

# Village of Bluffton Council Meeting Agenda

May 22, 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, May 08, 2023

## **Bills**

## **Public Comment:**

### Committee Reports

Streets, Alleys, Lights & Sidewalks: 05-10

Utilities: 05/15 & 05/17

Parks & Recreation: 05/15

### Boards & Commissions

## LEGISLATION

### RESOLUTION NO. 18-2023

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

A RESOLUTION AUTHORIZING THE ALLEN COUNTY COMMISSIONERS TO ACT AS THE PURCHASING AGENT AND GOVERNMENTAL AGGREGATOR FOR NATURAL GAS FOR THE VILLAGE OF BLUFFTON, OHIO.

### RESOLUTION NO. 19-2023

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

A RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE ALLEN-CHAMPAIGN-HARDIN-MADISON-SHELBY-UNION JOINT SOLID WASTE MANAGEMENT DISTRICT

### RESOLUTION NO. 20-2023

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

### Emergency

A RESOLUTION AUTHORIZING THE SUBMISSION OF A NATUREWORKS GRANT PROGRAM APPLICATION AND DECLARING AN EMERGENCY

## **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, May 22<sup>nd</sup> at 7:00 pm

Bluffton Beyond Tomorrow – Wednesday, May 24<sup>th</sup> at 7:00 pm

Bluffton In Bloom – Thursday, May 25<sup>th</sup> at 7:00 pm

Tree Commission – Tuesday, May 30<sup>th</sup> at 7:00 pm

Village Council – Monday, June 12<sup>th</sup> at 7:00 pm

Natural Gas Aggregation Public Hearings – Monday, June 26<sup>th</sup> at 6:00 pm & 6:30 pm

## **Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton – Regular meeting May 8, 2023, 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 April 24, 2023. 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.

The Fiscal Officer gave the following readings:

2<sup>nd</sup> Reading:

Resolution 14-2023 – A resolution authorizing the advertisement for public bid on the Geiger Street Water Main Replacement Project 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. Stahl motioned to adopt the Resolution, seconded by Steiner. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 15-2023 – A resolution authorizing the advertisement for public bid on the Garau Street Water Main Replacement Project and declaring an emergency. Sehlhorst 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.

Selhorst motioned, seconded by Stahl, to approve the special event request for the Arts & Crafts Festival on June 3, 2023, from 7:00 a.m. until 5:00 p.m. 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 hiring of Ben Doty as a firefighter. 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.

Public Hearing for Alley Vacation on Wednesday, May 10 at 5:00 p.m.

Bluffton Beyond Tomorrow on Wednesday, May 10 at 7:30 p.m.

Utilities Committee on Monday, May 15 at noon.

Parks & Recreation Committee on Monday, May 15 at 1:00 p.m.

Council Meeting on Monday, May 22 at 7:00 p.m.

Tree Commission on Tuesday, May 30 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 5/22/2023

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ACCENT BUSINESS COMMUNICATIONS	816.06	Administrative	PHONES
AG-PRO OHIO, LLC	422.97	Street	SKID STEER SERVICE
AIM MEDIA MIDWEST	753.65	Administrative	ADVERTISING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	125.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	5,127.30	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	875.67	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	165.00	Multiple	LIFE INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	949.54	Multiple	HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	20,925.78	Multiple	HEALTH INSURANCE
APPLIED SPECIALITES, INC	4,131.60	Sewer	POLYMER
APRIL DORMAN	550.00	Pool	LIFEGUARD RECERTIFICATIONS
BASINGER PLUMBING & HEATING LLC	743.68	Water	WATER PLANT A/C
BECKY COX	20.00	Administrative	TOWN HALL USE REFUND
BLUFFTON PRECAST CONCRETE	136.00	Sewer	MANHOLE ADJUSTING RINGS
CARGILL INC.	1,789.72	Street	DEICER SALT
CHARTER COMMUNICATIONS	39.99	Multiple	CABLE
CHARTER COMMUNICATIONS	159.98	Multiple	CABLE
CINTAS	76.16	Administrative	UNIFORMS
CINTAS	76.16	Administrative	UNIFORMS
CITIZENS NATIONAL BANK	130.00	Pool	START UP CASH FOR POOL
CLEMANS, NELSON & ASSOCIATES, INC	175.00	Administrative	RETAINER
GARY'S REPAIR	621.52	Park	MOWER REPAIR
GREAT LAKES BILLING ASSOCIATES, INC.	1,629.84	Rescue	EMS BILLING SERVICE
HANCOCK-WOOD ELECTRIC CO-OP	165.45	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	53.00	Multiple	ELECTRICITY
METZGER-BRECHEISEN COMPANY	812.40	Street	STREET TREE SIDEWALK REPAIR
MIAMI PRODUCTS & CHEMICAL CO.	2,020.25	Pool	POOL CHEMICALS
MIAMI PRODUCTS & CHEMICAL CO.	1,695.00	Pool	POOL CHEMICALS
PERRY CORPORATION	437.50	Administrative	IT CONTRACT
PERRY CORPORATION	1,429.92	Administrative	WIRELESS AP ANNUAL SUPPORT
SARA MUSIC	578.85	Sewer	SEWER REPAIR
SCHAEFFER'S MFG. CO.	959.39	Multiple	GREASE & SEALANT
SHELL FLEET PLUS	2,969.29	Multiple	FUEL
SMARTBILL	947.54	Multiple	BILLING SERVICES
SPAULDING PSYCHOLOGICAL & ADDICTIVE SERVICES	235.00	Police	COUNSELING SERVICES
STAPLES BUSINESS ADVANTAGE	56.61	Multiple	SUPPLIES
STAPLES BUSINESS ADVANTAGE	743.35	Multiple	SUPPLIES
STAPLES BUSINESS ADVANTAGE	81.76	Multiple	SUPPLIES
VILLAGE OF OTTAWA	49,229.93	Water	WATER
ZOLL DATA SYSTEMS	156.56	Rescue	EMS CHARTS
INCOME TAX REFUNDS	3,211.46	Administrative	INCOME TAX REFUNDS
	<u>106,423.88</u>		
BIWEEKLY PAYROLL 5/19/23	48,093.33		
MEDICARE	657.23		
OPERS	3,684.96		
OP&F	4,157.00		
APRIL FIRE & EMS	14,277.50		
MEDICARE	207.02		
OPERS	1,513.17		
FICA	169.11		

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

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

**Village of Bluffton**  
**Utilities Committee Meeting**  
**May 15, 2023 @ 12:00 PM**

Committee members present, David Steiner & Jerry Cupples  
Staff present: Jesse Blackburn, Village Administrator, Kevin Nickel, Fiscal Officer

The village administrator informed the committee of the Allen County Sanitary Engineer's desire to connect the Mast Estates housing development consisting of 21 homes to the Village sewer system. There was discussion regarding regulations that would have to be addressed if the project were to be considered by the Village. A meeting was scheduled for May 17, 2023 at 1:00PM with the Allen County personnel.

adjourned at 12:51 PM.

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David Steiner

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Jerry Cupples

**Village of Bluffton  
Utilities Committee Meeting  
May 17, 2023 @ 1:00 PM**

Committee members present: David Steiner & Jerry Cupples  
Staff present: Jesse Blackburn, Village Administrator, Kevin Nickel, Fiscal Officer, Bryan Lloyd Assistant Administrator and Nathan Jordan, sewer collections administrator.  
Allen County Sanitary Engineer Staff: Bard Niemeyer, Bill Horvath and Ron Meyer.

The Allen County Sanitary Engineer presented the possibility of the Village of Bluffton entering into an agreement to receive sewerage from the 21 homes located in the Mast Estates located near the Bluffton Golf Course. The area is now serviced by a sewer package plant that is near the end of its life. There was also discussion about the County creating a sewer district to serve a larger area and being connected to the village sewer system.

There was discussion about the terms of such an agreement and the need to do a financial analysis.

adjourned at 2:08 PM.

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David Steiner

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Jerry Cupples

**RESOLUTION NO. 18-2023**

**A RESOLUTION AUTHORIZING THE ALLEN COUNTY COMMISSIONERS TO ACT AS THE PURCHASING AGENT AND GOVERNMENTAL AGGREGATOR FOR NATURAL GAS FOR THE VILLAGE OF BLUFFTON, OHIO.**

**WHEREAS**, on May 2, 2023, the residents of the Village of Bluffton, Ohio voted in favor of gas aggregation to improve purchasing leverage and offer reduced natural gas generation rates to residential and small business consumers, and;

**WHEREAS**, the Allen County Commissioners have offered their services to act on behalf of all Townships and Villages in Allen County as the governmental aggregator, and;

**WHEREAS**, having one centralized aggregator will provide for the most expeditious manner to handle any issues arising in the process of natural gas aggregation and;

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

**SECTION 1:** The Village of Bluffton, Ohio Village Council hereby authorize the Allen County Commissioners to act as the governmental agent for purchasing and aggregation of natural gas for the residents of the Village of Bluffton, Ohio.

**SECTION 2:** This resolution shall be copied to the Allen County Commissioners, 204 N Main St. Suite 301, Lima, Ohio 45801

**SECTION 3:** That it 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 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:

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

\_\_\_\_\_  
Mayor

Approved as to form:

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

I, the undersigned, Fiscal Officer of Village of Bluffton,  
Allen County, Ohio, do hereby certify.  
that the foregoing is a true and correct copy from the official  
record of said Village of Bluffton as recorded in said Journal.

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Fiscal Officer, Village of Bluffton  
Allen County, Ohio



**North Central Ohio  
Solid Waste District**

Serving Allen, Champaign, Hardin, Madison, Shelby and Union Counties

Suite D • 815 Shawnee Road • Lima, Ohio 45805  
419/228-8278 • 822/553-6763 • FAX 419/229-2156  
www.ncowaste.org

April 27, 2023

All NCO Solid Waste District Communities

Re: *NCO Solid Waste District Solid Waste Management Plan Update Ratification*

Dear Elected Official(s):

The NCO Solid Waste District (District) recently finalized its new solid waste management plan for 2024 to 2038. The District Policy Committee adopted the draft solid waste plan on April 24, 2023. The adopted draft solid waste management plan is the culmination of a lengthy process of data collection, analysis, program development, Ohio EPA review and public input, that took more than a year to complete. In accordance with Ohio law, the District is providing each board of county commissioners, and the legislative authority of each municipality and township located within the District, for ratification pursuant to Ohio Revised Code Section 3734.55.

You may review the District's adopted draft solid waste management plan update at the following link to the District's web site:

<https://www.ncowaste.org/nco-solid-waste-plan>

Using this link, you may download and review the plan prior to voting on its ratification. Please retain this letter, and the email it was attached to, along with an electronic copy of the plan or the link that provides a copy of the plan, for your records per the Ohio Public Records Law. A summary of the solid waste plan is also attached.

The link presents the plan documents in PDF format. If you need to upgrade your Adobe Reader you may go to the following web address to obtain a free copy of the latest version at: <https://get.adobe.com/reader/>. For your convenience, we have attached a summary of the new plan to this email which includes a comparison to the old plan.

The time period for ratifying the new plan is **May 1, 2023 to July 29, 2023**. Pursuant to Section 3734.55 of the Ohio Revised Code, each board of county commissioners and the legislative authority of each municipal corporation and township in the District shall approve or disapprove the new plan by ordinance or resolution returned to the District within the time frame above. The Plan is ratified by each county in the District if it is approved by (1) each board of county commissioners, (2) the municipal corporation having the largest population within each county, and (3) a combination of municipal corporations and townships representing at least sixty percent (60%) of each county's population.

**For the last two plan updates, your community did not vote against the District's plan in the ratification process. We appreciate your continued support for this Plan Update.**

Because of the 90-day period for ratification, which cannot be extended, we would appreciate your immediate attention to this request. A sample resolution is attached for your convenience.





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Please mail or email your resolution or ordinance approving or disapproving the Plan to:

Mr. Jack DeWitt  
Executive Director  
NCO Solid Waste District  
815 Shawnee Road, Suite D  
Lima, OH 45805  
jack@ncowaste.org

We look forward to hearing from you with your resolution within the 90-day ratification period of **May 1, 2023, to July 29, 2023**. Resolutions passed prior to or after the ratification period are not countable towards ratifying the plan. Please do not hesitate to contact me at 419-228-8278 if you have any questions regarding the ratification process or the solid waste plan update document. If needed, I am happy to attend a meeting to further explain the process and to discuss the new plan.

Thank you for your assistance in this process.

Sincerely,

A handwritten signature in black ink that reads 'Jack DeWitt'.

Jack DeWitt  
Executive Director

Enclosure



# North Central Ohio Solid Waste District

Serving Allen, Champaign, Hardin, Madison, Shelby and Union Counties

Suite D • 815 Shawnee Road • Lima, Ohio 45805  
419/228-8278 • 822/553-6763 • FAX 419/229-2156  
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## Introduction

The North Central Ohio Solid Waste District (District) will submit its updated Solid Waste Management Plan to all cities, villages and townships in Allen, Champaign, Hardin, Madison, Shelby and Union Counties for approval. This approval process, also known as ratification, is the final step before the District seeks approval from Ohio EPA to implement this new solid waste plan.

The following executive summary of the solid waste plan has been created for the elected officials within each county to demonstrate how the District's solid waste plan benefits each community. The District offers a wide variety of programs and initiatives that offer real value to its counties and communities.



The District has been a leader in solid waste management programming including developing Pay-As-You-Throw curbside programs, conducting highly successful household hazardous waste recycling program including Ohio's first ever mobile HHW collection, assisting communities with trash and recycling contracts with private sector haulers and supporting and investing in recycling processing including the newly updated Union Recyclers in Marysville and the first recycling facility in Ohio to be partially powered by solar energy at the Shelby County Recycling Center.

## Recycling Programs

The District offers numerous recycling collection programs designed to divert as much solid waste from landfills as possible: The programs include with 2019 metrics:



- 21 Curbside Recycling Program – **7,000 tons recycled**
- 57 Drop-off Recycling Programs – **3,300 tons recycled**
- 26 Yard Waste Management Operations – **28,000 tons recycled**
- Household Hazardous Waste Management – **13 tons recycled**
- Scrap Tire Recycling – **7,000 tons recycled**
- Automobile Batteries and Used Oil Recycling – **35 tons recycled**
- Commercial Recycling – **22,500 tons recycled**
- Industrial Recycling – **162,500 tons recycled**
- Electronics Recycling – **33 tons recycled**
- Recycling Facilities – **12,800 tons recycled**

## Residential/Commercial/Industrial Grant Programs

- EPA Market Development Grants and Promotion
- EPA Community Development Grants and Promotion
- EPA Scrap Tire Grants and Promotion
- Recycling Assistance Funds – **\$74,417 awarded in 2019**
- Community Clean-Up Program – **\$27,351 awarded in 2019**

## Residential/Commercial Education and Awareness Programs

- Web site, direct engagement, flyers, mailers and video content will be offered



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[www.ncowaste.org](http://www.ncowaste.org)

## North Central Ohio Solid Waste District

Serving Allen, Champaign, Hardin, Madison, Shelby and Union Counties

### *Solid Waste Disposal Capacity*

This demonstration is one of the fundamental requirements of the solid waste plan. The District conducted a regional capacity analysis that has demonstrated that there is enough disposal capacity for all of the solid waste generated by residents and businesses for the entire planning period.

### *Goals*

The District meets or exceeds all of the State Solid Waste Management Plan goals as required by Ohio EPA. The District has demonstrated that over 80% of the population in each county has access to recycling such as curbside and drop-off programs. The District has programs in place to meet, exceed or work towards achieving all 10 goals of the 2020 State Solid Waste Management Plan.

### *Financing the Plan*

The District will finance the updated solid waste plan through the contract fee through designation. Solid waste generated and destined for disposal within the District must be sent to a designated facility. The District has a contract with each designated facility that submits \$6.00 for every ton received. The fee is split to fund the District operations (\$4.00) and for the MRF fund (\$2.00). The District portion of the fee has not changed since before 2007. The MRF fee funds the repayment of the loan for the capital improvements to Union Recyclers and also provides funds for overall support of the two District recycling facilities regarding repairs and improvements. The recycling centers fund their operating expenses from the sale of recyclables. Neither fee is projected to increase with this Plan Update.

### *Your Community's Responsibility*

Each community in the six-county area comprised of the District will be asked to approve the solid waste plan during the following ratification period: May 1, 2023 to July 29, 2023. The process requires each community to: review a copy of the plan, act on the plan within 90 days and submit a copy of the resolution or legislation to the District. Failure to act on the plan is considered by the State of Ohio to be a negative vote.

### *What if the Plan is Not Ratified?*

If local ratification does not occur, the Director of Ohio EPA is required, by state statute, to prepare a plan for the District and order the District to implement the state's plan. This could negatively affect the District because local control of our plan would be relinquished to Ohio EPA. The plan you will vote on was developed through a local planning process and contains the recommendations, programs and initiatives from the District's Policy Committee. These programs and initiatives will provide for a cost effective and environmentally safe solid waste system for the District and will expand recycling opportunities and increase recycling participation. The District urges communities to learn more about this plan in order to make an informed decision.

For more information, contact the District at 419-228-8278 or visit online at [www.ncowaste.org](http://www.ncowaste.org).

You may review the District's adopted draft solid waste management plan update at the following link to the District's web site: <https://www.ncowaste.org/nco-solid-waste-plan>

**Thank you for reviewing the plan and voting for its approval between  
May 1, 2023 and July 29, 2023!**

**Resolution No. 19-2023**

**A RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE ALLEN-CHAMPAIGN-HARDIN-MADISON-SHELBY-UNION JOINT SOLID WASTE MANAGEMENT DISTRICT**

WHEREAS; the Village of Bluffton, Ohio (Village) is located within the jurisdiction of the Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste Management District (District).

WHEREAS, the District Policy Committee prepared and adopted a final draft of the Solid Waste Management Plan in accordance with Ohio Revised Code Sections 3734.53, 3734.54 and 3734.55.

WHEREAS; the District has provided a copy of the Draft Final Solid Waste Management Plan for ratification to each of the legislative authorities of the District.

WHEREAS; the Village must decide whether it approves of said Solid Waste Management Plan within ninety days of receipt of the Final Draft Plan.

NOW, Therefore, Be It Resolved by the Village Council of Bluffton, Ohio:

1. The Village of Bluffton either (please indicate):
  - a. \_\_\_\_\_ approves the District Solid Waste Management Plan; or
  - b. \_\_\_\_\_ disapproves the District Solid Waste Management Plan
2. The Fiscal Officer is hereby directed to send the District a copy of this resolution to the attention of Mr. Jack DeWitt, Executive Director, Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste Management District, 815 Shawnee Road, Suite D, Lima, OH 45805 or by email at jack@ncowaste.org.
3. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this resolution/ordinance were adopted in an open meeting 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 Sections 121.22 of the Ohio Revised Code.

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. 20-2023**

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A NATUREWORKS GRANT PROGRAM APPLICATION AND DECLARING AN EMERGENCY**

**WHEREAS:** The state of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for the public recreation purposes, through the state of Ohio NatureWorks Program; and

**WHEREAS:** The Village of Bluffton desires financial assistance under the NatureWorks Grant Program

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

**SECTION 1:** The Village Administrator is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all the information and documentation required to become eligible for the possibility of funding.

**SECTION 2:** That the Village of Bluffton does agree to obligate funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the term of the NatureWorks Grant Program.

**SECTION 3:** That an emergency exists in the daily operation of the village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof and in order to meet the deadline requirements for the funding opportunity.

**SECTION 4:** That is found and determined that all formal action of the Council concerning and relating to the adoption of this ordinance were made in open meeting of the Council and that all deliberation 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:

\_\_\_\_\_

Fiscal Officer

\_\_\_\_\_

Mayor

Approved as to form:

\_\_\_\_\_

Village Solicitor

**CERTIFICATION**

The undersigned hereby certifies that the within is a true and correct copy of Resolution No. 20-2023 passed by the Bluffton Village Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and that I am duly authorized to execute this certificate.

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

\_\_\_\_\_  
Date

## NOTICE OF PUBLIC HEARINGS

Notice is hereby given pursuant O.R.C. Section 4929-26 (C) the Village of Bluffton will hold two separate public meetings regarding Bluffton's Natural Gas Aggregation Plan of Operation and Governance. The first hearing will be held at 6:00 pm with a second hearing at 6:30 pm on Monday, June 26, 2023 in the third floor Community Room at the Town Hall at 154 N. Main St., Bluffton, OH.

Bluffton's Natural Gas Aggregation Plans of Operation and Governance describes the policies and procedures by which the County will carry out its government aggregation programs, including those policies and procedures which relate to rates and customer service.

*Jesse Blackburn*

*Village Administrator*

**Village of Bluffton**  
**Administration's Report**

To: Mayor Johnson & Council Members



05-22-23

**UPCOMING PROJECTS:**

1. **S.R. 103 Pedestrian Pathway:** Project was awarded to Helms and Sons on 5/18/23. Preconstruction meeting is the next step. Date TBD.
2. **Co. Line Rd. Pathway:** It is estimated to take up to 5 weeks for AEP to transfer Distribution lines to the newly installed poles. Coordination with other utilities ongoing. Construction date TBD
3. **S.R. 103 Resurfacing - ODOT:** TBD - 2023
4. **Garau St. Water Main Replacement:** Bid opening June 9<sup>th</sup> at 10:00 am
5. **Geiger St Water Main Replacement:** Bid opening June 9<sup>th</sup> at 10:30 am

**Public Hearings - Natural Gas Aggregation**

Required public hearings will be held on June 26<sup>th</sup> regarding this project.

RESOLUTION NO. 18-2023 is also required to allow Bluffton's participation in this program.

**Supporting documentation for RESOLUTION NO. 19-2023**

*Dear Community Elected Officials*

*The NCO Solid Waste District (District) recently finalized its new solid waste management plan for 2024 to 2038. The District Policy Committee adopted the draft solid waste plan on April 24, 2023. The adopted draft solid waste management plan is the culmination of a lengthy process of data collection, analysis, program development, Ohio EPA review and public input, that took more than a year to complete. In accordance with Ohio law, the District is providing each board of county commissioners, and the legislative authority of each municipality and township located within the District, for ratification pursuant to Ohio Revised Code Section 3734.55.*

**North Central Ohio Solid Waste District** *Diane Lee* **Administrative Assistant**

To: Townships and Municipalities in Allen County, Ohio

As members of the joint six-county North Central Ohio Solid Waste District, I wanted to draw attention to the recent request you each should have received, asking you to adopt by resolution/ordinance the new solid waste management plan for 2024 to 2038. I want to assure you that Allen County has participated in the development of this EPA required plan over the past year. The deliverables within the plan are good, practical and consistent with the quality operation that we have developed together over the years.

Thank you for your consideration and action!

Beth A. Seibert  
Allen County Commissioner

**NOTICE OF PUBLIC HEARING**

Notice is hereby given pursuant O.R.C. Section 4929-26 (C) the Village of Bluffton will hold two separate public meetings regarding Bluffton's Natural Gas Aggregation Plan of Operation and Governance. The first hearing will be held at 6:00 pm with a second hearing at 6:30 pm on Monday, June 26, 2023 in the third floor Community Room at the Town Hall at 154 N. Main St., Bluffton, OH.

Bluffton's Natural Gas Aggregation Plans of Operation and Governance describes the policies and procedures by which the County will carry out its government aggregation programs, including those policies and procedures which relate to rates and customer service.

Jesse Blackburn, Village Administrator

Legal #199 - June 7, 14, 2022 (21)



## **CONSTRUCTION PROJECT UPDATE:**

### **1. S.R. 103 Sanitary Replacement:**

**Hydrant Flushing:** Project continues

**Community Clean-Up:** Dumpsters for VILLAGE RESIDENT use will be at the brush dump from Tuesday, May 30 – Thursday, June 1.

### **Swimming Pool -**

Last minute Repairs to the slide pump are being completed this week. First day of 2023 pool season is set for Saturday, May 27<sup>th</sup>.

Request a motion form Council to hire the pool employees on the following page.

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

# Bluffton 2023 Swimming Pool Staff

## Assistant Managers:

Ellie Hoffman

Riley Verb

Sara Dipnarine

Amanda Speicher

Jacob Lehman

Stephanie McMahon

Leah Klinger

## Lifeguards:

Lydia Tarplee

Kate Klinger

Izzy Stechschulte

Ethan Hoffman

Sami Scoles

June Essinger

Makenna Mohr

Julia Mehaffie

Lily Schneck

Lena Brown

Emily Granger

Ali Shilling

Zoe Shank

Jackson Bowlus

Sydney Griser

Xavier Diller

Charles Wright

## Manager:

Jennie Wilson

## Slide Guard:

Ariana Bowling

Mason Shank

Karden Geiser

Jacob Dawson

Grace Warren

Ezra Nygaard

Jenna Downey

Lyla Schneck

# VILLAGE OF BLUFFTON

## AT-WILL EMPLOYMENT AGREEMENT

This employment agreement ("Agreement") is made and effective as of June 1, 2023 by and between The Village of Bluffton ("Employer") and Kent Karhoff ("Employee"). Said agreement shall begin on June 1, 2023 and continue for a term of one year. Said agreement shall terminate on June 1, 2024.

WHEREAS the Employer intends to hire the Employee for the position of gravedigger and the Employee desires to provide their services on the conditions set forth.

IN CONSIDERATION of promises and other good and valuable consideration the parties agree to the following:

**I. Employee Duties.** The Employee agrees that he will act in accordance with this Agreement and with the best interests of the Employer in mind, which may or may not require them to present the best of their skills, experience, and talents, to perform all the duties required of the position. In carrying out the duties and responsibilities of their position, the Employee agrees to adhere to any and all policies, procedures, rules, regulations, as administered by the Employer. In addition, the Employee agrees to abide by all local, county, State, and Federal laws while employed by the Employer.

**II. Responsibilities.** The Employee shall be given the job title of Gravedigger ("Position") which shall include but may not be limited to the following:

- a. Employee shall be responsible for opening all graves (cremation or casket) when called upon by the cemetery sexton.
- b. Employee will be responsible for closing all graves (cremation or casket) at the completion of the graveside service.
  - i. Employee shall close the grave as soon as possible when the entire funeral party has left, with the exception of those in the funeral party who wish to stay to see the grave be closed.
  - ii. Employee shall allow and permit members of the funeral party to place dirt into the grave as part of the graveside service in accordance with common local traditions.
  - iii. Employee shall be respectful and conduct himself in a professional manner at all times during his duties as gravedigger and when engaging with members of the funeral party at a grave side service.
- c. Employee shall whenever possible, use planking materials around the grave sight in order to prevent and reduce the damage done to the cemetery grounds in accordance with industry standards and practices.
- d. Employee shall install all monument foundations when called upon by the cemetery sexton.
- e. Employee shall be responsible for leveling any graves that have settled to ensure and continue the respectful image of the cemetery grounds.
- f. Employee is prohibited from conducting any burial services on a Sunday.

**Employer Responsibilities:**

- a. Employer shall be responsible for contacting Employee for gravedigging services in a timely manner to assure adequate time for employee to dig the required grave.
  - i. Twelve or more hours advance notice shall be deemed as timely notice.
- b. Employer shall be responsible for seeding of grave sites as needed.

- c. Employer shall be responsible for paying Employee for all work done within the scope of his employment. Employee shall be paid in accordance with the provisions as outlined in Section IV below.

The Employer may also assign duties within the scope of gravedigging services to the Employee from time to time. The Employee shall be expected to work as needed, on an on-call basis.

**III. At-Will.** The Employer agrees to hire the Employee “At-Will” which means this Agreement is able to be terminated at any time by either the Employee or Employer. After termination by any of the Parties, neither will have any obligations to each other.

- a. **Employee’s Termination.** The Employee shall have the right to terminate this Agreement by providing at least 30 days’ notice.
- b. **Employer’s Termination.** The Employer shall have the right to terminate this Agreement by providing at least 30 days’ notice.

**IV. Pay.** As compensation for the services provided, the Employee shall be paid at the following rates for the services provided:

- a. Five-Hundred Dollars (\$500.00) per casket burial provided.
  - i. An additional One Hundred Dollar (\$100.00) to be paid for interments taking place after 3:00 P.M.
- b. Three Hundred Dollars (\$300.00) per cremation interment.
  - i. An additional One Hundred Dollar (\$100.00) to be paid for interments taking place after 3:00 P.M.

Employee shall receive payment for each grave service performed and receive said payment at the end of every month in full.

In addition to compensation for services provided, Employee shall be reimbursed for the costs of any concrete bill and \$ \_\_\_\_\_ per foundation. In order to receive any compensation for any expenses personally incurred, the employee must provide any and all receipts for the materials purchased and such materials must have been used within the scope of employees job description as outlined above.

**V. Confidentiality.** The Employee understands and agrees to keep any and all information confidential regarding the business plans, services, processes, customer information, customer lists, prices, analytics data, costs, affairs, and any other information that could be considered proprietary to the Employer (“Confidential Information”). The Employee understands that disclosure of any such Confidential Information, either directly or indirectly, shall result in litigation with the Employer eligible for equitable relief to the furthest extent of the law, including but not limited to, filing claims for losses and/or damages. In addition, if it is found that the Employee divulged Confidential Information to a third (3<sup>rd</sup>) party with the Employer shall be entitled any and all reimbursement for their legal and attorney’s fees.

**VI. Appearance.** The Employee must appear at the Employer’s desired workplace at the time scheduled. If the Employee does not appear, for any reason, on more than 3 separate occasions in a 12-month calendar period the Employer has the right to terminate this Agreement immediately.

**VII. Disability.** If for any reason the Employee cannot perform their duties, by physical or mental disability, the Employer may terminate this Agreement by giving the Employee 30 days’ written notice.

**VIII. Compliance.** The Employee agrees to adhere to all sections of this Agreement in addition to any rules, regulations, or conduct standards of the Employer including obeying all local and federal laws. If

the Employee does not adhere to this Agreement, municipal policies, including any task or obligation that is related to the responsibilities of their position, the Employer may terminate this Agreement at any time.

**IX. Return of Property.** The Employee agrees to return any and all property of the Employer upon the termination of employment. This includes, but is not limited to, equipment, electronics, records, access, notes, data, tests, vehicles, reports, models, or any property that is requested by the Employer.

**X. Notices.** All notices that are to be sent under this Agreement shall be done in writing and to be delivered via Certified Mail (return receipt) to the following mailing addresses:

**Employer**

**Employee**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The aforementioned addresses may be changed with the act of either party providing written notice.

**XI. Amendments.** This Agreement may be modified or amended under the condition that any such amendment is attached and authorized by all parties.

**XII. Severability.** This Agreement shall remain in effect in the event a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.

**XIII. Waiver of Contractual Right.** If the Employer or Employee fails to enforce a provision or section of this Agreement, it shall not be determined as a waiver or limitation. Either party shall remain the right to enforce and compel the compliance of this Agreement to its fullest extent.

**XIV. Governing Law.** This Agreement shall be governed under the laws in the State of Ohio.

**XV. Entire Agreement.** This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understandings between the Employer and Employee.

**Employer's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Print Name \_\_\_\_\_

Title (if any) \_\_\_\_\_

**Employee's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

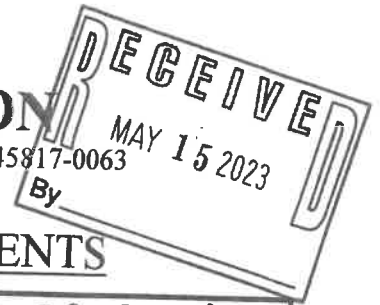
Print Name \_\_\_\_\_

Title (if any) \_\_\_\_\_



# VILLAGE OF BLUFFTON

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



## APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Baccalaureate DATE(S) OF EVENT: 5-25-2023  
 APPLICANT: Jeremy Basinger CONTACT PERSON: Jeremy Basinger  
 APPLICANT'S ADDRESS: 7210 Mayberry Rd CONTACT'S PHONE: 419-296-9267  
 E-MAIL ADDRESS (OPTIONAL): JeremyBFC@gmail.com  
 LOCATION OF EVENT: W College Ave Jackson - Main  
 TIME(S) FOR EVENT: 5pm - 10pm  
 DESCRIPTION OF EVENT: Senior worship service

**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: X  
 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 X \* Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: \_\_\_\_\_ \* 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: 5/15/2023

**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: 55<sup>th</sup> Bluffton Festival of Wheels DATE(S) OF EVENT: June 16, 2023  
 APPLICANT: Dan Groman/Bluffton Lions CONTACT PERSON: Dan Groman  
 APPLICANT'S ADDRESS: 4635 Hillville Rd CONTACT'S PHONE: (419) 231-3710  
 E-MAIL ADDRESS (OPTIONAL): jdg4635@yahoo.com  
 LOCATION OF EVENT: Main Street - Post Office to Jefferson St.  
 TIME(S) FOR EVENT: Close Main St. @ 1:00 pm - 8:00 pm  
 DESCRIPTION OF EVENT: Annual Festival of Wheels Cruise - In  
Antique Cars, trucks, motorcycles, tractors

map provided to Jesse Blackburn earlier.

**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:  1:00 - 8:00 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: Electric hookups for Food trucks - Elm St. at Town Hall. Heavy extension cord from Lutheran Church lawn to Main St. sidewalk Extra trash receptacles @ Elm St. Food Truck.

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: \_\_\_\_\_ \* 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>Bubba C's BBQ</u>	<u>Food Truck</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: J Daniel Groman DATE: 05/16/23

**APPROVED**

MAYOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



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Main St. Closed  
 Special event  
 NO TRUCK TRAFFIC  
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Main St. Closed  
 Special event  
 NO TRUCK TRAFFIC  
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S Bentley Rd

Bluffton Hospital

Vetter Servistal

Bluffton High School

Admissions Office

Bluffton University

Mennonite Memorial Home

Bluffton University Nature Preserve

Bluffton village park soccer complex

Bluffton Village Park Shelter House

Grob Systems

Citizens Pkwy

Jefferson St Dunkin'

Wingfield Fireworks

Comfort Inn

The Centre At Bluffton

Masterpiece Signs & Graphics, Inc

Kibbee's Craft Beer-Wine-Deli

Bluffton Alignment & Tire Center

