

# Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor  
154 North Main Street, Bluffton  
March 9, 2020 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, February 24, 2020.

## **Bills**

PUBLIC HEARING: 7:15 pm – Parkview Subdivision Phase II

PUBLIC HEARING: 7:30 pm – Zoning Re-Classification of defined I-II properties

## **Committee Reports**

Streets, Alleys, Lights & Sidewalks – Feb. 27

Parks & Recreation – Feb. 27

Insurance – Feb. 28

Finance – Feb. 28, March 4

## **Boards & Commissions**

Pathway Board – Feb. 6 & March 5

Allen Public Health Board

## **LEGISLATION**

### **ORDINANCE NO. 02-2020**

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

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2020 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO.

### **ORDINANCE NO. 03-2020**

### **1<sup>st</sup> Reading**

AN ORDINANCE TO ENACT A NO PARKING ZONE ON THE SOUTHWESTERLY SIDE OF WEST WASHINGTON STREET FROM MAIN STREET TO THE MID-BLOCK ALLEY BY THE VILLAGE OF BLUFFTON.

### **RESOLUTION NO. 06-2020**

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

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2020

### **RESOLUTION NO. 07-2020**

### **1<sup>st</sup> Reading**

### **Emergency**

A RESOLUTION APPROVING THE DIRECTOR OF TRANSPORTATION TO PAVE ASPHALT ON SR 103 IN ALLEN COUNTY IN THE VILLAGE OF BLUFFTON FROM THE RAILROAD WEST OF HUBER STREET TO THE HANCOCK COUNTY LINE.

### **RESOLUTION NO. 08-2020**

### **1<sup>st</sup> Reading**

### **Emergency**

A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT WITH RUMPKE WASTE AND RECYCLING SERVICES FOR GARBAGE, REFUSE AND RECYCLING SERVICES FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY

**Administrator's Report**

- Public Works Department Report

**Safety Services Reports**

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

Council Meeting – Monday, March 9 at 7:00 pm

Tree Commission – Wednesday, March 11 at 7:00 pm

Council Meeting – Monday, March 23 at 7:00 pm

**Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton - Regular meeting February 24, 2020 at 7:00 p.m.

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

Cupples motioned, seconded by Stahl, to approve the minutes from the regular council meeting held on February 10, 2020. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Steiner, Stahl and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned, seconded by Talavinia, to approve the bills as presented. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to accept the bid from Rumpke Waste for residential waste service at the rate of \$19.06 under bid alternative #1, effective June 1, 2020, seconded by Steiner. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Steiner, Stahl and Talavinia. No (0), Abstain (0), motion approved.

The village administrator gave the following readings:

1st Reading:

Ordinance 02-2020 - An Ordinance approving the annual appropriations for the 2020 fiscal year for the Village of Bluffton, OH. Steiner motioned to adopt the Ordinance, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Steiner, Stahl and Talavinia. No (0), Abstain (0), motion approved.

3<sup>rd</sup> Reading:

Resolution 05-2020 – A Resolution authorizing the advertisement for public bid on the Jefferson Street improvements project, Phase II and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Steiner, Stahl and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to adopt the Resolution, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

1st Reading:

Resolution 05-2020 – A Resolution establishing positions and wages for swimming pool staff and rates for 2020. Stahl motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned to accept the resignation of Kyle Hardy, seconded by Steiner. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to approve the Bluffton University May Day 5K route, seconded by Stahl. There will be no road closures but the Police will monitor intersections. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned to close Main St. between Franklin and Vine St. for the Arts and Crafts Festival from 6:00 a.m. to 5:00 p.m. on May 9<sup>th</sup>, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Stahl motioned to close Main St., Cherry St. at the Main St. intersection, Church, Elm, and Vine St. for the Festival of Wheels from noon to 8:00 p.m. on June 19, seconded by Stahl. Roll Call: Yes (5) Messrs: Cupples, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned to adjourn the meeting.

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

Joint Parks & Rec. and Streets, Alleys, Lights, & Sidewalk Commission – Thursday, 2/27 at 5:30 p.m.

Insurance Committee – Friday, 2/28 at 2:30 p.m.

Finance Committee – Friday, 2/28 at 3:30 p.m.

Finance Committee – Wednesday, 3/4 at 11:00 a.m.

Pathway Board – Thursday, 3/5 at noon.

Council Meeting – Monday, 3/9 at 7:00 p.m.

Tree Commission – Wednesday, 3/11 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 3/9/2020

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ALL SERVICE AERATION, INC	532.50	Park	PORTABLE TOILETS
ALLOWAY TESTING	1,166.90	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	1,721.90	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	14,275.62	Multiple	ELECTRIC
ANTHEM	14,168.70	Multiple	INSURANCE
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT - FEB.
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT - MAR.
BLUFFTON NEWS	380.00	Administrati	PUBLISHING
BLUFFTON STONE CO.	92.14	Multiple	STONE
BLUFFTON STONE CO.	55.50	Multiple	STONE
BLUFFTON STONE CO.	121.19	Multiple	STONE
BOUND TREE MEDICAL	358.64	Rescue	AIRWAY SUPPLIES
BUREAU OF WORKERS COMPENSATION	1,989.46	Administrati	WORKERS COMP
CENTER FOR EDUCATION & EMPLOYMENT LAW	159.00	Police	SUBSCRIPTION
CHOICE ONE ENGINEERING	1,550.00	Street	JEFFERSON ST PHASE II ENGINEERI
CRAUN-LIEBING CO	481.65	Sewer	VALVE REPAIR PARTS
CRAUN-LIEBING CO	1,025.12	Sewer	VALVE REPAIR PARTS
DAN PHILLIPS	53.00	Administrati	TOWN HALL CONCERT
DETECTACHEM	168.00	Police	DRUG TESTING KITS
DOMINION EAST GAS	1,241.76	Multiple	NATURAL GAS
GARY'S REPAIR	19.96	Street	2 CYCLE OIL
GRAINGER INC	179.36	Multiple	SUPPLIES
HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC	2,175.00	Administrati	SOLICITOR FEES
HANCOCK COUNTY SHERIFF	247.50	Police	PRISONER HOUSING
KOI ENTERPRISES, INC.	720.73	Multiple	PARTS
LEIBER GARAGE	190.84	Rescue	EMS OIL CHANGES
LEIBER GARAGE	185.46	Rescue	EMS OIL CHANGES
LIMA RADIO HOSPITAL, INC.	97.50	Police	DISPLAY BOARD REPAIR
M&R PLUMBING & HEATING, INC.	11.85	Airport	AIRPORT WATER LINE REPLACEME
M&R PLUMBING & HEATING, INC.	49.65	Airport	AIRPORT WATER LINE REPLACEME
MARATHON FLEET SERVICES	636.51	Multiple	FUEL
MARSH VIEW ENTERPRISES, INC	2,329.41	Cemetery	FOUNDATIONS
MIDNET MEDIA	180.00	Administrati	WEB HOSTING
MPH INDUSTRIES, INC.	59.34	Police	PYTHON UNIT ASSEMBLY
NANCY KINDLE	630.00	Administrati	FISCAL OFFICER CONSULTING
NANCY KINDLE	210.00	Administrati	FISCAL OFFICER CONSULTING
NATIONAL PEN COMPANY	266.90	Police	PENS
OHIO POLICE & FIRE PENSION FUND	50.00	Administrati	FEE
PENNCARE 30	152.00	Rescue	EMS CHARTS
PERRY CORPORATION	116.62	Administrati	IT CONTRACT

PROMO HITS	45.83	Administrati	BUSINESS CARDS
Republic Services #388	30.16	Refuse	TRASH SERVICES
Republic Services #388	110.00	Refuse	TRASH SERVICES
Republic Services #388	20,932.75	Refuse	TRASH SERVICES
SAFEGUARD BUSINESS SYSTEMS	215.36	Administrati	CHECKS
SCOTT MERRIMAN INC	425.52	Police	WARNING CITATIONS
SMARTBILL	776.07	Multiple	BILLING SERVICES
SPALLINGER COMBINE PARTS, INC.	35.60	Street	SALT TRUCK BEARINGS
SPALLINGER COMBINE PARTS, INC.	35.60	Street	SALT TRUCK BEARINGS
STAPLES BUSINESS ADVANTAGE	62.99	Multiple	OFFICE SUPPLIES
STAPLES BUSINESS ADVANTAGE	11.08	Multiple	OFFICE SUPPLIES
TAWA TREE MULCH DIVISION	13,495.00	Street	BRUSH GRINDING
TIME WARNER CABLE	112.17	Multiple	CABLE
TIME WARNER CABLE	35.91	Multiple	CABLE
TOMMY TIRE SALES LLC	12.00	Police	TIRE BALANCING
TREASURER, STATE OF OHIO	200.00	Water	STORM WATER PERMIT
UNIVERSITY OF FINDLAY	1,770.00	Multiple	CONFINED SPACE TRAINING
VERIZON WIRELESS	200.94	Multiple	CELL PHONES
VETTER LUMBER CO.	59.22	Multiple	SUPPLIES
	<u>96,815.91</u>		

BIWEEKLY PAYROLL 2/28	42,802.50
MEDICARE	587.29
OPERS	2,483.92
OP&F	2,138.73
FEBRUARY MONTHLY 2/28	2,569.00
MEDICARE	37.22
OPERS	192.17

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

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

**Meeting: Bike and Pedestrian Pathway Board**

**Date/Time: Thursday, February 6, 2020, Noon**

**Location: Town Hall 3<sup>rd</sup> Floor Meeting Room**

**Members Present:** Dick Ramseyer, Greg Denecker, John Rich, Dima Snyder, Fred Steiner, Laura Voth, Jane Wood

**Members Absent:** Mitch Kingsley

**Village Liaison Present:** Ben Stahl, Jesse Blackburn

**Village Liaison Absent:** Bryan Lloyd, Joe Sehlhorst

**MINUTES:**

Minutes of the January 9, 2020 meeting were approved as presented. Dima Snyder made the motion to approve; Jane Wood placed a second. Motion carried.

**BUSINESS:**

**Lions Way Bentley North Phase II – 2020**

Dick Ramseyer reported that \$67,450 has been received in cash and pledges which exceeds the current goal of \$67,000 cost of Phase II. There are 34 donors, 16 of which will qualify to have their name on the recognition sign. Gifts/pledges range from \$100 to \$20,000.

**Bike Project Opportunity**

Shelly Miller, Creating Healthy Communities Program Coordinator for Allen County Health District, received a \$5,000 grant for the provision of bike infrastructure to the Village of Bluffton, specifically targeting the purchase of bike racks for downtown. Goal is to make bicycling a more viable mode of transportation in Bluffton and hopefully lead to a “Bike Friendly Community” status in the future. Dick asked for suggestions for where bike racks are most needed.

**Bluffton Pathway Board Membership**

John Rich is still working on passing his board membership to someone else representing the Riverbend Association.

**Future Pathway Projects and Connectivity**

Dick reported that he has learned that replacement of the Bentley Rd. bridge is no longer on the county engineer’s plan.

Discussion was held regarding next area of focus for potential pathway. The Pathway Board reached a consensus that our next area of focus should be developing a path on the east side of Allen-Hancock County Line Road between SR 103 to E. College Ave. This provides opportunity to partner with Findlay-Hancock County Community Foundation for funding. Jesse shared that the Village is responsible for maintaining County Line Rd. and that there are some drainage issues on the west side that need addressed.

It was noted that there will be need for a 20% match to the \$840,000 ODOT grant for the SR 103 path coming in 2023. Discussed how the Pathway board might assist with this as well.

Talked again of connecting Basel Ave. to Citizen’s Parkway with a paved path. The path is currently gravel. The Pathway board reached a consensus to put this idea aside.

**Future Pathway Projects**

Connect Bentley North Phase II to Buckeye Park, along Riley Street.

Connect the Parkview Path to the Triplett Path going to Village Park.

Connect the Village Park to Hancock County Township Rd. 15.

Connect Hancock County Township Rd. 33.

2030 (estimated time) ODOT will be rebuilding I-75/SR 103 overpass.

Meeting Adjourned.

**Next meeting will be held at noon on Thursday, March 5, 2020 at Bluffton Town Hall, 3<sup>rd</sup> Floor.**

Respectfully Submitted,

~Laura Voth



## Village of Bluffton Bicycle Parking Guide

**The Allen County Bike and Pedestrian Task Force is a community organization that is Allen County's voice for safe places to walk, bike and be active in Allen County – Keeping our Community Active.**

Allen County Public Health, Creating Healthy Communities Program (CHC) is looking to fund a limited number of businesses/community organizations that are interested in placing a bike rack at their locations. The CHC program will assist in the purchase of the bike racks as well as provide help with bike rack selection, location and installation.

There are numerous benefits to having bike racks:

- A well located, well designed rack can bring attention to your business and attract bicyclists.
- Safe and functional bike parking helps create a culture of wellness, increases parking density, and keeps parked bicycles neat and orderly.
- The Creating Healthy Communities Program and the Allen County Bike and Pedestrian Task Force will also promote your business/organization as being "Bike Friendly" through our social media outlets and news media.

### Introduction:

The CHC program prepared this guide for people planning to purchase or install bike parking fixtures on a limited scale. The purpose of this guide is to provide guidance on the proper design and implementation of short-term bicycle parking.

The provision of bicycle parking facilities is essential for encouraging more bicycle use in the Village of Bluffton. This is a small step towards making Bluffton and your business/organization more bike friendly. The lack of secure bicycle parking at an intended destination can deter many cyclists from using their bicycle as a basic mode of transportation. Leaving a bicycle unattended, even for short periods of time, can result in damage or theft.

Short-term bicycle parking is designed to be used for a few minutes up to a couple of hours. Sample destinations which would benefit from this type of parking include commercial and recreation centers, shopping centers, restaurants, schools, municipal buildings, residential visitor parking and downtown areas. The parking should be convenient, easily accessible and offer the user security that their bicycle will be there when they return.

Long-term bicycle parking is intended for all-day or overnight use and will not be discussed in this guide.

### **Location:**

Effective bike parking for short-term users depends on two main factors:

1. Proximity to the destination
2. Ease of use

All short-term bicycle parking should be located in a well-lit and highly visible location to ensure security and personal safety. Bicycle parking areas that are visually or physically isolated from public view will be underused and more prone to vandalism and theft.

The bike rack should be visible from and close to the entrance it serves – 50 feet or less is a good benchmark. It should be located as close as or closer than the nearest car parking space and be clearly visible from the entrance it services. Where multiple entrances or multiple buildings exist, it is preferred to have less bicycle parking at each main entrance or building rather than one large bicycle parking lot.

Bike parking should not be placed so that it blocks the entrance or inhibits pedestrian flow. It is important to understand the transition a cyclist makes from bicycle to pedestrian. The cyclist approaches the building mounted on the bike. At some point, the cyclist stops, dismounts, and walks the bike to a rack. The bike is attached to the rack and any cargo is removed. The cyclist now walks to the intended destination carrying the cargo. Adequate space must be provided to allow for this transition.

Where possible, situating bicycle parking where it can be protected from the weather is preferred.

### **General Criteria for bike racks:**

1. Bike racks shall provide the purpose of securing a bike.
2. Bike racks shall be secured to the pavement or in the ground.
3. The bike rack shall be configured so as to prevent lifting off of a locked bicycle.
4. Bike racks shall provide a minimum of two (2) securing points to allow for support of bicycle and locking of the frame and wheel.
5. Bike racks shall be constructed of a material suitable to secure a bicycle to and for exterior use. The rack shall be finished with a durable coating that will hold up under all kinds of climatic conditions as well as protect the rack from the effects of exposure to road salt.

### **Recommended Bike Rack Styles:**

There are many different types of bicycle racks available to install. However, all bicycle rack types should adhere to the same basic design principals as noted below.

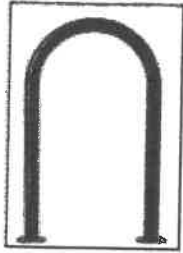
- Support the bicycle upright by its frame with at least two points of contact.
- Prevent the front wheel of the bicycle from tipping over.
- Enable the frame and one or both wheels to be secured.



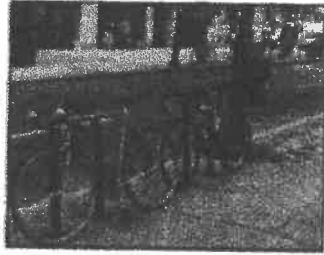
**Single bicycle rack:**

A single bicycle rack is one which can accommodate one or two bicycles and is not physically connected to any other racks. A single bicycle rack is useful along city sidewalks, boulevards or any place where space is limited and additional capacity is not required.

Most common:



Inverted U style



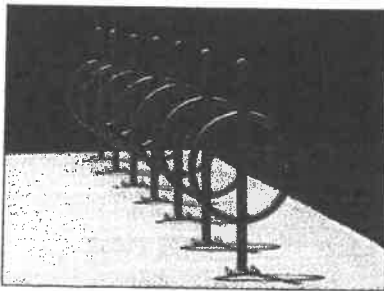
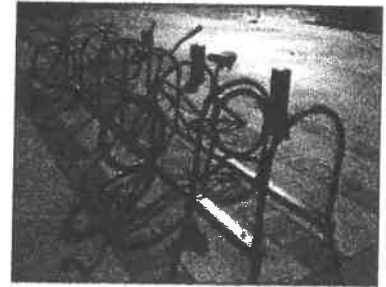
Post and Ring style



The main objective for site selection for single bicycle racks on the city sidewalk is to allow sufficient room for the parking and locking of bicycles while maintaining a minimum clearance for pedestrian traffic.

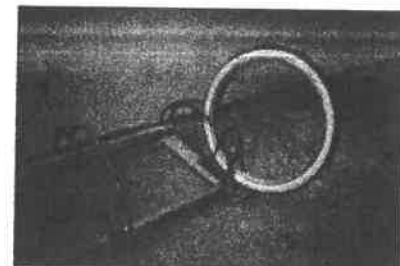
**Multiple bicycle rack:**

A multiple bike rack is one which can accommodate multiple bicycles (typically 3-20). It is a linear line of bicycle racks which are usually joined in a regular array and fastened to a common mounting surface. In some cases, a series of closely installed single bike racks can also act as a multiple rack, as shown.



A multiple bike rack is useful for accommodating a number of bicycles in a relatively small area. The design principals noted earlier are also applicable to multiple bike racks. Multiple bike racks can be located in a variety of areas including the City right-of-way where space permits. Similar to the other style of bike racks sufficient space is required for the parking and locking of bicycles as well as for pedestrian traffic around the bicycle rack.

Toaster racks, schoolyard racks, and other wheel bending racks that provide no support for the bicycle frame are not recommended. These types of racks can cause significant damage to a wheel and are not secure as a bicycle can easily be stolen by just releasing the bicycle from the locked wheel, as shown.



### **Installation Criteria:**

- Bike parking should be visible from the main entrance of the building. Racks should be easily detected by partially sighted or blind people. For example, adding a tapping rail to span the bottom of an inverted U style rack will make it easy for visually impaired people to detect.
- Racks should be securely anchored to the ground so that they cannot be stolen with the bikes attached. An exception would be a rack that is so large and heavy that it cannot be easily moved with the bicycles attached.
- Racks can be anchored to the ground using bolts or via buried post. Racks bolted to the ground should be done so in concrete. Racks bolted to interlock pavers can be lifted out with the paver attached. Sturdy concrete pad is an ideal surface for installing bicycle parking.
- Bike parking should be well-lit at night, if possible.

All bike racks installed within the right-of-way in the Village of Bluffton shall comply with the following criteria:

1. When installed parallel to the curb, the bike rack shall be located such that it is at least 24" from the curb. Maintain 96" end-to-end minimum clearance between racks.
2. When installed perpendicular to the curb, the bike rack shall be located such that it is a minimum of 36" from the curb.
3. When installed next to the wall of a building, the bike rack shall be located such that a minimum 48" clearance is maintained between the rack and the building.
4. When installed parallel to each other, bike racks shall maintain 36" clearance between them.

***If bike racks will be installed in the Village right-of-way, a license agreement will need to be completed for a permit.***

***In order to receive bike racks, you must complete an application.***

***(Each rack installed will be included on the Allen County Bike rack location map.)***

### **Bike Friendly Business**

The Allen County Creating Healthy Communities Program is available to provide technical assistance to worksites in Bluffton and Allen County for a Healthy Commute to Work. This initiative is based on the League of American Bicyclists' Bicycle Friendly Business designation, which includes Encouragement, Engineering, Education, and Evaluation and Planning. Sustainability plans are also included with the evaluation component. The CHC Program will work with you to develop a plan that includes these components. Successful implementation, or even beginning the implementation process, allows a business to apply for a "Bike Friendly Business" award. More information can be found at the end of this guide.

#### **Sources:**

City of Cambridge, MA Bicycle Parking Guide  
City of Mansfield, OH Bike Rack Criteria  
The League of American Bicyclists  
City of Portland, OR Bureau of Transportation  
Association of Pedestrian and Bicycle Professionals



# State and US Bike Routes

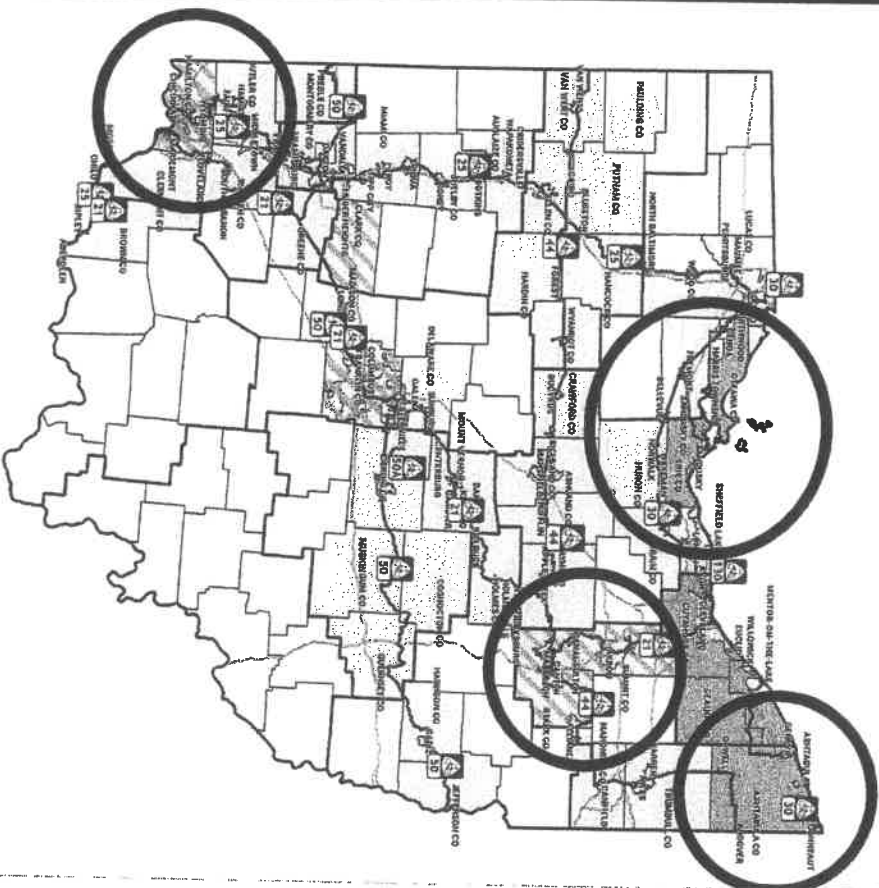
## Statewide: Resolution Status

USBR Resolution Status

- Complete
- Incomplete

Resolutions by Jurisdiction

- Complete
- Incomplete
- N/A



## State & US BIKE ROUTE SYSTEM

February 27, 2020

Start: 5:35 PM End: 6:50 PM

#### Joint Streets & Parks Committee Meeting

##### Attendance:

Streets & Alleys: Joe Sehlhorst & Jerry Cupples

Parks & Rec: Ben Stahl

Mayor Johnson & Administrator Jesse Blackburn

##### Guests:

Allen County Board of Health Rep. Shelly Miller

Pathway: Dick Ramseyer

BACC: Paula Scott

Bluffton In Bloom: Suzie Stratton

#### Topic 1: Allen County Health Dept. Bike Rack Grant for Village of Bluffton

Shelly Miller, Allen County Board of Health, informed us that the Village of Bluffton has been granted a bike rack grant for up to \$5,000. The grant is for the placement of bike racks located within downtown Bluffton (primarily Main St.).

Our discussion included potential locations where bike racks would be most ideal. The consensus from the group was for the bike racks to be placed at the rear locations of the downtown buildings. Other locations mentioned include beside the post office and town hall.

The Allen County Public Health, Creating Healthy Communities Program (CHC) will assist in the purchase of the bike racks as well as provide help with bike rack selection (size and type) and location. Shelly will be responsible for assessment, surveying, feedback, and concerns. She will also be contacting the businesses, while the administrator will oversee public property placement of the bike racks. A Memo of Understanding will need to be signed.

Ideally, bike rack installation will begin by June 2020. The grant is available until December 31, 2020.

#### Topic 2: USBR25 Update

Contacted Beth Clark from ODOT regarding status for USBR 25. They are still waiting for districts to get all their resolutions in. She will know more after ODOT's meeting in March for more insight.

**Meeting: Bike and Pedestrian Pathway Board**  
**Date/Time: Thursday, March 5, 2020, Noon**  
**Location: Town Hall 3<sup>rd</sup> Floor Meeting Room**

**Members Present:** Dick Ramseyer, Greg Denecker, John Rich, Dima Snyder, Fred Steiner, Laura Voth, Karen Bontrager for Karen Wood

**Members Absent:** Mitch Kingsley

**Village Liaison Present:** Ben Stahl, Jesse Blackburn

**Village Liaison Absent:** Bryan Lloyd, Joe Sehlhorst

#### **MINUTES:**

Minutes of the February 6, 2020 meeting were approved as presented. John Rich made the motion to approve; Greg Denecker placed a second. Motion carried.

#### **BUSINESS:**

##### **Lions Way Bentley North Phase II – 2020**

Dick Ramseyer reported that \$68,150 has been received in cash and pledges which exceeds the current goal of \$67,000 cost of Phase II. Jesse Blackburn reported that the poles will be moved within about a month and that planning with Allen County continues in regards to correcting the drainage issue on Bentley. We are still on track for an August 2020 installation. Possible dedication in September was discussed.

##### **Bike Racks Grant Opportunity for Bluffton**

The Village and Chamber of Commerce have been discussing best design and strategic placement of bike racks in alleys next to Main Street stores, as well as how to inform shoppers where bike racks are located. More research to come. Shelly Miller, Creating Healthy Communities Program Coordinator for Allen County Health District, received a \$5,000 grant for the provision of bike infrastructure to the Village of Bluffton.

##### **Lions Way Path Signage**

Discussed placing signs to identify Buckeye Park as part of Lions Way Path System between Main and Spring Streets. This section will be part of the connection between the future Riley Street path and the existing Triplett Path and Lions Way at County Line Road.

##### **Future Pathway Projects and Connectivity**

Discussed additional sections where existing paths need to be connected either via shared roadway signage or building new paths. Fred Steiner made the following motion:

*The Pathway Board request a meeting with the Village Streets and Alleys Committee to discuss sharing streets or alleys in Bluffton to extend current bike paths that are already in existence.*

John Rich placed a second. Motion carried.

##### **Lions Way County Line Path - 2021**

Dick, Dima and Jesse reported on the planning meeting that was held with Choice One Engineering and Don Snyder Excavating LLC. Area of focus was the east side of Allen-Hancock County Line Road between SR 103 and E. College Ave./Lausanne Ave. After considering the right-of-way restrictions and the inability to move the transmission poles, it was determined that a pathway will need to be an extension of the road without a grass barrier between road and path (same design as on Bentley Pathway

South). The County Line Path will be 1775 feet long. Next step is to have Choice One Engineering complete a topographic survey and provide a conceptual design for the project for a fee of \$8,700.

John Rich made the following motion:

*The Pathway Board recommends that the Lions Foundation Board approve payment from the Pathway account of up to \$8,700 for the Choice One Engineering topographic survey and conceptual design for Lions Way County Line Path.*

Fred Steiner placed a second. Motion carried.

Dick Ramseyer reported that he had met with Katherine Kreuchauf, President of Findlay-Hancock County Community Foundation regarding potential funding. They will meet again after more specifics are known about potential costs.

#### **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 to the Triplett Path going to Village Park.
- Connect the Village Park to Hancock County Township Rd. 15.
- Connect Hancock County Township Rd. 33.
- 2030 (estimated time) ODOT will be rebuilding I-75/SR 103 overpass.

Meeting Adjourned.

**Next meeting will be held at noon on Thursday, April 2, 2020 at Bluffton Town Hall, 3<sup>rd</sup> Floor.**

Respectfully Submitted,  
~Laura Voth

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## Public Health Update: COVID-19 (new Coronavirus)

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Updated text is shown in colored text.

### Update as of March 6, 2020

- Situation Update
- COVID-19 Information
- Community Guidance
- Links to Additional Resources – e.g. for schools, for businesses, for healthcare providers, for community members

### Situation Update

#### International

- There is an expanding global outbreak of respiratory illness caused by a novel (new) coronavirus. The disease it causes has been named COVID-19. COVID-19 stands for Coronavirus Disease 2019.
- The fact that COVID-19 has caused illness, including illness resulting in death, and sustained person-to-person spread is concerning. Community Spread is being detected in a growing number of countries, including the United States.

#### National

- There are 213 reported U.S. cases of COVID-19 from 19 states. (as of 3/5/20 4:00 pm)
- There are 11 reported deaths in the U.S.

#### Ohio

- While there are no confirmed cases in Ohio, this is a rapidly changing situation. The Ohio Department of Health is preparing with the expectation that confirmed cases in Ohio will occur.
- The Ohio Department of Health is working with CDC and local health departments to effectively identify suspected cases of COVID-19 and maintain infectious disease monitoring to prevent the spread.

#### Allen County

- Allen County Public Health, in coordination with Ohio Department of Health and the Centers for Disease Control and Prevention is closely monitoring COVID-19.
- Allen County Public Health is preparing for the potential for person-to-person and community spread in our area and how we can lessen the impact if this happens.
- As the outbreak moves to community spread, testing and public health recommendations will not fit into one set of procedures. Individual circumstances are taken into consideration when providing recommendations based on CDC and ODH guidance.

## **COVID-19 Information**

- You can only get sick with COVID-19 if you come in contact with the virus. Generally it is spread person-to-person between people who are in close contact with one another (within about 6 feet).
- Respiratory droplets are produced when an infected person coughs or sneezes, and the droplets can land in the mouths or noses of people who are nearby, or possibly be inhaled in the lungs.
- COVID-19 seems to cause the most serious illness in older adults and adults with other health conditions. Some people may only have a mild illness and can be cared for at home.
- Because the virus is new and there is little immunity against it, everyone can do their part to plan for reducing community spread.
- The novel coronavirus causes the disease known as COVID-19. Persons with ethnicities from high risk areas without travel history to those high risk areas are not a risk for spread of the disease.
- There are several identified coronaviruses already in existence, just as there are several flu viruses. The coronavirus that causes COVID-19 is a novel virus, meaning it is new, and has not been seen in humans before this outbreak. Previous diagnosis of a coronavirus infection did not involve this novel virus.

## **Community Guidance**

### **1. Be informed.**

- Look to reliable sources for the most up-to-date information, such as Allen County Public Health, Ohio Department of Health, and the Centers for Disease Control and Prevention (CDC).
- COVID-19 is rapidly changing. We anticipate numbers to change, countries involved to change, and anticipate community spread in the United States.
- We expect guidance will change as the situation develops and we learn more about the virus.

### **2. Be prepared.**

- Work places can consider flexible scheduling, telework, and remote meeting options in order to limit face-to-face contacts. Businesses can review their sick leave policies to allow workers to stay home if someone in their household is sick. In addition, workplaces should review their continuity of operations plans to consider how they would continue if multiple employees are home sick, or supply chains get interrupted.
- Schools and daycares should review their existing emergency response plans if there is an outbreak. They should promote the daily practice of preventing the spread of illness. Check and restock soap and paper towels often.
- Households should have a good supply of important items on hand, such as soap and hand sanitizer, and practice good hygiene at all times. Plan for all family members –keep extra medicines and pet food on hand. Families should have a plan of action in place if schools or childcare centers are dismissed.
- Communities of Faith should have a plan for providing services to their congregations that limit personal contact, such as shaking hands, and that provide opportunities for worship if public gatherings are discouraged.

### **3. Protect yourself.**

- Take everyday preventive actions to help stop the spread of germs.
  - Stay home if you are ill.
  - Wash hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer if soap and water are not available.
  - Avoid touching your mouth, nose, or eyes.
  - Cover coughs/sneezes with your arm.
  - Avoid exposure to others who are sick.
- If you're planning to travel, check the CDC website for [travel alerts](#) before you go.



- If you've traveled in the past 14 days to a country where there has been community spread, monitor yourself for symptoms such as cough, fever, or difficulty breathing for 2 weeks. If you do have symptoms, call ahead before you go to a healthcare provider.
- Flu is still a major public health concern. It is not too late to get a flu shot. The flu shot does not have any impact on the novel coronavirus, but high numbers of individuals with the flu will drain resources needed to mitigate COVID-19.
- Wearing a mask will not prevent you from getting COVID-19. Masks for the general public are designed for persons who are ill so that they will not spread disease. Healthy people wearing masks depletes the supply needed for persons who are ill. Also, wearing a mask actually makes you touch your face more often and provides more opportunity for you to bring the virus into contact with your mouth, eyes and nose.

#### **Links to Additional Resources**

- [Communicable Diseases/Pandemics Fact Sheet](#) – Allen County Public Health general information
- [Information for Businesses](#) – Centers for Disease Control Interim Guidance for Businesses and Employers
- [CDC Coronavirus Disease 2019](#) – Centers for Disease Control website
- [Ohio Department of Health COVID-19](#) – Ohio Department of Health website
- [COVID-19 Prevention Poster](#) – Ohio Department of Health
- [Guidance for K-12 School Nurses and Administrators](#) – Ohio Department of Health
- [CDC Travel Alerts](#) – Centers for Disease Control
- Ohio Department of Health Call Center: 1-833-4ASK ODH

**ORDINANCE NO. 02-2020**

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2020 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO.

WHEREAS, it is necessary to appropriate funds for the 2020 Fiscal Year for the Village of Bluffton, Ohio.

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

SECTION 1: The attached Exhibit A shall be approved as the Annual Appropriations for the Village of Bluffton, Ohio, for the 2020 Fiscal Year. The approved level of control for appropriations is at the fund, function level.

SECTION 2: The effective date of these appropriations shall be March 23, 2020.

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 March, 2020 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

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
<b>GENERAL FUND:</b>		
A1-0A-41110	REAL ESTATE TAXES	190,000.00
A1-0A-41140	INCOME TAX	2,067,896.20
A1-0A-41160	HOUSETRAILER TAX	200.00
A1-0A-41170	HOTEL & MOTEL TAXES	27,000.00
A1-0B-41210	LOCAL GOVERNMENT FUND	111,000.00
A1-0B-41230	CIGARETTE LICENSES	225.00
A1-0B-41250	LIQUOR PERMITS	3,000.00
A1-0B-41280	ROLLBACKS/HOMESTEAD	21,000.00
A1-0C-41310	SPECIAL ASSESSMENTS	5,000.00
A1-0D-41432	MISC GRANTS	-
A1-0E-41511	FIRE CONTRACTS & CALLS	5,000.00
A1-0E-41513	SECURITY SERVICES	7,400.00
A1-0E-41514	RECYCLING FEES	52,000.00
A1-0E-41515	AMBULANCE CONTRACTS	140,000.00
A1-0E-41516	RICHLAND FIRE & RESCUE	82,000.00
A1-0E-41517	CPR TRAINING FEES	
A1-0E-41531	SWIMMING POOL RECEIPTS	60,000.00
A1-0E-41532	SWIMMING POOL CONCESSIONS	
A1-0E-41534	CULTURAL AFFAIRS RECEIPTS	2,000.00
A1-0F-41611	COURT COSTS	100.00
A1-0F-41612	COURT FINES & FORFEITURES	4,000.00
A1-0F-41621	BUILDING PERMITS	600.00
A1-0F-41622	ZONING	750.00
A1-0F-41625	OTHER PERMITS	250.00
A1-0F-41630	ACCIDENT REPORTS	100.00
A1-0H-41810	SALE OF ASSETS	-
A1-0H-41820	INTEREST	115,000.00
A1-0H-41830	DONATIONS	
A1-0H-41831	NATIONAL NIGHT OUT DONATIONS	
A1-0H-41840	RENTAL INCOME	20,000.00
A1-0H-41850	REFUNDS	20,000.00
A1-0H-41860	OTHER MISC.	7,500.00
A1-0H-41880	TOWN HALL USE	650.00
A1-0H-41930	ADVANCES IN	
<b>TOTAL REVENUE</b>		<b>2,942,671.20</b>
<b>POLICE EXPENSES</b>		
A1-1A-52110	POLICE PAYROLL	485,731.84
A1-1A-52121	HOSPITALIZATION	78,000.00
A1-1A-52122	PERS	2,500.00
A1-1A-52123	PFPF	91,000.00
A1-1A-52124	MEDICARE	7,043.11
A1-1A-52128	LIFE INSURANCE	-
A1-1A-52140	UNIFORMS	4,461.01
A1-1A-52200	TRAVEL EXPENSES	302.43
A1-1A-52320	COMMUNICATIONS	1,763.38
A1-1A-52360	INSURANCE	6,108.00
A1-1A-52390	MISC. SERVICES	12,137.52
A1-1A-52410	OFFICE SUPPLIES	2,458.16
A1-1A-52420	OPERATING SUPPLIES	32,903.51
A1-1A-52430	REPAIR & MAINTENANCE	10,203.07

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT	ACCOUNT	2020
NUMBER	DESCRIPTION	
A1-1A-52520	EQUIPMENT	155.53
<b>TOTAL</b>		<b>734,767.56</b>
<b>FIRE EXPENSES</b>		
A1-1B-52110	PAYROLL	31,000.00
A1-1B-52122	PERS	1,200.00
A1-1B-52124	MEDICARE	449.50
A1-1B-52126	VFFDF	150.00
A1-1B-52129	SOCIAL SECURITY	1,200.00
A1-1B-52311	NATURAL GAS	2,963.35
A1-1B-52312	ELECTRICITY-OHIO POWER	4,395.40
A1-1B-52360	INSURANCE	12,216.01
A1-1B-52390	MISC. SERVICES	2,286.60
A1-1B-52420	OPERATING SUPPLIES	4,144.97
A1-1B-52430	REPAIR & MAINTENANCE	14,122.12
A1-1B-52520	EQUIPMENT	
<b>TOTAL</b>		<b>74,127.95</b>
<b>STREET &amp; LIGHTING EXPENSES</b>		
A1-1C-52312	ELECTRICITY - OHIO POWER	63,007.90
A1-1C-52350	REPAIR & MAINTENANCE	
<b>TOTAL</b>		<b>63,007.90</b>
<b>RESCUE EXPENSES</b>		
A1-1F-52110	RESCUE & TRANSPORT PAYROLL	36,265.01
A1-1F-52122	PERS	5,077.10
A1-1F-52124	MEDICARE	525.84
A1-1F-52129	SOCIAL SECURITY	-
A1-1F-52311	NATURAL GAS	1,481.94
A1-1F-52340	PROFESSIONAL SERVICES	16,138.40
A1-1F-52360	INSURANCE	4,275.60
A1-1F-52390	TRAINING & MISC.	1,706.58
A1-1F-52420	OPERATING SUPPLIES	10,314.81
A1-1F-52430	REPAIR & MAINTENANCE	3,134.06
A1-1F-52440	MINOR EQUIPMENT	-
<b>TOTAL</b>		<b>78,919.35</b>
<b>DISPATCHER EXPENSES</b>		
A1-1X-52390	MISC. SERVICES	34,476.06
<b>COUNTY HEALTH DISTRICT EXPENSES</b>		
A1-2B-52340	PROFESSIONAL SERVICES	16,679.59
<b>MOSQUITO CONTROL EXPENSES</b>		
A1-2X-52390	MOSQUITO CONTROL	1,913.40
<b>TOTAL</b>		
<b>CULTURAL AFFAIRS EXPENSES</b>		
A1-3C-52390	MISC. SERVICES	10,000.00
<b>POOL EXPENSES</b>		
A1-3D-52110	PAYROLL	65,736.97

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
A1-3D-52122	PERS	9,203.18
A1-3D-52124	MEDICARE	953.19
A1-3D-52140	UNIFORMS	804.33
A1-3D-52311	WEST OHIO GAS CO	1,379.13
A1-3D-52312	ELECTRICITY - OHIO POWER	6,564.04
A1-3D-52360	INSURANCE	1,221.60
A1-3D-52390	MISC. SERVICES	1,136.10
A1-3D-52420	OPERATING SUPPLIES	3,024.63
A1-3D-52421	CONCESSIONS	3,979.11
A1-3D-52422	CHEMICALS	10,422.62
A1-3D-52430	REPAIR & MAINTENANCE	261.28
A1-3D-52510	LAND & BUILDINGS	-
<b>TOTAL</b>		<b>104,686.16</b>
<b>BRUSH DUMP EXPENSES</b>		
A1-5L-52390	BRUSH & LEAF DISPOSAL	14,162.50
A1-5L-52510	BRUSH DUMP IMPROVEMENT	
<b>TOTAL</b>		<b>14,162.50</b>
<b>STORM SEWER EXPENSES</b>		
A1-6D-52550	STORM SEWERS	
<b>SIDEWALKS EXPENSES</b>		
A1-6G-52550	SIDEWALK PROGRAM	15,000.00
<b>AIRPORT EXPENSES</b>		
A1-6X-52390	MISC SERVICES	63,860.23
A1-6X-52430	REPAIR & MAINTENANCE	5,000.00
A1-6X-52550	RUNWAY LIGHT PROJECT	
<b>TOTAL</b>		<b>68,860.23</b>
<b>MAYOR/ADMIN EXPENSES</b>		
A1-7A-52110	PAYROLL	142,939.31
A1-7A-52121	HOSPITALIZATION	28,000.00
A1-7A-52122	PERS	20,011.50
A1-7A-52124	MEDICARE	2,072.62
A1-7A-52128	LIFE INSURANCE	-
A1-7A-52200	TRAVEL EXPENSES	-
A1-7A-52320	COMMUNICATIONS	25,285.68
A1-7A-52350	REPAIR SERVICE	376.56
A1-7A-52370	PUBLISHING	8,602.30
A1-7A-52390	MISC. SERVICES	10,417.32
A1-7A-52391	IT SERVICES & EQUIPMENT	64,200.00
A1-7A-52410	OFFICE SUPPLIES	6,841.88
A1-7A-52420	OPERATING SUPPLIES	1,966.14
A1-7A-52430	REPAIR & MAINTENANCE	-
A1-7A-52520	EQUIPMENT	10,000.00
<b>TOTAL</b>		<b>320,713.30</b>
<b>LEGISLATIVE EXPENSE</b>		
A1-7B-52110	PAYROLL	23,310.00
A1-7B-52122	PERS	3,263.40

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
A1-7B-52124	MEDICARE	338.00
A1-7B-52129	SOCIAL SECURITY	450.00
A1-7B-52390	MISC. SERVICES	
A1-7B-52420	OPERATING SUPPLIES	
<b>TOTAL</b>		<b>27,361.40</b>

#### MAYOR'S COURT EXPENSE

A1-7C-52390 COURT COSTS

#### FISCAL OFFICER'S EXPENSE

A1-7D-52110	PAYROLL	60,000.00
A1-7D-52121	HOSPITALIZATION	
A1-7D-52122	PERS	8,400.00
A1-7D-52124	MEDICARE	870.00
A1-7D-52128	LIFE INSURANCE	-
A1-7D-52360	INSURANCE	-
A1-7D-52390	MISC. SERVICES	13,884.96
A1-7D-52410	OFFICE SUPPLIES	721.05
A1-7D-52430	REPAIR - MATERIALS	192.57
<b>TOTAL</b>		<b>83,876.01</b>

#### LAND & BUILDINGS EXPENSE

A1-7E-52110	PAYROLL	22,329.09
A1-7E-52122	PERS	3,126.07
A1-7E-52124	MEDICARE	323.77
A1-7E-52311	NATURAL GAS	2,385.09
A1-7E-52312	ELECTRICITY - OHIO POWER	3,053.48
A1-7E-52390	MISC. SERVICES	40,681.94
A1-7E-52430	REPAIR & MAINTENANCE	19,479.95
A1-7E-52510	LAND & BUILDINGS	47,000.00
<b>TOTAL</b>		<b>138,379.39</b>

#### ECONOMIC DEVELOPMENT EXPENSE

A1-7F-52390 MISC CONTRACTUAL SERV **18,025.00**

#### AUDITOR & TREASURER FEES EXPENSE

A1-7G-52340 PROFESSIONAL SERVICES **4,372.74**

#### DELINQUENT LAND ADVERTISING EXPENSE

A1-7H-52370 PUBLISHING

#### AUDITOR'S EXPENSE

A1-7I-52340 PROFESSIONAL SERVICES **14,000.00**

#### INCOME TAX ADMIN. EXPENSE

A1-7J-52110	PAYROLL	36,665.73
A1-7J-52121	HOSPITALIZATION	
A1-7J-52122	PERS	5,133.20
A1-7J-52124	MEDICARE	531.65
A1-7J-52128	LIFE INSURANCE	
A1-7J-52390	MISC. CONTRACTUAL SERVICES	59,139.02

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
A1-7J-52410	OFFICE SUPPLIES	5,231.91
<b>TOTAL</b>		<b>106,701.52</b>

**SAFETY EXPENSE**

A1-7K-52390	MISC. SERVICES	29.19
A1-7K-52520	EQUIPMENT	
<b>TOTAL</b>		<b>29.19</b>

**OTHER EXPENSE**

A1-7X-52127	WORKERS'COMPENSATION	26,300.00
A1-7X-52129	TUITION REIMBURSEMENT	4,000.00
A1-7X-52340	LEGAL SERVICES	19,389.75
A1-7X-52360	INSURANCE	10,994.41
A1-7X-52390	MISC SERVICES	5,659.39
	UNIFORMS	3,000.00
A1-7X-52560	WATER DISTRIBUTION SYSTEMS	-
A1-7X-52710	TRANSFERS	1,797,500.00
A1-7X-52730	ADVANCES	
<b>TOTAL</b>		<b>1,866,843.54</b>
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>3,796,902.79</b>

**STREET FUND:**

B1-0B-41240	LICENSE FEES	30,000.00
B1-0B-41260	GASOLINE TAX	195,029.00
B1-0C-41310	SPECIAL ASSESSMENTS	-
B1-0E-41516	MISC CHARGES	-
B1-0H-41810	SALE OF ASSETS	
B1-0H-41820	INTEREST	1,700.00
B1-0H-41850	REFUNDS	-
	LOAN PROCEEDS	262,183.00
B1-0D-41423	GRANT	36,000.00
B1-0I-41920	TRANSFERS	600,000.00
<b>TOTAL</b>		<b>1,124,912.00</b>

**STREET MAINTENANCE EXPENSE**

B1-6B-52110	PAYROLL	120,909.88
B1-6B-52121	HOSPITALIZATION	27,887.13
B1-6B-52122	PERS	16,927.38
B1-6B-52124	MEDICARE	1,753.19
B1-6B-52312	OHIO POWER CO.	980.59
B1-6B-52360	INSURANCE	8,988.77
B1-6B-52390	MISC SERVICES	26,992.89
B1-6B-52420	OPERATING SUPPLIES	44,687.07
B1-6B-52421	Street Signs	14,913.98
B1-6B-52430	REPAIR & MAINTENANCE	7,379.57
B1-6B-52431	TREE COMMISSION	7,500.62
B1-6B-52440	MINOR EQUIPMENT	989.86
B1-6B-52520	EQUIPMENT	11,333.33
B1-6B-52530	ENGINEERING SERVICES	50,000.00
B1-6B-52550	STREET PROGRAM	1,128,419.33
B1-6B-52610	PRINCIPAL-	9,973.42

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
B1-6B-52620	INTEREST-	
<b>TOTAL</b>		<u>1,479,637.01</u>

**SNOW REMOVAL EXPENSE**

B1-6C-52110	PAYROLL	
B1-6C-52122	PERS	
B1-6C-52124	MEDICARE	
B1-6C-52420	OPERATING SUPPLIES	11,744.60
B1-6C-52430	REPAIR & MAINTENANCE	
<b>TOTAL</b>		<u>11,744.60</u>
<b>TOTAL STREET FUND EXPENSES</b>		<u>1,491,381.60</u>

**STATE HIGHWAY FUND**

B2-0B-41240	LICENSE FEES	2,496.13
B2-0B-41260	GASOLINE TAX	15,813.00
B2-0H-41820	INTEREST	262.06
<b>TOTAL REVENUE</b>		<u>18,571.20</u>

**STATE HIGHWAY EXPENSES**

<b>B2-6A-52550</b>	<b>STREET CAPITAL</b>	60,000.00
B2-6B-52350	REPAIR SERVICE	1,012.49
<b>TOTAL EXPENSE</b>		<u>61,012.49</u>

**CEMETERY FUND**

B3-0E-41541	SALE OF LOTS	1,545.00
B3-0E-41542	BURIALS	9,785.00
B3-0E-41544	FOUNDATIONS	2,207.29
B3-0E-41545	DEED TRANSFER FEES	123.60
B3-0H-41850	MISC. RECEIPTS	
B3-0I-41920	TRANSFERS	-
<b>TOTAL REVENUE</b>		<u>13,660.89</u>

**CEMETERY EXPENSES**

B3-2A-52110	PAYROLL	5,489.33
B3-2A-52122	PERS	768.51
B3-2A-52124	MEDICARE	79.60
B3-2A-52350	REPAIR SERVICE	-
B3-2A-52390	MISC. SERVICES	8,892.42
B3-2A-52420	OPERATING SUPPLIES	268.33
B3-2A-52510	LAND & BUILDINGS	
<b>TOTAL EXPENSES</b>		<u>15,498.18</u>

**PARK FUND**

B4-0D-41430	JONNY APPLESEED GRANT	15,000.00
B4-0D-41431	GRANT	
B4-0I-41920	TRANSFERS	220,000.00
<b>TOTAL REVENUE</b>		<u>235,000.00</u>

**PARK EXPENSES**

B4-3B-52110	PAYROLL	
B4-3B-52122	PERS	



VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
B4-3B-52124	MEDICARE	
B4-3B-52312	ELECTRICITY - OHIO POWER	1,255.32
B4-3B-52390	MISC SERVICES	19,157.88
B4-3B-52420	OPERATING SUPPLIES	15,638.33
B4-3B-52430	REPAIR & MAINTENANCE	10,263.23
B4-3B-52510	LAND & BUILDINGS	45,000.00
B4-3B-52520	PATHWAY	133,600.00
<b>TOTAL EXPENSES</b>		<b>224,914.75</b>
 <b>BENROTH BRIDGE FUND</b>		
B5-0H-41830	DONATIONS	-
<b>TOTAL REVENUE</b>		<b>-</b>
 <b>BENROTH BRIDGE EXPENSES</b>		
B5-6G-52430	MAINTENANCE	-
 <b>FEMA GRANT</b>		
B6-00-11010	BEGINNING BALANCE	
 <b>COURT COMPUTER FUND</b>		
B7-0F-41611	COMPUTER COURT COSTS	-
<b>TOTAL REVENUE</b>		<b>-</b>
 <b>COURT COMPUTER EXPENSES</b>		
B7-1A-52420	OPERATING SUPPLIES	-
 <b>DUI ENFORCEMENT FUND</b>		
B8-0F-41612	FINES	-
<b>TOTAL REVENUE</b>		<b>-</b>
 <b>DUI ENFORCEMENT EXPENSES</b>		
B8-1A-52390	TRAINING	-
B8-1A-52420	OPERATING SUPPLIES	-
<b>TOTAL EXPENSES</b>		<b>-</b>
 <b>PERMISSIVE LICENSE FUND</b>		
B9-0B-41240	PERMISSIVE LICENSE	-
<b>TOTAL REVENUE</b>		<b>-</b>
 <b>B9-6A-52550</b>		
B9-6A-52550	STREET CONSTRUCTION	-
<b>TOTAL EXPENSES</b>		<b>-</b>
 <b>POOL DEBT SERVICE FUND</b>		
C2-00-11010	BEGINNING BALANCE	
 <b>BLUFFTON IN BLOOM FUND</b>		
C4-0H-41830	DONATIONS	
C4-0I-41920	Transfer In	7,500.00
<b>Total Revenues</b>		<b>7,500.00</b>

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
C4-1A-52390	MISC SVC	7,464.10
<b>Total Expenses</b>		<b>7,464.10</b>
<b>CAPITAL IMPROVEMENT FUND</b>		
D1-00-11010	BEGINNING BALANCE	
<b>STORM SEWER IMPROVEMENT</b>		
D2-0I-41920	TRANSFERS	45,000.00
<b>TOTAL REVENUE</b>		<b>45,000.00</b>
<b>STORM SEWER IMPROVEMENT EXPENSES</b>		
D2-6D-52390	MISC. SERVICES	
D2-6D-52550	STORM SEWERS	55,000.00
<b>TOTAL EXPENSES</b>		<b>55,000.00</b>
<b>FIRE &amp; RESCUE IMPROVEMENT FUND</b>		
D3-0D-41423	STATE GRANTS	
D3-0H-41810	SALE OF ASSETS	4,243.60
D3-0H-41830	DONATIONS	
D3-0I-41920	TRANSFERS	100,000.00
<b>TOTAL REVENUE</b>		<b>104,243.60</b>
D3-1B-52520	EQUIPMENT	75,147.00
<b>TOTAL EXPENSES</b>		<b>75,147.00</b>
<b>POOL IMPROVEMENT FUND</b>		
D4-0H-41820	INTEREST	
D4-0H-41830	REFUND	
D4-0I-41920	TRANSFERS	15,000.00
<b>TOTAL REVENUE</b>		<b>15,000.00</b>
D4-3D-52510	POOL CAPITAL ITEMS	15,000.00
<b>TOTAL EXPENSES</b>		<b>15,000.00</b>
<b>EQUIPMENT REPLACEMENT FUND</b>		
D5-0H-41920	TRANSFERS	100,000.00
<b>TOTAL REVENUE</b>		<b>100,000.00</b>
<b>EQUIPMENT REPLACEMENT EXPENSES</b>		
D5-1F-52520	EQUIPMENT	
D5-5X-52610	PRINCIPAL	
<b>TOTAL EXPENSES</b>		<b>-</b>
<b>AIRPORT IMPROVEMENT FUND</b>		
D6-0D-41418	FAA GRANT	90,000.00
<b>D6-0D-41419</b>	ODOT GRANT	5,000.00
D6-0D-41423	STATE GRANT	
D6-0H-41820	INTEREST	
<b>D6-0I-41920</b>	TRANSFERS	-
D6-0I-41930	ADVANCES	

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
<b>TOTAL REVENUE</b>		<b>95,000.00</b>

**AIRPORT IMPROVEMENT EXPENSES**

D6-6X-52340	PROFESSIONAL SERVICES	
D6-6X-52550	AIRPORT EXPANSION	100,000.00
<b>Total</b>		<b>100,000.00</b>

**TOWN HALL IMPROVEMENT FUND**

D8-0A-41140	INCOME TAX RECEIPTS	-
D8-0H-41820	INTEREST	-
<b>TOTAL REVENUE</b>		<b>-</b>

**TOWN HALL IMPROVEMENT EXPENSES**

D8-7E-52510	BUILDING IMPR.	20,000.00
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**POLICE EQUIPMENT REPLACEMENT FUND**

D9-0D-41423	GRANT	
D9-0I-41920	TRANSFERS	60,000.00
D9-0I-41930	ADVANCES	
<b>TOTAL REVENUE</b>		<b>60,000.00</b>

**POLICE EQUIPMENT EXPENSES**

D9-1A-52520	POLICE EQUIPMENT REPLACEMENT	52,739.00
<b>TOTAL EXPENSES</b>		<b>52,739.00</b>

**FIRE BUILDING REPLACEMENT FUND**

D10-0I-41920	TRANSFERS	-
D10-0I-41930	ADVANCES	-
<b>TOTAL REVENUE</b>		<b>-</b>

**FIRE BUILDING EXPENSES**

D10-1A-52520	POLICE EQUIPMENT REPLACEMENT	-
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**TOTAL EXPENSES**

**WATER FUND**

E1-0E-41551	CHARGES FOR SERVICE	1,017,846.79
E1-0E-41552	TAPS	4,274.50
E1-0E-41553	SURCHARGE	-
E1-0E-41554	MISC. CHARGES	3,098.83
E1-0H-41860	MISC. CHARGES	977.37
E1-0I-41920	TRANSFERS	-
<b>TOTAL REVENUE</b>		<b>1,026,197.49</b>

**WATER EXPENSES**

E1-5A-52320	COMMUNICATIONS	477.99
E1-5A-52380	PRINTING	4,927.72
E1-5A-52390	MISC. SERVICES	602.70
E1-5A-52410	OFFICE SUPPLIES	-

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
E1-5A-52520	EQUIPMENT	-
E1-5B-52380	PRINTING	-
E1-5C-52312	ELECTRICITY - OHIO POWER	34,904.90
E1-5C-52430	REPAIR & MAINTENANCE	2,630.47
E1-5D-52350	REPAIR SERVICE	-
E1-5D-52420	OPERATING SUPPLIES	-
E1-5D-52430	REPAIR & MAINTENANCE	-
E1-5D-52520	EQUIPMENT	-
E1-5E-52311	NATURAL GAS	1,671.41
E1-5X-52110	PAYROLL	71,416.73
E1-5X-52121	HOSPITALIZATION	15,977.43
E1-5X-52122	PERS	9,998.34
E1-5X-52124	MEDICARE	1,035.54
E1-5X-52128	LIFE INSURANCE	-
E1-5X-52360	INSURANCE	8,551.20
E1-5X-52380	VILLAGE OF OTTAWA	530,758.59
E1-5X-52390	MISC SERVICES	61,737.36
E1-5X-52420	OPERATING SUPPLIES	38,989.58
E1-5X-52430	REPAIR & MAINTENANCE	28,845.19
E1-5X-52440	METERS	7,868.31
E1-5X-52450	Water Testing	2,933.44
E1-5X-52520	EQUIPMENT	-
E1-5X-52710	TRANSFERS	200,000.00
<b>TOTAL EXPENSES</b>		<b>1,023,326.90</b>

#### SEWER FUND

E2-0E-41551	CHARGES FOR SERVICES	828,716.17
E2-0E-41552	TAPS	1,390.50
<b>E2-0E-41553</b>	SURCHARGE	-
E2-0E-41554	MISC. CHARGES	977.37
E2-0H-41850	REFUNDS	-
		-
E2-0I-41920	TRANSFERS	-
<b>TOTAL REVENUE</b>		<b>831,084.04</b>

#### SEWER FUND EXPENSES

E2-5A-52320	COMMUNICATIONS	437.66
E2-5A-52380	PRINTING	4,927.75
E2-5A-52390	MISC. SERVICES	70.03
E2-5A-52410	OFFICE SUPPLIES	-
E2-5A-52520	EQUIPMENT	-
E2-5B-52380	PRINTING	-
E2-5B-52410	OFFICE SUPPLIES	-
E2-5C-52312	ELECTRICITY - OHIO POWER	149,311.87
E2-5D-52420	OPERATING SUPPLIES	103.00
E2-5E-52311	NATURAL GAS	5,115.39
E2-5X-52110	PAYROLL	207,168.02
E2-5X-52121	HOSPITALIZATION	24,345.49
E2-5X-52122	PERS	29,003.52
E2-5X-52124	MEDICARE	3,003.94
E2-5X-52128	LIFE INSURANCE	-

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020
E2-5X-52340	PROFESSIONAL SERVICES	38,002.56
E2-5X-52360	INSURANCE	9,162.00
E2-5X-52390	MISC. SERVICES	8,503.10
E2-5X-52420	OPERATING SUPPLIES	57,361.97
E2-5X-52430	REPAIR & MAINTENANCE	78,327.52
E2-5X-52440	METERS	7,868.31
E2-5X-52450	Sewer Testing	21,159.50
E2-5X-52451	Sewer Chemicals	51,366.21
E2-5X-52520	EQUIPMENT	
E2-5X-52560	DISTRIBUTION SYSTEM	434.04
E2-5X-52610	PRINCIPAL	-
E2-5X-52620	INTEREST	-
E2-5X-52710	TRANSFERS	100,000.00
<b>TOTAL EXPENSES</b>		<b>795,671.89</b>

**SEWER DEBT SERVICE FUND**

E4-0I-41920	TRANSFERS	
<b>TOTAL TRANSFERS</b>		

**SEWER DEBT SERVICE EXPENSES**

E4-5A-52610	PRINCIPAL	
E4-5A-52620	INTEREST	
<b>TOTAL EXPENSES</b>		

**WATER DEBT SERVICE FUND**

E5-0I-41920	TRANSFERS	
<b>TOTAL TRANSFERS</b>		

**WATER DEBT SERVICE EXPENSES**

E5-5A-52610	PRINCIPAL	
E5-5A-52620	INTEREST	
<b>TOTAL EXPENSES</b>		

**REFUSE FUND**

E7-0E-41514	REFUSE RECEIPTS	<b>243,209.88</b>
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**REFUSE FUND EXPENSES**

E7-5K-52390	REFUSE SERVICE	<b>296,030.71</b>
<b>TOTAL EXPENSES</b>		

**WATER/ SEWER IMPROVEMENT FUND**

E9-0A-41140	INCOME TAX RECEIPTS	516,974.02
E9-0C-41310	SPECIAL ASSESSMENT CHARGES	19,000.00
E9-0D-41423	LOAN PROCEEDS	
E9-0I-41920	TRANSFER IN	950,000.00
<b>TOTAL REVENUE</b>		<b>1,485,974.02</b>

E9-5J-52560	SYSTEMP EXPANSION	693,566.66
E9-5J-52610	PRINCIPAL	704,852.76
E9-5J-52620	INTEREST	318,494.95
	TRANSFERS	

VILLAGE OF BLUFFTON 2020 BUDGET PREP		Budget
ACCOUNT	ACCOUNT	2020
NUMBER	DESCRIPTION	
<b>TOTAL EXPENSES</b>		<b>1,716,914.37</b>
<b>COMMUNITY EVENTS FUND</b>		
F2-0I-41920	TRANSFERS	-
<b>COMMUNITY EVENTS EXPENSES</b>		
F2-1A-52390	MISC SERVICES	-
<b>COMMUNICATIONS FUND</b>		
F3-0I-41920	TRANSFERS	-
<b>POLICE CONTINUING TRAINING</b>		
F4-0I-41920	TRANSFER	-
F4-1A-52390	TRAINING	6,800.00
<b>UTILITY RECOVERY</b>		
F5-1A-52520		-
<b>NATIONAL NIGHT OUT</b>		
F6-0H-41831	DONATIONS	4,000.00
F6-6B-52420	OPERATING SUPPLIES	3,500.00
<b>SHANNON CEMETERY</b>		
F7-0H-41830	DONATIONS	-
F7-1A-52390	MISC SERVICES	-
F8-0H-41830	DONATIONS	-
F8-0I-41920	TRANSFER	-
		-
F8-1A-52390	K9 EXPENSES	-

VILLAGE OF BLUFFTON 2020 BUDGET PREP

ACCOUNT NUMBER	ACCOUNT DESCRIPTION
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Budget  
2020

**ORDINANCE NO. 03-2020**

**AN ORDINANCE TO ENACT A NO PARKING ZONE ON THE SOUTHWESTERLY SIDE OF WEST WASHINGTON STREET FROM MAIN STREET TO THE MID-BLOCK ALLEY BY THE VILLAGE OF BLUFFTON.**

WHEREAS; the Village of Bluffton, via their Streets, Alleys, Lights and Sidewalks Committee wishes to create a no parking zone on the southwesterly side of West Washington Street from Main Street to the mid-block alley. This is to increase the safety and welfare of the public and to create a better flow of traffic within the Village.

**BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO THAT:**

Section 1. Parking shall no longer be permitted on the southwesterly side of West Washington Street, within the Village of Bluffton, Ohio from Main Street to the mid-block alley.

Passed and adopted this \_\_\_ day of \_\_\_\_\_ 2020 by the Council of the Village of Bluffton, Ohio by the following vote (2/3 required):

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Richard Johnson, Mayor

Approved as to form:

\_\_\_\_\_  
Elliott T. Werth, Village Solicitor



**RESOLUTION NO. 06-2020**

**A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2020.**

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Village of Bluffton, Ohio, two-thirds (2/3) of all members elected thereto concurring:

**SECTION 1:** That the following positions at the stated wages are hereby created:

<b>A. Pool Manager</b>	<b>\$13.50 per hour</b>
<b>B. Assistant Manager</b>	<b>\$10.50 per hour</b>
<b>C. Life Guards</b>	<b>\$9.00 per hour</b>

The above is intended as a minimum guideline for the establishment of wage levels. Council may at its discretion provide for a higher pay scale level for each position listed.

**SECTION 2:** That the following fees are established for use during the 2020 season, and that all memberships paid in full before they can be used

<b>A. Daily Admission</b>	<b>\$4.00</b>
<b>B. Family Season Pass</b>	<b>\$150.00</b>
<b>C. Additional Children Each</b>	<b>\$10.00</b>
<b>D. Single Season Pass</b>	<b>\$70.00</b>
<b>E. Senior Single Season Pass</b>	<b>\$40.00</b>
<b>F. Ten-Visit Pass</b>	<b>\$35.00</b>
<b>G. Pool Rental-2 hours</b>	<b>\$200.00</b>
<b>H. Swim Lessons-Member</b>	<b>\$30.00</b>
<b>I. Swim Lessons-Non Member</b>	<b>\$40.00</b>
<b>J. Swim Lessons-Private</b>	<b>\$85.00</b>
<b>K. Fulltime Village Employees &amp; Immediate Family</b>	<b>Free</b>

**SECTION 3:** Pool personnel who complete the season will be reimbursed for fees associated with the certification/recertification of CPR and lifeguard training for up to \$80.00 expended in same year. Receipts for the reimbursement must be turned into the Pool Manager who will submit them to the Fiscal Officer's office for reimbursement processing at the end of the pool season. Reimbursement will be subject to approval from manager.

**SECTION 4:** 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 the Council and 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.

**WHEREFORE,** This Resolution shall take effect and be in force from and after the earliest period allowed by law and approval by the signatures below.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2020 by the governing body of the Village of Bluffton, Ohio by the following vote:

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

ATTEST \_\_\_\_\_

FISCAL OFFICER

MAYOR

APPROVED \_\_\_\_\_

SOLICITOR

**Preliminary Consent Legislation**

**RESOLUTION #07-2020**

**County/Route/Section: PUT/HAN/ALL US 224/SR 103 Var.**

The following is an RESOLUTION enacted by the Village of Bluffton, Allen County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in the matter of the stated described project.

**SECTION I - Project Description**

WHEREAS, the LPA has identified the need for the described project:

This project proposes to pave asphalt on the following State Routes:

- SR 103 in Allen County in the Village of Bluffton from the railroad west of Huber Street to the Hancock County line
- US 224 in Putnam County from the CSX Railroad crossing in the Village of Ottawa which is between the Moe Street and Agner Street to the Hancock County line
- US 224 in Hancock County from the Putnam County line to SR 235

WHEREAS, a portion of the described project is within the Village corporation limits.

NOW THEREFORE, be it RESOLVED by the Village of Bluffton of Allen County, Ohio.

**SECTION II - Consent Statement**

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

**SECTION III - Cooperation Statement**

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

ODOT and FHWA shall assume and bear 100% of the necessary costs of the State's highway improvement project. In the event that the Village requests certain features or appurtenances to be included within the State's highway improvement project's design and construction, and which features and appurtenances are determined by the State to be not necessary for the State's project, the Village shall contribute 100% of the cost of those items.



CERTIFICATE OF COPY  
STATE OF OHIO

Village of Bluffton of Allen County, Ohio

I, Kevin Nickel, as Clerk of the Village of Bluffton of Allen County, Ohio, do hereby certify that the foregoing is a true and correct copy of resolution adopted by the legislative Authority of the said Village of Bluffton on the 9<sup>th</sup> day of March, 2020, that the publication of such resolution has been made and certified of record according to law: that no proceedings looking to a referendum upon such resolution have been taken.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable, this 9<sup>th</sup> day of March, 2020.

\_\_\_\_\_  
Clerk

(SEAL)  
(If Applicable)

Village of Bluffton of Allen County, Oh.

The foregoing is accepted as a basis for proceeding with the project herein described.  
For the Village of Bluffton of Allen County, Ohio

\_\_\_\_\_, Date \_\_\_\_\_  
Contractual Officer (Mayor)

Attest: \_\_\_\_\_

\*\*\*\*\*

**For the State of Ohio**

\_\_\_\_\_, Date \_\_\_\_\_  
Director, Ohio Department of Transportation

Attest: \_\_\_\_\_

**RESOLUTION 08-2020**

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT WITH RUMPKE WASTE AND RECYCLING SERVICES FOR GARBAGE, REFUSE AND RECYCLING SERVICES FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY**

WHEREAS, the Council of the Village of Bluffton, Ohio finds it necessary to enter into a contract to provide garbage, refuse, and recycling services for the Village of Bluffton, Ohio and:

WHEREAS, Rumpke has provided the lowest best bid for that service after competitive bidding as provided by law and:

WHEREAS, an emergency exists in the timeliness to proceed with the proposed contract and such services are needed for the preservation of health, safety and welfare of the Village of Bluffton.

**IT IS THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO THAT:**

SECTION 1: That the Mayor is authorized to enter into a contract with Rumpke Waste and Recycling Services for garbage, refuse and recycling services for the Village of Bluffton, Ohio.

SECTION 2: That an emergency exists for the reasons set forth herein and this resolution shall be in full effect immediately from and after its passage as an emergency.

SECTION 3: It is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_\_ day of March, 2020 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_

Fiscal Officer

\_\_\_\_\_

Mayor

Approved as to form:

\_\_\_\_\_

Elliott T. Werth

Village Solicitor

## **Village of Bluffton**

### **Administrator's Report**

To: Mayor Johnson & Council Members



**03-09-20**

#### **AEP Ohio – Bluffton Area Improvements:**

Construction of the Bluffton Area Improvements project outlined in the pages that follow began last month. Currently, the proposed route for the new transmission lines run along the south edge of the Village Park. Studies are still being performed to determine the transmission lines needing to be rebuilt.

#### **Ohio EPA – WWTP and Collections System Inspections**

In late February and early March, two members of the Northwest District of the Ohio EPA, representing the Division of Surface Water, and the Division of Drinking and Ground Waters, visited the Bluffton Waste Water Treatment Plant and Collections System. Purpose of the inspection was to evaluate compliance with the terms and conditions of the National Pollutant Discharge Elimination System (NPDES) permit. Thanks to Dan Bowden and John Bowers for the dedicated service of continuing to operate the plant within EPA guidelines while maintaining a clean, safe work environment.

#### **Public Works Department Visit to Ottawa Water Treatment Plant (WTP)**

On March 4<sup>th</sup>, members of the PWD visited the WTP at Ottawa and were given a tour by Doug Schroeder and Russ Bales. Ottawa's plant is scheduled for new equipment, including lab facilities and SCADA equipment, along with the reconditioning of existing equipment and facilities this summer to update their Water Treatment Plant.

#### **I-75 Resurfacing and Reconstruction – ODOT Project ID 94214**

The \$21 million project will resurface Interstate 75 between Napoleon Road just south of the village of Beaverdam and state Route 235 three miles north of the village of Bluffton in Allen and Hancock counties. The project also includes the reconstruction of Interstate 75 at state Route 696 in Beaverdam. Traffic will be maintained through the work zone. Work is expected to begin in March 2020 and is anticipated to complete in October 2020. The resurfacing project between Napoleon Road and state Route 235 includes repairs on the bridge over township Road 33 and the railroad just north of the village of Bluffton.

- Approximately four weeks of lane closures are anticipated, one lane at a time.
- Ramps throughout the work zone will be closed temporarily for repairs and repaving. The northbound ramp from state Route 103 to Interstate 75 will close for several weeks.

More information can be found at:

<https://transportation.ohio.gov/wps/portal/gov/odot/projects/projects/94214>

#### **2020 Water Meter Replacement Project**

Appropriations are being set to include the replacement of all residential water meters (3/4" and 1").

#### **Residential waste disposal contract**

Proposal was accepted from Rumpke Waste at the last Council meeting. Services from Rumpke will begin on June 1, 2020 and continue until 2023, with the option for a 1 year renewal. Monthly rates for services will be \$19.56. Specific details will be finalized in the coming weeks. (Route schedule, new tote delivery, accepted materials, etc.)

## **Jefferson St. Improvements, Phase II**

District One ODOT will participate with this project by adding the final 3 inches of asphalt and road markings to project PUT/HAN-224/103-Var; PID 98469. Estimated \$73,565 of participation from District One – Thank you! Village project scheduled to advertise for bid March 5<sup>th</sup> and 12<sup>th</sup> with bid opening March 26<sup>th</sup>.

## **Bluffton Airport**

Preapplication for FAA FY 2020 Airport Improvement Program Grant to rehabilitate Taxiway 'C' at Airport is being submitted. Construction will not occur until 2021. Current estimates place the Local 5% Share at \$43,375.00. Total project estimated at \$907,500.

## **Town Hall Maintenance:**

Cotterman and Company, Inc. have been contracted to perform roof repair on the Town Hall in the area just above the Women's 3<sup>rd</sup> floor restroom. Upon inspection they also discovered some warranty work needing completed on the flat portion of roof covered with rubber material. This work will be performed mid to late March – a lift will be used affecting traffic flow.

## **Old Business:**

### **Personnel Policy and Procedure Manual:**

Final draft needs reviewed by Personnel Committee.

### **Bluffton Code of Ordinances**

Final compilation from American Legal Publishing needs reviewed by Ordinance Committee.

## **Council Committee Meetings:** Request for meetings with:

- Streets, Alleys, Lights and Sidewalks – Main St. brick tree lawn, Pathway Board discussion (11<sup>th</sup>, 12<sup>th</sup>)
- Personnel – Wage Ordinance, Personnel Policy and Procedure Manual, Uniforms, Employee Recognition, Employee replacement
- Bluffton In Bloom – 2020 projects
- Finance – Appropriations
- Committee of the Whole – Appropriations
- Utilities – resident request – 6:00 pm or later





**Department of Public Works**  
Assistant Village Administrator

3/9/2020

To: Mayor and Village Council Members

Public Works Department planning

**Work completed**

- ✓ Snow removal
- ✓ GIS storm facilities
- ✓ Trainings (water, confined space & Ottawa water plant tour)
- ✓ Valve turning (30)
- ✓ Catch basin on Sunset
- ✓ Manhole inspections (16)
- ✓ Cherry St. Service line replacement

**Upcoming projects**

- Manhole inspections
- Valve Replacement (E. Elm St)
- Valve turning
- GIS storm facilities
- Catch Basin installation (Sunset Dr )
- Dirt work at the Buckeye park
- Meter reading

**Cherry St. Service line repair**

A new service line was installed from the water main to the meter pit. The exact cause of the leak was not able to be determined but the service line was identified as the problem.

**E. Elm St. valve replacement**

The PWD looks to replace a 8" in-line valve on E. Elm street March 10th (weather dependent). Notices have been delivered inform residents of the work to be performed.

**Uniforms:**

Pricing and samples have been reviewed from both Cintas Corporation and Miller Textile. Request of a Personnel Committee meeting to present recommendation from the PWD.

**County Line Storm Sewer**

J&D Snyder installed an underdrain along County Line last week. This work will make a large improvement to the drainage in that area.

**Improper sanitary connection**

A large storm to sanitary sewer cross connection that had been identified has been corrected. I would like to thank John Bowers for his involvement in the completion of this project.

**Sidewalk repairs:**

Jim's excavating is scheduled to begin the repairs to 120+ feet of sidewalk throughout the week of March 9<sup>th</sup>. The concrete will be modified for the cooler temperatures as well as blankets will be applied to allow for curing.

**Mowers:**

I would like to recommend the re-hiring of Jewel Dukes and Rick Lichtle as seasonal mowers.

**Note:**

**Manholes did not sell but have been re-listed**

# BLUFFTON

## AREA IMPROVEMENTS PROJECT



An AEP Company

BOUNDLESS ENERGY

AEP Ohio officials plan to strengthen the electric transmission system in Allen and Hancock counties in northwest Ohio. This project improves electric service reliability and supports economic development.



### WHAT

The project involves:

- Building Boutwell Substation
- Building approximately 4 miles of power line
- Rebuilding approximately 1 mile of power line.

### WHY

The improvements:

- Increase electric service reliability
- Support economic development

### WHERE

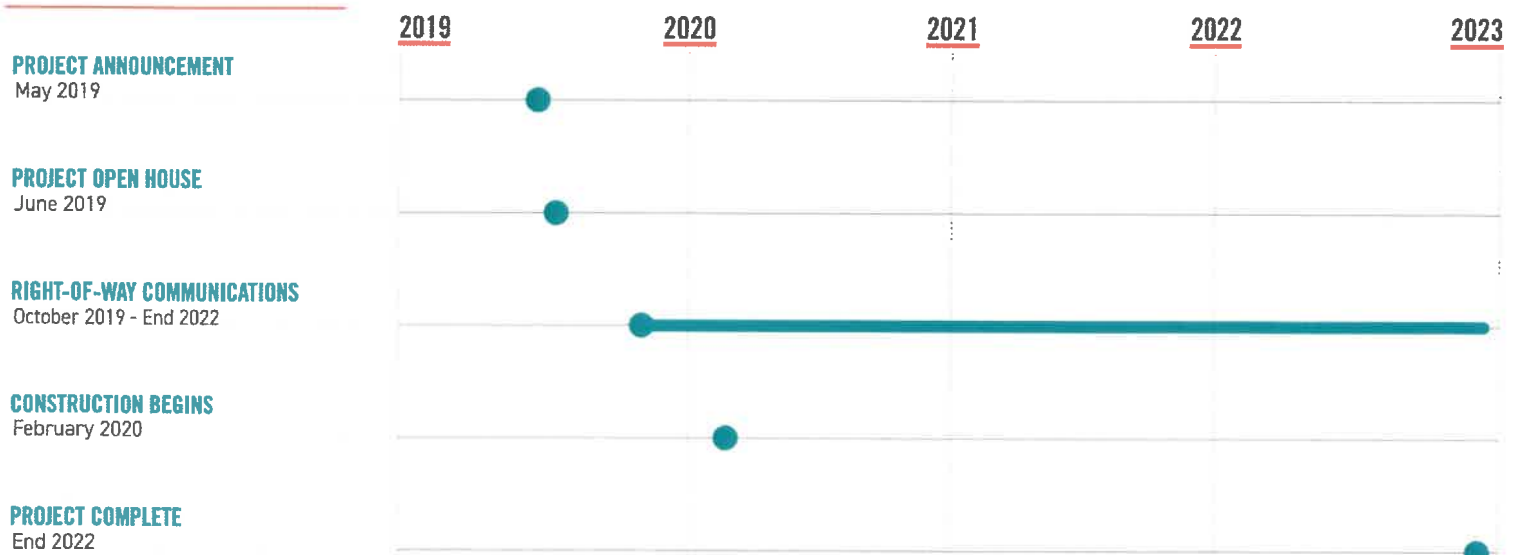
The project area includes:

- Village of Bluffton
- Richland Township in Allen County
- Orange and Union townships in Hancock County

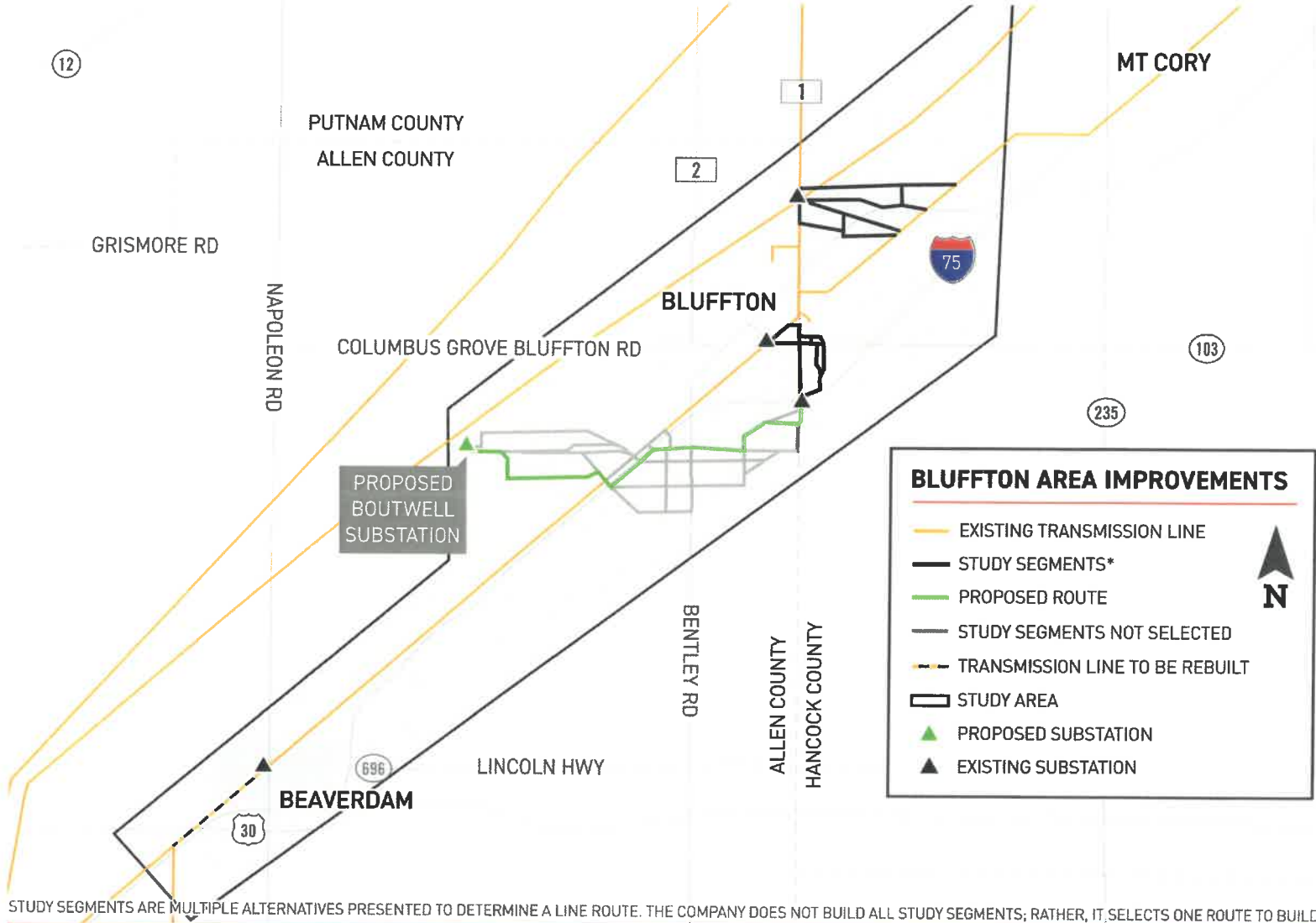


\* Company representatives may announce future components as the project develops

### PROJECT SCHEDULE



\*Timeline subject to change.



STUDY SEGMENTS ARE MULTIPLE ALTERNATIVES PRESENTED TO DETERMINE A LINE ROUTE. THE COMPANY DOES NOT BUILD ALL STUDY SEGMENTS; RATHER, IT SELECTS ONE ROUTE TO BUILD

## TYPICAL STRUCTURES

The project involves the installation of steel poles.

Structure Height: Approximately **70 feet\***

Right-of-Way Width: Approximately **60 feet\***



\*Exact structure, height and right-of-way requirements may vary

**AEP OHIO VALUES YOUR INPUT ABOUT THIS PROJECT. PLEASE SEND COMMENTS AND QUESTIONS TO:**

✉ AEP Ohio  
c/o Joseph Demaree  
8600 Smiths Mill Rd  
New Albany OH 43054

✉ [jkdemaree@aep.com](mailto:jkdemaree@aep.com)  
☎ 380-205-5046  
➡ [AEPOhio.com/Bluffton](http://AEPOhio.com/Bluffton)





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



**Police Activity Summary**  
**February 2020**

Police Calls for Service – 703  
Traffic Stops – 78  
Citations – 21

**Citations**

Driving Under Suspension	-	7
Expired License Plates	-	1
Headlights Req.	-	1
O.V. I	-	2
Plates from Another Vehicle	-	2
Speed	-	1
Right of Way	-	1
Tail Lights Req.	-	1
Traffic Control Device – Stop Sign	-	4
Wrongful Entrustment of Motor Vehicle	-	1
<b>Total</b>	-	<b>21</b>

**Complaint Reports**

Criminal Damaging	-	1
Driving Under Suspension	-	6
Drug Offense	-	2
Menacing	-	1
Miscellaneous	-	4
O.V.I.	-	2
Theft	-	1
Wrongful Entrustment of MV	-	1
Warrant	-	2
<b>Total</b>	-	<b>20</b>

- Theft loss for February is \$0.00 with \$0.00 recovered.







# COVID-19

There are no confirmed cases of COVID-19 in Ohio. Please continue to protect yourself from all infectious diseases by using these precautions.

## PREVENTION



STAY HOME WHEN YOU ARE SICK



AVOID CONTACT WITH PEOPLE WHO ARE SICK



GET ADEQUATE SLEEP AND EAT WELL-BALANCED MEALS



WASH HANDS OFTEN WITH WATER AND SOAP (20 SECONDS OR LONGER)



DRY HANDS WITH A CLEAN TOWEL OR AIR DRY YOUR HANDS



COVER YOUR MOUTH WITH A TISSUE OR SLEEVE WHEN COUGHING OR SNEEZING



AVOID TOUCHING YOUR EYES, NOSE, OR MOUTH WITH UNWASHED HANDS OR AFTER TOUCHING SURFACES



CLEAN AND DISINFECT "HIGH-TOUCH" SURFACES OFTEN



CALL BEFORE VISITING YOUR DOCTOR



PRACTICE GOOD HYGIENE HABITS

## CLEAN ALL "HIGH-TOUCH" SURFACES EVERY DAY

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.