

# Village of Bluffton Council Meeting Agenda

March 13, 2023 at 7:00 PM



## **Opening Ceremonies**

Call to Order, Mayor Johnson presiding

Pledge of Allegiance



## **Minutes**

Approval of the minutes for the Village Council meeting held on Monday, February 13, 2023

## **Bills**

### **Committee Reports**

Finance Committee: 02-27

Parks and Recreation Committee: 03-06

### **Boards & Commissions**

Pathway Board: 02-02

## **LEGISLATION**

### **ORDINANCE NO. 02-2023**

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

**Emergency**

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2023 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY

### **ORDINANCE NO. 03-2023**

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

AN ORDINANCE AMENDING THE CURRENT RULES AND REGULATIONS FOR THE MAPLE GROVE CEMETERY

### **ORDINANCE NO. 05-2023**

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

**Emergency**

AN ORDINANCE AMENDING TO REPEAL ORDINANCE 22-13 WHICH ESTABLISHED THE OFFICE OF PUBLIC SAFETY FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY

### **RESOLUTION NO. 06-2023**

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

**Emergency**

A RESOLUTION ESTABLISHING PAY INCREASES TO THE WAGES/SALARIES OF CERTAIN VILLAGE EMPLOYEES OF THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

### **RESOLUTION NO. 08-2023**

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

**Emergency**

A RESOLUTION AMENDING RESOLUTION NO. 03-2022 ESTABLISHING THE TERMS FOR A PAID, ON-CALL EMS PROGRAM FOR THE VILLAGE OF BLUFFTON AND DECLARING AN EMERGENCY

### **RESOLUTION NO. 09-2023**

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

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2023.

### **RESOLUTION NO. 10-2023**

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

**Emergency**

A RESOLUTION TO REPEAL AND REPLACE RESOLUTION NO. 31-2022, A RESOLUTION OF NECESSITY FOR THE S. R. 103 CURB REPAIR PROJECT AND DECLARING AN EMERGENCY

**RESOLUTION NO. 11-2023**

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

**Emergency**

A RESOLUTION ACCEPTING A BID AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE BLUFFTON STONE COMPANY/BLUFFTON PAVING INC. TO ACQUIRE AGGREGATE AND ASPHALT MATERIAL, ASPHALT APPLICATION AND EQUIPMENT RENTAL, FOR THE 2023 CONSTRUCTION YEAR IN THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 12-2023**

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

AGREEMENT BETWEEN THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION AND VILLAGE OF BLUFFTON, OHIO FOR SIGN INSTALLATION AND MAINTENANCE

**Village Administration Report:**

**Mayor:**

**Safety Services Reports:**

**-EMS-**

**-Fire Dept.-**

**-Police Dept.-**

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

**Public Informational Meeting -Monday, March 13<sup>th</sup> at 6:30 pm**

**• NATURAL GAS AGGREGATION**

Village Council – Monday, March 13<sup>th</sup> at 7:00 pm

Village Council – Monday, March 27<sup>th</sup> at 7:00 pm

**Public Comment**

**Adjournment – Motion and Second**

Village of Bluffton – Regular meeting February 27, 2023, at 7:00 p.m.

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

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on February 13, 2023. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

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

During the Utility Committee report, Council was informed the refuse contract expires on April 30, 2023. The existing contract has an option for a one-year extension. Rumpke provided pricing for the extension at an 11% increase over the current rates. They also presented a proposal for an additional 2 years with a 4% increase each of those years.

Steiner motioned, seconded by Cupples, to exercise the one-year extension and add the two additional years at 4%. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved. A new contract and new legislation will be presented at a future meeting for the additional two years.

Kingsley motioned, seconded by Cupples, to enter into executive session to discuss personnel wages with Council, Mayor, and Fiscal Officer present. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Kingsley, to exit executive session and return to open session. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

1<sup>st</sup> Reading:

Resolution 06-2023 – A resolution establishing pay increases to the wages/salaries of certain village employees of the Village of Bluffton, Ohio, effective as stated in the attached Exhibit (A). Kingsley motioned to adopt the Resolution, seconded by Steiner. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

2<sup>nd</sup> Reading:

Ordinance 02-2023 – An Ordinance approving the annual appropriations for the 2023 Fiscal Year for the Village of Bluffton, Ohio. Steiner motioned to adopt the Ordinance, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Ordinance 03-2023 – An Ordinance amending the current rules and regulations for the Maple Grove Cemetery. Cupples motioned to adopt the Ordinance, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Ordinance 04-2023 – An Ordinance implementing the policy and procedures for the Village of Bluffton, Ohio to ensure the timely depositing of public monies in accordance with O.R.C. Section 9.38 and declaring an emergency. Kingsley motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adopt the Ordinance, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

3<sup>rd</sup> Reading:

Resolution 03-2023 – A Resolution to accept the revised versions of sections 5.01, 5.03, 5.04, and 6.05 of the Village of Bluffton Personnel Policy and Procedure Manual provided by Clemans, Nelson & Associates, Inc. Cupples motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Talavinia motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Resolution 07-2023 – A resolution authorizing the Mayor and Village Administrator to enter into a contract with Smith Paving and Excavating, Inc., of Norwalk, OH and declaring an emergency. Cupples motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Talavinia motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned, seconded by Kingsley, to approve the purchase of a self-contained, 20 cu. yd. Dinkmar leaf collection machine for \$93,017.50. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Kingsley, to approve the special event request by St. John's UCC to close West College Ave. from S. Jackson St. to S. Lawn Ave on August 12, 2023 from 10:00 a.m to 3:00 p.m. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Sehlhorst, to enter into executive session to discuss legal matters with Council, Mayor, Village Administrator, Fiscal Officer and Assistant Administrator present. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Steiner, to exit executive session and return to open session. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to adjourn the meeting.

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

Council Meeting on Monday, March 13 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 3/13/2023

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AIM MEDIA MIDWEST	473.05	Administrative	ADVERTISING
ALL SERVICE AERATION, INC	707.50	Park	PORTABLE TOILETS
ALLEN COUNTY AWARDS LLC	725.00	Police	AWARD PLAQUES
ALLOWAY TESTING	300.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	18,713.59	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	26.41	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	791.00	Multiple	ELECTRICITY
APOLLO CAREER CENTER	120.00	Multiple	TRAINING
ATLANTIC EMERGENCY SOLUTIONS, INC.	235.65	Water	TOOL BRACKETS
BASINGER PLUMBING & HEATING LLC	85.45	Land & Buildings	SERVICE AGREEMENT
BASINGER PLUMBING & HEATING LLC	1,169.22	Airport	NEW TOILET
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BLUFFTON STONE CO.	118.22	Multiple	STONE
BRIGHTSPEED	213.31	Administrative	PHONES
Bryan Lloyd	186.97	Administrative	BOOTS
CARGILL INC.	5,332.09	Street	ROAD SALT
CHARTER COMMUNICATIONS	169.98	Administrative	CABLE
CHOICE ONE ENGINEERING	2,157.50	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	160.00	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	400.00	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	1,050.00	Sewer	SR 103 SANITARY ENGINEERING
CINTAS	76.16	Administrative	UNIFORMS
CINTAS	161.65	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	75.60	Administrative	W2 & 1099 POSTAGE
CITIZEN'S NATIONAL BANK	28.80	Water	CONTINUING EDUCATION - BLACKBURN
CITIZEN'S NATIONAL BANK	74.70	Administrative	TAX POSTAGE
CITIZEN'S NATIONAL BANK	41.50	Administrative	TAX POSTAGE
CITIZEN'S NATIONAL BANK	63.25	Administrative	MEETING SUPPLIES
CITIZEN'S NATIONAL BANK	22.42	Police	TRAINING OACP
CITIZEN'S NATIONAL BANK	114.00	Multiple	TOOLBOX FOR NEW SERVICE TRUCK
CITIZEN'S NATIONAL BANK	403.84	Multiple	LIGHTING FOR NEW SERVICE TRUCK
FAMILY HARDWARE DO IT BEST	241.97	Multiple	SUPPLIES
GARY'S REPAIR	67.02	Multiple	PARTS & SUPPLIES
GARY'S REPAIR	14,499.00	Multiple	MOWER
GARY'S REPAIR	20.46	Multiple	PARTS & SUPPLIES
GLOBAL INDUSTRIAL	1,893.24	Land & Buildings	FANS FOR SHOP
GO KEYLESS	203.57	Land & Buildings	DOOR LOCKS
GREAT LAKES BILLING ASSOCIATES, INC.	1,233.94	Rescue	EMS BILLING SERVICE
HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC	1,000.00	Administrative	SOLICITOR FEES
HAWTHORNE-SEVING, INC.	5.46	Street	FABRICATING METAL
JUSTIN SHANNON	390.63	Land & Buildings	TOWN HALL CLEANING
KOI ENTERPRISES, INC.	211.44	Multiple	PARTS
LEIBER GARAGE	65.99	Police	PD AUTO REPAIRS
LEXIS NEXIS RISK DATA MANAGEMENT INC.	50.00	Administrative	ADDRESS SEARCHES
MARATHON FLEET SERVICES	959.65	Multiple	FUEL
MASTERPIECE SIGNS & GRAPHICS, INC.	394.58	Administrative	SIGNS
MIDNET MEDIA	180.00	Administrative	WEB HOSTING
MISSION COMMUNICATION	694.80	Sewer	COMMUNICATIONS
MURPHY TRACTOR & EQUIPMENT CO., INC.	123.57	Multiple	PARTS
NATHAN JORDAN	293.55	Administrative	BOOTS
NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT	5,300.01	Administrative	BFR SPECIAL ASSESSMENT
NORTHWESTERN OHIO SECURITY SYSTEMS	196.00	Administrative	MONITORING
PERRY CORPORATION	254.16	Administrative	IT CONTRACT
PERRY CORPORATION	21.99	Administrative	IT CONTRACT
PERRY CORPORATION	28.71	Administrative	IT CONTRACT
RAILROAD CUSTOMS LLC	1,000.00	Multiple	BED LINING IN NEW SERVICE TRUCK
REINEKE FAMILY TIRE & SERVICE CENTERS	2,645.10	Police	CRUISER REPAIR
RUMPKE	23,329.44	Refuse	TRASH SERVICES
RYAN BURKHOLDER	218.38	Police	MILEAGE - TRAINING
SMARTBILL	948.56	Multiple	BILLING SERVICES

STAPLES BUSINESS ADVANTAGE  
USA BLUE BOOK  
UTILITY SERVICE CO, INC.  
VERIZON WIRELESS  
VETTER LUMBER CO.  
ZOLL DATA SYSTEMS  
INCOEM TAX REFUNDS

60.77 Multiple  
74.00 Water  
15,028.84 Water  
160.60 Multiple  
435.31 Multiple  
156.56 Rescue  
1,701.80 Administrative  

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113,285.96

SUPPLIES  
WATER SUPPLIES  
WATER TOWER PEDISPHERE  
CELL PHONES  
SUPPLIES  
EMS CHARTS  
INCOME TAX REFUNDS

BIWEEKLY PAYROLL 3/10/23  
MEDICARE  
OPERS  
OP&F

44,270.17  
602.22  
3,370.66  
3,937.84

FEBRUARY MONTHLY  
MEDICARE  
OPERS  
FICA

2,569.00  
37.22  
269.03  
40.14

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

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

**Meeting: Bike and Pedestrian Pathway Board**  
**Date/Time: Thursday, February 2, 2023, Noon**  
**Location: Town Hall, 3rd Floor**

Members Present: Mitch Kingsley, David Smith, Greg Denecker, Dima Snyder, Travis Music, Steve Heinze (for Jane Wood), John Rich and Jenny Pilarowski  
Village Liaison Present: Jesse Blackburn, Administrator  
Guest Present: Jim Bemiller - Lions Club President

-By consensus Mitch Kingsley was appointed Chair Pro Tempore.  
-Minutes: Minutes of the January 5, 2023 meeting were approved.

Agenda: 1. Progress on Countyline Pathway  
2. Fundraising report for Opening the East  
3. Parkview pathway

•Progress: The County Line Pathway construction by Don Snyder will begin around May 8, 2023. AEP is finishing their line/pole work to the corner of County Line and 103. The path will be black top with a tree lawn next to the road. After dedication the maintenance of this pathway will be by the Village.

•Fundraising: "Opening the East" - Clair Winebar is the Treasurer of the Lions Foundation.

Money pledged - \$34,900.00; Money received - \$19,400.00

Each Pathway Board member was asked to approach five individuals to donate.

We will soon place an article on the ICON, and in the Lima News and the Courier with a pledge form available online. A QR code might be feasible. Posters may be developed to be distributed to businesses.

•Parkview pathway: Mitch has consulted with Derrick Snyder. There are two AEP poles that would need to be moved. We may need an engineered plan to have AEP move them. There may also be underground utilities to work around. Design elements to be factored include: ease of mowing; grade level of houses on either side of the path; and safety near the ponds. Further discussions should be had with the two families on Clay Street currently using it as a driveway. Mitch, Jesse and Derrick will continue working on the plans. Fundraising may be necessary.

Next Meeting: There will be no meeting in March. The next meeting will be April 6, 2023, at noon at Town Hall.

Meeting adjourned at 1:05pm.

Respectfully submitted,  
Jenny Pilarowski

**Village of Bluffton**  
**Finance Committee Meeting**  
**February 27, 2023 @ 6:30 PM**

Committee member present, David Steiner, Phil Talavinia

Mayor Richard Johnson

Staff present, Jesse Blackburn, Village Administrator and Kevin Nickel, Fiscal Officer.

The committee was presented with Ordinance 4-2023. The ordinance deals with a policy allowing the financial officer to accumulate up to \$1,000 in deposits for up to 3 days before making a bank deposit. The committee agreed that this is a reasonable policy to be efficient while safeguarding the Village cash. The committee recommends council approval of the ordinance.

During the current audit, while the auditors were testing timing of deposits they used the postmark date as date received of income tax receipts. This does not allow for the time it takes for the postal system to process and deliver the mail. A new policy has been implemented to record the postmark date to determine the timing of filing a tax return and a date received by the village to determine the time of receipt to determine the timeliness of deposits.

In the process of ordering chemicals for mosquito it was discovered that an additional \$600 needs to be added to appropriations. The committee recommends this addition.

Meeting adjourned at 6:44 PM.

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David Steiner

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Phil Talavinia



Parks & Rec - Minutes  
Village of Bluffton  
Town Hall  
March 6th, 2023

Present: Council - Ben Stahl, Mitch Kingsley, Rich Johnson  
Staff - Jesse Blackburn

Start: 12:00 End: 1:45

Topics: SRK Fields, Pathways, 2023 pool season

Minutes:

- SRK Fields
  - Much appreciation to SRK for their generous donation to the Village of Bluffton. The committee was glad to be a part of the celebration and looks forward to working to improve that area's pedestrian and recreation facilities.
  - Next steps are to have it surveyed for a deed and then grading work once it is in the Village's possession.
- Flood damage
  - The committee discussed areas in the park that had been damaged by recent flood waters. The engineered wood fiber fall medium and pea gravel at Buckeye Park seemed to hold up relatively well; better than the brush dump mulch.
- SR 103 Pathway
  - Project delayed slightly but hopeful for a construction window in 2024.
  - The committee reviewed the planned changes for access to Springfield Fireworks from Commerce Lane and the creation of a sidewalk along the north side of SR 103 between Commerce Lane and the entrance to McDonald's. We recommended moving the sidewalk from the planned location along the curb to the far back side of the right of way and then using that green space for a new Bluffton welcome sign.
- Village Pool
  - Committee reviewed the final draft of the rates/wages resolution and will present it to Council at the next meeting.

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Ben Stahl

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Mitchell Kingsley

ORDINANCE NO. 02 -2023

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2023 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds for the 2023 Fiscal Year for the Village of Bluffton, Ohio.

WHEREAS, an emergency exists in that the timeliness of the approval of the Annual Appropriations is necessary for the preservation of the health, safety and welfare of the citizens of 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 2023 Fiscal Year. The approved level of control for appropriations is at the fund, function level.

SECTION 2: That an emergency exists for the reasons set forth in this Ordinance.

SECTION 3: The effective date of these appropriations shall be March 13, 2023.

SECTION 4: 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 of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by the governing board of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
SOLICITOR

VILLAGE OF BLUFFTON 2023 PERMANENT APPROPRIATIONS

Exhibit A

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Permanent 2023 AMOUNT
<b>GENERAL FUND:</b>		
<b>POLICE EXPENSES</b>		
	PERSONAL SERVICES	616,740.00
	EMPLOYEE BENEFITS	239,966.00
	OPERATING	112,241.00
<b>TOTAL</b>		<b>968,947.00</b>
<b>FIRE EXPENSES</b>		
	PERSONAL SERVICES	36,217.00
	EMPLOYEE BENEFITS	4,099.00
	OPERATING	43,221.00
<b>TOTAL</b>		<b>83,537.00</b>
<b>STREET &amp; LIGHTING EXPENSES</b>		
	OPERATING	74,667.00
<b>TOTAL</b>		<b>74,667.00</b>
<b>RESCUE EXPENSES</b>		
	PERSONAL SERVICES	136,996.00
	EMPLOYEE BENEFITS	19,773.00
	OPERATING	61,422.00
<b>TOTAL</b>		<b>218,191.00</b>
<b>DISPATCHER EXPENSES</b>		
	MISC. SERVICES	55,609.00
<b>COUNTY HEALTH DISTRICT EXPENSES</b>		
	PROFESSIONAL SERVICES	20,247.00
<b>MOSQUITO CONTROL EXPENSES</b>		
	MOSQUITO CONTROL	13,279.00
<b>CULTURAL AFFAIRS EXPENSES</b>		
A1-3C-52390	MISC. SERVICES	11,000.00
<b>POOL EXPENSES</b>		
	PERSONAL SERVICES	72,450.00
	EMPLOYEE BENEFITS	11,193.00
	OPERATING	59,974.00
<b>TOTAL</b>		<b>143,617.00</b>
<b>BRUSH DUMP EXPENSES</b>		
	OPERATING	25,000.00
<b>TOTAL</b>		<b>25,000.00</b>
<b>STORM SEWER EXPENSES</b>		
A1-6D-52550	STORM SEWERS	-
<b>SIDEWALKS EXPENSES</b>		

A1-6G-52550	SIDEWALK PROGRAM	20,000.00
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**AIRPORT EXPENSES**

A1-6X-52390	MISC SERVICES	70,250.00
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A1-6X-52430	REPAIR & MAINTENANCE	4,000.00
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A1-6X-52550	RUNWAY LIGHT PROJECT	-
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<b>TOTAL</b>		<b>74,250.00</b>
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**MAYOR/ADMIN EXPENSES**

PERSONAL SERVICES	183,317.00
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EMPLOYEE BENEFITS	50,373.38
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OPERATING	165,150.00
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<b>TOTAL</b>	<b>398,840.38</b>
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**LEGISLATIVE EXPENSE**

PERSONAL SERVICES	26,000.00
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EMPLOYEE BENEFITS	4,620.00
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OPERATING	-
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<b>TOTAL</b>	<b>30,620.00</b>
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**MAYOR'S COURT EXPENSE**

COURT COSTS	-
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**FISCAL OFFICER'S EXPENSE**

PERSONAL SERVICES	70,561.00
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EMPLOYEE BENEFITS	29,009.00
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OPERATING	11,963.00
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<b>TOTAL</b>	<b>111,533.00</b>
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**LAND & BUILDINGS EXPENSE**

PERSONAL SERVICES	26,521.00
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EMPLOYEE BENEFITS	3,177.00
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OPERATING	144,130.00
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<b>TOTAL</b>	<b>173,828.00</b>
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**ECONOMIC DEVELOPMENT EXPENSE**

MISC CONTRACTUAL SERV	18,000.00
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**AUDITOR & TREASURER FEES EXPENSE**

PROFESSIONAL SERVICES	14,000.00
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**DELINQUENT LAND ADVERTISING EXPENSE**

PUBLISHING	-
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**AUDITOR'S EXPENSE**

PROFESSIONAL SERVICES	-
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**INCOME TAX ADMIN. EXPENSE**

PERSONAL SERVICES	44,710.00
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EMPLOYEE BENEFITS	18,196.00
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OPERATING	52,882.00
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<b>TOTAL</b>	<b>115,788.00</b>
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<b>SAFETY EXPENSE</b>		
	MISC. SERVICES	-
<b>OTHER EXPENSE</b>		
	OPERATING	105,320.00
	TRANSFERS	1,090,500.00
	ADVANCES	-
<b>TOTAL</b>		1,195,820.00
<b>TOTAL GENERAL FUND EXPENSES</b>		3,766,773.38
<b>STREET MAINTENANCE EXPENSE</b>		
	PERSONAL SERVICES	168,829.00
	EMPLOYEE BENEFITS	55,889.00
	OPERATING	1,027,718.00
<b>TOTAL</b>		1,252,436.00
<b>SNOW REMOVAL EXPENSE</b>		
	OPERATING SUPPLIES	10,000.00
	REPAIR & MAINTENANCE	-
<b>TOTAL</b>		10,000.00
<b>TOTAL STREET FUND EXPENSES</b>		1,262,436.00
<b>STATE HIGHWAY EXPENSES</b>		
	OPERATING	37,425.00
<b>TOTAL EXPENSE</b>		37,425.00
<b>CEMETERY EXPENSES</b>		
	PERSONAL SERVICE	6,195.00
	EMPLOYEE BENEFITS	953.00
	MISC. SERVICES	18,945.00
<b>TOTAL EXPENSES</b>		26,093.00
<b>PARK EXPENSES</b>		
	OPERATING SUPPLIES	347,402.00
<b>TOTAL EXPENSES</b>		347,402.00
<b>BENROTH BRIDGE EXPENSES</b>		
B5-6G-52430	MAINTENANCE	-
<b>COURT COMPUTER EXPENSES</b>		
B7-1A-52420	OPERATING SUPPLIES	-
<b>DUI ENFORCEMENT EXPENSES</b>		
B8-1A-52390	TRAINING	-
B8-1A-52420	OPERATING SUPPLIES	-

<b>TOTAL EXPENSES</b>		-
<b>PERMISSIVE LICENSE FUND</b>		
B9-6A-52550	STREET CONSTRUCTION	-
<b>TOTAL EXPENSES</b>		
<b>BLUFFTON IN BLOOM FUND</b>		
C4-1A-52390	MISC SVC	7,500.00
<b>AMERICAN RESCUE PLAN ACT</b>		
C5-5J-52560	SYSTEM EXPANSION	286,947.00
<b>STORM SEWER IMPROVEMENT EXPENSES</b>		
D2-6D-52390	MISC. SERVICES	-
D2-6D-52550	STORM SEWERS	40,000.00
<b>TOTAL EXPENSES</b>		40,000.00
<b>FIRE &amp; RESCUE IMPROVEMENT FUND</b>		
D3-1B-52520	EQUIPMENT	58,390.00
<b>TOTAL EXPENSES</b>		58,390.00
<b>POOL IMPROVEMENT FUND</b>		
D4-3D-52510	POOL CAPITAL ITEMS	50,000.00
<b>TOTAL EXPENSES</b>		50,000.00
<b>EQUIPMENT REPLACEMENT EXPENSES</b>		
D5-1F-52520	EQUIPMENT	-
D5-5X-52610	PRINCIPAL	-
<b>TOTAL EXPENSES</b>		-
<b>AIRPORT IMPROVEMENT EXPENSES</b>		
	OPERATING	105,000.00
<b>Total</b>		105,000.00
<b>TOWN HALL IMPROVEMENT EXPENSES</b>		
D8-7E-52510	BUILDING IMPR.	15,000.00
<b>POLICE EQUIPMENT EXPENSES</b>		
D9-1A-52520	POLICE EQUIPMENT REPLACEMENT	43,000.00
<b>TOTAL EXPENSES</b>		43,000.00
<b>WATER EXPENSES</b>		
	PERSONAL SERVICES	92,953.00
	EMPLOYEE BENEFITS	44,591.00
	OPERATING	956,522.00
E1-5X-52710	TRANSFERS	100,000.00
<b>TOTAL EXPENSES</b>		1,194,066.00
<b>SEWER FUND EXPENSES</b>		
	PERSONAL SERVICES	119,709.00

	EMPLOYEE BENEFITS	50,912.00
	OPERATING	462,480.00
	TRANSFERS	300,000.00
<b>TOTAL EXPENSES</b>		<b>933,101.00</b>

**REFUSE FUND EXPENSES**

E7-5K-52390	REFUSE SERVICE	305,680.00
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**TOTAL EXPENSES**

**WATER/ SEWER IMPROVEMENT FUND EXPENSES**

	OPERATING	354,744.00
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	DEBT	1,047,079.00
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	ADVANCES	607,888.00
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<b>TOTAL EXPENSES</b>		<b>2,009,711.00</b>
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**POLICE CONTINUING TRAINING**

F4-1A-52390	TRAINING	7,000.00
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**NATIONAL NIGHT OUT**

F6-6B-52420	OPERATING SUPPLIES	4,000.00
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**SHANNON CEMETERY**

F7-1A-52390	MISC SERVICES	-
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<b>F8-1A-52390</b>	<b>K9 EXPENSES</b>	<b>2,163.00</b>
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**ONE OHIO OPIOID**

	OPERATING	-
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**FALLEN OFFICER MEMORIAL**

	OPERATING	14,000.00
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**POLICE UNITY TOUR**

	OPERATING	200.00
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**ORDINANCE NO. 03-2023**

**AN ORDINANCE AMENDING THE CURRENT RULES AND REGULATIONS FOR THE MAPLE GROVE CEMETERY**

WHEREAS; the Village of Bluffton has determined that the current Rules and Regulations for the Maple Grove Cemetery needed to be updated to come in line with the current needs of the Village of Bluffton, Ohio as well as the Cemetery itself;

WHEREAS; the Village of Bluffton wishes to amend the Rules and Regulations for the Maple Grove Cemetery;

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

Section 1. That the Rules and Regulations for the Maple Grove Cemetery located in the Village of Bluffton shall be amended to include the following language (see attached Exhibit).

Section 2. That 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 \_\_\_\_\_, 2023 by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

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



**MAPLE GROVE CEMETERY**  
**VILLAGE OF BLUFFTON**  
**CEMETERY RULES AND REGULATIONS**

**AN ORDINANCE TO REGULATE SUCH PUBLIC BURIAL GROUND IN MAPLE GROVE CEMETERY, THE IMPROVEMENT THEREOF, THE BURIAL OF THE DEAD THEREIN, TO DEFINE THE TENURE AND CONDITIONS ON WHICH LOTS THEREIN SHALL BE HELD, AND PROTECT SUCH BURIAL GROUNDS, CEMETERIES AND ALL FIXTURES THEREOF AND TO PRESCRIBE RULES IN THE REGULATION THEREOF.**

WHEREAS, it is necessary in view of the change of times that the rules and regulations governing the public burial grounds in Maple Grove Cemetery be updated for the improvement thereof.

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

**SECTION I: REGULATION** That Ordinance Nos. 15-95, 05-98 and 06-04 in Chapter 94 of the Bluffton, Ohio Code of Ordinances which regulates public burial ground in Maple Grove Cemetery, the improvement thereof, the burial of the dead therein, to define the tenure and conditions on which lots therein shall be held, and protect such burial grounds, cemeteries and all fixtures thereof and to prescribe rules in the regulation thereof in this Ordinance, be, and the same is, hereby repealed.

**SECTION II: LOTS** No person shall be permitted to occupy a lot unless in possession of a deed therefore.

- a. The cemetery sexton is expressly charged with the duty of enforcing the Statues enacted for the protection of Cemeteries and he/she is required to arrest and prosecute all persons violating said enactments in or around the cemetery grounds.
- b. The rules of this cemetery shall not be deviated from without the consent of the board of Cemetery trustees.
- c. Persons desirous of purchasing a lot may go to the cemetery sexton who will show them the lots for sale.
- d. After a lot is selected and the cemetery sexton has been paid an order for interment may at any time be given.
- e. Prospective purchasers of a lot may, upon application at the office of the cemetery sexton secure a reservation of any one lot for a period not to exceed thirty days.
- f. Lots in this Cemetery are exempt from taxation and cannot be seized for debt, nor attached by any process of law; neither can they be mortgages.
- g. The courts have held that a deed to a cemetery lot represents personal property, not real estate, and that a widow/widower has dower right therein; but her right of burial in the lot not be denied.
- h. The deed to a lot conveys only burial rights and the title of the land remains in the Corporation of the Village of Bluffton, Ohio.

i. Sale of lots by the lot owners cannot be permitted except by the consent of the Board of the Cemetery trustees.

j. No lot can be exchanged for another unless the difference in value is twenty-five dollars (\$25.00) and when such exchange is made the original deed must be surrendered by proper assignment. No lot can be transferred unless permission is obtained from the Board. The expense of transfer or exchange, paid by the party applying for the same. Proprietors shall not allow interment to be made in their lots for a remuneration.

k. All lots shall be subject to the laws of the State of Ohio, also subject to all Rules and Regulations which may from time to time be adopted for the government of said cemetery.

l. The boundaries of all lots in this cemetery are designated by corner stones and numbers. These stones are set even with the surface of the ground and no others are permitted.

m. Owners of lots can have bodies exhumed from such graves by paying additional cost of re-interment. Where bodies are to be exhumed to other cemeteries the regular charge for disinterment shall be made. All costs, fees, permits, etc. regarding this process will be the responsibility of the person requesting.

**SECTION III: DECORATIONS** To secure a good effect in the cemetery, it is essential that every portion of it be well cared for, as partial neglect would mar the beauty of the entire surroundings; therefore, the care of all lots is assumed by the trustees; the avenues and walks will be kept in good condition; trees and shrubbery will be trimmed and pruned, and the turf will be kept mowed. No persons other than the employees will be permitted to perform any work on any lot without a permit from the cemetery sexton.

a. All grading or improvement of lots must be done by the employees of the cemetery. Moderate estimates will be given by the cemetery sexton, and all charges must be paid before the work is begun.

b. If any trees or shrubs situate in said lot, shall by means of their roots, branches or otherwise, become detrimental to the adjacent lots or avenues, or dangerous or inconvenient, it shall be the duty of said trustees and they shall have the right to remove said trees or shrubs or such parts thereof as are detrimental or dangerous.

c. The placing of boxes, unsecured toys, shepherd hooks, and similar articles upon the graves or lots, or flowers planted in the sod are prohibited. The board of trustees reserve the right to remove all flowers, potted plants, or wreaths, etc., when frosted, faded or withered.

d. Rusty, unpainted, or broken benches, seats, or urns, will be removed from the lots and not be allowed to be replaced.

e. When permission for special planting has been obtained the trees or shrubs planted become the property of the cemetery.

f. All winter decorations must be removed by April 1<sup>st</sup> for Spring Clean-up. After April 1<sup>st</sup>, cemetery personnel will remove and discard any remaining decorations. All summer decorations must be removed by November 1<sup>st</sup> for Fall Clean-up. After November 1<sup>st</sup>, cemetery personnel will remove and discard any remaining decorations. There are to be no decoration on the ground from April 1<sup>st</sup> through November 1<sup>st</sup> to accommodate the proper maintenance (mowing and trimming) of the rounds. Any decorations or other items placed on the ground during this restricted period will be removed by cemetery personnel and held for approximately 1 (one) month to allow the owners to claim the property, then discarded if not claimed.

**SECTION IV: FUNERALS** Whenever a burial is to be made, notice thereof must be given to the Cemetery sexton no less than twenty-four hours previous to the interment with the name of the deceased and the location of the burial lot.

- a. No funerals will be permitted on the following holidays except in the case of contagious disease, or where ordered by the Board of Health; Memorial Day, Labor Day, Thanksgiving, Christmas, or Easter. Saturday funerals must arrive at the cemetery no later than 1:00 p.m. Sunday funerals will not be permitted except in the case of contagious disease, or where ordered by the Board of Health.
- b. The arrangement of the location of graves upon a lot is determined by the cemetery sexton, as it is necessary that some uniformity shall prevail.
- c. No interment will be allowed until all fees are paid.
- d. No grave shall be opened for interment or for removal by any person not authorized by the board of trustees.
- e. Funerals on reaching the cemetery will be under the charge of the cemetery sexton and each driver will be required to carefully observe and obey all directions given.
- f. All interments in lots for which deeds or certificates of ownership have been issued, shall be restricted to the members of the family and immediate relatives of the proprietors thereof, except special permission to the contrary, burials of automobiles or animals is strictly forbidden.
- g. No more than 2 cremain urns will be allowed to be buried on a single lot. In the case of a cremains burial an urn constructed of metal, cement, or plastic must be used or burial will not be permitted.
- h. In the case of a regular burial a vault constructed of metal or cement must be used or burial will not be permitted. Bottom seal or air sealed dome style vaults will not be permitted.

**SECTION V: FOUNDATIONS & MONUMENTS**

No base stone shall be set other than level. The work must be cut so as to fit properly on a level base. All foundations shall be finished true and level. A foundation will be connected to bordering foundations when conditions allow, as determined by the cemetery sexton. All stone work shall have the surface next to the foundations bedded off, or squared sufficiently true and level to allow every part to be in contact with the foundation. The use of sprawls between base stones and foundations or the removal of any part of the foundation to accommodate irregularities or other defective workmanship in the base stone will not be allowed.

- a. Every lot owner shall keep in good repair any monument or any other structure which he or she may have on their lot. Should they fail to do so, the trustees may either repair same at the expense of the owner or remove it from the lot.
- b. Granite is recommended as the best and most durable material for monuments and grave markers. The use of any other material will not be permitted.
- c. To prevent the excessive and unsightly crowding of monuments, nor more than one monument will be allowed on a lot and must be placed near the center. Veteran's plaques must be mounted on monuments if one is to be erected or already in place.
- d. Soliciting of work in this cemetery or the placing of designers', dealers', agents', contractors' names or advertisements upon any work is prohibited.
- e. Obnoxious, reflective or otherwise unpopular inscriptions will not be allowed on any monument, block or grave marker.
- f. All foundations must be built by persons authorized to do so by the Board at the expense of the lot owner. They must be built to the specifications set by the trustees of the cemetery.
- g. All foundations for monuments, blocks, and markers, must not be less than three feet deep. All foundations must have a 4" border beyond the base of the monument.

**SECTION VI: GENERAL RULES**

- a. Children will not be permitted to enter the cemetery unless attended by competent persons, who will be responsible for their conduct.
- b. No person shall have in their possession an open container of beer or intoxicating liquor while on cemetery property.
- c. Scattering or leaving discarded flowers, paper, cans, jars, bottles, baskets or any rubbish whatsoever upon lots, roadways or grounds is strictly prohibited. The cemetery has provided receptacles for such rubbish and visitors are required to use them.
- d. All person(s) are prohibited from gathering any flowers, either wild or cultivated, or breaking any trees or shrubs or plants, either wild or cultivated.
- e. Except at funerals honoring current or past military, police, or any other public service decedent funerals, the discharging firearms is prohibited in and around the cemetery grounds, to the distance of one hundred yards.
- f. Any person disturbing the quiet and good order of the place by noise or improper conduct, or who shall violate any of the foregoing rules, will be compelled instantly to leave the cemetery.
- g. The officers and employees of this cemetery having been appointed under an act of the Legislature of Ohio, special police officers, with power to arrest on sight and prosecute all those who violate the ordinance, or commit trespass, all persons therefore, are reminded that the grounds are sacredly devoted to the burial of the dead, and that the provisions and penalties of the law will be strictly enforced in all cases of wanton injury, disturbance and disregard of the rules.
- h. It is the utmost importance that there should be a strict observance of all properties due to the place, whether embraced in these regulations or not.

**SECTION VII: AUTOMOBILES IN THE CEMETERY** Admission of automobiles upon the roads of this cemetery is restricted to those persons who observe the traffic rules adopted by the cemetery officials.

- a. The speed of automobiles is limited to 10 miles per hour
- b. Visitors upon foot have the primary right to the use of the roads and all vehicle drivers are required to observe their right by careful driving and a strict adherence to the rules.
- c. Any driver who runs an automobile or other vehicle upon the lawns, where damage results therefrom shall be required to make good such damage.
- d. Automobiles are reminded that this is a cemetery and not a park; that the roads herein are not public highways; that unnecessary use of the roads entails a large expense upon the taxpayers for their maintenance and that the privilege to drive thereon must not be abused.
- e. Failure to comply with the rules renders the offender liable to arrest. Habitual offenders may be denied permission to bring their automobiles into the cemetery.

**SECTION VIII: PROVISIONS** Any person, or persons violating any of the provision of this chapter, for which no other penalty is provided, shall be subject to the penalty provisions of § 10.99.

**SECTION IX: UNLAWFUL OR UNCONSTITUTIONAL RULES** Should any section of this Ordinance, or rules prescribed herein, be held unlawful or unconstitutional by any Court of law, said ruling shall not invalidate the other sections herein set forth.

**SECTION X: ADOPTION OF THE ORDINANCE**

The Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the governing board of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Abstain: \_\_\_\_\_

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
VILLAGE SOLICITOR

**ORDINANCE NO. 05-2023**

**AN ORDINANCE AMENDING TO REPEAL ORDINANCE 22-13 WHICH ESTABLISHED THE OFFICE OF PUBLIC SAFETY FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY**

WHEREAS; the Village of Bluffton has determined that they wish to repeal ordinance 22-13 which established the Office of Public Safety for the Village of Bluffton;

WHEREAS; an emergency exists that requires immediate action by council for the preservation of the health, safety and welfare of the Village of Bluffton Ohio.

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

Section 1. That Ordinance 22-13 of the Village of Bluffton shall be repealed.

Section 2. That 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 \_\_\_\_\_, 2023 by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

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

**RESOLUTION NO. 06-2023  
VILLAGE OF BLUFFTON, OHIO**

**A RESOLUTION ESTABLISHING PAY INCREASES TO THE WAGES/SALARIES OF CERTAIN VILLAGE EMPLOYEES OF THE VILLAGE OF BLUFFTON, OHIO, EFFECTIVE AS STATED IN THE ATTACHED EXHIBIT (A), AND DECLARING AN EMERGENCY.**

**BE IT RESOLVED** by the Council of the Village of Bluffton, Ohio, two-thirds (2/3) of all those elected or appointed thereto concurring:

**SECTION 1.** That effective immediately upon adoption of this Resolution, the wages and or salaries of Village employees shall be increased as listed herein on Exhibit (A), shall be effective January 1, 2023.

**SECTION 2.** This Resolution is hereby declared to be an emergency measure for the immediate preservation of the public peace, health and safety of the Village of Bluffton, Ohio, and for the further reason it is immediately necessary to enact said increases without further delay.

**SECTION 3.** That is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were made 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 accordance with all legal requirements of the Open Meetings Law 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 \_\_\_\_\_, 2023 by the Council of the Village of Bluffton, Ohio by the following vote:

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

\_\_\_\_\_  
MAYOR

ATTEST \_\_\_\_\_  
FISCAL OFFICER

APPROVED \_\_\_\_\_  
SOLICITOR

RESOLUTION NO. 06- 2023 (A)  
VILLAGE OF BLUFFTON, OHIO

Pay Increases Effective on January 1, 2023

Jan Basinger – Public Works Department

Old Base Wage : \$24.66/hr                      New Base Wage : \$25.89/hr

Clint Dailey – Public Works Department

Old Base Wage : \$21.07/hr                      New Base Wage : \$22.79/hr

Nathan Jordan – Public Works Department

Old Base Wage : \$25.36/hr                      New Base Wage : \$26.63/hr

Scott Phillips – Public Works Department

Old Base Wage : \$26.79/hr                      New Base Wage : \$28.13/hr

Kyle Swank – Public Works Department

Old Base Wage : \$20.64/hr                      New Base Wage : \$21.67/hr

Bryan Lloyd – Assistant Administrator

Old Base Wage : \$66,016.34/Year                      New Base Wage : \$69,317.16/Year

Kevin Nickel – Fiscal Officer

Old Base Wage : \$66,818.16/Year                      New Base Wage : \$70,159.07/Year

Jesse Blackburn – Administrator

Old Base Wage : \$70,069.98/Year                      New Base Wage : \$76,573.48/Year

Ryan Burkholder – Police Chief

Old Base Wage : \$68,709.08/Year                      New Base Wage : \$72,144.53/Year

Mathew Oglesbee – Police Lieutenant

Old Base Wage : \$65,060.92/Year                      New Base Wage : \$68,313.97/Year

Tyler Hochstetler – Police Sergeant

Old Base Wage : \$57,763.66/Year                      New Base Wage : \$60,651.84/Year

Hope Hannah – Patrol Officer

Old Base Wage : \$23.64/hr                      New Base Wage : \$24.82/hr

Abigail Michael – Patrol Officer

Old Base Wage : \$23.64/hr                      New Base Wage : \$24.82/hr

Eric Rayle – Patrol Officer

Old Base Wage : \$23.10/hr                      New Base Wage : \$24.26/hr

Angie Essinger – Utility Clerk

Old Base Wage : \$18.57/hr                      New Base Wage : \$20.5/hr



Rhonda Hohenbrink – Income Tax Administrator

Old Base Wage : \$20.94/hr

New Base Wage : \$23/hr

Bernie Ludwig – Cemetery Sexton

Old Base Wage : \$5,412.28/Year

New Base Wage : \$5,682.89/Year

Nathan Jordan – Part-time Patrol Officer

Old Base Wage : \$15.80/hr

New Base Wage : \$16.59/hr

Charles Montgomery – Part-time Patrol Officer

Old Base Wage : \$16.41/hr

New Base Wage : \$17.23/hr

Elliott Tyzzer – Part-time Patrol Officer

Old Base Wage : \$15.20/hr

New Base Wage : \$15.96/hr

Troy Hartzog – Part-time Patrol Officer

Old Base Wage : \$15.00/hr

New Base Wage : \$15.75/hr

Richard Lichtle - Seasonal Mower

Old Base Wage : \$12.24/hr

New Base Wage : \$13.75/hr

Dennis Nestor - Seasonal Mower

Old Base Wage : \$12.00/hr

New Base Wage : \$13/hr

**RESOLUTION NO. 08-2023**

**A RESOLUTION AMENDING RESOLUTION NO. 03-2022 ESTABLISHING THE TERMS FOR A PAID, ON-CALL EMS PROGRAM FOR THE VILLAGE OF BLUFFTON AND DECLARING AN EMERGENCY**

WHEREAS; the Village of Bluffton has determined that they wish to establish an on-call EMS program and need to establish the terms of doing so for the Village of Bluffton.

WHEREAS; the Village of Bluffton's EMS personnel should work the following on-call shifts:  
Sunday through Thursday 10:00pm-6:00am (the following day)  
Friday 6:00pm to Sunday at 10:00pm

WHEREAS; for the Sunday-Thursday shifts, three (3) EMS personnel should be on duty and for the Friday-Sunday shifts, no more than three (3) EMS personnel should be on duty.

WHEREAS; the on-call personnel should be paid an hourly wage of \$5.00 an hour for being on-call, plus the current hourly wage if they are required to respond to a call.

WHEREAS; an emergency exists as the current Ordinance is in direct contradiction with the Ohio Revised Code and requires immediate action by council for the preservation of the health, safety and welfare of the Village of Bluffton Ohio.

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

Section 1. That the Village of Bluffton, Ohio shall establish an on-call EMS program according to the following terms and conditions;

Section 2. That the Village of Bluffton, Ohio's EMS personnel shall work the following on-call shifts:  
Sunday through Thursday 10:00pm-6:00am (the following day)  
Friday 6:00pm to Sunday at 10:00pm

Section 3. That the Village of Bluffton, Ohio shall have three (3) EMS personnel on duty for the Sunday-Thursday shifts and shall have no more than three (3) EMS personnel on duty for the Friday-Sunday shifts.

Section 4. That the Village of Bluffton, Ohio shall pay their EMS personnel at the rate of \$5.00 an hour while they are working an on-call shift, in addition to the current hourly wage if they are required to respond to a call.

Section 5. That 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 \_\_\_\_\_, 2023 by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk Kevin Nickel

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

Approved as to form:

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

**RESOLUTION NO. 09-2023**

**A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2023.**

**NOW, THEREFORE, BE IT RESOLVED** 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>\$15.50 per hour</b>
<b>B. Assistant Manager</b>	<b>\$11.50 per hour</b>
<b>C. Lifeguards</b>	<b>\$10.10 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 2023 season, and that all memberships shall be paid in full before they can be used.

<b>A. Daily Admission</b>		<b>\$4.00</b>
<b>B. Family Season Pass (2 adults/3 children)</b>	<b>(resident)</b>	<b>\$160.00</b>
	<b>(Non-resident)</b>	<b>\$200.00</b>
<b>C. Additional Children Each</b>		<b>\$25.00</b>
<b>D. Single Season Pass</b>	<b>(resident)</b>	<b>\$80.00</b>
	<b>(Non-resident)</b>	<b>\$100.00</b>
<b>E. Senior Single Season Pass</b>	<b>(resident)</b>	<b>\$50.00</b>
	<b>(Non-resident)</b>	<b>\$75.00</b>
<b>F. Ten-Visit Pass</b>		<b>\$35.00</b>
<b>G. Pool Rental-2 hours</b>		<b>\$275.00</b>
	*a \$50.00 non-refundable deposit required at time of reservation	
<b>H. Swim Lessons (Season Pass Holder)</b>		<b>\$40.00</b>
<b>I. Swim Lessons (Non-Season Pass Holder)</b>		<b>\$50.00</b>
<b>J. Swim Lessons-Private</b>		<b>\$100.00</b>
<b>K. Fulltime Village Employees, members of Bluffton Safety Services (PD, FD, EMS) &amp; Immediate families</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 \$150.00 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 \_\_\_\_\_, 2023 by the governing body of the Village of Bluffton, Ohio by the following vote:

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

ATTEST \_\_\_\_\_

FISCAL OFFICER

\_\_\_\_\_

MAYOR

APPROVED \_\_\_\_\_

SOLICITOR

**RESOLUTION NO. 10-2023**

**A RESOLUTION TO REPEAL AND REPLACE RESOLUTION NO. 31-2022, A RESOLUTION OF NECESSITY FOR THE S. R. 103 CURB REPAIR PROJECT AND DECLARING AN EMERGENCY**

WHEREAS; The Council finds that there is necessity to perform a public improvement project to qualifying curbs, private driveway approaches and public alley approaches on S.R. 103 in the Village of Bluffton, Ohio, and;

WHEREAS; an emergency exists that requires immediate action by Council for the preservation of the health, safety and welfare of the Village of Bluffton, Ohio.

**IT IS THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO (the requisite number voting in the affirmative) THAT:**

**§ 1. Determination to improve:**

It is hereby determined to be necessary to improve the qualifying curbs, private driveway and public alley approaches on that part of S. R. 103 in accordance with the plans and specifications referred to in § 2.

**§ 2. Approval of plans and specifications:**

The specifications of construction, areas of affected curb, driveway and alley approaches, and the estimate of cost for the improvement, prepared by Village Administration and placed on file in the office of the Clerk of this Council, are approved.

**§ 3. Levy of assessment:**

The cost of the improvement shall be paid as follows:

a. The Village of Bluffton will pay 100% of removal costs for all curb and 50% of curb installation.

b. The remaining costs, being 50% of curb installation and 100% of private drive approach, will be assessed on all lots and lands bounding and abutting on the improvement of the S.R. 103 curb replacement project where 10 or more feet of curb, or a private driveway approach are replaced. These lots and lands are determined to be specially benefited by the improvement. The assessments shall be levied by the foot front of the property bounding and abutting upon the improvement to that part of S.R. 103, or the square footage of driveway approach replaced and shall be paid, when levied, in annual installments, with interest on unpaid installments at the rate of 2% payable with the property taxes of said parcel for not more than 5 years. Provided that the owner of any property assessed may, at their option, pay

the assessment in cash within thirty days after passage of the ordinance levying the assessments.

**§ 4. Estimated assessments:**

The Village Administrator is directed to prepare an estimated assessment of the cost of the improvement, based on the estimate of cost filed in the office of the Clerk of this Council in accordance with the method of assessment set forth in this resolution, and showing the amount of the assessment against each lot and parcel of land to be assessed. The estimated assessment shall be filed in the office of the Clerk and kept available for public inspection.

**§ 5. Notice to property owner:**

Upon the filing of the estimated assessment, the Clerk of this Council is directed to cause notice of the passage of this resolution and of the filing of the estimated assessment to be served on the owners of all lots and lands to be assessed, as provided by law.

**§ 6: Sunshine Law provisions:**

That 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 \_\_\_\_\_, 20\_\_ by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

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

**RESOLUTION NO. 11-2023**

**A RESOLUTION ACCEPTING A BID AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE BLUFFTON STONE COMPANY/BLUFFTON PAVING INC. TO ACQUIRE AGGREGATE AND ASPHALT MATERIAL, ASPHALT APPLICATION AND EQUIPMENT RENTAL, FOR THE 2023 CONSTRUCTION YEAR IN THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.**

**WHEREAS,** The Village of Bluffton, Ohio advertised and received bids for Aggregate and Asphalt Material, Asphalt Application and Equipment Rental for the 2023 Construction Year; and

**WHEREAS,** The Bluffton Stone Company/Bluffton Paving Inc. submitted a qualified bid for Aggregate and Asphalt Material, Asphalt Application and Equipment Rental for the 2023 Construction Year; and

**WHEREAS,** it is necessary to enter into a Contract with Bluffton Stone Company/Bluffton Paving Inc. to provide the Village of Bluffton, Ohio for Aggregate and Asphalt Material, Asphalt Application and Equipment Rental for the 2023 Construction Year.

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

**Section 1:** That the Village Council accepts a bid proposal from the Bluffton Stone Company/Bluffton Paving Inc. to provide the Village of Bluffton, Ohio Aggregate and Asphalt Material, Asphalt Application and Equipment Rental for the 2023 Construction Year.

**Section 2:** That the Village Administrator is authorized to enter into a contract with the Bluffton Stone Company/Bluffton Paving Inc. to make such purchases as necessary.

**Section 3:** That an emergency exists in the operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof.

**Section 4:** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of the Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the governing board of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

Approved as to Form:

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

\_\_\_\_\_  
Mayor

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



ODOT AGREEMENT NO. \_\_\_\_\_  
Local Consent Resolution No. 12-2023

**AGREEMENT  
BETWEEN THE STATE OF OHIO,  
DEPARTMENT OF TRANSPORTATION  
AND VILLAGE OF BLUFFTON, OHIO  
FOR SIGN INSTALLATION AND MAINTENANCE**

This Agreement is made by and between the State of Ohio, Department of Transportation, 1980 West Broad Street, Columbus, Ohio 43223, acting by and through its Director, hereinafter referred to as the “ODOT” and the Village of Bluffton, 154 N. Main St., Bluffton, Ohio 45817, hereinafter referred to as the “LOCAL” and shall be referred to singularly as “party” and collectively as “parties”.

WHEREAS, pursuant to Ohio Revised Code 5501.11(A)(4), the Ohio Department of Transportation may cooperate with counties, municipal corporations, townships, and other subdivisions of the state in the improvement of public roads; and

WHEREAS, it is in the interest and safety of the traveling public, and it serves to manage public resources of ODOT and the LOCAL in an efficient manner that ODOT furnish certain signage for the LOCAL to install and maintain within its political subdivision limits.

NOW THEREFORE, it is agreed by the parties as follows:

**1. OBLIGATIONS OF ODOT**

1.1 ODOT will furnish, at no cost to the LOCAL, US Bicycle Route Signage (M1-9a) for the LOCAL to install at locations identified in the USBR Signage Plan attached as Exhibit A within the LOCAL’s political subdivision limits.

**2. OBLIGATIONS OF THE LOCAL**

2.1 The LOCAL agrees to install the USBR Signs according to the USBR Signage Plan and in accordance with the Ohio Manual of Uniform Traffic Control Devices within ninety (90) days of receiving the USBR Signs from ODOT.

2.2 The LOCAL agrees to assume ownership of all the USBR Signs within its jurisdiction.

2.3 The LOCAL agrees to assume responsibility for relocating signage if US Bicycle Route alignments change overtime in their jurisdiction.

2.4 The LOCAL agrees to assume, at their sole cost, all future maintenance, repair, and replacement of the USBR Signage under this Agreement.

**3. TERM OF AGREEMENT**

- 3.1 This Agreement shall commence on date of last signature below and shall expire June 30, 2024, but in no case shall this Agreement extend beyond the current biennium.
- 3.2 This Agreement may be terminated by either party giving sixty (60) days written notice to the other party.
- 3.3 The maintenance, repair, replacement, and relocation responsibilities by the LOCAL of the USBR Signage will continue in perpetuity.

**4. GENERAL PROVISIONS**

- 4.1 This Agreement shall be to the benefit of and be binding upon the respective parties herein, their successors and assigns.
- 4.2 Either party may, at any time during the term of the agreement, request amendments or modifications. Requests for amendments or modifications shall be in writing and shall specify the requested changes and the justifications for such changes. Should the Parties consent to modifications of the agreement, then an amendment shall be drawn, approved, and executed in the same manner as the original agreement.
- 4.3 This Agreement shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio. To the extent that the ODOT is a party to any litigation arising out of or relating in any way to this agreement or the performance there under, such an action shall be brought only in a court of competent jurisdiction in Franklin County, Ohio.
- 4.4 The State of Ohio and ODOT are self-insured.
- 4.5 Each party shall be responsible for liability associated with that party's own errors, actions, and failures to act.
- 4.6 If the LOCAL breaches or defaults any of the terms or conditions of this Agreement, and if that breach is not remedied within thirty (30) days after written notification by ODOT of that breach or default, ODOT may terminate this Agreement.
- 4.7 ODOT and LOCAL agree to make a good faith effort to resolve any disputes which may arise between them concerning interpretation of, or performance pursuant to, this agreement, with the exception of matters identified in this agreement requiring approval solely and finally by ODOT.
- 4.8 Ohio Ethics Law: The LOCAL and ODOT, by signing this document, each certify: (1) it has reviewed and understands the Ohio Ethics law and conflict of interest laws as provided by Chapters 102 and 2921 of the Ohio Revised Code, and (2) will take no action inconsistent with those laws.

**5. NOTICE**

5.1 Notices under this agreement shall be directed as follows:

Village of Bluffton  
154 N. Main St.  
Bluffton, Ohio 45817

Ohio Department of Transportation  
District 01  
1885 North McCullough Street  
Lima, OH 45801

**6. SIGNATURES**

6.1 Any person executing this agreement in a representative capacity hereby warrants that he/she has been duly authorized to execute this agreement.

6.2 Any party hereto may deliver a copy of its counterpart signature page to this Agreement via fax or email. Each party hereto shall be entitled to rely upon a facsimile or electronic signature of any other party delivered in such a manner as if such signature were an original.

The Parties have caused this agreement to be executed as of the day and year last written below.

Village of Bluffton

STATE OF OHIO  
Department of Transportation

By: \_\_\_\_\_

By: \_\_\_\_\_

Jack Marchbanks, Director

Printed Name: \_\_\_\_\_

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

Title: \_\_\_\_\_

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

## **Village of Bluffton**

### **Administration's Report**

To: Mayor Johnson & Council Members



**03-13-23**

#### **UPCOMING PROJECTS:**

- 1. S.R. 103 Curb Repair: Public Meeting** to present this project to affected property owners will be held on Wednesday, March 15<sup>th</sup> at 7:00 pm in the Community Room on the third floor of the Town Hall.

#### **PROJECT REQUESTED FOR AWARD:**

- Contract with Bluffton Stone Company/Bluffton Paving Inc. for aggregate, asphalt and equip rental for 2023

#### **CONSTRUCTION PROJECT UPDATE:**

- 1. Lawn & Jackson Watermain Replacement:**

Concrete repair work has been completed with trench paving and seeding in April.

- 2. Bentley Rd. Intersection Improvements**

Installation of water main and service lines continue, storm sewer lines will be installed next week

- 3. S.R. 103 Sanitary Replacement**

Construction planned for next week,

#### **Rumpke – 1 yr. Contract Extension – Approved Feb 27<sup>th</sup>**

The contract extension document has been prepared and will be signed by Mayor Johnson after Council to approve the continuation of services from Rumpke of Ohio, Inc. Weekly services for trash and recycling will be continued at a new rate of \$21.72 beginning May 1<sup>st</sup>. This new monthly rate will appear on the Bluffton Utility bill due June 25<sup>th</sup>, 2023.

#### **Travelling Safety of Village Sidewalks continues to be a priority -**

Precision Concrete Cutting has completed the removal of tripping hazards and restored sidewalks throughout town to compliant conditions provided by the American with Disabilities Act.

**Chestnut Lane Subdivision** – J&D Snyder Excavating, Bluffton, OH have begun installing the first components of this subdivision. Sanitary sewer collection lines have been installed.

**Annual Meeting with Allen County Tax Incentive Review Council (TIRC)** – Meeting set for this Wednesday to review current tax incentives being offered in Allen County. Diamond Manufacturing has two agreements currently in place.

#### **SRK – OH: LAND DONATION!!**

A gracious donation of land from SRK-OH was formally gifted to Bluffton on March 2, 2023 to serve our community with public soccer fields and park area. The field area is being surveyed this week with development ideas to follow in the near future!! THANK YOU SRK-OH!!!

#### **Natural Gas Aggregation – opportunity coming to Bluffton voters**

The May 3<sup>rd</sup> ballot will include the option to vote for a natural gas aggregation.

What is aggregation?

**Definition.** In Ohio, local communities are allowed, by law, to join their citizens together to buy natural gas and/or electricity as a group and thereby gain buying power to solicit the lowest price for the group's natural gas and/or electricity needs. This is called Governmental Aggregation.

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

- ✓ Parks and Recreation –
- ✓