

Village of Bluffton Council Meeting Agenda

March 22, 2021 at 7:00 PM



Opening Ceremonies

Call to Order, Mayor Johnson presiding
Pledge of Allegiance

Minutes

Approval of the minutes for the Village Council meeting held on Monday, March 8, 2021.

Bills

Committee Reports

Bluffton In Bloom – 3-16
Personnel – 3-18 (Zoom)
Parks and Recreation – 3-18 (Zoom)

Boards & Commissions

LEGISLATION:

ORDINANCE NO. 02-21

3rd Reading

Emergency

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2021 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

RESOLUTION NO. 05-21

3rd Reading

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2021.

Village Administration Report:

Safety Services Reports:

- EMS
- Fire Dept.
- Police Dept.

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

Council Meeting – Monday, March 22 at 7:00 pm
Parks and Recreation Committee – Tuesday, March 23 at 6:30 pm
Council Meeting – Monday, April 12 at 7:00 pm
Pathway Board – Thursday, April 1 at noon, via Zoom*

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting March 8, 2021 at 7:00 p.m.

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

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on February 22, 2021. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

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

Mayor Johnson presented two special requests. The Bluffton Schools Music Boosters requested to make Jefferson St. 1-way from Main St. to Jackson St. from 4-6 p.m. on Saturday, March 27, 2021 for their annual Chicken BBQ fundraiser. Council agreed to allow the request.

There was also a request to close College Ave. between Jackson and Main St. for an outdoor concert at 7:00 p.m. on April 18, 2021. Council was open to the request pending approval from the Allen County Department of Health.

Steiner motioned, seconded by Cupples, to accept the Insurance Committee's recommendation to renew employee Health Insurance coverage through Anthem. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

The fiscal officer gave the following readings:

2nd Reading:

Ordinance 02-21 – An Ordinance approving the annual appropriations for the 2021 fiscal year for the Village of Bluffton, OH. Talavinia motioned to adopt the Ordinance, seconded by Steiner. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

3rd Reading:

Resolution 05-2021 – A Resolution establishing positions and wages for swimming pool staff and rates for 2021. Stahl motioned to adopt the Resolution, seconded by Kingsley.

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

1st Reading:

Resolution 07-2021 – 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 2021 construction year in the Village of Bluffton, Ohio and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution 08-2021 – 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. Kingsley motioned to suspend the rules, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Talavinia motioned to adopt the Resolution, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution 09-2021 – A Resolution authorizing the submission of grant application to the Ohio Department of Natural Resources and declaring an emergency. Stahl motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to adopt the Resolution, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Kingsley, to approve the re-hiring of Jewel Dukes and Rick Lichtle as seasonal mowers at a rate of \$12.24/hr. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Talavinia, to declare old 1" and 1 1/2" rolls of copper pipe and Sensus meter reading equipment from the previous touch read system as surplus items to be sold. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Cupples, to approve the re-enlisting of Steve Angel to the Fire Department roster. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

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

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

Cupples motioned, seconded by Steiner to adjourn the meeting.

The following meetings/events were included on the agenda and/or scheduled during the meeting. All meetings will be at the Village Town Hall, unless noted.

Board of Zoning & Buildings Appeals – Monday, 3/11 at 6:30 p.m.
Bluffton in Bloom Committee – Tuesday, 3/16 at 7:00 p.m.
Personnel Committee – Thursday, 3/18 at noon, via Zoom.
Parks & Recreation Committee - Thursday, 3/18 at 1:00 p.m., via Zoom.
Council Meeting – Monday, 3/22 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 3/22/2021

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
360 INTERACTIVE	75.00	Police	ACCESS CONTROL PROGRAMMING
ACCENT BUSINESS COMMUNICATIONS	796.24	Administrative	PHONES
ALL SERVICE AERATION, INC	535.50	Park	PORTABLE TOILETS
ALL TERRA INC	2,660.00	Street	SNOW REMOVAL
ALLOWAY TESTING	50.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	220.00	Multiple	TESTING
ALLOWAY TESTING	127.50	Multiple	TESTING
AMERICAN ELECTRIC POWER	3,883.80	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	1,050.68	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	995.59	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	143.61	Multiple	LIFE INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	775.00	Multiple	HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	16,905.18	Multiple	HEALTH INSURANCE
ARMOR FIRE PROTECTION INC.	4,633.00	Land & Buildings	FIRE SUPPRESSION UPGRADE
BAILEY'S EQUIPMENT & APPAREL	32.00	Police	UNIFORMS - BURKHOLDER
BAILEY'S EQUIPMENT & APPAREL	32.00	Police	UNIFORMS - FRANCIS
BLUFFTON NEWS	65.00	Administrative	ADVERTISING
BLUFFTON PRECAST CONCRETE	133.00	Street	RISER & SEALANT STRIPS
BLUFFTON STONE CO.	184.42	Multiple	STONE
CINTAS	111.43	Administrative	UNIFORMS
CINTAS	111.43	Administrative	UNIFORMS
CLEMANS-NELSON	175.00	Administrative	RETAINER
FAMILY HARDWARE DO IT BEST	91.31	Multiple	SUPPLIES
GREAT LAKES BILLING ASSOCIATES, INC.	1,522.85	Rescue	EMS BILLING SERVICE
HANCOCK-WOOD ELECTRIC CO-OP	59.00	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	165.45	Multiple	ELECTRICITY
JOHN HOCHSTETLER	461.00	Police	UNIFORMS
LEIBER GARAGE	248.95	Rescue	EMS OIL CHANGES
LEIBER GARAGE	211.30	Rescue	EMS OIL CHANGES
LEXIS NEXIS	24.56	Administrative	ADDRESS SEARCHES
MARK DAFT	238.00	Park	STRAW MATS
MINTEY'S MAIDS	75.00	Administrative	TOWN HALL CLEANING
NATHAN JORDAN	157.00	Sewer	OHIO EPA WASTEWATER CLASS 1 TEST
NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT	10,600.02	Administrative	BFR ASSESSMENT
PERRY CORPORATION	1,747.61	Administrative	IT CONTRACT
RUMPKE	23,157.90	Refuse	TRASH SERVICES
SEDGWICK	2,140.00	Administrative	WORKERS COMP REP
STAPLES BUSINESS ADVANTAGE	189.39	Multiple	SUPPLIES
STAPLES BUSINESS ADVANTAGE	110.97	Multiple	SUPPLIES
STRATTON GREENHOUSES	6,000.00	Street	DOWNTOWN FLOWERS
TIME WARNER CABLE	39.99	Multiple	CABLE
TIME WARNER CABLE	38.86	Multiple	CABLE
TIME WARNER CABLE	104.98	Administrative	CABLE
TOMMY TIRE SALES LLC	156.00	Police	POLICE CRUISER TIRES
TREASURER OF STATE	150.00	Fire	VOLUNTEER FIRE DEPENDENCY FUND
TSYS Health Services	104.95	Rescue	EMS MERCHANT SERVICES
USA BLUE BOOK	35.10	Rescue	SUPPLIES
UTILITY SERVICE CO, INC.	13,539.50	Water	WATER TOWER PEDISPHERE
VERIZON WIRELESS	85.86	Multiple	CELL PHONES
VILLAGE OF OTTAWA	45,826.61	Water	WATER
	<u>141,052.54</u>		
FEBRUARY FIRE & EMS	7,550.15		

MEDICARE	109.48
OPERS	506.41
FICA	140.19
BIWEEKLY PAYROLL 3/12/21	40,767.12
MEDICARE	559.48
OPERS	2,243.21
OP&F	2,246.06
RETROACTIVE PAYROLL 3/15/21	3,756.07
MEDICARE	54.46
OPERS	234.83
OP&F	172.48

Council Signature : _____

Date: _____

Parks & Rec - Minutes
Village of Bluffton
3rd Floor Town Hall
March 8th, 2021

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

Start: 6:30 End: 6:58

Topics: Memorial dedications, shelter house/town hall reservation, SR 103 right-of-way

Minutes:

- The committee met to discuss options for memorial benches/swings in our parks and along our pathways. Several residents have expressed interest recently and so we are trying to find quality options that the Village can take ownership of, while still being at a reasonable cost for residents. Our main stumbling block is finding options that include shade without being cost prohibitive.
- Committee recommends opening the reservations process for the shelter houses and third floor of Town Hall. Both will require the same process as before, with an added acknowledgement of the renter's intention to follow current COVID-related protocols. The committee suggests adding signs at the shelter houses to remind renters.
- Acquisition costs are still being determined, conversations with consultants indicate that the cost per square foot may be higher than initially estimated.

Ben Stahl

Mitchell Kingsley

Parks & Rec - Minutes
Village of Bluffton
Via Zoom
March 18th, 2021

Present: Council - Ben Stahl, Mitchell Kingsley, Rich Johnson
Staff - Jesse Blackburn, Bryan Lloyd, Kevin Nickels

Start: 1:00 End: 1:58

Topics: Village employee pool perk, State Rte 103 update

Minutes:

- Pool resolution wording
 - Kevin informed the committee on the number of W2s the Village sent out this year, adjusting for duplicate addresses. We discussed the intention behind changing the wording and walked through several scenarios with various language to see what the impact would be, e.g., “non-elected employees”, “non-seasonal staff”.
 - After narrowing in on a desire to explicitly show recognition/appreciation for our first responders, the final suggested wording will add “members of Safety Services (PD, EMS, FD)”.
 - By our count, this will add 5 part-time police officers and 34 fire/EMS households to the current list of 29 full-time employees.
 - This benefit can be extended at **zero cost** to the Village. However, at the current value of \$155 for a family pass, there is a potential for \$6,045 of lost revenue if every recipient would have otherwise purchased a pass; which has not been the case historically.
- St Rte 103 pathway land appraisal
 - Land appraisal numbers have come in, based on comps from recent sales along St Rte 103 in Bluffton and Country Rd 199 in Findlay. The total cost is higher than initially anticipated, but the administration is continuing to look into additional sources of funding (recent legislation authorizing grant applications). Also, looking at ways to recognize property owners if they would choose to make a donation to the pathway, similar to recognition for donors along other multi-use paths.
 - The Parks & Rec Committee remains in support of this project and its transformation of that corridor, as well as its role in setting the stage for future improvements.

Ben Stahl

Mitchell Kingsley

ORDINANCE NO. 02-2021

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2021 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds for the 2021 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 2021 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 2: The effective date of these appropriations shall be March 22, 2021.

SECTION3: 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, 2021 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 2021 APPROPRIATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2021 AMOUNT
GENERAL FUND:		
A1-0A-41110	REAL ESTATE TAXES	214,240.59
A1-0A-41140	INCOME TAX	1,911,334.95
A1-0A-41160	HOUSETRAILER TAX	8.70
A1-0A-41170	HOTEL & MOTEL TAXES	23,596.07
A1-0B-41210	LOCAL GOVERNMENT FUND	116,069.25
A1-0B-41230	CIGARETTE LICENSES	300.00
A1-0B-41250	LIQUOR PERMITS	3,000.00
A1-0B-41280	ROLLBACKS/HOMESTEAD	21,255.25
A1-0C-41310	SPECIAL ASSESSMENTS	3,039.36
A1-0D-41423	STATE GRANTS	4,357.00
A1-0D-41432	MISC GRANTS	5,170.18
A1-0E-41511	FIRE CONTRACTS & CALLS	5,000.00
A1-0E-41513	SECURITY SERVICES	6,098.37
A1-0E-41514	RECYCLING FEES	53,804.85
A1-0E-41515	AMBULANCE CONTRACTS	156,899.83
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	51.00
A1-0F-41612	COURT FINES & FORFEITURES	2,184.87
A1-0F-41621	BUILDING PERMITS	600.00
A1-0F-41622	ZONING	500.00
A1-0F-41625	OTHER PERMITS	250.00
A1-0F-41630	ACCIDENT REPORTS	100.00
A1-0H-41810	SALE OF ASSETS	3,000.00
A1-0H-41820	INTEREST	54,634.73
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.	7,000.00
A1-0H-41880	TOWN HALL USE	1,000.00
A1-0H-41930	ADVANCES IN	-
TOTAL REVENUE		2,777,495.00
POLICE EXPENSES		
	PERSONAL SERVICES	495,128.00
	EMPLOYEE BENEFITS	192,188.00
	OPERATING	65,611.00
TOTAL		752,927.00
FIRE EXPENSES		

	PERSONAL SERVICES	33,397.00
	EMPLOYEE BENEFITS	3,684.00
	OPERATING	37,000.00
TOTAL		74,081.00
STREET & LIGHTING EXPENSES		
	OPERATING	60,000.00
TOTAL		60,000.00
RESCUE EXPENSES		
	PERSONAL SERVICES	37,186.00
	EMPLOYEE BENEFITS	5,745.00
	OPERATING	46,500.00
TOTAL		89,431.00
DISPATCHER EXPENSES		
	MISC. SERVICES	37,000.00
COUNTY HEALTH DISTRICT EXPENSES		
	PROFESSIONAL SERVICES	14,000.00
MOSQUITO CONTROL EXPENSES		
	MOSQUITO CONTROL	11,500.00
CULTURAL AFFAIRS EXPENSES		
A1-3C-52390	MISC. SERVICES	10,000.00
POOL EXPENSES		
	PERSONAL SERVICES	64,000.00
	EMPLOYEE BENEFITS	9,888.00
	OPERATING	33,897.00
TOTAL		107,785.00
BRUSH DUMP EXPENSES		
	OPERATING	54,000.00
TOTAL		54,000.00
STORM SEWER EXPENSES		
A1-6D-52550	STORM SEWERS	-
SIDEWALKS EXPENSES		
A1-6G-52550	SIDEWALK PROGRAM	35,000.00
AIRPORT EXPENSES		
A1-6X-52390	MISC SERVICES	63,000.00
A1-6X-52430	REPAIR & MAINTENANCE	10,000.00
A1-6X-52550	RUNWAY LIGHT PROJECT	-
TOTAL		

MAYOR/ADMIN EXPENSES

PERSONAL SERVICES	149,971.00
EMPLOYEE BENEFITS	43,408.00
OPERATING	103,799.00

TOTAL	297,178.00
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LEGISLATIVE EXPENSE

PERSONAL SERVICES	23,776.00
EMPLOYEE BENEFITS	3,177.00
OPERATING	-

TOTAL	26,953.00
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MAYOR'S COURT EXPENSE

COURT COSTS	-
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FISCAL OFFICER'S EXPENSE

PERSONAL SERVICES	63,036.00
EMPLOYEE BENEFITS	16,169.00
OPERATING	10,500.00

TOTAL	89,705.00
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LAND & BUILDINGS EXPENSE

PERSONAL SERVICES	14,932.00
EMPLOYEE BENEFITS	2,307.00
OPERATING	96,074.00

TOTAL	113,313.00
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ECONOMIC DEVELOPMENT EXPENSE

MISC CONTRACTUAL SERV	17,500.00
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AUDITOR & TREASURER FEES EXPENSE

PROFESSIONAL SERVICES	4,245.00
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DELINQUENT LAND ADVERTISING EXPENSE

PUBLISHING	-
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AUDITOR'S EXPENSE

PROFESSIONAL SERVICES	14,500.00
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INCOME TAX ADMIN. EXPENSE

PERSONAL SERVICES	40,171.00
EMPLOYEE BENEFITS	14,699.00
OPERATING	47,706.00

TOTAL	102,576.00
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SAFETY EXPENSE

MISC. SERVICES	150.00
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OTHER EXPENSE

OPERATING	82,000.00
TRANSFERS	1,365,715.00
ADVANCES	-

TOTAL	1,447,715.00
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TOTAL GENERAL FUND EXPENSES	3,432,559.00
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STREET FUND:

B1-OB-41240	LICENSE FEES	60,000.00
B1-OB-41260	GASOLINE TAX	213,176.72
B1-OC-41310	SPECIAL ASSESSMENTS	9,272.43
B1-OD-41423	GRANT	-
B1-OE-41516	MISC CHARGES	-
B1-OG-41730	LOAN PROCEEDS	443,000.00
B1-OH-41810	SALE OF ASSETS	-
B1-OH-41820	INTEREST	3,860.85
B1-OH-41850	REFUNDS	-
B1-OI-41920	TRANSFERS	392,215.00
TOTAL		1,121,525.00

STREET MAINTENANCE EXPENSE

PERSONAL SERVICES	137,142.00
EMPLOYEE BENEFITS	47,906.00
OPERATING	894,165.00

TOTAL	1,079,213.00
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SNOW REMOVAL EXPENSE

OPERATING SUPPLIES	10,000.00
REPAIR & MAINTENANCE	-

TOTAL	10,000.00
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TOTAL STREET FUND EXPENSES	1,089,213.00
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STATE HIGHWAY FUND

B2-OB-41240	LICENSE FEES	2,044.03
B2-OB-41260	GASOLINE TAX	17,284.63
B2-OH-41820	INTEREST	251.34

TOTAL REVENUE	19,580.00
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STATE HIGHWAY EXPENSES

OPERATING	96,000.00
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TOTAL EXPENSE	96,000.00
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CEMETERY FUND

B3-OE-41541	SALE OF LOTS	4,500.00
B3-OE-41542	BURIALS	10,384.00

B3-0E-41544	FOUNDATIONS	5,000.00
B3-0E-41545	DEED TRANSFER FEES	100.00
B3-0H-41850	MISC. RECEIPTS	-
B3-0I-41920	TRANSFERS	-
TOTAL REVENUE		19,984.00

CEMETERY EXPENSES

	PERSONAL SERVICE	5,566.00
	EMPLOYEE BENEFITS	860.00
	MISC. SERVICES	16,730.00
TOTAL EXPENSES		23,156.00

PARK FUND

B4-0D-41430	JONNY APPLESEED GRANT	11,000.00
B4-0D-41431	GRANT	-
B4-0I-41920	TRANSFERS	209,000.00
TOTAL REVENUE		220,000.00

PARK EXPENSES

	OPERATING SUPPLIES	221,410.00
TOTAL EXPENSES		221,410.00

BENROTH BRIDGE FUND

B5-0H-41830	DONATIONS	500.00
TOTAL REVENUE		

BENROTH BRIDGE EXPENSES

B5-6G-52430	MAINTENANCE	-
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FEMA GRANT

B6-00-11010	BEGINNING BALANCE	-
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COURT COMPUTER FUND

B7-0F-41611	COMPUTER COURT COSTS	-
TOTAL REVENUE		

COURT COMPUTER EXPENSES

B7-1A-52420	OPERATING SUPPLIES	-
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DUI ENFORCEMENT FUND

B8-0F-41612	FINES	135.00
TOTAL REVENUE		

DUI ENFORCEMENT EXPENSES

B8-1A-52390	TRAINING	-
B8-1A-52420	OPERATING SUPPLIES	-

TOTAL EXPENSES -

PERMISSIVE LICENSE FUND

B9-0B-41240 PERMISSIVE LICENSE -

TOTAL REVENUE

B9-6A-52550 STREET CONSTRUCTION -

TOTAL EXPENSES

POOL DEBT SERVICE FUND

C2-00-11010 BEGINNING BALANCE -

BLUFFTON IN BLOOM FUND

C4-0H-41830 DONATIONS -

C4-0I-41920 Transfer In 7,500.00

C4-1A-52390 MISC SVC 8,000.00

CAPITAL IMPROVEMENT FUND

D1-00-11010 BEGINNING BALANCE -

STORM SEWER IMPROVEMENT

D2-0I-41920 TRANSFERS 45,000.00

TOTAL REVENUE

STORM SEWER IMPROVEMENT EXPENSES

D2-6D-52390 MISC. SERVICES -

D2-6D-52550 STORM SEWERS 10,000.00

TOTAL EXPENSES 10,000.00

FIRE & RESCUE IMPROVEMENT FUND

D3-0D-41423 STATE GRANTS 1,000.00

D3-0H-41810 SALE OF ASSETS -

D3-0H-41830 DONATIONS -

D3-0I-41920 TRANSFERS 110,000.00

TOTAL REVENUE 111,000.00

D3-1B-52520 EQUIPMENT 90,930.00

TOTAL EXPENSES 90,930.00

POOL IMPROVEMENT FUND

D4-0H-41820 INTEREST -

D4-0H-41830 REFUND -

D4-0I-41920 TRANSFERS 15,000.00

TOTAL REVENUE 15,000.00

D4-3D-52510	POOL CAPITAL ITEMS	15,000.00
TOTAL EXPENSES		15,000.00

EQUIPMENT REPLACEMENT FUND

D5-0H-41920	TRANSFERS	-
TOTAL REVENUE		-

EQUIPMENT REPLACEMENT EXPENSES

D5-1F-52520	EQUIPMENT	9,000.00
D5-5X-52610	PRINCIPAL	-
TOTAL EXPENSES		9,000.00

AIRPORT IMPROVEMENT FUND

D6-0D-41418	FAA GRANT	1,099,665.00
D6-0D-41419	ODOT GRANT	5,059.00
D6-0D-41423	STATE GRANT	-
D6-0H-41820	INTEREST	-
D6-0I-41920	TRANSFERS	-
D6-0I-41930	ADVANCES	-
TOTAL REVENUE		1,104,724.00

AIRPORT IMPROVEMENT EXPENSES

	OPERATING	1,114,813.00
Total		1,114,813.00

TOWN HALL IMPROVEMENT FUND

D8-0A-41140	INCOME TAX RECEIPTS	-
D8-0H-41820	INTEREST	-
TOTAL REVENUE		-

TOWN HALL IMPROVEMENT EXPENSES

D8-7E-52510	BUILDING IMPR.	30,000.00
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POLICE EQUIPMENT REPLACEMENT FUND

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

POLICE EQUIPMENT EXPENSES

D9-1A-52520	POLICE EQUIPMENT REPLACEMENT	54,512.00
TOTAL EXPENSES		54,512.00

FIRE BUILDING REPLACEMENT FUND

D10-0I-41920	TRANSFERS	-
D10-0I-41930	ADVANCES	-
TOTAL REVENUE		-

FIRE BUILDING EXPENSES

D10-1A-52520	POLICE EQUIPMENT REPLACEMENT	-
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TOTAL EXPENSES		-
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WATER FUND

E1-0E-41551	CHARGES FOR SERVICE	900,000.00
E1-0E-41552	TAPS	4,150.00
E1-0E-41553	SURCHARGE	-
E1-0E-41554	MISC. CHARGES	4,495.00
E1-0H-41860	MISC. CHARGES	-
E1-0I-41920	TRANSFERS	-
TOTAL REVENUE		908,645.00

WATER EXPENSES

	PERSONAL SERVICES	79,377.00
	EMPLOYEE BENEFITS	38,166.00
	OPERATING	735,305.00
E1-5X-52710	TRANSFERS	100,000.00
TOTAL EXPENSES		952,848.00

SEWER FUND

E2-0E-41551	CHARGES FOR SERVICES	740,000.00
E2-0E-41552	TAPS	1,350.00
E2-0E-41553	SURCHARGE	-
E2-0E-41554	MISC. CHARGES	-
E2-0H-41850	REFUNDS	-
E2-0I-41920	TRANSFERS	-
TOTAL REVENUE		741,350.00

SEWER FUND EXPENSES

	PERSONAL SERVICES	178,310.00
	EMPLOYEE BENEFITS	70,454.00
	OPERATING	349,479.00
	TRANSFERS	200,000.00
TOTAL EXPENSES		798,243.00

SEWER DEBT SERVICE FUND

E4-0I-41920	TRANSFERS	-
TOTAL TRANSFERS		-

SEWER DEBT SERVICE EXPENSES

E4-5A-52610	PRINCIPAL	-
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E4-5A-52620	INTEREST	-
TOTAL EXPENSES		-

WATER DEBT SERVICE FUND

E5-0I-41920	TRANSFERS	-
TOTAL TRANSFERS		-

WATER DEBT SERVICE EXPENSES

E5-5A-52610	PRINCIPAL	-
E5-5A-52620	INTEREST	-
TOTAL EXPENSES		-

REFUSE FUND

E7-0E-41514	REFUSE RECEIPTS	304,533.00
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REFUSE FUND EXPENSES

E7-5K-52390	REFUSE SERVICE	280,000.00
TOTAL EXPENSES		

WATER/ SEWER IMPROVEMENT FUND

E9-0A-41140	INCOME TAX RECEIPTS	454,704.76
E9-0C-41310	SPECIAL ASSESSMENT CHARGES	22,851.24
E9-0D-41423	LOAN PROCEEDS	224,000.00
E9-0I-41920	TRANSFER IN	920,000.00
TOTAL REVENUE		1,621,556.00

WATER/ SEWER IMPROVEMENT FUND EXPENSES

OPERATING	554,000.00
DEBT	1,052,227.00

TOTAL EXPENSES	1,606,227.00
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COMMUNITY EVENTS FUND

F2-0I-41920	TRANSFERS	-
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COMMUNITY EVENTS EXPENSES

F2-1A-52390	MISC SERVICES	-
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COMMUNICATIONS FUND

F3-0I-41920	TRANSFERS	-
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POLICE CONTINUING TRAINING

F4-0D-41423	STATE GRANTS	1,500.00
F4-0I-41920	TRANSFER	6,000.00
TOTAL REVENUE		7,500.00

F4-1A-52390	TRAINING	7,000.00
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UTILITY RECOVERY

F5-1A-52520		-
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NATIONAL NIGHT OUT

F6-0H-41831	DONATIONS	4,000.00
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F6-6B-52420	OPERATING SUPPLIES	3,500.00
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SHANNON CEMETERY

F7-OH-41830	DONATIONS	-
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F7-OI-41920	TRANSFER	6,000.00
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TOTAL REVENUE		6,000.00
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F7-1A-52390	MISC SERVICES	6,000.00
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F8-0H-41830	DONATIONS	-
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F8-1A-52390	K9 EXPENSES	2,000.00
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RESOLUTION NO. 05-2021

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2021.

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:

A. Pool Manager	\$13.75 per hour
B. Assistant Manager	\$10.70 per hour
C. Lifeguards	\$9.20 per hour

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 2021 season, and that all memberships paid in full before they can be used.

A. Daily Admission	\$4.00
B. Family Season Pass (2 adults/3 children)	\$155.00
C. Additional Children Each	\$15.00
D. Single Season Pass	\$75.00
E. Senior Single Season Pass	\$45.00
F. Ten-Visit Pass	\$35.00
G. Pool Rental-2 hours	\$250.00
*a \$50.00 non-refundable deposit required at time of reservation	
H. Swim Lessons-Member	\$35.00
I. Swim Lessons-Non Member	\$45.00
J. Swim Lessons-Private	\$90.00
K. Fulltime Village Employees, members of Bluffton Safety Services (PD, FD, EMS) & Immediate families	Free

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 \$100.00 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 _____, 2021 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: ____ No: ____ Abstain: ____

ATTEST _____

FISCAL OFFICER

MAYOR

APPROVED _____

SOLICITOR

Village of Bluffton
Administration's Report

To: Mayor Johnson & Council Members



03-22-21

Jefferson Street Phase II

ROAD CLOSURE NOTICE

SR 103/Jefferson St. from the County Line Rd. to Main St. will be closed **beginning on Monday March 29th** until the end of July.

- Project will consist of road reconstruction, installation of new sanitary and storm sewer, along with curbs and sidewalks.
- Will be applying for a loan supplement of \$22,516.96 from OWDA. Re-bid from Underground Utilities had more costs associated with eligible items (sanitary and storm facilities) than previous bid used to calculate this loan. (\$432,160.63 compared to \$409, 643.67)



Allen County Tax Incentive Review Council (TIRC): Met on March 17, 2021 and renewed two tax abatement agreements with to Diamond Manufacturing. The agreements expire in 2022 and 2026.

Water Meter Updates – Radio Replacement

An issue has been discovered with the battery life on the newly installed radio transceivers throughout town. All units are being replaced as part of the equipment warranty through Sensus.

This replacement is being performed by Advanced Utility Service (AUS).

- 3 vehicles in town working Monday – Saturday 8am – 5 pm.
- Project will be complete on April 9.
- **No interruptions in service** will occur with this project.



Tax filing deadline:

Bluffton Income Tax filing deadline will follow the schedule set by the Ohio Department of Taxation. This date currently stands at April 15, 2021.

BZBA Meeting: A Variance was granted on March 16 for the construction of a garage on Riley St.

ODNR Grant Funding Applications:

Grant applications to assist with the engineering costs along with acquisition costs of property for the S.R. 103 Pedestrian Pathway will be submitted before Thursday, April 15th. Application will be for both the Recreational Trails Program and Clean Ohio Trails Fund. Grant amounts being requested are currently near \$100,00.00. Pathway project is scheduled for construction June 2023.

2021 Bluffton Swimming Pool Employment: Applications are being accepted for lifeguards and Assistant Managers. Pick up the application at the Town Hall.



Council Committee Meetings: Request for meetings with:

Streets, Alleys, Lights & Sidewalks – bike racks, private dining/public space, SR 103 bridge parking,
-Wed. 3/23 or early next week

Joint Meeting: Utilities & Streets and Alleys, Lights and Sidewalks - week of April 5