

ORDINANCE NO. 380

AN ORDINANCE REGULATING TOWN OFFICE EQUIPMENT

BE IT ORDAINED by the Town Counsel of the Town of Battle Ground, Indiana, that the following shall be in full force and effect from this date forward:

1. The copying machine located in the Town Hall shall be operated only by Town employees.
2. Copies of documents, papers, articles and things for personal use by Town residents may be made by Town employees for residents of the Town at a cost to said resident of ten cents (\$0.10) per copy subject to availability of equipment, labor and material and at the discretion of the Town Clerk/Treasurer or her/his deputy.
3. This Ordinance shall not be applicable to accident or investigation reports of the police department.
4. Materials submitted by Town residents or others for submission to the Board of Trustees shall, at the discretion of the Town Clerk/Treasurer or her/his deputy, be copied for the Trustees at no expense to the parties submitting said materials.
5. Official Town records, documents, ordinances and policies appropriate for public viewing and inspection shall be permitted to be viewed and inspected at the Town Hall during normal business hours. Copies of such material shall be at a cost of ten cents (\$0.10) per page to the party making such request.
6. Neither the Internet access nor the facsimile machine shall be available or used by residents of the Town for personal business.

PASSED ON FIRST READING THE 5th day of

June , 2000.

PASSED ON SECOND AND FINAL READING THE 5rd day of

June , 2000.

Geraldine Berghoff

Duane Tucker

Town Board President

Town Board
Clerk/Treasurer

Town Board Member

Mildred Marie McCoy
Town Board Member

Town Board Member

Richard Berghoff
Town Board Member