

# Village of Bluffton Council Meeting Agenda

October 28<sup>th</sup>, 2024 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, October 14<sup>th</sup>, 2024

## **Bills**

## **Public Comment:**

- Gene Long

## **Committee Reports**

## **Boards & Commissions**

Tree Commission – 10/09

## **LEGISLATION**

### **ORDINANCE 08-2024**

### **3<sup>rd</sup> Reading**

AN ORDINANCE TO ADD ROOSTERS AS A PROHIBITED ANIMAL TO CHAPTER 90, SECTION 02, PART D, NUMBER 1 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF BLUFFTON, OH.

### **ORDINANCE 09-2024**

### **2<sup>nd</sup> Reading**

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY LOCATED ON SUNSET DRIVE WITHIN THE VILAGE OF BLUFFTON, OHIO.

## **Village Administration Report:**

### **Mayor:**

### **Safety Services Reports:**

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

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

- Safety Services – Income Tax Increase Informational Meeting – Monday, Oct. 28<sup>th</sup> at 6:00 pm
- Council Meeting – Monday, October 28<sup>th</sup> at 7:00 pm
- Council Meeting – Tuesday November 12<sup>th</sup> at 7:00 pm
- Joint Ordinance Committee – Planning Commission – Board of Zoning & Building Appeals Meeting – Monday, November 4<sup>th</sup> at 7:00 pm
- Ordinance Committee Informational Meeting – Proposed legislation for accessory dwelling units (ADUs) – Tuesday, November 19<sup>th</sup> at 7:00 pm

## **Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton – Regular meeting October 14, 2024, 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 23, 2024. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), 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 Fiscal Officer gave the following readings:

2<sup>nd</sup> Reading:

Ordinance 08-2024 – An Ordinance to add roosters as prohibited animals to Chapter 90, Section 02, Part D, Number 1 of the codified ordinances of the Village of Bluffton, OH. Sehlhorst motioned to adopt the Ordinance, seconded by Cupples. Roll Call: Yes (4) Messrs: Cupples, Stahl, Steiner, and Talavinia. No (2) Kingsley and Sehlhorst, Abstain (0), motion approved.

1<sup>st</sup> Reading:

Ordinance 09-2024 – An Ordinance changing the zoning classification for certain property located on Sunset Drive within the Village of Bluffton, Ohio. Cupples motioned to adopt the Ordinance, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

3<sup>rd</sup> Reading:

Resolution 24-2024 – A Resolution to accept the revised versions of Sections 3.14 – Resignation, and 5.02 – Sick Leave Conversion, of the Village of Bluffton, Ohio Personnel Policy and Procedure Manual. Kingsley 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.

Council agreed to move the regular Council meeting on November 11 to November 12 at 7:00pm due to the 11<sup>th</sup> being Veteran's Day and a recognized holiday for Village employees.

Cupples motioned to adjourn the meeting.

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

Safety Services – Income Tax Increase Informational Meeting on Monday, October 28 at 6:00 p.m.

Council Meeting on Monday, October 28 at 7:00 p.m.

Joint Ordinance Committee, Planning Commission, and Board of Zoning & Building Appeals on Monday, November 4 at 7:00 p.m.

Council Meeting on Tuesday, November 12 at 7:00 p.m.

Ordinance Committee Informational Meeting on Proposed Legislation for Accessory Dwelling Units (ADU's) on Tuesday, November 19 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

## VILLAGE OF BLUFFTON

## VOUCHER REPORT 10/28/2024 - Preliminary

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AETNA	22,523.10	Multiple	HEALTH INSURANCE
AG-PRO OHIO, LLC	1,613.97	Multiple	PARTNER SAW
ALLOWAY TESTING	1,843.00	Multiple	TESTING
AMERICAN PROPERTY ANALYSTS, INC.	5,000.00	Street	ROW REVIEW SERVICES
ANTHEM BLUE CROSS BLUE SHIELD	1,014.51	Multiple	VISION & DENTAL INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	165.00	Multiple	LIFE INSURANCE
AUTOMATIC DOOR CONTROLS INC.	3,263.00	Land & Buildings	TOWN HALL ADA DOOR OPERATOR
BLUFFTON STONE CO.	379.28	Multiple	STONE
BOBCAT COMPANY	455.59	Multiple	TOOLCAT PARTS
BRONNER'S	494.84	Administrative	BLAZE LIGHTBULBS
CHARTER COMMUNICATIONS	39.99	Multiple	CABLE
CHARTER COMMUNICATIONS	174.98	Multiple	CABLE
CHARTER COMMUNICATIONS	183.93	Multiple	CABLE
COUNTY ELECTRIC LLC	237.50	Land & Buildings	TOWN HALL GENERATOR
COUNTY ELECTRIC LLC	1,042.50	Land & Buildings	WWTP & FIRE DEPT GENERATOR
ENBRIDGE GAS OHIO	357.86	Multiple	NATURAL GAS
EVERETT J PRESCOTT INC	626.92	Sewer	POCONO DR.
EVERETT J PRESCOTT INC	602.60	Water	SUPPLIES
EVERETT J PRESCOTT INC	361.56	Water	SUPPLIES
EVERETT J PRESCOTT INC	1,114.32	Water	SUPPLIES
GLOBAL ELECTRIC, INC	160.00	Sewer	CLARIFIER WORK
GLOBAL ELECTRIC, INC	6,926.08	Sewer	CLARIFIER #1 REPAIR
GLOBAL ELECTRIC, INC	880.00	Sewer	SCUM PUMP REPAIR
GLOBAL ELECTRIC, INC	29,904.13	Capital Improvements	HIGH SERVICE PUMP & MOTOR
HANCOCK-WOOD ELECTRIC CO-OP	169.98	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	56.00	Multiple	ELECTRICITY
KENT KARHOFF LLC	4,495.76	Cemetery	BURIALS & FOUNDATIONS
LANE'S WAREHOUSING, INC.	2,068.75	Administrative	PROJECT BLUEPRINT SCANNING
MARTIN-WOOD APPRAISAL GROUP	5,400.00	Land & Buildings	MARSH RUN APPRAISAL
NATIONAL PEN COMPANY	283.90	Administrative	PENS
PERRY CORPORATION	1,125.00	Sewer	VLAN COMMUNICATION
PERRY CORPORATION	245.51	Administrative	IT CONTRACT
PERRY CORPORATION	3,397.35	Administrative	IT CONTRACT
PHILLIPS, SCOTT	45.86	Sewer	CEU'S
ROSENBAUER SOUTH DAKOTA, LLC	1,272.00	Fire	FIRE ENGINE DECALS
SAM'S CLUB	158.38	Multiple	SUPPLIES
SIG SAUER, INC.	72.00	Police	SPRING FOR FIREARM
STAPLES BUSINESS ADVANTAGE	113.58	Multiple	SUPPLIES
SWANK, KYLE	288.21	Administrative	BOOTS
UTILITY SERVICE CO, INC.	15,028.84	Water	WATER TOWER PEDISPHERE
VERIZON WIRELESS	100.22	Multiple	CELL PHONES
VICTOR STANLEY, LLC	376.00	Park	BRONZE PLAQUE
VILLAGE OF OTTAWA	55,342.68	Water	WATER

WALLACEPANCHER GROUP	2,447.76	Airport
INCOME TAX REFUNDS	<u>1,381.00</u>	Administrative
	173,233.44	

TAXI LANE REHABILITATION  
INCOME TAX REFUNDS

SEPTEMBER FIRE & EMS	14,229.78
MEDICARE	206.32
OPERS	1,534.17
FICA	129.85

BIWEEKLY PAYROLL 10/18/24	59,653.57
MEDICARE	819.58
OPERS	4,241.05
OP&F	5,548.78

Council Signature : \_\_\_\_\_

Date: \_\_\_\_\_

Tree Commission  
Village of Bluffton  
Wednesday, October 9th, 2024

**Present:** Radha Tague, John Sommer, Ben Stahl, Jesse Blackburn, Jonathan Andreas, Becky Ramey

**Other Attendees:** Ron & Ronnie, representatives of homeowners at 588 S Main St.

## **Continuing Business**

### **Tree Removal:**

Three trees (two Osage Orange, one Crabapple) at the entrance to the Village Park previously slated for removal at the last meeting due to extreme poor health have now been removed.

One small maple tree on W Elm St. still needs to be replaced, and one maple tree on Main St. has yet to be removed.

### **Tree Health:**

The oak tree at 588 S Main St. has been exhibiting signs of distress for some time, and the homeowners have expressed that the tree has become an eyesore and a nuisance due to curled browned leaves, as well as falling leaf and stick debris collecting in their driveway. The homeowners' granddaughter and her husband attended the meeting on behalf of the homeowners. They feel that proactive care of the tree has been lacking, and have asked the Tree Commission to take action to remedy the situation.

The Northwest Ohio region's Urban Forester, Steph Miller, examined the tree in July of 2021, and per her recommendation, the Tree Commission sent leaf material to OSU's Plant and Pest Diagnostic Clinic for testing in October of 2021. The leaf samples tested negative for bacterial infection, and the lab indicated that nutrient deficiency was a more probable cause of the tree's distress, which was consistent with Ms. Miller's assessment, based on her July 2021 physical inspection of the tree.

Per Ms. Miller's recommendation, the Tree Commission extended the mulched area around the tree, and added fresh organic material and mulch to increase the acidity of the soil as well as the bioavailability of the nutrients therein, and has continued to monitor the tree's health. The homeowners have subsequently replaced the mulch around the tree with river rock, but have indicated that they were unaware that doing so could be detrimental to the tree, citing a lack of educational materials from the Tree Commission about proper care of the tree.

At the request of the Tree Commission, Ms. Miller conducted another examination of the tree on September 13th, 2024. Her assessment was that the tree could have a genetic defect, or more likely, a nutritional deficiency, and that at its current size, it may simply have greater nutritional needs than can be satisfied within the constraints of the tree lawn. However, although its condition is not ideal, it is not in imminent danger of dying.

While the tree has not met unequivocally the criteria for removal per Ordinance No. 07-03, the Tree Commission will consider approving removal of the tree. The commission will obtain a cost estimate from a competent entity for the tree's removal, and the matter of who will bear the burden of the cost in the case of removal will be decided following receipt of the cost estimate.

**Village Park Entrance:**

The Tree Commission has received one proposal for a landscape design for the entrance to the park, and will continue to pursue a variety of designs before making a decision.

**New Business****Tree planting:**

Following is a list of trees approved for planting in Fall of 2024:

Elm Street - tree lawn @ University	Royal Burgundy Cherry	3
Lawn Ave	Skyward Bald Cypress*	1
357 S Jackson St	Eastern Redbud*	2
Community Pool, near edge of woods	Monumental Planetree	2
E College Ave, at 161 S Mound St	Tupelo Tower	1
Augsburger Rd, across from stadium	Yellowwood	2-3

\*Variety to be confirmed upon conversation with homeowner.

**Arboretum:**

The arboretum is in need of fresh mulch, should be scheduled to be mulched before mowing begins again in the spring, to provide adequate protection to the tree roots from errant mower blades.

**Tree Health:**

One Zelkova tree on Elm St. near the University appears to have died, rather suddenly, and the cause is unknown. Another Zelkova nearby has damage to the trunk near the base, with bark splitting and peeling away from the area, perhaps from a vehicle collision or similar trauma. The tree appears to be recovering, and the Tree Commission will continue to monitor its health.

**The next Tree Commission meeting is scheduled for Wednesday, November 13th, 2024 at 7:00pm.**

**ORDINANCE NO. 08-2024**

**AN ORDINANCE TO ADD ROOSTERS AS A PROHIBITED ANIMAL TO CHAPTER 90, SECTION 02, PART D, NUMBER 1 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF BLUFFTON, OH.**

**WHEREAS**, the Zoning Department has discovered an inconsistency with Village laws and current practices, and;

**WHEREAS**, the current practice of issuing an Animal Permit does not allow the presence of roosters, however roosters are not listed in Chapter 90, Section 02, Part D, Number 1 as Prohibited Animals, and;

**WHEREAS**, the Zoning Department has dealt with neighborly issues presented by the presence of roosters within the Village, and;

**WHEREAS**, the need for consistency amongst Village laws and practices is imperative, and;

**WHEREAS**, this need is met by adding roosters as Item (L) Roosters to Part D of Chapter 90, Section 02 of the Codified Ordinances of the Village of Bluffton, OH.

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

**SECTION 1:** That Village Council adopts the following addition of Item (L) Roosters to Chapter 90, Section 02, Part D, Number 1 of the Village of Bluffton Codified Ordinances.

**§ 90.02 PERMIT REQUIRED FOR CERTAIN ANIMALS; FEE.**

(D) Prohibited animals.

(1) It shall be unlawful for any person to keep, maintain, or have possession or under his control live within the Village of Bluffton any of the following animals:

(L) Roosters.

**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 \_\_\_\_\_ 2024 by the governing board of the Village of Bluffton, Ohio by the following vote (2/3 required):

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Fiscal Officer

\_\_\_\_\_  
Mayor

Approved as to Form:

\_\_\_\_\_  
Village Solicitor

**ORDINANCE NO. 09-2024**

**AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FOR CERTAIN PROPERTY LOCATED ON SUNSET DRIVE WITHIN THE VILAGE OF BLUFFTON, OHIO.**

**WHEREAS,** Robert Fett filed a Petition for Zoning Amendment with the Bluffton Village Planning Commission requesting a re-zoning from R-I Residential to R-II Residential for certain property located on Sunset Drive described as follows:

Situated in the County of Allen, State of Ohio, to wit:

Parcel Number: 28-0212-01-013-000

And;

**WHEREAS,** The Village Planning Commission approved recommending the Petition for Zoning Amendment at a public hearing on February 21, 2022.

**NOW, THEREFORE, LET IT BE ORDAINED BY THE COUNCIL OF THE VILAGE OF BLUFFTON, OHIO:**

**Section 1:** That the Council of the Village of Bluffton, Ohio has approved the Petition for Zoning Amendment of a parcel of land which has been recommended for re-zoning by the Bluffton Village Planning Commission from R-I Residential to R-II Residential and is described as follows:

**Section 2:** Situated in the County of Allen, State of Ohio, to wit:

Parcel Number: 28-0212-01-013-000

**Section 3:** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and 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 \_\_\_\_\_ 2024 by the governing board of the Village of Bluffton, Ohio by the following vote (2/3 required):

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Fiscal Officer

\_\_\_\_\_  
Mayor

Approved as to Form:

\_\_\_\_\_  
Village Solicitor





# VILLAGE OF BLUFFTON

154 N. MAIN STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063  
419-358-2066

## APPLICATION FOR SPECIAL EVENTS

EVENT NAME: BLAZE of Sights Parade DATE(S) OF EVENT: November 30-2024  
 APPLICANT: Junior Weckrauch CONTACT PERSON: Junior Weckrauch  
 APPLICANT'S ADDRESS: 20791 St Rt Antwerp CONTACT'S PHONE: 419-889-4315  
 E-MAIL ADDRESS (OPTIONAL): \_\_\_\_\_  
 LOCATION OF EVENT: Main Street of Bluffton - Sineux at Bluffton Community Church  
 TIME(S) FOR EVENT: 5:00 P.M. Parade Sineux 3:30-4:00 P.M.  
 DESCRIPTION OF EVENT: floats, Fire Trucks, Marching Units, Bands, Antique Cars

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

TRAFFIC CONTROL: yes NUMBER OF OFFICERS REQUESTED: 2 Units at Staging area  
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: 4:50 P.M.

SECURITY: yes NUMBER OF OFFICERS REQUESTED: Police Chief to Lead Parade  
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: yes

FIRE DEPT. SERVICES: yes

WATER SERVICE: NO

OTHER SERVICES: NO

ALCOHOL SERVED: YES \_\_\_\_\_ NO  not for Parade \* Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Bluffton Chamber of Commerce \* 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

\* 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: Junior Weckrauch DATE: 10-15-2024

**APPROVED**

MAYOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_