

Village of Bluffton Council Meeting Agenda
Bluffton Town Hall, 3rd Floor
154 North Main Street, Bluffton
February 27, 2017
8:00 PM

Opening Ceremonies

Call to Order
Pledge of Allegiance

Minutes

Approval of the minutes for the Bluffton Village Council meeting held on Monday, February 13, 2017.

Bills

Financial Statements - The 2016 Village of Bluffton financial statements are complete and a copy has been included in the e-mailed council packets. They are available for review at the Town Hall during normal business hours.

Legislation

Resolution No. 06-17

2nd Reading

Emergency

A resolution authorizing routine purchasing for the Village of Bluffton pending the appointment of a village administrator.

Resolution No. 07-17

1st Reading

Emergency

A resolution making certain transfers and declaring an emergency.

Presentation by the Allen Water District to discuss the Consolidation Feasibility Study examining the feasibility of merging the Allen Water District's water utility district with the Board of County Commissioner's water and sewer district.

Administrator's Report

Safety Services

Committee Reports

Bike and Pedestrian Pathway Board 02-02-17 – Meeting minutes attached
Street and Alleys 02-20-17 – Meeting minutes attached
Utilities 02-27-17 – Allen County Sanitary Engineering Discussion

Public Comment

Meeting Dates (meetings held at the Town Hall unless otherwise noted)

Council Meeting – Monday, March 13th at 8:00pm
SSI Demonstration – Monday, March 20th at 6:00pm

Adjournment – Motion and Second

Mayor Augsburger presiding. Messrs: Burrell, Johnson, Miller, and Sehlhorst present. Messrs: Talavinia and Warren absent.

Mr. Sehlhorst moved, seconded by Mr. Miller to approve the minutes of the regular council meeting held on January 23, 2017. Roll Call: Yes (4) Messrs: Sehlhorst, Miller, Burrell, and Johnson. No (0), motion approved.

Mr. Miller moved, seconded by Mr. Sehlhorst to approve the bills as presented. Total payroll of \$42,476.74 and non-payroll of \$461,363.51. Roll Call: Yes (4) Messrs: Miller, Sehlhorst, Burrell, and Johnson. No (0), motion approved.

Mr. Burrell moved, seconded by Mr. Miller to approve the first reading of Resolution No. 06-17: A RESOLUTION AUTHORIZING ROUTINE PURCHASING FOR THE VILLAGE OF BLUFFTON PENDING THE APPOINTMENT OF A VILLAGE ADMINISTRATOR. Roll Call: Yes (4) Messrs: Burrell, Miller, Johnson, and Sehlhorst. No (0), motion approved.

Brendon Matthews, Bluffton Center for Entrepreneurs, presented a year in review summary to Council.

Mr. Johnson moved, seconded by Mr. Burrell to approve a quote of not to exceed \$1,000 from Wessler Engineering for a lead map. Roll Call: Yes (3) Messrs: Johnson, Burrell, and Miller. No (0). Mr. Sehlhorst abstained, motion approved.

Mr. Sehlhorst moved, seconded by Mr. Burrell to approve the purchase of a Ford F550 dump truck from Walt Sweeney Ford (state bid) at a cost of \$63,744.64. Roll Call: Yes (4) Messrs: Sehlhorst, Burrell, Johnson, and Miller. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Miller to approve the following purchases: Adobe Pro software (\$1200), pressure washer (\$200), spare lift station pump (\$2,647), and mosquito duet and larvicide tablets (\$22,645.39). Roll Call: Yes (4) Messrs: Johnson, Miller, Burrell, and Sehlhorst. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Miller to approve the Village's participation in the 2017 "America in Bloom" national awards program, entry cost of \$1,099. Roll Call: Yes (4) Messrs: Sehlhorst, Miller, Burrell, and Johnson. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Burrell to approve Brooke Ryman as a police department unpaid intern. Roll Call: Yes (4) Messrs: Johnson, Burrell, Miller, and Sehlhorst. No (0), motion approved.

The following meetings were included on the agenda and/or scheduled during the meeting:

February 16, 2017	Lima Allen County Regional Planning Informational Session	6:00 PM
February 16, 2017	Airport Commission	7:30 PM
February 20, 2017	Streets, Alleys, Lights, and Sidewalks	6:00 PM
February 27, 2017	Council	8:00 PM

Mr. Johnson moved, seconded by Mr. Burrell to adjourn.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
FEBRUARY 27, 2017 BILLS PAID

Remit	Description	Amount
America In Bloom	Entry Fee	\$1,099.00
Allen County Fire Chief's Assn	2017 Membership Renewals	\$40.00
Alloway	Lab Analysis	\$1,239.20
Alloway	Lab Analysis	\$297.50
Republic	Refuse Service	\$17,219.37
Bluffton Chamber Of	2017 Contribution	\$5,000.00
Bluffton Flying	Management Fee	\$5,000.00
Clarke	Duet & Larvicide Tablets	\$1,745.39
Clarke	Duet & Larvicide Tablets	\$20,900.00
Ct	WEST SIDE INTERCEPTOR CONSULT	\$28,094.79
Joshua	Cruiser Maintenance	\$186.15
Guth Laboratories	BAC Solution	\$33.09
Hancock-Wood Electric Co	Electricity	\$207.96
Riley Creek	Cruiser Decals	\$875.00
The	Jacket	\$283.94
Northern Tool & Equipment	Annual Shipping Costs	\$39.99
Ohio Epa	2017 Sewage Sludge Fee	\$100.00
Pathma	Replacement Stop Light Parts	\$126.00
Perry	Computer/Copier Support	\$602.69
Perry	Computer/Copier Support	\$343.31
Perry	Adobe Pro Software	\$1,176.12
Petty Cash	Admin Petty Cash	\$180.80
Scott Merriman	Citation Books	\$550.00
Scott Merriman	Traffic Tickets- Shipping & Handling	\$49.80
United	Hospitalization & Life Insurance	\$12,110.41
Verizon	Cellular Phone	\$51.53
Dominion East	Natural Gas	\$2,043.19
TOTAL		\$99,595.23

RESOLUTION NO. 07-17

A RESOLUTION: MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to make certain transfers between funds of the Village of Bluffton.

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

SECTION 1: That the following transfers are hereby made:

To	From	Amount
Street B1-0I-41920		+\$350,000
Fire & Rescue Improvement D3-0I-41920		+\$90,000
Equipment Replacement D5-0I-41920		+\$100,000
Police Equipment Replacement D9-0I-41920		+\$76,000
	General A1-7X-52710	-\$616,000

To	From	Amount
Water Debt Service E5-0I-41920		+\$195,000
	Water E1-5X-52710	-\$195,000

SECTION 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof, and for the further reason that this appropriation transfer is needed so expenditures can be made.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution 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 _____, 2017 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

To: Council Members

SSI Demonstration

Our current software provider, Software Solutions Inc. (SSI), is in the process of providing an upgrade to our utility billing system. Our old system is a batch system and the new process is web-based real time application which is user-friendly, efficient, and quite an improvement. We have already upgraded our payroll and financial management system. The plan has been that we will upgrade our system over time with the next two areas being income tax and utilities. One new feature that is quite impressive is the work order system which will greatly enhance the service that we provide to our customers. SSI has been fantastic on their support so we don't anticipate any issues with this upgrade. A demonstration has been scheduled for council to see the new program on Monday, March 20, 2017 at 6pm.

Jefferson Street Bridge Replacement

The Ohio Department of Transportation (ODOT) is preparing to replace the Jefferson Street Bridge in 2019. ODOT has reviewed the request for an additional sidewalk and has agreed to fund a 6 foot sidewalk on both sides of the bridge in addition to an aesthetic upgrade to the Texas Classic bridge design. Further aesthetic improvements that would be Village funded include a graphic or design, such as the Village of Bluffton logo, on the approach walls (wingwalls), or on the abutments of the bridge. We would like to pursue this option and get a quote on the work. Mark Limbaugh, ODOT, is the Project Manager and has been very helpful with this project and responsive to Village concerns.

Allen Water District Merging Proposal with the Board of County Commissioners Water and Sewer District

The Allen County Feasibility Study for this proposal was completed on January 17, 2017. According to an e-mail received on February 2, 2017 from Steve Kayatin, Allen County Sanitary Engineering Department, they are requesting our input, by way of written letter, resolution or ordinance, to determine if merging the two county utility organizations would be in the best interest of our community. A copy of the study will be given to council at the meeting and is available upon request. The full study, with the appendix, is available for review at the Town Hall.

Mosquito Spraying – Seasonal Employees

The Village of Bluffton currently uses full time employees to spray for mosquitoes during the spring, summer, and fall seasons. Spraying begins at dusk on Wednesday nights, weather permitting, with the rain date being Thursday night. We may want to consider hiring a seasonal employee to assist the Village with mosquito spraying. No action is requested at this time.

Pump at the Sewer Plant

In 2016, we purchased a pump at the sewer plant to pump sludge from the dryer to the belt press. We are now ready to install the pump but the installation of the pump is not in the 2017 budget. We would like to open a purchase order for Global Electric to install the pump, not to exceed \$10,000. **(Action Requested)**

Ohio EPA Lead Mapping

The services of Wessler Engineering have been employed to submit the required lead service line and lead fixture mapping project required by Ohio House Bill (HB) 512. Copies of this project must be submitted to the Ohio EPA, Ohio Department of Health (ODH) and the Ohio Department of Jobs and Family Services (ODJFS) no later than March 9, 2017. The public's heightened awareness of the risks of lead contamination has made water system compliance with the mapping requirement of HB512 a priority to the Ohio EPA. This bill was approved in the previous legislative session and is outlined in ORC 66109-121. The map is not yet complete but a work copy is available to view at the Town Hall for anyone who'd like to stop by.

Johnny Appleseed Park District – 2017 Cooperative Park Improvement Grant Program (CPIG)

This Grant program provides \$100,000+ of grant funding among the 13 eligible community parks in Allen County. The .75 additional levy passed in May 2015 has allowed this program to continue. THANK YOU Allen County! The review team meeting was attended by Jesse Blackburn on Wednesday, February 22nd. The experience was positive and hopes are high to receive grant funding to replace six drinking fountains within our parks.

Expense Approval Requests

- 1.) **Shipping on the Hunter's Run Pump** that was approved at the February 13th council meeting - \$248.56.
- 2.) **2004 Golf Cart** quote from D & J Golf Carts LLC was \$4,925.00. Budgeted amount was \$5,500.00.
- 3.) **Laptop for the Mayor** – It was recommended that the mayor use a village laptop for official business. This laptop would belong to the village and be passed on to the next mayor. The original PERRY ProTECH quote was for \$2,500.00 which would include all of the necessary software. We are working together to find an option that would cost less than \$1,000.00.
- 4.) **Two Mowers** – Various quotes have been received, and other mowers considered. The choice mower for the village remains the Gravely. The new quote from Neidert's Mowers for the two new Gravely mowers with electric lift kits, less the trade-in allowance, is \$12,356.40. Budget = \$12,000.00.
- 5.) **Real Estate Taxes Due \$1,508.33** – Village owned property on College Avenue where the deed was recorded in the Recorder's office, but the transaction was not recorded in the Auditor's office. Back taxes are currently due in the amount of \$1,508.33 on property 28-1208-02-021.000.

S.R. 103/E. Jefferson St. Creek Crossing

Village Service Dept. in combination with Choice One Engineering have been gathering data and evaluating the future need of the existing 4" water line crossing under the Riley Creek at the bridge on Jefferson Street. It has been recommended by Choice One Engineering to not replace this 4" water main creek crossing and terminate use of the line from Vance St. to Huber St. See attached letter for further details.

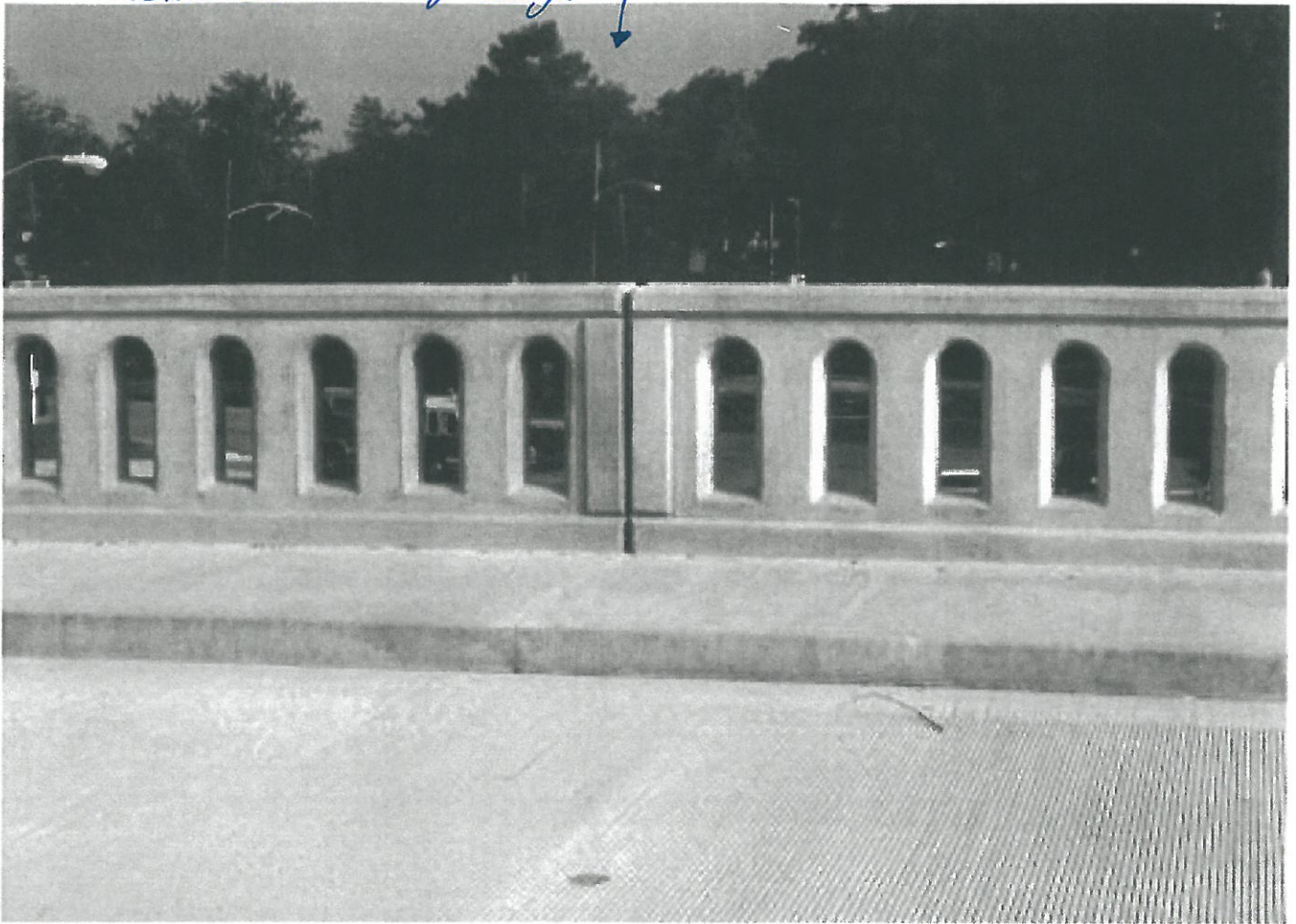
Choice One General Engineering Contract

Recommendation to enter into the attached General Engineering Contract with Choice One Engineering, West Central Ohio Office in Sidney, OH. (**Action Requested**)

Radar Trailer/Speed Awareness Monitor

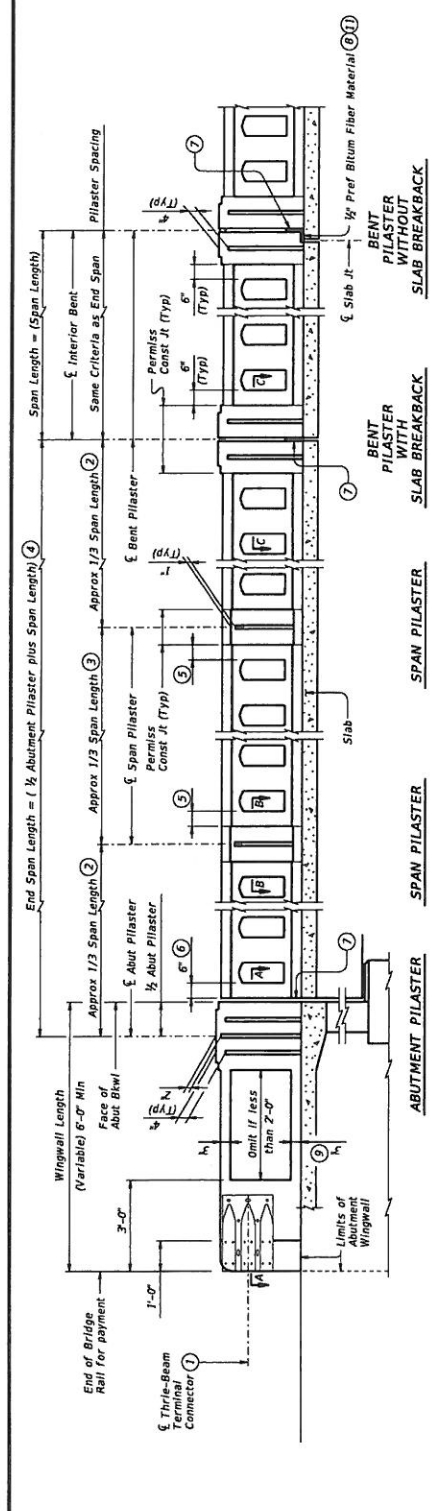
Thank you Lima-Allen County Regional Planning Commission for allowing the use of your radar trailer/speed awareness monitor.

▣ TEXAS CLASSIC bridge design ↴



▣ Standard bridge rail design ↴





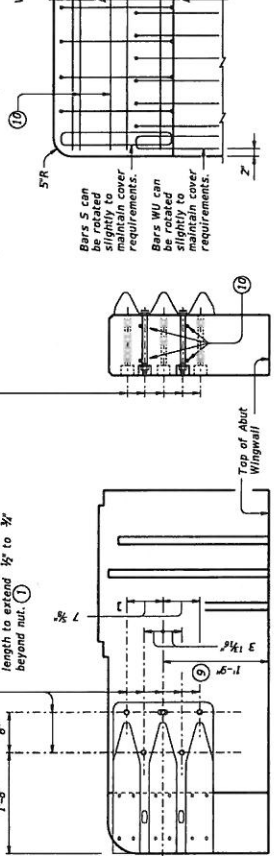
ROADWAY ELEVATION OF RAIL

- 1 Terminal Connectors and associated hardware are to be paid for under the contract. The contractor shall be responsible for the design of the transitions to the bridge unless otherwise shown in the plans.
- 2 Number of windows in exterior bays are equal.
- 3 Number of windows in interior bays) are not less than the amount in exterior bays (Note 2).
- 4 Space Span Pilasters at 1/3 span length (Approx) when spans are 100 ft and less. Space Span Pilasters at 1/5 span length (Approx) for spans greater than 100 ft.
- 5 Dimension is the same for all posts adjacent to Span and Abutment. Dimension may vary from span to span. Min = 3', Max = 7 1/2'.
- 6 Min = 6", Max = 1'-3".
- 7 Provide rail joints at ends of all spans the same width as Slab joint opening, except that Rail joints over construction joints must be 1/2" Min to 3/4" Max in width. Joints must be open if slab joint opening is not sealed. Joints over construction joints may be sealed. Material used in joints may be left in place if it is light in color and compressible, such as the following materials: polystyrene, molded cork granules, sponge rubber sheet, etc. If forming material is not left in place, plug the bottom with slab joint sealing compound to prevent drainage and staining.
- 8 Place Preformed Bituminous Fiber Material between slab and rail when rail extends over expansion joint. Shift Bars U as necessary.
- 9 Increase Z for structures with overlay.
- 10 Place 4 additional Bars WH(#5) 3'-0" in length inside Bars S(#5) and centered Z'-0" from end of rail when Terminal Connections are required. Field bend as needed.
- 11 Shift U Bars from region below 1/2" Preformed Bituminous Fiber Material at Joints.

RAILWAY ELEVATION OF RAIL

5 - 1/2" Dia holes and 1/2" Dia x 2" deep recesses. Form or core holes and recesses. Percussion drilling is not permitted. Adjust placement of reinforcing steel as necessary to avoid bolt holes and recesses. Bolt recesses are only required when pedestrian sidewalks are adjacent to back of rail.

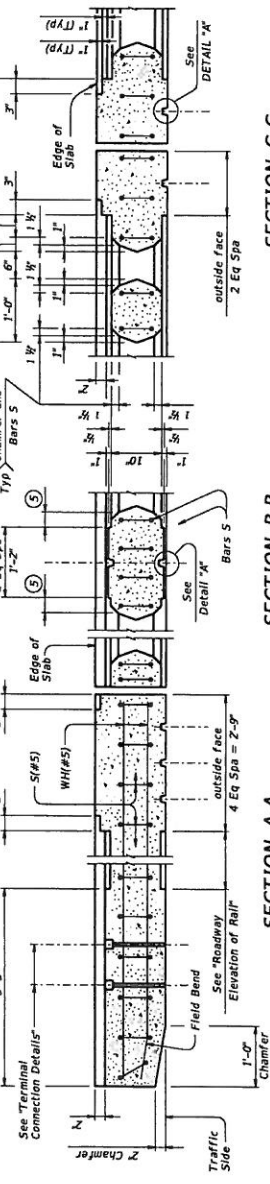
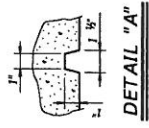
5 - 1/2" Dia A325 Bolts with two 1/2" O.D. washers. Place washer under each head and nut. Provide bolts of sufficient length to extend 1/2" beyond nut.



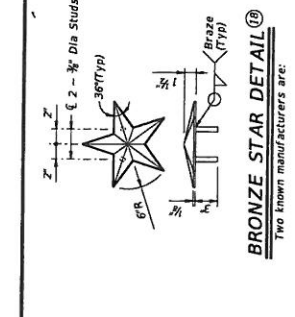
TERMINAL CONNECTION DETAILS
(Showing parapet with Pilaster on 6'-0" Wingwall)

ELEVATION SHOWING TYPICAL REINFORCING PLACEMENT

The use of this railing is restricted to speeds of 45 mph or less.



		TRAFFIC RAIL TEXAS CLASSIC	
FILE NO. ROAD08030 DATE JULY 2014 REVISIONS	DATE NOV 2007 DRAWN BY ... CHECKED BY ... DESIGNED BY ... PROJECT NO. ... COUNTY ...	SHEET NO. ... OF ...	TYPE T411 (See TxDOT Standard Specification for Highway Construction)



BRONZE STAR DETAIL

Two known manufacturers are:

1. Kasston Castings
Austin, Texas
2. Southwell Company
San Antonio, Texas

CONSTRUCTION NOTES:

Attach Bronze Star with a Type III Class C epoxy. Clamp star until epoxy achieves set. Remove any visible epoxy "squeeze out" from under star. Epoxy must be applied by trained plasterers, parapet must be plumb unless otherwise approved. Apply a one rub finish to all railing surfaces unless otherwise shown elsewhere on the plans.

MATERIAL NOTES:

Provide Class "C" concrete for railing. Provide Class "C" (HPC) concrete if shown elsewhere in the plans. Provide reinforcing steel as shown on the plans. Provide bar laps, where required, as follows:

- Uncoated - #5 = 1'-9"
- Epoxy coated - #5 = 2'-0"
- Uncoated - #3 = 1'-1"
- Epoxy coated - #3 = 2'-0"

Epoxy coat all rail reinforcement if slab bars are epoxy coated. Bronze star must be cast of architectural bronze having the following composition: Copper 85%, Tin 5%, Lead 5%, Zinc 5%.

GENERAL NOTES:

This rail was evaluated based on the results of previous crash tests and approved for a NCHRP Report 350 TL-2 railing. This rail is only approved for low speed use, speeds of 45 mph or less. Do not use this railing on bridges with expansion joints providing more than 5" movement.

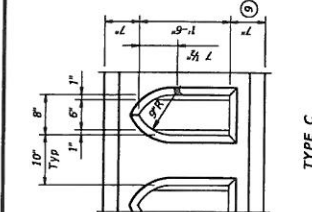
Rail anchorage details shown on this standard may require modification to meet site specific conditions. See appropriate details elsewhere in plans for these modifications.

See Bridge Layout or other plan sheets for the following: diaphragm spacing, column locations, number of windows, window widths and dimensions with the number of windows, window height and dimensions, bronze stars. Inclusion of construction year with abutment identity, location drawings showing span number, span/plaster locations, number of windows between plaster for approval to first window (see Note 6) to the Engineer for approval. Average weight of railing with no overlay increase and no plaster is 210 plf.

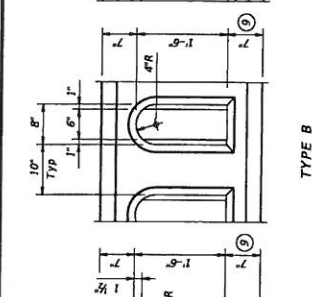
Cover dimensions are clear dimensions, unless indicated otherwise. Reinforcing bar dimensions shown are cut-to-out of bar.

SHEET 2 OF 2

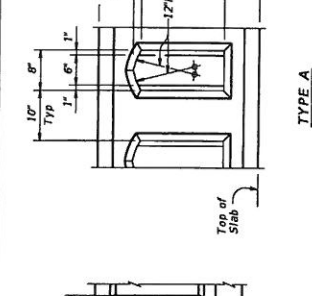
Texas Department of Transportation			Bridge Division Standard	
TRAFFIC RAIL TEXAS CLASSIC				
TYPE T 411				
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DATE:	JULY 2014	CHECKED BY:	DATE:	CHECKED BY:
TITLE:	REVISIONS	DESCRIPTION	DATE	BY



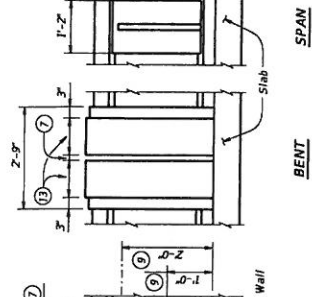
WINDOW TYPES



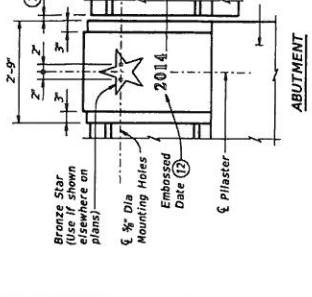
SECTION THRU WINDOW ON BRIDGE SLAB



SECTION THRU POST ON BRIDGE SLAB (Showing Plaster)



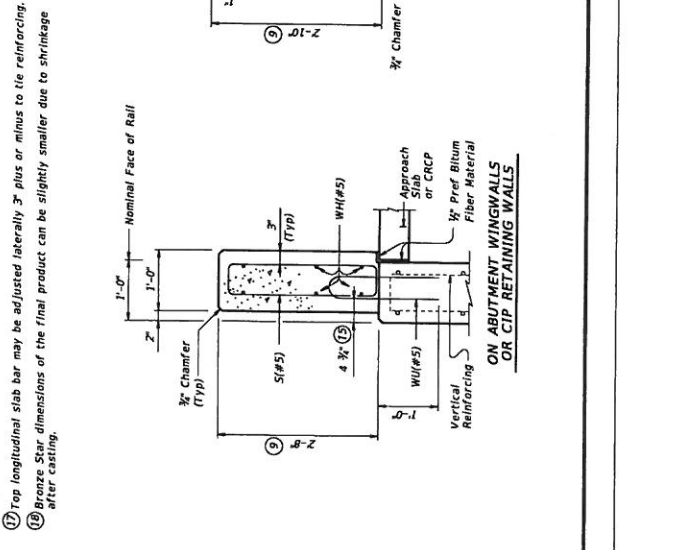
SECTION THRU RAIL WINDOW ON BRIDGE SLAB



SECTION THRU RAIL WINDOW ON BRIDGE SLAB

EXTERIOR PLASTER ELEVATIONS

1. Provide rail joints at ends of all spans the same width as Slab Joint opening, except that Rail joints over construction joints must be 1/2 Min to 3/4 Max in width. Joints must be open if slab joint opening is not sealed. Joints over construction joints must be plugged, if it is a joint, must be plugged. Forming material used in joints may be left in place if it is joint, must be plugged. Forming material used in joints may be left in place if it is joint, must be plugged. Forming material used in joints may be left in place if it is joint, must be plugged. Forming material used in joints may be left in place if it is joint, must be plugged.
2. Increase Z for structures with overlay.
3. Construction year (use if shown elsewhere on plans) 3" High "Plantin Bold" Typeface with 1/4" radius. Placed at one Abutment only or as directed by the Engineer.
4. Dimensions must be the same on each side of joint.
5. Reduce by Z or field bend over Preformed Bituminous Fiber Material to gain cover.
6. In abutment vertical reinforcing has closer clear cover over horizontal reinforcing.
7. At an aid in supporting reinforcement, additional longitudinal bars may be used in the slab with the approval of the Engineer. Such bars must be furnished at the Contractor's expense.
8. Top longitudinal slab bar may be adjusted laterally 3" plus or minus to tie reinforcing after casting.
9. Bronze Star dimensions of the final product can be slightly smaller due to shrinkage.



SECTION THRU ABUTMENT WINGWALLS OR CIP RETAINING WALLS

Meeting: Bike and Pedestrian Pathway Board

Date/Time: Thursday, February 2, 2017, 12:00 pm

Location: President's Room, Marbeck Center, Bluffton University

Members Present: Dick Ramseyer, Mitch Kingsley, Fred Steiner, Laura Voth, John Rich

Members Absent: Dima Snyder, Greg Denecker, Jim Harder

Village Liaison Present: Joe Sehlhorst, Jesse Blackburn

MINUTES:

Minutes of the January 5, 2017 meeting were approved as presented. Mitch Kingsley made the motion to approve; John Rich placed a second. Motion carried.

BUSINESS:

Proposed National and State Bicycle Route

ODOT is working with the American Association of State Highway and Transportation Officials (AASHTO) in establishing a long range plan, Access Ohio 2040, to designate five U.S. bike routes and 18 state bike routes across the nation. On January 23, 2017 the Village Council approved Bluffton being on the proposed State and US Bicycle Routes network.

Bentley Road Pathway

Discussion held regarding next steps for furthering the goal of increasing pedestrian and bike safety on Bentley Rd. via the establishment of a bike path, specifically between Augsburg Road south to the bridge. We currently have two plans to consider. Choice One gave an estimate that covers every possible scenario or potential need for establishing a bike path along the west side of Bentley Road at \$352,000. Don Snyder gave a more realistic estimate of \$85,000 to \$90,000 for doing the basic path minus the base work (potentially \$50,000). Both estimates need refined as the plan has continued to evolve. The group believes that the Choice One estimate can be reduced by eliminating unnecessary line items. The Don Snyder estimate needs to be reviewed to assure inclusion of an extension on the east side of the road (2 feet), plus base work and repair of driveways. Jesse Blackburn will work with both, Choice One and Don Snyder for these revisions.

As Jesse Blackburn and Pathway Board members have continued to review the established right of way, the placement of the power poles and the impact on the bike path, a plan is emerging that includes moving 5 poles. AEP will move these poles at their own expense as long as the movement stays within an established "public works project" and is part of an "engineered plan". Choice One's original work did not include the final "engineered plan". Their estimate to upgrade the work they have already done to meet the specifications required is about \$2000. Jesse Blackburn will request a firm price from Choice One for this upgrade to "engineered plans".

John Rich made the following motion:

The Pathway Board recommends that the Lions Foundation pay for Choice One to create the required engineered plans for the Bentley Road bike path so AEP will move the poles at their own expense.

Mitch Kingsley placed a second. Motion carried unanimously.

Dick and Mitch will meet with landowners impacted by the power poles again when the plan is more final to get their input. After this meeting, the village can propose to AEP where we prefer the poles be moved to.

Jesse will also check with the police chief regarding the possible removal of the "No Parking" sign on Sunset.

After more information is gathered and engineered plans are received, the Pathway Board will meet with the Streets and Alleys Committee of Village Council. When the project is complete (the road extended on the east and the bike path added on the west), will the entire road need to be repaved to meld it all together? How might this fit with the Village plan for resurfacing of streets and/or the Village Connectivity Plan. Again, it was noted that, in order to pursue fund raising, it will be important to know the Village financial plan and timeline for including Bentley Road in village improvements.

Parkview Subdivision Pathway Project

On January 10, 2017, PB members Mitch Kingsley, Dima Snyder, Dick Ramseyer met with Dan and Derek Snyder to discuss recognition and marker signs for Parkview. The Snyders approved the current plan for signage as did Jesse Blackburn, Village of Bluffton Assistant Administrator.

Changes in Village Leadership

It was noted that with Jamie Mehaffie, former Village Administrator no longer working for the Village, the Pathway Board needs a new point of contact.

Dima Snyder submitted the following letter and requested that it be included in the Board Minutes:

February 1, 2017

Bluffton Pathway Board:

I wish I could attend the meeting tomorrow however since I cannot I am sending this and requesting that it be made a part of our official record by putting it in the minutes. I was very surprised and shocked that Jamie Mehaffie the Village administrator had been relieved of his duties in such an abrupt and bizarre manner. I believe that for our board it is a big disappointment and a loss not only to our efforts to continue the bike path but to the community as a whole. Jamie Mahaffey offered a wealth of knowledge regarding the process of working with various agencies that we've had to deal with in the process of completing each phase of our bike path. I hope that in the near future, we, as a board, will be able to have another liaison to the town council that has as much knowledge about the various agencies processes as what Jamie Mahaffey had. It is also my hope that the Village Council will be supportive and continue working with us to complete this bike path that is a huge benefit to the entire Village of Bluffton.

*Sincerely,
Dima Snyder
Bluffton Pathway Board Member*

Next meeting will be held Thursday, March 2, 2017 at 12:00 noon. Location: the President's Room at Marbeck Center, Bluffton University.

Respectfully submitted,
Laura Voth



Capital Improvement Projects

Proposed Year

2017

- 1. W. Elm waterline replacement:** replace existing 4" water line from N. Spring St. to Rosenberger Dr. including a creek crossing. 8" plastic water line desired. Choice One has provided a rough construction estimate in the past. West side interceptor replacement project has compromised Elm St. in several places. This construction season is the optimal time to replace this portion of water line because of scheduled (2018) and needed resurfacing of Elm St.

Items to consider:

- A. Existing curb and gutter are combined with the sidewalk and need replaced. Installed in the 70's.
- B. Ignore this need and focus on waterline and pavement only?
- C. Eliminate parking from one side of street to allow room for tree lawns?
- D. Keep existing road layout if reconstructed?
- E. Does creek crossing need to be completed when rest of project is done?
- F. Cost of Elm St. resurfacing
- G. Could this creek crossing be eliminated by looping Brookwood to W. Elm and then installing a new line on Diller Road to loop Riley St. to W. Elm?

- 2. Decision on S.R. 103 creek crossing:** ODOT is replacing the bridge in 2019. For planning and budgetary purposes, ODOT needs to know **ASAP** if the Village wants to keep this creek crossing in place. Current project will not replace this line, only add a new valve on either side of the creek.

Items to consider:

- A. Size and number of other East side creek crossings
- B. How much do other creek crossings matter with two water towers and one in close proximity to this location?
- C. Maintaining existing 4" line through the Riley Creek commits the Village to replacing this line through the Buckeye Pipeline conglomerate and under the railroad tracks = \$\$
- D. The stretch of line listed above has no water taps/customers. Only one property that could potentially request water.
- E. Add new creek crossing to proposed bridge replacement project.
- F. Continue project as planned and deal with creek crossing later.



Capital Improvement Projects

2018

1. **Bentley Road Pathway:** Pathway Board is hopeful to complete this project in 2018 using local funds and local contractor. Project currently proposes to widen Bentley Road by 5' to allow an 8' marked pedestrian/bike lane on the West side of Bentley Road.

Items to consider:

- A. Floodplain concerns. How to address the addition of material to widen the road in the flood plain.
- B. Do roadway rules apply to a bikepath not physically separated from the road? Is it legal to direct pedestrians to use this pathway shared with the road as well as bicycles – this path would ask bicycles in one direction to not travel the way the law reads.

2. **Parkview Drive alignment with Bentley Road:** Choice One as part of the Parkview Subdivision design has prepared plans for a traditional 90° intersection of Bentley Road and South Main Street. Parkview will begin to generate vehicular traffic as new residences get completed in the spring. The current arrangement of Parkview and Bentley will cause problems.

Items to consider:

- A. The Master Plan for Pedestrian Pathways in Bluffton shows there is a needed pathway along the roadside here. This would allow for TAP funding? How to get pathway here?
 - By shifting the roadway (Bentley Road) to the South and remaining in the existing right-of-way would there be enough room for a separated pathway to connect with Quarry Drive?
 - Add a marked crosswalk at N. side of intersection with RRFBs to further increase pedestrian safety... more funding chances....
- B. Proposed construction cost of this project?
- C. What is the next step? Funding?

3. **Phase 1 of SR 103 Corridor Project: water line & curb/sidewalk replacement from Main St. to Vance St.:** Existing water line on 103/Jefferson Rd. is 4" and needs replaced along with curbs. Phase 1 of SR 103 Corridor Project to prepare for 2019 bridge replacement project and Phase 2 from the railroad tracks to the County Line.

Items to consider:

- A. Use pedestrian facilities to apply for TAP funding?
- B. Additional funding sources?
- C. Project construction costs?



Capital Improvement Projects

2019

1. **SR 103 Corridor – Phase 2:** ODOT will be closing SR 103 to replace the bridge. This would be a great time to update this Corridor and replace the water line from the railroad tracks to County Line Road.

Items to consider:

- A. Fundable project yet to be determined/designed. Hopeful to begin that work with Craig and Choice One asap.
- B. This project needs to include the replacement of the 4" transite water line.
- C. Signal controller box for the railroad crossing needs repositioned.

February 20, 2017

Streets, Alleys, Lights & Sidewalk Committee Meeting

Start: 6:00 PM

End: 7:15 PM

Attendance: Joe Sehlhorst, Ralph Miller, Patti Geiger, Jesse Blackburn, Asst. Admin., Public: Paula Scott & Ben Stahl

Topic 1: Alley Vacation 211 Cherry St

- Owner: Tom Schmidt Lots: 6,5,4, 10 (Brother)
- Committee recommends closing & Schedule Public Hearing

Topic 2: 2017 Asphalt Sealing Project Update

- Request multiple quotes
- Projects: Maple Grove Cemetery, Lions Way Bike Path, Wastewater Treatment Plant, Airport (Airport Monies)

Topic 3: Riverbend Lighting

- Committee request the purchase of (2) LED Retrofit (\$340) and (2) Neoprene Globe Gasket (\$18.75) \$358.75 Each Total \$717.50
- On hand inventory at the Service Department.....Factors include reduced maintenance costs, energy costs (including an AEP rebate upon purchase), and 4 week delivery wait time.

Topic 4: 2017 Sidewalk Connectivity

- Yoakum Surveying currently pinning center of right of way; completed by end of February
- Connectivity includes E. College Ave. Gap; Cherry St. – Grading to County Line; Co. Line Rd – E. Elm to College Ave.; Augs. Bike Path to Hawthorn

Topic 5: State Route 103 Corridor Study

- ODOT and Choice One to take study and design Phase/Fundable Projects
- Future Discussion

Topic 6: Dave's Way – Wendy's Truck Entrance – Off State Route 103

- See Attached Photo

Topic 7: New Sidewalk on Harmon – New Hospital Parking Lot

- Solicitor spoke w/ Jim Brooks and they are ok with providing the Village a Sidewalk Easement to enable the sidewalk be placed on their property and allow separation from Harmon
- Committee recommend Jesse work with Hospital concerning marking crosswalks for safety of pedestrians walking to hospital.

Topic 8: Parkview/Main St. SR 103 Intersection

- Choice One map available showing potential design of intersection
- Still in working phase.

Topic 9: Main St. / College Ave. Crosswalk

- ODOT Recommendations:
 - o Paint the outlines of parking spaces on Main St. from Grove St. to College Ave.
 - o Eliminate the southern crosswalk and concentrate all pedestrian traffic at the school & library crosswalk
 - o Install a rectangular rapid flashing beacon
 - o Install bump outs/traffic calming devices on the corners at College & Main
- Village Actions
 - o Approved outlining the parking spaces with HotTape
 - o Install a Reduced Speed Zone Ahead sign prior to 25MPH Zone on S. Main

- Investigating possibility of moving 25 MPH Speed Limit further South on Main.
- Borrowed a radar trailer from the Lima-Allen County Regional Planning Commission to alert drivers of their speed on S. Main St.
- Committee Recommendation
 - Jesse to present Committee recommended Crosswalk Plan to ODOT for their review
 - Plan includes:
 - Painting the outlines of parking spaces on Main St. from Grove St. (Funeral Home) to College Ave.
 - Eliminate the Southern Main Crosswalk and Concentrate all pedestrian traffic at the school & library Main crosswalk
 - Install 2 Solar Rapid Flashing Beacon R920 on Side Light/Sign Poles
 - Repaint Main Crosswalk

Topic 10: 2017 Paving Projects

- Jesse to contact Bluffton Paving to get on schedule and get firm quotes
- Additional 2016 Paving Recommendations

Bluffton Paving Estimates 9/8/16	Estimate
Citizens Parkway	- \$38,085.00
Jared Circle	- \$13,234.70
Franklin – Jackson to Spring	- \$17,151.50
Dead End of N. Jackson from Kibler	- \$14,157.60
Alley Funeral Home – Harmon to Poplar	- \$11,041.00
2016 Transfer from General Fund (\$100K)	Total Addition: \$93,669.80

2017 Paving Projects

College Ave. – Albert to Main	- \$57,343.50
Berne	- \$11,131.25
Lausanne	- \$24,694.45
Basel	- \$16,362.35
Riley Creek Court	- \$17,542.50
Richland (Riley Cr. CT)	- \$22,505.50
Twp. Rd. 51 – SR103 to Corp. Limit	- \$37,405.00
E. Elm St. – Huber to County Line	- \$28,254.90
Eastland/Westland	- \$32,417.10
Vine – Main to Jackson	- \$13,000.00
Striping	- \$7,500.00
	Total Estimate: \$268,156.55

Topic 11: Parkview Subdivision

- Lighting Plan has been received from AEP
- Committee did not discuss



VILLAGE OF BLUFFTON

154 N. MAIN STREET • P.O. BOX 63 • BLUFFTON, OHIO 45817-0063
(419) 358-2066 • FAX (419) 358-8137

JUDY AUGSURGER, Mayor
JAMES R. MEHAFFIE, ICMA-CM, Village Administrator

NANCY KINDLE, Fiscal Officer
www.bluffton-ohio.com

PETITION FOR ALLEY CLOSURE/VACATION

Petitioner		Co-Petitioner	
Name: <u>THOMAS SCHMIDT</u>	Name: <u>Michael S. Schmidt</u>	Name: _____	Name: _____
Address: _____	Address: _____	Address: _____	Address: _____
Phone: _____	Phone: _____	Phone: _____	Phone: _____
Email: _____	Email: _____	Email: _____	Email: _____

Legal Counsel for Petitioner	Legal Counsel for Co-Petitioner
Name: _____	Name: _____
Address: _____	Address: _____
Phone: () _____ or () _____	Phone: () _____ or () _____
Email: _____	Email: _____

Description/Location of Alley: VANCE STREET, VANCES 2ND ADDITION, BEHIND PARCELS 28-1205-03-004, 28-1205-03-005 AND 28-1205-03-006. NEXT TO OR ABUTTING PARCEL 28-212-06-010. PLEASE SEE ATTACHED.

* (2.9.17) ADDITIONAL PHOTOS/DESCRIPTIONS SUBMITTED

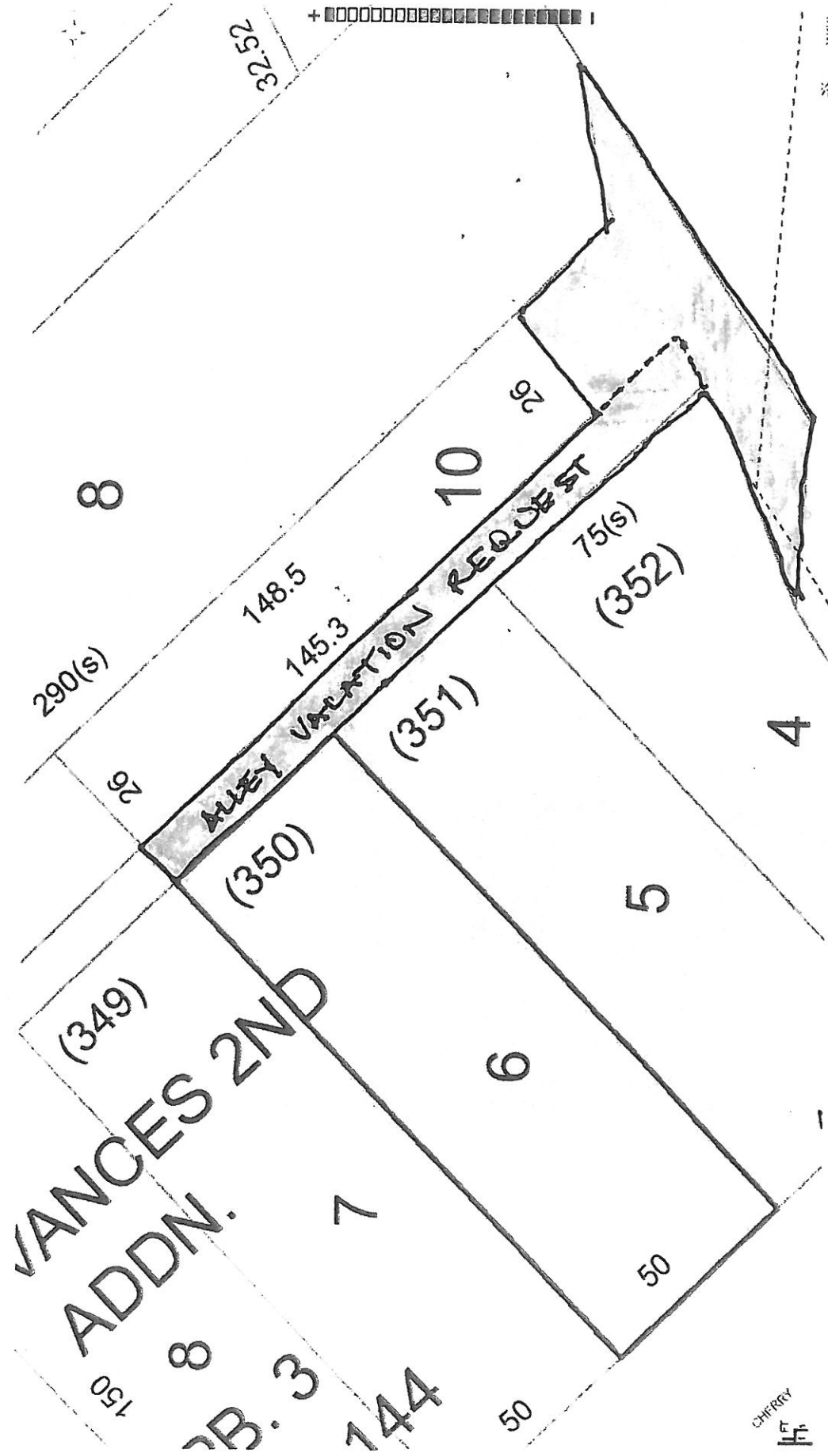
Reason For Vacation/Intended Use After Vacation:

1. UNUSED PORTION OF ALLEY AND NOT BEING MAINTAINED BY VILLAGE.
2. SPACE TO REMAIN AS-IS CURRENTLY — AS GREENSPACE/LAWN & MAINTAINED BY OWNER

SUMMIT



SUBMIT:



CHERRY
FF

alls,

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sp in,
ahst

Wendy's Truck Entrance
"Dave's way"

Mills E. Marquart, Tr.
22.096 Acres (by survey)
O.R. 1830, Pg. 212

RESERVE "A"
0.401 Acres

DAVE'S WAY (60' R/W)
(0.744 Acres-R/W)

(0.455 Acres-R/W)

LOT 2
3.894 Acres

C.T.E. Ashland, Inc.
9.887 Acres (by survey)
Instru. 201200010555

LOT 1
2.369 Acres

Wendy's Truck Parking
392 State Route 103

COMMERCE
SUBDIVISION
PLAT BOOK 20, PAGE 15
Taco Bell
Village
Owned

Circle K
Convenience Stores LLC

0.852 Acres
Napoléon Restaurants, Inc.
1421, Pg. 1

1.047 Acres
Pg. 46C
Napoléon Restaurants, Inc.
1421, Pg. 1

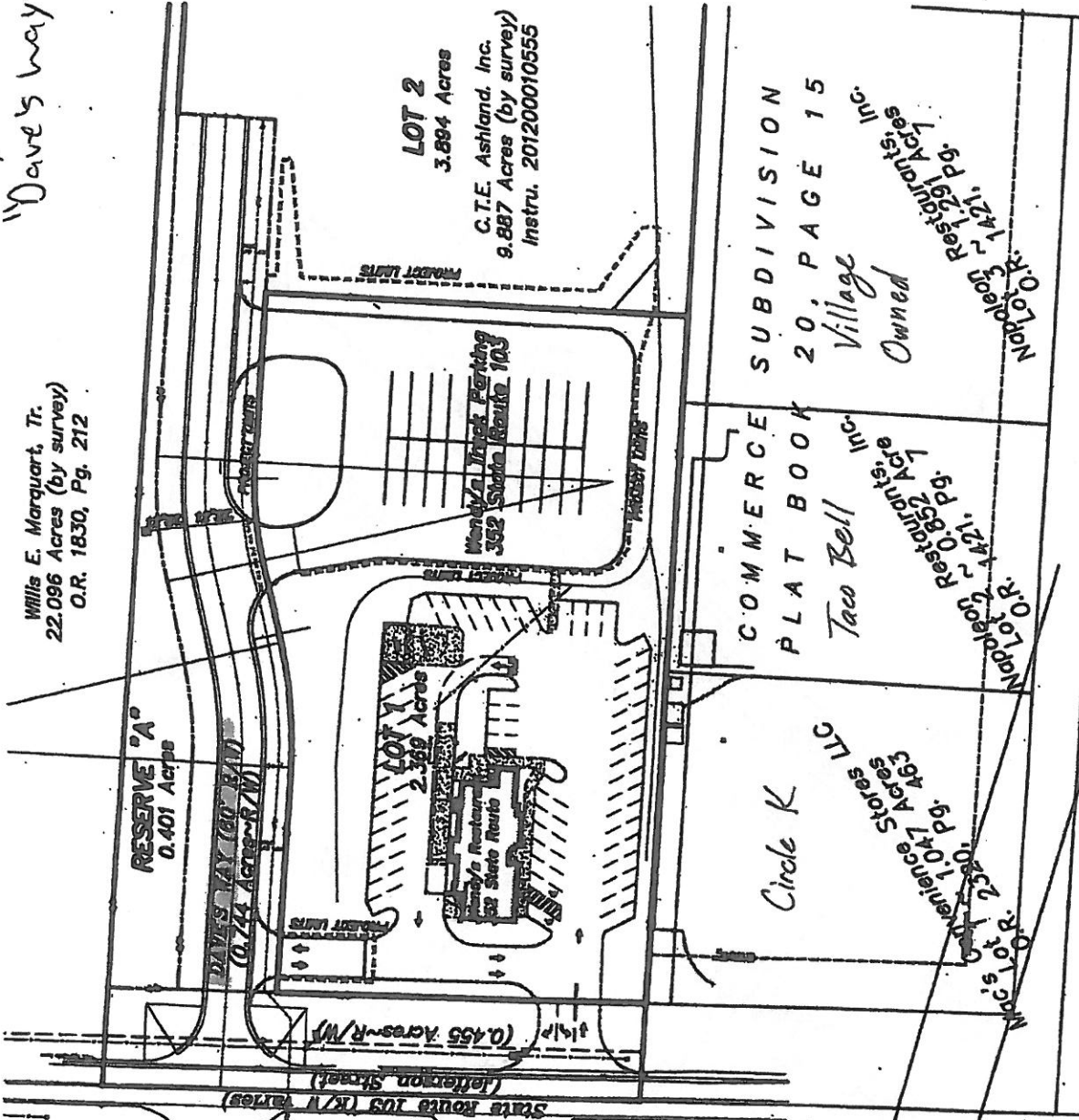
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Pg. 1047
Napoléon Restaurants, Inc.
1421, Pg. 1

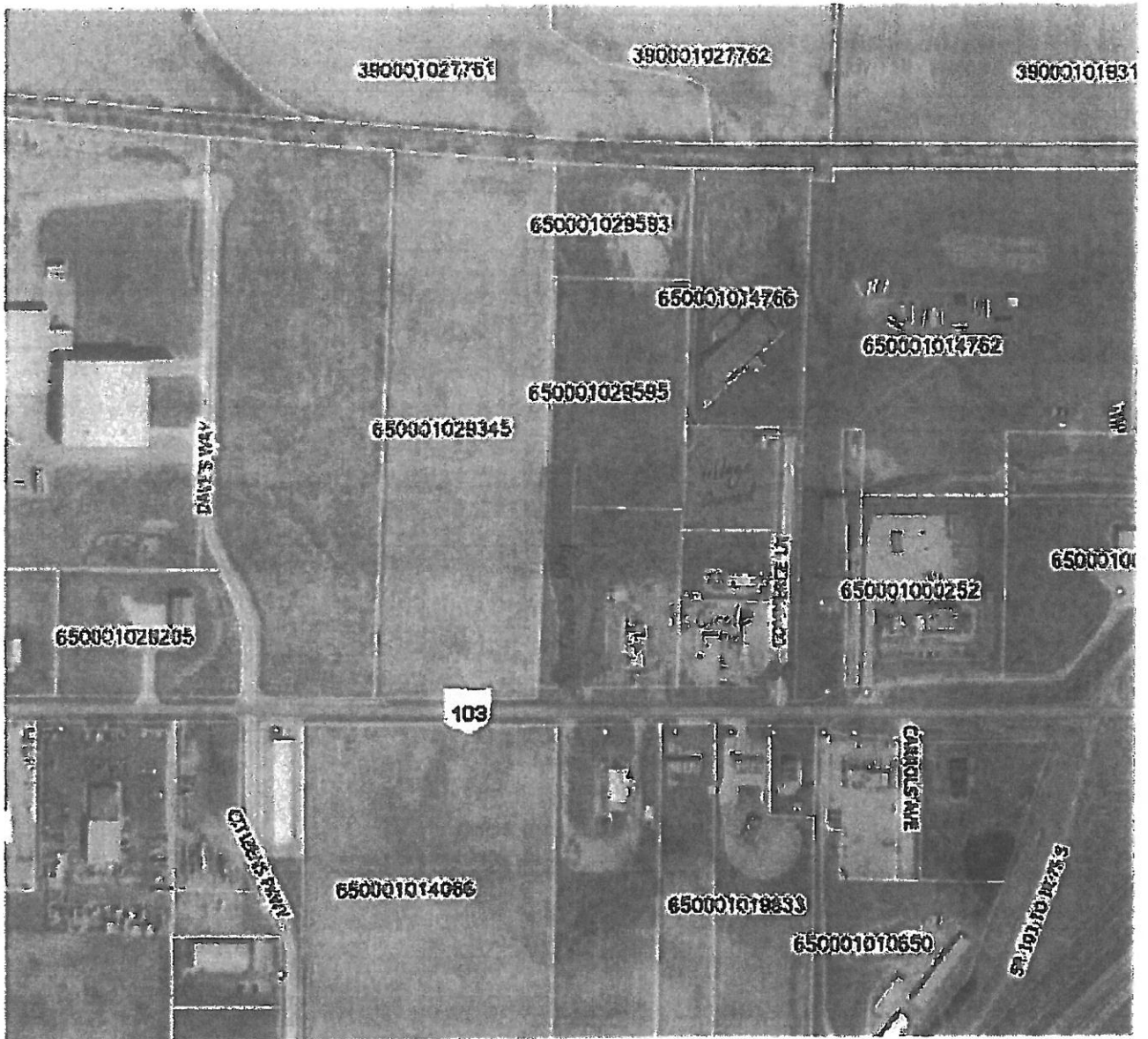
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Napoléon Restaurants, Inc.
1421, Pg. 1

0.101 Acres
Pg. 1047
Napoléon Restaurants, Inc.
1421, Pg. 1

SR 103

LTCO

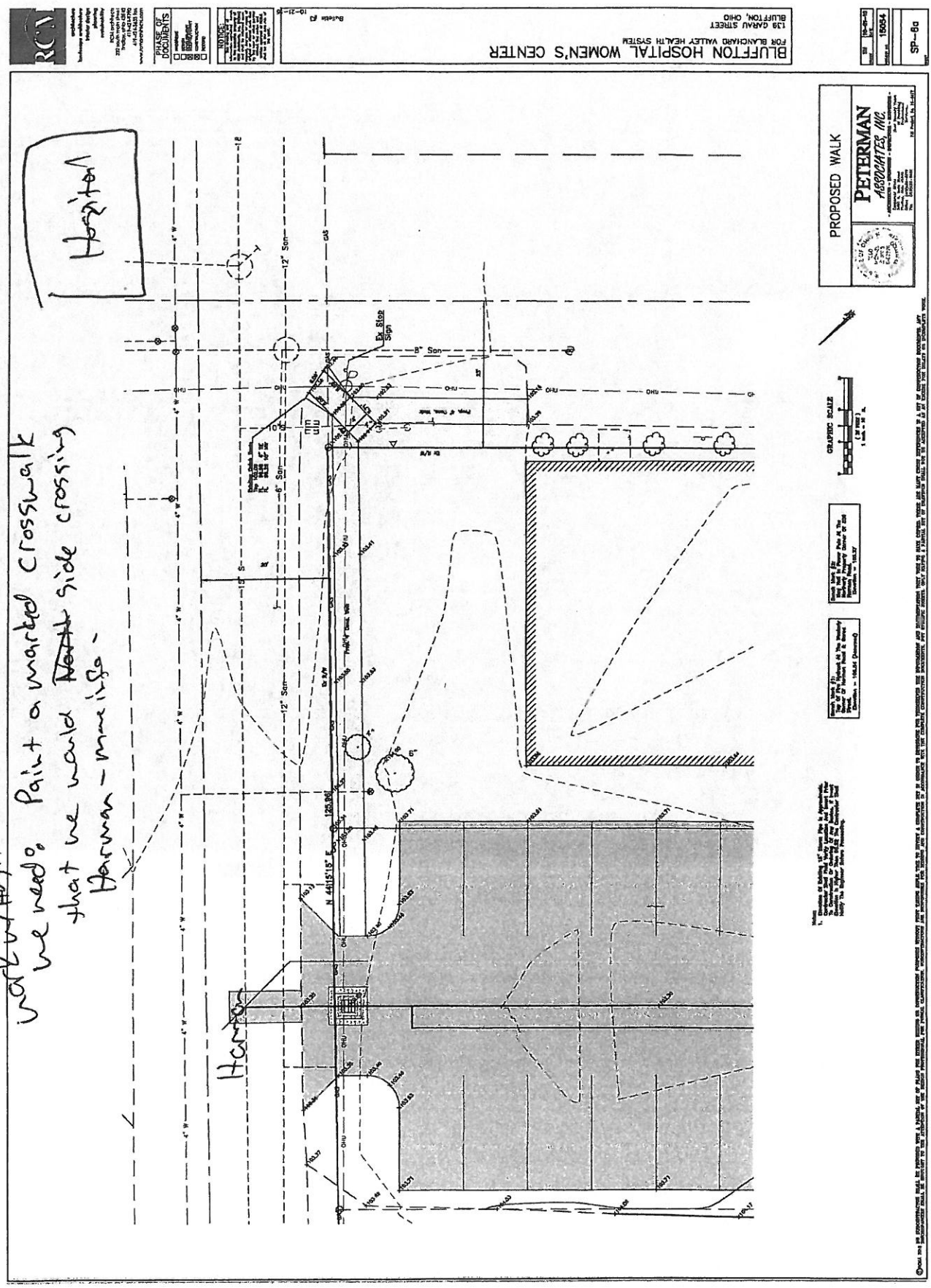




Notes

Salvator spoke w/ Jim Brooks and they are ok w/ providing the Village a sidewalk easement so that the walk can be on their property away from the easement.

2/8/17



Work of Hospital
 we need, Paint a marked crosswalk
 that we would ~~North~~ side crossing
 Harman - main life -

Hospital

Horton

BLUFFTON HOSPITAL WOMEN'S CENTER
 FOR BLANCHARD VALLEY HEALTH SYSTEM
 139 GARAU STREET
 BLUFFTON, OHIO
 43004
 10-21-17

PROPOSED WALK

PETERMAN ASSOCIATES, INC.
 ARCHITECTS

139 GARAU STREET
 BLUFFTON, OHIO 43004
 TEL: 419-235-1111
 FAX: 419-235-1112
 WWW.PETERMANASSOCIATES.COM

DATE: 10-21-17
 SHEET: 10004
 PROJECT: SP-00

Graphic Scale: 1" = 20'-0"

North Arrow

Notes:

1. Existing building footprints, parking areas, and other features shown are for information only. The proposed walk route is shown in dashed lines. The proposed walk route is shown in dashed lines.
2. The proposed walk route is shown in dashed lines.
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19. The proposed walk route is shown in dashed lines.
20. The proposed walk route is shown in dashed lines.

Hospital sidewalk

2018

Riverbend	\$ 40,000.00
Locust	\$ 20,000.00
Hawthorne	\$ 20,000.00
Sycamore	\$ 20,000.00
Birch	\$ 20,000.00
Elm Street- Spring to Bentley	\$ 60,000.00
Washington- Spring to Main	\$ 19,255.00
Brookwood	\$ 15,000.00
Shannon- Riley to Garmatter	\$ 22,713.40
Cherry- RR to Vance	\$ 15,000.00
Striping	\$ 8,000.00
	\$ 259,968.40

2019

Albert	\$ 20,000.00
Sara	\$ 8,000.00
Garau	\$ 20,000.00
County Line Road-RR Tracks to Main	\$ 60,000.00
Susan	\$ 20,000.00
Tower	\$ 50,000.00
High Street	\$ 30,000.00
	\$ 208,000.00



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JESSE BLACKBURN, Assistant to the Village Administrator

NANCY KINDLE, Fiscal Officer
www.bluffton-ohio.com

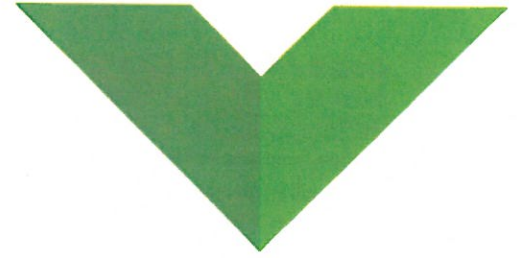
To whom it may concern,

The Village of Bluffton Water Department conducted flow tests at the intersections of East Jefferson Street and Huber Street, as well as the intersection of East Jefferson Street and Vance Street the morning of 2/24/2017. The results were as follows:

The in-line four inch main valve on East Jefferson Street between the bridge and the railroad crossing was exercised several times prior to the flow test to ensure proper operation. After verifying that the valve worked correctly, a 4.5" Piezo-type diffuser was installed, and the hydrant opened. The initial reading of the gauge was one pound (1.0psi), corresponding to a flow chart reading of 550 GPM. The initial water quality was very poor, ranging from red to orange in color. With the hydrant continuing to flow, the four inch in-line valve in Jefferson Street was closed. The color of the water cleared up very quickly, but the diffuser pressure reading remained at one (1.0psi). The hydrant continued to flow clear water for an additional five minutes with no flow change, either visual or by pressure reading. The in-line valve was then re-opened, which resulted in a significant increase in red color, but with no measureable change in flow.

The same test was then performed at the intersection of East Jefferson Street and Vance Street, using the same in-line valve. The results were similar, but with less noticeable change in color. The initial reading on the pressure gauge was one-half pound (0.5psi), and this reading is too low to calculate flow. After the in-line valve was closed, there was no measurable change in flow or pressure.

In conclusion, the Village of Bluffton is confident that elimination of the Jefferson Street creek crossing will not negatively impact fire flows, or the balance of water distribution. However, the elimination of the section of older, smaller-diameter pipe, should improve water quality in the area.



Date
February 24, 2017

Attention
Jesse Blackburn
blackburnj@bluffton-ohio.com

Address
Village of Bluffton
154 N. Main Street
P.O. Box 63
Bluffton, OH 45817

Subject
Water Main Crossing of Riley Creek along Jefferson Street
ALL-BLU-1700

Dear Mr. Blackburn:

As you have requested, Choice One Engineering has evaluated the necessity to replace the water main crossing of Riley Creek along Jefferson Street. Currently, there is a bridge replacement project in design that would need to incorporate the water main replacement, if desired.

The below considerations are what we evaluated to develop our recommendation.

System Integrity:

The Village water system is a looped system with several other creek crossings in close proximity to the Jefferson Street Crossing. These other crossings, all 8" diameter water main or larger, along College Avenue, Cherry Street, County Line Road, Lake Street, and N. Main Street provide redundancy in the Village's water system. Therefore, the elimination of the crossing along Jefferson Street will not significantly degrade the integrity of the overall water distribution system.

Dependency:

There are currently no active water services tapped off the water main along Jefferson Street between Vance Street and Huber Street. Of the three parcels along this portion of Jefferson Street, only one may have future need for water service (one is currently served from Cherry Street, and the other is a Power Substation) which could be provided via easement to Cherry Street.

Necessity:

The Village of Bluffton performed flow testing, that we requested, on Friday morning, February 24, 2017 at the intersections of E. Jefferson Street and Vance Street and E. Jefferson Street and Huber Street. These tests were performed with the valves on Jefferson Street first opened and then closed. The results of the flow test were that there was no noticeable increase in either flow or pressure when the water main along Jefferson Street was connected to the remainder of the system versus when the valves were closed.

West Central Ohio
440 E. Hoewisher Rd.
Sidney, OH 45365
937.497.0200 Phone

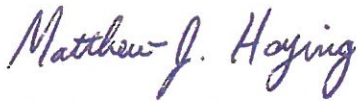
S Ohio/N Kentucky
203 W. Loveland Ave.
Loveland, OH 45140
513.239.8554 Phone

Eastern Indiana
607 N. Meridian St.
Portland, IN 47371
260.766.2500 Phone

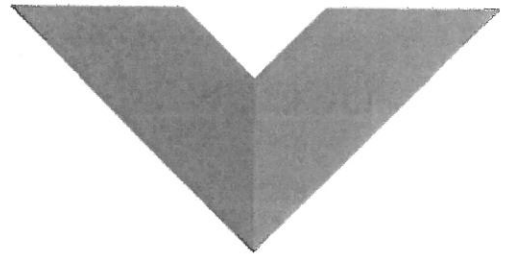


Based on our analysis of the information provided to us by the Village, it is our recommendation that the Village of Bluffton not replace the water main crossing under Riley Creek along Jefferson Street. This will reduce costs of the current bridge replacement project and prevent future maintenance costs and issues along this stretch of Jefferson Street. With the creek crossing not being replaced, we also suggest that the portion of water main along Jefferson Street between Vance Street and Huber Street be turned off from the remainder of the system by closing the valves at the respective intersections.

Sincerely,

A handwritten signature in blue ink that reads "Matthew J. Hoying". The signature is written in a cursive, flowing style.

Matthew J. Hoying, P.E.
Project Manager



Date
February 23, 2017

Attention
Jesse Blackburn
blackburnj@bluffton-ohio.com

Address
Village of Bluffton
154 N. Main Street
P O Box 63
Bluffton, OH 45817

Subject
Agreement for Professional Services, General Engineering Services, Village of Bluffton

Dear Mr. Blackburn:

Choice One Engineering Corporation appreciates the opportunity to provide General Engineering Services.

This Agreement is by and between the Village of Bluffton, hereinafter referred to as Client, and Choice One Engineering Corporation, hereinafter referred to as Choice One. If everything is acceptable, please execute two originals, keeping one for your files and returning one to Choice One. Choice One will not start work on this Project until the Agreement is signed and received in our office.

This Agreement is subject to the provisions of the following which are attached to and made a part of this Agreement: Scope of Services, consisting of two pages and Choice One Engineering Corporation Standard Terms & Conditions consisting of three pages.

Authorization by the Client to proceed, whether oral or written, constitutes acceptance of the terms and conditions of this Agreement, without modification, addition, or deletion. Client and Choice One each bind itself and its partners, successors, executors, administrators of this executed Agreement.

Village of Bluffton

Authorized Signature

Date

Choice One Engineering Corporation

Matthew J. Hoying

Matthew J. Hoying, P.E., Project Manager

2-23-17

Date

West Central Ohio
440 E. Hoewisher Rd.
Sidney, OH 45365
937.497.0200 Phone

S Ohio/N Kentucky
203 W. Loveland Ave.
Loveland, OH 45140
513.239.8554 Phone

Eastern Indiana
607 N. Meridian St.
Portland, IN 47371
260.766.2500 Phone

WWW.CHOICEONEENGINEERING.COM



Scope of Services

Project Snapshot

General engineering services will only be performed at the request of the Client. Services will be approved by the Client prior to commencement by Choice One.

Project Services

Some of the typical services performed under this agreement are:

Surveying

- Boundary Investigations
- Right-of-Way
- Topography
- Mapping

Reviews

- Residential Subdivision Construction Drawings
- Commercial and Industrial Developments
- Citizen Concerns
- Preliminary and Final Plats
- Zoning Questions

Municipal Services

- General Engineering Consultation
- Funding and Grantsmanship
- Base Map and Mapping Records
- Planning and Budgeting of Proposed Projects and Programs
- Consultation on Client Issues, Infrastructure, and Facilities and Recommendations
- Zoning Regulations and Modifications
- Subdivision Regulations and Modifications
- Construction Standards and Drawings and Modification
- Design Criteria and Modifications

Construction Observation

- Utility Extensions
- Subdivision Installations
- Street and Infrastructure Improvements

Compensation & Schedule

Schedules for engineering services will be as negotiated with the Client.

Requested engineering services will be performed on an hourly basis plus reimbursables according to our current Standard Hourly Rate Schedule or negotiated as a lump sum fee on a per project/task basis.

When a detailed Scope of Services and Lump Sum Fee Schedule can be defined, services will be negotiated and a separate agreement will be initiated.

2017 Standard Hourly Rate Schedule

PROFESSIONAL SERVICE	HOURLY RATE
Professional Engineer	\$130
Professional Surveyor	\$105
Designer	\$90
Field Surveyor	\$95
Administrative	\$55

All reimbursables such as reproduction, transportation, and project-related expenses will be charged at their cost.

Hourly rates may vary from this Standard Hourly Rate Schedule depending on project complexity, professional liability, or other agreements. Work that is required out of our normal working hours requiring overtime compensation may be subject to higher rates.

This Standard Hourly Rate Schedule is reviewed and adjusted at the beginning of each calendar year.