

**AN ORDINANCE SETTING FORTH QUARANTINE
PROCEDURES FOR AFFECTED EMPLOYEES OF THE
TOWN OF FRANCESVILLE, INDIANA**

Ordinance No. 2 of 2021

WHEREAS, the Town Council of the Town of Francesville, Indiana (the “**Town Council**”), is responsible for the performance of various functions for the Town of Francesville (the “**Town**”); and

WHEREAS, the novel Coronavirus Disease 2019 (“**Covid**”) was declared a Public Health Emergency by Governor Eric J. Holcomb on the March 6, 2020 and a National Emergency by President Donald J. Trump on March 13, 2020; and

WHEREAS, the Town Council has previously declared a local public emergency, due to the effects of Covid on the Town and surrounding communities; and

WHEREAS, due to the risk of community spread, the Town Council desires to address situations where employees are directed, either by their Department Head, the Pulaski County Health Department/Officer, the Town Manager, or another qualifying public official, to remain home due to exposure to Covid until such time the employee has completed the recommended quarantine period.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Francesville, Indiana, that this Ordinance Setting Forth Quarantine Procedures for Affected Employees of the Town of Francesville, Indiana, is hereby adopted as follows:

SECTION I.

Procedure and Directive

1. Beginning June 1, 2021, any employee that has tested positive for Covid or has had “close contact” with someone that is positive for Covid shall be directed to stay home and not report to work.

2. Any employee that has tested positive for Covid shall not report to work and shall quarantine as follows:

- a. If the employee is **SYMPTOMATIC** said employee must quarantine until all three (3) of the following conditions are met:
 - i. It has been ten (10) days since the onset of symptoms.
 - ii. The employee has been free of fever for at least forty-eight (48) hours without the use of fever reducing medication.
 - iii. The employees Covid symptoms have improved.
- b. If the employee is **ASYMPTOMATIC** said employee must quarantine for a period of ten (10) days from the positive test date so long as said employee remains asymptomatic.

3. For situations where an employee has had “close contact” with someone that is positive for Covid, “close contact” is defined as any individual who was within six feet (6’) of an infected person for at least fifteen (15) minutes starting from two (2) days before illness onset (or, for asymptomatic patients, two (2) days prior to positive test) until the time the patient is quarantined.

4. Any employee that has had “close contact” with a person that is positive for Covid shall take the following precautions:

- a. Quarantine for a period of fourteen (14) days beginning after the date of the last close contact with the final Seventy-Two (72) hours of the quarantine being symptom free.

5. Employees will not be required to use accumulated sick time during this quarantine; however, if some or all of the employee’s job functions can be performed from home, the employee shall perform those job functions from home during the employee’s regularly scheduled non-overtime work hours. Department heads will provide individual employees with any directives pertaining to working from home.

6. Any employee that has been directed to quarantine shall remain in quarantine for the entire duration and must be isolated from all other individuals. To quarantine means to not leave the residence where the quarantine is taking place. Any individual found to have left quarantine (i.e. “broken quarantine”) shall be required to use personal time off (vacation, sick, etc.) for the day that the quarantine was broken. Any employee found to have broken quarantine on multiple occasions may be subject to discipline as provided in the Town of Francesville Employee Handbook up to and including termination.

7. Any employee that is subject to quarantine due to Covid-related reasons shall be required to complete a Covid Employee Verification Form. This form, once completed, is confidential and not subject to disclosure pursuant to Indiana Code § 5-14-3-4(a)(3).

8. The employee may not work or earn compensation from any other source during the quarantine period. Any employee who violates this provision may be subject to civil and/or criminal liability.

SECTION II.

Effective Date and Repeal of Conflicts


1. This Ordinance shall become effective immediately upon its passage by the Town Council, in a properly advertised meeting, open to the public.

SIGNATURE PAGE FOLLOWS

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF FRANCESVILLE,
INDIANA, THIS 17th DAY OF MAY, 2021.

THE FRANCESVILLE, INDIANA TOWN COUNCIL

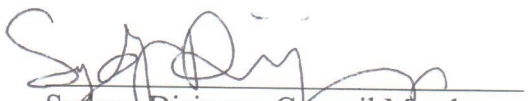
APPROVED:



Lynn Johns, President

OPPOSED:

Lynn Johns, President




Sydney Disinger, Council Member

Sydney Disinger, Council Member

Pamela Antrim, Council Member

Pamela Antrim, Council Member

ATTEST:



Cathy Elston, Clerk-Treasurer