

# Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor

September 14, 2020 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, August 24, 2020

## **Bills**

**Public Comment:** Dr. Jane Wood, President, Bluffton University

## **Committee Reports**

Personnel: 9/2 via Zoom

Utilities: 9/3

Safety Services: 9/4 via Zoom

## **Boards & Commissions**

Pathway Board: 9/3 via Zoom

Tree Commission: 9/8

Allen County Health Board

## **LEGISLATION**

### **RESOLUTION NO. 19-2020**

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

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

### **RESOLUTION NO. 21-2020**

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

### **Emergency**

A RESOLUTION AUTHORIZING THE OPTION FOR FULL-TIME POLICE DEPARTMENT PERSONNEL TO BUY BACK OR CARRY OVER VACATION BALANCES ACCRUED IN ONLY 2020 AND DECLARING AN EMERGENCY

**Future Legislation:** OPWC Funding for Jackson & Lawn St Projects by Emergency

## **Administrator's Report**

- Public Works Department Report

## **Safety Services Reports:**

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

Ordinance Committee – Monday, September 14 at 6:00 pm

Council Meeting – Monday, September 14 at 7:00 pm

Cultural Affairs Committee – Tuesday, September 15 at 7:15

Personnel Committee – Wednesday, September 16 at noon via Zoom

Council Meeting – Monday, September 28 at 7:00 pm

## **Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton – Regular meeting August 24, 2020 at 7:00 p.m.

Council President Cupples presiding. Messrs: Cupples, Sehlhorst, Stahl and Steiner present.

Stahl motioned, seconded by Cupples, to approve the minutes from the regular council meeting held on August 10, 2020. Roll Call: Yes (3) Messrs: Cupples, Sehlhorst and Stahl. No (0), Abstain (1) Steiner, motion approved.

Steiner motioned, seconded by Cupples, to approve the bills as presented. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl and Steiner. No (0), Abstain (0), motion approved.

Mr. Kingsley and Mr. Talavinia arrived at this point.

The fiscal officer gave the following readings:

3<sup>rd</sup> Reading:

Ordinance 09-2020 – An Ordinance to vacate an alley as requested by Ben Reinecke and Cleidson Teixeira. Sehlhorst motioned to adopt the Ordinance, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Resolution 19-2020 – A Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. 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 20-2020 – A Resolution affirming that all funds received from the County Coronavirus Relief Distribution Fund pursuant to H.B. 81 be expended only to cover the costs of the subdivision consistent with the requirements of Section 5001 of the CARES act as described in 42 U.S.C. 801(d), and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to adopt the Resolution, seconded by Talavinia. 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 Life Flight contract with Mercy Health. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Stahl motioned to adjourn the meeting.

The following meetings/events were included on the agenda and/or scheduled during the meeting. All meetings will be held at the Town Hall unless otherwise indicated.

Personnel Committee – Wednesday, 9/2 at noon via Zoom.  
Pathway Committee – Thursday, 9/3 at noon via Zoom.  
Utilities Committee – Thursday, 9/3 at 1:30 p.m. in person.  
Safety Services Committee – Friday, 9/4 at noon via Zoom.  
Ordinance Committee - Monday, 9/14 at 6:00 p.m. in person.  
Council Meeting – Monday, 9/14 at 7:00 p.m. in person.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 9/14/2020

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AIM MEDIA MIDWEST	101.10	Administrative	PUBLISHING
ALL SERVICE AERATION, INC	532.50	Park	PORTABLE TOILETS
ALLOWAY TESTING	1,358.90	Multiple	TESTING
ALLOWAY TESTING	127.50	Multiple	TESTING
AMERICAN ELECTRIC POWER	17,000.35	Multiple	ELECTRIC
AMERICAN ELECTRIC POWER	2,120.60	Multiple	ELECTRIC
ANTHEM BLUE CROSS BLUE SHIELD	259.56	Multiple	HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	558.46	Multiple	VISION, DENTAL, LIFE INSURANCE
APOLLO CAREER CENTER	1,390.00	Rescue	CPR RENEWAL
APOLLO CAREER CENTER	650.00	Police	FIRST RESPONDER TRAINING
APOLLO CAREER CENTER	20.00	Rescue	CPR RENEWAL
AUDITOR OF STATE	4.10	Administrative	AUDIT FEES
BASINGER PLUMBING & HEATING	941.60	Land & Buildings	A/C MAINTENANCE
BLUFFTON DIESEL SERVICE	286.73	Rescue	UNIT 109 REPAIR
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BLUFFTON NEWS	130.00	Administrative	PUBLISHING
BLUFFTON PRECAST CONCRETE	157.00	Street	CATCH BASIN
BLUFFTON PRECAST CONCRETE	74.00	Street	RISER
BLUFFTON PRECAST CONCRETE	148.00	Street	CATCH BASIN
BLUFFTON PRECAST CONCRETE	305.00	Street	CATCH BASIN AND RISERS
BLUFFTON STONE CO.	236.36	Multiple	STONE
BLUFFTON STONE CO.	61.35	Multiple	STONE
BLUFFTON STONE CO.	58.87	Multiple	STONE
BLUFFTON STONE CO.	86.00	Multiple	STONE
BLUFFTON STONE CO.	358.80	Multiple	STONE
BLUFFTON STONE CO.	72.16	Multiple	STONE
BLUFFTON VETERINARY HOSPITAL AND PET CARE CENTER	29.00	Police	K-9 SUPPLIES
BOBCAT COMPANY	1,720.00	Park	EQUIPMENT RENTAL
BUREAU OF WORKERS COMPENSATION	1,989.46	Administrative	WORKERS COMP
CENTURYLINK	279.93	Administrative	PHONES
CENTURYLINK	62.15	Administrative	PHONES
CHOICE ONE ENGINEERING	2,320.00	Park	SR 103 PATHWAY
CHOICE ONE ENGINEERING	1,735.00	Park	SR 103 PATHWAY
CINTAS	112.21	Administrative	UNIFORMS
CINTAS	112.21	Administrative	UNIFORMS
CINTAS	98.79	Administrative	UNIFORMS
CINTAS	98.79	Administrative	UNIFORMS
COMMUNITY MARKETS	57.21	Administrative	HYDRANT PROJECT
CRAFTSMAN CONSTRUCTION	350.00	Street	REPLACE CURB
EVERETT J PRESCOTT INC	112.72	Water	SUPPLIES
EVERETT J PRESCOTT INC	100.80	Water	SUPPLIES
FAMILY HARDWARE DO IT BEST	21.48	Multiple	SUPPLIES
FAMILY HARDWARE DO IT BEST	169.86	Multiple	SUPPLIES
FINDLAY IMPLEMENT	68.49	Street	SKID LOADER WIPER ARM
GREAT LAKES BILLING ASSOCIATES, INC.	1,055.53	Rescue	EMS BILLING SVC.
HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC	1,000.00	Administrative	SOLICITOR FEES
J & D SNYDER EXCAVATING LLC	750.00	Park	BUCKEYE SPILLWAY REPAIR
K - T EQUIPMENT RENTAL INC.	580.00	Street	STUMP GRINDING
KOI ENTERPRISES, INC.	333.39	Multiple	PARTS
LEIBER GARAGE	45.92	Police	PD AUTO REPAIRS
M&R PLUMBING & HEATING	83.20	Water	SUPPLIES
MARATHON FLEET SERVICES	1,344.53	Multiple	FUEL
METTLER-TOLEDO, INC	307.02	Sewer	SCALE CALIBRATION
MIDNET MEDIA	180.00	Administrative	WEB HOSTING
MINTEYS MAIDS	112.50	Administrative	TOWN HALL CLEANING
MINTEYS MAIDS	106.25	Administrative	TOWN HALL CLEANING

MINTEYS MAIDS	93.75	Administrative	TOWN HALL CLEANING
NATHAN JORDAN	150.00	Administrative	BOOT REIMBURSEMENT
NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT	5,300.01	Administrative	BFR ASSEMENT
NORTHWESTERN OHIO SECURITY SYSTEMS	196.00	Land & Buildings	FIRE SYSTEM MONITORING
OHIO UTILITIES PROTECTION SERVICE	4.00	Administrative	CALL OUTS
PENNCARE 30	152.00	Rescue	EMS CHARTS
PERRY CORPORATION	958.88	Administrative	ADOBE RENEWAL 2020
PERRY CORPORATION	566.14	Administrative	ADOBE LICENSES
PERSONNEL CONCEPTS	447.89	Administrative	EMPLOYMENT POSTERS
RICHLAND ENGINEERING LTD.	1,225.64	Airport	TAXIWAY REHAB DESIGN
RUMPKE	22,833.88	Refuse	TRASH SERVICES
SHELL FLEET PLUS	1,305.00	Multiple	FUEL
SHERWIN WILLIAMS CO.	362.25	Street	STREET PAINT
SMARTBILL	790.18	Multiple	BILLING SERVICES
SMARTBILL	786.39	Multiple	BILLING SERVICES
STAPLES BUSINESS ADVANTAGE	99.07	Multiple	OFFICE SUPPLIES
STAPLES BUSINESS ADVANTAGE	198.15	Multiple	OFFICE SUPPLIES
STATEWIDE EMERGENCY PRODUCTS LLC	225.00	Police	INSTALL CABIN HEAT
STRYKER	598.00	Rescue	HEART MONITOR REPAIR
STRYKER	250.00	Rescue	HEART MONITOR REPAIR
TIME WARNER CABLE	38.86	Multiple	CABLE
TIME WARNER CABLE	35.60	Multiple	CABLE
TIME WARNER CABLE	104.98	Administrative	CABLE
TOMMY TIRE SALES LLC	168.00	Police	TIRE MOUNT & BALANCE
TREE TECH	4,850.00	Street	TREE REMOVAL
TSYS Health Services	21.57	Rescue	EMS MERCHANT SERVICES
UNITED STATES TREASURY	1,381.66	Administrative	FEE
UTILITY SERVICE CO, INC.	13,539.50	Water	WATER TOWER PEDISPHERE
VERIZON WIRELESS	240.14	Multiple	CELL PHONES
VETTER LUMBER CO.	19.03	Multiple	SUPPLIES
YOAKAM SURVEYING	100.00	Street	SURVEY LOT
ZIMMERLY, PHIL	150.00	Administrative	BOOT REIMBURSEMENT
INCOME TAX REFUNDS	7,770.12	Tax	IT REFUNDS
	<u>112,337.07</u>		
BIWEEKLY PAYROLL 8/28/20	49,625.28		
MEDICARE	685.95		
OPERS	3,057.63		
OP&F	2,210.90		
AUGUST MONTHLY	2,569.00		
MEDICARE	37.22		
OPERS	192.17		
FICA	40.14		
AUGUST FIRE & EMS - 9/11/20	5,602.67		
MEDICARE	81.27		
OPERS	326.00		
FICA	126.44		
BIWEEKLY PAYROLL 9/11/20	43,318.75		
MEDICARE	594.53		
OPERS	2,506.59		
OP&F	2,235.99		

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

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

## **Personnel Committee – Finance Committee- Minutes**

Village of Bluffton

September 2, 2020, Noon By Teleconference (ZOOM)

Present: David Steiner, Phill Talavinia, Mitch Kingsley

Staff: Jesse Blackburn, Kevin Nickel, Matt Oglesbee,

AGENDA TOPICS: Employee Sharing Leave Time Policy  
Carry-over; buy-back of vacation time – Police  
Personnel Manual – Public records procedure

### **VACATION CARRY-OVER/BUY-BACK - POLICE**

• We reviewed a spreadsheet prepared by Kevin Nickel to show the cost of vacation carry-over/buy-back for the police department. These options are not provided in our personnel manual; however, special circumstances this year make it necessary to consider making exceptions on a one-time basis.

The circumstances include COVID-19 scheduling of officers; pregnancy; and surgery with significant recovery time. The combined effect make scheduling vacations in the 2020 year difficult or impossible.

Therefore, we will propose allowing fulltime police employees to have some vacation time 'bought-back' by village and to allow some vacation time to be carried over into the 2021 year, to be used not later than April 30, 2021. The approximate cost of this proposal based on the known preferences of current officers is \$3,300.00.

A resolution will be brought to council. (Kevin, Matt, Jesse)

### **POLICY: EMPLOYEES MAY SHARE LEAVE TIME**

•We reviewed the updated text of the prior policy allowing village employees to donate leave time to another employee.

We plan to bring this policy to council for enactment into our personnel manual.

In addition, we want to assure that our sick leave policy is adequate to standards set by the State of Ohio. We will check this with our consultant, Clemens Nelson and with our Solicitor.

Respectfully submitted,  
Mitchell Kingsley

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Phill Talavinia

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Mitchell Kingsley

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David Steiner

**Village of Bluffton**  
**Utility Committee Meeting**  
**September 3, 2019 @ 1:30PM**

Utility Committee members present: David Steiner & Jerry Cupples

Staff present, Jesse Blackburn, Village Administrator and Bryan Lloyd, Assistant Village Administrator

The Village Administrator presented an update to the 2021 Water and Sewer capital budgets for discussion. The Administrator discussed the current utility billing policy for vacations. After discussion it was decided to review the Village's vacation billing policy with the Village Solicitor for later committee discussion.

At 2:20 PM the committee adjourned the meeting.

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David Steiner

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Jerry Cupples

From: Joe Sehlhorst, Village of Bluffton Rep. for Allen County Health Board

**Allen County Health Board**

**Subject: Data Updates 2020 Covid-19**

Notes from Facebook Allen County Health Dept. Facebook Post – Unable to attend

Status Update:

**Allen**

Sept 9 – 1254 Cases; 176 hospitalizations; 61 Deaths; 170 Current Cases; 967 Presumed Recovered

Aug 26 – 1052 Cases; 156 hospitalizations; 51 Deaths; 250 Current Cases; 720 Presumed Recovered

Aug 5 – 682 Cases; 115 hospitalizations; 42 Deaths; 161 Cases; 430 Presumed Recovered

July 29 – 583 Cases; 103 hospitalizations; 41 Deaths; 200 Cases; 336 Presumed Recovered

July 22 – 486 Cases; 91 hospitalizations; 41 Deaths; 165 Cases; 281 Presumed Recovered

July 15 – 399 Cases; 81 hospitalizations; 41 Deaths; 124 Cases; 238 Presumed Recovered\*Mask Allen mandatory order

July 8 – 328 Cases; 72 hospitalizations; 41 Deaths; 79 Cases; 214 Presumed Recovered

July 1 – 297 Cases; 69 hospitalizations; 40 Deaths; 69 Cases

June 18 – 242 Cases; 66 hospitalizations; 36 Deaths; 28 Cases

June 3 – 214 Cases; 57 hospitalized; 33 Deaths; 33 Current Cases

May 27 – 201 Cases; 55 hospitalized; 32 Deaths; 47 Current Cases

May 20 – 172 cases; 52 hospitalized, 30 Deaths

May 13 – 155 cases; 48 hospitalized, 30 Deaths

May 6 – 139 cases; 47 hospitalized, 28 Deaths

April 29 – 116 cases; 43 hospitalized, 22 Deaths (14-16 deaths from long term care facility)

April 22 – 94 cases; 40 hospitalized, 12 Deaths

April 15 – 51 cases; 28 hospitalized, Age Range: 20-80+ yrs. Old, 4 Deaths

April 8 – 22 cases; 17 hospitalized, Age Range: 20-80+ yrs. old, 1 Death

April 1 - 6 cases; 5 hospitalized, Age Range: 40-80 yrs. old, No Deaths

March 25 – No cases

**Ohio**

Sept 9 – 132, 695 Cases; 14,083 hospitalizations (3,054 ICU); 4,324 Deaths; 111,201 Presumed Recovered

Aug 26 – 117,584 Cases; 13,043 hospitalizations (2,920 ICU); 4,044 Deaths; 97,823 Presumed Recovered

Aug 5 – 91,171 Cases; 11,231 hospitalizations (2,609 ICU); 3,596 Deaths; 72,950 Presumed Recovered

July 29 – 87,893 Cases; 10,553 hospitalizations (2,513 ICU); 3,422 Deaths; 62,695 Presumed Recovered

July 22 – 78,742 Cases; 9,864 hospitalized (2,386 ICU); 3,235 Deaths; 54,426 presumed recovered\*All OH Mask Order

July 15 – 69,311 Cases; 9,209 hospitalized (2259 ICU); 3,075 Deaths; 47,303 presumed recovered

July 8 – 60,181 Cases; 8,489 hospitalized (2,127 ICU); 2,991 Deaths

July 1 – 52,865 Cases; 7,911 hospitalized (2,008 ICU); 2,876 Deaths

June 18 – 42,422 Cases; 7,051 hospitalized (1,797 ICU); 2,611 Deaths

June 3 – 36,792 Cases; 6,251 hospitalized (1604 ICU); 2,299 Deaths

May 27 – 33,439 cases; 5700 hospitalized (1492 ICU); 2,044 Deaths

May 20 – 29,436 cases; 5,198 hospitalized (1,369 ICU); 1,781 Deaths

May 6 – 21,576 cases; 4,052 hospitalized (1151 ICU); 1,225 Deaths.

April 29<sup>th</sup> – 17,303 cases; 3421 hospitalized; 937 Deaths.

April 22<sup>nd</sup> – 14,117; 2882 hospitalized (880 ICU), 610 deaths. Present 88 counties

April 15<sup>th</sup> – 7,791; 2237 hospitalized; 361 deaths. Present 87 counties

April 8<sup>th</sup> – 5000+; 1500 hospitalized, 193 deaths. Present 83 counties

April 1<sup>st</sup> – 2547 cases; 679 hospitalized, 65 deaths. Present 72 counties

March 25<sup>th</sup> - 704 confirmed cases, 10 deaths. Present in 55 counties.

Go to Allen County Public Health Facebook page for updates, news, and resources.  
State & County Info.: [coronavirus.ohio.gov](https://coronavirus.ohio.gov)

**RESOLUTION 19-2020**

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE  
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES  
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

The Governing Board of the VILLAGE OF BLUFFTON, Allen County, Ohio, met in \_\_\_\_\_

session on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at the office of

\_\_\_\_\_ with the following members present:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

\_\_\_\_\_ moved the adoption of the following Resolution:

RESOLVED, by the Governing Board of the VILLAGE OF BLUFFTON, Allen County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1<sup>st</sup>, 20\_\_\_\_; and

WHEREAS, the Budget Commission of Allen County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Governing Board of the VILLAGE OF BLUFFTON, Allen County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of each tax necessary to be levied within and without the ten mill limitation as follows:



**VILLAGE OF BLUFFTON**

**Schedule A**

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY THE BUDGET COMMISSION  
AND COUNTY AUDITOR'S ESTIMATED TAX RATES

Fund	Amount approved by Budget Comm. Inside 10 M. Limitation	Amount to be Derived from Levies Outside 10 M. Limitation	Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column I	Column II	III	IV
General Fund	227,633.00		2.50	
<b>Special Funds</b>				
<b>TOTAL</b>	227,633.00	-	2.50	-

**Schedule B**

Levies outside 10 mill limitation, exclusive of Debt Levies

Fund	Maxium Rate Authorized to be Levied	Co. Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
	-	-
	-	-
<b>TOTAL</b>	-	-

and be it further RESOLVED, That the Clerk of said Board certify a copy of this Resolution to the Allen County Auditor.

\_\_\_\_\_ seconded the Resolution and the roll being called

upon its adoption the vote resulted as follows:

_____	YES	NO
_____	YES	NO
_____	YES	NO
_____	YES	NO
_____	YES	NO

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Clerk - Village of Bluffton

**RESOLUTION NO. 21-2020**

**A RESOLUTION AUTHORIZING THE OPTION FOR FULL-TIME POLICE DEPARTMENT PERSONNEL TO BUY BACK OR CARRY OVER VACATION BALANCES ACCRUED IN ONLY 2020 AND DECLARING AN EMERGENCY**

**WHEREAS**, Section 5.03 of the Personnel Policy and Procedure Manual for the Village of Bluffton outlines the Policy and Procedure for employee vacation;

**WHEREAS**, there exists a deficiency in this Section to accommodate current scheduling circumstances of the Police Department resulting from COVID 19 and medical leaves;

**WHEREAS**, a solution for this issue has been designed by the Police Department and Personnel Committee that allows for the one-time exception to current policy allowing the option for full-time police department personnel to sell back or carry over vacation balances from 2020 at an estimated unbudgeted cost of \$3,300. Vacation hours that are carried over must be used before April 30, 2021;

**WHEREAS**, an emergency exists in the timely implementation of this policy change is necessary to ensure effective staffing of police personnel for the Village of Bluffton, Ohio.

**BE IT THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO (AT LEAST TWO-THIRDS OF THE MEMBERS ELECTED THERETO CONCURRING) THAT:**

**Section 1.** Village Council having reviewed this situation and receiving the recommendation from the Personnel and Finance Committee does support this resolution to solve scheduling conflicts with the Police Department.

**Section 2.** That the Council of the Village of Bluffton, Ohio determines that this Resolution is an emergency measure for the preservation of the health, safety and welfare of the Village for the reasons set forth above and shall be in force and effect immediately from and after its passage.

**Section 3.** That is found and determined that all formal actions of the Council concerning and relating to the adoption of this resolution were made in 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 \_\_\_\_\_, 20\_\_\_\_ by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

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

# **Village of Bluffton**

## **Administration's Report**

To: Mayor Johnson & Council Members



09-14-20

### **Water System Updates:**

**Annual Lead and Copper Sampling** – Thank you to the 20 homes who participated in the annual EPA required sampling for lead and copper in our Distribution System.

**Water Tower Maintenance Program** – The North Tower was last week drained for inspection. Sandblasting and painting of interior piping along with repair painting to the tank is also being performed. Tank will be refilled tomorrow and sampled on Thursday. Thanks to Scott Phillips for ensuring these tasks were completed.

### **Jefferson St. Improvements – Phase II**

A rendering of the Pathway prepared by Choice one Engineering follows this report. Choice One Engineering, on behalf of the Village, is beginning the search for an acquisition consultant company. We will jointly review candidates prior to making a final selection.

### **Pathway Highlights**

1. **N. Bentley Rd.** Pathway construction is complete. Virtual Pathway dedication occurred today. The Bluffton Icon will post information on where to view the dedication.

**Buckeye Park Spillway** – Patriot Concrete has begun to reconstruct the spillway at the Buckeye Park. Completion is scheduled for next week.

### **Chamber of Commerce – Wayfinding Signs**

The Chamber of Commerce has purchased four wayfinding signs from Fultz Sign Company. Signs are 3' x 5' in size and will be installed by the Public Works Department. Thank you Paula Scott for your efforts in getting this completed!

### **N. Main Parking Lot – Commercial District**

Recommended arrangement of parking spaces is shown in following picture. Parking lot will be closed during painting in the near future.

### **W. Elm St and Jefferson St. Phase I Assessment Notice**

Final assessment amounts from these projects will be certified to the Allen County Auditor's Office this week. Thanks to all residents involved!

### **Bluffton Community Pool**

Project status: Concrete work and equalization valve install is complete. Caulking of all seams remains. Painting will not be able to occur until October and will depend on weather.

### **Sanitary Sewer Updates:**

- **Collections System:** Campus Drive area has been televised. Results will be analyzed in coming weeks.
- **WWTP:** Aeration basin and diffuser manifold cleaning along with replacement of all (700) diffusers to begin Sept. 21. Degen Excavating Co. will be on site Sept. 28 to complete the project.

**Request Executive Session** to discuss legal matters.

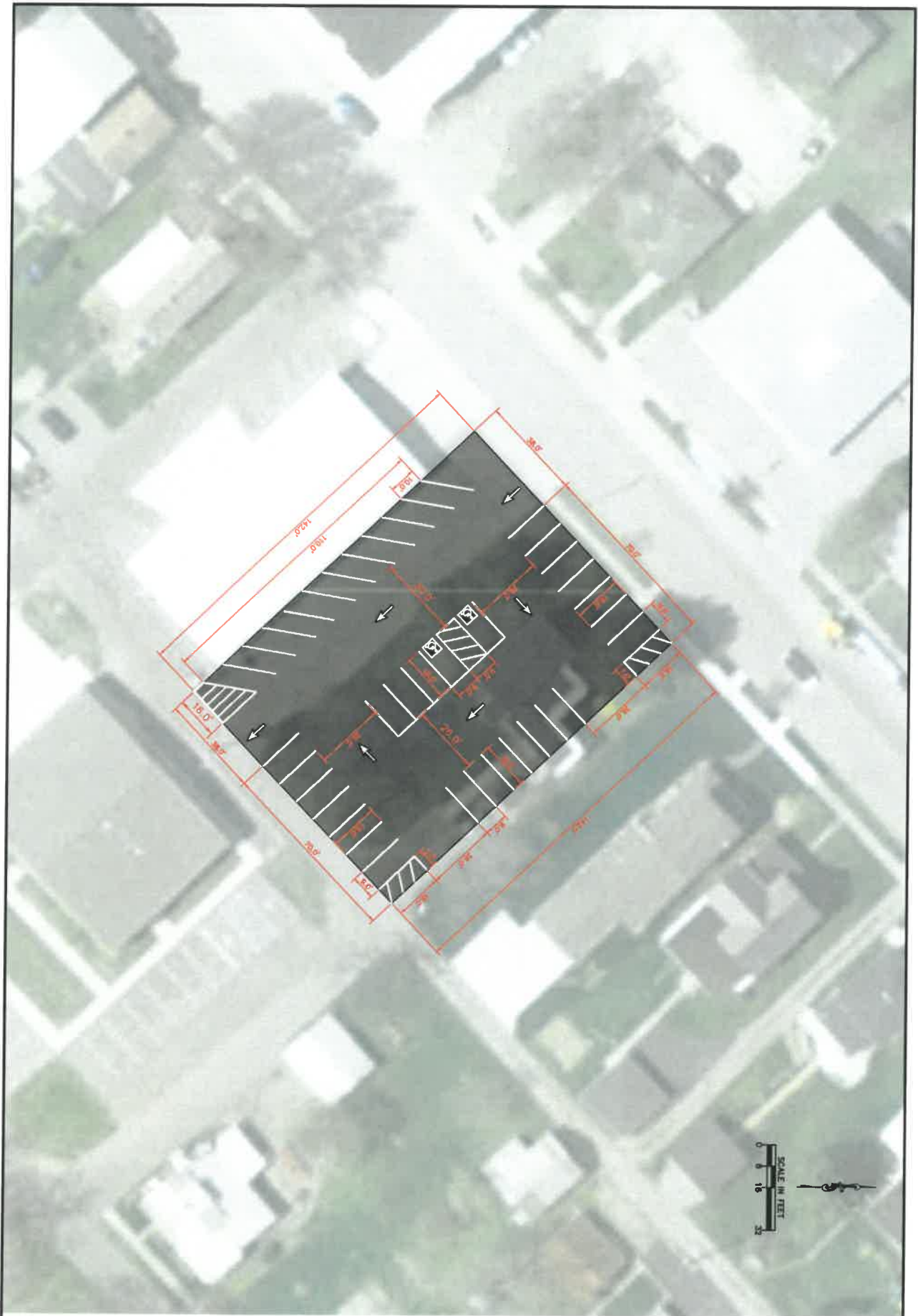
**Council Committee Meetings:** Request for meetings with:

- Parks and Recreation – Pathway Sealing
- Personnel – wage schedule final alterations
- Finance – Civil Tax Collection





**JEFFERSON STREET/ST. RT. 103 MULTI-USE TRAIL**



DATE	09/09/2020
SHEET NUMBER	1 OF 1
PROJECT No.	
CLIENT	
DESIGNER	
DRAWN BY	
FILE NAME	

**ASPHALT PARKING LOT - FIRE STATION**  
**VILLAGE OF BLUFFTON**  
**CONCEPT DRAWING**

SIDNEY, OHIO 937.497.0200  
 LOVELAND, OHIO 513.239.8954  
[www.CHOICEONEENGINEERING.com](http://www.CHOICEONEENGINEERING.com)

