

Village of Bluffton Council Meeting Agenda

April 25, 2022 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, April 11, 2022.

Bills

Public Comment: Lyle Henry

Committee Reports

Boards & Commissions

Planning Commission 4/11

Tree Commission – 4/11

LEGISLATION:

Village Administration Report:

Mayor:

Safety Services Reports:

-EMS-

-Fire Dept.-

-Police Dept.-

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

Village Council – Monday, April 25 at 7:00 pm

Pathway Board – Thursday, May 5 at noon

Village Council – Monday, May 9 at 7:00 pm

Public Hearing before Village Council – Monday, May 9 at 7:15 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting April 11, 2022, 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 March 28, 2022. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

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

The Fiscal Officer gave the following readings:

3rd Reading:

Resolution 04-2022 – A Resolution establishing positions and wages for swimming pool staff and rates for 2022. Stahl 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.

2nd Reading:

Resolution 06-2022 – A Resolution authorizing the advertisement for public bid on the Lawn & Jackson Water Main Replacement project. Kingsley motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. 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 07-2022 – A Resolution authorizing the advertisement for public bid on the S.R. 103 Sanitary Improvements project. 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. Steiner 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.

1st Reading:

Resolution 08-2022 – A Resolution authorizing the paving of recognized portions of SR 103 between I-75 interchange ramps 140 and 142 by ODOT 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. Kingsley motioned to adopt the Resolution, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 09-2022 – A Resolution authorizing the approval of the minutes from the Tax Incentive Review Council from August 3, 2020 and declaring an emergency. Cupples 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. Steiner motioned to adopt the Resolution, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 10-2022 – A Resolution authorizing the approval of the minutes from the Tax Incentive Review Council from March 17, 2021 and declaring an emergency. Steiner motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Stahl 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.

Resolution 11-2022 – A Resolution authorizing the approval of the minutes from the Tax Incentive Review Council from March 17, 2022 and declaring an emergency. Talavinia motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Kingsley motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Cupples, to approve the Comprehensive Planning Ad-hoc Steering Committee appointees of Steve Ritter, Joan Frederitz, Liz Gordon-Hancock, Lynda Nyce, Neil Hauenstein, Paula Scott, Brenden Matthews, Tom Downey, George Lehman, and Jannie Derstine. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Steiner, to approve the appointment of Radha Tague and Leo Herrera to the Tree Commission. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Sehlhorst, to approve the special event permit for the Memorial Day Parade on May 30, 2022. Main St. and Grove St. will be closed from 9:15 a.m. until the end of the parade. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Stahl, Steiner, and Talavinia. No (0), Abstain (1) Sehlhorst, motion approved.

Cupples motioned, seconded by Stahl, to approve the special event request for the Trout Derby to be held on May 1, 2022 from 2:00 – 4:30 p.m. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Stahl, to approve the special event request by the Greenhorn to close Vine St. from Main St. to the Alley on May 7, 2022 from noon to 6:00 p.m. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, 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.

Village Council – Monday, April 25 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 4/25/2022

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
A&B CAR WASH, LLC	3,035.00	Park	SR 103 PATHWAY PARCEL 33-SH, S, T
ACCENT BUSINESS COMMUNICATIONS	790.20	Administrative	PHONES
ALLEN COUNTY EMA	426.13	Fire	CALIBRATION
ALLOWAY TESTING	1,325.10	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	127.50	Multiple	TESTING
ALLOWAY TESTING	85.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	18,291.25	Multiple	ELECTRICITY
ANGIE ESSINGER	146.49	Multiple	PETTY CASH REIMBURSEMENT
ANTHEM BLUE CROSS BLUE SHIELD	156.75	Multiple	LIFE INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	683.64	Multiple	HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	17,650.91	Multiple	HEALTH INSURANCE
APOLLO CAREER CENTER	1,100.00	Rescue	PHTLS COURSE
BAILEY'S EQUIPMENT & APPAREL	115.00	Police	UNIFORMS
BAILEY'S EQUIPMENT & APPAREL	708.00	Fire	UNIFORM SHIRTS
BASINGER, JAN	352.80	Administrative	BOOTS
BIKE CRAZY LLC	249.39	Police	BIKE PARTS & SERVICE
BLUFFTON VETERINARY HOSPITAL AND PET CARE CENTER	72.25	Police	K9 SUPPLIES & CARE
CAROL A. HUFF, TRUSTEE	300.00	Park	SR 103 PATHWAY PARCEL 36-SH, T
CAROL A. HUFF, TRUSTEE	18,228.00	Park	SR 103 PATHWAY PARCEL 31-SH, T1, T2
CHARTER COMMUNICATIONS	39.99	Multiple	CABLE
CHARTER COMMUNICATIONS	134.98	Multiple	CABLE
CHARTER COMMUNICATIONS	137.03	Multiple	CABLE
CLEMANS, NELSON & ASSOCIATES, INC	175.00	Administrative	RETAINER
DOMINION EAST GAS	813.45	Multiple	NATURAL GAS
DOTY, MICHAEL	753.58	Police	CRUSIER REPAIR
EVERETT J PRESCOTT INC	688.91	Capital Improvements	LARGE METERS
EVERETT J PRESCOTT INC	11,551.44	Capital Improvements	LARGE METERS
FAMILY HARDWARE DO IT BEST	198.68	Multiple	SUPPLIES
GARY'S REPAIR	25.06	Park	CHAINSAW REPAIR
GLOBAL ELECTRIC, INC	745.00	Sewer	WWTP SCREEN ROOM HEATER
GLOBAL ELECTRIC, INC	1,731.58	Sewer	SCREEN REPAIR
GLOBAL ELECTRIC, INC	14,396.51	Sewer	VFD DRIVE
GLOBAL ELECTRIC, INC	1,200.00	Sewer	WWTP SCREEN ROOM HEATER
GREAT LAKES BILLING ASSOCIATES, INC.	1,433.24	Rescue	EMS BILLING SERVICE
HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC	1,000.00	Administrative	SOLICITOR FEES
HANCOCK-WOOD ELECTRIC CO-OP	57.00	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	165.45	Multiple	ELECTRICITY
KALIDA TRUCK EQUIPMENT, INC.	294.60	Street	PLOW PARTS
KATHY'S ALTERATIONS	78.00	Police	FUNERAL UNIFORM PATCHES
KLEEM	1,686.86	Street	STREET SIGNS
LEIBER GARAGE	137.12	Police	PD AUTO REPAIRS
LYNN CARD CO	622.00	Police	THANK YOU CARDS
MASTERPIECE SIGNS & GRAPHICS, INC.	900.00	Police	FUNERAL DECALS
MILLSTREAM-KENNEDY	1,498.00	Administrative	ENVELOPES
NATHAN JORDAN	282.88	Administrative	BOOTS
SHELL FLEET PLUS	2,207.47	Multiple	FUEL
SMARTBILL	857.41	Multiple	BILLING SERVICES
STAPLES BUSINESS ADVANTAGE	199.92	Multiple	SUPPLIES
STAPLES BUSINESS ADVANTAGE	37.92	Multiple	SUPPLIES
THE LAWFT	121.98	Police	FUNERAL - MEDAL OF HONOR
THE LAWFT	149.95	Police	BOOTS
TIME WARNER CABLE	159.98	Administrative	CABLE
TOMMY TIRE SALES LLC	274.65	Police	PD CRUISER TIRE REPAIRS
TREASURER OF STATE	68.25	Land & Buildings	BOILER INSPECTION - TOWN HALL
VERIZON WIRELESS	85.68	Multiple	CELL PHONES
VILLAGE OF OTTAWA	47,155.89	Water	WATER
ZOLL DATA SYSTEMS	152.00	Rescue	EMS CHARTS
INCOME TAX REFUNDS	6,170.25	Administrative	INCOME TAX REFUNDS

159,271.12

BIWEEKLY PAYROLL 4/22/22

44,284.71

MEDICARE

608.99

OPERS

2,446.97

OP&F

2,369.76

MARCH FIRE & EMS

6,079.54

MEDICARE

88.13

OPERS

396.79

FICA

105.07

Council Signature : _____

Date: _____

Planning Commission Public Hearing – Minutes

Chestnut Lane – Construction Drawings

04-11-22

Meeting called to order at 5:39 pm

Planning Commission Members present: Councilman Mitch Kingsley, Mayor Rich Johnson, Roger Edwards, Dick Ramseyer, Tim Essinger

Community members present: Bob Fett, Ron Epp, Scott Gleason, Peterman & Assoc. representative

Village Staff: Jesse Blackburn

Public Hearing Topics:

1. Review of Construction Drawings for Chestnut Lane.

Subdivision Administrator made recommendation to:

- grant conditional approval of the Construction Drawings for Chestnut Lane

PLANNING COMMISSION DISCUSSION

Planning Commission had discussion regarding the following issues:

- need for compliant stormwater calculations to be submitted to village engineer
- location of power supply and lighting from AEP – Mr. Fett has made contact with AEP and waiting for on-site visit
- location of natural gas lines from Dominion - Mr. Fett has made contact and is awaiting on-site visit
- Location of 20' easement for future water/sewer extension needs moved to the south edge of this development
- Require proper measures are taken with Allen Co. Engineer and Allen Co. Commissioners regarding existing petition storm tiles
- Turning radius changes at entrance to Chestnut Lane, the turn upon entering the subdivision and at the end of the cul de sac were all discussed
- Discussion of drainage areas shown on pg. 11 of the plans were presented ensuring all drainage areas are being considered

PUBLIC COMMENTS

MOTIONS FROM VILLAGE PLANNING COMMISSION

1. Roger Edwards made a motion for the conditional approval of the Construction Drawings for Chestnut Lane subject to the following conditions:

- a) Make necessary changes to stormwater detention system to provide compliant stormwater calculations to the village engineer

Motion was seconded by Dick Ramseyer.

Vote was 3-0 in favor.

MOTION IS A RECOMMENDATION FOR VILLAGE COUNCIL TO CONSIDER AT A PUBLIC HEARING BEFORE COUNCIL ON MAY 9, 2022 AT 7:15 PM.

Question for Council to consider:

Shall the action of the Planning Commission in approving the construction drawings be affirmed?

Tree Commission
Village of Bluffton, OH
April 11, 2022

Present: Ben Stahl, Jon Sommer, Becky Ramey, Jonathan Andreas

New Tree Commission members- Village council approved the appointment of two new Tree Commission members: Radha Tague and Leo (Layo) Herrera on April 11, 2022, with the two of them considered one household vote on the tree commission.

West Elm St. project- Residents at 378 W. Elm St. who have requested trees for the tree lawn in front of their property will have their spaces marked prior to site preparation and planting, hopefully yet this spring.

Trimming- Three redbuds at 334 S. Jackson St. were trimmed in hopes retaining them in the tree lawn.

Arbor Day- Arbor Day will be celebrated in Bluffton on Saturday, April 30, 2022 at 10:00 AM with the planting of a white swamp oak, subject to availability, at the Village Arboretum.

Sportsmen's Club planting- Three potential planting sites were staked at the Sportsmen's Club for a memorial tree planting this April. The commission recommended that shade trees be considered, including sugar maple, sweet gum and oak.

Mercy Health tree donation- Mercy Health wishes to donate a tree in memory of Officer Francis, preferably planted in a park. The commission recommends planting the tree, a bald Cypress, at the entrance to the Village Park.

Main St. Trees- An initiative is underway to repopulate vacant spots in the tree lawns along Main St. A walking tour to check on potential sites will be scheduled.

Tree City USA awards- The Tree City and Tree Campus USA Awards Program will be held at the Old Millstream Center in Findlay, Ohio on Wednesday, May 11, 2022, beginning at 9:00 AM. Registrations are due by April 27, 2022.

Time and place of the next Tree Commission meeting to be determined.

Jon Sommer
Secretary

Village of Bluffton
Administration's Report

To: Mayor Johnson & Council Members



04-25-22

Upcoming Projects:

ALL-BLU-2104: Lawn and Jackson Street Water
HAN-BLU-2101: S.R. 103 Sanitary Replacement

- Bid Openings: May 12th, 2022

- Award by: July 12, 2022 (After OPWC Agreement)

- Request approval of Addendum #1 for these projects extending the completion date until May 15, 2023
- Supply issues are forcing this action

2022 Bluffton Swimming Pool Employment: Applications are still being accepted.

Current count: 7 - Asst. Managers 13 - Lifeguards 7 - Slide attendants



2022 Street Paving List

Bluffton Paving will begin work this week (Tuesday - Friday) on the following roads:

Richland Dr. - Bentley to Shannon
Hillcrest Drive
Crystal Place
Polo Dr.
Bentley Rd - Elm to Corp Limit
N. Spring St.- Riley to Snider



Area residents please use off-street parking this week!!

-Allen Co. Engineer & Bluffton share paving expenses on Bentley Rd. from Riley St. north to corp. limit

Hydrant Flushing: Scheduled to begin this week!.

Bluffton Hospital Disc Golf Course Update: 19 holes have been installed!! (18 actual with 1 practice hole). Continued coordination between PWD and Bluffton Disc Golf Assoc. (BDGA) have kept this project moving. Tee boxes will be prepped for concrete soon with estimates for concrete being collected currently.

- Early May the BDGA will be organizing a work day/s to gather and grind brush to better establish walking paths amongst the course

Complete Streets Task Force

Has completed all 3 Workshops of the Complete Streets: Action Institute Workshop. Will be holding monthly meetings with Bri Buzard, Creating Healthy Communities Coordinator from Allen Co. Public Health.

Comprehensive Plan - Steering Committee: Committee will work jointly with Allen Co. Regional Planning and Ordinance Committee. 1st meeting is Wednesday night at Town Hall.

★ **Mayor Johnson**

Special Events Permits:

- Bluffton H.S. Seniors - street painting 5/13
- Bluffton H.S. Baccalaureate - 5/26
- Bluffton Arts & Crafts Festival - 6/4
- Festival of Wheels - 6/17

Council Committee Meetings: Request for meetings with: Personnel,



VILLAGE OF BLUFFTON
 100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

*If needed
 * fair
 date
 5/18*

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Bluffton HS / Paint Street DATE(S) OF EVENT: Fri 5/13/22
 APPLICANT: Bluffton HS CONTACT PERSON: Julie Oberly
 APPLICANT'S ADDRESS: 106 W College CONTACT'S PHONE: 419 358 7941
 E-MAIL ADDRESS (OPTIONAL): Oberly@blufftonschools.org
 LOCATION OF EVENT: College Ave btw Main + Jackson Streets
 TIME(S) FOR EVENT: 6:00-8:00 PM
 DESCRIPTION OF EVENT: Juniors will paint the Street

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

TRAFFIC CONTROL: 2 NUMBER OF OFFICERS REQUESTED: 2
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 ROAD CLOSURE: Yes 5:30-10:00 PM College Ave btw Main + Jackson Sts
 SECURITY: 2 NUMBER OF OFFICERS REQUESTED: 2
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 EMS SERVICES: — FIRE DEPT. SERVICES: —
 WATER SERVICE: — OTHER SERVICES: —

ALCOHOL SERVED: YES — NO X * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Bluffton Schools * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:

NAME OF VENDOR	TYPE OF SERVICE PROVIDED

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Julie Oberly DATE: 5/25/22

APPROVED
 MAYOR'S SIGNATURE: _____ DATE: _____



VILLAGE OF BLUFFTON

100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Baccalaureate / Bluffton HS DATE(S) OF EVENT: 5/26/22
 APPLICANT: Jeremy Basinger / BAMA CONTACT PERSON: Jeremy Basinger
 APPLICANT'S ADDRESS: 111 College Ave CONTACT'S PHONE: 419-296-9267
 E-MAIL ADDRESS (OPTIONAL): Jeremy.vfc@gmail.com
 LOCATION OF EVENT: College Ave between Jackson & Main Streets
 TIME(S) FOR EVENT: 7:00-8:00 pm
 DESCRIPTION OF EVENT: Religious ceremony put on by the class of 2022

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

TRAFFIC CONTROL: NUMBER OF OFFICERS REQUESTED:
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

ROAD CLOSURE: Close College Ave btw. Main + Jackson 5:00-8:15 pm

SECURITY: NUMBER OF OFFICERS REQUESTED:
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

EMS SERVICES: FIRE DEPT. SERVICES:

WATER SERVICE: OTHER SERVICES:

ALCOHOL SERVED: YES NO * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: VFC Christ / BAMA * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:	
NAME OF VENDOR	TYPE OF SERVICE PROVIDED

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Jeremy Basinger DATE: 4/25/22

APPROVED
 MAYOR'S SIGNATURE: _____ DATE: _____



VILLAGE OF BLUFFTON

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

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Bluffton Arts & Crafts Festival DATE(S) OF EVENT: June 4, 2022
 APPLICANT: Blended Roots CONTACT PERSON: Julia Keiser
 APPLICANT'S ADDRESS: 246 Cherry St. Bluffton CONTACT'S PHONE: 419-979-9550
 E-MAIL ADDRESS (OPTIONAL): blendedrootsbluffton@gmail.com
 LOCATION OF EVENT: 246 Cherry St.
 TIME(S) FOR EVENT: 10:00a - 6:00p
 DESCRIPTION OF EVENT: Arts & Crafts Festival with food trucks and entertainment

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

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 ROAD CLOSURE: _____
 SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
 Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
 EMS SERVICES: _____ FIRE DEPT. SERVICES: _____
 WATER SERVICE: _____ OTHER SERVICES: _____

ALCOHOL SERVED: YES _____ NO * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Liberty Mutual * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:

NAME OF VENDOR	TYPE OF SERVICE PROVIDED
<u>Attached to back</u>	

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Julia Keiser DATE: 4/14/2022

APPROVED

MAYOR'S SIGNATURE: _____ DATE: _____



VILLAGE OF BLUFFTON

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

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Festival of wheels DATE(S) OF EVENT: 6/17/22
 APPLICANT: Barbara Plaugher CONTACT PERSON: SAME
 APPLICANT'S ADDRESS: 62 Anna Cir, Bluffton CONTACT'S PHONE: 419-204-2242
 E-MAIL ADDRESS (OPTIONAL): barbara.plaugher@gmail.com
 LOCATION OF EVENT: DOWNTOWN Bluffton
 TIME(S) FOR EVENT: 11 AM to 8 PM
 DESCRIPTION OF EVENT: Carshow & vendors

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

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

ROAD CLOSURE: YES

SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

EMS SERVICES: _____

FIRE DEPT. SERVICES: _____

WATER SERVICE: _____

OTHER SERVICES: Additional trash cans

ALCOHOL SERVED: YES _____ NO * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: LCI * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:

NAME OF VENDOR	TYPE OF SERVICE PROVIDED
<u>TBD</u>	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Barbara Plaugher DATE: 2/15/22

APPROVED
MAYOR'S SIGNATURE: _____ DATE: _____