

TOWN COUNCIL

ORDINANCE NO. 38-2022

**AN ORDINANCE ESTABLISHING A POLICY FOR
ELECTRONIC FUNDS TRANSFER AND ONLINE
BANKING FOR THE TOWN OF PLAINFIELD**

WHEREAS, the Clerk of the Town of Plainfield, Indiana, finds it necessary to use Automatic Clearing House (ACH) and Electronic Funds Transfer (EFT) including but not limited to online banking transfers for payments and deposits, pursuant to Indiana Code 36-1-8-11.5, et seq; and

WHEREAS, the Town Council of the Town of Plainfield, Indiana now determines it to be necessary to adopt a policy to authorize ACH and EFT including online transfer transactions pursuant to Indiana Code 5-13-5-5, et seq.

NOW, THEREFORE BE IT ORDAINED by the Town Council for the Town of Plainfield, Indiana, that:

Section 1. Automatic Clearing House (ACH) Transactions. ACH transactions are hereby authorized for the Clerk Treasurer to make certain payments via ACH. Authorized payments are payroll, bond payments and payments for monthly bills. Also, authorized are any funds received via ACH.

Section 2. Electronic Funds Transfers (EFT) including Online Transfers. The Town Council of the Town of Plainfield authorizes the Clerk Treasurer use of online transfers for the purpose of transferring funds from the General, Utility and Payroll Checking accounts for the purpose of processing payroll and paying claims/invoices.

Section 3. Documentation. The Clerk Treasurer is required to maintain adequate documentation of the above- referenced transactions for future audits as provided by law.

Section 4. Effective Date. This Ordinance shall be in full force retroactively from the date of the first use of electronic transfer by the Clerk-Treasurer's Office and continuing until amended or repealed by the Town Council.

All of which is **CONSIDERED, APPROVED AND ADOPTED** by the Town Council of the Town of Plainfield, Indiana this 12th day of September, 2022.

TOWN COUNCIL, TOWN OF PLAINFIELD
HENDRICKS COUNTY, INDIANA

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Mark J. Todisco
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Mark Todisco, Clerk-Treasurer
Town of Plainfield, Indiana