

**COUNCIL MEETING
AGENDA
May 4, 2015
8:00 PM
BLUFFTON TOWN HALL**

MINUTES

Regular Meeting April 20, 2015

Special Meeting April 29, 2015

SWEARING IN OF NEW COUNCIL MEMBER

BILLS

ORDINANCE NO. 07-15 **1ST READING** **EMERGENCY**
AN ORDINANCE AUTHORIZING APPROVAL OF THE MINUTES FROM THE TAX
INCENTIVE REVIEW COUNCIL AND DECLARING AN EMERGENCY.

ORDINANCE NO. 08-15 **1ST READING** **EMERGENCY**
AN ORDINANCE AMENDING THE VILLAGE OF BLUFFTON, OHIO
PERSONNEL POLICY AND PROCEDURE MANUAL AND TO REPEAL ALL
OTHER ORDINANCES AND POLICY INCONSISTENT THEREWITH AND
DECLARING AN EMERGENCY.

ADMINISTRATOR'S REPORT

SAFETY

MEETING DATES

May 4, 2015	Utilities Committee	7:00 PM
May 4, 2015	Parks and Recreation Committee	7:30 PM
May 4, 2015	Council	8:00 PM
May 18, 2015	Council	8:00 PM

Regular Council Meeting

April 20, 2015

Mayor Augsburg presiding. Messrs: Burrell, Collier, Sehlhorst, Steiner, Talavinia, and Warren present.

Mr. Sehlhorst moved, seconded by Mr. Burrell to approve the minutes of the regular council meeting held on April 6, 2015. Roll Call: Yes (6) Messrs: Sehlhorst, Burrell, Collier, Steiner, Talavinia, and Warren. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Talavinia to approve the bills as presented. Total non-payroll of \$110,778.67 and payroll of \$42,379.32. Roll Call: Yes (6) Messrs: Warren, Talavinia, Burrell, Collier, Sehlhorst, and Steiner. No (0), motion approved.

The Fiscal Officer announced the following meetings:

April 23, 2015	Personnel	3:15 PM
April 29, 2015	Finance	7:00 PM
May 4, 2015	Utilities	7:00 PM
May 4, 2015	Recreation	7:30 PM
May 4, 2015	Council	8:00 PM

Mr. Dick Boehr provided an update on the Shannon Cemetery project.

Mr. Fred Steiner addressed Council concerning the Bluffton Center for Entrepreneurs and requested Council's support.

Mr. Warren moved, seconded by Mr. Sehlhorst to approve support of the Bluffton Center for Entrepreneurs in the amount of \$5000.00 for 2015. Roll Call: Yes (5) Messrs: Warren, Sehlhorst, Burrell, Collier, and Talavinia. No (0). Mr. Steiner abstained, motion approved.

Mr. Warren moved, seconded by Mr. Burrell to approve the renewal of the employer provided health insurance plan offered by United Healthcare for the period of July 1, 2015 through June 30, 2016, at a rate increase of 2.83%. Roll Call: Yes (6) Messrs: Warren, Burrell, Collier, Sehlhorst, Steiner, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Burrell to accept the resignation of Councilman Everett Collier, effective at the end of the April 20, 2015 meeting. Roll Call: Yes (5) Messrs: Warren, Burrell, Sehlhorst, Steiner (with regret), and Talavinia. No (0). Mr. Collier abstained, motion approved.

Mr. Sehlhorst moved, seconded by Mr. Steiner to enter into executive session for the discussion of contracts (Council, Mayor, and Fiscal Officer only). Roll Call: Yes (6) Messrs: Sehlhorst, Steiner, Burrell, Collier, Talavinia, and Warren. No (0), motion approved.

Mr. Talavinia moved, seconded by Mr. Sehlhorst to exit from executive session and return to regular session. Yes (6) Messrs: Talavinia, Sehlhorst, Burrell, Collier, Steiner, and Warren. No (0), motion approved. No action taken.

Mr. Steiner moved, seconded by Mr. Talavinia to approve the mutual aid agreement for fire protection within Allen County. Yes (6) Messrs: Steiner, Talavinia, Burrell, Collier, Sehlhorst, and Warren. No (0), motion approved.

Mayor Augsburg announced the Arbor Day Proclamation.

Mr. Warren moved to adjourn.

MAYOR

FISCAL OFFICER

Special Council Meeting

April 29, 2015

Mayor Augsburg presiding. Messrs: Burrell, Sehlhorst, Steiner, Talavinia, and Warren present.

Mr. Sehlhorst moved, seconded by Mr. Burrell to go into executive session to discuss personnel matters. Roll call, Yes (5) Messrs: Sehlhorst, Burrell, Steiner, Talavinia and Warren, No (0), motion approved.

Mr. Burrell moved, seconded by Mr. Talavinia to adjourn executive session. Roll call: Yes (5) Messrs: Burrell, Talavinia, Warren, Sehlhorst and Steiner. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Sehlhorst to appoint Richard Johnson to the open council seat. Roll call: Yes (5) Messrs: Warren, Sehlhorst, Steiner, Talavinia and Burrell. No (0), motion approved.

Mr. Sehlhorst moved to adjourn.

MAYOR

FISCAL OFFICER

Village of Bluffton
Bills to be paid
5/4/2015

PAYROLL:

Village	\$	36,439.61
TOTAL PAYROLL	\$	36,439.61

NON-PAYROLL:

		\$	422.50	
Alloway	Lab Analysis	\$	682.50	
All Service Aeration	Portable Toilets & Jetting	\$	16,393.44	
Allied	Refuse Service	\$	4,150.35	
Aquionics	Spring UV Rebuild	\$	9.00	
Bailey's	Police Uniforms	\$	57.04	
Bluffton Stone	Road Maintenance Supplies	\$	1,320.00	
F. Stephen Chamberlain	Retainer/ Meeting	\$	59.00	
Josh Brown/ Custom Auto	Cruiser Maintenance	\$	239.00	
Joseph Helfrich	Town Hall Concert	\$	540.26	
Kleem	Street Signs	\$	8.90	
M & R Plumbing	PVC Pipe	\$	16,673.86	
AEP	Electricity	\$	118.36	
Perry	Computer/Copier Back-up	\$	2,000.00	
Everett J Prescott	3" Meter- Riley View Apts	\$	150.20	
Lima Radio Hospital	Radio Maintenance	\$	124.91	
Sirchie	Fingerprint Pads & Evidence Markers	\$	729.46	
SmartBill	Utility Bill Printing & Postage	\$	3,700.00	X
Don Snyder Excavating	Shannon Cemetery- Tree Removal	\$	283.23	
Staples- Business	Electric Stapler, File Holder	\$	1,200.00	
State of Ohio UST Fund	2015 Underground Storage Tank Fee	\$	314.90	
Time Warner Cable	Internet	\$	10,845.26	
United Healthcare	Hospitalization	\$	1,070.81	
ACH Centurylink	Telephone Service	\$	421.08	
Utility Sales Agency	Water Line Parts	\$	120.49	
Verizon	Air Card	\$	75.86	
Vetter	Screws, Anti-Rust, Fasteners	\$	1,259.00	
Warren Fire	SCBA Test	\$	4.95	
W.C.O.I.L.	Internet	\$	1,152.02	
Dominion	Natural Gas	\$		

Total Non-Payroll	\$	64,126.38
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Mayor/ Council President

X: Then and Now Approved by Council

A: Addition to list

Statement of Cash Pos w/MTD

AS OF: 04/30/2015

YEAR: 2015

FUND NO.	FUND DESCRIPTION	STARTING ACCOUNT:			ENDING ACCOUNT: z			UNEXPENDED BALANCE	OUTSTANDING ENCUMBRANCE	ENDING BALANCE
		BEGINNING BALANCE	[-----RECEIPTS-----] M-T-D	Y-T-D	DISBURSMENTS---] M-T-D	Y-T-D				
A1	GENERAL FUND	2355382.64	351471.22	942809.46	139655.83	540605.94	2757586.16	324030.32	2433555.84	
B1	STREET FUND	132381.64	11540.24	45964.29	21808.04	82586.83	95759.10	55834.72	39924.38	
B2	STATE HIGHWAY FUND	46210.58	882.61	3619.83	0.00	0.00	49830.41	0.00	49830.41	
B3	CEMETARY FUND	15621.17	7975.25	10875.25	412.12	1648.48	24847.94	22341.46	2506.48	
B4	PARK FUND	4580.73	0.00	0.00	666.30	5149.73	569.00	8453.79	9022.79	
B5	BENROTH MEMORIAL BR	534.63	0.00	0.00	0.00	0.00	534.63	0.00	534.63	
B6	FEMA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
B7	COURT COMPUTER	5113.14	0.00	0.00	0.00	0.00	5113.14	0.00	5113.14	
B8	DUI ENFORCEMENT & E	219.01	0.00	0.00	0.00	0.00	219.01	0.00	219.01	
B9	PERMISSIVE LICENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
C1	STREET DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
C2	SWIMMING POOL DEBT	863.28	0.00	0.00	0.00	0.00	863.28	0.00	863.28	
D1	CAPITAL IMPROVEMENT	3477.57	0.00	0.00	0.00	0.00	3477.57	0.00	3477.57	
D2	STORM SEWER IMPROVE	54107.42	0.00	0.00	0.00	0.00	54107.42	6930.00	47177.42	
D3	FIRE & RESCUE IMPRO	56075.92	0.00	27167.00	0.00	43495.95	39746.97	5723.05	34023.92	
D4	SWIMMING POOL IMPRO	11369.67	0.00	0.00	0.00	0.00	11369.67	0.00	11369.67	
D5	EQUIPMENT REPLACEMENT	177.90	0.00	0.00	0.00	0.00	177.90	15264.58	15086.68	
D6	AIRPORT IMPROVEMENT	54961.17	0.00	15632.00	0.00	23193.86	47399.31	5825.00	41574.31	
D7	STREET IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
D8	TOWN HALL IMPROVEME	334938.05	0.00	42968.03	0.00	6092.80	371813.28	25992.75	345820.53	
D9	POLICE EQUIPMENT RE	4784.71	0.00	0.00	0.00	0.00	4784.71	0.00	4784.71	
E1	WATER FUND	165955.66	102460.05	317624.64	61556.69	303039.34	180540.96	529660.23	349119.27	
E2	SEWER FUND	109074.77	79795.31	266254.17	93835.58	321885.93	53443.01	232303.36	178860.35	
E3	SEWER DEBT SERVICE	245300.00	0.00	0.00	0.00	0.00	245300.00	0.00	245300.00	
E4	SEWER DEBT SERVICE	42026.59	20500.00	82000.00	0.00	0.00	124026.59	245730.00	121703.41	
E5	WATER DEBT SERVICE	0.00	0.00	0.00	0.00	252614.61	252614.61	252616.39	505231.00	
E6	SEWER REPLACEMENT &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E7	REFUSE FUND	68033.79	18814.79	70699.65	16588.60	66661.08	72072.36	151777.77	79705.41	
E9	WATER/ SEWER IMPROV	299452.48	60092.95	180266.63	83703.78	182969.52	296749.59	113245.73	183503.86	
F1	WATER CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
F2	COMMUNITY EVENTS	5880.77	0.00	0.00	0.00	0.00	5880.77	0.00	5880.77	
F3	COMMUNICATIONS FUND	6960.24	0.00	0.00	0.00	0.00	6960.24	1000.00	5960.24	
F4	POLICE CONTINUING PR	1769.87	0.00	0.00	0.00	298.35	1471.52	0.00	1471.52	
F5	UTILITY RECOVERY	16459.88	0.00	0.00	0.00	0.00	16459.88	0.00	16459.88	
G2	UNCLAIMED MONIES TR	225.20	0.00	0.00	0.00	0.00	225.20	0.00	225.20	
G3	INCOME TAX FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
G4	CEMETARY TRUST - C/	1326.66	0.00	0.00	0.00	0.00	1326.66	0.00	1326.66	
G5	CEMETARY TRUST - MA	524.37	0.00	0.00	0.00	0.00	524.37	0.00	524.37	
H1	SPECIAL ASSESSMENT	897.17	0.00	0.00	0.00	0.00	897.17	0.00	897.17	
H2	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
H4	SPECIAL ASSESSMENT	849.41	0.00	0.00	0.00	0.00	849.41	0.00	849.41	
H5	SPECIAL ASSMT - MAI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
H6	SPECIAL ASSMT - JAC	119.67	0.00	0.00	0.00	0.00	119.67	0.00	119.67	
	TOTAL:	4045655.76	653532.42	2005880.95	418226.94	1830242.42	4221294.29	1996729.15	2224565.14	

* End of Report: VILLAGE OF BLUFFTON *

ORDINANCE NO. 07-15

AN ORDINANCE AUTHORIZING APPROVAL OF THE MINUTES FROM THE TAX INCENTIVE REVIEW COUNCIL AND DECLARING AN EMERGENCY.

WHEREAS, Allen County held a Tax Incentive Review Council Meeting on March 19, 2015 to review all tax abatement agreements within the Village of Bluffton, Allen County (Zone #281C) through the annual State Report;

WHEREAS, The following recommendations were made in order to assure that all companies remain in compliance and receive the full abatement as outlined in the Enterprise Zone Agreement;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION I: The Enterprise Zone Agreement for Diamond Machine #281-12-01 (2012) be continued.

SECTION II: This Ordinance must receive the approval by the Board of Commissioners of Allen County and be forwarded to the Ohio Departments of Taxation and Development, and County Auditor within fifteen days of approval in order to be finalized.

SECTION III: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, safety and welfare of the Village of Bluffton, for the reason stated in Section II. Therefore this Ordinance shall be in effect from and after its passage.

SECTION IV: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were made in open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this 4th day of May, 2015 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

F. Stephen Chamberlain
Village Solicitor

CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of
Ordinance No. 07-15, passed by the Council of the Village of Bluffton, Ohio on May 4, 2015.

Dated: _____

Nancy L. Kindle
Village Fiscal Officer

ORDINANCE NO. 08-15

AN ORDINANCE: AMENDING THE VILLAGE OF BLUFFTON, OHIO PERSONNEL POLICY AND PROCEDURE MANUAL AND TO REPEAL ALL OTHER ORDINANCES AND POLICY INCONSISTENT THEREWITH AND DECLARING AN EMERGENCY.

WHEREAS, In order to maintain compliance with Internal Revenue Service regulations, it is necessary to establish and update policies regulating dress codes and clothing allowances for certain employees of the Village of Bluffton; and

WHEREAS, It is necessary to update and amend the Personnel Policy and Procedures Manual for the Village of Bluffton.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

Section 1: That Village Council amends the Personnel, Policy and Procedure Manual to incorporate the changes as described "Exhibit A" hereafter attached.

Section 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public peace, health, welfare and safety of the inhabitants of the Village and for the further reason that the changes will not be affective until this Ordinance is passed.

Section 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this ____ day of _____ 2015, by the governing board of the Village of Bluffton, Ohio by the following vote:

Ayes:____ Noes:____ Abstain:_____

Attest:

MAYOR

FISCAL OFFICER

Approved as to Form:

F. Stephen Chamberlain
VILLAGE SOLICITOR

Exhibit A

Village of Bluffton- Dress Code Policy

1. PURPOSE

The Village of Bluffton strives to present itself to the public as a professional organization, while providing a pleasant work environment for its employees. This policy is intended to provide guidance on what is acceptable dress while representing the Village. This policy does not claim to address every situation; therefore, absent any guidance, employees should use their good judgment.

2. POLICY

The Village of Bluffton maintains a business casual working environment. All employees should use discretion in wearing attire that is appropriate for the office and customer interaction. Due to varied work assignments and working conditions, it is not practical to establish specific and absolute criteria as to what is, or is not, appropriate dress. A good rule of thumb: if you wear it to the gym, nightclub, or beach, it is most likely inappropriate.

Employees shall wear clean and well-maintained attire consistent with the nature of their job. The Village reserves the right to require employees to change clothes that are not appropriate for the conduct of business with the public or pose a safety hazard.

Jewelry and body piercing may be worn when it does not present a safety hazard and does not interfere with the employee's ability to perform job duties. Belly button jewelry will be covered by clothing; however, jewelry on the tongue and face are prohibited. Body art (tattoos) must be covered during working hours.

In compliance with this policy, the following are examples of inappropriate attire:

- Apparel of any kind with inappropriate/ offensive language, art, or advertisements that can be seen
- Halter tops, tube tops, muscle shirts, strapless tops, spaghetti strap tops/dresses, or short tops that reveal the midriff
- Revealing, sheer, or see-through tops, blouses, or sweaters (unless worn over another shirt)
- Altered clothing, such as cut-offs
- Athletic attire, including, but not limited to, sweatpants, shorts, warm-up or wind suits, jogging outfits, etc.
- Flip-flop type sandals

3. SPECIFICATIONS

Employees working in the police department shall follow the established uniform policy for the department.

Employees working in the Village's Service and Sewer Departments shall be subject to the following work uniform policy:

- A. Employees will be required to wear work uniform safety t-shirts with the Village of Bluffton logo imprinted on them (logo t-shirts). The shirts will be in vibrant colors, i.e. safety green, yellow, orange, etc. to promote visibility and increase safety.

- B. Work pants may be the traditional uniform pants or denim-type material. Shorts may be worn when appropriate and does not impact the employee's ability to safely perform the assigned job duties. Shorts must be at least knee length and cannot be altered.
- C. Employees must wear Village approved work wear uniforms during working hours. Logo t-shirts and sweatshirts may only be worn to and from work and during work hours. If the employee makes a de minimus stop on the way to or from work, the shirt may be worn. Logo t-shirts and sweatshirts are not to be worn for "moonlighting", running personal errands, going out to dinner, chores around the house, performing personal yard work, etc. Family members and non-Village personnel are not permitted to wear Village logo t-shirts or sweatshirts. Violation of this policy will subject the employee to appropriate discipline.
- D. Work pants and outerwear (which shall not have the Village logo on them) may be worn at any time by the employee.
- E. Employees are required to wear appropriate footwear for the job they are performing. Generally, this will be non-safety toe work boots (safety toe work boots are not required), but may include waterproof boots (i.e. Muck Boots) or similar.
- F. When an employee retires, resigns, or is terminated, he/she shall surrender all logo t-shirts and sweatshirts for disposal. These will be disposed of in an appropriate manner (i.e. cut up for shop rags, etc.) and not reissued to current or new employees. The reason for this is to eliminate the possibility that a former Village employee will be able to use a Village logo shirt to impersonate current employment status and gain entry onto a resident's home or gain a resident's confidence under false pretense.

4. CLOTHING ALLOWANCE

- A. Employees working in the Police Department shall follow the established uniform allowance policy for the department.
- B. Employees working in the Village's Service and Sewer Departments shall be subject to the following uniform allowance policy:
 - i. Full-time employees shall receive a total of \$550.00 per year, payable in two equal installments: one in February of each year and one in August of each year.
 - ii. With approval of the Village Administrator, full-time employees shall receive up to an additional \$300.00 in a given year to accommodate the purchase of insulated bib overalls (Carhartt brand or similar) and/or insulated work coat (Carhartt brand or similar) as necessary. At a minimum, this additional allowance will only be provided to each employee every three (3) years and will be based on the condition of the garments from normal work-related wear and tear.
 - iii. Uniform Allowance shall be a taxable fringe benefit and included on employee's W-2.
 - iv. Employees must submit receipts for purchased work clothing to the Village Fiscal Officer within ten (10) business days of purchase. This is necessary to insure that appropriate expenditures are made and the provided allowance is not pensionable under OPERS regulations.
 - v. The Uniform Allowance is designed to assist employees with purchasing and maintaining in good order the work wear specified in Section 3 above.
- C. Seasonal Employees will be provided necessary t-shirts per departmental practices and the cost will be a taxable fringe benefit and included on employee's W-2.

5. VIOLATION OF POLICY (within a 12 month period)

First Offense: Employees wearing inappropriate attire in violation of the policy or failing to submit receipts in violation of the policy will be given the opportunity to remedy the situation. Time away from the workplace to remedy the situation will be charged as personal or vacation time, if available. If no time is available, leave without pay will be charged. A verbal warning will also be issued.

Second Offense: Employees wearing inappropriate attire in violation of the policy or failing to submit receipts in violation of the policy will be given the opportunity to remedy the situation. Time away from the workplace to remedy the situation will be charged as personal or vacation time, if available. If no time is available, leave without pay will be charged. A written warning will also be issued.

Third Offense: Employees wearing inappropriate attire in violation of the policy or failing to submit receipts in violation of the policy will be given the opportunity to remedy the situation. Time away from the workplace to remedy the situation will be charged as personal or vacation time, if available. If no time is available, leave without pay will be charged. Employee will receive a one (1) day unpaid suspension.

Fourth and Subsequent Offenses: Continued disregard for the dress code policy will result in further disciplinary actions up to and including dismissal from employment.

**To: Mayor Augsburger
Council Members**

Projects

Beaverdam Contracting has essentially completed the water line replacement projects on Kibler Street and Garmatter Street. Bluffton Paving has paved the trenches on both projects. On Garmatter, due to the pre-existing condition of the roadway, the finished product is a little rough. One of the reasons that the water line replacement was scheduled when it was was due to the aging of the roadway. Both Kibler and Garmatter are scheduled to be resurfaced in 2016. Bluffton Paving will perform some sealing of joints to help the surface maintain until the resurfacing.

Water Tower Painting

Utility Service Group has completed the painting of the East Water Tower. The Bluffton University logo was painted per the approved specs, and looks very sharp. However, due to the font of the approved logo, it is extremely difficult to read the "University" portion of the logo from a distance. Representatives from the University have been in consultation with Utility Service Group to discuss options.

2015 Street Maintenance Program

Bluffton Paving has started work on the Village's 2015 Street Maintenance Program. They had the mill available this week and are paving Jackson and Spring Streets as I am typing this report. We will be replacing a catch basin on the library alley prior to the resurfacing work being undertaken.

Pool and Parks

The Service Department now has all of the restroom facilities at the pool (exterior) and parks open for the season. Additionally, the process of opening the pool for the season is underway.

Time Warner Letter

I received a letter (attached) from Time Warner Cable with an update on the Time Warner/Comcast merge that was reported to the Village last year. Last year we were informed that, as part of the proposed merger, the Bluffton area would become territory of Comcast, rather than Time Warner Cable, when the merger was completed. The letter received today (Friday) advised that the Comcast/Time Warner Cable transaction has been terminated and Time Warner will continue as the operator in our community.

TIRC Legislation

Ordinance No. 07-15 is legislation that is necessary to approve the minutes from the Tax Incentive Review Council approving the continuation of the Enterprise Zone Agreement with Diamond Machine. It is requested to be passed as an emergency to facilitate filing deadlines for the State.

Executive Session Request

I would like to request an Executive Session during Monday evening's Council Meeting for the purpose of discussing a pending legal matter.



April 29, 2015

James Mehaffie, Village Administrator
The Village of Bluffton
100 East Elm Street
Bluffton, Ohio 45817

Re: Comcast/Time Warner Cable Transaction Terminated

Dear Mr. Mehaffie:

More than a year ago, Time Warner Cable Inc. ("Time Warner Cable"), the ultimate parent of the cable franchisee in your community, and Comcast Corporation ("Comcast") entered into an agreement to merge and Comcast then agreed to transfer certain systems to Charter Communications. As you probably know, last Friday, Comcast terminated those agreements and this letter is to let you know that Time Warner Cable will now continue as the operator of the cable system in your community. I want to take this opportunity to assure you that Time Warner Cable remains financially and operationally strong, and we are committed to continue to deliver great experiences to our customers. As always, if you have any questions, feel free to call me at 419.429.7450 or send an email to brian.young@twcable.com.

Respectfully,

A handwritten signature in cursive script that reads "B. Young".

Brian Young
Director of Government Relations
Time Warner Cable