

# Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor

September 28, 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, September 14, 2020

## **Bills**

### **Committee Reports**

Cultural Affairs: 9/15

Personnel: 9/16 & 9/23 via Zoom

Streets, Alleys, Lights & Sidewalks: 9/22

### **Boards & Commissions**

Board of Zoning & Building Appeals: 9/24

## **LEGISLATION**

### **ORDINANCE NO. 10-2020**

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

**Emergency**

AN ORDINANCE AMENDING ORDINANCE NO. 02-20 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

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

**3<sup>rd</sup> Reading**

**Emergency**

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 AND DECLARING AN EMERGENCY.

### **RESOLUTION NO. 22-2020**

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

**Emergency**

A RESOLUTION AUTHORIZING VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY

### **RESOLUTION NO. 23-2020**

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

A RESOLUTION FOR THE ADDITION OF THE LEAVE TIME DONATION POLICY, AS STATED IN THE ATTACHED EXHIBIT (A), TO THE VILLAGE OF BLUFFTON, OHIO PERSONNEL POLICY AND PROCEDURE MANUAL.

## **Administrator's Report**

- Public Works Department Report

## **Safety Services Reports:**

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

Finance Committee – Monday, Sept. 28 at 5:30 pm

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

Pathway Board – Thursday, Oct. 1 at noon via Zoom

Planning Commission – Thursday, Oct. 1 at 5:00

Council Meeting – Monday, October 12 at 7:00 pm

**Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton – Regular meeting September 14, 2020 at 7:00 p.m.

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

Cupples motioned, seconded by Steiner, to approve the minutes from the regular council meeting held on August 24, 2020. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

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

The fiscal officer gave the following readings:

2nd 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. Kingsley 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.

1<sup>st</sup> Reading:

Resolution 21-2020 – A Resolution authorizing the option for full-time police department personnel to buy back or carry over vacation balance accrued in only 2020 and declaring an emergency. Kingsley motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Steiner and Talavinia. No (1) Stahl, Abstain (0), motion approved. Stahl motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Stahl, to approve Derian Greeley's participation in the Police Internship Program for compensation of \$1.00. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Cupples, to enter into executive session including Council, the Mayor, Administrator, Asst. Administrator, Solicitor, and Fiscal Officer, to discuss legal matters. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to adjourn the executive session. Council returned to open session.

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.

Cultural Affairs Committee – Tuesday, 9/15 at 7:15 p.m.

Personnel Committee – Wednesday, 9/16 at noon via Zoom.

Park & Recreation Committee – Wednesday, 9/16 at 1:00 p.m. via Zoom.

Streets, Alleys, Lights & Sidewalk Committee – Tuesday, 9/22 at 7:00 p.m.

Personnel Committee – Wednesday, 9/23 at noon via Zoom.

Finance Committee – Monday, 9/28 at 5:30 p.m.

Council Meeting – Monday, 9/28 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 9/28/2020

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ACCENT BUSINESS COMMUNICATIONS	779.73	Administrative	PHONES
ALLOWAY TESTING	175.00	Multiple	TESTING
ALLOWAY TESTING	127.50	Multiple	TESTING
ALLOWAY TESTING	220.00	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
ANTHEM BLUE CROSS BLUE SHIELD	19,032.38	Multiple	HEALTH INSURANCE
BAILEY'S EQUIPMENT & APPAREL	395.00	Police	UNIFORMS
BASINGER PLUMBING & HEATING	139.50	Land & Buildings	TOWN HALL A/C
BASINGER PLUMBING & HEATING	545.00	Land & Buildings	TOWN HALL A/C
BLUFFTON NEWS	65.00	Administrative	PUBLISHING
BLUFFTON STONE CO.	149.11	Multiple	STONE
BLUFFTON STONE CO.	178.42	Multiple	STONE
BLUFFTON STONE CO.	172.50	Multiple	STONE
BLUFFTON STONE CO.	56.99	Multiple	STONE
CINTAS	187.21	Administrative	UNIFORMS
CINTAS	112.21	Administrative	UNIFORMS
CLEMANS, NELSON & ASSOCIATES, INC	362.50	Administrative	RETAINER
CRAUN-LIEBING CO	7,020.90	Sewer	PUMP PARTS
DOMINION EAST GAS	205.32	Multiple	NATURAL GAS
EA MEDICAL	4,045.00	Rescue	PORTABLE DISINFECTANT LAMP
GLOBAL ELECTRIC, INC	420.00	Sewer	OPERATIONS PARTS AND INSTALL
GLOBAL ELECTRIC, INC	364.60	Sewer	OPERATIONS PARTS AND INSTALL
GLOBAL ELECTRIC, INC	840.00	Sewer	OPERATIONS PARTS AND INSTALL
GLOBAL ELECTRIC, INC	840.00	Sewer	UV CABINET REPLACEMENT
GLOBAL ELECTRIC, INC	195.00	Water	WATER TOWER PRESSURE TRASMITTERS
GLOBAL ELECTRIC, INC	170.00	Sewer	GENERATOR HOOK-UP FOR PUMP STATION
GLOBAL ELECTRIC, INC	454.20	Water	WATER TOWER PRESSURE TRASMITTERS
GLOBAL ELECTRIC, INC	85.00	Water	WATER TOWER PRESSURE TRASMITTERS
GLOBAL ELECTRIC, INC	2,401.98	Water	WATER TOWER PRESSURE TRASMITTERS
GLOBAL ELECTRIC, INC	170.00	Water	WATER TOWER PRESSURE TRASMITTERS
GLOBAL ELECTRIC, INC	5,009.47	Sewer	UV CABINET REPLACEMENT
GRAINGER INC	302.29	Multiple	PUMP SUPPLIES
HANCOCK-WOOD ELECTRIC CO-OP	51.00	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	165.45	Multiple	ELECTRICITY
KEITH SOMMER	12.50	Police	KEYS
KLEEM	300.27	Street	STREET SIGNS
MATHEW OGLESBEE	10.00	Police	ALICE INSTRUCTOR RECERTIFICATION
MENNONITE MEMORIAL HOME	484.91	Multiple	UTILITY OVERPAYMENT REFUND
MINTEYS MAIDS	106.25	Administrative	TOWN HALL CLEANING
MINTEYS MAIDS	106.25	Administrative	TOWN HALL CLEANING
OPERATOR TRAINING COMMITTEE	635.00	Water	WATER OPERATOR TRAINING
OPERATOR TRAINING COMMITTEE	635.00	Water	WATER OPERATOR TRAINING
OPERATOR TRAINING COMMITTEE	635.00	Water	WATER OPERATOR TRAINING
OTTAWA ORDNANCE	89.10	Police	SIGHT WRENCHES
PERRY CORPORATION	17.00	Administrative	IT CONTRACT
PERRY CORPORATION	1,747.61	Administrative	IT CONTRACT
PERRY CORPORATION	2,593.13	Administrative	MAYOR LAPTOP
RYAN BURKHOLDER	10.00	Police	ALICE INSTRUCTOR RECERTIFICATION

SAM'S CLUB	9.60	Police
STAPLES BUSINESS ADVANTAGE	148.28	Multiple
TIME WARNER CABLE	39.99	Multiple
USA BLUE BOOK	1,086.93	Multiple
VERIZON WIRELESS	240.74	Multiple
VERIZON WIRELESS	85.74	Multiple
VILLAGE HARDWARE	155.58	Sewer
VILLAGE OF OTTAWA	37,691.53	Water
IT REFUND	146.20	Tax
	<u>92,474.87</u>	

HAND WIPES  
OFFICE SUPPLIES  
CABLE  
REPAIR PARTS  
CELL PHONES  
CELL PHONES  
GOLF CART PARTS  
WATER  
IT REFUND

BIWEEKLY PAYROLL 9/25/20	44,079.49
MEDICARE	605.51
OPERS	2,553.58
OP&F	2,208.02

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

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

# Village of Bluffton, Ohio

## Statement of Cash Position

From: 1/1/2020 to 9/30/2020  
 Funds: A1 to H6

Include Inactive Accounts: No

Fund	Description	Beginning	Net Revenue	Net Expenses	Increases,	Decreases,	Unexpended	Encumbrance	Ending
		Balance	YTD	YTD	Other YTD	Other YTD	Balance	YTD	Balance
A1	GENERAL FUND	\$1,856,752.54	\$2,033,117.74	\$1,408,668.99	\$0.00	\$954,000.00	\$1,527,201.29	\$160,377.22	\$1,366,824.07
B1	STREET FUND	\$563,730.19	\$183,086.82	\$294,617.10	\$0.00	\$0.00	\$452,199.91	\$321,546.49	\$130,653.42
B2	STATE HIGHWAY FUND	\$70,005.77	\$12,349.12	\$0.00	\$0.00	\$0.00	\$82,354.89	\$0.00	\$82,354.89
B3	CEMETARY FUND	\$18,795.99	\$16,436.00	\$20,164.37	\$0.00	\$0.00	\$15,067.62	\$60.95	\$15,006.67
B4	PARK FUND	\$10,474.64	\$0.00	\$91,472.37	\$220,000.00	\$0.00	\$139,002.27	\$51,101.42	\$87,900.85
B5	BENROTH MEMORIAL BRI	\$1,434.63	\$350.00	\$0.00	\$0.00	\$0.00	\$1,784.63	\$0.00	\$1,784.63
B7	COURT COMPUTER	\$5,113.14	\$0.00	\$0.00	\$0.00	\$0.00	\$5,113.14	\$0.00	\$5,113.14
B8	DUI ENFORCEMENT & ED	\$690.01	\$157.00	\$0.00	\$0.00	\$0.00	\$1,047.01	\$0.00	\$1,047.01
C2	SWIMMING POOL DEBT SE	\$863.28	\$0.00	\$0.00	\$0.00	\$0.00	\$863.28	\$0.00	\$863.28
C4	BLUFFTON IN BLOOM	\$753.30	\$0.00	\$0.00	\$0.00	\$0.00	\$753.30	\$0.00	\$753.30
D1	CAPITAL IMPROVEMENT F	\$3,477.57	\$0.00	\$0.00	\$0.00	\$0.00	\$3,477.57	\$0.00	\$3,477.57
D2	STORM SEWER IMPROVE	\$13,167.40	\$0.00	\$20,431.35	\$45,000.00	\$0.00	\$37,736.05	\$0.00	\$37,736.05
D3	FIRE & RESCUE IMPROVE	\$98,030.47	\$10,000.00	\$11,454.55	\$0.00	\$0.00	\$66,575.92	\$8,400.00	\$88,175.92
D4	SWIMMING POOL IMPROV	\$19,285.40	\$0.00	\$7,350.00	\$15,000.00	\$0.00	\$26,935.40	\$26,100.00	\$835.40
D5	EQUIPMENT REPLACEME	\$15,733.48	\$0.00	\$0.00	\$0.00	\$0.00	\$15,733.48	\$0.00	\$15,733.48
D6	AIRPORT IMPROVEMENT	\$162,553.45	\$16,669.37	\$37,705.16	\$0.00	\$0.00	\$141,517.66	\$70,721.30	\$70,796.36
D8	TOWN HALL IMPROVEMEN	\$311,734.10	\$0.00	\$4,022.48	\$0.00	\$0.00	\$307,711.62	\$4,942.52	\$302,769.10
D9	POLICE EQUIPMENT REPL	\$34,993.74	\$0.00	\$44,376.30	\$30,000.00	\$0.00	\$20,617.44	\$750.00	\$19,867.44
E1	WATER FUND	\$72,309.42	\$585,615.98	\$539,032.16	\$0.00	\$0.00	\$118,893.24	\$215,306.16	(\$96,412.92)
E2	SEWER FUND	\$82,710.04	\$492,794.64	\$439,191.96	\$0.00	\$0.00	\$136,312.72	\$112,941.11	\$23,371.61
E7	REFUSE FUND	\$89,288.50	\$186,453.00	\$189,558.78	\$0.00	\$0.00	\$86,182.72	\$127,699.30	(\$41,516.58)
E9	WATER/SEWER IMPROVE	\$321,226.66	\$410,447.29	\$1,294,160.59	\$644,000.00	\$0.00	\$81,513.36	\$206,342.08	(\$124,828.72)
F2	COMMUNITY EVENTS	\$5,880.77	\$0.00	\$0.00	\$0.00	\$0.00	\$5,880.77	\$0.00	\$5,880.77
F3	COMMUNICATIONS FUND	\$6,960.24	\$0.00	\$0.00	\$0.00	\$0.00	\$6,960.24	\$0.00	\$6,960.24
F4	POLICE CONTINUING PRO	\$2,120.75	\$1,500.00	\$2,429.00	\$0.00	\$0.00	\$1,191.75	\$0.00	\$1,191.75
F5	UTILITY RECOVERY	\$1,956.12	\$0.00	\$0.00	\$0.00	\$0.00	\$1,956.12	\$0.00	\$1,956.12
F6	NATIONAL NIGHT OUT	\$4,401.37	\$0.00	\$0.00	\$0.00	\$0.00	\$4,875.77	\$0.00	\$4,875.77
F7	Shannon Cemetery Fund	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
F8	POLICE K9 FUND	\$4,506.83	\$530.00	\$698.39	\$0.00	\$0.00	\$4,338.44	\$0.00	\$4,338.44
G2	UNCLAIMED MONIES TRU	\$225.20	\$0.00	\$0.00	\$0.00	\$0.00	\$225.20	\$0.00	\$225.20
G4	CEMETARY TRUST - CW	\$1,326.66	\$0.00	\$0.00	\$0.00	\$0.00	\$1,326.66	\$0.00	\$1,326.66
G5	CEMETARY TRUST - MATT	\$524.37	\$0.00	\$0.00	\$0.00	\$0.00	\$524.37	\$0.00	\$524.37
H1	SPECIAL ASSESSMENT - K	\$897.17	\$0.00	\$0.00	\$0.00	\$0.00	\$897.17	\$0.00	\$897.17
H4	SPECIAL ASSESSMENT -	\$849.41	\$0.00	\$0.00	\$0.00	\$0.00	\$849.41	\$0.00	\$849.41
H6	SPECIAL ASSMT - JACKSO	\$119.67	\$0.00	\$0.00	\$0.00	\$0.00	\$119.67	\$0.00	\$119.67
	<b>Grand Total:</b>	<b>\$3,783,392.28</b>	<b>\$3,949,981.36</b>	<b>\$4,405,333.55</b>	<b>\$954,000.00</b>	<b>\$954,000.00</b>	<b>\$3,328,040.09</b>	<b>\$1,306,288.55</b>	<b>\$2,021,751.54</b>

**Meeting: Bike and Pedestrian Pathway Board**

**Date/Time: Thursday, Sept. 3, 2020**

**Location: Zoom meeting**

**Members Present:** Dick Ramseyer, Mitch Kingsley, John Rich, Dima Snyder, Fred Steiner, Greg Denecker

**Village Liaison:** Jesse Blackburn, Joe Sehlhorst, Ben Stahl

**Absent:** Laura Voth, Jane Wood

**MINUTES:**

Minutes of the August 2020 meeting were and approved. Moved by Dima Snyder, second, John Rich.

**BUSINESS:**

**Bentley Road North**

On schedule for 4 p.m., Monday, Sept. 14, ribbon cutting in a virtual format. Paula Scott of the Bluffton Area Chamber of Commerce, is assisting with some of the technical needs. Dima Snyder said that curbs are being poured today and everything should be completed by Sept. 14. Dick Ramseyer said the ribbon cutting may take place near or at the Magnolia Lane entrance. John and Jenny Pilarowski will cut the ribbon.

**Bike path count**

Dick Ramseyer said that from Sept. 14 to 20 there are 27 volunteers counting pedestrian and bikers at 9 locations in the village. He will alert Bluffton police of this project, in case there are questions from residents.

**County Line Road pathway**

Dick Ramseyer provided an update on the 2021-22 County Line project. He said that a fund drive will be spread over those two years. He is working on a challenge gift as an extra incentive for donors. He provided names of residents in the two Swiss Estate developments, asking that board members identify persons they know as possible donor contacts.

**Downtown bike racks**

The bike racks are on order and it is hoped these will be installed this fall. Each rack will have a concrete pad. Locations are:

- Town hall (3 spaces)
- Presbyterian alley – midway in the alley (4)
- Edward Jones alley on North Main (5)
- Book ReViews alley (5)

More racks are planned for 2021.

**More pathway signs**

Dick Ramseyer reported that pathway signs will be installed at Buckeye Park and on Lake Street within the next two weeks.

**State Route 103 project**

Jesse Blackburn said that the project, from the County Line to Commerce Lane is in ODOT's Phase 2 planning. All property owners have been notified of the project.

Meeting Adjourned at 1p.m.

**Next meeting will be held at noon on Thursday, Oct. 1, 2020.**

Respectfully submitted,  
Fred Steiner

Tues., Sept. 15, 2020 Start: 7:15 pm End: 8:04 pm

Present: Council Joe Sehlhorst, , Paula Scott, CEO Chamber of Commerce, Jeff Stratton, Blaze of Lights Coordinator, Kyle Gratz, Blaze Volunteer

## **Cultural Affairs Committee Minutes** “Economic Development through Quality of Life”

### **Topic 1: 2020 Blaze of Lights**

- 2020 Blaze of Lights will be held Saturday, Nov. 28th
- Chamber has cancelled the Parade for 2020. Shop Small Saturday is still on.
- Committee is still planning to have a lighting ceremony that night. Details still in process. Recommended that we submit plans to Health Dept. for review.
- Chamber working on theme... “You Can’t Stop Christmas from Coming”

### **Topic 2: Blaze of Lights Preparation**

- The Presbyterian Church lost another large evergreen (-2 large evergreens). The Committee discussed options for where the extra lights could go. Possible areas mentioned included by the Tennis Courts, Buckeye Park, The Centre, and entrances into town. After a thorough discussion, we all decided that it’s best to fill the existing trees with the extra 24 strands.
- Will need to rent lifts. Estimated Cost: \$6,000
- Set Up Date: Saturday, November 7<sup>th</sup>. Rain Day: Saturday, November 14<sup>th</sup>
- **Volunteers Needed.** We are hopeful the same volunteers from last year will help us again in 2020.
- Small group to meet at Ryan Brauen’s house to test light strands and replace broken bulbs.

## **What is Cultural Affairs?**

- **Service Oriented**
  - o Connects people, provides rich opportunities for participation, and fosters creativity.
    - What ways do we offer and identify this in Bluffton? Please Share
- **Community**
  - o History, Heritage, Tradition, Togetherness, Festivals, Support, Etc.
    - Ex. Swiss Days, Blaze of Lights, Car Show, Arts & Craft Show, May Day, Fishing Derby, Homecoming Parade, America In Bloom, Neighborhood Picnics, Parks & Recreation, National Night Out, Etc.
    - What other activities, places, and events exist in Bluffton? Things to Do.
- **Arts & Culture**
  - o *The City of Houston develops policies and initiatives that expand access to arts and cultural programs in the community, attract visitors and leverage private investment. Helps the public and city realize cultural projects that advance their goals and benefit the city’s 2.2 million residents and nearly 17 million annual visitors.*
    - Where are all the areas to view Art in Bluffton? Opportunity for new areas?
      - Ex. AIB identified the need for more Welcoming Entrance into Village
- **Entertainment, Education, Communication**
  - o *In Los Angeles, Cultural Affairs role is supporting and providing access to quality visual, literary, musical, performing, and educational arts programming; managing vital cultural centers; preserving historic sites; creating public art; and funding services provided by arts organizations and individual artists.*
    - Town Hall Music Series, School performances, University
    - Where else are we exposed to Entertainment and the Arts in Bluffton?
- **Economic Development by Improving Quality of Life**
  - o What brings people to our Community? Safety, Strong Schools, Jobs - Industry, University, I-75/US- 30, Downtown, Restaurants/Retail, Etc.
- **Unlimited Opportunities**, Cultural Affairs can be what **BLUFFTON** wants it to be.
  - o Ever Changing. Constantly Evolving. Always Improving. Conserving. And Together
    - Do we have a Cultural Plan for Bluffton? Vision? Mission Statement? Purpose? Organization of Ideas? Communication Channels to bring Togetherness towards Common Goals? Recognition? Common Bond?



## **Personnel Committee - Minutes**

Village of Bluffton

September 16, 2020, Noon By Teleconference (ZOOM)

Present: Phill Talavinia, Mitch Kingsley

Staff: Jesse Blackburn, Kevin Nickel, Matt Oblesby, Mayor Johnson

AGENDA TOPICS: Employee Sharing Leave Time Policy  
Personnel Manual – Public records procedure

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

•Kevin compared our policy text with the requirements of the Ohio Administrative Code and made some changes. We reviewed those and approved them.  
One remaining question concerns whether a borrowing employee can keep 40 hours of sick/leave time. This question has been submitted to our solicitor and to Clemens Nelson. Jesse will seek to get those answers before our next committee meeting.

### **PUBLIC RECORDS**

•The question is whether we should expand the single paragraph currently in our personnel manual concerning PR requests. We recognize the main issue here is having good advice for the Village representative who fields the request. They can reference the statute and our solicitor.  
So we will not expand the paragraph in the manual. It is adequate for its purpose.

Next meeting is scheduled for Wednesday noon, 9-23-2020, by zoom.

Respectfully submitted,  
Mitchell Kingsley

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Phill Talavinia

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Mitchell Kingsley

Parks & Rec - Minutes  
Village of Bluffton  
Via Zoom call  
September 16th, 2020

Present: Council - Ben Stahl, Mitchell Kingsley  
Staff - Jesse Blackburn, Rich Johnson  
Start: 1:04 End: 1:43  
Topics: Pathway maintenance, Girl Scout request

Minutes:

- Pathways
  - Administration presented a plan to use an “asphalt rejuvenator emulsifiable concentrate” called BioRestor® as a first line of defense against deteriorating asphalt. This product had the highest ratings in third-party testing compared to similar options.
  - Product is made from “agricultural oils” instead of petroleum and can be fogged on to the pathway before cracks form to keep the existing asphalt pliable enough to prevent cracking but still firm enough to become deformed.
  - First application would be Augsburg Path and Bentley South (including the adjacent roadway) at almost \$9k for 10,300 square yards of asphalt. Parks & Rec Committee’s budget for pathway restoration is short to cover the whole cost, so the committee is looking to Streets & Alleys Committee to assist due to the inclusion of Bentley Rd maintenance.
- Girl Scout request
  - Local Girl Scout troops are looking to complete their Silver Award and have asked about constructing bat boxes and mason bee houses to be placed in Village Park. The committee wholeheartedly supports this effort and looks forward to the additions to our parks.

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Ben Stahl

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Mitchell Kingsley

## **Personnel Committee - Minutes**

Village of Bluffton

September 23, 2020, Noon By Teleconference (ZOOM)

Present: Phill Talavinia, Mitch Kingsley

Staff: Jesse Blackburn, Kevin Nickel, Matt Oglesbee, Ryan Burkholder (part)

AGENDA TOPICS: Employee Sharing Leave Time Policy  
Personnel Manual

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

•One remaining question from last meeting was whether a borrowing employee can keep 40 hours of sick/leave time. Our Solicitor and Clemens Nelson point to the Ohio Administrative Code which requires a borrowing employee to use all of their leave time before borrowing. Our policy language is now aligned.  
We will bring this policy to council for 3 readings.

### **PERSONNEL POLICY MANUAL**

•There existed several editorial errors which have been identified and corrected. These changes will be submitted to council for approval.

Respectfully submitted,  
Mitchell Kingsley

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Phill Talavinia

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Mitchell Kingsley

September 22, 2020

Streets Meeting Start: 5:30 pm – 6:30 pm

Present: Joe Sehlhorst, Jerry Cupples, Mayor Rich Johnson, Admin. Jesse Blackburn; Guests: Jonah Agner, Owner of Greenhorn

Streets Meeting

**Topic 1: Vine Street**

- Jonah Agner from Greenhorn Restaurant requesting to designate his patio space on the public sidewalk for the purpose of alcohol sales.
- See attached letter submitted from Mr. Agner for further details.
- Administration and Solicitor to collect information regarding this request.
- Referenced many Findlay restaurants that have sidewalk service w/ alcohol permitted to be served.

**Topic 2: Encroachment on Public Right of Way**

- Alley located between 240 S. Lawn Ave. and 232 S. Lawn Ave.
- Landscape wall that is located on right of way

**Topic 3: BioBased Spray Systems LLC/ BIORESTOR.COM**

- Information about product
  - o <http://www.pavetrack.com/180925/2018.09%20-%20Day%20%20-%20Unit%20i%20-%20Moraes%20-%20Standalone%20Tennessee%20and%20Mississippi.pdf>
  - o Spring Newsletter of NCAT with the initial product evaluation this list shows the product standing
  - o <http://www.eng.auburn.edu/research/centers/ncat/info-pubs/newsletters/newsspring19.pdf>
- Johnny Appleseed Metro Parks uses a BIORESTOR product on their pathways and we contacted the manufacturer of the product based out of Sidney, OH for some further information.
- Current estimate for work to be performed in 2020 is attached.  
Areas looking to seal with this product in 2020:
  1. Augsburger Rd. Pathway
  2. Bentley Rd. S. Pathway including the associated portion of Bentley Rd.
- Both portions of this project can be performed staying within the budgeted amounts for 2020 using the following breakdown:
  - Parks and Recreation portion: \$4,480.00
  - Streets And Alleys portion: \$4,000.00

**Topic 4: Washington St.**

- Parking setback from crosswalk 30' on corner of Washington St./Main St.

**Topic 5: Cherry St.**

- Discussed eliminating parking on Cherry St. from Geiger St. to County Line Rd.

**Request of Easement for Outside Patio Service and Alcohol Sales**  
**Jonah Agner of Greenhorn Restaurant**  
**09/22/20**

Businesses, and in particular restaurants are facing an unprecedented challenge in the wake of the Covid-19 pandemic. Restaurants must distance tables, limit the size of parties, and have limits on how late they are able to serve alcohol (10:00 pm). Limited capacity and limited time for alcohol sales means limited income. These aren't the only factors that limit a restaurant's financial success, many patrons are unwilling to dine in restaurants if they feel it's unsafe. As a result, many restaurants have taken to serving customers outside. In doing so, the Ohio Division of Liquor Control has been putting a temporary measure in place that allows businesses to sell alcohol on these newly created patios without an inspection from the regulatory authority. In addition to this temporary measure, the division has always allowed for the creation of a patio for alcohol sales on public property, contingent on the seller having written permission from the owner of said property. This 2<sup>nd</sup> option includes an inspection from the Division of Liquor Control.

**What are we requesting?**

Greenhorn restaurant is requesting easement from the Village of Bluffton to designate our patio space on the public sidewalk for the purpose of alcohol sales. This would possibly entail putting no less than (3) poles at the edge of the sidewalk that could be removed in the off-season for the purpose of snow removal. These poles would be placed where the lines for the parking spaces intersect the sidewalk. In between these poles would be a light chain that acts as a physical barrier so patrons and staff will not go outside of our patio. Pedestrians will be able to walk through this patio freely at all times, as there will be no chains or poles at either end. Tables will be against the building and would allow no less than 4' of clear space for pedestrians. The sidewalk width measures just over 7'. In order to allow room for our tables and room for patrons and customers to move in this space, we must request using the entire width of the sidewalk.

**Why is this necessary?**

- **Additional space for diners** means more capacity. Now that we only have 5 tables in our dining room, adding 5 outside greatly expands our seating capacity.
- **The Optics** of creating a patio space for patrons shows our resiliency and commitment to the health of our patrons.
- **A feeling of Safety** is created for diners who refuse to risk their health while eating indoors
- **Selling more beer, wine, and spirits** is imperative to our success as a restaurant. With more exposure and people being able to see our food and drink, we will likely sell much more.

**How does this enrich Bluffton?**

- **Outside alcohol sales during downtown events** has lately been explored as an option during the Blaze of Lights, Car Show, etc. We would now have the ability to do so without the need of a temporary permit, temporary insurance, etc.
- **The Exposure** of our business to visitors and Bluffton residents will allow people to see we have an exciting menu and curated list of premium beer, wine and spirits. This reinforces the perception that Bluffton is a town with great dining and always offers something more than similarly sized towns in the area.

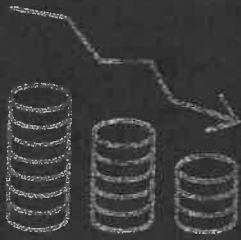
NATIONAL  
RESTAURANT  
ASSOCIATION

COVID-19 UPDATE

# The Restaurant Industry CONTINUED IMPACT

Published June 12, 2020

To assess the economic impact of the coronavirus to date, the National Restaurant Association conducted a survey of more than 3,800 restaurant operators nationwide, May 15-25.



THE INDUSTRY HAS LOST  
**\$120 BILLION**  
**IN SALES**  
IN MARCH - MAY

The restaurant & foodservice industry is predicted to **LOSE**



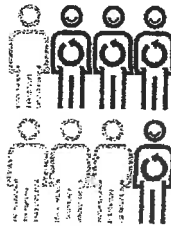
**\$240 BILLION**  
IN SALES by the end of 2020



**75%** of operators say it's **UNLIKELY** THEIR RESTAURANT WILL BE PROFITABLE WITHIN THE NEXT 6 MONTHS

**8+ MILLION**  
**RESTAURANT**  
**EMPLOYEES**  
**UNEMPLOYED**  
at the height of the pandemic shutdown

**RESTAURANTS REHIRING:**



**76%** that are **OPEN IN SOME CAPACITY**  
and **27%** that are **TEMPORARILY CLOSED**

**COULD OPEN BUT WON'T**

As the states start allowing restaurants to reopen their dining rooms, **RESTAURANTS COULD WELCOME CUSTOMERS BACK - BUT MANY AREN'T. WHY?**

For restaurants  
**OPEN FOR**

For restaurants  
**TEMPORARILY CLOSED**

**TOO SOON** from a public health perspective **66%**  
**SAFETY & SOCIAL DISTANCING** measures are not yet in place at the restaurant **40%**  
**NOT ENOUGH CUSTOMERS** to justify reopening **34%**  
**NOT ENOUGH EMPLOYEES** to adequately staff the restaurant **27%**  
Delaying opening because of the **8-WEEK PPP LOAN PERIOD** **5%**

**NOT ENOUGH CUSTOMERS** to justify reopening **55%**  
**TOO SOON** from a public health perspective **47%**  
**SAFETY & SOCIAL DISTANCING** measures are not yet in place at the restaurant **31%**  
**NOT ENOUGH EMPLOYEES** to adequately staff the restaurant **23%**  
Delaying opening because of the **8-WEEK PPP LOAN PERIOD** **17%**

For more information & resources, visit [restaurant.org/covid19](https://restaurant.org/covid19)

**ORDINANCE NO. 10-20**

**AN ORDINANCE AMENDING ORDINANCE NO. 02-20 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.**

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 02-20 (The Annual Appropriation Ordinance).

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: That monies are appropriated for the various funds as follows:

Supplemental Appropriations:

**Town Hall Improvement Fund**

**D8-7E-52510                      Building Improvement                      +\$43,000**

SECTION 2: 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 for the further reason that this appropriation transfer is needed so expenditures can be made.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and 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 Section 121.22 of the Ohio Revised Code.

Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by the governing board of the Village of Bluffton, Ohio by the following vote:

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
SOLICITOR

**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 AND DECLARING AN EMERGENCY**

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, 20\_\_\_\_; and

**WHEREAS**, an emergency exists in the timely acceptance of this authorization is necessary for the preservation of the health, safety and welfare of the employees and citizens of the Village of Bluffton, Ohio, 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
General Fund	227,633.00		2.50	
Special Funds				
<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. 22-2020**

**A RESOLUTION AUTHORIZING VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY**

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Village of Bluffton is planning to make capital improvements by the Lawn and Jackson Water Main Replacement project, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Bluffton, Ohio:

Section 1: The Village Administrator is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Village Administrator is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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.

Passed and adopted this \_\_\_\_\_ day of September, 2020 by the Council of the Village of Bluffton, Ohio by the following vote:

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

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
Elliot T. Werth, Village Solicitor

**RESOLUTION NO. 23-2020**

**A RESOLUTION FOR THE ADDITION OF THE LEAVE TIME DONATION POLICY, AS STATED IN THE ATTACHED EXHIBIT (A), TO THE VILLAGE OF BLUFFTON, OHIO PERSONNEL POLICY AND PROCEDURE MANUAL.**

**WHEREAS**, a need has been recognized by the Personnel Committee for the addition of a policy to allow the donation of leave time between employees under certain conditions.

**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.** That Village Council adopts the Policy for Leave Time Donation to the Personnel Policy and Procedure Manual of the Village of Bluffton.

**Section 2.** 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

## **Leave Time Donation Policy**

### **Program Guidelines**

1. The donation of leave time is voluntary. No employee shall be made to feel compelled, persuaded, or otherwise pressured into donating his or her leave time to a fellow employee.
2. Employees may donate available sick leave or vacation time to a fellow employee who has exhausted all of their available sick leave and vacation time as it pertains to this policy.
3. Donations of leave time shall be in eight (8) hour increments only.
4. An employee may not donate sick leave if he or she has less than 240 hours of accrued sick leave, or if donating sick leave hours would cause them to have less than 240 hours of accrued sick leave.
5. The total number of donated leave hours that may be used by an employee is 800 hours per occurrence

### **Eligibility for Use of Donated Time**

1. To be eligible for the use of donated sick leave or vacation time, an employee must first have exhausted all of his or her available sick leave and vacation time.
2. The need for use of donated time must be due to personal illness or injury of the employee, or the illness or injury of an individual in the employee's immediate family, as defined in section 5.01 of the Personnel Policy and Procedure Manual, that requires the employee to be absent.
3. It must be reasonably expected that the employee will be able to return to work at the end of their leave.

## Program Process

1. An employee who is interested in receiving donated leave time must fill out a Donated Leave Request Form provided by the Village Administrator. The request must detail the circumstances under which the donated time is needed, and the amount of donated time being requested. The Village Administrator will review the circumstances necessitating the need for donated time, confer with the employees Department Head or Supervisor, and, based on the eligibility requirements and the intent of this policy, advise the employee as to their eligibility for the program.
2. If the requesting employee permits, the Village Administrator will notify all eligible Village Staff via email and posted memo that an employee has requested donated leave time, and the reason for the request (surgery, extended illness, pregnancy, etc.). A Leave Time Donation Form shall be included with this notification.
3. Any employee wishing to donate time shall complete the Leave Time Donation Form and return it to the Village Administrator, Chief of Police, or their designee. The form shall contain the following information: name of donor employee, name of receiving employee, type of leave being donated, amount of leave being donated, pay period(s) to which the offer to donate leave is applicable, that the donating employee will retain a minimum combined leave balance of at least 240 hours after the donated time is deducted, that the leave is being donated voluntarily and will not be returned, and the donor employee's signature.
4. The Village Administrator will forward the Leave Time Donation Form(s) to the Village Fiscal Officer to be processed. If, based on the requirements for donating time, the employee is able to donate time, the donated time will be deducted from their leave balance as it is needed.
5. In the event that multiple employees agree to donate time, the donation of time will be processed in the order they are received. Donated sick leave hours should be used and deducted first. After all available donated sick leave has been exhausted, the fiscal officer will transition to vacation leave donations for the remainder of the needed hours following the same order as above.
6. Only the amount of needed time will be gifted to the employee requesting leave. An eligible employee shall receive no more than 800 hours of donated leave from all sources combined in any calendar year period.



# VILLAGE OF BLUFFTON

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

[www.bluffton-ohio.com](http://www.bluffton-ohio.com)

## DONATED LEAVE REQUEST FORM

Employee Name: \_\_\_\_\_

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

Department: \_\_\_\_\_

**Current Balance of Leave Time:**

Sick Leave: \_\_\_\_\_ Hours

Vacation Leave: \_\_\_\_\_ Hours

Personal Leave: \_\_\_\_\_ Hours

Expected date that leave time will be exhausted: \_\_\_\_\_

Please describe the circumstances necessitating the need for Donated Leave Time, including expected dates of absence and expected return-to-work date:

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

I attest that the above information is true and accurate to the best of my knowledge. I acknowledge that the Leave Time Donation Program has eligibility requirements and that the submission of this application does not guarantee participation. I understand that the Leave Time Donation Program is a voluntary program and, should it be determined that I am eligible to participate in the program, I hereby authorize the Village Administrator to advise all Village Employees that I am requesting donated time.

Employee Signature: \_\_\_\_\_

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



# VILLAGE OF BLUFFTON

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

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## LEAVE TIME DONATION FORM

Employee Name: \_\_\_\_\_

Department: \_\_\_\_\_

Type of Hours to Donate (minimum of 8 hours):

Sick Leave: \_\_\_\_\_ Hours

Vacation Leave: \_\_\_\_\_ Hours

Pay periods to which the offer to donate leave time is applicable:

Beginning Pay Period \_\_\_\_\_

Ending Pay Period \_\_\_\_\_

I would like to donate these hours to: \_\_\_\_\_

I understand that I am volunteering to donate these hours and that donated paid leave will not be returned. I understand that I need to retain a minimum balance of at least 240 hours of combined leave balance after the donated hours have been deducted from my balance. I authorize the Village of Bluffton to deduct these hours from my leave balance and credit them to the above-named employee.

Employee Signature: \_\_\_\_\_

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

# Village of Bluffton Administration's Report

To: Mayor Johnson & Council Members



09-28-20

## **Downtown Bike Racks:**

Public Works Department will be preparing three sites for concrete to be poured and stamped by Patriot Concrete planned for this week. Bike racks are being provided in partnership with Allen County Creating Healthy Communities and will add parking spaces for 17 bikes in the downtown district. Window decals to locate bike racks and concrete stamp to be provided by Masterpiece Signs.

Sites are:

1. beside the Town Hall
2. Public alley between 111 (Edward Jones) and 113 N. Main St.
3. Public alley beside Book Reviews.



## **S.R. 103 Pathway Updates:**

Recommend an Amendment to the Agreement for Professional Services from Choice One Engineering to hire Zaccardi Associates, Cincinnati, OH as a sub-consultant to provide Right of Way Acquisition.

- Original Agreement had \$90,000.00 budgeted for this work.
- Proposed modification has this work at \$69,910.00

## **Fiscal Officer Update:**

Request motion from Council to increase daily ACH limits.

## **Pathway Highlights**

**N. Bentley Rd.** Virtual Pathway dedication can be viewed at: <https://youtu.be/w-pVyQWnOLE>

## **Flu Shots**

In partnership with CVS Pharmacy, flu shots are once again being offered to all Village employees, including Fire Dept. and EMS. Full time employees, please run this through your insurance.

**Buckeye Park Spillway** – Repairs to the structure are nearly completed.



## **Bluffton Community Pool**

Project status: Patterson Pools will be onsite October 5<sup>th</sup> to review and perform the final tasks to be completed before the pool is ready for paint.

## **Water System Updates:**

**Bi-Annual Hydrant Flushing:** Scheduled to begin the first week of October.

## **Sanitary Sewer Updates:**

- **Collections System:** Sanitary lines involved in Jefferson St. Phase II project are being analyzed by Wessler Engineering to determine best route for restoration. PWD is providing necessary camera footage.
- **WWTP:** Degen Excavating Co. is on site this week to complete the Aeration Basin #2 project.

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

- Parks and Recreation – 2021 Budget items
- Utilities – Ottawa Water Rate 2021





**BLUFFTON POLICE DEPARTMENT**  
**154 N. MAIN STREET**  
**BLUFFTON, OHIO 45817**  
**(419) 358-2961**  
**FAX (419) 358-2963**



**Police Activity Summary**  
**August 2020**

Police Calls for Service – 493  
Traffic Stops – 36  
Citations – 11

**Citations**

Driving Under Suspension	-	3
Fictitious Plates	-	2
Improper Starting & Backing	-	1
Operating Reasonable Control	-	1
O.V. I	-	1
Left of Center	-	1
Reckless Operation	-	1
Speed	-	1
<b>Total</b>	-	<b>11</b>

**Complaint Reports**

Attempted Suicide	-	1
Breaking and Entering	-	2
Criminal Damaging	-	1
Civil	-	2
Driving Under Suspension	-	2
Deceased Person	-	1
Drug Offense	-	1
Juvenile (Runaway)	-	1
Miscellaneous	-	2
O.V. I	-	2
Telephone Harassment	-	1
Theft	-	3
<b>Total</b>	-	<b>19</b>

- Theft loss for August is \$125.00 with \$0.00 recovered.

**Calls for Service Breakdown**

**2020**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Intoxicated Person	0	0	0	0	1	1	0	0					2
Assault	3	0	0	0	1	4	1	3					12
Contact Complaint	0	0	0	0	0	0	0	0					0
Fire Runs	0	0	0	0	1	1	0	0					2
Prowler	0	0	0	0	0	0	0	0					0
Criminal Damaging	2	0	2	2	3	1	2	2					14
Unruly Juvenile	5	1	0	0	1	0	0	0					7
Meet the Officer	1	0	1	3	2	0	0	2					9
Escort	3	2	2	2	2	0	1	2					14
Animal Complaint	3	2	1	1	2	2	4	6					21
Breaking and Entering	1	2	1	0	2	5	0	2					13
Alarms, Burglar	8	7	13	6	10	9	19	8					80
Traffic Crash, Non-Injury	15	3	3	1	7	4	1	2					36
Traffic Crash, Injury	0	0	1	0	0	0	4	0					5
Traffic Crash, Hit-Skip	1	1	1	0	0	1	0	0					4
Intoxicated Driver	2	2	0	0	1	2	12	0					19
Investigate Vehicle	12	18	25	22	21	27	17	33					175
Motorist Assist	7	9	6	4	6	10	4	4					50
Complaint, Female	0	0	0	0	0	0	0	0					0
Rescue Needed / First Respond	0	2	0	0	0	0	0	0					2
Rescue Assist - Non Emergency	0	0	0	0	0	0	0	0					0
Robbery Complaint	0	0	0	0	0	0	0	0					0
Domestic	3	1	1	0	0	1	1	0					7
Mental Health Emergency	1	1	0	2	0	1	1	4					10
Missing Adult	0	0	0	0	0	0	0	0					0
Missing Juvenile	0	0	0	1	0	1	0	1					3
Back Up Officer	0	0	0	0	0	0	0	0					0
Shots Fired	1	0	0	0	2	0	0	0					3
Felorious Assault	0	0	0	0	0	0	0	0					0
Shoplifting Complaint	0	0	0	0	3	0	2	0					5



Building Checks	235	189	222	256	237	193	154	180							1666
Well Being Check	0	1	1	0	0	0	0	1							3
Warrant Service - Attempted	2	3	2	1	0	0	1	0							9
Receiving Stolen Property	0	0	0	0	0	0	0	0							0
Deceased Person	1	0	0	0	0	0	0	1							2
Urgent Call	0	0	0	0	0	0	0	0							0
Assist Officer	0	0	0	0	0	0	0	0							0
Foot Patrol	2	3	5	6	3	7	3	1							30
Bike Patrol	0	0	0	0	0	0	0	0							0
Court Assignment / Duties	1	2	2	4	4	1	10	5							29
Request Canine Assistance	10	7	4	0	0	0	0	1							22
Total	734	703	551	500	484	451	494	493	0	0	0	0	0	0	4410

# Proclamation

**WHEREAS:** Findlay and Hancock County, Ohio, is represented by law enforcement officers from the Findlay Police Department, University of Findlay Police Department, Bluffton Police Department, Fostoria Police Department, McComb Police Department, Hancock County Sheriff's Office, and Ohio State Highway Patrol; and

**WHEREAS:** Members of law enforcement play an important role in safeguarding the rights and freedoms of citizens in our community; and

**WHEREAS:** Every day throughout our nation, men and women in uniform selflessly put their lives on the line, many whom have made the ultimate sacrifice in service to their communities; and

**WHEREAS:** Law enforcement officers bravely and selflessly risk their lives to protect our community from dangerous and uncertain situations through their faithful, loyal and dedicated service; and

**WHEREAS:** Acts of kindness and appreciation from citizens for our officers provide them needed encouragement and support to confront the intense situations they face every day.

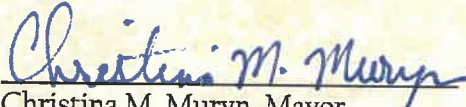
**NOW THEREFORE,** We, Christina M. Muryn, Mayor of the City of Findlay, Ohio, and Timothy K. Bechtol, Mark D. Gazarek, and Brian J. Robertson, Hancock County Commissioners, do hereby proclaim August 29, 2020, as:

## LAW ENFORCEMENT APPRECIATION DAY

In Findlay and Hancock County and urge all citizens to join with us to honor those men and women who are serving and have served valiantly and courageously to make Findlay and Hancock County a better place to live, work and raise a family.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the seals of the City of Findlay and Hancock County, Ohio, to be affixed this 29th day of August, 2020



  
Christina M. Muryn, Mayor

  
Timothy K. Bechtol, Commissioner



  
Mark D. Gazarek, Commissioner

  
Brian J. Robertson, Commissioner