



ADA Transition Plan

Town of Rossville, Indiana

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Introduction

This plan is a living document that shall be updated and modified to reflect current ADA compliance efforts for the Town of Rossville. The Town of Rossville is governed by the following parties who all endorse the policies outlined in the plan:

Town of Rossville Council Members

David Severt	Council President
Jack Fingerle	Council Member
William Croto	Council Member

ADA Coordinator

Patricia McIlrath
Clerk Treasurer
17 W. Main St.
P.O. Box 550
Rossville, IN 46065
rossville@geetel.net

Mission Statement

The American with Disabilities Act of 1990 (ADA) is a law enacted by the U.S. Congress in 1990. It was signed into law on July 26, 1990 by President George H.W. Bush, and later amended with changes effective January 1, 2009. The Town of Rossville, Indiana recognizes its legal obligation to comply the Title II of the ADA and hereby establishes a transition plan to ensure compliance of this federal law, rules, and regulations. Therefore, the Town of Rossville will attempt to identify barriers, a means to address complaints of discrimination, encourage public input to assess, address and meet access needs, and establish a periodic review of the plan to monitor progress and compliance. The purpose of the plan is to that residents of the Town of Rossville are provided full access to Town programs, services, and activities in a safe and timely manner. The Town elected officials and staff believe the ability to accommodate disabled persons is essential to the quality of life in Rossville and effective governance. Title II of the ADA requires that services, programs, and activities be accessible to individuals with disabilities.

Non-Discrimination Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Rossville will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Town of Rossville 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 Communications: The Town of Rossville will generally, upon request provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Town of Rossville's programs, services, and activities. These could include a qualified sign language interpreter, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments if available at the time of the request.

Modifications to Policies and Procedures: The Town of Rossville 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 Rossville 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 of Rossville, should contact the office of the Clerk Treasurer, Rossville Town Hall, 17 West Main St., P.O. Box 550, Rossville, Indiana 46065, (765)379-2645, rossville@geetel.net, as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Town of Rossville 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 Rossville is not accessible to persons with disabilities should be directed to the Clerk Treasurer, Rossville Town Hall, 17 West Main Street, P.O. Box 550, Rossville, Indiana 46065, (765)379-2645, rossville@geetel.net.

The Town of Rossville 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.

See Appendix A

Designation of ADA Coordinator

Patricia McIlrath
Clerk Treasurer
P.O. Box 550
17 W. Main St.
Rossville, IN 46065
(765) 379-2645
rossville@geetel.net

Grievance Procedure

This Grievance Procedure is established to meet to the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wished to file a complaint alleging discrimination on the basis of disability in the provisions of services, activities, programs, or benefits by the Town of Rossville. The Town'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/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Patricia McIlrath
Clerk-Treasurer
Rossville Town Hall
17 West Main Street
P.O. Box 550
Rossville, IN 46065

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

If the response by the Clerk Treasurer of his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the Town Council President or his/her designee.

Within 15 calendar days after receipts of the appeal, the Town Council President or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Town Council President or

his/her designee 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 Clerk Treasurer or his/her designee, appeals to the Town Council President or his/her designee, and responses from these two offices will be retained by the Town of Rossville for at least three years.

Appendix B: Grievance Form

Design Standards for Accessibility

Sidewalks & Curb Ramps: Sidewalks and curb ramps constructed as part of a planned development, replaced by or for the Town, or replaced by or for a property owner shall be constructed in accordance with the PROWAG (Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right of Way) regulations and standards as well as the Indiana Department of Transportation design standards and specifications. Current links are as provided below:

PROWAG: <https://www.access-board.gov/guidelines-and-standards/streets-sidewalks/public-rights-of-way>

INDOT: <https://www.in.gov/dot/div/contracts/standards/drawings/sep12/e/sep600.htm>

Buildings & Public Facilities: Only access to public facilities was evaluated and documented. ADA accessible interiors of these facilities shall require further with compliance standards listed in the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Any further improvements, developments, or alterations shall be required to meet (ADAAG) standards as outlined in the link below:

ADDAG: <http://www.access-board.gov/adaag/html/adaag.htm>

Public Involvement Opportunities

The general public is encouraged to participate in identifying needs or barriers to accessibility. This may be done contacting the ADA Coordinator.

ADA Coordinator
17 W. Main St.
P.O. Box 550
Rossville, IN 46065
(765) 379-2645
rossville@geetel.net

The Transition Plan shall be available in the Town Hall for viewing. Anyone that would like to comment on the Transition Plan can submit their comments in these offices or can contact the ADA Coordinator.

After the Town of Rossville Transition Plan has been adopted it will be available in the Town Hall. Opportunity of the public to comment on how the Town of Rossville is working to meet the federal American's with Disabilities Act requirements is provided during any town meeting. Every two years, the town will include ADA as an official agenda item for a town meeting, to ensure the public and our officials may be updated and learn more about our progress at making our community easier to access. The State and/or Federal officials responsible for ADA may also be invited so that we may learn how they are also taking steps to meet these requirements in our town.

Inventory & Assessment Procedures

Sidewalks: The Town of Rossville is in the process of repairing ramps and sidewalks as funds are available. Hiring an outside contractor to make an assessment has been cost prohibitive. As funds are made available, upgrades and repairs of sidewalks are being completed.

Public Buildings:

The Town has been upgrading buildings and facilities. A brief field survey was conducted to public buildings. The town hall does not have a public restroom.

Town Hall: Front entrance allows for accessibility with ramp and sidewalk to front door.

Rossville Volunteer Fire Department: The building has a gravel lot; however, has an accessible entrance and wheel chair accessible restroom.

Rossville Community Contractual Library: The building has sidewalks, ramp, and entrance. The facility also has an accessible restroom.

Rossville Volunteer Ambulance Garage: The building has sidewalks, ramps, and entrance. The facility also has an accessible restroom.

Rossville Town Park Pavilion: The building has sidewalks and accessible entrance. The facility also has accessible restrooms.

Several streets within the Town Corporation do not have curbs or sidewalks. Those still needing repairs are listed below:

W. North St	sidewalk repairs & curb repair	
North & South Gaddis St	sidewalk repairs & curb repair	
East & West South St.	sidewalk repairs & curb repair	

Clinton Ct	sidewalk & curb repair	
East & West Main St	sidewalk repairs & curb repair	State installed sidewalks/curbs
North & South Plank St (US421/St Rd 39	sidewalk repairs & curb repair	State installed sidewalks/curbs

Please see Appendix C for upgrades made to date.

Funding & Scheduling

The Town of Rossville will use the following sources to repair, modify, or reconstruct sidewalks and ramps to meet current ADA standards. The Town intends to spend up to \$5,000.00 annually of local funds to repair from the MVH, Local Road and Street Funds, and CEDIT Fund. Grant funding from the Matching Community Crossing Grant will also be used to address ADA upgrades.

Review & Evaluation

Every two years the Town Council and ADA Coordinator will review the Town's efforts put forth to comply with the ADA and implementation of the Transition Plan. At this, the Town will continue to address sidewalks and ramps that are non-compliant and make needed upgrades as funding is available.

Appendix A:

Non-Discrimination Notice

Non-Discrimination Notice

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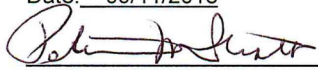
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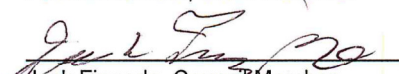
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Date: 09/11/2018


Patricia McIlrath, Clerk Treasurer


Jack Fingerle, Council Member


David Severt, Council President


William Croto, Council Member

ORDINANCE 2012-13

AN ORDINANCE ADOPTING THE NOTICE PROVISIONS AND GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

WHEREAS, the Town of Rossville 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 Rossville formally enact and adopt policies and
procedures demonstrating compliance with the Americans With Disabilities Act (ADA); and

WHEREAS, the Town of Rossville, by its Town Council, wishes to formally adopt and
implement the following policy and procedure for the benefits of all Town of Rossville citizens;
and

NOW, THEREFORE, BE IT RESOLVED, by the Rossville Town Council of the Town
of Rossville, that the following declaration becomes a written policy of the Town of Rossville
and be posted in the Town Hall upon passage.

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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1990 (ADA), the Town of Rossville will not discriminate against qualified individuals with
disabilities on the basis of disability in its services, programs, or activities.

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Equal Employment Opportunity Commission under title I of the ADA.

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appropriate aids and services leading to effective communication for qualified persons with
disabilities so they can participate equally in the Town of Rossville's programs, services, and
activities, including qualified sign language interpreters, documents in Braille, and other ways of
making information and communications accessible to people who have speech, hearing, or
vision impairments.

Modifications to Policies and Procedures: The Town of Rossville 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

GRIEVANCE PROCEDURES UNDER THE AMERICANS WITH DISABILITIES ACT

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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/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Clerk/Treasurer
Town Hall
17 West Main Street
P.O. Box 550
Rossville, Indiana 46065

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

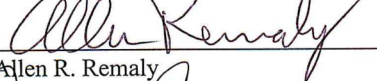
If response by the Clerk/Treasurer or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the Town Council President or his/her designee.

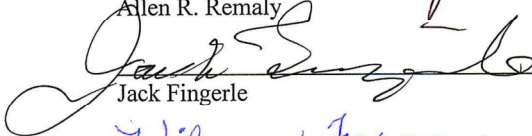
Within 15 calendar days after receipt of the appeal, the Town Council President or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Town Council President or his/her designee will respond in writing, and,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


All written complaints received by the Clerk/Treasurer or his/her designee, appeals to the Town Council President or his/her designee, and responses from these two offices will be retained by the Town of Rossville for at least three years.


Passed by the Town Council of the Town of Rossville, Indiana, this 11 day of December
2012.

Town Council, Town of Rossville


Allen R. Remaly


Jack Fingerle


Wilma Forney

Attest: 
Patricia McIlrath, Clerk-Treasurer

Appendix B: Grievance Form

Grievance Form

Town of Rossville, Indiana

Complainant Information:

Name: _____
Address: _____
City/State/Zip Code: _____
Telephone and Email Address: _____

Person preparing complaint if other than complainant/relationship to complainant:

Name: _____
Address: _____
Telephone and Email Address: _____
Relationship to Complainant: _____

Please specify date/time/location related to the complaint/or grievance: _____

Please provide a detailed description of complaint/or grievance: _____

If there are witnesses, please list names and addresses: _____

Requested action by the Town to correct complaint/or grievance: _____

Signature: _____ Date: _____

Please return to: ADA Coordinator/Clerk Treasurer
Town of Rossville
P.O. Box 550
Rossville, IN 46065

Date Received: _____ Action Taken: _____

Appendix C:

Upgrades to Date

ADA UPGRADES

2012

- Constructed and opened a new park pavilion that is wheelchair accessible with heating and air conditioning.

2013

- Replaced picnic tables in old shelter house with tables and chairs.
- Intersection S. Gaddis & W. South St.—curbing and ADA compliance pads
- Intersection N. East St. & E. Ramey St-- curbing and ADA compliance pads
- Intersection N. East St. & Cason St.-- curbing and ADA compliance pads
- Replaced street signage

2014

- Intersection E. Ramey & N. East St. (northwest & southwest corners)—curbing and ADA compliance pads
- Intersection E. North St. & N. East St. (northwest & southeast)—curbing and ADA compliance pads
- Intersection St. Rd. 421 & E. South St. (northeast corner)—curbing and ADA compliance pad
- Intersection St. Rd. 421 W. South St. (southwest corner)—curbing and ADA compliance pad
- Replaced street signage

2015

- Intersection Cree St. (south corner) and N. Plank St.—ADA compliance pads installed
- Replaced picnic tables in town park shelter house with tables and chairs

2016

- Repairs made to sidewalks and ADA compliance pads installed

2017

- Replaced ½ half town street signs with ADA compliant street signs

2018

- Replaced remaining ½ town street signs with ADA compliant street signs
- Replaced sidewalks and installed ADA compliant pads on north section of N. Plank St.

