

**March 16, 2020**

The Ellettsville, Indiana, Town Council met for an Emergency Session on Monday, March 16, 2020 at the Ellettsville Town Hall Meeting Room located at 1150 W. Guy McCown Drive. Dan Swafford called the meeting to order at 8:00 p.m.

Members present were Dan Swafford, President; Scott Oldham, Vice President; Trevor Sager, Pamela Samples and William Ellis. Sandra Hash, Clerk-Treasurer; Darla Brown, Town Attorney and Mike Farmer, Town Manager and were also present.

**Supervisors present:** Mike Cornman and Jeff Farmer

Darla instructed the Council to make clear their intentions on the Town operations for the COVID 19 emergency closings.

Scott Oldham moved because a national state of emergency has been declared as well as state of emergency in Indiana, that a state of emergency for the Town of Ellettsville now exist to wit all employees deemed non-essential by the Town Manager shall be allowed time off without using their benefit time or any other compensatory time and shall be paid at the rate outlined in the salary ordinance. William Ellis seconded. Scott added the Town Manager is the one who deems who is essential. The Town Council deem the Police and Fire Departments as essential.

Mike Cornman has concerns over a grant he is to receive within the next 30 days. Sandra Hash replied we will just have to work some things out as they arise.

Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes; Pamela Samples – yes. Motion carried.

Sandra Hash read the following section of the Ellettsville Town Code

**§ 33.60 TYPES OF EXPENSES ELIGIBLE FOR PRE-APPROVAL.**

Notwithstanding I.C. 5-11-10, the Clerk-Treasurer, upon receiving prior written approval of the Council, may make claim payments in advance of the Council's allowance for the following types of expenses:

- (A) Property or services purchased or leased from:
  - (1) The federal government; and
  - (2) An agency or political subdivision of the federal government.
- (B) License fees or permit fees;
- (C) Insurance premiums;
- (D) Utility payments or utility connection charges;
- (E) Federal grant programs, if:
  - (1) Advance funding is not prohibited; and
  - (2) The contracting party provides sufficient security for the amount advanced.
- (F) Grants of state funds authorized by statute;
- (G) Maintenance agreements or service agreements;
- (H) Lease agreements or rental agreements;
- (I) Principal and interest payments on bonds;
- (J) Payroll;
- (K) State, federal, or county taxes;
- (L) Expenses that must be because of emergency circumstances; or
- (M) Expenses described in an ordinance.

Scott Oldham made a motion, due to declaring a state of emergency of the town gives the Town Clerk Treasurer permission to pay all bills and payroll not forbidden by state law or by federal law up until April 27, 2020 or until rescinded by the majority of the town council.

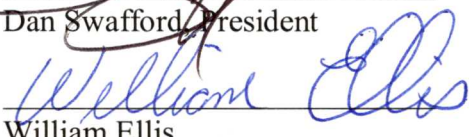
Dan Swafford seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes; Pamela Samples – yes. Motion carried.

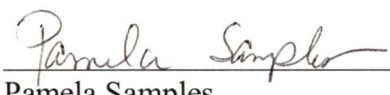
Scott Oldham moved being that a state of emergency has just been declared the Town Council meetings shall be suspended until April 27, 2020 barring the need for some type of emergency meeting. The Town Council President or his designee can declare an emergency meeting. Dan Swafford seconded. Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes; Pamela Samples – yes. Motion carried.


### Adjournment

Dan Swafford moved to adjourn. Trevor Sager seconded. All in favor. Motion carried. Dan Swafford adjourned the meeting at 8:10 p.m.

  
Dan Swafford, President

  
William Ellis

  
Pamela Samples

  
Scott Oldham, Vice President

  
Trevor Sager

  
Sandra C. Hash, Clerk-Treasurer, IAMC, MMC