

## **ORDINANCE NUMBER 07-31**

### **AN ORDINANCE OF THE TOWN OF WESTFIELD TO ALLOW DISBURSEMENT OF FUNDS PRIOR TO FINAL COUNCIL APPROVAL**

**WHEREAS**, the Town of Westfield, Indiana, hereinafter “Town”, is a duly formed municipal corporation within the State of Indiana and governed by the Town Council, hereinafter “Council”, which has the duty, responsibility and authority to establish, monitor, and maintain ordinances for the general welfare of the public and to provide for fiscal efficiency in the business operations of the Town; and,

**WHEREAS**, the Council has the authority and responsibility to approve all payments by the Town prior to the actual disbursement of those funds; and,

**WHEREAS**, the Council has been informed by the Westfield Clerk-Treasurer that the need exists to allow for the payment of invoices that occur in the normal course of business to avoid late fees and untimely payments; and,

**WHEREAS**, that the Council does not meet on a frequent enough basis to always maintain a timely payment schedule or to address matters that are time sensitive; and

**WHEREAS**, after being fully advised in the matter,

### **NOW THEREFORE BE IT ORDAINED BY THE WESTFIELD TOWN COUNCIL THAT:**

#### **SECTION I.**

The Clerk-Treasurer is hereby authorized to make payments for the following types of expenses in advance of Council approval subject to a full disclosure of those payments at the next available Council meeting.

- a. License fees or permits.
- b. Insurance premiums.
- c. Utility payments.
- d. Lease payments.
- e. Principal and interest payments on bonds.
- f. Payroll.
- g. State, Federal or County taxes.

- h. Expenses that must be paid due to an emergency as declared in writing by the Town Manager/Chief Administrative Officer or Mayor.
- i. Any invoice from a vendor that may incur late fees if not timely paid.
- j. Expenses describes in an Ordinance.

**SECTION II.**

This Ordinance shall not be construed to allow for the payment of items that can be reasonably delayed to the next available Council meeting and consideration of all other claims.

**SECTION III.**

This Ordinance shall not be construed as to relieve the Clerk-Treasurer of the responsibility for the payments made in advance of Council authorization.

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ADOPTED AND PASSED THIS \_\_\_\_ DAY OF \_\_\_\_, 2007, BY THE  
WESTFIELD TOWN COUNCIL, HAMILTON COUNTY, INDIANA.

**WESTFIELD TOWN COUNCIL**  
**Hamilton County, Indiana**

**WESTFIELD TOWN COUNCIL**

**Voting For**

**Voting Against**

**Abstain**

\_\_\_\_\_  
J. Andrew Cook

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J. Andrew Cook

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J. Andrew Cook

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Jack Hart

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Jack Hart

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Jack Hart

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John Dippel

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John Dippel

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John Dippel

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Bob Smith

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Bob Smith

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Bob Smith

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Ron Thomas

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Ron Thomas

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Ron Thomas

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Robert Horkay

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Robert Horkay

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Robert Horkay

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Joseph Plankis

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Joseph Plankis

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Joseph Plankis

ATTEST:

\_\_\_\_\_  
Clerk-Treasurer, Cindy Gossard

This Ordinance prepared by  
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