

**AGENDA OF THE COMMON COUNCIL
City of Angola, Indiana**

Monday, November 4, 2019 – 7:00 p.m.

CALL TO ORDER BY MAYOR HICKMAN

1. Councilmember roll call by Clerk-Treasurer Twitchell.

Crum _____ Olson _____ Armstrong _____ Martin _____ Hysong _____

2. Remarks by Mayor Hickman.
3. Request approval of the October 23 minutes. (attachment)
 - Minutes of the September 3 Board of Public Works and Safety meeting are presented for Council information. (attachment)

UNFINISHED BUSINESS

1. Ordinance No. 1622-2019. AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE, TITLE 10 VEHICLES AND TRAFFIC, CHAPTER 10.15 TRAFFIC STOP INTERSECTIONS. (add three way stops at Bluffview Drive, Stony Ridge Drive, and Redding Lane and Regency Drive and Buell Drive) (third reading) (attachment)
2. Public hearing regarding the appropriation reduction for the Capital Projects Fund. Ordinance No. 1623-2019. APPROPRIATION REDUCTION ORDINANCE FOR THE CAPITAL PROJECTS FUND. (second and third readings) (attachment)
3. Other unfinished business.

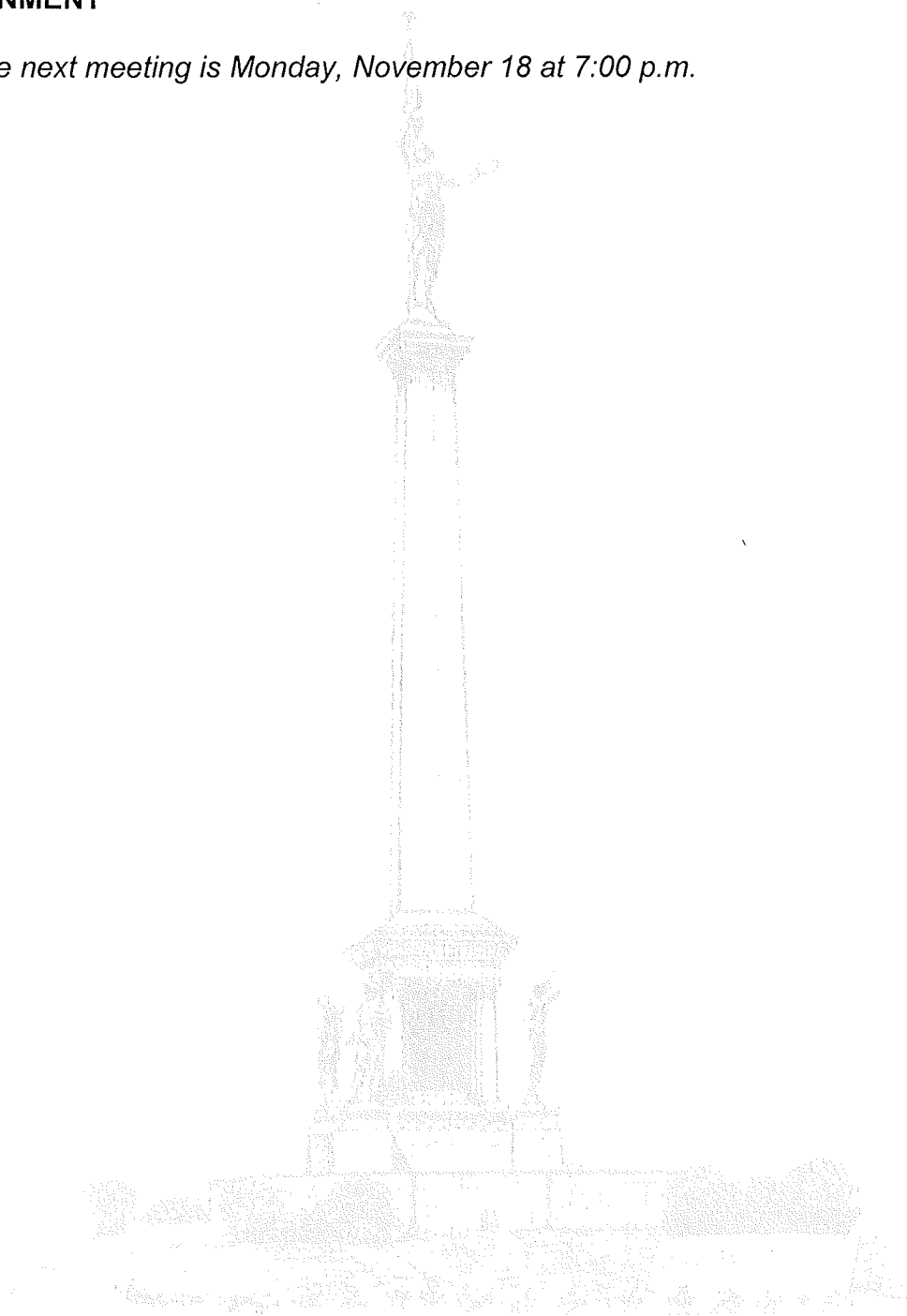
NEW BUSINESS

1. Resolution No. 2019-764. A RESOLUTION AUTHORIZING THE CLERK-TREASURER TO TRANSFER FROM THE GENERAL FUND TO THE RAINY DAY FUND UNUSED AND UNENCUMBERED FUNDS PURSUANT TO IC 36-1-8-5.1. (\$500,000) (attachment)
2. Reports:
 - Clerk-Treasurer
 - Department Heads
3. Request approval of the Allowance of Accounts Payable Vouchers 43112 through 43276 totaling \$541,023.49. (separate attachment)

4. Other new business.

ADJOURNMENT

The next meeting is Monday, November 18 at 7:00 p.m.



OCTOBER 23, 2019

The regular meeting of the Common Council of the City of Angola, Indiana was called to order at 7:00 p.m. at City Hall, Council Chambers, 210 North Public Square, with Mayor Richard M. Hickman presiding. Councilmembers Gary L. Crum, David B. Martin, and Joseph M. Hysong answered roll call. Councilmembers David A. Olson and Kathleen G. Armstrong were absent. Clerk-Treasurer Debra A. Twitchell recorded the minutes.

Present were Chief of Police Stu Hamblen, City Attorney Kim Shoup, Economic Development and Planning Director Vivian Likes, Deputy Clerk Tammy Onofrietti, Water Superintendent Tom Selman, Wastewater Superintendent Craig Williams, and Park Superintendent Matt Hanna, and Street Commissioner Doug Anderson.

Also present were Ashlee Hoos of *The Herald Republican*, Colin Meadowcroft of WLKI, Flynn Catey, Sean Hanson, and Wade Stiefken.

REMARKS BY THE MAYOR

Mayor Hickman gave a shout out to the Angola High School Marching Band for winning regionals. They are headed to semi-state on November 2. Also, the Lady Hornets Volleyball Team won sectionals. Mayor Hickman congratulated kids, coaches, and parents of both.

APPROVAL OF THE MINUTES

Councilmember Hysong moved to approve the October 7, 2019 minutes. Councilmember Crum seconded the motion. The motion carried 3-0.

UNFINISHED BUSINESS

Ordinance No. 1619-2019, ORDINANCE FOR APPROPRIATIONS AND TAX RATES, was read by title and presented to Council on second reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. The motion carried 3-0. Ordinance No. 1619-2019 was then read by title and presented to Council on third and final reading. Councilmember Martin moved to approve. Councilmember Hysong seconded the motion. The motion carried 3-0.

At 7:02 p.m., Mayor Hickman declared open the public hearing for the proposed appropriation reductions. There being no public comment, the hearing was considered closed at 7:03 p.m. Ordinance No. 1620-2019, APPROPRIATION REDUCTION ORDINANCE FOR THE LOCAL ROAD AND BRIDGE MATCHING GRANT FUND, LIT – ECONOMIC DEVELOPMENT FUND, AND CAPITAL PROJECTS FUND, was read by title and presented to Council on second reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. Councilmember Martin then moved to amend the Capital Projects Fund to zero amount approved. Councilmember

Hysong seconded the motion. Discussion followed. The motion to amend the ordinance carried 3-0. The motion to adopt the ordinance on second reading as amended carried 3-0. Ordinance No. 1620-2019 was then read by title and presented to Council on third reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. The motion carried 3-0.

At 7:04 p.m., Mayor Hickman declared open the public hearing for the proposed additional appropriation. There being no public comment, the hearing was considered closed at 7:04 p.m. Ordinance No. 1621-2019, ADDITIONAL APPROPRIATION ORDINANCE FOR THE CITY OF ANGOLA, INDIANA PARK NONREVERTING CAPITAL FUND, was read by title and presented to Council on second reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. The motion carried 3-0. Ordinance No. 1621-2019 was then read by title and presented to Council on third and final reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. The motion carried 3-0. (Capital Outlays \$51,000)

Ordinance No. 1622-2019, AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE, TITLE 10 VEHICLES AND TRAFFIC, CHAPTER 10.15 TRAFFIC, STOP INTERSECTIONS, was read by title and presented to Council on second reading. Councilmember Martin moved to approve. Councilmember Hysong seconded the motion. Councilmember Martin moved to amend ordinance to add a three-way stop at the directions of west, north, and south of Regency Drive at the intersecting or stop street of Buell Drive. Councilmember Crum moved to approve the amendment. Motion on the amendment carried 3-0. Motion to adopt the ordinance on second reading carried 3-0.

NEW BUSINESS

Resolution No. 2019-763, A RESOLUTION PROVIDING FOR THE TRANSFER OF APPROPRIATIONS FOR THE CITY OF ANGOLA FOR THE GENERAL FUND AND FORWARDED TO THE COMMON COUNCIL FOR THEIR ACTION AND PASSAGE PURSUANT TO IC 6-1.1-18.6, was read by title and presented to Council for approval. Councilmember Martin moved to approve. Councilmember Hysong seconded the motion. Motion carried 3-0. (Information Technology and Police)

Council considered a request to approve the Agreement for Engineering Services with DLZ Indiana, LLC for the Americans with Disabilities Act (ADA) Transition Plan for a lump sum amount of \$12,500. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. Motion carried 3-0.

Presented for Council information was the City of Angola Façade Grant Program Application for Hanson Proprieties dba The Venue located at 112 West Maumee Street. Council then considered the City of Angola Façade Grant Agreement with Hanson Properties in a sum not to exceed \$5,000. Councilmember Crum moved to approve. Councilmember Martin seconded the motion. Economic Development and Planning

Director Likes explained this grant replaces a grant approved in January for The Venue because the design plan changed. Motion to approve carried 3-0.

Presented for Council review were the Clerk-Treasurer's Depository Statement and Cash Reconciliation for the month of September 2019.

CLERK-TREASURER AND DEPARTMENT REPORTS

Wastewater Superintendent Williams reported Insituform will line sewers on Mechanic Street and Oak Street Monday through Wednesday of next week weather permitting. This Friday, Insituform will go door to door to notify the affected residents and businesses.

Park Superintendent Hanna reminded everyone to bring their kids to the Selman Timber Frame on Thursday, October 24 at 6:30 p.m. for Halloween fun.

Street Commissioner Anderson reported API Construction Corp. continues to work on the Carlin Drive reconstruction project. Sewer work is complete along with curbs and gutter. Tomorrow, API will begin sidewalks.

APPROVAL OF ACCOUNTS PAYABLE VOUCHERS

Councilmember Martin moved to approve the Allowance of Accounts Payable Vouchers 42870 through 43111 totaling \$851,682.09 which includes interfund transfers of \$117,646.77. Councilmember Hysong seconded the motion. The motion carried 3-0.

OTHER NEW BUSINESS

Ordinance No. 1623-2019, APPROPRIATION REDUCTION ORDINANCE FOR THE CAPITAL PROJECTS FUND, was read by title and presented to Council for first reading. Councilmember Martin moved to approve. Councilmember Crum seconded the motion. Discussion followed. Motion carried 3-0.

There being no further business, the meeting was considered adjourned at 7:15 p.m.

Richard M. Hickman, Mayor
Presiding Officer

Attest:

Debra A. Twitchell, Clerk-Treasurer

SEPTEMBER 3, 2019

The regular meeting of the Board of Public Works and Safety of the City of Angola, Indiana was called to order by Chair Richard M. Hickman at 6:30 p.m. at City Hall, 210 North Public Square. Members Richard M. Hickman, David B. Martin, and David A. Olson answered roll call. No member was absent. Clerk-Treasurer Debra A. Twitchell recorded the minutes.

Present were Chief of Police Stu Hamblen, City Attorney Kim Shoup, City Engineer Amanda Cope, Street Commissioner Doug Anderson, Wastewater Superintendent Craig Williams, Water Superintendent Tom Selman, Deputy Clerk Tammy Onofrietti, Economic Development and Planning Director Vivian Likes, Human Resources Administrator Sue Essman, Park Superintendent Matt Hanna, and MS4 Coordinator Kris Thomas.

Also present were Ashlee Hoos of *The Herald-Republican*, Colin Meadowcroft of WLKI, Flynn Catey, Sheryl Copeland, Joe Hysong, and Jim Hornbacher.

APPROVAL OF MINUTES

Member Olson moved to approve the July 15, 2019 minutes. Member Martin seconded the motion. Motion carried 3-0.

ORDER OF BUSINESS

Sheryl Copeland of 118 Chaudoin Drive presented the Board with information regarding flooding on lots 9, 10, and 11 of Timber Creek subdivision. MS4 Coordinator Thomas said the private tile needed maintenance. Discussion followed. Wastewater Superintendent Williams recalled the issue being discussed by the Board in 2011. At that time the Wastewater Department spent three hours trying to jet the line. Efforts were abandoned after a broken tile was found. City Attorney Shoup said it was determined at that time that the pipe was a private matter. City Engineer Cope said water is flowing, the 18" pipe is working, it just hasn't been maintained. Discussion followed. The Board instructed Wastewater Superintendent Williams to try to jet it once again. Member Olson expressed concern of getting involved in a private matter but was not averse to sending Williams to see what could be done. Williams was told to use discretion on debris removal. No further action was taken by the Board.


The Board then heard from Jim Hornbacher regarding drainage at Fairhaven Development Corporation on East Redding Road. Hornbacher said they are ready to build two more storage units on the property. Hornbacher stated the City has a drainage concern and would like clarification. City Engineer Cope explained the drainage tile is constructed to a private residential property and expressed concern about flooding the back yard of 825 Fairhaven Court before the tile continues to the City owned wetland. Discussion followed. Cope recommended Hornbacher do grading modifications to the swale to better control the

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release of water from the storage units to the wetlands. Hornbacher agreed and would contact Cope regarding the drainage plan. A discussion regarding the surface of the parking lot then commenced. Economic Development and Planning Director Likes suggested Hornbacher contact her about the parking lot. No action was taken by the Board.

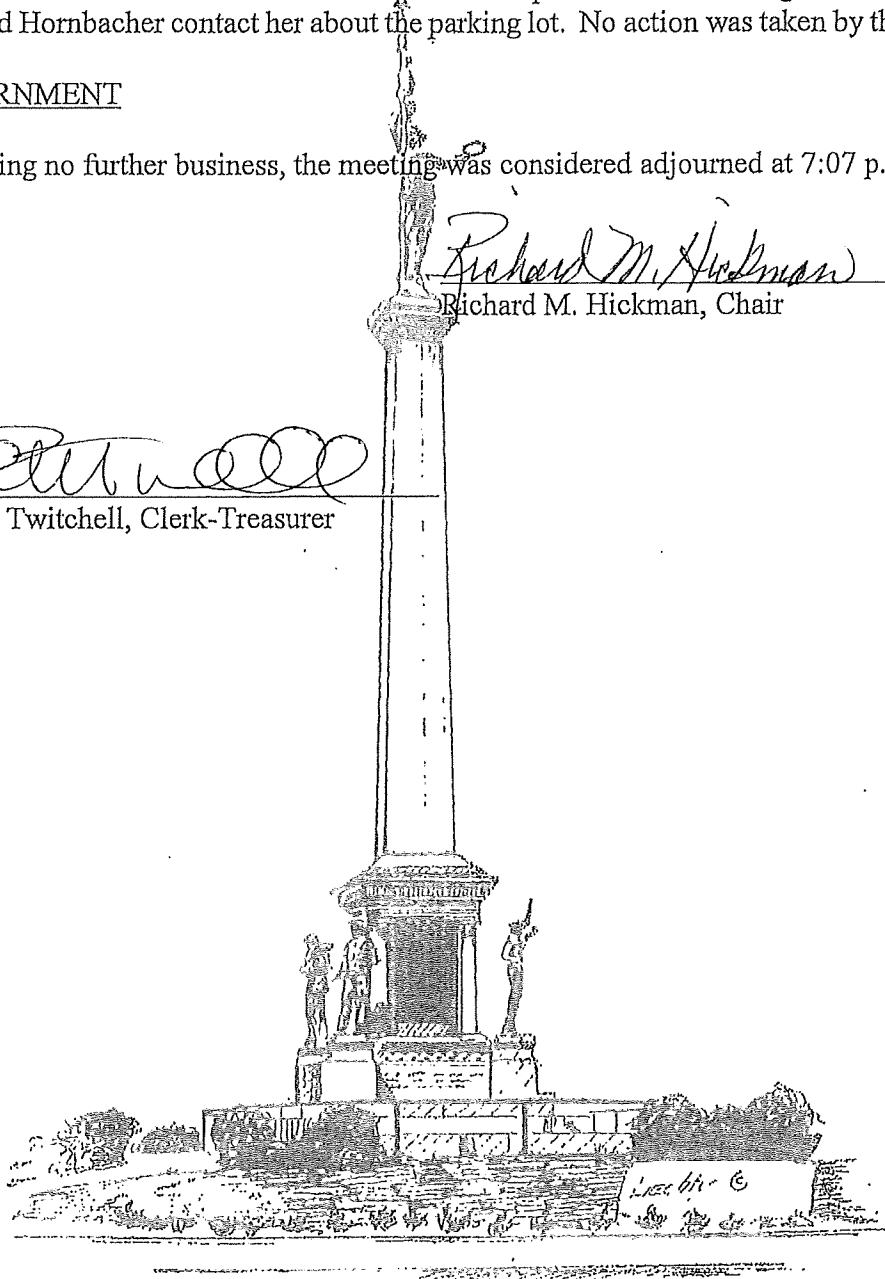
ADJOURNMENT

There being no further business, the meeting was considered adjourned at 7:07 p.m.


Richard M. Hickman, Chair

Attest:


Debra A. Twitchell, Clerk-Treasurer



ORDINANCE NO. 1622-2019

AN ORDINANCE AMENDING THE ANGOLA MUNICIPAL CODE,
TITLE 10 VEHICLES AND TRAFFIC, CHAPTER 10.15 TRAFFIC,
STOP INTERSECTIONS

BE IT HEREBY ORDAINED by the Common Council of the City of Angola, Indiana that the Angola Municipal Code is being amended by the text of existing provisions in this style type, additions will appear in **this style type**, and deletions will appear in ~~this style type~~:

Section 1. Section 10.15.120 Three way stop intersections is amended to read:
In accordance with AMC 10.15.020 and when signs are erected giving notice thereof, the following intersections shall be stop intersections:

<i>Through Street</i>	<i>Intersecting or Stop Street</i>	<i>Direction</i>
Bluffview Drive and Redding Lane	Stony Ridge Drive	E, W & S
Broad Street	Kinney Street	E, W & S
Darling Street	Felicity Street	W, N & S
Darling Street	Fox Lake Road	E, W & N
Innovation Way	Enterprise Drive	E, S & N
Regency Drive	Buell Drive	W, N & S
Washington Street	Gale Street	E, N & S

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of November 2019 by the vote of _____ ayes and _____ nays.

Richard M. Hickman, Mayor

Attest:

Debra A. Twitchell, Clerk-Treasurer

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of November 2019.

Debra A. Twitchell, Clerk-Treasurer

ORDINANCE NO. 1622-2019

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of November 2019.

Richard M. Hickman, Mayor

ORDINANCE NO. 1623-2019

APPROPRIATION REDUCTION ORDINANCE FOR THE
CAPITAL PROJECTS FUND

WHEREAS, the Common Council has determined that it is now necessary to reduce appropriations in certain budgets than was appropriated in the 2019 annual budget;

NOW, THEREFORE, be it hereby ordained by the Common Council of the City of Angola, Steuben County, Indiana:

Section 1. Certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is hereby ordained that the following existing appropriations be reduced in the following amounts:

	Reduction Amount <u>Requested</u>	Reduction Amount <u>Approved</u>
Capital Projects Fund		
Capital Outlays	\$111,179	\$_____

Section 2. This Ordinance shall be in full force and effect from and after its passage and adoption by the Common Council, approval by the Mayor, and approval of the Department of Local Government Finance, if applicable, and publication according to law.

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of November 2019 by the vote of _____ ayes and _____ nays.

Richard M. Hickman, Mayor

Attest:

Debra A. Twitchell, Clerk-Treasurer

ORDINANCE NO. 1623-2019

This ordinance presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of November 2019.

Debra A. Twitchell, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of November 2019.

Richard M. Hickman, Mayor

RESOLUTION NO. 2019-764

A RESOLUTION AUTHORIZING THE CLERK-TREASURER TO TRANSFER FROM THE GENERAL FUND TO THE RAINY DAY FUND ANY UNUSED AND UNENCUMBERED FUNDS PURSUANT TO IC 36-1-8-5.1

WHEREAS, the Common Council of the City of Angola, Indiana has established a Rainy Day Fund by proper ordinance;

WHEREAS, IC 36-1-8-5.1 allows in any fiscal year at any time for the transfer of unused and unencumbered funds;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA that the Clerk-Treasurer is authorized to transfer funds in the amount of \$500,000.00 from the General Fund to the Rainy Day Fund determined by the following:

2018 adopted annual budget (tax levy funds only)	\$8,487,300
10% of adopted annual budget	\$ 848,730
December 31, 2018 tax levy funds cash balance	\$3,735,433
Less 2018 encumbrances carried forward	<u>\$ 175,421</u>
December 31, 2018 cash balance	\$3,560,012

PASSED AND ADOPTED by the Common Council of the City of Angola, Steuben County, Indiana this 4th day of November 2019.

Richard M. Hickman, Mayor

Attest:

Debra A. Twitchell, Clerk-Treasurer

This resolution presented by me, the Clerk-Treasurer of the City of Angola, Indiana to the Mayor at the hour of _____ a.m./p.m. this _____ day of November 2019.

Debra A. Twitchell, Clerk-Treasurer

RESOLUTION NO. 2019-764

This resolution signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of November 2019.

Richard M. Hickman, Mayor

October 28, 2019

Rainy Day Fund Transfer Calculation

IC 36-1-8-5.1 > not more than 10% of the total annual budget adopted under IC 6-1.1-17

Per SBOA only those budgets that include tax levy funds reviewed and approved by DLGF

<u>Tax Levy Funds</u>	<u>101 General</u>	<u>201 MVH</u>	<u>204 Park</u>	<u>402 CCD</u>	<u>436 Park Cum</u>	<u>Total</u>
2018 adopted annual budget	\$ 6,543,400	\$ 1,299,200	\$ 644,700	\$ -	\$ -	\$ 8,487,300
2018 10% of total annual budget adopted						\$ 848,730
Dec 31 2018 actual cash balance	\$ 2,388,499	\$ 589,332	\$ 447,582	\$ 309,129	\$ 891	\$ 3,735,433
Less 2018 encumbrances carried forward	\$ (124,371)	\$ (41,075)	\$ (9,975)	\$ -	\$ -	\$ (175,421)
Dec 31 2018 available cash by fund	\$ 2,264,128	\$ 548,257	\$ 437,607	\$ 309,129	\$ 891	\$ 3,560,012

<u>General Fund Projected Cash Balance less 10%</u>						
Dec 31 2019 projected cash balance	\$ 2,150,700	\$ 910,083	\$ 420,105	\$ 523,179	\$ 242	\$ 4,004,309
Less 2018 10% total annual budget adopted	\$ 848,730					
Dec 31 2019 estimated cash balance	\$ 1,301,970					
Dec 31 2020 projected cash balance	\$ 2,688,261	\$ 949,125	\$ 385,621	\$ 7,768	\$ 311	\$ 4,031,086
Less 2018 10% total annual budget adopted	\$ 848,730					
Dec 31 2020 estimated cash balance	\$ 1,839,531					

<u>General Fund Projected Cash Balance less Months Operating Budget</u> (Angola Municipal Code 3.05.080 Fund Balance Policy)		
	<u>2019</u>	<u>2020</u>
Dec 31 projected cash balance	\$ 2,150,700	\$ 2,688,261
Less 2 months operating budget	\$ 1,056,417	\$ 1,073,083
Cash available to transfer	\$ 1,094,283	\$ 1,615,178
Dec 31 projected cash balance	\$ 2,150,700	\$ 2,688,261
Less 4 months operating budget	\$ 2,112,833	\$ 2,146,167
Cash available to transfer	\$ 37,867	\$ 542,094
Dec 31 2019 projected cash balance	\$ 2,150,700	\$ 2,688,261
Less 6 months operating budget	\$ 3,169,250	\$ 3,219,250
Cash available to transfer	\$ (1,018,550)	\$ (530,989)

<u>Proposed General Fund Transfer to Rainy Day Fund</u>	
Current Rainy Day Fund balance	\$ 1,000,000
Proposed 2019 transfer	\$ 500,000
Balance after transfer	\$ 1,500,000

Rainy Day Fund Revenues and Expenses

<u>Year</u>	<u>Description</u>	<u>Amount</u>		<u>Balance</u>
		<u>Revenue</u>	<u>Expense</u>	
2004	state excess CEDIT distribution	\$ 39,429.00	\$ -	\$ 39,429.00
2005	---	\$ -	\$ -	\$ 39,429.00
2006	capital outlay	\$ -	\$ 1,000.00	\$ 38,429.00
2007	state excess CEDIT distribution	\$ 51,571.00	\$ -	\$ 90,000.00
2008	state excess CEDIT distribution	\$ 6,399.03	\$ -	\$ 96,399.03
2009	state excess CEDIT distribution	\$ 36,564.97	\$ -	\$ 132,964.00
2009	capital outlay	\$ -	\$ 118,343.37	\$ 14,620.63
2010	state excess CAGIT & CEDIT distribution	\$ 118,532.70	\$ -	\$ 133,153.33
2010	capital outlay	\$ -	\$ 2,025.00	\$ 131,128.33
2011	---	\$ -	\$ -	\$ 131,128.33
2012	state excess CAGIT & CEDIT distribution	\$ 214,904.19	\$ -	\$ 346,032.52
2012	transfer from General Fund	\$ 177,352.71	\$ -	\$ 523,385.23
2013	transfer from General Fund	\$ 169,721.49	\$ -	\$ 693,106.72
2014	transfer from General Fund	\$ 306,893.28	\$ -	\$ 1,000,000.00