

Village of Bluffton Council Meeting Agenda

June 27, 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, June 13, 2022.

Bills

Committee Reports

Streets, Alleys, Lights & Sidewalks – 06/21

Parks & Recreation – 06/21

Boards & Commissions

LEGISLATION:

RESOLUTION NO. 15-2022

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE ADVERTISEMENT FOR PUBLIC BID ON THE BENTLEY ROAD INTERSECTION IMPROVEMENTS PROJECT 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, June 27 at 7:00 pm

Board of Zoning & Building Appeals – Tuesday, June 28 at 7:00 pm

Steering Committee – Wednesday, June 29 at 7:30 pm

Village Council – Monday, July 11 at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting June 13, 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 May 23, 2022. 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.

Cupples motioned, seconded by Steiner, to approve the liability insurance renewal and to increase coverage for 7 Fire & EMS vehicles to replacement value for a total of \$73,850 and to participate in a Employee Assistance Program provided by ENI. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Stahl, to appoint Travis Music and David Smith to the Pathway Board. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Kingsley, to approve the continuation of the existing contract with Richland Engineering for airport consulting/engineering. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Stahl motioned, seconded by Sehlhorst, to approve the hiring of Kendal Giesige as a pool employee for the 2022 season. 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 hiring of Skyler Noble, effective May 23, 2022, as a Patrol Officer at the rate of \$22.50/hr. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Stahl, to accept the resignation of Cody Ganson as a part-time patrol officer, effective May 31, 2022, with appreciation for his service to the Village of Bluffton. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Stahl motioned, seconded by Sehlhorst, to approve free pool admission for the day of National Night Out. 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 issuance of an insurance rider for the National Night Out fireworks. 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.

Streets, Alleys, Lights, and Sidewalks Committee on Tuesday, June 21 at 5:30 p.m.

Village Council on Monday, June 27 at 7:00 p.m.

Finance Committee on Thursday, June 30 at noon.

MAYOR

FISCAL OFFICER

June 21, 2022

Streets, Lights, Alleys & Sidewalks Committee

Start: 5:35 pm End: 6:35 pm

Present: Joe Sehlhorst, Jerry Cupples, Mayor Johnson, Admin. Jesse Blackburn

Topic 1: Bentley Road Re-alignment 2023

- Reviewed ChoiceOne drawing. See attachment
- Goal is for the project to go out to bid in July 2022. Awarded in August 2022
- Request to add pedestrian facilities.
 - o Add Crosswalk markings (Bentley, M. Main St. and S. Main St.)
- Administration to identify options for sidewalk installation to Harmon.

Topic 2: Street lighting: Locations Needing Improved or Additional Lighting

- o See Attachments

Topic 3: College Ave. / County Line Rd. Intersection

- Continued discussion for safety improvements in conjunction with County Line Pathway installation scheduled for 2023
- Light fixtures to be added at intersection. Will need to bore from College Ave for electricity.
- Crosswalks to be installed too

Topic 4: Potential Future Project: Jackson St from Vine to Franklin

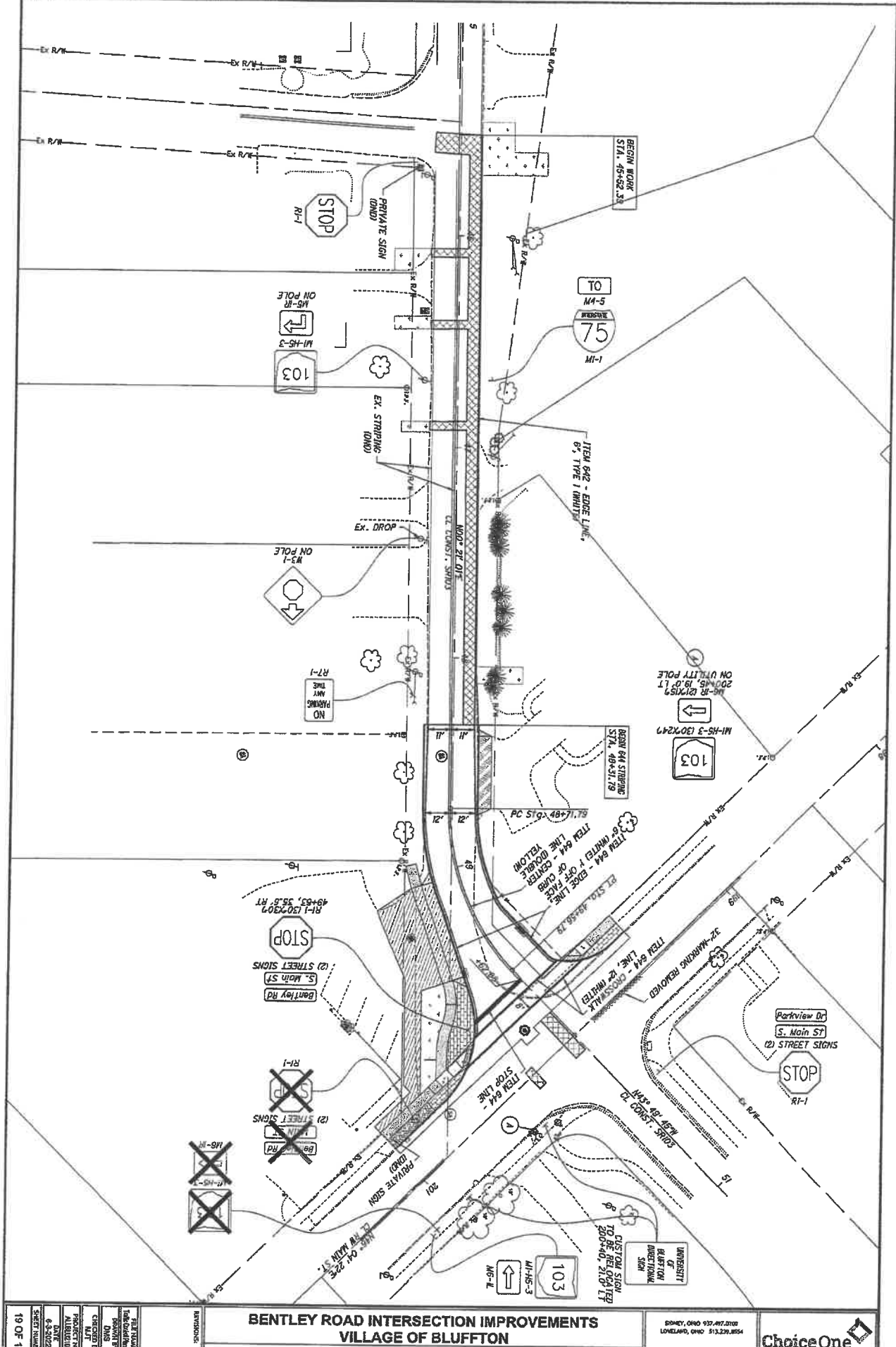
- ChoiceOne has prepared a sample street rehabilitation plan
- Project could include curb, sidewalk, mid-crosswalk installation, safety improvements, etc.

Topic 5: SR 103 Curb Repair

- See attachment
- ODOT SR 103 resurfacing project for 2023.
- Note: This is a curb repair project. Not an entire curb replacement project.

Topic 6: Luke's Vestibule

- Administration to contact Kira from Luke's regarding future need for vestibule on Main St. sidewalk.



Locations For Improved or Added Streetlighting

Locations Without Current Lighting:

- Snider Road, from Wastewater Treatment Plant drive, to Spring Street.
- Citizens Parkway, from State Route 103 to CNB Operations Center.
- Tower Road, from State Route 103 to end of road. — ①
- Commerce Lane, from Circle K (north drive) to Comfort Inn.
- Village employee parking lot on East Elm Street, adjacent to the Municipal Parking Lot.
- Village-owned parking lot on Garau Street.
- County Line Road between Lake Street and North Main Street.
- Intersection of Hunters Run (east) and West Riley Street.
- Intersection of Vine (south) and North Lawn Avenue.
- Intersection of Brookwood Drive and West Washington Street.
- Intersection of Brookwood Drive and West Elm Street.
- Brookwood Drive
- Intersection of State Route 103 and Citizens Parkway.
- Intersection of State Route 103 and Daves Way.

Locations Needing Improved or Additional Lighting:

- Jackson Street, between College Avenue and Elm Street. Existing lighting fixtures are either past their life expectancy, spaced too far apart, or are too low a wattage to provide adequate lighting for the area.
- East College Avenue from the bridge to Railroad Street. Current lighting is not adequate for the amount of pedestrian traffic during events at Harmon Field and the Ricky Matter Center.
- Lake Street, between County Line Road and the east curve.
- Intersection of Riley Street and Main Street.
- Intersection of North Mound Street and Huber Street.
- Intersection of South Lawn and Grove Street.
- College View Drive.
- West Kibler Street at the curve.
- Grove Street, between the bridge and Maple Grove Cemetery.
- Intersection of State Route 103 and Citizens Parkway.

Additionally, there are several areas where trees are blocking 50% or more of the available light. Perhaps we could partner with AEP to see what solutions are recommended.

Jerry C.

My opinion of the Street Light list

Snider Road between sewer plant and spring st. add one

Citizens parkway add two

Tower Road add one

Commerce Lane add two

Village lot on elm, not needed one on corner of elm and thurman and one on thurman by alley

Village lot on Garau, not needed

County line between Lake and N Main -add one by Road 33

Hunters Run and Riley add one

Vine and Lawn not needed one in front of Skelly;s house

Brookwood and Washington add one

Brookwood and Elm add one

Brookwood Drive no electric facilities on Brookwood?

Jackson St. to College ave Current Lighting is adequate

East college ave from Bridge to Railroad st Current lighting is adequate , when pedestrians are present football lights are on

Lake st lighting is adequate one possible at picnic tables

Main and Riley there is a light in front of 438 n main

N Mound and Huber not needed one just north on Huber one just south on Huber

S Lawn and Grove not needed one on Grove and one on Lawn

College View Dr Not needed College has 3 post top lights

West Kibler at curve not needed one just north of curve

Grove St between Bentley and Cemetery not needed one by driveway before cemetery

I don't believe any new lighting is necessary on S R 103 and there will be lighting on the new path

Ask R Dougherty about tree trimming around lights.

Address	Private	Public	Notes
204 S. Main	36		
208 S. Main	25		
208-212 S. Main		20	public alley
212 S. Main	6		
218 S. Main		18	CURB Ramp
226 S. Main	5		
230 S. Main	49		
302 S. Main	30		
308-314 S. Main		17	public alley
314 S. Main	17		
320-328 S. Main		20	public alley
334 S. Main	26		
342 S. Main	7		
342-350 S. Main		25	public alley
350 S. Main	9		
356 S. Main	26		
404 & 364 S. Main	24		Shared Driveway
404 S. Main	19		
404 S. Main		4	Fire hydrant
414 & 426 S. Main	27		Shared Driveway
438 S. Main	7		
438 S. Main		16	fire hydrant & basin
528 S. Main	7		
536 S. Main	5		
542 & 536 S. Main	20		Shared driveway
550 S. Main		27	street tree
550 & 554 S. Main	23		Shared Driveway
554 S. Main	18		
562 & 568 S. Main	30		shared driveway
578 S. Main	20		
Parkview S. Main	56		?? Todd Schmutz ??
595 S. Main	51		Driveway
561 S. Main	4		
557 S. Main		17	Catch basin / curb ramp
551 S. Main		11	Catch basin / curb ramp
537 -527 S. Main		22	Public alley
437 S. Main		10	Catch basin
417 S. Main	17		
403 S. Main	15		
353 S. Main	5		
341 S. Main	15		
335 S. Main	10		
329 & 321 S. Main	23		Shared Driveway
217-225 S. Main		19	public alley
213 S. Main	17		
205 S. Main	6		
Downtown		208	Jefferson - College
Total Footage	655	434	1089

**S.R. 103 CURB
REPAIR**

Parks & Rec - Minutes
Village of Bluffton
Town Hall
June 21st, 2022

Present: Council - Ben Stahl, Mitch Kingsley, Rich Johnson
Staff - Jesse Blackburn
Public - Evan Steiner, Grant Mumaugh, Amy Byers

Start: 6:30 End: 8:30

Topics: Disc golf course, BFR using Village Pool, SR 103 path update

Minutes:

- Disc Golf
 - Expected upcoming costs for concrete tee pads (\$5,412) and course/hole signs (\$6,486) are covered by the fundraising efforts and grant money. Pouring concrete could occur this week and 50% of the cost of signs will be paid to start work on construction.
 - Bluffton Disc Golf Association continues to work on course maintenance and future enhancements to the course.
- BFR
 - Amy was requesting a way that would enable a limited number of children at a time to attend the Village Pool during BFR day camp. The committee discussed several options and the cost implications of each. The committee and administration settled on a one-time charge for this season.
- SR 103 Pathway
 - Administration gave the committee an update on ongoing property acquisition to move forward with the project.

Ben Stahl

Mitchell Kingsley

RESOLUTION NO. 15-2022

A RESOLUTION AUTHORIZING THE ADVERTISEMENT FOR PUBLIC BID ON THE BENTLEY ROAD INTERSECTION IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY.

WHEREAS, Council has previously authorized the Village Administrator to apply for OPWC funding for the project, and has furthermore previously authorized the Village Administrator to enter into an agreement with Choice One Engineering to prepare plans, specifications, and bidding documents for the Bentley Road Intersection Improvements project.

WHEREAS: As 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 proceed with this project in an expeditious manner.

NOW THEREFORE, BE IT RESOLVED by the Mayor and the Village of Bluffton Council that the Village Administrator is hereby authorized and directed to advertise to receive sealed bids for the construction of the Bentley Road Intersection Improvements project.

BE IT FURTHER RESOLVED that the advertisement for sealed bids shall conform to the requirements of the Ohio Revised Code.

BE IT FURTHER RESOLVED that that Village of Bluffton reserves the right, in any event, to reject any and all bids.

Passed and adopted this _____ day of _____, 2022 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



06-27-22

Sanitary Compliance Inspections:

Progress continues. Over 22% of the Village has been inspected.

There are some unresponsive property owners who have not replied after several mailings. Notice of Violation (NOV) letters will be sent allowing 90 days to respond before a non-compliant fee of \$200 is added to the Utility Bill.

Comprehensive Plan – Steering Committee:

Project Title: Bluffton Beyond Tomorrow

In partnership with Lima Allen Co. Regional Planning, a community survey has been created. On-line participation using a QR Code to link participants to the survey will be promoted heavily. The QR Code will be shared by the Bluffton Icon, found on the Village website and posted throughout town. Physical copies of the survey can be picked up and dropped off at the Town Hall.

- Survey will be open until July 13th.



6/13/22 Power Outage event

Village back-up generators and contingency plans worked well. Town Hall roof sustained slight damage on front of building. PWD did a great job responding to the many issues left behind in a VERY TIMELY manner.

Thanks to J&D Snyder for the use of their portable diesel tank to provide back-up fuel for the WWTP generator.

Water Leak Audit – performed by Aqua Line

Last leak found during the audit is scheduled to be repaired tomorrow. Repairs to be at the intersection of Elm St. and Bentley Rd. Degen Excavating Co. will be assisting with their vac-truck capabilities.

Upcoming Meeting - Board of Zoning & Building Appeals

- Tuesday, June 28 at 7:00 pm: The owner of 152 W. Riley St is requesting a Conditional use in an R-1 residential district for a Two-Family dwelling structure. This request is in accordance with Chapter 153.082. The property owner looks to remodel the existing building into a two-family dwelling.

2nd Quarter PWD project summary

See following pages for list of projects

WWTP Updates: Both clarifiers are functioning again. Plant optimization stud by Wessler Engineering continues.

Water Plant Updates: Motor for the aerator on the Trihalomethane Removal System (TRS) has been removed for repairs.

Sidewalk Mailings

A community-wide sidewalk survey was performed in 2021 by Precision Cutting to ensure ADA compliant sidewalks are provided. Notices **have been** mailed to all property owners to have noted issues repaired.

Village will be using Precision Cutting on public areas to provide compliant sidewalks during this construction season

Council Committee Meetings: Request for meetings with:



VILLAGE OF BLUFFTON

154 N. MAIN STREET * P.O. BOX 63 * BLUFFTON, OHIO 45817-0063
(419) 358-2066 * FAX (419) 358-8137

RICH JOHNSON, Mayor
JESSE BLACKBURN, Village Administrator

KEVIN NICKEL, Fiscal Officer
BRYAN LLOYD, Assistant Administrator

www.bluffton-ohio.com

June 27, 2022

Notice of Violation (NOV)

Dear Homeowner or Property Owner,

The Village of Bluffton has made several attempts to provide you an opportunity to schedule your Sanitary Compliance Inspection. Continued failure to return the request form and/or failure to contact the Sanitary Compliance Coordinator has resulted in non-compliance with Village Code.

You are currently in violation of Chapter 53, Section 30.4 of the Village of Bluffton Sanitary Sewer Regulations which is as follows:

§ 52.30 ILLICIT CONNECTIONS TO THE SEWER.

(D) *Non-compliance fee for illicit connection.*

(4) If the illicit connection is not corrected, or a property owner refuses to schedule a sanitary compliance inspection or refuses to permit access to conduct said inspection within 90 days of the first written notice, the facility or property owner will be subject to a non-compliance fee. The fee covers the cost for treating the extraneous flow or potential extraneous flow contributed to the sewerage system. The fee will be in addition to all other sanitary sewer user charges and will be added to the property owner's utility bill each month until the property is compliant with this chapter.

You must respond within 90 days to schedule your inspection. Failure to do so will result in a non-compliance fee of two-hundred (\$200) dollars, which will be assessed monthly to your utility bill, until such time that your residence or property is found to be in compliance.

Please contact the Sanitary Compliance Coordinator at the telephone number or email address below

(419) 358-2066 Extension 145
sanitarycompliance@bluffton-ohio.com



2nd Quarter 2022

Parks

- Open parks (turn on water, pick up sticks, roll)
- Build and install disk golf nets
- Dig out disk golf Tee pads
- Frame up ADA access area at VP soccer fields
- Mow buckeye banks, creeks, and paths
- Weed spray
- Dirt work (soccer field)
- New sink at VP concession stand
- Sign repair
- Clean up from windstorm

Cemetery

- Roll ground
- Dirt work
- Weed eat
- Pick up sticks
- Clear down trees

Streets

- Crack seal (Main St., Dixie Hwy)
- Sign installation
- Weed spray curbs
- Remove and frame curbs for repair
- Sycamore ct. driveway tear out and framing (repair from water leak)
- Grade alleys

Land, Buildings and Equipment

- Roller Fabrication
- Weed spray
- Weed eat
- Open and fill pool

- Mosquito machine calibration
- Dirt work
- Trash clean up week
- Special event set up
- Seal exit 140 rock

Water

- Valve turning
- Ground storage tank repairs (TRS system)
- Valve repair (Jefferson St)
- Large meter install X7 – (7 left)
- Water service lines X5
- Flush Hydrants
- Aqua line leak survey
- Install radios on Village meters
- Water leaks x3

Storm sewer

- Clean catch basins
- Line jetting x3
- Polished temporary down spout
- Sink hole repair X2
- Catch basin repair

Sanitary

- Sanitary compliance inspections
- Sanitary compliance mailings
- Clarifier cleaning and repairs
- Sanitary compliance inspections
- Move Mission system (lift station monitoring)
- Startup UV system
- Install new roof on sludge basement
- Repair lift station floats



Date: June 27, 2022

To: Mayor Johnson and Council

From: Chief Burkholder

Reference: Monthly Police Report and Information

July 23rd, 2022, at 0730 at Buckeye Park Bike Rodeo for ages K-5

May 16-20th Officer Rayle attended Bike Patrol School to be the department Bike Instructor with Cpl. Kent retiring soon. Officer Rayle completed the school and I have attached photographs from the class and the details behind the training.

Media Release from Governor DeWine related to Positive Parenting Program.

I will be requesting an executive session to discuss 3 personnel topics no action needed.

Respectfully,

Chief Ryan M. Burkholder



On July 23,2022

Bicycle Rodeo will be held at the Buckeye Park, Bluffton, Ohio.

Time: It will start at 7:30 A.M. and end at 10:30 A.M. Due to possible hot temperatures we hope to start and finish early.

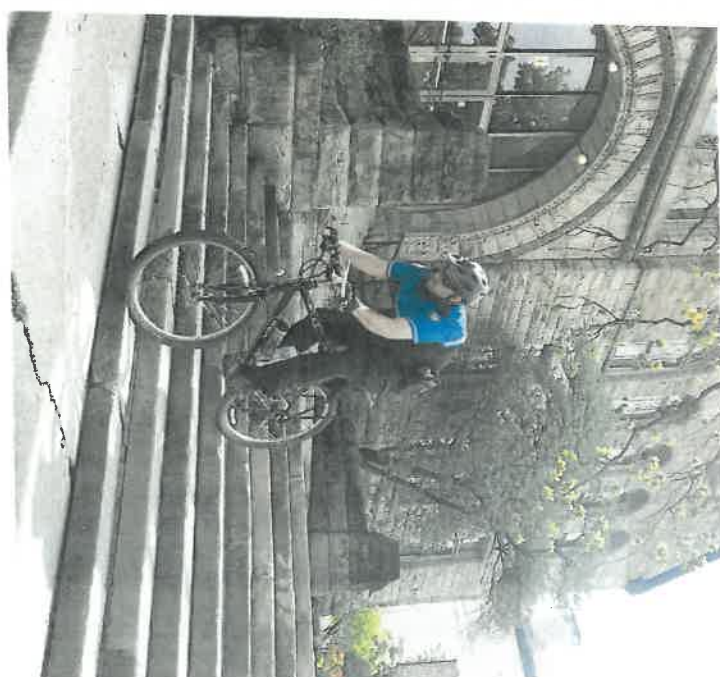
What is involved: Registration, Air, Brakes, and Chains check, education area, skill events, snacks, and prizes at the end.

Ages: K-5 and adults are asked to come with their children.

Volunteers needed!

Bring your bike and helmet!

Bluffton Police Department





BIKE PATROL SCHOOL

Dates: Aug 29 - Sept 2, 2022

Location: Delaware, Ohio

Hours: Mon. 0730-1700 hours
 Tues., Thurs., Fri. 0800-1700 hours
 Wed. 1300-2200 hours (night training)

Fee: \$250—includes IPMBA certification for those that qualify, first year membership to IPMBA, and textbook



Police bicycle patrols enhance community relations by promoting positive interactions with the public. Not only is this an effective use of manpower during parades and festivals, where police must respond quickly and safely through crowds, it can also put police officers at a tactical advantage when stealth is required. This course will provide riders with the skills, confidence, and knowledge necessary to negotiate obstacles and traffic in order to perform their jobs effectively and safely.

Sessions

1. Bike Handling and Vehicular Cycling Skills
2. Proper Bike Fit, Inspection, and Anatomy
3. Group Riding
4. Hazards and Common Crashes
5. Legal Issues
6. Fitness and Nutrition
7. Obstacle Clearing
8. Night Riding
9. Bike Maintenance
10. Patrol Procedures
11. Uniforms and Equipment
12. Firearms Training
13. Off-road ride at Alum Creek State Park

♦ *This is a physically demanding, with at least half of the course spent on bicycles. Students need to be in good health with no pre-existing injuries.*

Accommodations

Pacer Inn, www.pacerinnandsuitesmotel.com is offering rooms at \$75+tax per night during the course. Call the inn at (740)362-0500 and talk to KK to make reservations.

Registration

To complete the registration, visit the following link: <https://tinyurl.com/Aug2022BikeSchool>

♦ *Confirmation letter, directions, and equipment needs will be sent via email upon successful registration.*

Contact Ptl. Robert Hatcher at (740) 203-1132 or rhatcher@delawareohio.net with any questions.

The International Police Mountain Bike Association (IPMBA) is a leader in developing training and support for police on bikes. Successful completion of this course will qualify attendees for certification through IPMBA. Please visit www.ipmba.org for more information.



Ryan Burkholder

From: Christa.Luttmann@governor.ohio.gov
Sent: Thursday, June 16, 2022 10:47 AM
To: Christa Luttmann (christa829@sbcglobal.net)
Subject: Governor DeWine Announces Free Online Parenting Program to Families

Good morning!

Below you will find the media release regarding Governor DeWine's announcement yesterday of the Positive Parenting Program – "Triple P."

Kind regards,
Christa



Christa Luttmann
Northwest Regional Liaison
Office of Ohio Governor Mike DeWine
One Government Center, Suite 1520
Toledo, OH 43604
419-245-2544 – office
419-204-0115 - mobile
Christa.Luttmann@governor.ohio.gov
www.governor.ohio.gov

Ohio Department of Health Hotline: 1-833-4-ASK-ODH
Ohio Department of Health Website: coronavirus.ohio.gov

This message and any response to it may constitute a public record and thus may be publicly available to anyone who requests it.



FOR IMMEDIATE RELEASE:
June 15, 2022

MEDIA CONTACTS:
Dan Tierney: 614-644-0957
Triple P America: Courtney Towne:
803-445-8528

Governor DeWine Announces Free Online Parenting Program to Families

State makes investment as part of Children Services recommendation

(COLUMBUS, Ohio)—Ohio Governor Mike DeWine today announced a partnership with the Governor's Children's Initiative, Ohio Department of Job and Family Services (ODJFS), and the Ohio Children's Trust Fund to bring free parent education materials to Ohio families. Providing this program aligns with the [Governor's Children Services Transformation Advisory Council](#)'s recommendation to "invest in services, training, and supports for parents."

"Triple P's positive approach will help build parenting skills, while providing needed resources and to help parents promote their children's resiliency and build stronger families," said Governor DeWine. "With the implementation of this program, I am pleased to see more recommendations of the Children's Services Transformation Advisory Council achieved."

"Ohio chose the Triple P Positive Parenting Program to support Ohio families because it was university-developed and is backed by over 35 years of ongoing research," said Ohio Children's Trust Fund Executive Director Lindsay Williams. "The skills caregivers learn can prevent problems in the family, school, and community before they arise and create family environments that encourage children to realize their potential."

The Triple P program is available to all families in Ohio and is provided through a \$3 million investment by The Ohio Children's Trust Fund and ODJFS.

"Triple P's online parenting support has been shown to build emotional resilience, problem-solving skills, and healthy self-esteem in the children whose parents and caregivers complete the modules," said ODJFS Director Matt Damschroder. "We are making this investment in our future because we believe that strong families develop strong children who turn in to strong adults."

Ohio families are encouraged to visit www.triplep-parenting.com/oh-en/triple-p/ to sign up for the program.