posting as required by law within the Town of McCordsville, Indiana.

**SECTION VI**

Introduced and filed on the 17th day of March, 2020. A motion to consider on first reading on the day of introduction was offered and sustained by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed pursuant to I.C. 36-5-2-9.8.

Duly ordained and passed this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2020 by the Town Council of the Town of McCordsville, Hancock County, Indiana, having been passed by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

**TOWN OF McCORDSVILLE, INDIANA, BY ITS TOWN COUNCIL**

Voting Affirmative: Voting Opposed:

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Thomas R. Strayer Thomas R. Strayer

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Larry J. Longman Larry J. Longman

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Gregory J. Brewer Gregory J. Brewer

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Branden D. Williams Branden D. Williams

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Barry A. Wood Barry A. Wood

ATTEST:

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Staci Starcher, Clerk-Treasurer

This instrument was prepared by Gregg H. Morelock, BRAND & MORELOCK, 6 West South Street, Greenfield, IN 46140.

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Gregg H. Morelock.

R:\Gregg\MUNICIPAL\McCordsville\Ordinances\Accounts Payable Payments in Advance of Formal Allowance - 03-17-20