

Village of Bluffton Council Meeting Agenda

October 9, 2023 at 7:00 PM



Opening Ceremonies

Call to Order, Mayor
Johnson presiding

Pledge of Allegiance



Minutes

Approval of the minutes for the Village Council meeting held on Monday, September 25, 2023

Bills

Public Comment:

Committee Reports

Ordinance Committee: 9-27

Joint Committee – Personnel, Finance, Safety: 9-29

Boards & Commissions

LEGISLATION

ORDINANCE NO. 10-2023

3rd Reading

AN ORDINANCE TO VACATE A PORTION OF THURMAN STREET AND A PORTION OF AN ABUTTING ALLEY AS REQUESTED BY VILLAGE ADMINISTRATION

Village Administration Report:

Mayor:

Safety Services Reports:

-EMS- -Fire Dept.- -Police Dept.-

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

- Parks & Recreation Committee – Monday, October 9th at 6:00 pm
- Village Council – Monday, October 9th at 7:00 pm
- Village Council – Monday, October 23rd at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting September 25, 2023, at 7:00 p.m.

Mayor Johnson presiding. Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia present.

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on September 11, 2023. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, and Steiner. No (0), Abstain (1) Talavinia, motion approved.

Talavinia motioned, seconded by Steiner, to approve the bills as presented. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

The Village Administrator gave the following readings:

3rd Reading:

Ordinance 09-2023 – An Ordinance to vacate a 15-foot sanitary easement in Parkview of Bluffton – Phase IIB as requested by Three S Development. Sehlhorst motioned to adopt the Ordinance, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

2nd Reading:

Ordinance 10-2023 – An Ordinance to vacate a portion of Thurman Street and a portion of an abutting alley as requested by Village administration. Kingsley motioned to adopt the Ordinance, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Talavinia, to enter executive session to discuss contracts with the Mayor, Solicitor, Council, and Administrator present. Action is expected to be taken after the session. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Cupples, to exit the executive session and return to open session. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

The Village Administrator gave the following reading:

1st Reading:

Resolution 29-2023 – A Resolution authorizing the Village Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts for State Route 103 at Navajo Drive Improvements as required and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adopt the resolution, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Cupples, to approve the advertising for a new Police Officer at a pay rate of up to \$25.00/hr. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Kingsley, to approve the Special Event request for the Blaze of Lights parade to be held November 25, 2023. Main Street from Snider Rd. to College Avenue will be closed from 4:45 p.m. until the end of the parade. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Chief Basinger presented the purchase agreement for a new Braun ambulance to be purchased in 2025. The ambulance needs to be ordered now in order to have it delivered in 2025. There is written documentation from Braun that if the Village decides to not purchase the ambulance for any reason, there is no financial penalty or commitment.

Talavinia motioned, seconded by Cupples, to approve the placing of an order for a new Braun ambulance per the terms of the purchase agreement. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to adjourn the meeting.

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

Joint Finance, Personnel, and Safety Services Committee on Friday, September 29 at noon.

Ordinance Committee on Wednesday, September 27 at 5:30p.m.

Village Council on Monday, October 9 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 10/9/2023 - PRELIMINARY

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ABIGAIL MICHAEL	444.72	Police	TRAINING LODGING & MEAL
ALL SERVICE AERATION, INC	482.50	Park	PORTABLE TOILETS
ALLEN COUNTY AWARDS LLC	100.00	Police	PD RETIREMENT PLAQUE
ALLOWAY TESTING	300.00	Multiple	TESTING
ALLOWAY TESTING	125.00	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	11,342.04	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	37.85	Multiple	ELECTRICITY
ANGIE ESSINGER	184.78	Multiple	PETTY CASH REIMBURSEMENT
AQUA-LINE	6,578.00	Water	LEAK DETECTION SURVEY
BADGE & WALLET	226.50	Police	BADGE (RETIRED)
BASINGER PLUMBING & HEATING LLC	66.94	Land & Buildings	SERVICE AGREEMENT
BLUFFTON DIESEL SERVICE	4,462.73	Rescue	#109 REPAIRS
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BLUFFTON STONE CO.	9.39	Multiple	STONE
BLUFFTON STONE CO.	130.68	Multiple	STONE
CHARTER COMMUNICATIONS	43.40	Multiple	CABLE
CHARTER COMMUNICATIONS	169.98	Administrative	CABLE
CHOICE ONE ENGINEERING	996.55	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	1,435.00	Park	SRK FIELDS CONCEPT
CHOICE ONE ENGINEERING	240.00	Multiple	GENERAL ENGINEERING
CINTAS	80.04	Administrative	UNIFORMS
CINTAS	76.54	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	72.09	Police	DEPT. TRAINING
CITIZEN'S NATIONAL BANK	1,062.15	Fire	BATHROOM RENOVATION
CITIZEN'S NATIONAL BANK	31.60	Administrative	POSTAGE
CITIZEN'S NATIONAL BANK	50.07	Police	FALLEN OFFICER MEMORIAL EXPENSES
CITIZEN'S NATIONAL BANK	27.76	Police	FALLEN OFFICER MEMORIAL EXPENSES
CLIA LABORATORY PROGRAM	180.00	Rescue	CERTIFICATE FEE
CLINT DAILEY	288.85	Administrative	BOOTS
CORE & MAIN LP	7,152.00	Water	COPPER SETTERS
COUNTY ELECTRIC LLC	6,967.29	Administrative	EXIT 140 LIGHTING
GALL'S, AN ARAMARK COMPANY	48.91	Police	FRISK GLOVES
GALL'S, AN ARAMARK COMPANY	56.97	Police	FRISK GLOVES
GGC FEEDS, LLC	283.00	Multiple	SEED & FERTILIZER
GRAINGER INC	18.28	Multiple	MARKING PAINT & BOLLARD COVERS
GRAINGER INC	104.03	Sewer	SMOKE MACHINE PARTS
GREAT LAKES BILLING ASSOCIATES, INC.	1,237.48	Rescue	EMS BILLING SERVICE
JUSTIN SHANNON	527.25	Land & Buildings	TOWN HALL CLEANING
LEXIS NEXIS RISK DATA MANAGEMENT INC.	50.00	Administrative	ADDRESS SEARCHES
M&R PLUMBING & HEATING	65.40	Water	401 ETHAN SPIGOT REPAIR
M&R PLUMBING & HEATING	2,860.00	Pool	POOL HEATER
MARATHON FLEET SERVICES	1,406.46	Multiple	FUEL
MASTERPIECE SIGNS & GRAPHICS, INC.	995.00	Park	SRK FIELD SIGNS
NATIONAL PUBLIC SAFETY INFO.	159.00	Police	2024 NATIONAL DIRECTORY OF LAW ENFORCEMENT ADM.
NORTHWESTERN OHIO SECURITY SYSTEMS	196.00	Land & Buildings	MONITORING
OHIO DEPARTMENT OF COMMERCE	150.00	Fire	VOLUNTEER FIREFIGHTER DEPENDENCY FUND
PATRIOT CONCRETE	2,550.00	Multiple	ADA RAMPS & POLICE MONUMENT
PERRY CORPORATION	28.71	Administrative	IT CONTRACT
RUMPKE	26,100.60	Refuse	TRASH SERVICES
USA BLUE BOOK	751.71	Sewer	SMOKE FLUID
VERIZON WIRELESS	52.26	Multiple	CELL PHONES
VERIZON WIRELESS	160.44	Multiple	CELL PHONES

VETTER LUMBER CO.	19.75	Multiple
WALLACEPANCHER GROUP	10,009.59	Airport
WESSLER ENGINEERING	2,117.50	Sewer
ZOLL DATA SYSTEMS	161.26	Rescue
	<u>98,599.05</u>	

SUPPLIES
TAXI LANE REHABILITATION
SANITARY ON-CALL SERVICES
EMS CHARTS

SEPTEMBER MONTHLY	2,569.00
MEDICARE	37.22
OPERS	269.03
FICA	40.14

BIWEEKLY PAYROLL 10/6/23	46,134.13
MEDICARE	627.83
OPERS	3,585.67
OP&F	4,001.82

Council Signature : _____

Date: _____

Meeting: Bike and Pedestrian Pathway Board

Date/Time: Thursday, September 7, 2023, Noon

Location: Town Hall, 3rd Floor

Members Present: Mitch Kingsley, Phill Talavinia (for Jane Wood), Dima Snyder, David Smith, Travis Music, Jenny Pilarowski

Village Liaison Present: Bryan Lloyd, Assistant Village Administrator, Ben Stahl

Guest: Paula Scott of the Bluffton ICON

Agenda: Construction Update, Contributions Update and Dedication Plans

-Motion by Jenny/S by Dima: appoint Mitch Kingsley as chair. Motion approved.

-Minutes of the July 27, 2023 meeting were approved.

Construction: 103 Project: Bryan advised that work on the 103 project was progressing but is slightly behind schedule due to heavy rain. Bryan will facilitate coordination between the SR 103 Pathway Contractor and the County Line Pathway Contractor (Don Snyder) to assure that grade and infrastructure match up properly where the pathways meet.

County Line Project: One remaining support pole and some underground phone wires need to be managed by their companies; when that work is complete, the base/infrastructure sub-contractor, Nate Frahm, will proceed with installation. Pathway work by Don Snyder and the paver will ensue. The seeding of the grass must take place by mid-October for germination to be guaranteed. If no seeding is done until spring erosion is a possibility. Final decision on seeding will be made in response the status of the construction in early October.

Contributions: We currently have \$71,174.74 pledged with only \$1,000 yet to be collected. An article in the ICON will let the public know that we are nearing our goal of \$90,000 in donations and will welcome all contributions to the cause.

Dedications: There will be separate pathway dedication programs depending on completion dates. However, it now seems likely both dedications will be in spring of 2024. The location of signs still needs further attention. The board presently feels the County Line Pathway sign should be placed near the path in front of the Child Development Center.

Next Meeting: Thursday, October 5, 2023, Noon on the 3rd floor of the Town Hall.

Meeting adjourned at 1:00pm.

Respectfully submitted,
Jenny Pilarowski

ORDINANCE NO. 10 - 2023

AN ORDINANCE TO VACATE A PORTION OF THURMAN STREET AND A PORTION OF AN ABUTTING ALLEY AS REQUESTED BY VILLAGE ADMINISTRATION

WHEREAS, Village Administration has petitioned for the vacation of a portion of Thurman Street and a portion of an abutting alley and;

WHEREAS, O.R.C. 723.04 provides as follows:

The legislative authority of a municipal corporation, on petition by a person owning a lot in the municipal corporation praying that a street or alley in the immediate vicinity of such lot be vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied that there is good cause for such change of name, vacation, or narrowing, that it will not be detrimental to the general interest, and that it should be made, may, by ordinance, declare such street or alley vacated, narrowed, or the name thereof changed. The legislative authority may include in one ordinance the change of name, vacation, or narrowing of more than one street, avenue, or alley.

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

SECTION 1: The Council of the Village of Bluffton, Ohio finds that, upon petition and hearing on such petition, finds that there is good cause for such vacation of designated portions of Thurman Street and said alley and that there is no detriment to the general interest, hereby declares that the designated portion of Thurman Street and portion of said alley, as described in the attached exhibit, is and is hereby vacated.

SECTION 2: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions 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 _____ 2023 by the governing board of the Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to Form:

Village Solicitor

CERTIFICATION

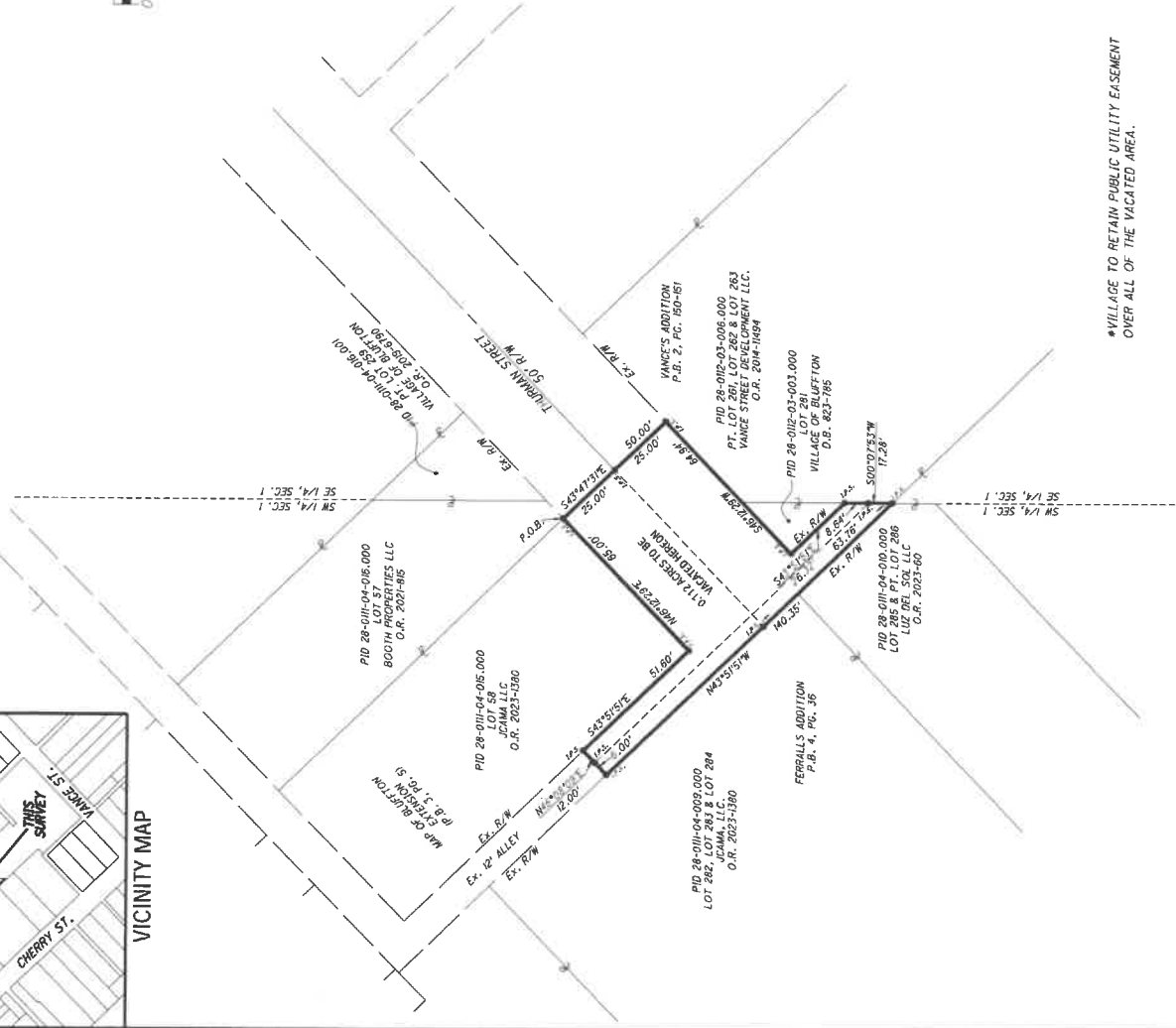
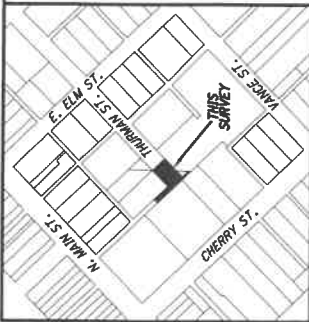
The undersigned hereby certifies that the within is a true and correct copy of Ordinance No. 10-2023, passed on third reading by the Council of the Village of Bluffton, Ohio on _____ day of _____, 2023.

Dated: _____

Kevin Nickel, Clerk/Fiscal Officer

ALLEY & ROAD VACATION PLAT FOR VILLAGE OF BLUFFTON

IN PART OF THE FERRALLS ADDITION (P.B. 4, PG. 361) & PART OF THE VANCE'S ADDITION (P.B. 2, PG. 150-151) SW 1/4 AND SE 1/4 SECTION 1, TOWN 2 SOUTH, RANGE 8 EAST, VILLAGE OF BLUFFTON, ALLEN COUNTY, OHIO



THE BEARINGS ARE BASED ON
NAD 83 CORRS 2011 ADJUSTMENT,
OHIO NORTH ZONE,
ODOT VRS CORRS REBAR



LEGEND

● P.S. 5/8" X 30" REBAR
W/CAP SET

APPROVALS
I HEREBY CERTIFY THAT THE LAND DESCRIBED BY THIS
PLAT WAS TRANSFERRED ON _____

COUNTY AUDITOR _____

I HEREBY CERTIFY THAT THIS PLAT FILED FOR RECORDING
ON _____ AND THAT IT WAS RECORDED ON
_____ IN VOL. _____ PAGE _____
PLAT RECORDS OF ALLEN COUNTY, OHIO. FEE \$ _____

COUNTY RECORDER _____

THIS PLAT, HAVING BEEN APPROVED BY THE VILLAGE OF
COUNCIL OF BLUFFTON, OHIO, I, THE UNDERSIGNED
MAYOR OF THE VILLAGE OF BLUFFTON, OHIO, DO HEREBY
ON BEHALF OF SAID VILLAGE COUNCIL, APPROVE AND ACCEPT
THIS PLAT THIS _____ DAY OF _____, 2023.

MAYOR, VILLAGE OF BLUFFTON, OHIO _____

LEGAL DESCRIPTION

SITUATE IN THE VILLAGE OF BLUFFTON, ALLEN COUNTY, STATE OF OHIO AND BEING PART OF THE FERRALLS
ADDITION AS SHOWN ON PLAT BOOK 4, PAGE 36 AND VANCE'S ADDITION AS SHOWN ON PLAT BOOK 2, PAGE
150 OF THE ALLEN COUNTY PLAT RECORDS, LOCATED IN THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF
SECTION 1, TOWN 2 SOUTH, RANGE 8 EAST, AND BEING MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT AN IRON PIN WITH CAP SET AT THE SOUTHWESTERLY CORNER OF LOT 57 AND THE
SOUTHEASTERLY CORNER OF LOT 58 (UNKNOWN PLAT) REFERENCE FOR LOT 58-59 IS LOCATED ON THE MAP OF
BLUFFTON EXTENSION AS SHOWN ON PLAT BOOK 3, PAGE 51 IN THE VILLAGE OF BLUFFTON, OHIO AND BEING
ON THE NORTHERLY LINE OF THURMAN STREET;
THENCE, SOUTH 43°47'31" EAST, 50.00 FEET, TO AN IRON PIN WITH CAP SET ON THE SOUTHERLY LINE OF
THURMAN STREET, PASSING FOR REFERENCE AN IRON PIN WITH CAP SET AT 25.00 FEET;
THENCE, SOUTH 46°12'29" WEST, 64.94 FEET, ALONG THE SOUTHERLY LINE OF THURMAN STREET TO AN IRON
PIN WITH CAP SET ON THE EASTERLY LINE OF AN EXISTING 12-FOOT WIDE ALLEY;
THENCE, SOUTH 43°45'51" EAST, 26.32 FEET, ALONG THE EASTERLY LINE OF SAID ALLEY TO AN IRON PIN
WITH CAP SET AT THE SOUTHERLY CORNER OF LOT 281 OF SAID FERRALLS ADDITION;
THENCE, SOUTH 00°07'53" WEST, 17.28 FEET, TO AN IRON PIN WITH CAP SET ON THE EASTERLY LINE OF LOT
285 OF SAID FERRALLS ADDITION AND BEING ON THE WESTERLY LINE OF SAID ALLEY, PASSING FOR REFERENCE
AN IRON PIN WITH CAP SET AT 8.64 FEET;
THENCE, NORTH 43°45'51" WEST, 140.35 FEET, ALONG THE WESTERLY LINE OF SAID ALLEY TO AN IRON PIN
WITH CAP SET, PASSING FOR REFERENCE AN IRON PIN WITH CAP SET AT 63.76 FEET;
THENCE, NORTH 46°08'08" EAST, 42.00 FEET, TO AN IRON PIN WITH CAP SET ON THE EASTERLY LINE OF SAID
ALLEY, PASSING FOR REFERENCE AN IRON PIN WITH CAP SET AT 6.00 FEET;
THENCE, SOUTH 43°45'51" EAST, 51.60 FEET, ALONG THE EASTERLY LINE OF SAID ALLEY TO AN IRON PIN WITH
CAP SET ON THE NORTHERLY LINE OF THURMAN STREET;
THENCE, NORTH 46°12'29" EAST, 65.00 FEET, ALONG THE NORTHERLY LINE OF THURMAN STREET TO THE PLACE
OF BEGINNING.
CONTAINING 0.112 ACRES MORE OR LESS AND ALL BEING SUBJECT TO ANY LEGAL HIGHWAYS AND EASEMENTS OF
RECORD.
THE BEARINGS ARE BASED ON NAD 83 CORRS 2011 ADJUSTMENT, OHIO NORTH ZONE, ODOT VRS CORRS NETWORK.
THE ABOVE DESCRIPTION WAS PREPARED BY WESLEY D. GOUBEAUX, OHIO PROFESSIONAL SURVEYOR NUMBER
8254, BASED ON A FIELD SURVEY PERFORMED UNDER HIS DIRECT SUPERVISION AND DATED AUGUST 17, 2023.
ALL IRON PINS SET ARE 5/8" X 30" REBAR WITH CAPS READING "CHOICE ONE ENGR-WDC PS 8254."

Reviewed by: CS
Allen Co. Engineer/Tax Map Office
8/24/23
Date

*VILLAGE TO RETAIN PUBLIC UTILITY EASEMENT
OVER ALL OF THE VACATED AREA.

DATE: 08-17-2023
DRAWN BY: RMF
JOB NUMBER: ALLBLU2302
SHEET NUMBER: 1 OF 1

PREPARED BY:
ChoiceOne Engineering
WESLEY D. GOUBEAUX
ENGINEER
OHIO REG. NO. 8254
LOVELAND, OHIO 45139-8594
WWW.CHOICEONEENGINEERING.COM

WESLEY D. GOUBEAUX, P.S. #8254 DATE _____



VILLAGE OF BLUFFTON

100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Harvest Festival DATE(S) OF EVENT: Sat. 10/28/23
 APPLICANT: Bluffton High School Volunteer Club CONTACT PERSON: Nick Rackley 419-788-0587
 APPLICANT'S ADDRESS: 1016 W. College Ave Bluffton CONTACT'S PHONE: Paul Utendorf 419-9169-4917
 E-MAIL ADDRESS (OPTIONAL): RackleyN@blufftonschools.org or utendorf p@blufftonschools.org
 LOCATION OF EVENT: College Ave between Main + Jackson St.
 TIME(S) FOR EVENT: 10 AM - 2:00 PM
 DESCRIPTION OF EVENT: Carnival for kids - Pumpkin carving, face painting, pie eating contest, games

SERVICES REQUESTED FROM VILLAGE: Must provide map of plans and any other information required as necessary.

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 ROAD CLOSURE: 7:00 AM - 3:00 PM
 SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 EMS SERVICES: _____ FIRE DEPT. SERVICES: _____
 WATER SERVICE: _____ OTHER SERVICES: _____

ALCOHOL SERVED: YES _____ NO * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Bluffton Schools * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:	
NAME OF VENDOR	TYPE OF SERVICE PROVIDED
<u>N/A</u>	

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Michael Murray DATE: 9-26-23

APPROVED
 MAYOR'S SIGNATURE: _____ DATE: _____