

Village of Bluffton Council Meeting Agenda
Bluffton Town Hall, 3rd Floor
154 North Main Street, Bluffton
November 7, 2016
8:00 PM

1. Opening Ceremonies

- a. Call to Order
- b. Pledge of Allegiance

2. Minutes

- a. Approval of the minutes for the Bluffton Village Council meeting held on Monday, October 17, 2016.
- b. Approval of the minutes for the Special Bluffton Village Council Meeting held on Monday, October 31, 2016.

3. Bills

4. Legislation

Ordinance No. 16-16 1st Reading Emergency
An Ordinance amending Ordinance No. 21-15 (the Annual Appropriations Ordinance) and declaring an emergency.

Resolution No. 19-16 1st Reading Emergency
A Resolution making certain transfers and declaring an emergency.

5. Public Hearing for Zone Classification Change

6. Administrator's Report

7. Safety Services

8. Committee Reports

9. Public Comment

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

- a. Airport Advisory Commission- Thursday, November 17, 2016 at 7:45 PM at Bluffton Airport
- b. Council- Monday, November 21, 2016 at 8:00 PM

11. Adjournment – Motion and Second

Regular Council

October 17, 2016

Mayor Augsburg presiding. Messrs: Johnson, Miller, Sehlhorst, Talavinia, and Warren present. Mr. Burrell absent.

Mr. Talavinia moved, seconded by Mr. Warren to approve the minutes of the regular council meeting held on October 3, 2016. Roll Call: Yes (5) Messrs: Talavinia, Warren, Johnson, Miller, and Sehlhorst. No (0), motion approved.

Mr. Miller moved, seconded by Mr. Talavinia to approve the bills as presented. Total payroll of \$38,557.88 and non-payroll of \$59,125.50. Roll Call: Yes (5) Messrs: Miller, Talavinia, Johnson, Sehlhorst, and Warren. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to approve the second reading of Ordinance No. 15-16: AN ORDINANCE SETTING FORTH THE TERMS, CONDITIONS AND REGULATIONS FOR INDIGENT BURIALS FOR THE VILLAGE OF BLUFFTON, OHIO. Roll Call: Yes (5) Messrs: Warren, Johnson, Miller, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to authorize the Village Solicitor to prepare legislation to fill in the pond at Village Park. Roll Call: Yes (5) Messrs: Warren, Johnson, Miller, Sehlhorst, and Talavinia. No (0), motion approved.

Paula Scott presented material from the Share the Road Bluffton campaign.

A presentation was given on the upcoming 50 North Levy in Hancock County.

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

October 20, 2016	Safety Services @Fire Station	Noon
October 31, 2016	Special Council- 2017 Appropriations	8:00PM
November 7, 2016	Council	8:00 PM
November 7, 2016	Public Hearing- Zoning	8:15 PM

Mr. Warren moved, seconded by Mr. Sehlhorst to enter into executive session for the discussion of contracts, personnel- compensation and performance, and legal- audit update- Council, Mayor, and Village Solicitor invited to attend. Roll Call: Yes (5) Messrs: Warren, Sehlhorst, Johnson, Miller, and Talavinia. No (0), motion approved.

Mr. Warren moved to exit from executive session.

Mr. Johnson moved, seconded by Mr. Talavinia to adjourn.

MAYOR

FISCAL OFFICER

Special Council

October 31, 2016

Mayor Augsburg presiding. Messrs: Johnson, Miller, Schlorst, Talavinia, and Warren present. Mr. Burrell absent.

The 2017 appropriations were presented to Council. An in-depth discussion of the appropriations was held. No action taken.

Mr. Johnson moved, seconded by Mr. Talavinia to enter into executive session for the discussion of personnel-compensation and hiring- Council, Mayor, and Village Solicitor invited to attend. Roll Call: Yes (5) Messrs: Johnson, Talavinia, Miller, Schlorst, and Warren. No (0), motion approved.

Mr. Johnson moved to exit from executive session.

Mr. Schlorst moved, seconded by Mr. Talavinia to adjourn.

MAYOR

FISCAL OFFICER

Village of Bluffton
Bills Paid November 7, 2016

Vendor	Description	Amount
Alloway Testing	Lab Analysis	\$1,646.60
All Service Aeration, Inc	Portable Toilets	\$382.50
All Service Aeration, Inc	Jetting	\$225.00
Allied Waste Services #388	Refuse Service	\$17,437.07
Bluffton Hospital	Ambulance Supplies	\$280.11
Bluffton News	Publishing	\$328.50
Bluffton Stone Co.	Road Maintenance Supplies	\$60.61
F. Stephen Chamberlain	Retainer/Meetings	\$1,320.00
Citizens National Bank	Principal	\$21,671.31
CT Consultants	West Side Interceptor Consult	\$12,312.42
Andrew R. Davis	Tree Removal & Stump Grinding	\$3,435.00
Andrew R. Davis	Tree Removal- Augsburger Rd Bikepath	\$1,550.00
Family True Value Hardware	Christmas Lights	\$162.72
Family True Value Hardware	Operating Supplies	\$182.73
First National Bank	Interest- Line Of Credit	\$14.75
Greg's Pharmacy	Flu Shots	\$405.90
Bryan Lloyd	Reimburse CEU's	\$88.95
Marathon Fleet Services	Gasoline	\$587.85
M&R Plumbing & Heating, Inc.	Clamps	\$21.60
Northwestern Ohio Security Systems	Elevator Monitoring	\$44.95
American Electric Power	Electricity	\$21,669.57
Ohio Utilities Protection Service	Manual Call-Outs	\$4.00
Perry Corporation	Computer/Copier Back-Up	\$119.69
Lima Radio Hospital, Inc.	Radio Repair	\$259.36
Red Cross	First Aid Kits (2)	\$54.00
Riley Creek Mercantile	Grass Seed	\$312.47
Koi Enterprises, Inc.	Vehicle Maintenance	\$349.60
Smartbill	Utility Bill Printing & Postag	\$726.74
Staples Business Advantage	Office Supplies	\$52.91
Staples Business Advantage	Toner & Bankers Boxes	\$158.66
Staples Business Advantage	Paper & Envelopes	\$209.43
Stryker	Electric Cot Batteries	\$610.44
Time Warner Cable	Internet	\$1,005.55
Tommy Tire Sales LLC	Replacement Tire- 104	\$187.69
Taber Construction	419 N. Main St Sidewalk Repairs	\$222.90
United Fire Apparatus Corp	Brake Bulb	\$28.00
United Fire Apparatus Corp	EMS Boots	\$4,880.00
United Healthcare Plan Of The	Hospitalization	\$10,660.67
United Healthcare Insurance Co	Life Insurance	\$96.00
Centurylink	Telephone Service	\$1,082.45
Vetter Lumber Co.	Paint, Brushes, Tubing	\$30.31
W.C.O.I.L.	Internet	\$4.95
Dominion East Gas	Natural Gas	\$92.49
Yoakam Surveying	Kibler- Right Of Way	\$150.00
TOTAL		\$105,126.45

Village of Bluffton, Ohio

Statement of Cash Position with MTD Totals

From: 1/1/2016 to 9/30/2016
Funds: A1 to H6

Include Inactive Accounts: No
Page Break on Fund: No

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
A1	GENERAL FUND	\$2,396,288.16	\$158,490.01	\$2,258,110.47	\$197,348.23	\$1,931,944.48	\$2,722,454.15	\$201,942.80	\$2,520,511.35
B1	STREET FUND	\$134,886.58	\$12,154.99	\$351,487.53	\$15,864.30	\$314,796.40	\$171,577.71	\$40,699.69	\$130,878.02
B2	STATE HIGHWAY FUND	\$42,282.18	\$989.87	\$8,190.87	\$0.00	\$950.00	\$49,523.05	\$0.00	\$49,523.05
B3	CENETARY FUND	\$15,296.62	\$2,980.00	\$26,239.12	\$446.19	\$19,895.54	\$21,640.20	\$10,844.00	\$10,796.20
B4	PARK FUND	\$6,182.40	\$28,000.00	\$67,770.00	\$20,497.08	\$52,058.56	\$21,893.84	\$37,624.75	(\$15,730.91)
B5	BENROTH MEMORIAL BRIDGE FUND	\$534.63	\$0.00	\$0.00	\$0.00	\$0.00	\$534.63	\$0.00	\$534.63
B6	FEMA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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 & EDUCATION	\$269.01	\$0.00	\$50.00	\$0.00	\$0.00	\$319.01	\$0.00	\$319.01
B9	PERMISSIVE LICENSE FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C1	STREET DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C2	SWIMMING POOL DEBT SERVICE	\$863.28	\$0.00	\$0.00	\$0.00	\$0.00	\$863.28	\$0.00	\$863.28
D1	CAPITAL IMPROVEMENT FUND	\$3,477.57	\$0.00	\$0.00	\$0.00	\$0.00	\$3,477.57	\$0.00	\$3,477.57
D2	STORM SEWER IMPROVEMENT	\$28,669.46	\$0.00	\$0.00	\$0.00	\$252.50	\$28,416.96	\$4,247.50	\$24,169.46
D3	FIRE & RESCUE IMPROVEMENT FUND	\$124,671.53	\$0.00	\$91,250.00	\$0.00	\$5,270.21	\$210,651.32	\$5,000.00	\$205,651.32
D4	SWIMMING POOL IMPROVEMENT	\$7,298.36	\$2,200.00	\$37,200.00	\$3,560.00	\$48,041.42	(\$3,543.06)	\$0.00	(\$3,543.06)
D5	EQUIPMENT REPLACEMENT	\$12,113.32	\$0.00	\$5,000.00	\$0.00	\$16,027.80	\$1,085.52	\$0.00	\$1,085.52
D6	AIRPORT IMPROVEMENT	\$6,286.81	\$17,425.55	\$39,410.55	\$17,425.55	\$41,754.38	\$3,942.98	\$0.00	\$3,942.98
D7	STREET IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
D8	TOWN HALL IMPROVEMENT	\$370,520.85	\$0.00	\$0.00	\$0.00	\$1,771.53	\$368,749.32	\$0.00	\$368,749.32
D9	POLICE EQUIPMENT REPLACEMENT	\$24.96	\$0.00	\$40,000.00	\$0.00	\$34,678.00	\$5,346.96	\$0.00	\$5,346.96
E1	WATER FUND	\$201,427.37	\$120,332.58	\$995,460.01	\$355,424.14	\$1,142,242.18	\$54,645.20	\$201,588.46	(\$146,943.26)
E2	SEWER FUND	\$86,393.10	\$77,756.64	\$640,260.71	\$96,439.66	\$616,923.83	\$109,729.98	\$131,060.81	(\$21,330.83)
E3	SEWER DEBT SERVICE RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E4	SEWER DEBT SERVICE	\$44,125.78	\$43,342.62	\$195,041.79	\$21,671.31	\$195,041.79	\$44,125.78	\$66,013.93	(\$20,888.15)

Statement of Cash Position with MTD Totals

From: 1/1/2016 to 9/30/2016

Fund	Description	Beginning Balance	Net Revenue		Net Revenue		Net Expenses		Net Expenses		Unexpended Balance	Encumbrance YTD	Ending Balance
			MTD	YTD	MTD	YTD	MTD	YTD					
E5	WATER DEBT SERVICE	\$0.00	\$233,762.83	\$488,762.83	\$0.00	\$488,762.83	\$0.00	\$488,762.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E6	SEWER REPLACEMENT & IMPR.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E7	REFUSE FUND	\$57,820.72	\$18,112.49	\$163,399.98	\$17,644.64	\$139,507.58	\$81,713.12	\$60,492.42	\$21,220.70				
E9	WATER/SEWER IMPROVEMENT FUND	\$384,531.18	\$257,820.93	\$665,062.49	\$248,975.58	\$510,351.16	\$539,242.51	\$3,129,311.50	(\$2,590,068.99)				
F1	WATER CONSTRUCTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F2	COMMUNITY EVENTS	\$5,880.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,880.77	\$0.00	\$0.00	\$5,880.77
F3	COMMUNICATIONS FUND	\$6,960.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,960.24	\$0.00	\$0.00	\$6,960.24
F4	POLICE CONTINUING PROFESSIONAL	\$2,671.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,671.52	\$0.00	\$0.00	\$2,671.52
F5	UTILITY RECOVERY	\$16,459.88	\$0.00	\$0.00	\$0.00	\$14,503.76	\$1,956.12	\$0.00	\$1,956.12	\$0.00	\$0.00	\$0.00	\$1,956.12
F6	NATIONAL NIGHT OUT Shannon Cemetery Fund	\$150.00	\$0.00	\$4,670.00	\$533.39	\$4,057.02	\$762.98	\$0.00	\$762.98	\$0.00	\$0.00	\$0.00	\$762.98
F7	UNCLAIMED MONIES TRUST	\$0.00	\$200.00	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
G2	TRUST	\$225.20	\$0.00	\$0.00	\$0.00	\$0.00	\$225.20	\$0.00	\$225.20	\$0.00	\$0.00	\$0.00	\$225.20
G3	INCOME TAX FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G4	CEMETARY TRUST - C/W	\$1,326.66	\$0.00	\$0.00	\$0.00	\$0.00	\$1,326.66	\$0.00	\$1,326.66	\$0.00	\$0.00	\$0.00	\$1,326.66
G5	CEMETARY TRUST - MATTER	\$524.37	\$0.00	\$0.00	\$0.00	\$0.00	\$524.37	\$0.00	\$524.37	\$0.00	\$0.00	\$0.00	\$524.37
H1	SPECIAL ASSESSMENT - KIBLER	\$897.17	\$0.00	\$0.00	\$0.00	\$0.00	\$897.17	\$0.00	\$897.17	\$0.00	\$0.00	\$0.00	\$897.17
H2	SPECIAL ASSESSMENT - VANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
H4	SPECIAL ASSESSMENT -W/COLLEGE	\$849.41	\$0.00	\$0.00	\$0.00	\$0.00	\$849.41	\$0.00	\$849.41	\$0.00	\$0.00	\$0.00	\$849.41
H5	SPECIAL ASSMT - MAIN ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
H6	SPECIAL ASSMT - JACKSON ST	\$119.67	\$0.00	\$0.00	\$0.00	\$0.00	\$119.67	\$0.00	\$119.67	\$0.00	\$0.00	\$0.00	\$119.67
Grand Total:		<u>\$3,965,141.90</u>	<u>\$973,568.51</u>	<u>\$6,077,666.35</u>	<u>\$995,830.07</u>	<u>\$5,578,830.97</u>	<u>\$4,463,977.28</u>	<u>\$3,887,825.86</u>	<u>\$576,151.42</u>				

ORDINANCE NO. 16-16

AN ORDINANCE: AMENDING ORDINANCE NO. 21-15 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 21-15 (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:

General Fund:

A1-7X-52710 Transfers Out +\$33,800

Water Fund:

E1-5X-52110 Payroll \$14,000

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 _____, 2016 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 NO. 19-16

A RESOLUTION: MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to make certain transfers between funds of the Village of Bluffton.

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

SECTION 1: That the following transfers are hereby made:

To	From	Amount
D6-0H-41920 Airport Improvement		+\$31,000
D4-0I-41920Swimming Pool Improvement		+\$3,600
B4-0H-41920 Park		+\$16,000
	General A1-7X-52710	-\$50,600

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 Resolution 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 action 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 _____, 2016 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

**To: Mayor Augsburger
Council Members**

Quarterly Sample Results

We received the results of our 4th Quarter TTHM and HAA5 samples. Historically, the 4th Quarter samples have always been the highest for TTHM's due to the higher amount of organics in the surface water this time of year. Our TTHM results came in at 29.8 ug/L and 51.0 ug/L. For comparison's sake, last year's 4th Quarter samples came in at 107.2 and 107.7. This brings our running annual average down from 52.4 and 50.0 as of the Third Quarter to 33.1 and 35.8. We had a surprising result on our HAA5 (Haloacetic acids) samples. We have never been near the 60 ug/L limit on any of our samples and this quarter we had a 62.1 ug/L result from our western sampling location. We will be keeping an eye on that and following whatever requirements the OEPA may have as a result of the sample.

Sealed Bid Results

Sealed bids were advertised to be received for the surplus equipment until 2:00 PM on Friday, November 4, 2016. The Village received the following sealed bids: 1 bid of \$25.00 for the Pushing Rod Machine; 1 bid of \$350.00 for the Military Surplus Generator; 1 bid of \$580.00 for the 1995 Ford F-150 truck; and 1 bid of \$1,076.00 for the four well pumps. We did not receive any bids for the Sewer Rodding Machine.

Airport Master Plan Contract

The Village has been awarded a 90% grant from the Federal Aviation Administration to conduct the Airpark Master Plan Study for the Bluffton Airport. Council previously authorized the execution of the grant agreement. While we are still awaiting official notification from the Ohio Department of Transportation regarding the approval of the 5% grant that we applied for through the Office of Aviation, in order for the study to progress, we need to approve the contract with Richland Engineering for the engineering service to conduct the study. The total cost for the project, and the engineering proposal, is \$290,000.00. With the grant from the FAA equaling 90% (\$261,000) and the 5% grant from ODOT (\$14,500), the Village's financial responsibility for the project will be \$14,500.00.

Leaf Pickup

The Service Department has been picking up leaves on a part-time basis as the mowing season has continued. As the mowing season winds down, the leaf pickup will transition to a full-time basis. As in years past, residents should place un-bagged leaves on the side of the street in front of their residence as close to the curb as possible, utilizing the tree lawn if available, and do not allow the leaf pile to extend into the lanes of traffic. Residents can aid the Service Department by clearing leaves away from catch basins and curb drains. Residents who park vehicles on the street are asked to be aware of leaf piles when parking their vehicle so that the crews are able to get to the piles of leaves. It is anticipated that the leaf pick-up will extend through the end of November.

NatureWorks Grant Award

Attached to this report is a copy of a letter received from the Ohio Department of Natural Resources informing the Village that our application for financial assistance for the Buckeye Park Renewal- Phase 1 project has been conditionally awarded funding in the amount of \$7,900.00 through the NatureWorks Grant Program. This project was applied for to update the lighting fixtures at the Buckeye Park and replace the existing fixtures with LED fixtures. I'd like to thank Jesse Blackburn and the members of the Service Department for their work on securing the grant funding for this project.



Ohio Department of Natural Resources

JOHN R. KASICH, GOVERNOR

JAMES ZEHRINGER, DIRECTOR

October 25, 2016

Mr. Jesse Blackburn
Village of Bluffton
154 N. Main St.
Bluffton, OH 45817

RE: Buckeye Park Renewal - Phase 1

Dear Mr. Blackburn:

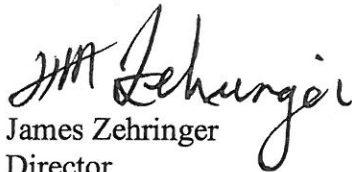
I am pleased to inform you that the above referenced project has been conditionally awarded funding in the amount of \$7,900.00 through the twenty-third round of the NatureWorks grant program. This NatureWorks funding is awarded on the condition that the State of Ohio Controlling Board approves the NatureWorks grant awards in their upcoming 2016 meeting.

After approval by the State of Ohio Controlling Board, ODNR will mail you two copies of your State-Local Project Sponsor Contract Agreement for the subject NatureWorks grant. Both copies must be signed and returned to the Office of Real Estate, 2045 Morse Road, Building E-2, Columbus, OH 43229 within 30 days of receipt. A fully signed copy will be returned to you along with additional material concerning your NatureWorks project.

To protect your eligibility in the program, please **do not begin any portion of your project until you receive written approval to do so.** Approval to begin will be coordinated through the Ohio Department of Natural Resources, Office of Real Estate. If you have any questions, please do not hesitate to contact Mary Fitch of my staff at (614) 265-6477 or mary.fitch@dnr.state.oh.us

Congratulations and good luck with your NatureWorks project.

Sincerely,


James Zehringer
Director

JZ/mf