

**AGENDA OF THE COMMON COUNCIL
City of Angola, Indiana
210 N. Public Square**

Monday, October 21, 2024 – 7:00 p.m.

CALL TO ORDER BY MAYOR MARTIN

1. Council Member roll call by Clerk-Treasurer Herbert.

Coffey _____ Olson _____ Sharkey _____ Roe _____ McDermid _____

2. Request approval of the October 7 minutes. (attachment)
 - Minutes of the August 5th Board of Public Works and Safety meeting presented for Council information. (attachment)

UNFINISHED BUSINESS

1. Ordinance No. 1764-2024. AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA. (2500 N Wayne St) (third reading) (attachment)
2. Ordinance No. 1765-2024. AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA. (1030 S Wayne St) (third reading) (attachment)
3. Ordinance No. 1766-2024. ORDINANCE FOR APPROPRIATIONS AND TAX RATES (2025) (second and third reading) (attachment)
4. Ordinance No. 1767-2024. APPROPRIATION REDUCTION ORDINANCE FOR CUMULATIVE CAPITAL DEVELOPMENT FUND. (second reading) (attachment)
5. Ordinance No. 1768-2024. AN ORDINANCE AMENDING THE CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYEMENT POLICIES-EQUIPMENT, TOOLS, VEHICLES AND MACHINES. (second reading) (attachment)
6. Other unfinished business.

NEW BUSINESS

1. Resolution No. 2024-881. 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 (attachment)

2. Open bids for the Wastewater 2024 Service Crane Truck.
3. Clerk-Treasurer's Depository Statement and Cash Reconciliation for the month ending September 2024 is presented for Council information. (attachment)
4. Reports:
 - Clerk-Treasurer
 - Department heads
5. Request approval of the Allowance of Accounts Payable Vouchers 71018 through 71246 totaling \$1,051,693.59 which includes interfund transfers of \$137,398.56. (separate attachment)
6. Other new business.

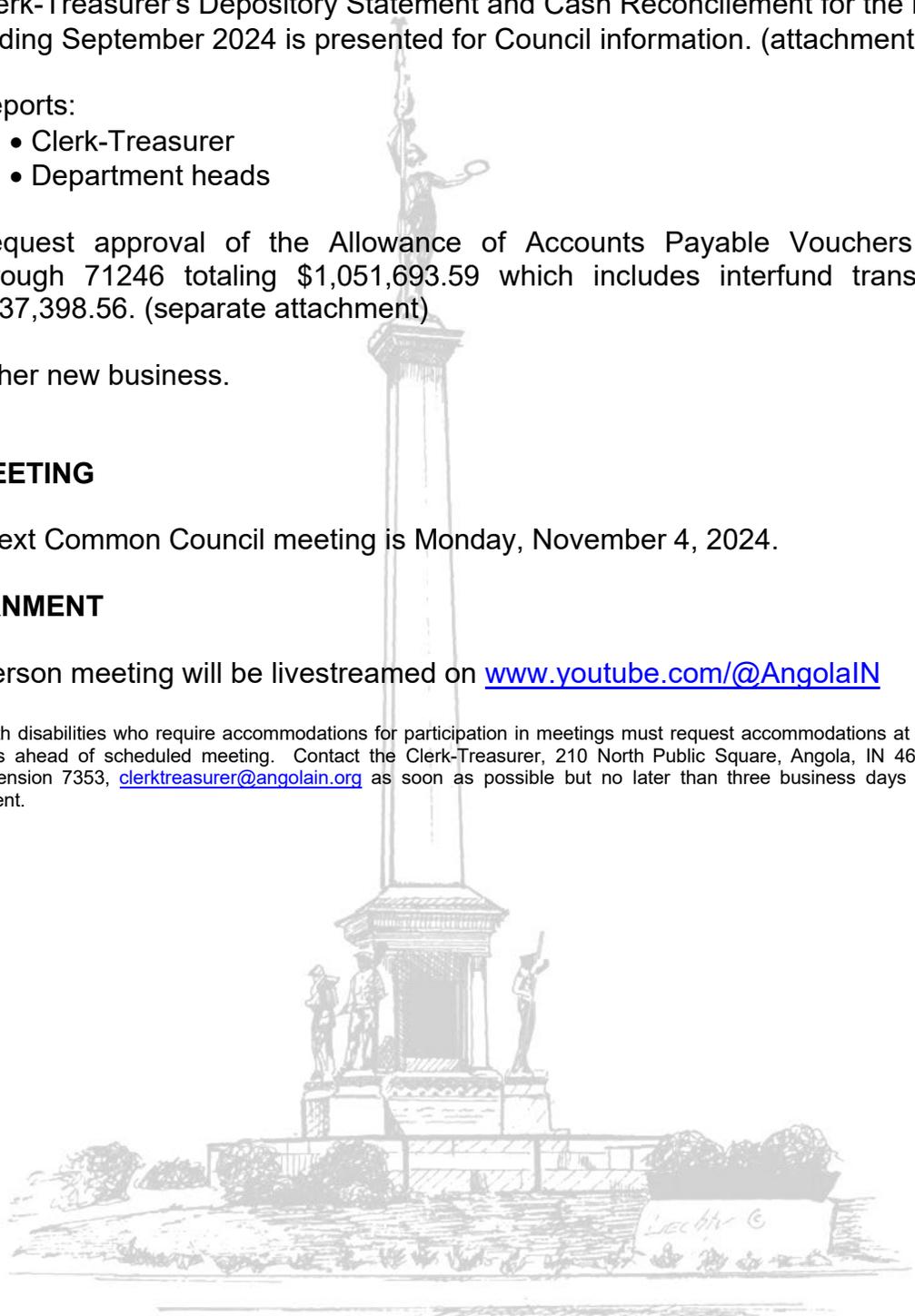
NEXT MEETING

The next Common Council meeting is Monday, November 4, 2024.

ADJOURNMENT

This in-person meeting will be livestreamed on www.youtube.com/@AngolaIN

Individuals with disabilities who require accommodations for participation in meetings must request accommodations at least three business days ahead of scheduled meeting. Contact the Clerk-Treasurer, 210 North Public Square, Angola, IN 46703, (260) 665-2514 extension 7353, clerktreasurer@angolain.org as soon as possible but no later than three business days before the scheduled event.



October 7, 2024

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, 210 North Public Square with Mayor Pro Tem David B. Martin presiding. Council Members Randy Coffey, David A. Olson, Jennifer L. Sharkey, David W. Roe, and Jerold D. McDermid answered roll. No Council Member was absent. Clerk-Treasurer Ryan P. Herbert recorded the minutes.

Among those present were City Attorney Kim Shoup, City Engineer Amanda Cope, Economic Development and Planning Director Retha Hicks, Police Chief Ken Whitmire, Fire Chief Doug Call, Park Superintendent Matt Hanna, Street Commissioner Chad Ritter, Water Superintendent Tom Selman, Wastewater Superintendent Jeff Gaff, and Human Resources Director Sue Essman.

Also present were County Commissioner Wil Howard, Isaac Lee, Chuck Dowe, Ken Wilson, Jim Kiracofe, and Sydney Kalinger.

APPROVAL OF THE MINUTES

Council Member Olson moved to approve the September 16, 2024 minutes. Council Member Sharkey seconded the motion. The motion carried 5-0.

UNFINISHED BUSINESS

Ordinance No. 1764-2024, AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA, was read by title and presented to Council on second reading. Council Member Olson moved to approve. Council Member McDermid seconded the motion. The motion carried 5-0. (2500 N Wayne St)

Ordinance No. 1765-2024, AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF ANGOLA, INDIANA, was read by title and presented to Council on second reading. Council Member Olson moved to approve. Council Member Sharkey seconded the motion. The motion carried 5-0. (1030 S Wayne St)

NEW BUSINESS

Public hearing regarding the 2025 Budget was open by Mayor Martin at 7:03 p.m. There being no public comment the hearing was considered closed at 7:04 p.m. Ordinance No. 1766-2024, ORDINANCE FOR APPROPRIATIONS AND TAX RATES (2025), was read by title and presented to Council for first reading. Council Member McDermid moved to approve. Council Member Olson seconded the motion. The motion carried 5-0.

Ordinance No. 1767-2024, APPROPRIATION REDUCTION ORDINANCE FOR CUMULATIVE CAPITAL DEVELOPMENT FUND, was read by title and presented to Council for first reading. Council Member McDermid moved to approve. Council Member Olson seconded the motion. The motion carried 5-0.

Ordinance No. 1768-2024, AN ORDINANCE AMENDING THE CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYEMENT POLICIES- EQUIPMENT, TOOLS, VEHICLES AND MACHINES, was read by title and presented to Council for first reading. Council Member Olson moved to approve. Council Member Roe seconded the motion. The motion carried 5-0.

Resolution No. 2024-874, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, STEUBEN COUNTY, INDIANA, APPROVING THE DEDUCTION FROM ASSESSED VALUATION FOR THE INSTALLATION OF NEW MANUFACTURING EQUIPMENT ALL LOCATED WITHIN AN ECONOMIC REVITALIZATION AREA WITHIN THE CITY OF ANGOLA, INDIANA, (Precision Edge Surgical Products LLC) was read by title and presented to Council for approval. Council Member Olson moved to approve. Council Member Roe seconded the motion. The motion carried 5-0.

Resolution No. 2024-875, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, GRANTING SIGNATORY AUTHORIZATION FOR THE STATE REVOLVING FUND APPLICATION, was read by title and presented to Council for approval. Council Member Roe moved to approve. Council Member Sharkey seconded the motion. The motion carried 5-0.

Resolution No. 2024-876, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, ACCEPTING THE CITY OF ANGOLA/ POKAGON STATE PARK/ TRINE STATE RECREATION AREA PRELIMINARY ENGINEERING REPORT, was read by title and presented to Council for approval. Council Member McDermid moved to approve. Council Member Sharkey seconded the motion. The motion carried 5-0.

Resolution No. 2024-877, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, GRANTING SIGNATORY AUTHORIZATION FOR THE STATE REVOLVING FUND APPLICATION, was read by title and presented to Council for approval. Council Member Olson moved to approve. Council Member Sharkey seconded the motion. The motion carried 5-0.

Resolution No. 2024-878, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, ACCEPTING THE POKAGON STATE PARK WASTEWATER IMPROVEMENTS PRELIMINARY ENGINEERING REPORT, was read by title and presented to Council for approval. Council Member Roe moved to approve. Council Member McDermid seconded the motion. The motion carried 5-0.

Resolution No. 2024-879, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, GRANTING SIGNATORY AUTHORIZATION FOR THE STATE REVOLVING FUND APPLICATION, was read by title and presented to Council for approval. Council Member Sharkey moved to approve. Council Member McDermid seconded the motion. The motion carried 5-0.

Resolution No. 2024-880, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, ACCEPTING THE ANGOLA LIFT STATION AND SCADA IMPROVEMENTS PRELIMINARY ENGINEERING REPORT, was read by title and presented to Council for approval. Council Member McDermid moved to approve. Council Member Roe seconded the motion. The motion carried 5-0.

Council Member Roe moved to approve the 2025 Fire Protection Agreement with York Township in the amount of \$5,903. Council Member McDermid seconded the motion. Discussion followed. The motion carried 4-0. Council Member Coffey abstained from voting.

Council Member Sharkey moved to approve the Agreement for Professional Services with Dixon Engineering Inc. for technical specifications, bidding & contract documents, and bid opening for the 400 N and Calvary Lane Tower Rehab Project in the amount of \$15,500. Council Member Coffey seconded the motion. The motion carried 5-0

Council Member McDermid moved to approve the Proposal for Professional Services with Abonmarche Consultants for City of Angola Redevelopment Commission Technical Assistance in the amount not to exceed \$40,000. Council Member Coffey seconded the motion. The motion carried 5-0

Council Member Sharkey moved to approve Supplemental Agreement No. 1 to the Agreement for Professional Engineering Services with Butler, Fairman and Seufert, Inc. for the Poka-Bache Trail Project in the amount of \$4,000. Council Member Roe seconded the motion. The motion carried 5-0.

Council Member Olson moved to approve the request for permission for the Police Department to dispose of 2006 Chevrolet Colorado (asset no. 8619), 2014 Dodge Charger (asset no. 8622), and 2020 Dodge Durango (asset no. 8942) via auction on Govdeals.com. Council Member McDermid seconded the motion. The motion carried 5-0.

DEPARTMENT HEAD REPORTS

Clerk-Treasurer Herbert reminded everyone that the second and third reading of the budget ordinance and budget adoption is set to take place at the next Council meeting on October 21st.

Water Superintendent Selman reported that letters will be going out soon to residents that were identified with lead and galvanized water service lines during inventory which was recently completed. Next steps include monitoring, and eventually replacement. We are in much better shape than some other communities because total number of these services is much lower than most.

Police Chief Whitmire reported that the new locker room renovation is complete at the station. Thank you to everyone involved

APPROVAL OF ACCOUNTS PAYABLE VOUCHERS

Council Member Roe moved to approve the Allowance of Accounts Payable Vouchers 70746 through 71017 totaling \$1,174,731.12. Council Member McDermid seconded the motion. The motion carried 5-0.

ADJOURNMENT

There being no further business, the meeting was considered adjourned at 7:44 p.m.

David B. Martin, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, Clerk-Treasurer

AUGUST 5, 2024

The regular meeting of the Board of Public Works and Safety of the City of Angola, Indiana was called to order by Chair David B. Martin at 6:40 p.m. City Hall, 210 N Public Square. Members David B. Martin, David A. Olson, and Jerold D. McDermid answered roll call. No member was absent. Clerk-Treasurer Ryan P. Herbert recorded the minutes.

Among those present were City Attorney Kim Shoup, City Engineer Amanda Cope, Economic Development and Planning Director Retha Hicks, Water Superintendent Tom Selman, Wastewater Superintendent Jeff Gaff, and Park Superintendent Matt Hanna.

Also, among those present were Common Council Members Randy Coffey, David Roe, and Jennifer Sharkey, and Tom Filburn with Jones and Henry Engineers.

APPROVAL OF MINUTES

Member McDermid moved to approve the July 1, 2024 Minutes. Member Olson seconded the motion. The motion carried 3-0.

ORDER OF BUSINESS

The Board was asked to consider and act on the bids for the Wastewater Biosolids Improvement Project that were open by Wastewater Superintendent Jeff Gaff at the July 1 meeting. Member Olson moved to accept the lowest most responsive and responsible bid. Member McDermid seconded the motion. Discussion followed. The motion carried 3-0.

DEPARTMENT HEAD REPORTS

Economic Development and Planning Director Hicks reported that KLS will be working on downtown sidewalk paver maintenance this week in the two south quadrants. The north quadrants will be scheduled for maintenance next year.

Water Superintendent Selman reported that the lead service line inventory project is continuing in the northeast quadrant of the city. The water department is working on catching up on repairing the holes.

City Engineer Cope reported that the Easton Lift Station project is moving along. Calvary Lane is still closed. The contractor is starting the complex part of the project.

Police Chief Whitmire reported that nine applicants would be going through written and physical assessments this month.

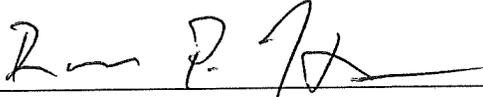
ADJOURNMENT

There being no further business, the meeting was considered adjourned at 6:50 p.m.



David B. Martin, Chair

Attest:



Ryan P. Herbert, Clerk-Treasurer

ORDINANCE NO. 1764-2024

**AN ORDINANCE AMENDING THE ZONING MAP OF THE
CITY OF ANGOLA, INDIANA**

SUMMARY

This ordinance amends the Zoning Map of the City of Angola, Indiana by changing the zoning of approximately 35.286-acre of land to Medium to Large General Commercial (C2) District. The Parcel ID 760614000005000012 is located at 2500 N Wayne Street.

WHEREAS, Ordinance No. 1286-2008, as amended, adopted an Official Zoning Map for the City of Angola, Indiana; and

WHEREAS, Indiana Code section §36-7-4-600 et. Seq provides for amendments to the zoning map of a municipality by ordinance of the municipality; and

WHEREAS, the City of Angola Plan Commission at its September 09, 2024, held a legally advertised Public Hearing; and

WHEREAS, the City of Angola Plan Commission, on September 09, 2024, heard input from the public and unanimously forwarded a *favorable recommendation* to the Angola Common Council of said real estate.

**NOW THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE
CITY OF ANOGOLA, INDIANA:**

THAT, the Zoning Map of the City of Angola shall be amended in the following manner:

The 35.286-acre parcel located at 2500 N Wayne Street. The legal description is attached hereto as Exhibit A.

The aforementioned tract of land shall officially be changed to the Medium to Large General Commercial (C2) District.

The tract of land is illustrated in Exhibit B, also attached hereto. The zoning change shall also apply to associated rights-of-way, to the centerline of the street.

BE IT FURTHER ORDAINED that the Ordinance be in full force and effect after its passage by the Common Council and after the occurrence of all other action required by law.

ORDINANCE NO. 1764-2024

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, this _____ day of _____, 2024.

David B. Martin, Mayor

Attest:

Ryan Herbert, 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 _____ 2024.

Ryan Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of _____ 2024.

David B. Martin, Mayor

Exhibit A

Legal Description

A part of the Northeast Quarter of Section 14, Township 37 North, Range 13 East, Steuben County, Indiana, more particularly described as follows:

Commencing at the Center of Section of said Section 14, being marked by a 1-inch rod in concrete; thence North 88 degrees 21 minutes 23 seconds East (geodetic bearing and basis for all bearings this description), on and along the South line of a 1.457 acre tract of land conveyed to the State of Indiana, by Document Number 0106-0946, also being on and along the South line of said Northeast Quarter, a distance of 50.01 feet to the Southeast corner of said 1.457 acre tract, being marked by a Mag Nail in an asphalt trail; thence on and along the Easterly lines of said 1.457 acre tract of land, also being the Easterly Right-of-way line of State Road 127, locally known as North Wayne Street, the following courses and distances: North 00 degrees 39 minutes 37 seconds West, a distance of 875.13 feet to a Mag Nail in an asphalt trail; thence North 01 degrees 47 minutes 40 seconds East, a distance of 210.40 feet to a Mag Nail in an asphalt trail; thence North 00 degrees 39 minutes 37 seconds West, a distance of 91.01 feet to a Mag Nail in an asphalt trail; thence North 44 degrees 56 minutes 27 seconds East, a distance of 53.82 feet to the Northeast corner of said 1.457 acre tract, said point being on the South line of a 1.854 acre tract conveyed to the City of Angola by Document Number 0103-0061, being marked by a Mag Nail in a concrete trail; thence North 88 degrees 20 minutes 28 seconds East, on and along the South line of said 1.854 acre tract, also being the South Right-of-way line of Selman Drive, a distance of 1153.42 feet to the Southeast corner of said 1.854 acre tract, being marked by a 5/8-inch diameter rebar with an identification cap stamped "FORESIGHT"; thence North 88 degrees 26 minutes 31 seconds East, on and along the South line of a 41.154 acre tract of land conveyed to Meijer Stores Limited Partnership by Document Number 0102-0115, a distance of 69.84 feet to the Southeast corner of said 41.154 acre tract, being marked by a 5/8-inch diameter rebar with an identification cap stamped "FORESIGHT"; thence South 00 degrees 31 minutes 39 seconds East, along the Southerly projection of the East line of said 41.154 acre tract, a distance of 1213.44 feet to the South line of said Northeast Quarter; thence South 88 degrees 21 minutes 23 seconds West, on and along the South line of said Northeast Quarter, a distance of 1267.91 feet to the Point of Beginning, containing 35.286 acres, more or less, being subject to and/or together with all easements and rights-of-way of record.

Exhibit B



ORDINANCE NO. 1765-2024

**AN ORDINANCE AMENDING THE ZONING MAP OF THE
CITY OF ANGOLA, INDIANA**

SUMMARY

This ordinance amends the Zoning Map of the City of Angola, Indiana by changing the zoning of approximately 1-acre of land to High Density Multiple-Family (R5) District. The Parcel ID 760635210122000012 is located at 1030 S Wayne Street.

WHEREAS, Ordinance No. 1286-2008, as amended, adopted an Official Zoning Map for the City of Angola, Indiana; and

WHEREAS, Indiana Code section §36-7-4-600 et. Seq provides for amendments to the zoning map of a municipality by ordinance of the municipality; and

WHEREAS, the City of Angola Plan Commission at its September 09, 2024, held a legally advertised Public Hearing; and

WHEREAS, the City of Angola Plan Commission, on September 09, 2024, heard input from the public and unanimously forwarded a *favorable recommendation* to the Angola Common Council of said real estate.

**NOW THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE
CITY OF ANGOLA, INDIANA:**

THAT, the Zoning Map of the City of Angola shall be amended in the following manner:

The 1-acre parcel located at 1030 S Wayne Street. The legal description is attached hereto as Exhibit A.

The aforementioned tract of land shall officially be changed to the High Density Multiple-Family (R5) District.

The tract of land is illustrated in Exhibit B, also attached hereto. The zoning change shall also apply to associated rights-of-way, to the centerline of the street.

BE IT FURTHER ORDAINED that the Ordinance be in full force and effect after its passage by the Common Council and after the occurrence of all other action required by law.

ORDINANCE NO. 1765-2024

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, this _____ day of _____, 2024.

David B. Martin, Mayor

Attest:

Ryan Herbert, 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 _____ 2024.

Ryan Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of _____ 2024.

David B. Martin, Mayor

Exhibit A

Legal Description

For APN/Parcel ID(s): 76-06-35-210-122.000-012

COMMENCING TEN (10) RODS NORTH OF THE SOUTH EAST CORNER OF THE NORTH EAST QUARTER OF THE NORTH WEST QUARTER OF SECTION THIRTY FIVE (35) IN TOWNSHIP THIRTY SEVEN (37) NORTH, RANGE THIRTEEN (13) EAST, RUNNING THENCE NORTH TEN (10) RODS; THENCE WEST SIXTEEN (16) RODS; THENCE SOUTH TEN (10) RODS; THENCE EAST SIXTEEN (16) RODS TO THE PLACE OF BEGINNING, CONTAINING ONE ACRE MORE OR LESS, BEING A PART OF LOT NUMBER 55 IN LEAVITT'S ADDITION TO THE TOWN, NOW CITY OF ANGOLA, STEUBEN COUNTY INDIANA.

Exhibit B



ORDINANCE NO. 1766-2024

ORDINANCE FOR APPROPRIATIONS AND TAX RATES

Be it ordained by the Common Council that for the expenses of Angola Civil City for the year ending December 31, 2025 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of Angola Civil City, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance shall be in full force and effect from and after its passage and adoption by the Common Council and approval by the Mayor.

Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
Riverboat	\$60,000	\$0	0.0000
General	\$5,816,900	\$1,702,371	0.2704
LIT Public Safety	\$1,412,700	\$0	0.0000
Police Pension	\$167,900	\$0	0.0000
Local Road & Street	\$80,000	\$0	0.0000
Motor Vehicle Highway	\$3,058,800	\$2,360,508	0.3750
Major Moves	\$200,000	\$0	0.0000
Park	\$1,172,200	\$1,078,155	0.1983
Fire	\$2,451,300	\$1,248,130	0.1713
Cumulative Park & Recreation	\$0	\$105,134	0.0167
Cumulative Capital Improvement	\$100,000	\$0	0.0000
Cumulative Capital Development	\$1,000,000	\$314,773	0.0500
LIT – Economic Development	\$3,987,500	\$0	0.0000
Law Enforcement Continuing Education	\$10,000	\$0	0.0000
Local Road & Bridge Matching Grant	\$1,758,400	\$0	0.0000
Opioid Settlement Restricted	\$98,800	\$0	0.0000

ORDINANCE NO. 1766-2024

Total All Funds	\$21,374,500	\$6,809,071	\$1.0817

AYE

NAY

Council Member

PASSED AND ADOPTED by the Common Council of the City of Angola, Steuben County, Indiana this ____ day of October 2024.

David B. Martin, Mayor

Attest:

Ryan P. Herbert, Clerk-Treasurer

ORDINANCE NO. 1766-2024

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 October 2024.

Ryan P. Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of October 2024.

David B. Martin, Mayor

ORDINANCE NO. 1767-2024

APPROPRIATION REDUCTION ORDINANCE FOR CUMULATIVE CAPITAL DEVELOPMENT FUND

WHEREAS, the Common Council has determined that it is now necessary to reduce appropriations in certain budgets than was appropriated in the 2024 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:

	<u>Reduction Amount Requested</u>	<u>Reduction Amount Approved</u>
Cumulative Capital Development Fund		
Capital Outlays	<u>\$500,000</u>	_____
Total	<u>\$500,000</u>	

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 2024 by the vote of _____ ayes and _____ nays.

David B. Martin, Mayor

Attest:

Ryan P. Herbert, 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 2024.

ORDINANCE NO. 1767-2024

Ryan P. Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of November 2024.

David B. Martin, Mayor

**AN ORDINANCE AMENDING THE
CITY OF ANGOLA, INDIANA EMPLOYEE HANDBOOK, EMPLOYMENT
POLICIES- EQUIPMENT, TOOLS, VEHICLES AND MACHINES**

BE IT HEREBY ORDAINED by the Common Council of the City of Angola, Indiana that the Employee Handbook 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. Employment Policies- Equipment, Tools, Vehicles and Equipment is amended to read as follows:

Equipment, Tools, Vehicles and Machines

Employees are responsible and held accountable for the proper use and care, operation and maintenance of all equipment, tools, vehicles and machines provided by the City. Employees who misuse, neglect or abuse equipment, tools, vehicles or machines are subject to disciplinary action.

Departments within the city maintain a number of city-owned vehicles provided for the sole purpose of conducting official city business. Following are guidelines that apply to the use of all city-owned vehicles:

- Proper use of safety belts is required.
- Holding or using a telecommunications device is prohibited while operating a moving motor vehicle. A telecommunications device may be used in conjunction with handsfree or voice-operated technology. A telecommunications device may be used or held to call 911 to report a bona fide emergency. For the purposes of this policy, the term telecommunications device includes a wireless telephone, personal digital assistant, pager, or text messaging device.
- Operation of city-owned vehicles must be done in a safe, respectful, and courteous manner to ensure a positive representation of the City.
- Employees operating city-owned vehicles are responsible for notifying their supervisor of any damage, maintenance needs or safety concerns.
- Approval of all vehicle maintenance is the responsibility of the department head.
- Employees are required to possess a valid Driver's License or Commercial Driver's License (when required) and maintain an acceptable driving record during employment with the City when operating a vehicle is an essential function of their job. In addition, an employee whose license is suspended, revoked, or expired must report this loss of driving privileges immediately to their department head.
- The City is subject to periodic driving record audits. If an employee, where driving is an essential function of the job, has not properly notified their department head of suspended, revoked, or expired driving privileges and this is discovered during an audit, disciplinary action may result.

ORDINANCE NO. 1768-2024

- Traffic fines and/or arrests while using a city-owned vehicle are the sole responsibility of the employee and may be subject to disciplinary action.
- Charges incurred for emergency repairs, road services or towing while traveling on city-related business are reimbursable when appropriate receipts are submitted and approval is provided by your department head.
- In the case of a vehicle crash, follow standard procedures of calling the appropriate law enforcement agency and/or 911 in case of injury. All crashes or injuries must be reported to your department head as soon as time allows. Your department head is responsible for forwarding the police report immediately to the Clerk-Treasurer's office for processing.
- In the case of a vehicle crash, the vehicle data recorder will be reviewed.

The following public safety positions are provided with a city-owned vehicle and are approved as commute vehicles:

Chief of Police Assistant Chief of Police* Police Detective* Police Sergeant*
Fire Chief Assistant Fire Chief Police Patrol Officer*

Commute vehicles are approved for travel to and from work and intended to assist with conducting city-related business. De minimis (minimal) personal use is permitted. Travel outside your department's jurisdiction for personal use is prohibited.

* Subject to Police Department Standard Operating Guidelines - Commute Vehicle Policy. The following civilian positions are provided with a city-owned vehicle and are approved as commute vehicles:

City Engineer Building Commissioner Street Commissioner ~~ED & Planning Director~~
Park Superintendent Water Superintendent Wastewater Superintendent ~~IT Administrator~~

Commute vehicles are approved for travel to and from work and intended to assist with conducting city-related business. De minimis (minimal) personal use is permitted. Civilian employees electing the option of a commute vehicle must live within Steuben County. If the employee elects not to use the city-owned vehicle as a commute vehicle, the employee must do so in writing to the Clerk-Treasurer.

Civilian use of a city-owned vehicle for commuting will be valued at \$1.50 each one-way commute. The Clerk-Treasurer's office is responsible for taxing commute vehicles. No adjustments on taxing from a prior pay period will be made if the required commute information is not provided at the time of payroll processing.

Internal controls have been established to comply with the IRS guidelines for the use of city-owned vehicles. Employees with commute vehicles and assigned a city-owned vehicle are required to complete the appropriate compliance documents.

This ordinance shall become effective following passage and adoption by the Common Council and approval by the Mayor.

ORDINANCE NO. 1768-2024

DULY PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana, on the _____ day of November 2024 by the vote of _____ ayes and _____ nays.

David B. Martin, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, 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 2024.

Ryan P. Herbert, Clerk-Treasurer

This ordinance signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of November 2024.

David B. Martin, Mayor

RESOLUTION NO. 2024-881

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

WHEREAS, certain conditions have developed since the adoption of the existing annual budget for the year 2024 and it is now necessary to transfer appropriations into different categories than was appropriated in the annual budget for various functions of departments.

BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF ANGOLA, INDIANA, that for the expenses of the city government, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law; and

BE IT FURTHER RESOLVED, that where it has been shown that certain existing appropriations have unobligated balances, which will be available for transferring as follows:

		GENERAL – Common Council
\$5,000.00	from	101-069.00-00436.50 General Repairs & Maintenance
\$5,000.00	to	101-069.00-00423.30 Small Tools & Minor Equipment

PASSED AND ADOPTED by the Common Council of the City of Angola, Indiana on the 21st day of October 2024 by the vote of _____ ayes and _____ nays.

David B. Martin, Mayor
Presiding Officer

Attest:

Ryan P. Herbert, 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 October 2024.

RESOLUTION NO. 2024-881

Ryan P. Herbert, Clerk-Treasurer

This resolution signed and approved by me, the Mayor of the City of Angola, Indiana this _____ day of October 2024.

David B. Martin, Mayor

CLERK-TREASURER'S DEPOSITORY STATEMENT AND CASH RECONCILEMENT
 MONTH ENDING SEPTEMBER 2024

FUNDS	Total Jan. 1 Balance And Receipts to Date 1	Receipts For Month 2	Total Balance And Receipts 3	Disbursed To Date 4	Disbursed For Month 5	Total Disbursements 6	Treasurer's Ending Balance 7
General	\$ 10,845,078.70	\$ 277,356.25	\$ 11,122,434.95	\$ 5,427,610.74	\$ 394,314.25	\$ 5,821,924.99	\$ 5,300,509.96
COVID Indiana CRF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COVID CDBG OCRA Response	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COVID FEMA 2020 FF Supplemental	\$ 1,755.91	\$ -	\$ 1,755.91	\$ -	\$ -	\$ -	\$ 1,755.91
COVID CDBG OCRA Response Phase 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ARP Coronavirus Local Fiscal Recovery	\$ 1,563,151.17	\$ -	\$ 1,563,151.17	\$ 496,857.25	\$ 268,666.03	\$ 765,523.28	\$ 797,627.89
Motor Vehicle Highway	\$ 3,524,860.31	\$ 39,265.98	\$ 3,564,126.29	\$ 1,453,928.00	\$ 87,128.04	\$ 1,541,056.04	\$ 2,023,070.25
Local Road & Street	\$ 334,902.27	\$ 8,252.65	\$ 343,154.92	\$ -	\$ -	\$ -	\$ 343,154.92
Motor Vehicle Highway Restricted	\$ 339,906.34	\$ 17,209.53	\$ 357,115.87	\$ 227,276.00	\$ -	\$ 227,276.00	\$ 129,839.87
Parks & Recreation Operating	\$ 1,385,002.30	\$ -	\$ 1,385,002.30	\$ 603,930.24	\$ 45,409.60	\$ 649,339.84	\$ 735,662.46
LIT Economic Development	\$ 3,570,493.53	\$ 63,440.33	\$ 3,633,933.86	\$ 370,899.25	\$ 17,209.00	\$ 388,108.25	\$ 3,245,825.61
Donation	\$ 232,616.81	\$ 4,435.00	\$ 237,051.81	\$ 78,458.87	\$ 1,759.21	\$ 80,218.08	\$ 156,833.73
Federal Grants Operating	\$ 16,467.09	\$ -	\$ 16,467.09	\$ 16,467.09	\$ -	\$ 16,467.09	\$ 0.00
Local Law Enforcement Continuing Ed	\$ 52,013.08	\$ 339.00	\$ 52,352.08	\$ 23,238.62	\$ -	\$ 23,238.62	\$ 29,113.46
Riverboat	\$ 131,645.78	\$ 52,732.27	\$ 184,378.05	\$ -	\$ -	\$ -	\$ 184,378.05
Local Road & Bridge Matching Grant	\$ 1,037,880.29	\$ -	\$ 1,037,880.29	\$ -	\$ 112,621.04	\$ 112,621.04	\$ 925,259.25
Rainy Day	\$ 3,100,000.00	\$ -	\$ 3,100,000.00	\$ -	\$ -	\$ -	\$ 3,100,000.00
Hazardous Materials Response	\$ 12,367.85	\$ -	\$ 12,367.85	\$ 540.80	\$ -	\$ 540.80	\$ 11,827.05
LIT Public Safety	\$ 2,082,023.30	\$ 70,553.50	\$ 2,152,576.80	\$ 836,806.37	\$ 99,720.55	\$ 936,526.92	\$ 1,216,049.88
Opioid Settlement Unrestricted	\$ 33,985.35	\$ 6,184.67	\$ 40,170.02	\$ -	\$ -	\$ -	\$ 40,170.02
Opioid Settlement Restricted	\$ 82,796.58	\$ 14,430.93	\$ 97,227.51	\$ -	\$ -	\$ -	\$ 97,227.51
Fire Operating	\$ 3,116,844.39	\$ 3,724.50	\$ 3,120,568.89	\$ 1,335,273.17	\$ 145,367.27	\$ 1,480,640.44	\$ 1,639,928.45
Redevelopment General	\$ 888,752.66	\$ -	\$ 888,752.66	\$ -	\$ -	\$ -	\$ 888,752.66
Law Enforcement Trust	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cumulative Capital Improvement	\$ 149,641.61	\$ -	\$ 149,641.61	\$ -	\$ -	\$ -	\$ 149,641.61
Cumulative Capital Development	\$ 948,735.74	\$ -	\$ 948,735.74	\$ -	\$ -	\$ -	\$ 948,735.74
Park Nonreverting Capital	\$ 145,471.83	\$ 3,143.40	\$ 148,615.23	\$ 657.92	\$ 90.59	\$ 748.51	\$ 147,866.72
Park Cumulative Building	\$ 304,318.27	\$ -	\$ 304,318.27	\$ -	\$ -	\$ -	\$ 304,318.27
Local Major Moves Construction	\$ 220,849.08	\$ 920.13	\$ 221,769.21	\$ -	\$ -	\$ -	\$ 221,769.21
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Operating & Maintenance	\$ 1,899,402.59	\$ 194,294.28	\$ 2,093,696.87	\$ 1,534,413.23	\$ 211,840.45	\$ 1,746,253.68	\$ 347,443.19
Water Sinking	\$ 612,825.89	\$ 23,143.23	\$ 635,969.12	\$ 276,712.51	\$ -	\$ 276,712.51	\$ 359,256.61
Water Improvement	\$ 2,784,325.24	\$ 18,025.00	\$ 2,802,350.24	\$ 64,483.78	\$ 2,920.64	\$ 67,404.42	\$ 2,734,945.82
Water Customer Deposit	\$ 87,260.00	\$ 1,100.00	\$ 88,360.00	\$ 14,420.00	\$ 920.00	\$ 15,340.00	\$ 73,020.00
Water Construction	\$ 30.00	\$ -	\$ 30.00	\$ -	\$ -	\$ -	\$ 30.00
Wastewater Operating & Maintenance	\$ 2,623,672.75	\$ 246,051.44	\$ 2,869,724.19	\$ 2,166,001.50	\$ 196,167.15	\$ 2,362,168.65	\$ 507,555.54
Wastewater Sinking	\$ 1,103,049.57	\$ 18,314.48	\$ 1,121,364.05	\$ 231,306.25	\$ -	\$ 231,306.25	\$ 890,057.80
Wastewater Improvement	\$ 2,919,262.96	\$ 52,781.00	\$ 2,972,043.96	\$ 424,223.72	\$ 5,914.60	\$ 430,138.32	\$ 2,541,905.64
Wastewater Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Pension	\$ 354,545.06	\$ 88,077.96	\$ 442,623.02	\$ 115,206.00	\$ 10,853.64	\$ 126,059.64	\$ 316,563.38
Payroll Withholding	\$ 3,031,094.35	\$ 357,138.85	\$ 3,388,233.20	\$ 2,997,032.47	\$ 357,902.52	\$ 3,354,934.99	\$ 33,298.21
Escrow	\$ 64,700.00	\$ 6,600.00	\$ 71,300.00	\$ 24,200.00	\$ 2,400.00	\$ 26,600.00	\$ 44,700.00
TOTAL - CASH FUNDS	\$ 49,601,728.65	\$ 1,567,514.38	\$ 51,169,243.03	\$ 18,719,943.78	\$ 1,961,204.58	\$ 20,681,148.36	\$ 30,488,094.67
Investments By Funds	Total Jan. 1 Balance And Purchases to Date	Investments Purchased For Month	Total Balance And Investments Purchased	Investments Cashed To Date	Investments Cashed For Month	Total Investments Cashed	Treasurer's Balance of Investments
Moneys on Deposit (Interest only) (2)	\$ 41,399.25	\$ 4,439.81	\$ 45,839.06	\$ -	\$ -	\$ -	\$ 45,839.06
Moneys on Deposit (Interest only) (8)	\$ 882,964.27	\$ 106,594.40	\$ 989,558.67	\$ -	\$ -	\$ -	\$ 989,558.67
Local Major Moves Construction (2)	\$ 2,770,102.38	\$ 11,809.82	\$ 2,781,912.20	\$ -	\$ -	\$ -	\$ 2,781,912.20
Total of Investments by Funds	\$ 3,694,465.90	\$ 122,844.03	\$ 3,817,309.93	\$ -	\$ -	\$ -	\$ 3,817,309.93
TOTAL - ALL FUNDS	\$ 53,296,194.55	\$ 1,690,358.41	\$ 54,986,552.96	\$ 18,719,943.78	\$ 1,961,204.58	\$ 20,681,148.36	\$ 34,305,404.60

CITY OF ANGOLA

Prescribed by State Board of Accounts

City or Town Form No. 206 (Rev. 1975)

General Form No. 206 (Rev 1975)

**CLERK-TREASURER'S DEPOSITORY STATEMENT AND CASH RECONCILEMENT
MONTH ENDING SEPTEMBER 2024**

Names of Depositories and Accounts	Depository Balance End of Month	Outstanding Warrants	Net Depository Balance
<u>Bank of New York</u>			
Wastewater Sinking - Bond & Interest (20)	\$ 58,640.63	\$ -	\$ 58,640.63
Wastewater Sinking - Debt Service Reserve (20)	\$ 831,417.17	\$ -	\$ 831,417.17
<u>Farmers State Bank</u>			
General Checking (3)	\$ 3,087,224.41	\$ (6,066.86)	\$ 3,081,157.55
General Savings (8)	\$ 26,489,558.67	\$ -	\$ 26,489,558.67
<u>First Federal Savings Bank of Angola</u>			
Police Operations (9)	\$ 852.98	\$ -	\$ 852.98
<u>Trust INdiana</u>			
Moneys on Deposit (2)	\$ 1,045,839.06	\$ -	\$ 1,045,839.06
TRECS (2)	\$ -	\$ -	\$ -
TOTALS	\$ 31,513,532.92	\$ (6,066.86)	\$ 31,507,466.06
INVESTMENTS MADE FROM DEPOSITORY BALANCES			\$ -
ADD: Cash in Office			\$ 1,250.00
ADJUSTMENTS (explain fully)			
Deposit in transit (3) 13612			\$ 112.80
Deposit in transit (3) 13613			\$ 593.62
Deposit in transit (3) 13615			\$ 356.97
Deposit in transit (3) 13616			\$ 8,556.70
Deposit in transit (3) 13617			\$ 3,614.35
Deposit in transit (3) 13618			\$ 367.58
Deposit in transit (3) 13619			\$ 1,892.18
Outstanding NSF INK			\$ 42.91
Outstanding Credit Card			\$ (760.77)
Moneys on Deposit (interest only EOM)			\$ (1,035,397.73)
TOTAL CASH BALANCE, Plus Depository Balances Invested			\$ 30,488,094.67
Total of Investments - All funds (As shown in Col 7 opposite page)			\$ 3,817,309.93
TOTAL CASH BALANCE AND INVESTMENTS			\$ 34,305,404.60