

Village of Bluffton Council Meeting Agenda

December 27, 2021 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, December 13, 2021.

Bills

Public Comment:

Committee Reports

Ordinance – 12/15 Zoom

Boards & Commissions

Chamber of Commerce / BCE

LEGISLATION:

ORDINANCE NO. 11-2021

1st Reading

Emergency

AN ORDINANCE AMENDING ORDINANCE NO. 02-21 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

RESOLUTION NO. 22-2021

3rd Reading

Emergency

A RESOLUTION AUTHORIZING THE TEMPORARY APPROPRIATIONS FOR THE YEAR 2022 FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

RESOLUTION NO. 23-2021

1st Reading

Emergency

A RESOLUTION MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY.

RESOLUTION NO. 24-2021

1st Reading

Emergency

A RESOLUTION MAKING CERTAIN TRANSFERS AT THE LEGAL LEVEL OF CONTROL AND DECLARING AN EMERGENCY

RESOLUTION NO. 25-2021

1st Reading

Emergency

A RESOLUTION TO RENEW THE CURRENT CONTRACT WITH THE FIRM HACKENBERG, FEIGHNER & 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, 2022 AND DECLARING AN EMERGENCY

Village Administration Report: - Oath of Office for newly-elected Council members

Safety Services Reports:

-EMS-

-Fire Dept.-

-Police Dept.-

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

Village Council – Monday, December 27 at 7:00 pm

Village Council – Monday, January 10 at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting December 13, 2021, at 7:00 p.m.

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

Stahl motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on November 22, 2021. Roll Call: Yes (5) Messrs: Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (1) Cupples, 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 Administrator gave the following readings:

3rd Reading:

Resolution 21-2021 – 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, 2022, and declaring an emergency. Cupples motioned to suspend the rules, seconded by Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

2nd Reading:

Resolution 22-2021 – A Resolution authorizing the temporary appropriations for the year 2022 for the Village of Bluffton, Ohio. Talavinia motioned to adopt the Resolution, seconded by Steiner. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Talavinia, to approve Miranda Schutz as an intern with the Police department in the Spring of 2022. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to adjourn the meeting.

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

Ordinance Committee – Wednesday, December 15 at noon, via Zoom.

Village Council – Monday, December 27 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 12/27/2021

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ACCENT BUSINESS COMMUNICATIONS	791.72	Administrative	PHONES
AIM MEDIA MIDWEST	981.80	Administrative	ADVERTISING
All Excavating & Demo	18,000.00	Capital Improvements	PUMP STATION DEMO
ALLOWAY TESTING	1,651.20	Multiple	TESTING
AMERICAN LEGAL PUBLISHING CO.	450.00	Administrative	2022 WEB HOSTING
ANGIE ESSINGER	155.96	Administrative	PETTY CASH REIMBURSEMENT
ATLANTIC EMERGENCY SOLUTIONS, INC.	125.00	Police	BATTERY - THERMAL IMAGER
ATLANTIC EMERGENCY SOLUTIONS, INC.	249.07	Fire	ELEVATOR KEY SET
BASINGER, JAN	106.83	Administrative	BOOTS
BLUFFTON RILEY CREEK SPORTSWEAR, LLC	490.00	Police	TRAINING EQUIPMENT
BLUFFTON STONE CO.	56.87	Multiple	STONE
BUCKEYE PARTNERS, L.P.	500.00	Street	SR 103 PROJECT
CHARTER COMMUNICATIONS	39.99	Multiple	CABLE
CHARTER COMMUNICATIONS	131.93	Multiple	CABLE
CINTAS	66.47	Administrative	UNIFORMS
CINTAS	152.05	Administrative	UNIFORMS
CINTAS	152.05	Administrative	UNIFORMS
CLEMANS, NELSON & ASSOCIATES, INC	175.00	Administrative	RETAINER
COUNTY ELECTRIC LLC	1,314.50	Street	ALLEY IMPROVEMENTS
DOMINION EAST	1,158.75	Multiple	NATURAL GAS
HANCOCK COUNTY SHERIFF	110.00	Police	PRISONER HOUSING
HANCOCK-WOOD ELECTRIC CO-OP	165.45	Multiple	ELECTRICITY
KLEEM	997.87	Street	STREET SIGNS
MURPHY TRACTOR & EQUIPMENT	285.62	Street	BACKHOE REPLACEMENT WINDOW
OHIO CAT	2,257.26	Administrative	LIFT RENTAL FOR BLAZE
OHIO PEACE OFFICER TRAINING	120.00	Police	TRAINING
RICHLAND ENGINEERING LTD.	10,147.68	Airport	TAXI WAY RECONSTRUCTION
RYAN BURKHOLDER	93.96	Police	PETTY CASH REIMBURSEMENT
SMARTBILL	332.50	Multiple	BILLING INSERT
SMITH-BOUGHAN INC	1,015.00	Land & Buildings	TOWN HALL BOILER
STAPLES BUSINESS ADVANTAGE	740.37	Multiple	SUPPLIES
STOP STICK LTD	947.00	Police	REPLACEMENT STICKS
STRATTON GREENHOUSES	3,027.80	Street	STREET TREES
STRATTON GREENHOUSES	2,690.00	Street	STREET TREES
STRYKER	2,303.00	Rescue	MEDICAL SUPPLIES
THE CINCINNATI INSURANCE COMPANY	120.00	Administrative	BOND RENEWAL - ESSINGER
THE CINCINNATI INSURANCE COMPANY	355.00	Administrative	BOND RENEWAL - NICKEL
THE COURIER/REVIEW TIMES	672.00	Administrative	ADVERTISING
TREASURER, STATE OF OHIO	35.00	Administrative	WWT LICENSE - BLACKBURN
VERIZON WIRELESS	85.80	Multiple	CELL PHONES
VILLAGE OF OTTAWA	40,184.51	Water	WATER
WESSLER ENGINEERING	536.45	Capital Improvements	WWTP INSTRUMENTATION
YSI INC.	1,200.00	Capital Improvements	YSI EQUIPMENT
	<u>95,171.46</u>		
NOVEMBER FIRE & EMS	6,427.28		
MEDICARE	93.15		
OPERS	465.20		
FICA	94.46		

BIWEEKLY PAYROLL 12/17/21

40,166.27

MEDICARE

551.78

OPERS

2,056.80

OP&F

2,344.82

Council Signature : _____

Date: _____

Village of Bluffton, Ohio Statement of Cash Position

From: 1/1/2021 to 12/31/2021
Funds: A1 to H6

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expenses YTD	Increases, Other YTD	Decreases, Other YTD	Include Inactive Accounts: No		
							Unexpended Balance	Encumbrance YTD	Ending Balance
A1	GENERAL FUND	\$1,741,120.30	\$2,901,934.46	\$1,945,165.02	\$0.00	\$1,365,715.00	\$1,332,174.74	\$13,747.06	\$1,318,427.68
B1	STREET FUND	\$517,341.29	\$275,784.05	\$734,435.40	\$392,215.00	\$0.00	\$450,904.94	\$73,824.04	\$377,080.90
B2	STATE HIGHWAY FUND	\$87,227.82	\$20,877.57	\$6,824.00	\$0.00	\$0.00	\$101,281.39	\$0.00	\$101,281.39
B3	CEMETARY FUND	\$21,868.47	\$22,346.00	\$20,015.59	\$0.00	\$0.00	\$24,198.88	\$0.00	\$24,198.88
B4	PARK FUND	\$111,843.84	\$6,668.16	\$107,311.87	\$209,000.00	\$0.00	\$220,200.13	\$46,384.12	\$173,816.01
B5	BENROTH MEMORIAL BRI	\$1,784.63	\$600.00	\$0.00	\$0.00	\$0.00	\$2,384.63	\$0.00	\$2,384.63
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	\$1,047.01	\$345.00	\$0.00	\$0.00	\$0.00	\$1,392.01	\$0.00	\$1,392.01
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	\$2,106.50	\$3,081.87	\$10,617.65	\$7,500.00	\$0.00	\$2,070.72	\$1,300.00	\$770.72
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	\$37,736.05	\$0.00	\$0.00	\$45,000.00	\$0.00	\$82,736.05	\$0.00	\$82,736.05
D3	FIRE & RESCUE IMPROVE	\$195,136.92	\$14,826.03	\$45,600.44	\$110,000.00	\$0.00	\$274,362.51	\$0.00	\$274,362.51
D4	SWIMMING POOL IMPROV	\$4,690.40	\$1,520.00	\$0.00	\$15,000.00	\$0.00	\$21,210.40	\$0.00	\$21,210.40
D5	EQUIPMENT REPLACEMENT	\$15,733.48	\$0.00	\$8,146.48	\$0.00	\$0.00	\$7,587.00	\$0.00	\$7,587.00
D6	AIRPORT IMPROVEMENT	\$119,159.42	\$1,110,534.66	\$1,084,995.62	\$0.00	\$0.00	\$144,698.46	\$101,614.90	\$43,083.56
D8	TOWN HALL IMPROVEMENT	\$266,531.83	\$0.00	\$15,470.91	\$0.00	\$0.00	\$251,060.92	\$35,691.00	\$215,369.92
D9	POLICE EQUIPMENT REPL	\$49,902.53	\$2,004.00	\$49,762.91	\$60,000.00	\$0.00	\$62,143.62	\$0.00	\$62,143.62
E1	WATER FUND	\$82,785.99	\$984,540.63	\$842,993.86	\$0.00	\$0.00	\$224,332.76	\$9,742.22	\$214,590.54
E2	SEWER FUND	\$126,122.22	\$794,113.14	\$414,190.86	\$0.00	\$0.00	\$506,044.50	\$43,280.41	\$462,764.09
E7	REFUSE FUND	\$88,923.71	\$288,929.17	\$339,000.28	\$0.00	\$0.00	\$38,852.60	\$0.00	\$38,852.60
E9	WATER/SEWER IMPROVE	\$189,297.95	\$536,398.82	\$1,395,255.95	\$515,000.00	\$0.00	(\$154,559.18)	\$213,982.42	(\$368,541.60)
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	\$6,848.17	\$0.00	\$5,953.38	\$6,000.00	\$0.00	\$6,894.79	\$0.00	\$6,894.79
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	\$4,875.77	\$2,950.00	\$3,609.86	\$0.00	\$0.00	\$4,215.91	\$0.00	\$4,215.91
F7	Shannon Cemetery Fund	\$300.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,300.00	\$3,700.00	\$2,600.00
F8	POLICE K9 FUND	\$3,868.04	\$0.00	\$825.95	\$0.00	\$0.00	\$3,042.09	\$0.00	\$3,042.09
G2	UNCLAIMED MONIES TRU	\$225.20	\$0.00	\$0.00	\$0.00	\$0.00	\$225.20	\$0.00	\$225.20
G4	CEMETARY TRUST - C/W	\$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
Grand Total:		\$3,704,445.94	\$6,967,453.56	\$7,030,176.03	\$1,365,715.00	\$1,365,715.00	\$3,641,723.47	\$543,266.17	\$3,098,457.30

ORDINANCE NO. 11-21

AN ORDINANCE AMENDING ORDINANCE NO. 02-21 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 02-21 (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:

National Night Out Fund

F6-6B-52420

Operating Supplies

+\$110.00

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 _____, 2021 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. 22 - 2021

A RESOLUTION AUTHORIZING THE TEMPORARY APPROPRIATIONS FOR THE YEAR 2022 FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

WHEREAS: Temporary Appropriations are needed for Village operations until Final Appropriations are prepared and;

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

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

SECTION 1: That for the purposes of Temporary Appropriation until the Final Appropriation is completed; the Council hereby adopts the 2022 Appropriation as if fully rewritten herein to be effective up through March 31, 2022, or until such time as replaced by Final Appropriation Ordinance.

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

SECTION 3: That to protect the financial integrity of the Village, which is necessary for the protection of the health, safety, and welfare of the Village and its inhabitants.

Passed this _____ day of _____ 2021.

Mayor

Attest

Fiscal Officer

Approved

Solicitor

VILLAGE OF BLUFFTON 2022 APPROPRIATIONS
Exhibit A

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Temporary 2022 AMOUNT
GENERAL FUND:		
POLICE EXPENSES		
	PERSONAL SERVICES	182,172.00
	EMPLOYEE BENEFITS	68,217.00
	OPERATING	26,389.00
TOTAL		276,778.00
FIRE EXPENSES		
	PERSONAL SERVICES	11,682.00
	EMPLOYEE BENEFITS	1,288.00
	OPERATING	12,955.00
TOTAL		25,925.00
STREET & LIGHTING EXPENSES		
	OPERATING	20,890.00
TOTAL		20,890.00
RESCUE EXPENSES		
	PERSONAL SERVICES	19,608.00
	EMPLOYEE BENEFITS	2,932.00
	OPERATING	16,278.00
TOTAL		38,818.00
DISPATCHER EXPENSES		
	MISC. SERVICES	20,000.00
COUNTY HEALTH DISTRICT EXPENSES		
	PROFESSIONAL SERVICES	7,729.00
MOSQUITO CONTROL EXPENSES		
	MOSQUITO CONTROL	12,075.00
CULTURAL AFFAIRS EXPENSES		
A1-3C-52390	MISC. SERVICES	3,630.00
POOL EXPENSES		
	PERSONAL SERVICES	-
	EMPLOYEE BENEFITS	-
	OPERATING	5,878.00
TOTAL		5,878.00
BRUSH DUMP EXPENSES		
	OPERATING	14,700.00
TOTAL		14,700.00

STORM SEWER EXPENSES		
A1-6D-52550	STORM SEWERS	-
SIDEWALKS EXPENSES		
A1-6G-52550	SIDEWALK PROGRAM	-
AIRPORT EXPENSES		
A1-6X-52390	MISC SERVICES	23,183.00
A1-6X-52430	REPAIR & MAINTENANCE	1,320.00
A1-6X-52550	RUNWAY LIGHT PROJECT	-
TOTAL		24,503.00
MAYOR/ADMIN EXPENSES		
	PERSONAL SERVICES	52,460.00
	EMPLOYEE BENEFITS	15,041.00
	OPERATING	42,620.00
TOTAL		110,121.00
LEGISLATIVE EXPENSE		
	PERSONAL SERVICES	7,920.00
	EMPLOYEE BENEFITS	1,410.00
	OPERATING	-
TOTAL		9,330.00
MAYOR'S COURT EXPENSE		
	COURT COSTS	-
FISCAL OFFICER'S EXPENSE		
	PERSONAL SERVICES	22,050.00
	EMPLOYEE BENEFITS	5,656.00
	OPERATING	3,760.00
TOTAL		31,466.00
LAND & BUILDINGS EXPENSE		
	PERSONAL SERVICES	5,223.00
	EMPLOYEE BENEFITS	807.00
	OPERATING	41,209.00
TOTAL		47,239.00
ECONOMIC DEVELOPMENT EXPENSE		
	MISC CONTRACTUAL SERV	5,940.00
AUDITOR & TREASURER FEES EXPENSE		
	PROFESSIONAL SERVICES	2,145.00
DELINQUENT LAND ADVERTISING EXPENSE		
	PUBLISHING	-

AUDITOR'S EXPENSE		
	PROFESSIONAL SERVICES	4,950.00
INCOME TAX ADMIN. EXPENSE		
	PERSONAL SERVICES	14,052.00
	EMPLOYEE BENEFITS	5,115.00
	OPERATING	16,620.00
TOTAL		35,787.00
SAFETY EXPENSE		
	MISC. SERVICES	-
OTHER EXPENSE		
	OPERATING	30,922.00
	TRANSFERS	203,445.00
	ADVANCES	-
TOTAL		234,367.00
TOTAL GENERAL FUND EXPENSES		932,271.00
STREET MAINTENANCE EXPENSE		
	PERSONAL SERVICES	48,962.00
	EMPLOYEE BENEFITS	16,897.00
	OPERATING	212,556.00
TOTAL		278,415.00
SNOW REMOVAL EXPENSE		
	OPERATING SUPPLIES	10,000.00
	REPAIR & MAINTENANCE	-
TOTAL		10,000.00
TOTAL STREET FUND EXPENSES		288,415.00
STATE HIGHWAY EXPENSES		
	OPERATING	6,930.00
TOTAL EXPENSE		6,930.00
CEMETERY EXPENSES		
	PERSONAL SERVICE	1,947.00
	EMPLOYEE BENEFITS	301.00
	MISC. SERVICES	5,962.00
TOTAL EXPENSES		8,210.00

PARK EXPENSES

OPERATING SUPPLIES	207,584.00
TOTAL EXPENSES	207,584.00

BENROTH BRIDGE EXPENSES

B5-6G-52430 MAINTENANCE

COURT COMPUTER EXPENSES

B7-1A-52420 OPERATING SUPPLIES

DUI ENFORCEMENT EXPENSES

B8-1A-52390 TRAINING

B8-1A-52420 OPERATING SUPPLIES

TOTAL EXPENSES

PERMISSIVE LICENSE FUND

B9-6A-52550 STREET CONSTRUCTION

TOTAL EXPENSES

BLUFFTON IN BLOOM FUND

C4-1A-52390 MISC SVC 2,475.00

AMERICAN RESCUE PLAN ACT

C5-5J-52560 SYSTEM EXPANSION 163,435.00

STORM SEWER IMPROVEMENT EXPENSES

D2-6D-52390 MISC. SERVICES -

D2-6D-52550 STORM SEWERS 33,990.00

TOTAL EXPENSES 33,990.00

FIRE & RESCUE IMPROVEMENT FUND

D3-1B-52520 EQUIPMENT 25,884.00

TOTAL EXPENSES 25,884.00

POOL IMPROVEMENT FUND

D4-3D-52510 POOL CAPITAL ITEMS 3,300.00

TOTAL EXPENSES 3,300.00

EQUIPMENT REPLACEMENT EXPENSES

D5-1F-52520 EQUIPMENT -

D5-5X-52610 PRINCIPAL -

TOTAL EXPENSES -

AIRPORT IMPROVEMENT EXPENSES

	OPERATING	149,192.00
Total		149,192.00
TOWN HALL IMPROVEMENT EXPENSES		
D8-7E-52510	BUILDING IMPR.	6,600.00
POLICE EQUIPMENT EXPENSES		
D9-1A-52520	POLICE EQUIPMENT REPLACEMENT	52,706.00
TOTAL EXPENSES		52,706.00
WATER EXPENSES		
	PERSONAL SERVICES	27,766.00
	EMPLOYEE BENEFITS	13,369.00
	OPERATING	295,727.00
E1-5X-52710	TRANSFERS	50,000.00
TOTAL EXPENSES		386,862.00
SEWER FUND EXPENSES		
	PERSONAL SERVICES	37,623.00
	EMPLOYEE BENEFITS	15,900.00
	OPERATING	153,092.00
	TRANSFERS	210,000.00
TOTAL EXPENSES		416,615.00
REFUSE FUND EXPENSES		
E7-5K-52390	REFUSE SERVICE	94,421.00
TOTAL EXPENSES		
WATER/ SEWER IMPROVEMENT FUND EXPENSES		
	OPERATING	72,502.00
	DEBT	521,981.00
TOTAL EXPENSES		594,483.00
POLICE CONTINUING TRAINING		
F4-1A-52390	TRAINING	2,310.00
NATIONAL NIGHT OUT		
F6-6B-52420	OPERATING SUPPLIES	-
SHANNON CEMETERY		
F7-1A-52390	MISC SERVICES	
F8-1A-52390	K9 EXPENSES	680.00
		-

RESOLUTION NO. 23-21

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
Water/Sewer Imp. E9-0I-41920		+\$405,000
	Park B4-3B-52710	-\$105,000
	Water E1-5X-52710	-\$100,000
	Sewer E2-5X-52710	-\$200,000

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 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 _____, 2021 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

RESOLUTION NO. 24-2021

A RESOLUTION: MAKING CERTAIN TRANSFERS AT THE LEGAL LEVEL OF CONTROL AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to make certain transfers between accounts 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:

General Fund:

To:	A1-1A-52110	PAYROLL	+\$20,000				
	A1-1A-52123	PFPF	+\$4,000				
	A1-1A-52360	INSURANCE	+\$3,100				
	A1-1A-52390	MISC. SERVICES	+\$1,700				
	A1-1A-52420	OPERATING SUPPLIES	+\$7,000				
	A1-7G-52340	PROFESSIONAL SERVICES	+\$300				
	A1-7J-52121	HOSPITALIZATION	+\$700				
				From:	A1-2B-52340	PROFESSIONAL SERVICES	-\$2,300
					A1-5L-52390	BRUSH & LEAF DISPOSAL	-\$7,500
					A1-6G-52550	SIDEWALK PROGRAM	-\$4,600
					A1-6X-52430	REPAIR & MAINTENANCE	-\$9,100
					A1-7A-52370	PUBLISHING	-\$1,000
					A1-7A-52390	MISC. SERVICES	-\$5,800
					A1-7D-52390	MISC. SERVICES	-\$700
					A1-7J-52410	OFFICE SUPPLIES	-\$2,200
					A1-7X-52360	INSURANCE	-\$3,600
To:	A1-1F-52110	RESCUE PAYROLL	+\$4,500				
	A1-1F-52122	PERS	+\$500				
	A1-1F-52360	INSURANCE	+\$5,000				
				From:	A1-7A-52391	IT SERVICES & EQUIPMENT	-\$10,000
To:	A1-3D-52110	PAYROLL	+\$4,200				
	A1-3D-52122	PERS	+\$600				
	A1-3D-52140	UNIFORMS	+\$600				
				From:	A1-1B-52110	PAYROLL	-\$2,200
					A1-3D-52421	CONCESSIONS	-\$3,200
To:	A1-7E-52110	PAYROLL	+\$5,000				
	A1-7E-52122	PERS	+\$600				
	A1-7E-52312	ELECTRICITY - OHIO POWER	+\$11,000				
				From:	A1-1C-52312	ELECTRICITY - OHIO POWER	-\$11,000
					A1-7X-52340	LEGAL SERVICES	-\$5,600
To:	A1-7D-52121	HOPITALIZATION	+\$3,000				
	A1-7E-52390	MISC. SERVICES	+\$4,400				
	A1-7E-52430	REPAIR & MAINTENANCE	-\$7,000				
	A1-7X-52410	UNIFORMS	+\$4,000				
				From:	A1-7E-52430	REPAIR & MAINTENANCE	-\$7,000
					A1-7E-52510	LAND & BUILDINGS	-\$4,000
					A1-7J-52390	MISC. CONTRACTUAL SERVICES	-\$4,500
					A1-7D-52390	MISC. SERVICES	-\$2,900

Street Fund:

To:	B1-6B-52110	PAYROLL	+\$10,000
	B1-6B-52122	PERS	+\$1,500
	B1-6C-52420	OPERATING SUPPLIES	+\$6,000
	B1-6C-52421	STREET SIGNS	+\$6,000
	B1-6C-52430	REPAIR & MAINTENANCE	+\$6,000

From:	B1-6B-52530	ENGINEERING SERVICES	-\$19,000
	B1-6B-52550	STREET PROGRAM	-\$10,500

Water Fund:

To:	E1-5A-52390	MISC. SERVICES	+\$9,500
	E1-5X-52111	PAYROLL	+\$4,500
	E1-5X-52121	HOSPITALIZATION	+\$1,700

From:	E1-5C-52312	ELECTRICITY - OHIO POWER	-\$2,300
	E1-5X-52390	MISC. SERVICES	-\$2,000
	E1-5X-52420	OPERATING SUPPLIES	-\$7,000
	E1-5X-52440	METERS	-\$4,400

Capital Improvement Fund:

To:	E9-5J-52560	SYSTEM EXPANSION	+\$7,000
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From:	E9-5J-52610	PRINCIPAL	-\$1,500
	E9-5J-52620	INTEREST	-\$5,500

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 _____, 2021 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

RESOLUTION NO. 25-2021

A RESOLUTION TO RENEW THE CURRENT CONTRACT WITH THE FIRM HACKENBERG, FEIGHNER & 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, 2022 AND DECLARING AN EMERGENCY

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

WHEREAS: an emergency exists in that the timeliness of the acceptance of this contract is necessary for the legal protection of Village business.

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 & WERTH, LLC**, with Attorney Elliott T. Werth, as Village Solicitor for a period of one (1) year beginning on January 1, 2022. 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 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 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 _____, 2021 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Mayor

Approved as to form:

Village Solicitor

Village of Bluffton
Administration's Report

To: Mayor Johnson & Council Members



12-27-21

2020 Census Analysis

See attached sheet.

On going projects:

- **WWTP Instrumentation Project**
- **Water Main Relocation Project - Bluffton University Campus**

2022 Johnny Appleseed Cooperative Park Improvements Grant Program

Bluffton was awarded \$8,000 for the final installation of ADA compliant facilities at the Village Park. The work planned for 2021 was not completed and the \$11,000 received from this funding source has been carried over to 2022 as well. Thank you to the Park District for allowing the extended use of these funds.

Lawn Avenue Parking Restrictions

Ordinance No. 09-21 removed parking on the southeasterly side of S. Lawn Avenue from College Avenue to Grove St. Legally enforceable traffic signs indicating these restrictions will be installed the week of Dec. 27.

Public Works Dept. Evals./Hiring

Evaluations will be completed by the end of 2021. 3 interviews are being conducted this week for a Public Works Department employee.

3rd Floor Updates

Further changes will be made to the acoustical panels that were installed in the Town Hall. Install date still undetermined, but hopeful to be complete by end of Jan. 2022.

Utility Billing: Due Date to 25th of every month

- The following document was included as an insert with the utility bills Jan. 10 and has been posted in the Town Hall. The insert will be included in the bills due Feb. 10. Contact will be made with the Bluffton Icon to share this story several times throughout the coming weeks. Contact will also be made with larger customers to ensure they are aware of these changes.

Billing cycles will change from reading dates at 15th of every month to reading dates at end of month. Bills will reflect water usage from each calendar month and will be due on the 25th of each month.

Change in billing cycle will occur for bills due March 25th. Reading dates will be from Jan 17 – February 28.



Mayor Johnson

Oath of Office for elected Council members: Jerry Cupples, Mitch Kingsley, Dave Steiner, Phill Talavinia

Council Committee Meetings: Request for meetings with:

Utilities – Mast Estates cont.

Personnel -



Analysis of 2020 Census

Village of Bluffton:

2010 Census population: 4,125

2020 Census population: 3,967

= Population decrease of 158 people over 10 years

*University students are included in Village of Bluffton reported population

Housing data: 61 residential units were added to the Village of Bluffton from 2010 – 2019

Bluffton University:

2010 student population: 1,129

2020 student population: 750

= Population decrease of 379 students at time of Census counts 2010-2020

Analysis of Combined data:

- ★ Excluding the Bluffton University student population, there was an INCREASE of 221 residents in the Village of Bluffton from 2010 to 2020

- ★ Growth rate of 7.38%.
Compare to Ohio's growth of 2.3% during the same time span.



VILLAGE OF BLUFFTON

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

RICH JOHNSON, Mayor
JESSE BLACKBURN, Village Administrator

KEVIN NICKEL, Fiscal Officer
BRYAN LLOYD, Assistant Administrator

www.bluffton-ohio.com

RE: Change in Utility Billing Cycle begins March 2022

Dear Bluffton Utility Customer,

This letter serves as notice of a significant change to the billing cycle for the Bluffton utility bill you receive each month. The billing cycle is being adjusted to reflect water usage for each calendar month of the year, opposed to the current method that combines usage from the mid-point of each month.

This will result in a **NEW DUE DATE** for utility bills that will begin in March of 2022.

Beginning in March of 2022, the DUE DATE for Bluffton

Utility Bills will be the 25th of every month.

Summary of changes:

- January Read Date – 1/17/22 Due Date: 2/10/22
- February Read date – 2/28/22 Due Date: 3/25/22
- March Read date – 3/31/22 Due Date: 4/25/22

★ Transitional billing cycle for bill due in March will be 41 days and will result in a higher bill. All other billing cycles will return to approx. 30 days.

Please be aware of the following important action items for this transition:

- ❖ **Automatic Payment (ACH)** – If you are signed up for automatic payments (ACH), there is no action needed on your part. The payment will be withdrawn from your account on the 25th of each month.
- ❖ **Online Bill Pay** – If you are currently signed up with your bank's Online Bill Pay, please note the change in due dates and plan accordingly.

Thank you in advance for your cooperation with this transition. Please direct any questions you have to Angie Essinger at 419-358-2066 ext. 101, or Jesse Blackburn at ext. 102.

Sincerely,
Jesse Blackburn
Village Administrator