

Village of Bluffton Council Meeting Agenda

VIA ZOOM

January 25, 2021 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, January 11, 2021.

Bills

Committee Reports

Parks & Recreation – 1/19 via Zoom

Boards & Commissions

Pathway Board – 1/07

Planning Commission – 1/20

LEGISLATION:

Village Administration Report:

Safety Services Reports:

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

Council Meeting – Monday, January 25, at 7:00 pm ***VIA ZOOM**

Pathway Board - Thursday, February 4 at noon *Via Zoom

Council Meeting – Monday, February 8, at 7:00 pm ***VIA ZOOM**

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting January 11, 2021 at 7:00 p.m.

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

Steiner motioned, seconded by Talavinia, to appoint Jerry Cupples as Council President for 2021. Roll Call: Yes (5) Messrs: Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (1) Cupples, motion approved.

Stahl motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on December 28, 2020 and the special council meeting held on January 4, 2021. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

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

Kingsley motioned, seconded by Talavinia, to increase the wage for Jan Basinger, as operator of record for the wastewater treatment plant, by \$1.00/hr., effective January 1, 2021. 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:

1st Reading:

Ordinance No. 01-2021 – An Ordinance approving, adopting and enacting American Legal Publishing’s Ohio Basic Code, 2021 Edition, as the Code of Ordinances for the Village of Bluffton, Ohio 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.

Talavinia 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.

Resolution 02-2021 – A Resolution of the Village of Bluffton in support of the Lima-Allen County Regional Planning Commission serving as the metropolitan planning organization for the Allen County, Ohio study area and declaring an emergency. Kingsley 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. Stahl 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.

Resolution 03-2021 – A Resolution authorizing the Village Administrator to advertise for bids for aggregate and asphalt material, asphalt application and equipment rental for the 2021 construction year and declaring an emergency. Steiner motioned to suspend the rules, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Cupples motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Stahl, to authorize a contract with Tawa for brush grinding in the amount of \$6,480. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Kingsley, to enter executive session to discuss contracts with the Mayor, Council, Village Solicitor, Village Administrator, Assistant Village Administrator, and Fiscal Officer present. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned to adjourn executive session.

The fiscal officer gave the following readings:

1st Reading:

Resolution 04-2021 – A Resolution officially rescinding Resolution No. 01-2021 and rejecting all bids opened on December 3, 2020 by the Village of Bluffton, Ohio for the Jefferson Street Improvements Project, Phase II and authorizing the advertisement for public re-bid on the Jefferson Street Improvements Project, Phase II, and declaring an emergency. Steiner 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. Kingsley motioned to adopt the Resolution, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Stahl, Steiner and Talavinia. No (1) Sehlhorst, Abstain (0), motion approved.

Steiner motioned to adjourn the meeting, seconded by Cupples.

The following meetings/events were included on the agenda and/or scheduled during the meeting. All meetings will be held via Zoom unless otherwise indicated.

Parks & Recreation Committee – Tuesday, 1/19 at 7:00 p.m. via Zoom.

Council Meeting – Monday, 1/25 at 7:00 p.m. via Zoom.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 1/25/2021

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ACCENT BUSINESS COMMUNICATIONS	796.24	Administrative	PHONES
ALLOWAY TESTING	127.50	Multiple	TESTING
AMERICAN ELECTRIC POWER	4,091.76	Multiple	ELECTRICITY
ANGIE ESSINGER	170.61	Multiple	PETTY CASH REIMBURSEMENT
ANTHEM BLUE CROSS BLUE SHIELD	143.61	Multiple	LIFE INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	585.31	Multiple	HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	18,211.21	Multiple	HEALTH INSURANCE
APOLLO CAREER CENTER	1,390.00	Rescue	EMT TRAINING
APOLLO CAREER CENTER	20.00	Rescue	TRAINING
ASHI & 24-7 EMS	494.00	Rescue	TRAINING
BADGE & WALLET	1,696.00	Police	SUPPLIES
BASINGER PLUMBING & HEATING	745.00	Sewer	SEWER TAP 220 N. SPRING
BLUFFTON PAVING, INC.	223,384.00	Street	STREET PAVING
BLUFFTON PAVING, INC.	7,420.00	Park	RESURFACE BUCKEYE & COBB LAKE PATHWAYS
BLUFFTON PAVING, INC.	12,214.00	Park	RESURFACE BUCKEYE & COBB LAKE PATHWAYS
BLUFFTON PAVING, INC.	60,000.00	Refuse	RESURFACE BRUSH DUMP
BLUFFTON STONE CO.	270.37	Multiple	STONE
BLUFFTON STONE CO.	242.08	Multiple	STONE
BLUFFTON STONE CO.	363.60	Multiple	STONE
CINTAS	123.75	Administrative	UNIFORMS
CINTAS	123.75	Administrative	UNIFORMS
CINTAS	123.75	Administrative	UNIFORMS
CINTAS	123.75	Administrative	UNIFORMS
CINTAS	112.21	Administrative	UNIFORMS
CINTAS	123.75	Administrative	UNIFORMS
CINTAS	114.87	Administrative	UNIFORMS
CINTAS	114.87	Administrative	UNIFORMS
CLEMANS, NELSON & ASSOCIATES, INC	250.00	Administrative	RETAINER
CULLIGAN BY WATERCO	11.00	Rescue	WATER
DOMINION EAST GAS	1,891.60	Multiple	NATURAL GAS
EVERETT J PRESCOTT INC	3,538.08	Multiple	4" WATER METERS
EVERETT J PRESCOTT INC	1,307.12	Multiple	4" METER REBUILD
EVERETT J PRESCOTT INC	461.92	Multiple	4" WATER METERS
EVERETT J PRESCOTT INC	255.00	Land & Buildings	PIPE FOR SHOP STORM SEWER
FINLEY FIRE EQUIPMENT	121.85	Fire	SUPPLIES
GEHLE AERATION	1,081.20	Sewer	COLLECTIONS SYSTEM
HACKENBERG, FEIGNER, BISHOP & WERTH, LLC	825.00	Administrative	SOLICITOR FEES
HANCOCK-WOOD ELECTRIC	220.45	Multiple	ELECTRICITY
MARSH VIEW ENTERPRISES, INC	3,700.00	Cemetery	BURIALS & FOUNDATIONS
MINTEYS MAIDS	75.00	Land & Buildings	TOWN HALL CLEANING
MINTEYS MAIDS	62.50	Land & Buildings	TOWN HALL CLEANING
OHIO CAT	749.68	Administrative	BLAZE OF LIGHTS
OPERATOR TRAINING COMMITTEE	560.00	Administrative	P. ZIMMERLY TRAINING
OSPDA	150.00	Police	OSPDA MEMBERSHIP
OWENS COMMUNITY COLLEGE	350.00	Police	2021 LEPD CONSORTIUM FEE
PERRY CORPORATION	1,747.61	Administrative	IT CONTRACT
REINEKE FAMILY TIRE & SERVICE CENTERS	396.66	Police	CRUISER REPAIRS
RUMPKE	23,234.14	Refuse	TRASH SERVICES

STAPLES BUSINESS ADVANTAGE	24.85	Multiple	OFFICE SUPPLIES
STAPLES BUSINESS ADVANTAGE	145.97	Multiple	SUPPLIES
STRYKER	248.02	Rescue	PULSE OXIMETER CORD
TIME WARNER CABLE	39.99	Multiple	PHONE/FAX LINE
TIME WARNER CABLE	104.98	Administrative	CABLE
TOMMY TIRE SALES LLC	10.00	Administrative	BLAZE TRAILER TIRES
TREASURER OF STATE	68.25	Pool	BOILER INSPECTION - POOL
TREASURER OF STATE OF OHIO	100.00	Administrative	COOPERATIVE PURCHASING ADMIN FEE
TREE TECH	400.00	Land & Buildings	BRUSH HAULING - BIGELOW
USA BLUE BOOK	237.89	Rescue	SUPPLIES
USA BLUE BOOK	177.74	Rescue	SUPPLIES
VERIZON WIRELESS	85.86	Multiple	CELL PHONES
VILLAGE OF OTTAWA	33,434.40	Water	WATER
WESSLER ENGINEERING	95.00	Sewer	SANITARY ON-CALL SERVICES
	<u>409,487.75</u>		

LONGEVITY PAYROLL	5,900.00
MEDICARE	85.55
OPERS	280.00
OP&F	379.75

DECEMBER FIRE & EMS	4,735.67
MEDICARE	68.66
OPERS	288.80
FICA	97.87

BIWEEKLY PAYROLL 1/15/21	51,993.00
MEDICARE	718.70
OPERS	3,361.20
OP&F	2,251.67

Council Signature : _____

Date: _____

Meeting: Bike and Pedestrian Pathway Board
Date/Time: Thursday, January 7, 2021, Noon
Location: via Zoom

Members Present: Dick Ramseyer, Greg Denecker, Mitch Kingsley, John Rich, Dima Snyder, Laura Voth

Members Absent: Fred Steiner, Jane Wood

Village Liaison Present: Ben Stahl, Jesse Blackburn

MINUTES:

Minutes of the December 3, 2020 meeting were approved as presented. John Rich made the motion to approve; Mitch Kingsley placed a second. Motion carried.

BUSINESS:

Lions Way County Line Path – 2021-2022

On 1-6-21, a zoom meeting was held with Kimberly Bash, Findlay-Hancock Co. Community Foundation to discuss the grant application for \$75,000 for the Co Line Path. She recommended that the Pathway Board and Lions Foundation delay kicking off the capital campaign until September 2021 due to the restrictions and impact caused by the pandemic. She spoke positively about the likelihood of the grant request being approved at that time and suggested that any additional money secured for the project between now and September would be a benefit. The Pathway Board agreed by consensus to follow her advice. A \$10,000 pledge from a local business has been received, a nice jump-start for our fund raising.

An invitation to attend an informational zoom meeting has been sent to 117 residents of Swiss Estates and Swiss Park Subdivisions, locations closest to the Co Line Path. The meeting will be held on January 13, 2021 at 7 pm.

Planning for Funding of Pathway Projects from 2021-2022 and Beyond

Discussion held regarding the strategy for fund raising between September 1, 2021 and July 30, 2022

Bluffton Downtown Bike Racks Project

Shelly Miller, Creating Healthy Communities Program Coordinator for Allen County Health District indicated that there may be more grant money available for additional bike racks in Bluffton.

Future Pathway Projects

- 2023 new Pathway along SR 103 from Allen-Hancock County Line Road connecting to Lions Way Commerce Lane. Will require a 20% match to the \$850,000 grant received by the Village.
- Connect Bentley North Phase II to Buckeye Park, along Riley Street (5-year plan).
- Connect the Parkview Path in additional directions: to Main Street, and to the Johnny Applesseed Park, to the Triplett Path going to Village Park, from Bentley bridge south to Kibler Street entrance.
- Connect the Village Park going north, to County Line Path.

- Connect Hancock County Township Rd. 33.
- 2030 (estimated time) ODOT will be rebuilding I-75/SR 103 overpass.

Future Events

Bluffton Ride to Remember – July 10, 2021

Dare to Dream – November 2021

Meeting Adjourned.

Next meeting will be held at noon on Thursday, February 4 at noon, via Zoom.

Respectfully Submitted,

~Laura Voth

Parks & Rec - Minutes
Village of Bluffton
Via Zoom
January 19th, 2021

Present: Council - Ben Stahl, Mitchell Kingsley, Rich Johnson
Staff - Jesse Blackburn, Bryan Lloyd
Public - Carter Dailey, Brad Dailey

Start: 7:00 End: 8:03

Topics: Gaga ball at Buckeye Park, State Route 103 update

Minutes:

- Eagle Scout project to install a Gaga ball pit
 - Gaga ball is roughly similar to dodgeball played inside of a “pit” with a single ball, where the ball is smacked with an open hand instead of thrown
 - The game was created in the mid-20th century, but gained local popularity in the last decade or so
 - Concerns around Buckeye Park’s tendency to flood will be mitigated by placing the structure near the shelter house by the village pool, which is higher than the available space closer to the brush dump
 - Carter anticipates it will take 2 - 4 weeks to complete the project; assembling the pieces of the structure off-site before assembling at the park
 - Committee approves proposed addition to the park this year
- SR 103 multi-use trail
 - Ohio Trails Fund & ODNR Recreational Trails Program have grants that may help fund the right-of-way acquisition for the new pathway
 - Application deadline of March 15, awarded in Oct/Nov 2021
 - Both grants request similar information and are structured similarly
 - Our acquisition consultant, Zaccardi & Associates, is ready to move forward with property acquisition, but doesn’t have an objection to waiting until 4Q21 to see if we are awarded one or both of these grants
 - Communication with property owners is ongoing

Ben Stahl

Mitchell Kingsley



Gaga Ball Rules

1. The ball must be thrown from the center of the court.
2. The ball must be thrown with one hand.
3. The ball must be thrown in a straight line.
4. The ball must be thrown with enough force to hit the target.
5. The ball must be thrown within 10 seconds of the start of the game.
6. The ball must be thrown within 10 feet of the target.
7. The ball must be thrown within 10 feet of the center of the court.
8. The ball must be thrown within 10 feet of the center of the court.
9. The ball must be thrown within 10 feet of the center of the court.
10. The ball must be thrown within 10 feet of the center of the court.

Donor Name
Address
City, State, Zip
Phone Number

Village of Bluffton
Planning Commission Meeting
January 20,2021
154 N. Main St. – 3rd Floor Community Room

Meeting began at 4:11 PM

Planning Commission members present: Rich Johnson, Mitch Kingsley, Dick Ramseyer, Roger Edwards, Bob Amstutz

Staff present: Jesse Blackburn

The Planning Commission was presented with the Millay Replat including Lots #1388, #1389, & #1390 of the Parkview Subdivision, Phase 1, to be consolidated into one Lot.

Conversation ensued from members of the Planning Commission and staff present.

Roger Edwards made a motion that was seconded by Bob Amstutz to approve the plat as presented. Motion passed with 4 votes in favor, 0 against.

At 4:52 PM the commission adjourned the meeting.

Rich Johnson

Mitch Kingsley

Village of Bluffton
Administration's Report

To: Mayor Johnson & Council Members



01-25-21

Jefferson Street Phase II

Current schedule for this project is as follows:

- Bid Opening – Feb. 5, 2021 @ 10:00am
- Notice of Award signed by – March 4, 2021
- Fully Executed Contracts completed on or before – April 6, 2021

Additional Funding has been applied for through OWDA. Funding decision will be made at the end of the month.

Brush Grinding

Tawa Mulch has delivered equipment to the brush dump and will complete the job this week.

Grant Funding for SR 103 Pathway

Applications for grants through the Ohio Department of Natural Resources (ODNR) to assist with property acquisition are due by March 15. Results are revealed in October -November 2021.



Utility Billing Software:

Software Solutions has transferred all Village Utility accounts from eGov to Visual Intelligence Portfolio (VIP).

2021 OPWC Funding

Bluffton's water main replacement projects on N. Jackson and N. Lawn did not score high enough with District 13 OPWC to receive funding. Bluffton was requesting a \$361,000 loan at 0% interest.

Annual Backflow mailings

The 2021 backflow reminders have been mailed. These mailings are a reminder that backflow preventers are required by the EPA to be certified yearly. Businesses required to have these devices must submit their certifications yearly to the Village of Bluffton as well as the local health department.

Council Committee Meetings: Request for meetings with:

- Utilities – Sewer Use Ordinance
- Personnel – Performance Reviews
- Parks & Recreation –
- Airport Commission – Future Planning



**OHIO COLLABORATIVE
LAW ENFORCEMENT AGENCY CERTIFICATION**

January 15, 2021

Chief Ryan Burkholder
Bluffton Police Department
154 North Main Street,
Bluffton, OH - 45817

Congratulations on achieving Provisional Ohio Collaborative Law Enforcement Agency Certification status on EXEC ORDER (SAFE POLICING FOR SAFE COMMUNITIES) standards. Enclosed you will find your provisional certificate to serve as a reminder of your agency's commitment to law enforcement and the community it serves.

We would like to obtain your feedback of your experience with the Agency Self Certification process. At your convenience, please complete the survey located at <https://www.surveymonkey.com/r/SelfCertificationSurvey>

Within 60 days, you can expect an onsite review from an assessor which will cover the standards noted above plus future standards your agency has complied with.

In the meantime, if you have any questions, please feel free to contact Ed Burkhammer at 614.466.5996.

Sincerely,

Karlhton F. Moore, Executive Director
Office of Criminal Justice Services



OHIO COLLABORATIVE
LAW ENFORCEMENT AGENCY CERTIFICATION

Provisional Certification

Bluffton Police Department

SAFE POLICING FOR SAFE COMMUNITIES

*has been deemed provisionally compliant with the above standards as established by the Ohio
Collaborative Community-Police Advisory Board*

January 15, 2021

Karhlton F. Moore, Executive Director



OHIO COLLABORATIVE LAW ENFORCEMENT AGENCY CERTIFICATION

January 20, 2021

Chief Ryan Burkholder
Bluffton Police Department
154 North Main Street,
Bluffton, OH - 45817

Congratulations on achieving Full Compliance Ohio Collaborative Law Enforcement Agency Certification status on EXEC ORDER (SAFE POLICING FOR SAFE COMMUNITIES) standards. Your certificate shall serve as a reminder of your agency's commitment to law enforcement and the community it serves.

At your convenience, we would like to obtain your feedback of the onsite review process. At your convenience, please complete the survey located at <https://www.surveymonkey.com/r/OnsiteAssessmentSurvey>

Please note, agencies will be required to maintain Self-Certification compliance on an annual basis. Each year agencies shall maintain annual compliance documentation for all standards developed by the Ohio Collaborative Community-Police Advisory Board. This documentation shall be maintained by the agency and available for review by an Ohio Collaborative Law Enforcement Certification representative upon request. This compliance documentation permits each agency to prove it is complying with policy on an annual basis.

Your participation in the Ohio Collaborative Law Enforcement Agency Certification process is appreciated.

Sincerely,

Karhlton F. Moore, Executive Director
Office of Criminal Justice Services



OHIO COLLABORATIVE
LAW ENFORCEMENT AGENCY CERTIFICATION

Final Certification

Bluffton Police Department

SAFE POLICING FOR SAFE COMMUNITIES

*has been deemed compliant with the above standards as established by the Ohio Collaborative
Community-Police Advisory Board*

January 20, 2021

Karhlton F. Moore, Executive Director



Bluffton Police Department Award

Date: 01-13-2021

Name(s) of person(s) nominated:

DOMINIC FRANCIS

Award nominated:

10 YEARS OF SERVICE

Description of act or achievement including dates:

Officer Dominic Francis has honorably served the Village of Bluffton as a police officer for 10 years. Officer Francis is a great asset to the department by providing strong leadership, wealth of knowledge, and the willingness to help other officers. Thank you, Officer Francis.

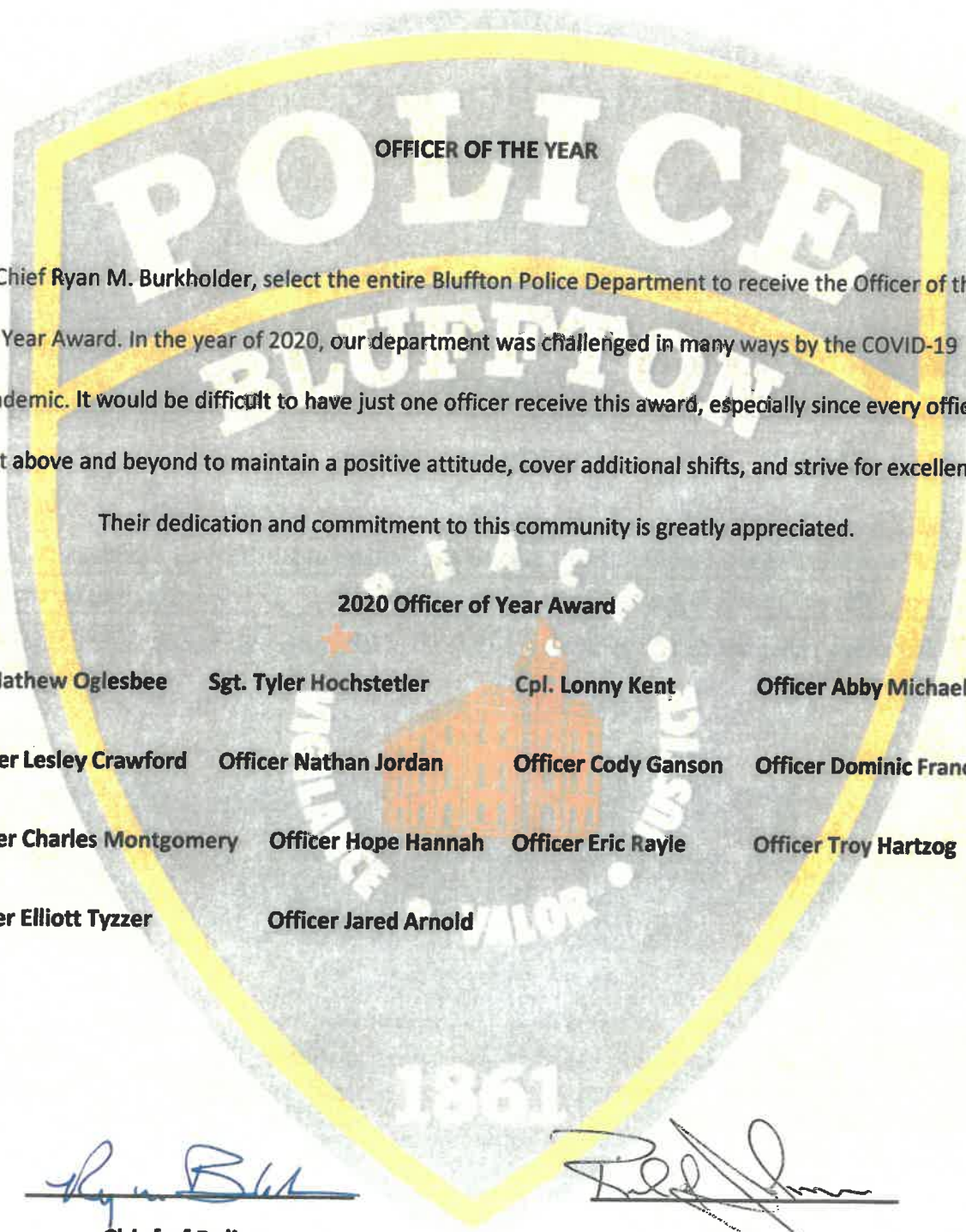


Chief of Police:

Ray M. Bluh

Mayor:

Ray M. Bluh



OFFICER OF THE YEAR


I, Chief Ryan M. Burkholder, select the entire Bluffton Police Department to receive the Officer of the Year Award. In the year of 2020, our department was challenged in many ways by the COVID-19 pandemic. It would be difficult to have just one officer receive this award, especially since every officer went above and beyond to maintain a positive attitude, cover additional shifts, and strive for excellence.

Their dedication and commitment to this community is greatly appreciated.

2020 Officer of Year Award

- | | | | |
|-----------------------------------|-------------------------------|----------------------------|--------------------------------|
| Lt. Mathew Oglesbee | Sgt. Tyler Hochstetler | Cpl. Lonny Kent | Officer Abby Michael |
| Officer Lesley Crawford | Officer Nathan Jordan | Officer Cody Ganson | Officer Dominic Francis |
| Officer Charles Montgomery | Officer Hope Hannah | Officer Eric Rayle | Officer Troy Hartzog |
| Officer Elliott Tyzzer | Officer Jared Arnold | | |


Chief of Police


Mayor



Chief's Leadership Award

This award is given to the officer who has shown strong leadership, encourages mentoring, and has much dedication toward department and community.

The 2020 Chief's Leadership Award goes to:

Cpl. Lonny Kent


Chief of Police



CRIME PREVENTION OFFICER

This award is earned by the officer who has attended a 40-hour course on Crime Prevention. Officer Michael has been designated as the department's crime prevention officer. She will organize presentations, incorporate programs, and provide reading material to the citizens of the village on how to prevent crimes.



ABBY MICHAEL



Chief of Police



Mayor



FIREARMS INSTRUCTOR

This award is earned by the officer who has attended OPOTA. He has learned how to instruct the firearms range, weapon maintenance, and can demonstrate the skills and tests scores.

Officer Eric Rayle has received this status and will soon take over as the Bluffton Police Department

★ Range Officer in 2022.

ERIC RAYLE


Chief of Police


Mayor



EMR AWARD

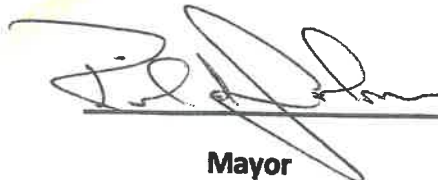
This award is earned by the officer who has attended the Emergency Medical Responder course. She has passed the state test to allow her to respond to medical calls in the Village of Bluffton. Officer Lesley Crawford has officially met the requirements as full-time police officer by obtaining this status in Fall of

2020.



LESLEY CRAWFORD


Chief of Police


Mayor