

ORDINANCE NUMBER 2023-R-1 DEC 4-1-10-1

ORDINANCE ESTABLISHING A POLICY TO WRITE OFF DEBT

WHEREAS, Indiana Code allows county departments to bill a person or an entity for services, fees or rent, and

WHEREAS, there are times when a bill will remain unpaid, and

WHEREAS, when a bill has become uncollectible for over four years the DeKalb County Commissioners may establish a policy to write off the uncollected bill, and

WHEREAS, the DeKalb County Commissioners now wish to establish such a policy to write off uncollected debt.

NOW THEREFORE BE IT ORDAINED that in order for an uncollected debt which is over four years old to be written off, the following steps must be taken:

- (A) The department seeking to write off the uncollectable debt must submit to the DeKalb County Commissioners detailed documentation supporting attempts to collect the debt and reasons why the debt is uncollectable.
- (B) Only the following debts may be written off:
 - 1. Debt of \$500.00 or less owed to any county department.
- (C) Each department shall review outstanding and uncollectible debts no less than one time per year with the required documentation submitted to the commissioners no later than the first regularly scheduled meeting in December of each year.
- (D) The commissioners will then determine the amount of debt to be written off.

PASSED AND ADOPTED This DeKalb County Ordinance Number 2023-R-1 is passed and adopted on all three readings and shall be codified in the DeKalb County Code as Section 4 - 1-10-1, and appropriately indexed in the Code.

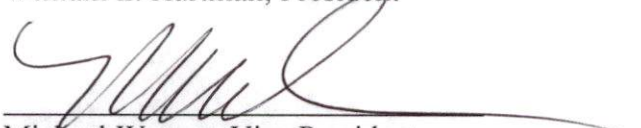
READ AND PASSED ON FIRST READING: Tuesday, January 17th, 2023.


READ AND PASSED ON SECOND READING: Monday, January 23rd, 2023.

READ AND PASSED ON THIRD READING: Monday, January 23rd, 2023.

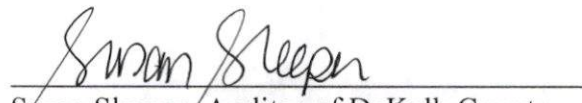
DEKALB COUNTY COMMISSIONERS:

BY: 
William L. Hartman, President

BY: 
Michael Watson, Vice President

BY: 
Todd Sanderson, Vice President

Attested By:


Susan Sleeper, Auditor of DeKalb County