

RESOLUTION NO. 1-2014
(as amended)

A RESOLUTION ADOPTING THE NOTICE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT IN THE TOWN OF ROANN

WHEREAS, the Town of Roann receives Federal funds for many uses and projects; and

WHEREAS, the receipt of such funds requires compliance with Federal laws and policies; and

WHEREAS, it is the wish of the U.S. Equal Employment Opportunity Commission that Municipal entities such as the Town of Roann formally enact and adopt policies and procedures demonstrating compliance with the Americans With Disabilities Act (ADA); and

WHEREAS, the Town of Roann, by its Town Council wishes to formally adopt and implement the following policy and procedure for the benefit of all Town of Roann Citizens; and

NOW, THEREFORE, BE IT RESOLVED, by the of the Town of Roann that the following declaration become a written policy of the Town of Roann and be posted in all Municipal Buildings upon passage.

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT (ADA)

The Town of Roann adopts the 2010 Americans with Disabilities Act Standards for Accessible Design and the 2005 Guidelines for Accessible Public Rights. In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Roann, Indiana will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Town of Roann, Indiana does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Town of Roann, Indiana will generally, upon request, use its best efforts to provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Town of Roann's programs, services, and activities, to make information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Town of Roann will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in Town of Roann offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Town

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of Roann should contact the Utilities Superintendent at the Town Hall of the Town of Roann, (765) 833-2100, as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Town of Roann to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Town of Roann is not accessible to persons with disabilities should be directed to the Town Hall of Town of Roann, (765) 833-2100.

The Town of Roann will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**TOWN OF ROANN
Grievance Procedure under
The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Town of Roann. The Town of Roann's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his designee as soon as possible but no later than 180 calendar days after the alleged violation to:

Utilities Superintendent – Bruce Shaw
Town of Roann ADA Coordinator
110 N. Chippewa St.
Roann, IN, 46974

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or their designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, or audio tape. The response will explain the position of the Town of Roann and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or their designee does not satisfactorily resolve the issue, the complainant and/or their designee may appeal the decision within 15 calendar days after receipt of the response to the Town Council.

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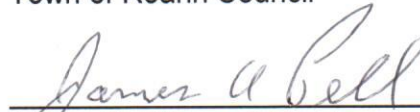
Within 15 calendar days after receipt of the appeal, the Town Council will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Town Council will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or their designee, appeals to the Town Council, and responses from these two offices will be retained by the Town of Roann for at least three years.

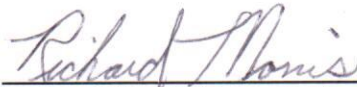
RESOLVED this 11th day of MARCH, 2014



Susan Floor/Town Council President
Town of Roann Council

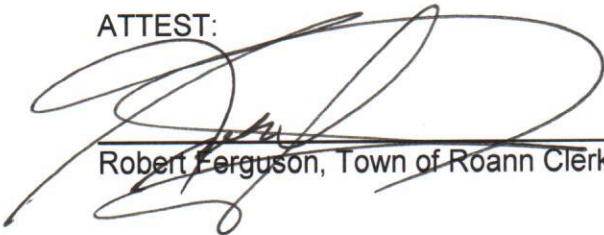


James Pell/Council Member
Town of Roann Council



Richard Morris/Council Member
Town of Roann Council

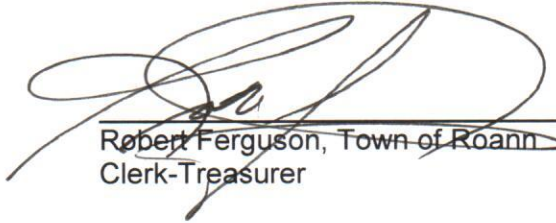
ATTEST:



Robert Ferguson, Town of Roann Clerk-Treasurer

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PRESENTED BY ME, the undersigned Town of Roann to the Town Council of said Town of
Roann for approval on the 11th day of March, 2014.


Robert Ferguson, Town of Roann
Clerk-Treasurer

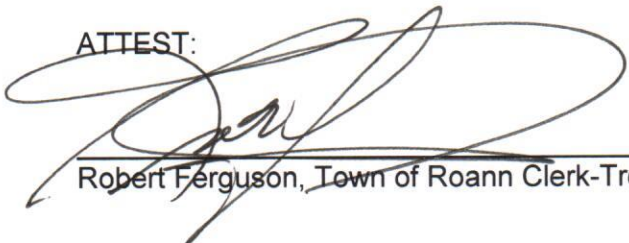
The foregoing Resolution No. 1-2014 consisting of four (4) typewritten pages, including
this page, approved by the Roann Town Council on the 11th day of March,
2014.

PASSED by the Roann Town Council on the 11th day of March, 2014.


Susan Flood/Town Council President
Town of Roann Council


James Pell/Council Member
Town of Roann Council


Richard Morris/Council Member
Town of Roann Council

ATTEST:

Robert Ferguson, Town of Roann Clerk-Treasurer