

Village of Bluffton Council Meeting Agenda
Bluffton Town Hall, 3rd Floor
154 North Main Street, Bluffton
June 12, 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, May 22, 2017.

Bills

Legislation

Ordinance No. 07-17 1st Reading

An ordinance to repeal ordinance 12-15 regarding stop signs at the intersection of County Line Road and the railroad crossing as it is no longer necessary and declaring an emergency.

Resolution No. 12-17 1st Reading

A resolution making certain transfers and declaring an emergency.

Administrator's Report

Safety Services

Committee Reports

Streets and Alleys – June 5th
Personnel – June 6th
Finance – June 12th

Public Comment

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

Council Meeting – Monday, June 26th at 8:00pm

Adjournment – Motion and Second

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

Mr. Talavinia moved, seconded by Mr. Warren to approve the minutes of the regular council meeting held on May 15, 2017. Roll Call: Yes (5) Messrs: Talavinia, Warren, Johnson, Miller, and Sehlhorst. No (0). Mr. Burrell abstained, motion approved.

Mr. Sehlhorst moved, seconded by Mr. Johnson to approve the bills as presented. Total payroll of \$40,601.22 and non-payroll of \$82,296.78. Roll Call: Yes (5) Messrs: Sehlhorst, Johnson, Miller, Talavinia, and Warren. No (0). Mr. Burrell, abstained, motion approved.

Mr. Sehlhorst moved, seconded by Mr. Warren to approve the third and final reading of Ordinance No. 05-17: AN ORDINANCE TO VACATE AN ALLEY AS REQUESTED BY THOMAS W. SCHMIDT. Roll Call: Yes (6) Messrs: Sehlhorst, Warren, Burrell, Johnson, Miller, and Talavinia. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Talavinia to approve closing Main Street on May 29, 2017 from 9-11am for the Memorial Day Parade. Roll Call: Yes (6) Messrs: Johnson, Talavinia, Burrell, Miller, Sehlhorst, and Warren. No (0), motion approved.

Mr. Burrell moved, seconded by Mr. Miller to approve closing Main Street on June 16, 2017 1-8pm (Elm Street to the Chase bank drive-thru) for the Festival of Wheels. Roll Call: Yes (6) Messrs: Burrell, Miller, Johnson, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Miller to approve renewing the health insurance policy with United Healthcare at a 4.9% renewal increase. Roll Call: Yes (6) Messrs: Sehlhorst, Miller, Burrell, Johnson, Talavinia, and Warren. No (0), motion approved.

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

May 31, 2017	Personnel	4:30 PM
June 5, 2017	Streets, Alleys, Lights, & Sidewalks	6:30 PM
June 12, 2017	Finance	7:00 PM
June 12, 2017	Council	8:00 PM

Mr. Burrell moved, seconded by Mr. Sehlhorst to enter into executive session for the discussion of personnel- hiring and contracts. Council, Mayor, Solicitor, and Nancy Kindle (contracts only) invited to attend. Roll Call: Yes (6) Messrs: Burrell, Sehlhorst, Johnson, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Burrell moved to exit from executive session. No action taken.

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

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
JUNE 12, 2017 BILLS PAID

Remit To	Description	Amount
Allen County Treasurer	Real Estate Taxes	\$1,579.19
Alloway Testing	Lab Analysis	\$245.00
All Service Aeration, Inc	Jetting	\$270.00
All Service Aeration, Inc	Portable Toilets	\$382.50
Republic Services #388	Refuse Service	\$889.92
Bluffton Aeration Service Inc	Jetting	\$1,000.00
Bluffton News	Publishing & School Tab Ad (Police)	\$201.00
Bluffton Paving, Inc.	Street Maintenance	\$177,591.20
Bluffton Stone Co.	Road Maintenance Supplies	\$142.73
John Bowers	Tuition Reimbursement & Wader Reimbursement	\$786.71
Bureau Of Workers Compensat	Installment Payments	\$3,068.96
F. Stephen Chamberlain	Retainer/Meetings	\$1,450.00
Citizens National Bank	Debt	\$21,671.31
Citizens National Bank	Interest- West Side Interceptor	\$10,054.92
County Electric Llc	Street Light Globe Repairs	\$400.00
Elite Concrete Creations	Concrete Work- Re-Deck	\$5,620.00
Family True Value Hardware	Operating Supplies	\$102.78
First National Bank	Line of Credit Principal & Interest	\$22.48
Great Lakes Billing Associates, I	EMS Run Collection Fees	\$1,008.65
Hackenberg,Beutler, Rasmusse	Legal Services- Hancock County	\$150.00
Riley Creek Sportswear, Llc	Lifeguard/Manager Shirts	\$293.40
Riley Creek Sportswear, Llc	Pool Hours Sign	\$43.75
Lugibihl Spray Service	Weed Killer	\$450.00
Mar Vending Distributor	Vending Machine Repairs	\$231.50
Marathon Fleet Services	Gasoline	\$589.15
Marsh View Enterprises, Inc	Burials & Foundations	\$2,065.00
M&R Plumbing & Heating, Inc.	Stenner Tubes, Valves	\$90.75
Steven Niese	SIDEWALK REPAIRS- TOWN WIDE	\$12,073.00
Northwestern Ohio Security Sy	Monitoring	\$104.90
Ron Niese Construction	Overhead Door Installation & Repair	\$16,100.00
Ohio Epa - Ofa	NPDES Permit Issuance	\$750.00
Op Aquatics	Chemicals	\$1,510.84
Perry Corporation	Computer/Copier Support	\$61.61
Perry Corporation	Computer/Phone Issues	\$77.50
Premier Patching Inc	Jared Circle, Riley Creek Ct, Richland Dr	\$7,392.65
Richland Engineering Ltd.	Master Plan Study	\$15,487.88
Riley Creek Mercantile	Supplies	\$5.00
Ohio Building Restoration, Inc.	Painting & Coating- SSlide	\$9,320.00
Railroad Management Compan	Annual License Fee	\$970.00
Sam's Club	Annual Membership Dues	\$90.00
Koi Enterprises, Inc.	Vehicle Maintenance	\$111.63
Smartbill	Utility Bill Printing & Postage	\$1,398.93
Staples Business Advantage	Office & Janitorial Supplies	\$337.41

Time Warner Cable	Internet	\$1,002.77
Tommy Tire Sales Llc	Tire Repair	\$32.60
Treasurer Of State Of Ohio	Cooperative Purchasing Admin Fee	\$100.00
Treasurer Of State	Elevator License	\$259.25
United States Plastic Corp.	Storage Trunks- Mowers	\$29.56
Centurylink	Telephone Service	\$1,082.68
Utility Sales Agency, Llc	Water Line Parts	\$421.85
Utility Service Co, Inc.	Water Tower Maintenance	\$133,649.79
Us Postal Service	PO Box 63 Annual Fee	\$88.00
Vetter Lumber Co.	Bolts, Fasteners, Zip Ties	\$39.57
Allen Economic Devel. Group	2017 Annual Contribution	\$1,500.00
Warren Fire Equipment, Inc.	Finance Charge	\$15.96
W.C.O.I.L.	E-Mail Accounts	\$4.95
		\$434,419.23

Village of Bluffton, Ohio

Statement of Cash Position with MTD Totals

From: 1/1/2017 to 5/31/2017
 Funds: A1 to H6

Include Inactive Accounts: No
 Page Break on Fund: No

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
A1	GENERAL FUND	\$2,925,680.39	\$199,383.71	\$1,352,681.64	\$117,105.89	\$1,330,206.11	\$1,330,206.11	\$2,948,155.92	\$360,660.08	\$2,587,495.84
B1	STREET FUND	\$174,324.13	\$13,545.68	\$409,719.95	\$114,584.03	\$178,787.59	\$178,787.59	\$405,256.49	\$325,774.92	\$79,481.57
B2	STATE HIGHWAY FUND	\$52,497.03	\$1,011.37	\$4,570.52	\$0.00	\$1,558.14	\$1,558.14	\$55,509.41	\$11,730.00	\$43,779.41
B3	CEMETARY FUND	\$17,518.31	\$6,288.33	\$15,569.33	\$423.23	\$5,591.15	\$5,591.15	\$27,496.49	\$18,787.50	\$8,708.99
B4	PARK FUND	\$2,769.55	\$0.00	\$10,000.00	\$881.89	\$2,972.37	\$2,972.37	\$9,797.18	\$14,925.53	(\$5,128.35)
B5	BENROTH MEMORIAL BRIDGE FUND	\$534.63	\$0.00	\$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	\$0.00
B7	COURT COMPUTER	\$5,113.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,113.14	\$0.00	\$5,113.14
B8	DUI ENFORCEMENT & EDUCATION	\$319.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$319.01	\$0.00	\$319.01
B9	PERMISSIVE LICENSE FUND	\$0.00	\$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	\$0.00
C2	SWIMMING POOL DEBT SERVICE	\$863.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$863.28	\$0.00	\$863.28
D1	CAPITAL IMPROVEMENT FUND	\$3,477.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,477.57	\$0.00	\$3,477.57
D2	STORM SEWER IMPROVEMENT	\$28,416.96	\$0.00	\$0.00	\$72.00	\$6,072.00	\$6,072.00	\$22,344.96	\$7,100.00	\$15,244.96
D3	FIRE & RESCUE IMPROVEMENT	\$205,771.32	\$0.00	\$95,250.00	\$0.00	\$48,120.65	\$48,120.65	\$252,900.67	\$5,500.00	\$247,400.67
D4	SWIMMING POOL IMPROVEMENT	\$56.94	\$0.00	\$1,000.00	\$2,940.00	\$7,060.00	\$7,060.00	(\$6,003.06)	\$15,440.00	(\$21,443.06)
D5	EQUIPMENT REPLACEMENT	\$299.52	\$0.00	\$110,000.00	\$0.00	\$30,347.83	\$30,347.83	\$79,951.69	\$79,314.51	\$637.18
D6	AIRPORT IMPROVEMENT	\$32,948.03	\$14,201.34	\$25,819.49	\$0.00	\$16,722.52	\$16,722.52	\$42,045.00	\$0.00	\$42,045.00
D7	STREET IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
D8	TOWN HALL IMPROVEMENT	\$368,749.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$368,749.32	\$0.00	\$368,749.32
D9	POLICE EQUIPMENT REPLACEMENT	\$4,471.96	\$0.00	\$87,000.00	\$10,000.00	\$85,555.36	\$85,555.36	\$5,916.60	\$5,015.31	\$901.29
E1	WATER FUND	\$199,816.95	\$114,928.74	\$553,429.54	\$56,453.90	\$485,578.56	\$485,578.56	\$267,667.93	\$515,564.45	(\$247,896.52)
E2	SEWER FUND	\$147,376.31	\$74,306.42	\$363,822.60	\$56,949.32	\$371,231.65	\$371,231.65	\$139,967.26	\$278,410.87	(\$138,443.61)
E3	SEWER DEBT SERVICE RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E4	SEWER DEBT SERVICE	\$44,125.78	\$21,671.31	\$108,356.55	\$21,671.31	\$108,356.55	\$108,356.55	\$44,125.78	\$151,698.45	(\$107,572.67)

Statement of Cash Position with MTD Totals

From: 1/1/2017 to 5/31/2017

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
E5	WATER DEBT SERVICE	\$53,000.00	\$0.00	\$195,000.00	\$0.00	\$244,941.74	\$3,058.26	\$260,288.26	(\$257,230.00)
E6	SEWER REPLACEMENT & IMPR.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E7	REFUSE FUND	\$85,048.75	\$17,945.85	\$90,969.91	\$17,084.69	\$103,724.43	\$72,294.23	\$99,294.75	(\$27,000.52)
E9	WATER/SEWER IMPROVEMENT FUND	\$580,809.36	\$171,361.97	\$2,230,466.08	\$199,461.74	\$2,401,033.27	\$410,242.17	\$357,538.16	\$52,704.01
F1	WATER CONSTRUCTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F2	COMMUNITY EVENTS	\$5,880.77	\$0.00	\$0.00	\$0.00	\$0.00	\$5,880.77	\$0.00	\$5,880.77
F3	COMMUNICATIONS FUND	\$6,960.24	\$0.00	\$0.00	\$0.00	\$0.00	\$6,960.24	\$0.00	\$6,960.24
F4	POLICE CONTINUING PROFESSIONAL	\$2,671.52	\$0.00	\$3,080.00	\$0.00	\$0.00	\$5,751.52	\$0.00	\$5,751.52
F5	UTILITY RECOVERY	\$1,956.12	\$0.00	\$0.00	\$0.00	\$0.00	\$1,956.12	\$0.00	\$1,956.12
F6	NATIONAL NIGHT OUT	\$762.98	\$500.00	\$540.00	\$0.00	\$0.00	\$1,302.98	\$0.00	\$1,302.98
F7	Shannon Cemetery Fund	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
G2	UNCLAIMED MONIES TRUST	\$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/W	\$1,326.66	\$0.00	\$0.00	\$0.00	\$0.00	\$1,326.66	\$0.00	\$1,326.66
G5	CEMETARY TRUST - MATTER	\$524.37	\$0.00	\$0.00	\$0.00	\$0.00	\$524.37	\$0.00	\$524.37
H1	SPECIAL ASSESSMENT - KIBLER	\$897.17	\$0.00	\$0.00	\$0.00	\$0.00	\$897.17	\$0.00	\$897.17
H2	SPECIAL ASSESSMENT - VANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
H4	SPECIAL ASSESSMENT - W COLLEGE	\$849.41	\$0.00	\$0.00	\$0.00	\$0.00	\$849.41	\$0.00	\$849.41
H5	SPECIAL ASSMT - MAIN ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
H6	SPECIAL ASSMT - JACKSON ST	\$119.67	\$0.00	\$0.00	\$0.00	\$0.00	\$119.67	\$0.00	\$119.67
Grand Total:		\$4,956,462.35	\$635,144.72	\$5,657,275.61	\$597,628.00	\$5,427,859.92	\$5,185,878.04	\$2,507,042.79	\$2,678,835.25

ORDINANCE NO. 07-17

AN ORDINANCE TO REPEAL ORDINANCE 12-15 REGARDING STOP SIGNS AT THE INTERSECTION OF COUNTY LINE ROAD AND THE RAILROAD CROSSING AS IT IS NO LONGER NECESSARY AND DECLARING AN EMERGENCY

WHEREAS, it has been determined by the Council of the Village of Bluffton, Ohio that the stop signs at the intersection of county line road and the railroad crossing are no longer necessary and;

WHEREAS, an emergency exists and the enactment of this Ordinance is necessary for the preservation of the health, safety and welfare of the Village of Bluffton, Ohio.

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

SECTION 1: That Ordinance Number 12-15 is hereby repealed as the stop signs at the intersection of county line road and the railroad crossing are no longer necessary.

SECTION 2: That an emergency exists as set forth herein, and this Ordinance shall be effective immediately from and after its passage.

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:

Ayes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

RESOLUTION NO. 12-17

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
Swimming Pool Improvement D4-0I-41920		+\$25,000
	General A1-7X-52710	-\$25,000

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

Dottie J. Anderson Terminal

The old, airplane-sized garage door on the terminals north wall has been removed and replaced with a solid wall and a smaller garage door. Ron Niese Construction then added a small entrance door for convenience and outlets along the wall. Total cost of the project was \$15,100 which matched the estimate. We were charged an additional \$1,000 for the emergency door repairs that were completed immediately after the wind blew in the old door.

Bluffton Swimming Pool

The Bluffton Swimming Pool opened as expected on Saturday, May 27th at 1pm and it looked amazing! Thank you, Council, for the improvements and thank you, Staff, for the extra effort it takes every year to get the pool operational in the spring. Your hard work does not go unnoticed. Thank you.



Blanchard River Watershed Partnership

On June 2, from 1-4pm, there was a Sand Wand demonstration at the Riley Street Bridge where the Little Riley meets the Big Riley. Due to the heavy rainfall we received recently, the water is deeper than usual and moving swiftly but we were still able to get down in the water and work. Thank God for such a beautiful day!



A big thanks to Streamside Solutions for coming to Bluffton and bringing the equipment for the demonstration. Thank you as well to Jan Basinger, Scott Phillips, Bryan Lloyd, and Nate Jordan for their extra effort in clearing the creek of large debris and preparing the trench for the sand. An extra special thank you goes out to John Bowers for coordinating the project, and helping every step of the way. Everything worked out perfectly for the big day!

Shannon Cemetery Memorial Park

Work continues on the cemetery memorial... I have contacted a local sign company for a quote on the main sign. I have met with a local artist who will help design the memorial. I have asked our service department to remove the lilac tree in the cemetery and to carefully leave the tombstone(s) where they are found for now. It is believed that there are one or more tombstones under the tree. We have extended the lease on the storage unit for six months hoping that the project will be complete by then.

Liquor License Request

A liquor license request has been received from Campo Lindo. The Ohio Division of Liquor Control will need to know if Council would like to request a hearing or not.

Purple Heart Community

Bluffton is now officially a Purple Heart Community! Veteran and Former Mayor Fred Rodabaugh and I attended the formal ceremony at the Findlay Veteran's Memorial on Tuesday, June 6, 2017. Purple Heart recipients from all over the state were in attendance as well as Hancock County Mayors and Commissioners. We have received the official signed proclamation to be framed and hung in the Town Hall entrance. I will look into securing a Purple Heart Flag and signs to commemorate this designation. The Village of Bluffton and the Bluffton American Legion will schedule a local ceremony at a later date so that we can all celebrate together.



Gas Line Replacement (Dominion Gas)

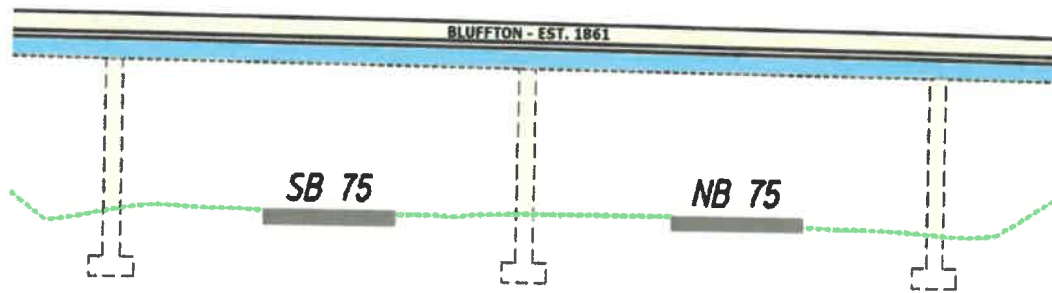
College Avenue, between Main Street and Railroad Street, will be closed for portions of the next two to three weeks of June for a gas line replacement project. The current 2" main trunk line under Riley Creek will be replaced with the 8" line, 600 feet long. Dominion Gas will bore under the creek and pull the line through.

Open Position: Village Administrator

We are working through the second interviews and very hopeful that someone will be onboard by July 1st.

BLUFFTON est. 1861

We are currently working to add 2' signage as follows on the I-75 overpass at exit 140:



I-75 Northbound View

Jesse submitted the design to ODOT this week and Design Engineer is now reviewing our proposal. The estimate received from Kohli & Kahiler to perform the next required step from ODOT which is the engineering design of the lettering is \$3,000-5,000. ODOT has not yet provided the total cost of the project as they themselves will most likely help fund the expenditure. Total cost to the village should be just the engineering design of the lettering but could be an additional \$5,000 depending on how much ODOT funds. Would council be open to approving the whole cost of \$10,000 which would allow us to move forward with the engineering now, and then through to completion?

If approved, I will write a letter to ODOT's Design Engineer requesting the addition of the signage.

Service Department Activities

- Pool preparation/opening/maintenance
- Weed-eating Maple Grove – ½ complete
- Repaired two collapsed sewer lines on Campus View
- Sprayed for weeds on Main Street, and park(s)
- Brush pick-up
- Pruned trees

**NOTICE TO LEGISLATIVE
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

1219124		TRFO	CAMPO LINDO LTD DBA CAMPITO LINDO 142 N MAIN ST BLUFFTON OH 45817
01	17	2017	
ISSUE DATE			
05	26	2017	
FILING DATE			
D5			
PERMIT CLASSES			
02	022	A	F18587
TAX DISTRICT		RECEIPT NO.	

FROM 06/01/2017

26303400005			F WRIGHT CORPORATION DBA THE GRILLE 142 N MAIN ST BLUFFTON OH 45817
01	17	2017	
ISSUE DATE			
05	26	2017	
FILING DATE			
D5			
PERMIT CLASSES			
02	022		
TAX DISTRICT		RECEIPT NO.	



MAILED 06/01/2017

RESPONSES MUST BE POSTMARKED NO LATER THAN. 07/03/2017

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES A TRFO 1219124

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF BLUFFTON CITY COUNCIL
154 N MAIN STREET
PO BOX 63
BLUFFTON OHIO 45817

1219124 PERMIT NBR
CAMPO LINDO LTD
DBA CAMPITO LINDO
142 N MAIN ST
BLUFFTON OH 45817

ROBERTO F CAMARENA	05/26/2017 ACTIVE		5% MEMSHIP
ENRIQUE P CABRERA	05/26/2017 ACTIVE	PRESIDENT	5% MEMSHIP

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE



BLUFFTON POLICE DEPARTMENT
154 N. MAIN STREET
BLUFFTON, OHIO 45817
(419) 358- 2961
FAX (419) 358-2963



Police Activity Summary
May 2017

Police Calls for Service – 571

Traffic Stops – 125

Citations – 31

Citations

Driving under Suspension	-	4
Expired Plates	-	2
Failure to Yield	-	1
Improper Display	-	1
O.V.I	-	1
Reckless Operation	-	1
Safety Belt	-	6
Stop Sign	-	1
Speed	-	12
Failure to Surrender out of State OLN	-	2
Total	-	31

Complaint Reports

Assist another Agency	-	1
Breaking and Entering	-	2
Civil	-	3
Driving Under Suspension	-	6
Drug Offense	-	1
Found / Lost Property	-	1
Fraud	-	1
Juvenile Offense	-	2
Menacing	-	2
Mental Health	-	2
Miscellaneous	-	4
OVI	-	1
Rape	-	1
Sexual Imposition	-	3

	Theft	-	7
	Telecommunications Harassment	-	1
-	Warrant	-	2
	Total	-	40

- Theft loss for May is \$ 10, 305.00 with \$4,455.00 recovered difference of \$5,850.00.



BLUFFTON POLICE DEPARTMENT
154 NORTH MAIN STREET
BLUFFTON, OHIO 45817
PHONE (419) 358- 2961
FAX (419) 358-8137



POLICE DOCKET – MAY 2017

Total Calls for Service – 571

*****ADDITION TO THE APRIL 2017 POLICE DOCKET*****

- On the morning of April 21, 2017, officers with the Bluffton Police Department assisted the Putnam County Sheriff's Office who were searching for two burglary suspects south of the Village of Pandora near the intersection of Pandora Road and Bixel Road. After a brief search of the area, Bluffton officers along with an officer from the Pandora Police Department and a Putnam County Sheriff's deputy, located the two suspects in a wooded area in the 8400 block of Bixel Road. The suspects were taken into custody without further incident and transported to the Putnam County Jail.

May 2

- Officers responded to an injury traffic crash in the 300 block of South Main Street where a vehicle struck a parked vehicle and continued to the 600 block of South Main Street where it struck another parked vehicle. Lou A. Warren, 51, Bluffton, was issued a citation for operating a vehicle without reasonable control. The case is pending in Lima Municipal Court.

May 3

- A Cedar Lake, Illinois resident reported he lost his wallet while visiting the university.

May 5

- A Garau Street male was accused of inappropriately touching a female. A summons was issued and the case is pending in Lima Municipal Court.

May 6

- Officers arrested Levi Plaugher, 19, Harrod, for operating a vehicle while impaired following a traffic stop in the 500 block of East Jefferson Street. The case is pending in Lima Municipal Court.

May 8

- A South Main Street business owner reported that someone stole a flower planter from the front of the business.

- A Findlay resident reported that while a patient at Bluffton Hospital, someone stole money from her wallet.

May 9

- Officers were called to a State Route 103 residence in reference to a rape complaint. After investigating the complaint, officers arrested a male subject who resided at that residence and the subject was subsequently charged with rape. The case is pending in Hancock County Common Pleas Court.

May 9

- A State Route 103 business reported a threatening telephone call was made to the store from an unknown caller.

May 10

- A Garau Street male was accused of inappropriately touching a female. A summons was issued and the case is pending in Lima Municipal Court.
- A Garau Street male was accused of inappropriately touching a female. A summons was issued and the case is pending in Lima Municipal Court.
- Officers responded to a non-injury traffic crash in the area of Commerce Lane and State Route 103. Richard J. Boehr, 85, Bluffton, was issued a citation for Failing to Yield the Right of Way. The case is pending in Findlay Municipal Court.

May 13

- Officers responded to the area of North Main Street and Washington Street in reference to a possible breaking and entering complaint. Upon further investigation, officers located numerous juveniles who admitted to being inside the building without permission and stealing items from inside. In all, six juveniles were charged with Breaking and Entering, Theft and Receiving Stolen Property. All six cases are pending in Allen County Juvenile Court.
- A West Elm Street resident reported a license plate was stolen off her motorhome while it was parked at an East College Avenue storage facility.

May 14

- A Grove Road resident reported that her ex-husband violated their child custody agreement.

May 15

- Officers arrested Reginald Phillips, 24, Columbus Grove, for driving under suspension following a traffic stop in the area of Jefferson Street and Huber Street. The case is pending in Lima Municipal Court.
- A North Lawn Avenue resident reported he found a stolen cell phone in his foster child's bedroom.

May 16

- A Snider Road business reported they received numerous harassing telephone calls.

May 17

- A North Lawn Avenue resident reported their foster child was being unruly and ran away from home.
- Officers responded to a non-injury traffic crash in the area of Harmon Road and Bentley Road. Kara C. Graydon, 29, Findlay, was issued a citation for Failing to Yield the Right of Way. The case is pending in Lima Municipal Court.
- Officers responded to a non-injury traffic crash in the 100 block of Cherry Street. Kent D. Cherry, 65, Pandora, was issued a citation for Failing to Maintain Reasonable Control. The case is pending in Lima Municipal Court.

May 19

- Officers responded to a South Main Street business in reference to a shoplifting complaint.
- A West Elm Street resident reported that while he was on a kayaking trip, he lost his cell phone in the river and needed a police report for the cellular provider.
- A Grove Road resident reported that her ex-husband violated their child custody agreement.
- A North Main Street business reported to police that a female attempted to pay for items with a check that did not belong to her.

May 20

- A Cairo resident reported that while at work at a Bluffton business on Snider Road, she received harassing messages from a person she was familiar with.
- A North Spring Street resident reported that her son's bicycle was stolen from in front of the elementary school.

May 21

- Officers took a theft complaint from a Richland Drive resident.

May 24

- A South Main Street resident reported to police that she received harassing text messages from a male subject she had met online.
- An unknown subject stole items from behind the village maintenance building on North Spring Street. Officers have video evidence of the crime being committed and are looking into the details of the case.

May 25

- Officers responded to a Cherry Street residence in reference to a drug overdose. Before officers arrived, a family member administered Naloxone (Narcan) to the subject experiencing the overdose.

May 26

- Officers arrested Jeffery Berger, 49, Lima, for driving under suspension following a traffic stop for a speeding violation in the 500 block of North Main Street. Upon further investigation it was determined Berger also had an outstanding warrant from the Marion County (IN) Sheriff's Office.
- An East College Avenue resident reported an ongoing issue with her neighbor.

- A Lima resident reported to police that his girlfriend, who resides in Bluffton, was being harassed by her neighbor and the protection order she had against her was being violated.
- Officers responded to a Jefferson Street residence in reference to a male subject who was intoxicated and causing problems. Officers subsequently arrested the male subject for Disorderly Conduct by Intoxication and he was transported to the Allen County Justice Center. The case is pending in Lima Municipal Court.
- A South Main Street resident reported that, while away on vacation, an unknown person forcibly entered the back door of their residence and stole items from inside.
- Officers arrested Cortney Hemenway, 34, Lima, for driving under suspension following a traffic stop in the 100 block of North Main Street for an equipment violation. Upon further investigation, it was determined that Hemenway had an outstanding warrant from the Allen County (OH) Sheriff's Office. Officers also issued a misdemeanor citation to Hemenway for possession of a controlled substance as a result of the traffic stop. The cases are pending in Lima Municipal Court.

May 27

- Officers responded to the Bluffton Hospital Emergency Room entrance for a male subject who was suicidal and had recently used drugs. Assisting Bluffton Officers on the scene were deputies from the Allen and Hancock County Sheriff's Offices. The subject was subsequently taken to St. Rita's Medical Center and held on an Emergency Medical Commitment until he could be evaluated and treated.

May 30

- A Thurman Street resident reported numerous items were stolen from inside his storage locker at a State Route 103 storage facility.
- Officers responded to a non-injury traffic crash in the 100 block of Bentley Road. Sue E. Amstutz, 70, Bluffton, was issued a citation for Failing to Maintain Reasonable Control. The case is pending in Lima Municipal Court.

May 31

- Officers arrested Ryan M. Matter, 21, Bluffton, for driving under suspension following a traffic stop in the area of County Line Road and Jefferson Street. The case is pending in Lima Municipal Court.
- A Riley Street resident reported their juvenile daughter left the previous night and had not returned home. The juvenile returned home after she heard officers were searching for her.
- Officers arrested Joseph Torres-Flores, 18, Hilliard, Ohio, for driving under suspension following a traffic stop on North Dixie Highway. The case is pending in Lima Municipal Court.

STREETS, ALLEYS, LIGHTS & SIDEWALKS COMMITTEE MEETING:

06/05/17



Start: 6:30 PM
End: 8:15 PM

Present: Joe Sehlhorst, Phill Talavinia, Roger Warren, Mayor Augsburg, Solicitor Chamberlain, Jesse Blackburn;
Public: Dough Hook owner, Marlena Ballinger, Food Store owner, Jonah Agner, Ben Stahl, Terry Stahl
Missing: Ralph Miller, Patti Geiger

STREETS:

- A. **Asphalt Sealing:** Administration to review 2017 Asphalt Sealing Estimates received.
- B. **Premier Patching:** Has completed work on Jared Circle, Richland Drive and Riley Creek Ct. – Village received a credit of \$1,155.00 for 700 lbs. of unused product.
- C. **Main St. /SR 103** – has been ranked deficient in crack sealing by ODOT personnel. Roadway not scheduled to be paved until 2022.
 - ❖ **Recommendation:** contact Premier Patching to inspect and provide quote for crack sealing needed areas. Type 1 sealer recommended.
 - Request Administration to contact Premier Patching for quote. Type 1 sealer to be used
- D. **Bluffton Paving :** Street Paving project is complete except for E. College Ave. (from Main to Albert St.) and N. Jackson (from W. Kibler to Parkview)
 - ❖ **Recommendation:** begin the request for allocating and encumbering of PMVT monies from Allen County. College Ave. is eligible to apply PMVT towards. Currently have approx. \$40,000 in this account.
 - Request allocating and encumbering PMVT monies from Allen County for College Ave.
- E. **E. College Gas line replacement:** Dominion project is scheduled to begin Monday, June 12. Road closure from Main St. to Railroad could last up to 3 weeks.
- F. **Pedestrian-actuated warning system:** The R920 Series Rectangular Rapid Flashing Beacon (RRFB) has arrived. Installation of this project will be coordinated with other approved road painting work to improve the safety of this intersection. Late June is the goal for this project to be installed.
 - Committee excited to see installation done before end of June

ALLEYS:

- A. **Business Request:** Dough Hook has expressed an interest in using a public alley.
 - Mayor shared that there is a growing interest in the Village for mobile food providers wanting to be a part of the Bluffton business community. Began discussion on how the Village can best address this growing trend while protecting our brick and mortar businesses and residents.
 - Solicitor tasked to take from our conversation and come up with an ordinance that will be able to accomplish this growing want and how the Village can best provide a positive impact for all parties involved in the Village
 - Conversation focused on location (zone), permit, local business/resident vs. outside business, private lots, public lots/alleys, health licensed, no or if any impact on special events, etc.

STREETS, ALLEYS, LIGHTS & SIDEWALKS COMMITTEE MEETING:



06/05/17

- *Research: Findings from other Municipalities with mobile food services.*
- *See attached document for more information and research gathered.*

B. Bike racks in public Alleys: Village has one appropriate sized bike rack (similar to one at Lions Way Trailhead Park) that could be placed in an Alley of choice.

- ❖ Recommendation: Acquire new black bike racks to match downtown color scheme. One-sided bike racks with room for 3 - 5 bikes per rack. Check w/ Activate Allen County, Costs range from \$350 - \$650 per rack depending on style.
 - *Before considering purchasing new bike racks, recommend we first use current bike racks and place in an appropriate closed alley or alleys on Main St. to evaluate usage and popularity.*

Village Property – Btw. Mustard Seed & Hauenstein Plumbing off Main St.

- *Administration requested to provide Paving costs, Survey, and evaluate potential Alley designation.*

LIGHTS:

- A. **Parkview Subdivision :** Developer has started the installation of conduit for the lighting plan provided from AEP.
 - B. **Light Pole Base Replacement at Main & W. Elm:** Cost to replace decorative base of light pole: \$1,592.00. Light pole has not been inspected yet to verify structural integrity. Use State Hwy funds.
 - *Before purchasing decorative base of light pole. Verify structural integrity of light pole first.*
-

STREETS, ALLEYS, LIGHTS & SIDEWALKS COMMITTEE MEETING:

06/05/17



SIDEWALKS:

A. **2017 Connectivity Plan:** – Administration’s recommendations – proceed with list below:

Connectivity Plan Cost Estimates - 2016

sq. Ft. estimate: \$6.00

	Linear Ft.	4 ft. walk	5 ft. walk	ADA Ramps
East College Ave. Gap	475	\$11,400.00	\$14,250.00	1?
Cherry St. - Greding to County Line	675	\$16,200.00	\$20,250.00	1
Co. Line Rd. - E. Elm to College Ave.	520	\$12,480.00	\$15,600.00	2
Augs. Bike Path to Hawthorn	245	\$5,880.00	\$7,350.00	0
Total:		\$45,960.00	\$57,450.00	

*Add \$500 per ADA Ramp

- Add Jefferson St – Gap between Jackson St and Main St.
- **Formal request to Council the 2017 Connectivity Plan.** Administration has prepared and evaluated projects for 2017.

B: Sidewalk issues

1. **Repair/Replace project incomplete:** Deadline of May 31 has been exceeded by Steve Niese.
 - ❖ **Recommendation:** Proceed with current contractor and finish this project this year. Lesson learned – place deadlines with penalties into future contracts – have reviewed by legal counsel.
 - See attached Sidewalk Program status report
2. **Sidewalk complaint from resident on W. Washington St.:** Slight “jog” in sidewalk between 114 & 124 W. Washington in public alley to connect sidewalks from each property.
 - Issue evaluated and determined there is no issue at this location. Did note that all along Jefferson St. where sidewalks have been installed and/or repaired. The Village will need to repair the asphalt due to chip out from faulty base.

TABLED DISCUSSIONS:

- 103 Corridor Study; State Route 103/Bentley Intersection
- W. Elm St. Paving & Sidewalks Plan
 - o Update: Water line engineering due early June

Research

Outline - Food Truck

Standardization Policies

- Identifies Mobile Food Vending Operations

Public Health Policies

- Health Permit Requirements
- Local Government Authority for Health Requirements
- Annual Inspection Requirements
- Food Preparation/Storage Requirements

Location Policies

- Designations of Distances from Restaurants
- Designations for Public Rights-of-Way
- Designation of Specifically Zoned Areas

Operation Policies

- Operating Hour Requirements
- Time Limitations for Locations
- Permission Requirements to Operate on Private Property
- Restroom requirements

Other Common Policies

- Prohibit Fixed Dining Fixtures
- Prohibit Public Address (PA) Systems
- Waste Collection Requirements

3717.01 Retail food establishments - food safety operations definitions.

- (I) "Mobile food service operation" means a food service operation that is operated from a movable vehicle, portable structure, or watercraft and that routinely changes location, except that if the operation remains at any one location for more than forty consecutive days, the operation is no longer a mobile food service operation. "Mobile food service operation" includes a food service operation that does not remain at any one location for more than forty consecutive days and serves, in a manner consistent with division (F) of this section, only frozen desserts; beverages, nuts, popcorn, candy, or similar confections; bakery products identified in section 911.01 of the Revised Code; or any combination of those items.

(Q) "Mobile retail food establishment" means a retail food establishment that is operated from a movable vehicle or other portable structure, and that routinely changes location, except that if the establishment operates from any one location for more than forty consecutive days, the establishment is no longer a mobile retail food establishment.

Allen County Public Health Mobile Food Service Operation Planning Guide

<http://www.allencountypublichealth.org/wp-content/uploads/2015/02/Mobile-Plan-Review-Guide-1.pdf>

Ordinance Samples

<http://www.traversecitymi.gov/downloads/865.pdf>

http://www.memphistn.gov/Portals/0/pdf_forms/ordinances/5394_FoodTruckOrdinance.pdf

<http://www.kalamazocity.org/docman/city-of-kalamazoo/city-clerk/135-food-truck-ordinance/file>

http://www.knoxvilletn.gov/UserFiles/Servers/Server_109478/File/BusinessSupport/FAQsForOrdinance.pdf

<http://www.murfreesborotn.gov/DocumentCenter/View/4410>

Sidewalk Program Village Responsibilities

Public Alley Approaches

470 Cherry St.
 140-144 Cherry St.
 E. College - 161 S. Mound St.
 155 E. College Ave.
 103 W. Elm St.
 A-Z Meats - Elm St.
 103 N. Lawn Ave.
 124 S. Mound St.
 121 S. Mound St.
 128 N. Mound St.
 110 N. Spring St.
 137 Thurman St.
 123 Geiger St.
 130 Railroad St.

109 W. Riley St.
 Vine St. - behind Boehr
 Brookwood entrance
 Diller Rd. entrance
 114 W. Jefferson St.
 222 N. Jackson - 1 panel

308 S. Main - (V)

122 E. Elm St.
 111 Grove St. - 1 panel
 240 S. Lawn St. - (C)
 118 Poplar St.
 107 Poplar St.
 137 Vance St. (C)
 Behind Common Grounds
 107 E. Kibler St.
 218 N. Main St. - (C)
 142 S. Jackson St.

201 N. Jackson-222 N. Lawn
 247 N. Lawn
 103 S. Spring
 130 N. Lawn
 131 Thuman St.

Village Owned Sidewalks

Lot on Vance St. -Patriot
 Bluffton Fire Dept.

Buckeye Park entrance Main St
 Shannon Cemetery - 103

E. Elm & Municipal Lot corner

Street Tree Issues

21 panels cut

ADA Compliant Curb Ramps

Triplett & Harmon (1)
 Beaver & Main (2)
 Riverbend Subdivision (9)
 Swiss Park Subdivision (16)
 N. Jackson & Jefferson (2)
 Library Alley & College Ave. (2)
 Garau St. & Harmon Rd. (1)
 Vine & Jackson (2)
 Huber & E. Elm (1)
 College View & Campus Drive
 W. Elm & Bentley

Misc.

596 Hunters Run- manhole
 107 Polo - valve
 235 E. Elm - water meter
 102 Eastland - defective repairs
 121 E. Jefferson St. - water meter
 Church St - meter lid in sidewalk
 683 S. Main St. - (V)
 208 Huber St. - Catch basin

completed areas - 2015

completed areas - 2016

completed areas - 2017



2017 Asphalt Sealing Estimates

	Elite Sealcoating	Nonnemaker Asphalt	Superior Sealing
Maple Grove Cemetery	\$11,267.90	\$9,411.00	\$7,091.36
Lions Way Pathway	\$5,943.30	\$4,337.08	\$3,199.34
Wastewater Treatment Plant	\$3,953.99	\$3,385.00	\$2,633.31
Total:	\$21,165.19	\$17,133.08	\$12,924.01

Insurance Committee Mtg.

Mon, May 22, 2017

Start: 7:30 PM

End: 7:48 PM

Present: Joe Sehlhorst, Ralph Miller, Phill Talavinia, Roger Warren, Nancy Kindle

Topic 1: Health Insurance Renewal

- Committee recommend that we renew our current Health Care Plan. Term: July 2017-June 2018
- Rate Increased 4.9%
- Rate: Monthly: \$13,252.45 Annual: \$159,029
- United Healthcare / Fortman Insurance
- Policy Outline: Deductible: \$2600/\$5200
- Village contributes 87.5% Premium Cost / Employee 12.5% Premium Cost
- Village contributes 40% deductible into HAS Account

Topic 2: Property & Casualty Insurance

- Village currently in Year 3 of 3 Year Contract (Webb Insurance)
- Next year we will review plan
- Premium cost roughly \$58,000 Annually
- Recommend Nancy to begin gathering information in order to update inventory and appraisal values of Village Property

Topic 3: Disaster Recovery Plan

- Per recommendation from 2016 Audit report.
- Currently, no formal Disaster Recovery Plan exists
- Insurance Committee to begin the process of developing such plan
- City of Hillsboro a likely benchmark
<https://ohioauditor.gov/publications/bestpractices/hillsboro.pdf>
- Example Purpose: The primary reason the Village of Bluffton is engaging in disaster recovery and business resumption planning is to ensure the ability of the organization to function effectively in the event of a severe disruption to normal operations. Severe disruptions can arise in several ways including natural disasters (lightning, tornadoes, fire, etc.), equipment failures, process failures, or even from malicious acts (such as network intrusion, viruses, and other invasive attacks).

-