

Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor

154 North Main Street, Bluffton

April 22, 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, April 8, 2019.

Bills

Committee Reports

Tree Commission – 4/9

Planning Commission -4/15

Utilities – 4/17

Parks & Recreation – 4/19

Commission & Board Reports

Cemetery Board – 4/10

LEGISLATION

Resolution 12-19

2nd Reading

A Resolution authorizing submission of a NatureWorks Grant Program Application.

Resolution 13-19

2nd Reading

Emergency

A Resolution of support for the application of Bluffton University for a USDA, Rural Development Loan

Resolution 15-19

1st Reading

A Resolution authorizing the Village Administrator to apply to the Ohio Department of Transportation for Transportation Alternatives Program (TAP) Funding.

Administrator's Report

- Department of Public Works Report

Safety Services Reports

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

Ordinance Committee – Monday, April 22 at 6:00

Council Meeting – Monday, April 22 at 7:00

Council Meeting – Monday, May 13 at 7:00

Public Comment

Adjournment – Motion and Second

Village of Bluffton - Regular meeting April 8, 2019 at 7:00 p.m.

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

Cupples motioned, seconded by Sehlhorst, to approve the minutes from the regular council meeting held on March 25, 2019. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Talavinia, to approve the bills as presented. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst presented the Streets, Lights, Alleys & Sidewalks Committee Meeting minutes from March 28, 2019. During the committee meeting a reconsideration of the Church St. steps for Faith Ventures was taken. It was discussed that Wood County Building Inspector approved the steps to be 2" wider than previously agreed upon. The steps are still ADA compliant. Sehlhorst motioned to recognize the Church St steps change for Faith Ventures, seconded by Kingsley. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

The fiscal officer gave the following readings:

1st Reading:

R-11-19 – A Resolution establishing pay increases to the wages/salaries of certain Village employees of the Village of Bluffton, Ohio, effective as stated in the attached exhibit (A), and declaring an emergency. Kingsley tabled the Resolution until after an executive session could be held.

R-12-19 – A Resolution authorizing submission of a Nature Works Grant Program Application. Kingsley motioned to approve the first reading, seconded by Sehlhorst. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

R-13-19 – A Resolution of support for the application of Bluffton University for a USDA, Rural Development Loan. Hans Hushower from the University discussed that the loan in question would be for the construction of a new science building that would be placed where Lincoln Hall once stood. Although funds have been raised for the new building, a loan is required for the construction. The University requested the Village's support in the application for the loan. Steiner motioned to approve the first reading of the Resolution, seconded by Sehlhorst. Roll Call: Yes (4) Messrs: Cupples, Steiner, Sehlhorst, and Talavinia. No (0), Abstain (1) Kingsley, motion approved.

R-14-19 – A Resolution making certain transfers and declaring an emergency. Ewing explained that these transfers were already budgeted and part of the appropriations. Talavinia motioned to suspend the rules, seconded by Steiner. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved. Cupples motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned to hold executive sessions for personnel and to include council, mayor and solicitor; and, for legal issues and to include council, mayor, administrator and assistant administrator, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adjourn the executive session, seconded by Kingsley. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

The fiscal officer read Resolution 11-19 again. Kingsley motioned to suspend the rules, seconded by Talavinia. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adopt the Resolution, seconded by Cupples. Roll Call: Yes (5) Messrs: Cupples, Steiner, Sehlhorst, Kingsley and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned to adjourn the regular council meeting.

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

Tree Commission – Tuesday, April 09 at 7:00pm

Public Meeting – Jefferson St. Improvements Phase II – Tuesday, April 9 at 7:30pm

Cemetery Board – Wednesday, April 10 at 5:00pm

Board of Zoning and Building Appeals – Monday, April 15 at 6:30pm

Planning Commission – Monday, April 15 at 7:00pm

Utility Committee – Wednesday, April 17 at 4:00pm

Ordinance – Monday, April 22 at 6:00pm

Council Meeting – Monday, April 22 at 7:00pm

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 4/22/19

VENDOR	AMOUNT	DEPT	DESCRIPTION
AEP	\$1,071.24	MULTIPLE	ELECTRIC
AEP	\$21,940.94	MULTIPLE	ELECTRIC
AIM MEDIA MIDWEST	\$81.88	ADMIN	PUBLISHING
ALLEN CO AWARDS	\$450.00	L&B	WALL OF HONOR
ALLOWAY	\$125.00	WATER	TESTING
ANTHEM	\$12,291.58	MULTIPLE	HEALTH INSURANCE
BAILEY'S EQUIPMENT	\$234.00	PD	UNIFORM
THE BERGEN ASSOCIATES	\$6,726.65	WATER	MISSION TELEMETRY STATIONS
BLUFFTON NEWS	\$1,081.80	MULTIPLE	PUBLISHING
BLUFFTON STONE CO	\$65.34	STREET	CRUSHED LIMESTONE
CENTURYLINK	\$440.21	ADMIN	PHONES
CHOICE ONE	\$7,780.50	MULTIPLE	ENGINEERING
CITIZEN'S NATIONAL BANK	\$40,522.56	W/S IMP	DEBT PAYMENT
CLEMAN'S NELSON	\$175.00	ADMIN	RETAINER
CORPORATE IMPORTS	\$70.56	L&B	WALL OF HONOR
DEGEN EXCAVATING	\$1,512.50	SEWER	SIPHON JETTING
DNC HYDRAULICS	\$33.50	STREET	PARTS
EVERETT J. PRESCOTT	\$476.97	WATER	SUPPLIES
FAMILY HARDWARE	\$272.18	MULTIPLE	SUPPLIES
GREAT LAKES BILLING	\$654.71	EMS	BILLING SVC
GREEN OPTIONS	\$2,025.08	L&B	LIGHTING UPGRADE
HACKENBERG BEUTLER RASMUSSEN	\$700.00	LEGAL	LEGAL CASES
HANCOCK CO SHERIFF'S OFFICE	\$220.00	PD	PRISONER HOUSING
HWE	\$388.95	MULTIPLE	ELECTRIC
HOHENBRINK	\$52,840.46	W/S IMP	W. ELM ST IMPROVEMENT
KOI	\$154.04	MULTIPLE	PARTS
LASER LABS	\$151.00	PD	TINT METER
LUCAS COUNTY CORONER TOXICOLC	\$105.00	PD	SCREENING
MIAMI PRODUCTS & CHEMICAL CO	\$2,920.00	POOL	CHEMICALS
MID-AMERICAN CLEANING CONTRA	\$461.18	L&B	TOWN HALL CLEANING
MILLSTREAM-KENNEDY INC	\$1,765.00	TAX	PRE-STAMPED ENVELOPES
NORTHWESTERN OHIO SECURITY SY:	\$64.95	L&B	MONITORING
N.W. OHIO PIPELINE CONST	\$420.00	WATER	BORE
PERRY PROTECH	\$1,392.61	ADMIN	IT
POWER HOUSE ELECTRIC SUPPLY	\$413.00	L&B	LIGHTING
SAM'S CLUB	\$69.68	PD	SUPPLIES
SCHIMMOELLER CONSTRUCTION	\$28,420.73	PARK	BUCKEYE PARK RR
SHELL FLEET PLUS	\$2,107.09	MULTIPLE	FUEL
STAPLES	\$186.44	ADMIN	OFFICE SUPPLIES
THE MATCHSELLERS	\$265.00	CULTURAL	TOWN HALL CONCERT
TIME WARNER	\$22.39	PD	CABLE
TOMMY TIRE SALES LLC	\$28.00	STREET	TIRE REPAIR
TOWN & COUNTRY FLOWERS	\$55.50	ADMIN	FUNERAL ARRANGEMENT
TSYS	\$49.08	EMS	MERCHANT SVC

VANCE OUTDOORS	\$987.30	PD	AMMO
VILLAGE OF CRESTLINE	\$25.00	TREE COMITRAINING FEE	
VILLAGE OF OTTAWA	\$52,798.86	WATER	WATER
TOTAL	\$245,043.46		

MARCH FIRE & EMS	\$5,427.35
FICA	\$96.97
MEDICARE	\$76.10
PERS	\$496.81

RETROACTIVE PAY	\$11,804.90
MEDICARE	\$171.17
PERS	\$932.84
OP&F	\$892.37

BIWEEKLY PAYROLL 4/12	\$40,399.49
MEDICARE	\$557.44
PERS	\$3,297.82
OP&F	\$3,284.50
TOTAL	\$67,437.76

COUNCIL SIGNATURE : _____ DATE : _____

Village of Bluffton, Ohio Statement of Cash from Revenue and Expense

From: 1/1/2019 to 3/31/2019
Funds: A1 to H6

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance	Message
A1	GENERAL FUND	\$2,411,057.27	\$753,176.29	\$513,529.90	\$2,650,703.66	\$386,002.31	\$2,264,701.35	
B1	STREET FUND	\$764,383.25	\$41,045.92	\$89,815.88	\$715,613.29	\$103,823.94	\$611,789.35	
B2	STATE HIGHWAY FUND	\$56,417.67	\$2,904.52	\$0.00	\$59,322.19	\$0.00	\$59,322.19	
B3	CEMETARY FUND	\$20,599.96	\$20.00	\$1,573.11	\$19,046.85	\$1,564.72	\$17,482.13	
B4	PARK FUND	\$83,425.13	\$0.00	\$18,882.03	\$64,543.10	\$28,728.43	\$35,814.67	
B5	BENROTH MEMORIAL BRIDGE FUND	\$934.63	\$0.00	\$0.00	\$934.63	\$0.00	\$934.63	
B6	FEMA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
B7	COURT COMPUTER	\$5,113.14	\$0.00	\$0.00	\$5,113.14	\$0.00	\$5,113.14	
B8	DUI ENFORCEMENT & EDUCATION	\$815.01	\$25.00	\$0.00	\$840.01	\$0.00	\$840.01	
B9	PERMISSIVE LICENSE FUND	\$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	
C2	SWIMMING POOL DEBT SERVICE	\$863.28	\$0.00	\$0.00	\$863.28	\$0.00	\$863.28	
C4	BLUFFTON IN BLOOM	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	
D1	CAPITAL IMPROVEMENT FUND	\$3,477.57	\$0.00	\$0.00	\$3,477.57	\$0.00	\$3,477.57	
D2	STORM SEWER IMPROVEMENT	\$21,726.96	\$0.00	\$1,660.00	\$20,066.96	\$3,520.00	\$16,546.96	
D3	FIRE & RESCUE IMPROVEMENT FUND	\$101,945.85	\$0.00	\$125,785.38	(\$23,839.53)	\$0.00	(\$23,839.53)	
D4	SWIMMING POOL IMPROVEMENT	\$2,785.04	\$0.00	\$0.00	\$2,785.04	\$8,900.00	(\$6,114.96)	
D5	EQUIPMENT REPLACEMENT	\$59,913.98	\$0.00	\$0.00	\$59,913.98	\$145,800.00	(\$85,886.02)	
D6	AIRPORT IMPROVEMENT	\$159,121.97	\$0.00	\$10,114.40	\$149,007.57	\$175,900.00	(\$26,892.43)	
D7	STREET IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
D8	TOWN HALL IMPROVEMENT	\$317,422.32	\$0.00	\$0.00	\$317,422.32	\$455.00	\$316,967.32	
D9	POLICE EQUIPMENT REPLACEMENT	\$15,867.05	\$0.00	\$7,500.50	\$8,366.55	\$0.00	\$8,366.55	
E1	WATER FUND	\$158,942.14	\$263,447.86	\$201,005.38	\$221,384.62	\$3,148,588.80	(\$2,927,204.18)	
E2	SEWER FUND	\$215,765.65	\$212,563.24	\$158,582.95	\$269,745.94	\$221,610.85	\$48,135.09	
E3	SEWER DEBT SERVICE RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E4	SEWER DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E5	WATER DEBT SERVICE	\$0.00	\$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	
E7	REFUSE FUND	\$82,318.43	\$54,047.73	\$67,695.84	\$68,670.32	\$137,304.16	(\$68,633.84)	
E9	WATER/ SEWER IMPROVEMENT FUND	\$781,740.63	\$220,416.94	\$621,527.92	\$380,629.65	\$382,432.32	(\$1,802.67)	
F1	WATER CONSTRUCTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
F2	COMMUNITY EVENTS	\$5,880.77	\$0.00	\$0.00	\$5,880.77	\$0.00	\$5,880.77	
F3	COMMUNICATIONS FUND	\$6,960.24	\$0.00	\$0.00	\$6,960.24	\$0.00	\$6,960.24	
F4	POLICE CONTINUING PROFESSIONAL	\$3,225.75	\$0.00	\$1,510.00	\$1,715.75	\$240.00	\$1,475.75	

Statement of Cash from Revenue and Expense

From: 1/1/2019 to 3/31/2019

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance	Message
F5	UTILITY RECOVERY	\$1,956.12	\$0.00	\$0.00	\$1,956.12	\$0.00	\$1,956.12	
F6	NATIONAL NIGHT OUT	\$3,478.19	\$0.00	\$0.00	\$3,478.19	\$0.00	\$3,478.19	
F7	Shannon Cemetery Fund	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	
F8	POLICE K9 FUND	\$2,894.70	\$0.00	\$258.89	\$2,635.81	\$0.00	\$2,635.81	
F9	FIRE DEPARTMENT BUILDING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
G2	UNCLAIMED MONIES TRUST	\$225.20	\$0.00	\$0.00	\$225.20	\$0.00	\$225.20	
G3	INCOME TAX FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
G4	CEMETARY TRUST - C/W	\$1,326.66	\$0.00	\$0.00	\$1,326.66	\$0.00	\$1,326.66	
G5	CEMETARY TRUST - MATTER	\$524.37	\$0.00	\$0.00	\$524.37	\$0.00	\$524.37	
H1	SPECIAL ASSESSMENT - KIBLER	\$897.17	\$0.00	\$0.00	\$897.17	\$0.00	\$897.17	
H2	SPECIAL ASSESSMENT - VANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
H4	SPECIAL ASSESSMENT - W COLLEGE	\$849.41	\$0.00	\$0.00	\$849.41	\$0.00	\$849.41	
H5	SPECIAL ASSMT - MAIN ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
H6	SPECIAL ASSMT - JACKSON ST	\$119.67	\$0.00	\$0.00	\$119.67	\$0.00	\$119.67	
Grand Total:		\$5,298,275.18	\$1,547,647.50	\$1,819,442.18	\$5,026,480.50	\$4,744,870.53	\$281,609.97	

April 8, 2019

Safety Services committee meeting

6:30pm start

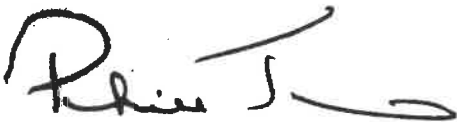
6:50 adjournment

Attendees- EMS Chief Basinger, Fire Chief Kinn, Rich Johnson; Mayor, Jesse Blackburn; Village Administrator and Phill Talavinia

There were two discussion points:

1. There had been some discussion about potentially reinstating the Auxiliary for the EMS. There was discussion about his at the last EMS meeting and the decision was to put suggestion this on hold at this point.
2. Chief Basinger distributed the first quarter run sheet for the EMS. He provided the number of times that he needed to leave his job at the Public Works department to handle calls (it should be noted that he will be going on medical leave and he will not be available to make these runs). Also included in the discussion was the number of times thus far that Bluffton has needed to call for mutual aid to cover into our territory. Chief Basinger wanted to have discussion about the possibility of hiring part time EMT's to work during the day. This has been a discussion point at different times over the past few years. I requested that Chief Basinger connect with other villages that have done this in the recent past and bring information (positive and negative) back to the Safety Service committee.

Respectfully submitted



Phill Talavinia

Chair Safety Services Committee

Tree Commission
Village of Bluffton
April 9, 2019

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

Minutes: Minutes from the November 13, 2018 meeting were approved. Notes from the March 12, 2019, which did not have a quorum of commission members, were distributed.

Arboretum signs- Girl Scout troop # 20007 continues to work with the tree commission and Masterpiece Signs to produce signs directing traffic to the village arboretum.

2018 fall planting- Four trees- two at S. Jackson, one at Richland Dr. and one at the Buckeye Park that were not available for the fall 2018 planting will be planted this spring.

Tree Ordinance- Revisions to the village tree ordinance have been presented to council for consideration.

2019 budget- The amount budgeted for 2019 is \$10,000. Planting in the W. Elm St. renovation project will need to take place in stages as ongoing annual costs will take precedent.

Pear tree removal- The commission received a request from a resident in Riley Creek Village to have a nuisance pear tree removed. The request was approved.

Tree list- Nancy distributed lists of potential street trees appropriate to Bluffton's streets, based on tree lists from Sydney and Bowling Green. A final list for Bluffton will require further narrowing down of these lists, removing trees not suited to Bluffton's tree lawns.

Presbyterian tree loss- Ben Stahl passed along a letter he received from a member of the Presbyterian Church, bringing his attention to the loss of a large conifer on the church property and wondering if the tree commission would be interested in working with the church to replace the tree. It was noted that this was not an official request from the church, that commission the does not financially or materially support tree planting on private property, and that it does not have funds budgeted for such purposes. The commission does appreciate the value of the many trees on the church lawn, and the contributions they make in enhancing the village.

Tree City USA awards- The Tree City USA NW Ohio awards celebration will be held in Crestline on April 17, 2019. Jon will attend.

Arbor Day- Arbor Day will be celebrated in Bluffton on Saturday, April 27th, beginning at 9:00 am in the village arboretum on Lake Street. Girl Scout troop #20007 will provide publicity as well as a program including a readers' theater and meditation time, and refreshments. Becky will check availability of either dawn redwood or black gum (tupelo). Planting location will be staked in the arboretum to the west of John's Body shop drive off of Lake St.

Donation tree- A donation for a tree to be planted along one of Bluffton's bike pathways was received by Ben Stahl. One location suggestion is along the Augsburg pathway. Jon will stake the proposed

spot, near the west end of the BU practice soccer field, to be checked for underground utilities and appropriateness of location. Stratton's Greenhouse will give Ben some suggestions for the tree.

West Elm St. planting- Blackburn will supply a map with the reconfigured layout of East Elm St. as it will appear upon completion of the project, enabling the commission to plan future planting sites. We anticipate planting in stages, beginning as early as this fall.

Tree removals- Discussion around the removal of several trees along S. Main and College led to delaying any recommendation until further assessment of the trees in question.

The next meeting of the Tree Commission is scheduled for Tuesday, May 14, 2019 at 7:00 pm in the town hall.

Jon
Sommer
Secretary

The Cemetery Board met on Wednesday April 10 at 5 PM. In attendance ; from The Village Richard Johnson, Jesse Blackburn, Jerry Cupples , the Bluffton Cemetery Board Bernadine Ludwig, Tom Bogart, Jon Kinn, Shannon Cemetery Sue Cramer, Karen Dukes.

Discussion centered on keeping with the terms of Resolution 6-16.

Shannon Cemetery Commission responsibility, Tombstones installed as per the best known practice. There be no liability to the Village, Group be licensed and insured. All volunteers be trained and approved by the Village Administrator. Tombstones be set no closer than three feet to the new proposed sidewalk location.

Village Responsibility; Provide new Shannon Cemetery sign, with Memorial listing of names of those buried there.

With everyone in agreement the meeting adjourned at 5:45 PM.

Jerry Cupples

Council Rep

Cemetery Board

Planning Commission Hearing 4-15-19 - Minutes

Members present: Mayor Richard Johnson, Councilman Mitch Kingsley, Bob Amstutz, Roger Edwards, Dick Ramseyer

Village Administrator – Jesse Blackburn

Community members: Stan Clemens, Robert Thompson, Brenda Howe, Amanda and Danielle Diller, Ron Graham, Lisa Wenger, Maryland Francis, Megan Coffman, Steve Rodabaugh

Public Notice was provided 10 days before the hearing as required by Article 27.2 in the Zoning Ordinance.

Topic of Discussion: Reconsider the current zoning district of properties located along E. Jefferson St. from County Line Rd. to Huber St. and those bordering the Norfolk Southern railroad from East Jefferson St. to Cherry St.

- 7:00 pm the meeting was called to order by Mayor Richard Johnson
- Village Administrator Jesse Blackburn presented the current zoning districts present in the area described above
- Discussion amongst Planning Commission members, Village Administrator and community members ensued. Residents representing 9 properties in this area were present at the meeting.
 - Discussion topics included a change in district from General Industrial to a residential district (R-I thru R-III were explained); mixed zoning options with residential and commercial districts in this area; allowing current use of property regardless of zoning district;
- It was announced that a further meeting would be scheduled to formulate a recommendation to present to Village Council.
- 8:32 meeting was closed

Parks & Rec - Minutes

Village of Bluffton

April 19th, 2019

Present: Ben Stahl, Mitch Kingsley, Jesse Blackburn, Bryan Lloyd

Start: 10:06 End: 11:27

Topics: Buckeye Park restroom, Swim Team shed, NatureWorks grant, parking lots, TAP

Minutes:

- Buckeye Park restroom update
 - Interior walls constructed to height, wooden trusses coming in next week.
 - Discussion around the use of wall-mounted toilets as specified.
- Bluffton Swim Team lease
 - Final revision approved by solicitor and Swim Team.
 - *** Parks & Rec Committee requests a motion approving the 30 year lease.
- NatureWorks grant
 - Still working on design of the fitness trail. Need to submit the grant by June 1st with a final cost and equipment list.
- Soccer shed at Village Park
 - Discussion of where to place a shed; all of the soccer fields and surrounding area are in the floodplain.
 - The existing garage is under-utilized by the village and outside the floodplain. Could it be used for this purpose? Administration to get in touch to discuss if a short-term lease around that structure would be acceptable.
- Parking lots at Village Park
 - Elm St grindings currently spread by the soccer fields, waiting to be compacted. This has been beneficial in the past as a short-term improvement.
 - Soccer field parking: \$32,200 for 3.5" of asphalt on existing back lot dimensions.
 - Could add lines to potentially increase parking efficiency.
 - Baseball field parking: \$37,400 for 3.5" asphalt.
 - Increase available parking for the soccer field.
 - Expand the drive to the fields with stone to allow for additional parking there?
- ODOT TAP project - 10' bike path south side SR 103 from Countyline to Commerce Ln
 - 95%/5% funding only applies to construction; environmental, design, and right-of-way costs would have to be funded by the village. Project estimate currently has the village share at \$400,791.70 (of the total \$1,448,066.00), spread out over four years--2020 to 2023.
 - Application needs to be submitted by May 17th, resolution attached and the committee recommends council approval.

LEASE FOR Bluffton Swim Club Shed at the Bluffton Pool

THIS LEASE AGREEMENT is made effective as of the 1st day of May, 2019 by and between the **Village of Bluffton**, Landlord/Owner, and the **Bluffton Swim Club**, Tenant. The parties agree as follows:

PREMISES: Landlord, in consideration of the lease payments provided in this lease, leases to tenant the Shed located at the Bluffton Pool, known as the Bluffton Swim Club Shed.

TERM: The lease will begin on the 1st day of May, 2019 and will terminate on the 30th day of April, 2049 (30 years).

LEASE PAYMENTS: The amount of \$1.00 shall be paid at the start of the lease. It is the responsibility of the LESSEE to make sure rent is paid on or before that day. Rent should be mailed or submitted to Village Administrator.

SECURITY DEPOSIT: No Security Deposit is necessary at this time.

POSSESSION: Tenant shall be entitled to possession of the shed on the first day of the term of this lease, and shall yield possession to landlord on the last day of the term of this lease, unless otherwise agreed by both parties in writing. A 30 day written notice must be given by tenant informing landlord of their intent to vacate property at the end of this lease, otherwise landlord will assume tenant would like to continue renting said property and landlord will be in contact with a new lease agreement.

ACCESS BY LANDLORD TO PREMISES: Landlord shall continue to have access to the building to perform such duties as are necessary to maintain and manage the property and shed.

MAINTENANCE: All maintenance for the building shall be split between the parties evenly, 50-50.

PROPERTY INSURANCE: Landlord and tenant shall each be responsible to maintain appropriate insurance for their respective interests in the premises and property located on the premises.

DEFAULTS: Tenants shall be in default of this lease, if tenant fails to fulfill any lease obligation or terms by which tenant is bound.

No individual or group of individuals, and no member or group of members of the Bluffton Swim Club shall be liable for the performance by the Bluffton Swim Club of its responsibilities under this Lease or liable for the payment of money damages under, as a result of or in connection with this lease.

ENTIRE AGREEMENT/AMENDMENT: This agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or

written. This lease may be modified or amended in writing, if the writing is signed by the parties hereto.

ASSIGNABILITY/SUBLETTING: Tenant may not assign or sublease any interest in the premises without the prior written consent of the landlord.

SEVERABILITY: This Lease shall be considered severable and in the invalidity of any one of more provisions shall not make the balance of the lease unenforceable.

NOTICE: Notices under this lease shall not be deemed valid unless given or served in writing.

DATE: _____

Mayor for Bluffton

Bluffton Village Solicitor

Representative of Bluffton Swim Club

RESOLUTION NO. 12-19

A RESOLUTION AUTHORIZING THE SUBMISSION OF A NATUREWORKS GRANT PROGRAM APPLICATION AND DECLARING AN EMERGENCY

WHEREAS: The state of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for the public recreation purposes, through the state of Ohio Natureworks Program; and

WHEREAS: The Village of Bluffton desires financial assistance under the Natureworks Grant Program

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

SECTION 1: The Village Administrator is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all the information and documentation required to become eligible for the possibly funding.

SECTION 2: That the Village of Bluffton does agree to obligate funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the term of the NatureWorks Grant Program.

SECTION 3: That an emergency exists in the daily operation of the village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof and in order to meet the deadline requirements for the funding opportunity.

SECTION 4: That is found and determined that all formal action of the Council concerning and relating to the adoption of this ordinance were made in open meeting of the Council and that all deliberation 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 as to form:

Village Solicitor

CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of Resolution No. 12-19 passed by the Bluffton Village Council on the _____ of 2019 and that I am duly authorized to execute this certificate.

Fiscal Officer

Date

RESOLUTION NO. 13-19

A RESOLUTION OF SUPPORT FOR THE APPLICATION OF BLUFFTON UNIVERSITY FOR A USDA, RURAL DEVELOPMENT LOAN.

WHEREAS, For over a century, Bluffton University has and continues to be a valued higher education provider in the Bluffton Community; and

WHEREAS, Year in and year out, the university prepares students for life and vocation and Bluffton graduates typically go on to make a positive impact in communities and workplaces across Ohio; and

WHEREAS, Bluffton University's application to the USDA Rural Development Community Facilities Loan Program for financing will help the university construct a new science building and fund a select number of capital improvement projects to enhance student learning at Bluffton; and

WHEREAS, The University's plan, to open a new center for science and health education also aligns with regional, state and national priorities to support education in STEM fields; and

WHEREAS, Bluffton University also has a very significant economic and quality of life impact on our community and surrounding region.

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

Section 1. Bluffton Village Council states its strong support for Bluffton University's strategic direction and specifically, for the University application to the USDA loan program, acknowledging the many ways this loan can serve the University and the well-being of the surrounding community.

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 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: _____
Elliott Werth, Solicitor

CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of Resolution No. 13-19 passed by the Bluffton Village Council on the _____ of 2019 and that I am duly authorized to execute this certificate.

Fiscal Officer

Date

RESOLUTION NO. 15-19

A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO APPLY TO THE OHIO DEPARTMENT OF TRANSPORTATION FOR TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDING, AND DECLARING AN EMERGENCY

WHEREAS, The Village of Bluffton is eligible to apply for Transportation Alternatives Program funding for the S.R. 103 Multi-Use Pathway;

WHEREAS, if requested funds are granted, the Village of Bluffton, herein after referred to as the Local Public Agency (LPA), shall be responsible for at least five (5%) percent of the construction costs, and for 100% of all other costs associated with the architecture/engineering plans, environmental studies and documentation, right-of-way plans, and right-of-way acquisition, if necessary.

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

SECTION 1: That the Village Administrator for the LPA be and herewith is authorized and directed to apply to the Ohio Department of Transportation for Transportation Alternatives Program funds.

SECTION 2: That said request shall be for the construction of the S.R. 103 Multi-Use Pathway, estimated total cost \$1,448,066.00, of which the LPA, if awarded the funds, commits to pay at least five (5%) percent (hereinafter known as the local portion) of the actual construction cost. The LPA further agrees to pay One Hundred Percent (100%) of the construction cost over and above the maximum amount provided by the State of Ohio, Department of Transportation and for all costs associated with design, environmental and right-of-way activities.

SECTION 3: THAT upon completion of the described Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to, 23 USC 116; (2) provide ample financial provisions, as necessary, for the maintenance of the described Project; (3) if necessary, maintain the right-of-way, keeping it free of obstruction; and (4) if necessary, hold said right-of-way inviolate for public highway purposes.

SECTION 4: THAT if the application is approved for the funding the Village Administrator of said LPA is hereby empowered on behalf of the LPA to enter into a contract with the Director of the Ohio Department of Transportation necessary to complete the above described project.

SECTION 5: That an emergency exists in the daily operation of the village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof and in order to meet the deadline requirements for the funding opportunity.

SECTION 6: That is found and determined that all formal action of the Council concerning and relating to the adoption of this ordinance were made in open meeting of the Council and that all deliberation 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 as to form:

Village Solicitor

CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of Resolution No. 15-19 passed by the Bluffton Village Council on the _____ of 2019 and that I am duly authorized to execute this certificate.

Fiscal Officer

Date

Administrator's Report

To: Mayor Johnson & Council Members



04-22-19

Jefferson St./S.R. 103 ROAD CLOSURE – JUNE 3 – OCTOBER 25, 2019

W. Elm Improvements: Village has approved Hohenbrink Excavating's 2nd Application for Payment. It was reviewed and approved by both the Village and Choice One Engineering. The total amount paid to date is \$313,794.26. Total bid for the project was \$888,009.05.

Buckeye Park Restroom: Village has approved Schimmoeller Construction's 1st Application for Payment. It was reviewed by both the Village and Bockrath and Associates. Payment amount totaled \$28,420.73. Total contract price is \$121,465.57.

Planning Commission Hearing: Held Monday, April 15th at 7:00 pm to reconsider the current zoning district assigned to properties along Jefferson St. and bordering the Norfolk Southern Railroad between Jefferson St. and Cherry St. Another hearing will be scheduled to develop a recommendation to present to Council.

Community Clean-Up: Dumpsters will be located at the Village brush dump from May 22 – 28 for Village residents to dispose of approved materials. Unapproved items include: Household hazardous materials, paint, used motor oil, car batteries, tires. The premises is under video surveillance.

Partnership with Grob: Grob Apprenticeship program sent 7 employees to the swimming pool on Friday, April 12th from 8-noon and helped the Public Works Dept. remove another 20+ loads of brush and trees from the banks of Marsh Run and Riley Creek. Once again impressed by the work ethic shown by this crew!! Thanks again to Grob! Final crew will be assisting with Buckeye Park prep on May 3rd.

Jefferson St. Improvements Project – PHASE II: A public meeting was held on Tuesday, April 9th at 7:30 pm on the Third Floor of the Town Hall to discuss this project. Meeting was well attended by 16 property owners, Council Streets and Alleys committee along with Mayor Johnson, other council members and Village Administration. Another meeting will be scheduled in May to review proposed costs and design elements of the project.

Public Work Department Job Openings: We have openings for two positions (1 full time & 1 part time) within the Public Works Department. Interested applicants drop off a resume and 3 references to the Town Hall at 154 N. Main St., Bluffton, OH 45817.

2019 Bluffton Swimming Pool: Applications are being accepted for lifeguards and Assistant Managers. Pick up the application at the Town Hall. Great response to date - currently have 21 applications!

2020 ODOT I-75 Rehabilitation

Initial notice has been received from ODOT District One, outlining a 2 Part I-75 rehabilitation project extending through Bluffton.(see attached document and map) This will occur as early as the spring of 2020. Ramp closures at SR 103 will be required during the project, with I-75 traffic being maintained.

Council Committee Meetings: Request a meeting time with following Council Committees:

- ☀ Personnel – continued review of Personnel Policy Manual



OHIO DEPARTMENT OF TRANSPORTATION
Mike DeWine, Governor

Jack Marchbanks, Ph.D., Director

District 1
1885 North McCullough St., Lima, OH 45801
419-222-9055
transportation.ohio.gov

April 19, 2019

Re: Interstate Route 75 Rehabilitation in Allen and Hancock Counties (ALL/HAN-75-22.66/0.00)
ODOT Project ID 104095

To Whom It May Concern,

The Ohio Department of Transportation (ODOT) is planning to rehabilitate a section of Interstate Route 75 from the bridges over Riley Creek in Allen County to just south of the State Route 235 interchange in Hancock County (see the attached location map). The rehabilitation work includes resurfacing Interstate Route 75 with asphalt, including the ramps at State Route 103, and repairing the bridges over County Road 33. The work in this section is considered Part 2 of 2 of a larger overall rehabilitation project. Part 1 of 2 begins just north of the U.S. Route 30 overhead bridge in Allen County and ends at the bridges over Riley Creek. Part 1 also includes the reconstruction of approximately 1 mile of Interstate Route 75 near the State Route 696 interchange. Both Part 1 and Part 2 of the project could begin construction as early as the spring of 2020 depending on available funding.

We are writing to inform you that ramp closures at the State Route 103 interchange will be required during construction of Part 2 of the project. Traffic on Interstate Route 75 will be maintained; however, single lane closures will be permitted within allowable timeframes. The length and duration of the ramp closures and detours have not yet been determined. ODOT construction personnel will monitor the detours during the closures in order to minimize the impact to the traveling public.

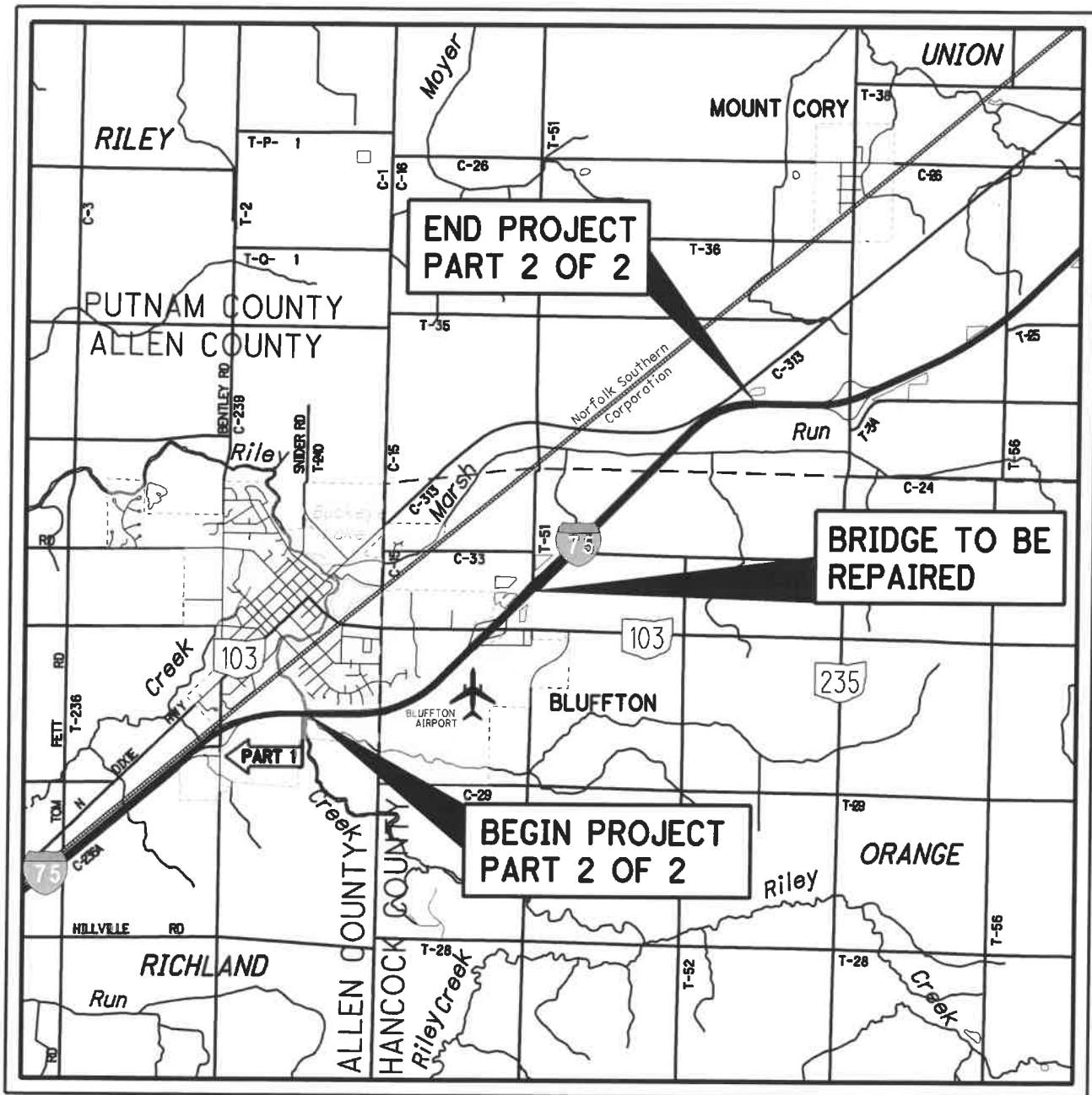
Please contact Mark Mueller, ODOT project manager, with any questions or concerns regarding this project at 419-999-6889 or by email at Mark.Mueller@dot.ohio.gov.

Respectfully,

A handwritten signature in black ink, appearing to read "Chris A. Hughes".

Chris A. Hughes, P.E.
Deputy Director
Ohio Department of Transportation District 1

CAH:mjm



LOCATION MAP

LATITUDE: N40°53'59"

LONGITUDE: W83°51'28"

SCALE IN MILES



IR 75 IN ALLEN & HANCOCK COUNTIES
 (ALL/HAN-75-22.66/0.00 PART 2)

Project ID (PID): 104095



Department of Public Works
Assistant Village Administrator

4/22/2019

To: Mayor and Village Council Members

W. Elm St. Curbs are poured the remaining concrete is scheduled to begin Wednesday the 24th and anticipated to take a week and a half to complete. Hohenbrink will then do final grading of yard and tree lawns before installing the asphalt.

W. Elm St. Bridge drain

Buckeye Restroom progress is continuing. Walls have started being installed. Trusses scheduled delivery end of this week.

Hydrant flushing has been completed. (6) Hydrants are in need of repair or replacement. The PWD will be completing this in the upcoming weeks

ADA ramps: we have begun meeting with contractors about installation of ADA ramps to coincide with our paving project.

Cherry St. Sidewalks: Mastercraft concrete has begun framing to install the new ADA sidewalks on Cherry St. from Geiger to Greding. This project is from the GROB gas line improvement completed by Dominion Energy in February.

Parks: It is a very wet season. I encourage patrons to be mindful where they park and stay off the grass when possible.

WWTP:

UV system has been ordered to replace our obsolete system. Installation scheduled for late fall.

Diffusers have been ordered for replacement for the aeration basins. Installation after sludge hauling.

Work completed

- Water taps
- Alley repair
- Tree removal
- Cold patch
- Hydrant flushing
- Read meters
- Tree removal
- Sanitary and storm camera work
- GROB partnership
- Parks opened
- Pool start up
- Painting VP restroom

Upcoming projects

- GROB partnership
- Fire hydrant repair and replacement (X6)
- Sink hole repair
- Water tap
- Catch basin cleaning
- Dirt work
- Sludge pressing
- Pool opening
- Hunters Run lift station air relief valve replacement
- Meter change out



Chief Ryan M. Burkholder

APS Adult Protective Services Meeting

Meeting was held April 17th at 1200

Informational handout for Bluffton residences that reside in Hancock portion of Bluffton, Ohio.

Senior Citizens Center

May 1st at 10am

The Senior Citizens Center requested a presentation on the topic *Police Technology in Today's Society*.

Chief Burkholder will be the speaker for the event.

Police Memorial Week

May 12th – May 18th

May 13th – Chief Burkholder will be at Hancock County FOP lodge for the ceremony at 630 pm to honor Bluffton's two line of duty deaths.

Owen Grandstaff & Frank Herrmann

Dedication of the Wall of Honor

May 15th at 630 pm in the Police Lobby

Chief Burkholder will have a short ceremony dedicating the new police remembrance wall.

50 North offers *Chore Services* and *Housekeeping* for Hancock County residents 50+.



ENRICHING LIVES.
SUPPORTING
INDEPENDENCE.

339 East Melrose Ave.
Findlay 45840
419-423-8496
www.50north.org

Chore Services we provide:

- Basic plumbing and electrical needs
- Basic carpentry and lock installation
- Install disability grab bars in bathrooms
- Exterior household chores and cleaning
- Repair, paint or stain wood decks
- Build handicap ramps and install hand railing
- Seasonal services - mowing , snow removal
- Winterizing doors and windows
- Trim bushes, clean and mulch landscaping
- Pressure wash siding, sidewalks, decks, and driveways



Housekeeping Services:

- Clean walls and woodwork
- Wash windows and doors
- Clean and organize closets and cabinets
- Sweep and shampoo carpets, mop floors
- Clean bathrooms and kitchens
- Provide laundry services



Scholarships for reduced rates are available for those who qualify.
Call the 50 North Outreach Department at 419-423-8496.