

ORDINANCE NO. 2026-2
AN ORDINANCE ESTABLISHING AND AUTHORIZING A SCHEDULE OF FEES
FOR CERTAIN SERVICES PROVIDED BY THE TOWN OF WESTPORT, INDIANA

WHEREAS, Indiana Code 36-1-3 et. seq. confers upon units of government within the State of Indiana such powers as necessary or desirable to conduct the affairs of local government; and

WHEREAS, Indiana Code 36-4-6-18 authorizes the Town Council of the Town of Westport, Indiana ("Town") to pass such ordinances, orders, resolutions and motions as may be necessary and proper for the governmental unit to fulfill and satisfy the responsibilities and duties of said governmental unit; and

WHEREAS, Indiana Code § 5-14-3-8, Indiana Code § 33-42-14-1, Indiana Code § 9-26-9-3, and other applicable provisions of Indiana law, as amended from time to time, authorize the Town of Westport, Indiana ("Town") to establish and collect reasonable fees for services, documents, and administrative functions, subject to statutory limitations; and

WHEREAS, the Town Council finds that it is necessary and appropriate to establish a uniform fee schedule to recover allowable costs incurred by the Town in providing such services in compliance with Indiana law;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Westport, Indiana, as follows:

SECTION 1. Establishment of a Fee Schedule.

The following fee schedule is hereby established for certain services provided by Town departments and offices. This schedule applies only to those services for which a fee is not otherwise established by statute, contract, or separate ordinance. The fees set forth below are intended to reflect the Town's actual costs of providing the listed services. The Town reserves the right to require prepayment of any applicable fee prior to providing the requested service.

SECTION 2. Fee Schedule.

- a. **Copy Fee:** \$0.10 per page for standard black-and-white copies; color or non-standard copies shall be charged at actual cost in accordance with Indiana Code § 5-14-3-8.
- b. **Accident Report:** \$12.00 per report, as authorized by Indiana Code § 9-26-9-3.
- c. **Police Photographs / Digital Reproductions:** \$15.00 per request, not to exceed the Town's actual cost of production.
- d. **VIN Check:** \$5.00 per check.
- e. **Notary Public** \$10.00 per public document

- f. **Facsimile Service:** \$3.00 for the first page and \$1.00 for each additional page, not to exceed actual cost.
- g. **Overdraft / Returned Payment Fee:** \$27.50 per occurrence.
- h. **Town Hall Rental:** \$50.00 per day, subject to Section 3 of this Ordinance.

SECTION 3. Facility Use Requirements.

Use of Town facilities, including Town Hall, shall be subject to a separate written rental agreement approved by the Town. Such agreement may include, but is not limited to, indemnification provisions, insurance requirements, damage deposits, and rules governing use. The Town reserves the right to deny use or impose additional conditions as necessary to protect public property and safety.

SECTION 4. Fee Waiver.

The Town Council or its designee may waive or reduce any fee established by this Ordinance when it determines that such waiver or reduction serves a public purpose or is otherwise in the best interest of the Town.

SECTION 5. Statutory Compliance.

All fees established by this Ordinance shall comply with applicable Indiana law, including any statutory limitations on the amount of such fees and the permissible uses or deposit of collected funds. In the event of a conflict between this Ordinance and any controlling statute, the statute shall govern.

SECTION 6. Collection of Fees.

The Town may refuse to provide services covered by this Ordinance until all applicable fees established herein are paid. Any unpaid fees imposed under this Ordinance may be collected in any manner permitted by law, including but not limited to setoff, civil action, or submission to collections.

SECTION 7. Severability.

If any provision of this Ordinance is held invalid, such invalidity shall not affect other provisions that can be given effect without the invalid provision.

SECTION 8. Repeal of Conflicting Ordinances.

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION 9. Effective Date.

This Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

ADOPTED AND PASSED by the Town Council of the Town of Westport, Indiana, this 8th day of June, 2026.

Ayes

Dolores Honeycutt
Ramon Will
Aupen Waterwood
[Signature]
Glen D. Black

Nays

Attest:

[Signature]
Gloria Alumbaugh, Clerk-Treasurer