

**TOWN OF ST. JOHN, LAKE COUNTY, INDIANA  
ORDINANCE NO. 1780**

**AN ORDINANCE ESTABLISHING THE WRITTEN POLICY FOR APPROVAL AND ISSUANCE OF REFUNDS TO PERSONS AND OTHER ENTITIES THAT HAVE PAID MONIES TO THE CLERK-TREASURER OF THE TOWN OF ST. JOHN, LAKE COUNTY, INDIANA**

WHEREAS, the St. John Town Council (hereinafter "Town Council") is the governing body of the Town of St. John, Lake County, Indiana (hereinafter "Town"); and

WHEREAS, pursuant to Ind. Code §36-5-6-6, the St. John Town Clerk-Treasurer is required to receive and care for all town money and pay the money out only on order of the Town Council, as the town legislative body; and

WHEREAS, the Town Council seeks to establish the written policy of the Town for the approval and issuance of refunds to persons and other entities that have paid monies to the Town that are held by the St. John Town Clerk-Treasurer; and

WHEREAS, the written policy adopted herein shall apply to all departments, boards and commissions appointed by, and under the jurisdiction of, the Town Council.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF ST. JOHN, LAKE COUNTY, INDIANA, AS FOLLOWS:

Section 1

All refunds of monies or funds held in accounts maintained by the St. John Clerk-Treasurer to persons or other entities that have paid monies to the St. John Clerk-Treasurer, for any amount not more than One Thousand Five Hundred and 1/100 Dollars (\$1,500.00) shall be approved by the Town Department Head directly responsible for collection of said monies or funds and the Town Manager. If no Town Department Head is directly responsible for collection of said monies or funds, then the Town Manager, acting alone, may approve such refund. Any such refund shall be placed on the Accounts Payable Docket along with other claims for approval by the Town Council.

Section 2

All refunds of monies held in accounts maintained by the St. John Clerk-Treasurer to persons or other entities that have paid monies to the St. John Clerk-Treasurer, for any amount equal to or greater than the sum of One Thousand Five Hundred and 01/100 Dollars (\$1,500.01) shall be approved by the Town Council, which approval shall be considered as a separate agenda item at a regular or special meeting of the Town Council.

Section 3

In accordance with Town Ordinance No. 1721 and pursuant to Ind. Code § 36-7-4-1332(e), the St. John Town Clerk-Treasurer is and shall be the designated Town official responsible for accepting, rejecting and paying an Impact Fee refund and interest thereon.

BE IT FURTHER ORDAINED that all existing ordinances, or parts thereof, in conflict with the provisions of this ordinance, are hereby deemed null, void, and of no legal affect, and are specifically repealed.

BE IT FURTHER ORDAINED that if any section, clause, provision, or portion of this ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect any other section, clause, provision, or portion of this ordinance.


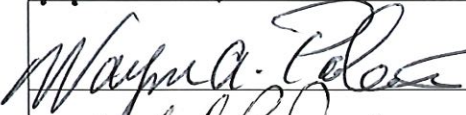

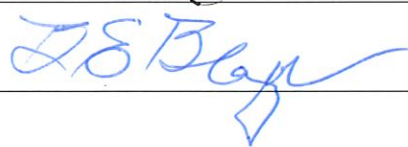
ALL OF WHICH IS ORDAINED by the Town Council of the Town of St. John, Indiana, this

28 day of September, 2022.

TOWN COUNCIL OF THE TOWN OF ST. JOHN, LAKE COUNTY, INDIANA

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NAY

	Gerald Swets, President	
Absent	Michael Schilling, Vice President	
	Wayne Pondinas, Member	
	Michael Aurelio, Member	
	Bryan Blazak, Member	

ATTEST:

  
Beth Hernandez, Clerk-Treasurer  
Town of St. John, Indiana