

Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor
154 North Main Street, Bluffton
November 25, 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, November 11, 2019.

Bills

Committee Reports

Personnel – Nov. 13
Streets, Lights, Alleys & Sidewalks – Nov. 13

Boards & Commissions

Tree Commission – Nov. 12
Pathway Board – Nov. 21

LEGISLATION

Resolution 20-19

3rd Reading

Resolution accepting the amounts and rates determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

Resolution 21-19

2nd Reading

A Resolution of Necessity for the Jefferson Street Improvement Project, Phase II.

Resolution 22-19

2nd Reading

A Resolution authorizing the Village Administrator to enter into an agreement with the Johnny Appleseed Metropolitan Park District for the purpose of making application and accepting funds from the 2020 Cooperative Park Improvements Grant Program.

Resolution 23-19

1st Reading

A Resolution to accept the rate charged by the Village of Ottawa, Ohio to the Village of Bluffton, Ohio for bulk water beginning January 1, 2020

Resolution 24-19

1st Reading

A Resolution to renew the contract with the firm Hackenberg, Feighner, Bishop and Werth LLC, with Attorney Elliott T. Werth as the Village Solicitor for the Village of Bluffton, Ohio for a period of one (1) year effective January 1, 2020

Resolution 25-19

1st Reading

Emergency

A Resolution authorizing the use of unappropriated funds for the purchase of new equipment not to exceed \$2,500.00 and declaring an emergency.

Resolution 26-19

1st Reading

Emergency

A Resolution authorizing the submission of a fiscal year 2020 Ohio Airport Matching Grant Application for the FAA FY 2019 funded grant project along with accepting funds and declaring an emergency.

Administrator's Report

- Public Works Department Report

Safety Services Reports

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

Council Meeting – Monday, November 25th at 7:00 pm

Council Meeting – Monday, December 9th at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton - Regular meeting November 11, 2019 at 7:00 p.m.

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

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on October 28, 2019. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, and Steiner. No (0), Abstain (1) Talavinia, 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.

Steiner motioned, seconded by Cupples, to write off \$22,762.13 in utility billing bad debts that have accumulated over the last 11 years. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Cupples, to authorize the purchase of a new fire alarm monitoring service for \$1,409.29. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. The new system changes from land line to cellular service and saves \$91.53/month for a 15-month payback period.

The fiscal officer gave the following readings:

2nd Reading:

Resolution No. 20-19 – A Resolution accepting the amounts and rates determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Kingsley motioned to approve the second reading, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

1st Reading:

Resolution No. 21-19 – A Resolution of Necessity for the Jefferson Street Improvement Project, Phase II. Sehlhorst motioned to approve the first reading, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

1st Reading:

Resolution No. 22-19 – A Resolution authorizing the Village Administrator to enter into an agreement with the Johnny Appleseed Metropolitan Park District for the purpose of making application and accepting funds from the 2020 Cooperative Park Improvements Grant Program. Cupples motioned to approve the first reading, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Mayor Johnson presented a request for a street closing for the Christmas at the Houshower House event on November 24, 2019 from 7:30 – 9:00pm. Sehlhorst motioned to close S. Spring St. from Franklin to College Ave. from 7:30 – 9:00pm on November 24, 2019 for the Christmas at the Houshower House event, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned to enter into executive session for a personnel update and solicitor contract review to include Council, the Mayor, Village Administrator, Asst. Village Administrator, Fiscal Officer, Fire Chief, and the Solicitor for the personnel update only, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

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

Cupples motioned to adjourn the meeting, seconded by Stahl.

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

Personnel Committee – Wednesday, November 13, noon.

Streets, Lights, Alleys & Sidewalks Committee – Wednesday, November 13 at 5:30 p.m.

Pathway Committee – Thursday, November 21, noon.

Council Meeting – Monday, November 25 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 11/25/19

<u>VENDOR</u>	<u>AMOUNT</u>	<u>DEPT</u>	<u>DESCRIPTION</u>
ALLOWAY	\$1,735.30	SEWER	WWTP TESTING
ALSAC/ST. JUDE CHILDREN'S HOSPITAL	\$260.00	ADMIN	NO-SHAVE NOVEMBER CONTRI
ANTHEM INSURANCE	\$14,195.03	MULTIPLE	HEALTH INSURANCE
BEAVERDAM CONTRACTING	\$181,136.49	STREETS	JEFFERSON ST.
BLACKBURN, JESSE	\$35.66	ADMIN	EPA RE-CERTIFICATIONS
BLUFFTON NEWS	\$557.75	ADMIN	ADVERTISING
BLUFFTON STONE	\$58.40	STREETS	STONE
CLEMANS-NELSON	\$175.00	ADMIN	RETAINER
COUNTY ELECTRIC	\$3,975.00	PARKS	BUCKEYE PARK SHELTER HOUSE
D&J GOLF CARTS	\$348.00	STREETS	GOLF CART PARTS
DAN BOWDEN	\$90.66	MULTIPLE	EPA RE-CERTIFICATIONS
DANA SAFTEY SUPPLY	\$253.00	POLICE	COMPUTER MOUNT
DEGEN EXCAVATING	\$1,925.00	SEWER	SEWER JETTING & VAC
DOMINION ENERGY	\$828.61	MULTIPLE	GAS
FOP LODGE #21	\$20.00	ADMIN	NO-SHAVE NOV. SHOP-WITH-A-
FAMILY TRUE VALUE	\$129.86	MULTIPLE	SUPPLIES
GARY'S REPAIR	\$12.95	PARKS	CHAINSAW BAR OIL
GREAT LAKES BILLING	\$722.52	EMS	BILLING SERVICES
HANCOCK-WOOD ELECTRIC CO-OP	\$217.45	MULTIPLE	ELECTRIC
JOHN BOWERS	\$160.00	MULTIPLE	EPA RE-CERTIFICATIONS
KALIDA TRUCK EQUIPMENT	\$355.00	STREETS	SNOWPLOW CONTROL UNIT
LEIBERS GARAGE	\$533.98	STREETS	F250 REPAIRS
LEIBERS GARAGE	\$463.50	POLICE	CRUISER MAINTENANCE
LUGIBIHL SPRAY SERVICE	\$350.00	PARKS	WEED SPRAY
MARATHON	\$1,336.55	MULTIPLE	FUEL
MMCM	\$124.00	CULTURAL AFFAIRS	TOWN HALL CONCERT
NAGY EQUIPMENT SALES	\$220.36	STREETS	HYDRAULIC HOSE REPAIR
NATHAN JORDAN	\$296.70	SEWER	EPA RE-CERTIFICATIONS/CEU
NAVITAS	\$1,324.09	MULTIPLE	PHONE SYSTEM
NORTHERN LIGHTS DISPLAY	\$6,039.05	CULTURAL AFFAIRS	MAIN STREET SNOWFLAKES
OHIO CRIME PREVENTION ASSOC.	\$100.00	POLICE	MEMBERSHIP RENEWAL
OHIO MUNICIPAL LEAGUE	\$780.00	ADMIN	2020 MEMBERSHIP
PERRY CORPORATION	\$1,732.61	ADMIN	IT CONTRACT
POWER HOUSE ELECTRIC	\$972.40	LAND & BUILDING	SHOP OUTDOOR LIGHTING
RICHLAND ENGINEERING	\$12,310.20	AIRPORT	MASTER PLAN - TAXIWAY DESIC
RUSH TRUCK CENTER	\$125,096.00	STREETS	DUMP TRUCK
SAM'S CLUB	\$92.30	POLICE	TRICK OR TREAT CANDY

SHELL	\$2,363.83 MULTIPLE	FUEL
SMARTBILL	\$969.30 ADMIN	UTILITY BILLING SERVICES
STAPLES	\$90.76 ADMIN	OFFICE SUPPLIES
STRATTON GREENHOUSES, INC.	\$5,986.80 STREETS	TREE COMMISSION - STREET TR
SUNBELT RENTALS	\$360.53 ADMIN	LIFT RENTAL
TOMMY TIRE	\$24.00 STREETS	TIRE MOUNT
VANCE'S OUTDOOR INC.	\$229.00 POLICE	OC SPRAY
VERIZON	\$118.51 MULTIPLE	PHONE
VERIZON	\$200.85 MULTIPLE	PHONE
VILLAGE OF OTTAWA	\$37,160.80 WATER	WATER
WAGNER OVERHEAD DOOR	\$613.00 LAND & BUILDING	GARAGE DOOR REPAIR
TOTAL	<u>\$390,890.47</u>	

BIWEEKLY PAYROLL 11/22	\$43,785.55
MEDICARE	\$601.56
OPERS	\$2,635.92
OP&F	\$2,071.75

Council Signature : _____

Date : _____

Tree Commission
Village of Bluffton, OH
November 12, 2019

Present: Jonathan Andreas, Becky Ramey, Nancy Benroth Ben Stahl, Jon Sommer.

The minutes from the October 8, 2019 meeting were approved.

Fall tree planting: Working from a list of discounted trees from Stratton Greenhouses, the commission put together a list of 30 trees that could be planted this fall, subject to available funds. Planting sites included Parkview development, Riley Creek Village, Buckeye Park, Hunters Run and the Sportsmen's Club. Jon will check on tree lawn widths at addresses in Parkview that have completed sidewalks so that compatible trees can be selected for those sites.

Budget: There is currently \$8,800 in the budget needing to be spent to cover the Tree City USA per capita spending requirement. The above fall planting should cover a large portion of this.

Elm St.: The W. Elm St. current planting design can accommodate 39 trees. Reevaluating the project next spring with a completed small tree list will help determine the final design.

Tree share programs: Two city tree share programs, one in Delaware, Ohio and one in Lima, Ohio were briefly compared, with no action taken.

The next meeting of the Bluffton Tree Commission is scheduled for Tuesday, December 10, 2019 at 7:00 pm in the town hall.

Jon Sommer
Secretary

Streets, Lights, Alley & Sidewalk Committee

November 13, 2019

Start: 5:30 PM End: 6:41 PM

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

Topic 1: Parking Lot Paving

- **Fire Department Parking Lot (1,136 sy) (Est. 34 spaces)**
 - o 2020 Project. Expansion of North Main St. business traffic has created a need for improved parking for customers and workers.
 - o Est. Cost \$23,75
 - o Committee recommends project to also include a crosswalk across Main St.
- **Other Unpaved Parking Lots include:**
 - o Bluffton Park Soccer Field Parking Est. \$32,200 (1,556 sy)
 - o Bluffton Park Ballfield Parking Lot Paving Est. \$37,400 (1,975 sy)
- **Parks Committee: Pathway Maintenance**
 - o Cobb Lake Pathway \$12,214 (1,757 sy)
 - o Buckeye Park Pathway – Circle to BB Court \$7,420 (992 sy)

Topic 2: Washington St.

- Discussed preliminary road concept concentrating at corner of Main/Washington

Topic 3: Bentley Intersection

- Additional 555 sq. ft. ROW needed
- Administration to meet resident Friday
- 2021 ODOT scheduled to pave SR103
- Estimated project cost \$162,784. Would include storm, sidewalk, and curbs.
 - o Plus, additional monies for waterline replacement

Topic 4: Riley St. Concept Drawing

- Choice One drawing identifying ROW widths and sidewalk.

Topic 5: 2019 Street Paving Program

- Delayed until 2020
- In 2019, Bluffton Paving will pave the Main St. Alley and Commercial Lots. Special thanks to Smith's Realty, Bowden Building, Luke's, and Bike Crazy for participating along with this project.
- Will find time to complete patchwork.

Topic 6: 2020 Street Paving Program

- Administration to compile 2020 list; roads and ADA curb installation
- Other: Repair/Replace Sidewalks. Administration to prepare bid project.

Topic 7: Bentley Rd. Crosswalk

- Mayor presented the need for a crosswalk across Bentley Rd.(University Dorms to Football Field)

Meeting: Bike and Pedestrian Pathway Board
Date/Time: Thursday, November 21, 2019, Noon
Location: Town Hall 3rd Floor Meeting Room

Members Present: Dick Ramseyer, Greg Denecker, Mitch Kingsley, John Rich, Dima Snyder, Fred Steiner, Laura Voth, Jane Wood

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

Village Liaison Absent: Bryan Lloyd

MINUTES:

Minutes of the October 3, 2019 meeting were approved as presented. John Rich made the motion to approve; Jane Wood placed a second. Motion carried.

BUSINESS:

Lions Way Bentley North Phase I

The Pathway Board and Bluffton Lions Club made a commitment to reimburse two specific households up to and not exceeding \$1000 for costs incurred in landscaping for a privacy block. Work has commenced on the landscaping – receipts will be submitted by the deadline of June 1, 2020.

Lions Way Bentley North Phase II – 2020

The Choice One engineering study is complete. Letter was received on 11-18-19 giving the following updates: 1) Century Link has all the information needed to relocate the poles; 2) Dominion Gas confirmed the location of the gas lines with no potential conflicts. Jesse Blackburn will communicate the schedule for drainage work when it is known so plans can be finalized for moving the poles. Jesse is estimating the drainage work will be complete by early summer 2020, assuming weather cooperates.

Fund Raising for Lions Way Bentley North Phase II

Each board member gave an update on the progress of fund raising. Dick reported that \$43,500 has been received in cash and pledges toward the \$67,000 cost, leaving \$23,500 yet to be funded.

Future Pathway Projects and Connectivity

Jesse reviewed the 2023 grant funded project of extending the bike path along St. Rt. 103 from the intersection of County Line Road and SR 103 to Commerce Lane, where it will connect with Lions Way.

Discussion was held on ways to connect Swiss Estates Subdivision, north of County Line Road and in Hancock County, to the path along SR 103. Brainstorming will continue.

Discussion was held on ways to connect Lions Way to County Rd. 33 which goes under the bridge of I-75.

Jesse Blackburn showed drawings of the plan for sidewalks on Jefferson Street/SR 103 between the railroad and County Line Rd. This is part of the current village project.

Jesse also showed high-level drawings of potential pathway on Riley Street between Bentley Rd. and the Buckeye Park. This would be part of the Village 5 year plan to improve Riley Street.

Dare to Dream 2019

The evening was a great success with \$17,500 being raised for the pathway program.

Evaluation of the event - Consensus was that the location, space, parking, food all worked well. It was hard to hear the speaker in order to know what was being auctioned. People who came expecting to sit with friends were disappointed with assigned seats.

Future Pathway Projects

Connect the Parkview Path to the Triplett Path going to Village Park.

Connect the Village Park to Hancock County Township Rd. 15.

Connect Hancock County Township Rd. 33.

2030 (estimated time) ODOT will be rebuilding I-75/SR 103 overpass.

Meeting Adjourned.

There will be no meeting in December, 2019. Next meeting will be held at noon on Thursday, January 9, 2020 at Bluffton Town Hall, 3rd Floor. Please note that this is one week later than usual.

Respectfully Submitted,
~Laura Voth

R-20-19

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 regular session on the 28th day of October, 2019, at the office of Village of Bluffton 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 1st, 2020; 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 III	Outside 10 M. Limit IV
	Column I	Column II		
General Fund	224,146.00		2.50	
Special Funds				
TOTAL	224,146.00	-	2.50	-

Schedule B

Levies outside 10 mill limitation, exclusive of Debt Levies

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

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 21 - 19

A RESOLUTION OF NECESSITY FOR THE JEFFERSON STREET IMPROVEMENT PROJECT, PHASE II

WHEREAS; The Council finds that there it is necessary to construct a public improvement to sidewalks and curbs on Jefferson Street as set forth on the plans and drawings, to be known as the Jefferson Street Improvement Project, Phase II in the Village of Bluffton, Ohio, and;

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

§ 1. Determination to improve:

It is hereby determined to be necessary to improve the curbs and sidewalks on that part of Jefferson Street in accordance with the plans and specifications referred to in § 2.

§ 2. Approval of plans and specifications:

The plans, profiles, and specifications, and the estimate of cost for the improvement, prepared by the engineer and placed on file in the office of the Clerk of this Council, are approved.

§ 3. Grade as per maps and profile:

The grade of the sidewalks and curbs after the improvement has been completed shall be as shown on the plans and profiles.

§ 4. Levy of assessment:

The cost of the improvement shall be paid as follows:

a. The Village of Bluffton will pay 100% of removal costs for all sidewalk and curb, 50% of curb installation, and any portion of the sidewalk.

b. The remaining costs, being 100% of driveway approach and 50% of curb installation will be assessed on all lots and lands bounding and abutting on the improvement of Jefferson Street. These lots and lands are determined to be specially benefited by the improvement. The assessments shall be levied by the foot front of the property bounding and abutting upon the improvement to that part of Jefferson Street, and shall be paid, when levied, in annual installments, with interest on unpaid installments at the rate of 2% payable with the property taxes of said parcel for not more than 10 years. Provided that the owner of any property assessed may, at his option, pay the assessment in cash within thirty days after passage of the ordinance levying the assessments.

§ 5. Estimated assessments:

The Village Administrator is directed to prepare an estimated assessment of the cost of the improvement, based on the estimate of cost filed in the office of the Clerk of this Council in accordance with the method of assessment set forth in this resolution, and showing the amount of the assessment against each lot and parcel of land to be assessed. The estimated assessment shall be filed in the office of the Clerk and kept available for public inspection.

§ 6. Notice to property owner:

Upon the filing of the estimated assessment, the Clerk of this Council is directed to cause notice of the passage of this resolution and of the filing of the estimated assessment to be served on the owners of all lots and lands to be assessed, as provided by law.

§ 7: Sunshine Law provisions:

That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance 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 _____, 2019 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

RESOLUTION NO. 22-19

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT FOR THE PURPOSE OF MAKING APPLICATION AND ACCEPTING FUNDS FROM THE 2020 COOPERATIVE PARK IMPROVEMENT GRANT PROGRAM.

WHEREAS, the Commissioners of the Johnny Appleseed Metropolitan Park and the Village of Bluffton desire to provide improved and increased recreational opportunities to residents in the areas each organization services; and

WHEREAS, It is the intent of the Board of Park Commissioners to make funding available to political subdivisions of the State of Ohio throughout Allen county as enabled by the provisions of Section 1545.14 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT AND THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO.

Section 1. That the Johnny Appleseed Metropolitan Park District and the Village of Bluffton agree to cooperate for the purpose of improving public parklands under the terms and provisions of the Cooperative Park Improvements Grant Program administered by the Board of Park Commissioners for a period of one year and from year to year thereafter, unless terminated by either party upon thirty (30) days written notice to the other party.

Section 2. That the Village Administrator, of the Village of Bluffton is authorized to make application for Grant Program funding to the Board of Park Commissioners for the 2020 fiscal year.

Section 3. That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in open meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and adopted the _____ day of _____, 2019, by the governing board of the Village of Bluffton:

Ayes: _____ Noes: _____ Abstain: _____

Attest _____

Fiscal Officer

Mayor

Approved as to Form: _____

Village Solicitor

RESOLUTION NO. 23-19

A RESOLUTION TO ACCEPT THE RATE CHARGED BY THE VILLAGE OF OTTAWA, OHIO TO THE VILLAGE OF BLUFFTON, OHIO FOR BULK WATER BEGINNING JANUARY 1, 2020

WHEREAS: The Village of Ottawa and the Village of Bluffton meet and agree each year on the rate that is charged for water purchased by the Village of Bluffton under its existing water contract,

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

SECTION 1: That the Village of Bluffton accepts the negotiated water rate charged by the Village of Ottawa, Ohio beginning on January 1, 2020 as follows:

\$2.06 per CCF

SECTION 2: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this ____ day of _____, 2019 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

RESOLUTION NO. 24-19

A RESOLUTION TO RENEW THE CURRENT CONTRACT WITH THE FIRM HACKENBERG, FEIGHNER, BISHOP & WERTH LLC, WITH ATTORNEY ELLIOTT T. WERTH AS THE VILLAGE SOLICITOR FOR THE VILLAGE OF BLUFFTON, OHIO FOR A PERIOD OF ONE (1) YEAR EFFECTIVE JANUARY 1, 2020

WHEREAS: the Council finds that there is a need for a Village Solicitor to act as legal counsel to the Village and its departments.

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

SECTION 1: That the Village Council hire, contract and otherwise retain the firm **HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC**, with Attorney Elliott T. Werth, as Village Solicitor for a period of one (1) year beginning on January 1, 2020. The Village Solicitor shall be paid a retainer of One thousand and no/100 Dollars (\$1,000.00) per month. The Village Solicitor shall attend any and all regular and special meetings of Council. The Village Solicitor shall attend any other meetings of Council or its Committees and Boards when requested. The foregoing shall compensate all work of the Village Solicitor except extraordinary matters.

SECTION 2: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this ____ day of _____, 2019 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

RESOLUTION NO. 25-19

A RESOLUTION AUTHORIZING THE USE OF UNAPPROPRIATED FUNDS FOR THE PURCHASE OF NEW EQUIPMENT NOT TO EXCEED \$2,500.00 AND DECLARING AN EMERGENCY

WHEREAS: the Village of Bluffton has recently sold equipment generating over \$7,000.00 of unappropriated funds and;

WHEREAS: the Public Works Department of the Village of Bluffton has identified snow removal equipment that will allow for increased capability to clear sidewalks on public bridges of accumulated snow and;

WHEREAS: an emergency exists in that the timeliness of the purchase of equipment is necessary for the preservation of the health, safety and welfare of the citizens of the Village of Bluffton, Ohio;

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

SECTION 1: The Village Administrator, on behalf of the Public Works Department, is hereby authorized to use unappropriated funds from the sale of used equipment for the purchase snow removal equipment not to exceed a value of \$2,500.00

SECTION 2: That an emergency exists for the reasons set forth in this resolution.

SECTION 3: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance 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 _____, 2019 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

ATTEST: _____
FISCAL OFFICER

MAYOR

APPROVED: _____
SOLICITOR

RESOLUTION NO. 26-19

A RESOLUTION AUTHORIZING THE SUBMISSION OF A FISCAL YEAR 2020 OHIO AIRPORT MATCHING GRANT APPLICATION FOR THE FAA FY 2019 FUNDED GRANT PROJECT ALONG WITH ACCEPTING FUNDS AND DECLARING AN EMERGENCY

WHEREAS: The Bluffton Airport Advisory Commission has been made aware of opportunities to apply for grant funding through the Ohio Department of Transportation, Office of Aviation where ODOT provides substantial funding, and;

WHEREAS: An emergency exists in that the grant process is time sensitive and such grants are needed for efficient maintenance of Village infrastructure all for the benefit of the health, safety and welfare of the Village of Bluffton, Ohio, and;

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

SECTION 1: Village Administrator is hereby authorized to submit a Fiscal Year 2020 Ohio Airport Grant Application and accept funds for improvements at the Bluffton Airport.

SECTION 2: That an emergency exists for the reasons set forth herein.

SECTION 3: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance 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 _____, 2019 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

Administrator's Report

To: Mayor Johnson & Council Members



11-25-19

Bluffton Airport - 2020 Planning Meeting

Meeting was held at the Bluffton Airport on Nov. 19. Taxiway rehabilitation was discussed as the project to be presented to the FAA for 2020. Village share of this estimated \$600,000 project is \$30,000. A meeting of the Airport Commission will be scheduled to further discuss projects for 2020.

Village-owned farmland

Current cash lease agreements for Village-owned farmland expire at the end of 2019. Two separate leases will be advertised for following farms:

- "Bluffton Airport Farm" - 72.134 acres
- "Stager Farm" - 15.83 acres

W. Elm St. Improvements - property owner assessments

Final assessment information will be mailed to property owners along the W. Elm St. Improvements Project within the next two weeks. Balances that remain 60 days after date of mailing will be certified to the County Auditor to be collected over a 10-year period along with property taxes.

Jefferson St. Phase I - property owner assessments

Final assessments will be addressed in the Spring

Payment Update:

- Project final invoice was \$4,788.48 UNDER BUDGET
- To date \$471,981.10 has been paid by Bluffton and \$192,781.00 has been funded through OPWC. \$100,000 of the OPWC portion was grant funded

Jefferson St. Phase II – funding update

OPWC has approved grant funding for 29% of this project! Start date must be after July 1, 2020. Projected bid date is Feb-March.

On-going/planned projects:

- Waste Disposal Bid documents/contract and advertisement. Current contract expires June 2020.
- Personnel Policy Manual Updates to Clemans Nelson
- Sidewalk Easement discussions with Jefferson St. Phase II residents
- Closing on flood plain properties – December 2
- Planning Commission – gather information for Zoning Districts along Jefferson St./RR tracks
- December 18th at 3:30 PM – initial meeting with property owners along SR 103 bordering the Tap funded Pedestrian Pathway project to occur in 2023

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

- o Finance - 2020 Appropriations/projects – 2020 water line engineering
- o Executive Session – Real Estate



Department of Public Works
Assistant Village Administrator

11/25/2019

To: Mayor and Village Council Members

- * **E. Jefferson St Phase 1 & Bridge:** The final walk through has been completed. Most of the punch list items will not be completed until the spring of 2020.
- * **W. Elm St. catch basin:** We met with Hohenbrink excavating and Bluffton paving last week to devise a plan to correct the catch basin drainage on W. Elm St. This work is scheduled to be completed this week, finalizing the W. Elm St. reconstruction project.
- * **Leaf Pickup:** We will continue to pick up leaves through December 4th.
- * **Buckeye park:** The fall medium has been installed and most of the roughing in of the dirt work has also been completed. The PWD will continue working on the finishing work as the weather permits.
- * **Downtown lightning:** County Electric was in today to work on converting all the downtown pole lights and outlets to 2 master photocells.
- * **Speed radar signs:** One of the signs was installed today. We are still waiting a response from AEP for permission to use their utility poles on the last 2 signs.
- * **County line sewer replacement:** J&D Snyder plan on beginning the sewer main replacement in the next few weeks. This work is planned to take approximately 4 days to complete. During this time there is expected to be some lane restrictions during the working hours.
- * **Evaluations:** PWD employee's self-evaluations are planned to go out this week with one on one evaluations following.

PWD work completed

leaf pick up, sign project, fire hydrant repair, valve repair, water leak, water meter reading, plowing, buckeye park playground, truck repair

PWD upcoming schedule

Speed Radar signs, riverbend light repair, leaf pickup, insulating water meters, catch basin replacement, street sign replacement, catch basin cleaning and turning valves