

**COUNCIL MEETING
AGENDA
June 1, 2015
8:00 PM
BLUFFTON TOWN HALL**

MINUTES May 18, 2015

BILLS

ADMINISTRATOR'S REPORT

SAFETY

COMMITTEE REPORTS/MEETING SCHEDULING

SHANNON CEMETERY DISCUSSION

MEETING DATES

June 1, 2015	Insurance Committee	6:00 PM
June 1, 2015	Council As A Whole	6:30 PM
June 1, 2015	Council	8:00 PM
June 15, 2015	Council	8:00 PM

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

Mr. Warren moved, seconded by Mr. Sehlhorst to approve the minutes of the regular council meeting held on May 4, 2015. Roll Call: Yes (5) Messrs: Warren, Johnson, Sehlhorst, Steiner, and Talavinia. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Warren to approve the bills as presented. Total non-payroll of \$151,947.65 and payroll of \$45,984.35. Roll Call: Yes (5) Messrs: Johnson, Warren, Sehlhorst, Steiner, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Talavinia to suspend the rules. Roll Call: Yes (5) Messrs: Warren, Talavinia, Johnson, Sehlhorst, and Steiner. No (0), motion approved.

Mr. Steiner moved, seconded by Mr. Warren to approve the first reading of Resolution No. 07-15: A RESOLUTION MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY. Roll Call: Yes (5) Messrs: Steiner, Warren, Johnson, Sehlhorst, and Talavinia. No (0), motion approved.

The Fiscal Officer announced the following meetings:

May 21, 2015	Airport Advisory Commission	7:30 PM
May 26, 2015	Utilities Committee	Noon
June 1, 2015	Streets, Alleys, Sidewalks- Council as a Whole	6:30 PM
June 1, 2015	Council	8:00 PM

Mr. Sehlhorst moved, seconded by Mr. Talavinia to approve the listing of seasonal pool employees as presented. Roll Call: Yes (4) Messrs: Sehlhorst, Talavinia, Steiner, and Warren. No (0). Mr. Johnson abstained, motion approved.

Mr. Warren moved, seconded by Mr. Steiner to approve the hiring of Machaela McClintock as part-time seasonal help- rate of pay to be minimum wage. Roll Call: Yes (5) Messrs: Warren, Steiner, Johnson, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Steiner moved, seconded by Mr. Talavinia to authorize the Village Administrator to sign the bi-lateral agreement with the EPA. Roll Call: Yes (5) Messrs: Steiner, Talavinia, Johnson, Sehlhorst, and Warren. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to accept the resignation of Eric Lehman, part-time patrol officer, effective June 1, 2015. Roll Call: Yes (5) Messrs: Warren, Johnson, Sehlhorst, Steiner, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Talavinia to approve hiring Hannah Korte, part-time patrol officer, at a rate of \$10.27/hr, effective May 18, 2015. Roll Call: Yes (5) Messrs: Warren, Talavinia, Johnson, Sehlhorst, and Steiner. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to close Main Street on May 25, 2015 from 9:00am-11:00am for the Memorial Day parade. Roll Call: Yes (5) Messrs: Warren, Johnson, Sehlhorst, Steiner, and Talavinia. No (0), motion approved.

Mr. Warren moved to adjourn.

MAYOR

FISCAL OFFICER

Village of Bluffton
Bills to be paid
6/1/2015

PAYROLL:

Village	\$	37,412.13
TOTAL PAYROLL	\$	37,412.13

NON-PAYROLL:

Alloway	Lab Analysis	\$	1,279.10
All Service Aeration	Portable Toilets & Jetting	\$	532.50
Allied	Refuse Service	\$	16,421.32
Aquionics	Quartz Sleeves, Bearings	\$	888.23
Robert Badertscher	Earmuffs	\$	71.41
Barry Electronics	Repiar Amp- Pool	\$	274.99
Bluffton Stone	Road Maintenance Supplies	\$	52.06
Marbee	EMS Certificates	\$	175.00
F. Stephen Chamberlain	Retainer/Meeting	\$	1,320.00
David Williams & Assoc	Washer Sets	\$	70.00
Engineered Solutions	Water Plant PLC Programming	\$	2,381.05
James Grandey	Reimburse Fence Repair Damaged by Waterline	\$	125.00
M & R Plumbing	Refrigerator- Fire Dept	\$	649.00
OP Aquatics	Lifeguard Chairs	\$	462.62
Perry	Computer/Copier Back-up	\$	66.03
Rush Truck Center	Tanker Repair	\$	1,393.80
Sensus	Annual Support Renewal	\$	1,570.34
SmartBill	Utility Bill Printing & Postage	\$	732.12
Staples- Business	Paper, Air Fresheners	\$	380.97
Treasurer of State	VFFDF Assessment	\$	150.00
United Healthcare	Hospitalization	\$	10,845.26
United Healthcare	Life Insurance	\$	102.00
Verizon	Air Card	\$	120.49
Dominion	Natural Gas	\$	437.37

Total Non-Payroll	\$	40,500.66
--------------------------	-----------	------------------

Mayor/ Council President

X: Then and Now Approved by Council
A: Addition to list

STREETS, ALLEYS, LIGHT & SIDEWALKS COMMITTEE MEETING:



05/18/15

Meeting: 5/18/15

Start: 7 PM

End: 7:55 PM

- Meeting notes in Italics

AGENDA:

- VILLAGE RESIDENT QUESTIONS:
 - Alley Improvement/Vacate – between 511 and 517 S. Main St.
 - – *Mr. Marcum requesting permission to pave the alley*
 - – *Conversation concerning what is the best option Pave and/or vacate*
 - – *Scheduled a Council as a whole meeting June 1, 2015 6:30 PM to discuss the process of Alley vacating and qualifications*
 - School Intersection: College Ave. and S. Main St.
 - – *Paula Scott presented concern for pedestrian safety at this intersection. Would like to see the Village continue to reach out to the State and seek necessary options to improve this safety concern.*
 - – *Committee suggested we continue to communicate with the State and get the School involved in our effort.*

SIDEWALKS: - 276 Inspection Reports filled out for the West Side of town vs. 202 on East Side

- Upcoming Sidewalk Deadlines – Reminder letters were sent out mid-April to residents on the East side of Town. Beginning of June – post reminder on Bluffton Icon. West side reminder letter will be sent out beginning of July. **Current results** – 120 Sidewalk Permits have been issued. Staying busy answering questions, inspecting and consulting on sidewalk repair & replacement.
East side Deadline: July 15, 2015
 - 80 Permits so far/ 50% ComplianceWest side Deadline: October 1, 2015
 - *Reminders per media to be posted in June for East Side residents*
 - *Reminders per media to be posted in July for West Side residents*
- Village Owned Sidewalks - See attached Spreadsheet for possible form to gather bids. Goal is to finalize plans here and have bids back by the end of June. Schedule work for summer 2015.
- Curb/Sidewalk Issues - I have received many questions regarding the repairs of a sidewalk in areas where the curb is directly beside the walk and the curb is either failing or the sidewalk has sunk well below the curb. The curb/sidewalk intersection was not part of my initial inspection but it is a tripping hazard. I need some guidance on how to proceed with these areas of town. It seems that a complete curb & sidewalk replacement is the best course of action for some of these areas. Unless the whole street makes these

STREETS, ALLEYS, LIGHT & SIDEWALKS COMMITTEE MEETING:

05/18/15



repairs there will be issues at every property line..... These sidewalks can be found on W. Elm, W. Riley, W. Kibler.

- Continue to research what available options would work best for the Village and residents.

- Homeowner Curb Replacement? – A homeowner inquired about replacing the curb at residence on Eastland Dr. How to proceed?
 - Advise homeowner to proceed with their curb replacement.
- Break-out Panel – Between two properties on a curbed street, Main St. is good example. One property is installing new sidewalk and will be in compliance with sidewalk to curb specs while the neighbor is not replacing sidewalk and this results in a height difference between the sidewalks. Who pays for the break-out panel between the two properties?
 - Advised that the old policy of trees in the Village tree lawn do not cause sidewalk damage not practical.
 - Administration to decide if our tree caused the damage to sidewalk. Village should pay for the repair.
- Old Business:
 - ✓ Street Tree Policy – Policy regarding street tree vs. sidewalk issues.
 - Joint effort with tree commission and Village administration to manage Village tree lawn trees
 - Case by case basis
 - Village to cover the cost if our tree lawn caused the damage to the property owners sidewalk.

STREETS:

- Street paving list for 2015 has been completed except for the Library Alley and the alley beside Dr. Brown's office. Catch basin replacement needs to be completed in the Library alley before it is paved. This work is tentatively scheduled for the end of May.
- Old Business:
 - ✓ Curb at 180 Kibler St. – damaged curb from fire hydrant replacement needs repaired

ALLEYS:

- Old Business:
 - ✓ Dr. Brown's Parking Lot – grindings have been added to the parking lot and the damaged area of public alley. The condition of these repairs will be reassessed in the Spring. I still need to speak with Franz and determine if he will be sealing the lot before we repair the public alley connecting the parking lot to the street.
-

STREETS, ALLEYS, LIGHT & SIDEWALKS COMMITTEE MEETING:

05/18/15



LIGHT:

- Old Business:

- ✓ Main Street Lights- current bulbs were installed in 2009. Have seen increased failure rate and will continue to monitor with plans for total replacement this year. Global Electric is working on a cost benefit-analysis for installing LED bulbs. Money is available through State Highway Fund. Still waiting on cost-benefit analysis. – Will call for update.

**To: Mayor Augsburg
Council Members**

Shannon Cemetery Discussion

We have received numerous requests from individuals to be placed on the agenda for Monday evening's regularly scheduled Council Meeting to speak regarding the Shannon Cemetery. After consultation with the Mayor, the agenda for the meeting includes an item to conduct a discussion on the topic, rather than list all of the individuals seeking to be placed on the agenda.

Spring Cleanup

In total, Republic Services hauled away seven very full dumpsters during the ten days that the Spring Cleanup took place. This past weekend, the brush dump was a very popular place between residents disposing of garbage, residents disposing of brush, and residents getting mulch.

Seasonal Personnel

I am recommending that Council hire three additional lifeguards for the swimming pool: Taylor Wenger, Andrew Ross, and Josiah Conley have submitted applications. We have had one guard that was hired at the last meeting decide to seek alternative employment elsewhere, and we were a little light on lifeguards anyway.

Executive Session Request

I would like to request an executive session at the end of Monday evening's regularly scheduled Council Meeting to discuss contracts.