

# **Village of Bluffton Council Meeting Agenda**

Bluffton Town Hall, Third Floor  
154 North Main Street, Bluffton  
October 14, 2019 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 23, 2019.

## **Bills**

### **Committee Reports**

Cultural Affairs – September 25  
Streets, Alleys, Lights and Sidewalks – September 26  
Joint Finance and Safety – October 9

### **Commission/Board Reports**

Bike and Pedestrian Pathway Board – October 3

## **LEGISLATION**

### **Administrator's Report**

- Public Works Department Report

### **Safety Services Reports**

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

Council Meeting – Monday, October 14<sup>th</sup> at 7:00 pm

Council Meeting – Monday, October 28<sup>th</sup> at 7:00 pm

### **Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton - Regular meeting September 23, 2019 at 7:00 p.m.

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

Cupples motioned, seconded by Sehlhorst, to approve the minutes from the regular council meeting held on September 9, 2019. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Talavinia, and Stahl. No (0), Abstain (0), motion approved.

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

The fiscal officer gave the following readings:

3rd Reading:

Ordinance No. 08-19 – An Ordinance repealing Ordinance 07-03 and establishing a Tree Commission for the Village of Bluffton, Ohio, setting forth its duties, powers and rights of appeal from its decisions. Stahl motioned to approve the second reading, seconded by Sehlhorst. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Talavinia, and Stahl. No (0), Abstain (0), motion approved.

Cupples motioned that Main St. be closed for the Homecoming parade, seconded by Sehlhorst. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Talavinia, and Stahl. No (0), Abstain (0), motion approved. Main St. will be closed October 4, 2019 from 5:30pm to 6:30pm.

Talavinia motioned to hold an executive session for a personnel update to include Council and the Mayor, seconded by Cupples. Yes (4) Messrs: Cupples, Sehlhorst, Talavinia, and Stahl.

Stahl motioned to adjourn the executive session. Council returned to regular session.

Talavinia motioned to adjourn the meeting, seconded by Stahl.

The following meetings/events were included on the agenda and/or scheduled during the meeting:

Cultural Affairs Committee – Wednesday, September 25 at 7:30 p.m.

Streets, Alley's & Sidewalks Committee – Thursday, September 26 at 5:30 p.m.

Pathway Board – Thursday, October 3 at noon

Tree Commission – Tuesday, October 8 at 7:00 p.m.

Council Meeting – Monday, October 14 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 10/14/19

<u>VENDOR</u>	<u>AMOUNT</u>	<u>DEPT</u>	<u>DESCRIPTION</u>
ABIGAIL MICHAEL	\$248.31	POLICE	OPOTA TRAINING
ALL SERVICE AERATION	\$532.50	PARKS	PORTABLE TOILETS
ALLEN COUNTY AWARDS	\$7.50	ADMIN	NAME PLATE
ALLOWAY TESTING	\$372.50	MULTIPLE	WATER & WWTP TEST
AEP	\$1,337.90	MULTIPLE	ELECTRIC
AEP	\$20,405.11	MULTIPLE	ELECTRIC
ANTHEM	\$13,519.66	MULTIPLE	HEALTH INSURANCE
BASINGERS PLUMBING & HEATING	\$454.00	ADMIN	FAN FOR SERVER ROO
BEAVERDAM CONTRACTING	\$185,771.67	STREETS	JEFFERSON ST.
BLUFFTON FLYING SERVICE	\$5,000.00	AIRPORT	MANAGEMENT FEE
BLUFFTON STONE	\$318.46	MULTIPLE	STONE
BOBCAT OF LIMA	\$203.99	MULTIPLE	EQUIPMENT RENTAL
BRENNEMAN EXCAVATING	\$141,076.90	WATER	MANHOLE REHAB
CENTURYLINK	\$469.13	MULTIPLE	PHONE
CHOICE ONE ENGINEERING	\$29,182.00	MULTIPLE	WATER MAIN & JEFFEI
CLEMANS, NELSON & ASSOC.	\$175.00	ADMIN	RETAINER
CLIA LABORATORY	\$180.00	EMS	CERTIFICATE FEE
COUNTY ELECTRIC	\$1,057.19	PARKS	VILLAGE PARK WIRING
CULLIGAN	\$16.50	EMS	BOTTLED WATER
DEGEN EXCAVATING	\$20,900.00	SEWER	AERATION BASIN CLEA
DOMINION EAST GAS	\$247.22	MULTIPLE	NATURAL GAS
DWA RECREATION/GAME TIME	\$183.00	PARKS	PLAYGROUND EQUIPM
ELAN CITY	\$11,373.00	POLICE	RADAR SPEED SIGNS
EVERETT PRESCOTT	\$1,480.90	WATER/SEWER	SUPPLIES
FAMILY TRUE VALUE	\$444.26	MULTIPLE	SUPPLIES
FINDLAY IMPLEMENT	\$192.03	STREETS	SKID STEER REPAIRS
FIRST KLASS SERVICES	\$662.00	CEMETERY	FALL LAWN CARE
GARY'S REPAIR	\$71.98	MULTIPLE	MOWER LINE/REPAIRS
GRAINGER	\$29.66	WATER	CAP SCREWS
GREN OPTIONS	\$2,328.40	ADMIN	TOWN HALL LED UPGF
GUTH LABORATORIES	\$34.75	POLICE	TESTING SUPPLIES
HACKENBERG, BEUTLER, RASMUSSEN & FEI	\$1,175.00	ADMIN	SOLICITOR FEE
KLEEM	\$254.84	STREETS	ROAD SIGNS
LEIBER GARAGE	\$73.95	POLICE	CRUISER REPAIR
M&R PLUMBING & HEATING	\$91.45	LAND & BUILDINGS	SUPPLIES
MARATHON	\$1,287.42	MULTIPLE	FUEL
MID-AMERICAN CLEANING	\$345.88	ADMIN	TOWN HALL CLEANING
NAVITAS	\$1,324.09	MULTIPLE	PHONE SYSTEM
NEIDERT'S MOWER SALES & SERVICE	\$87.20	PARKS	MOWER OIL FITLER
NORTHWESTERN OHIO SECURITY SYSTEMS	\$104.90	MULTIPLE	MONITORING SERVICE
OHIO FIRE CHIEFS' ASSOCIATION	\$100.00	FIRE	MEMBERSHIP FEE
OHIO SCHOOL RESOURCE OFFICERS ASSOC.	\$40.00	POLICE	RESPONSE TRAINING
PATRIOT CONCRETE	\$6,149.94	STREETS	ADA CURB RAMPS

PENNCARE 30	\$304.00 EMS	CHARTS
PERRY CORPORATION	\$499.69 ADMIN	IT LEASE/ANNUAL FOR
POWERHOUSE ELECTRIC SUPPLY	\$309.44 MULTIPLE	PUMP BUILDING & TO
REPUBLIC SERVICES	\$20,962.91 ADMIN	TRASH SERVICES
RYAN BURKHOLDER	\$61.00 POLICE	PETTY CASH REIMBUR
SCHIMMOELLER CONSTRUCTION	\$4,941.52 PARKS	BUCKEYE PARK RESTRO
SMARTBILL	\$772.55 WATER/SEWER	BILLING SERVICES
STAPLES	\$704.95 MULTIPLE	OFFICE SUPPLIES
THE CINCINNATI INSURANCE COMPANY	\$129.00 ADMIN	FISCAL OFFICER BOND
THE LAWFT	\$942.00 POLICE	CARRIER
TIME WARNER	\$35.89 ADMIN	CABLE
TOMMY TIRE	\$2,084.10 MULTIPLE	F250 & SKID STEER TIR
TYLER HOCHSTETLER	\$111.45 POLICE	K-9 SUPPLIES
VERIZON WIRELESS	\$319.23 MULTIPLE	CELL PHONES
VETTER LUMBER	\$113.69 MULTIPLE	SUPPLIES
WESSLER ENGINEERING	\$3,998.36 SEWER	SANITARY ON CALL SEI
YOAKAM SURVEYING	\$200.00 STREETS	MAIN & BENTLEY COR
TOTAL	<u>\$485,551.66</u>	
BIWEEKLY PAYROLL 9/27	\$44,899.90	
MEDICARE	\$619.57	
OPERS	\$2,720.98	
OP&F	\$2,104.68	
SEPTEMBER MONTHLY	\$2,569.00	
MEDICARE	\$37.22	
FICA	\$40.14	
OPERS	\$192.17	
SEPTEMBER FIRE & EMS 10/4	\$5,720.83	
MEDICARE	\$79.65	
OPERS	\$326.82	
BIWEEKLY PAYROLL 10/11	\$44,149.84	
MEDICARE	\$608.71	
OPERS	\$2,719.86	
OP&F	\$2,076.53	

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

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

Tues., Sept. 25, 2019

Start: 7:30 pm End: 8:45 pm

Present: Council Joe Sehlhorst, Admin. Jesse Blackburn, Paula Scott, CEO Chamber of Commerce, Jeff Stratton, Blaze of Lights Coordinator, Kyle Gratz, Blaze Volunteer, Mayor Rich Johnson

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

### **Topic 1: 2019 Blaze of Lights**

- To be held Saturday, November 30
- Discussed setup schedule
  - o Plan is to begin setup on Saturday, November 9<sup>th</sup>
  - o Volunteers Needed: With enough volunteers (15 minimum) to hang lights and figurines on the same day.
  - o Lynda Best will be providing new manger

### **2018 Blaze Review & Highlights**

- What went well? What can we improve? What are you hearing?
  - o Bluffton included on Ohio Holiday Lights Map. Tourism Ohio has launched the Ohio Lights Trail on [Ohio.org/Holidays](http://Ohio.org/Holidays). 1 of 30 distinctive displays across the state.
  - o \$5000 Matching Grant with Hancock County CVB
  - o Spent \$7,768.25 on new lighting from Bronner's Commercial Display. 5 Evergreens now lit.
  - o Thanks to the many dedicated Volunteers. Jeff Stratton's leadership. Lynda Best & Presbyterian Church for lunch.
  - o Chamber of Commerce superior involvement and event/parade organizer.
  - o BACC survey very positive. People enjoyed the additional lighting.
  - o Bright White bulb replacement for Snowflakes and Garland Downtown Main St.

### **Topic 2: 2019 Cultural Affairs Budget**

- \$15,000
- How will money be allocated?
  - o Blaze: Identify Operations Cost. Lift Rental. New Lights. Maintenance/New Displays. Materials
    - Estimated Annual \$5000 Lift Rental for putting up and removal of lighting.
  - o Town Hall Music Series.

### **Topic 3: 2019 Blaze of Lights Goals**

- Add More Lighting: Options include add more garland and snowflakes
  - o Current: Total 38 Poles: (25 w/garland. No Snowflakes) / (13 Snowflakes/No lit Garland)
    - Options include: More lighted garland; More Snowflakes and/or Starwave lights at Main St. borders???
  - o Continue replacing spot bulbs with LED lights
- Light both Evergreens at back since the front corner evergreen fell
  - o We even discussed alternate trees that could possibly be lit away from downtown.

## **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**
  - *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**
  - *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**
  - 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.
  - 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?
  - Need Organized.

## **Streets, Lights, Alley & Sidewalk Committee**

September 26, 2019

Start: 5:30 PM End: 6:00 PM

Present: Joe Sehlhorst, Jerry Cupples, Admin Jesse Blackburn

### **Topic 1: Bentley Road Overpass Signage and Welcome**

- Location: Bentley Road Overpass entrance
- Administration to relocate signs by Welcome to Bluffton sign
- Administration working on improving entrance

### **Topic 2: Mulch**

- Committee recommends to get rid of excess mulch. Keep what is necessary.

### **Topic 3: Jefferson Ph. 2**

- Village staff to install conduit for future electrical needs.

### **Topic 4: Street Name Signs**

- Administration presented a few sample street name signs
- Committee recommend to identify costs and inventory what signs would need replaced
  - And/or develop replacement street sign plan.

**Village of Bluffton**  
**Finance & Safety Committee Meeting**  
**October 9, 2019 @ 12:00 PM**

Finance Committee members present, David Steiner & Phil Talavinia, Safety Committee members present Phil Talavinia & Ben Stahl.

Staff present: Police Chief Ryan Burkholder and Lt. Matt Oglesbee.

The committee reviewed the 2020 appropriations requests presented by the police department.

1. Capital expenditure of \$45,000 for a new police cruiser. The Village has an established 10-year capital budget for police equipment. The cruiser has been included in previous years for 2020.
2. A request was made to allow for the purchase of frisk gloves to be purchased every other year at a cost of \$1,100 to be included in the 2020 police supplies budget.
3. A request was made to allow for the purchase of duty bags for the officers to be purchased every 5 years at a cost of \$1,200 to be included in the 2020 police supplies budget.
4. Training budget to be increased to \$6,800 to cover the additional cost of training Officer Rayle to become the shooting range master.

The committee decided to recommend to council that a letter of intent be sent to State Wide Ford to lock in pricing for the Police cruiser to be purchased in 2020.

Meeting adjourned at 12:20 PM.

\_\_\_\_\_  
David Steiner

\_\_\_\_\_  
Phil Talavinia

\_\_\_\_\_  
Ben Stahl



Meeting: Bike and Pedestrian Pathway Board

Date/Time: Thursday, October 3, 2019, noon

Location: Bluffton Town Hall, 3<sup>rd</sup> floor meeting room

MEMBERS PRESENT: Dick Ramseyer, Greg Denecker, Jane Wood, John Rich, Dima Snyder,

VILLAGE LIAISONS: Jesse Blackburn, Ben Stahl

ABSENT: Laura Voth, Mitch Kingsley, Fred Steiner

MINUTES: Minutes of Sept. 12, 2019, meeting were approved, John Rich moved; Jane Wood, second.

BUSINESS: 1) Lions Way Bentley Path NORTH Phase I – 2019

Dedication & Ribbon Cutting Celebration – Evaluation. It was estimated that 75 plus were in attendance. Bluffton University

Students helped with parking and did an excellent job. It was suggested we continue to use them in the future. There was excellent representation from area businesses, private individuals as well as BU students.

2) Lions Way Bentley Path NORTH Phase II – 2020

Choice One engineering study is complete – It was reported that there was complete cooperation among all the various agencies involved.

Village responsibilities and Bluffton Lions Foundation responsibilities: All public and private monies need to be separate.

Village – This portion of the project is expected to begin some time in early spring/summer of 2020. It will involve the relocation of

Utility poles, as well as addressing the water and sewer issues.

Bluffton Lions – This financial portion will be processed through the Lions Foundation. It was the responsibility of the Bluffton Bike and

Pedestrian Pathway Board to develop a fund raising campaign and this has been accomplished,

3) Fundraising – Dick Ramseyer dispersed a packet of fundraising tools to each board member. Each document was reviewed with

time for comments and/or questions.

Jane Wood, President of Bluffton University noted that she is only permitted to publicly solicit for the University.

Solicitation progress was discussed – all pledges are to be completed by 9-30-2020.

Next meeting date will most likely be December 5<sup>th</sup> 2020 at Town Hall, 3<sup>rd</sup> floor meeting room, noon. No Meeting scheduled for November.

Meeting Adjourned

Minutes submitted by Dima Snyder

## Administrator's Report

To: Mayor Johnson & Council Members



10-14-19

### **Manhole Rehabilitation Project:**

Project was initiated in 2018. Final payment of \$141,076.90 has been approved to Brenneman Excavating. Project came in under the budgeted amount of \$152,000.00. Thanks to John Bowers and Bryan Lloyd along with Wessler Engineering for the management of this project. In total, 62 manholes were prioritized for rehabilitation after inspections were performed to reduce Inflow and Infiltration (I&I) to the Collections System.

Rehabilitation efforts included:

- Lining of the manhole with either cementitious (321 vertical feet) or epoxy (43 VF) materials
- Grouting of voids in the structures (19)
- Reconstruction of the chimney section (19), replacement of manhole frame and cover (46)
- Construction of benchwall/channel (31); installation of inside drops (7)

### **Jefferson St. Improvements Phase I:**

Payment #2 has been approved to BCI totaling \$261,650.24. Of that total, \$185,771.67 came from Village funds with \$75,878.57 from OPWC funds. OPWC has funded \$118,795.68 of the \$409,640.29 currently paid for the project. \$100,000.00 of this amount is grant funded, while the remaining OPWC balance will be paid back over 20 years with 0% interest. Project continues to look GREAT!!

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

Sidewalk easements are being reviewed by Mr. Werth.

### **S.R. 103 Pedestrian Pathway**

A Scoping Meeting/Field Review was held with District 1 ODOT, Choice One Engineering and Bluffton on September 24. All necessary forms have been submitted to ODOT. Work to be performed this year most likely includes a topographic survey. A schedule for the project should be arriving soon.

### **S.R. 103 & Co. Line Rd. Intersection Improvements**

Following improvements have been made to the above intersection:

- ✓ Removal of utility pole in northwest corner of intersection (coinciding with removal of flashing light); mailbox; concrete marker
- ✓ Replacement of existing road signage to highlight and identify the 35 MPH intersection and relocation of Hancock/Allen Co. Line sign

Planned improvements include the installation of a solar powered radar speed sign along S.R. 103 as you approach from the east (I-75).

Thank you to District 1 ODOT for their timely response and cooperation in making the changes involving their signs.

**Community News:** Trick-or-Treat will be Thursday, October 31 from 6:00 to 7:30 pm.

**Council Committee Meetings:** We would like to schedule following meetings:

- Utilities – 2020 budget, engineering of water lines, resident request
- Parks and Recreation – Johnny Appleseed grant, SR 103 Pathway budget, 2020 budget



**Department of Public Works**  
Assistant Village Administrator

10/14/2019

**To: Mayor and Village Council Members**

- ❖ **E. Jefferson St Phase 1** is ready for asphalt. Gerken paving is scheduled to complete the base course of asphalt this week. Once the base has been installed ODOT will be performing the intermediate and top course of asphalt with Shelly construction. ODOT's subcontractor will also be performing all the line striping on this.
- ❖ **103 Bridge:** The Bridge construction is in its final stages. Eagle bridge is mostly working on clean up. At this point it appears the timing and coordination of the two projects will blend nicely and be ready for road opening soon.
- ❖ **Buckeye Restroom:** the final punch list of items has been submitted, reviewed and completed. The restroom is fully functional for the next few weeks until the water is shut off for the winter.
  - Buckeye park shelter house electric has been changed over to be feed from the new restroom. This will allow the removal of the AEP poles in the park and more room for the new equipment.
- ❖ **ADA Ramps:** The completion of the 26 ADA curb ramps is scheduled for early this week. Patriot concrete will also be training a few members of our PWD to hopefully allow the Village to perform concrete patch work in the future.
- ❖ **Fire hydrant flushing** is well on its way, estimated completion is the end of this week. The winterization of the hydrants and repairs will follow.
- ❖ **Aeration Basin** is ready to be fill, but flows have not been conducive to do so yet.
- ❖ **Leaf Pickup:** The PWD is in the process of preparing the equipment for leaf pick up. It is anticipated leaf pickup will begin later this week. The PWD is requesting residents place the leaves in long narrow rows in tree lawns or the edge of the road.
- ❖ **Excessive mulch:** The Village Brush Dump is filling up quickly and we are in of making room for leaf pick up. Tawa landscape and Resource mulch have been contacted about the interest in purchasing our extra mulch this year. Tawa is the only one that expressed any interest but would not be able to pay for the product.

**PWD upcoming schedule**

Fire hydrant repairs and winterization, winterization of pool and parks, leaf pick up, meter reading, water service line repair, insulating water meters, catch basin replacement, speed radar sign installation, street sign replacement, catch basin cleaning and turning valves



6150 W. State Rd. ph. 419-339-3613  
Elida, OH 45807 fax 419-339-6613

"An Equal Opportunity Employer"

# Pay App #1

Date: 7/3/2019

## Bluffton 2018 Manhole Rehab

Ref #	Unit	Quantity	Description	Unit Price	Total Estimate	Pay App #1	Pay App #2	Total
1	Lump	1	Mobilization	\$ 6,000.00	\$ 6,000.00	1		\$ 6,000.00
2	Lump	1	MOT	\$ 3,000.00	\$ 3,000.00	1		\$ 3,000.00
3	Lump	1	Final Cleanup and Restoration	\$ 3,000.00	\$ 3,000.00	1		\$ 3,000.00
4	EA	6	Reconstruct Manhole Chimney in Pavement	\$ 300.00	\$ 1,800.00	19		\$ 5,700.00
5	EA	16	Replace Manhole Frame / Cover Pavement	\$ 1,113.00	\$ 17,808.00	27		\$ 30,051.00
6	EA	13	Replace Manhole Frame / Cover non Pavement	\$ 750.00	\$ 9,750.00	19		\$ 14,250.00
7	EA	2	Reset Manhole Frame and Cover	\$ 300.00	\$ 600.00	4		\$ 1,200.00
8	EA	1	Raise Manhole to Grade, non Pavement	\$ 300.00	\$ 300.00	5		\$ 1,500.00
9	EA	4	CMT Grt of Voids	\$ 100.00	\$ 400.00	10		\$ 1,000.00
10	EA	1	CMT Grt of Joints	\$ 100.00	\$ 100.00	7		\$ 700.00
11	EA	2	CMT Grt of Pipe Penetrations	\$ 100.00	\$ 200.00	2		\$ 200.00
12	EA	18	Construct Bench/Channel	\$ 550.00	\$ 9,900.00	30		\$ 16,500.00
13	EA	10	Inside Drop Connection	\$ 500.00	\$ 5,000.00	7		\$ 3,500.00
14	VF	269	CMT Manhole Lining, Full Depth	\$ 104.50	\$ 28,110.50	321		\$ 33,544.50
15	VF	37.2	CMT Manhole Lining w/ Epoxy	\$ 220.00	\$ 8,184.00	42.87		\$ 9,431.40
16	EA	1	Replace Manhole SSMH-0308	\$ 11,500.00	\$ 11,500.00	1		\$ 11,500.00
17	EA	1	Replace Manhole SSMH-0328	\$ 12,000.00	\$ 12,000.00	0		\$ -
			<b>Total</b>		<b>\$ 117,652.50</b>			<b>\$ 141,076.90</b>



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



**Police Activity Summary**  
**September 2019**

**Police Calls for Service –**  
**Traffic Stops –**  
**Citations –**

**Citations**

Driving Under Suspension	-	2
Expired Plates	-	1
Lanes of Travel	-	1
No OLN	-	1
OVI	-	2
Parking Violation	-	2
Speed	-	13
Seat Belt	-	1
Starting and Backing Violation	-	1
Traffic Control Device -Stop Sign	-	1
Turn Signal Required	-	1
<b>Total</b>	-	<b>26</b>

**Complaint Reports**

Domestic Violence	-	2
Driving Under Suspension	-	2
OVI	-	1
Miscellaneous	-	4
No Operator License	-	2
Theft	-	2
Warrant	-	1
<b>Total</b>	-	<b>14</b>

- Theft loss for September is \$0.00 with \$0.00 recovered.

# **Calls for Service Breakdown**

2019

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Intoxicated Person	0	2	0	0	1	1	1	3	0				8
Assault	1	0	3	0	0	0	0	1	1				6
Contact Complaint	0	0	1	0	0	0	5	0	0				6
Fire Runs	0	0	0	0	1	0	0	0	1				2
Prowler	0	0	0	0	0	1	0	1	2				4
Criminal Damaging	0	1	2	3	1	2	4	3	1				17
Unruly Juvenile	0	0	3	1	1	0	2	1	0				8
Meet the Officer	3	8	4	2	2	0	2	4	1				26
Escort	2	1	0	4	0	3	2	4	2				18
Animal Complaint	2	2	4	5	5	2	3	4	0				27
Breaking and Entering	0	0	0	1	1	2	8	2	2				16
Alarms, Burglar	14	19	19	12	12	13	10	19	0				118
Traffic Crash, Non-Injury	10	12	4	7	2	1	5	6	12				59
Traffic Crash, Injury	0	2	0	2	2	1	0	0	11				18
Traffic Crash, Hit-Skip	2	1	0	2	1	2	2	1	0				11
Intoxicated Driver	2	0	0	1	1	0	1	1	0				6
Investigate Vehicle	35	17	34	31	31	28	28	18	35				257
Motorist Assist	19	6	5	6	1	4	9	0	7				57
Complaint, Female	0	0	0	0	0	0	0	0	0				0
Rescue Needed / First Respond	2	3	2	2	4	1	0	0	0				14
Training / In - Service	2	1	0	0	2	1	1	0	0				7
Robbery Complaint	0	0	0	0	1	0	0	0	0				1
Domestic	0	1	0	2	1	1	3	1	4				13
Mental Health Emergency	4	2	0	2	3	6	4	7	1				29
Missing Adult	0	0	0	1	3	0	0	0	1				5
Missing Juvenile	1	0	1	0	0	0	0	0	0				2
Back Up Officer	0	0	0	0	0	0	0	0	0				0
Shots Fired	0	1	0	0	1	1	0	1	2				6



[illegible]





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September 23, 2019

To: Mayor Richard Johnson and Council

From: Chief Ryan M. Burkholder

Reference: Department Chaplain

I would like for council to make a motion to allow Father John McLaughlin (St. Mary's Church) to be a volunteer chaplain for the Bluffton Police Department to assist us during difficult times such as death notifications and any other spiritual guidance that is needed.

Respectfully,

A handwritten signature in black ink, appearing to read "Ryan Burkholder", is written over a horizontal line.

Chief Ryan M. Burkholder





**Become a Volunteer Guardian!**

**Attend a 1-hour information session**

**Tuesday: Oct. 22, Nov. 12 (noon only)**

**Thursday: Jan. 23**

**noon or 6 p.m.**

**A light meal will be served.**

**REGISTRATION:** call **419-222-8666** or go to [www.eventbrite.com](http://www.eventbrite.com) search "Guardian"

**\*\* 6 o'clock sessions offer free, 1.25 hr. Social Work, Counselor CEUs and end at 7:30 p.m.**

## **GUARDIAN PROGRAM**

### **CRIME VICTIM SERVICES**

*Making important life decisions*

**VOLUNTEER GUARDIANS NEEDED.** Help a vulnerable person in Allen County live to their full potential! Volunteer guardians are needed to make healthcare, housing and social service decisions for individuals deemed unable to make those decisions themselves. Mileage is paid. CVS staff provide decision making guidance for arranging support services, housing, medical care, and recreation. Additionally, staff assist guardians with training reminders, annual reports and plans required by Allen County Probate Court.

**Learn more! 1-hour information sessions: noon—1 p.m. and 6—7:30 p.m.**

***A light meal will be served.***

**Location:** Crime Victim Services Training Room, downstairs, 330 N. Elizabeth St., Lima.  
**Contact** Elysia 419-302-2857 (talk/text), or Katie 419-204-4618 (talk/text),

[cvsguardian@crimevictimservices.org](mailto:cvsguardian@crimevictimservices.org)

[www.crimevictimservices.org/guardian-program.html](http://www.crimevictimservices.org/guardian-program.html)

