

**COUNCIL MEETING
AGENDA
April 8, 2013
8:00 PM
BLUFFTON TOWN HALL**

MINUTES March 25, 2013

BILLS

ORDINANCE NO. 07-13 **2ND READING**
AN ORDINANCE ESTABLISHING THAT SIDEWALKS BE CONSTRUCTED AND MAINTAINED IN ALL RESIDENTIAL AREAS OF THE VILLAGE OF BLUFFTON, OHIO.

ORDINANCE NO. 08-13 **1ST READING** **EMERGENCY**
AN ORDINANCE AMENDING ORDINANCE NO. 18-12 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

ORDINANCE NO. 09-13 **1ST READING** **EMERGENCY**
AN ORDINANCE ADVANCING MONIES TO THE WATER/SEWER IMPROVEMENT FUND TO COVER THE EXPENSES ASSOCIATED WITH THE CURRENT WATERLINE PROJECTS AND DECLARING AN EMERGENCY.

ADMINISTRATOR'S REPORT

SAFETY

FINANCIALS

MEETING DATES

April 8, 2013	Council	8:00 PM
April 11, 2013	Tree Commission	7:30 PM
April 22, 2013	Council	8:00 PM

Regular Council

March 25, 2013

Mayor Gallant presiding. Messrs: Collier, Kingsley, McGarrity, Sehlhorst, and Steiner present.

Mr. Sehlhorst moved, seconded by Mr. Collier to approve the minutes of the regular council meeting held on March 11, 2013. Roll Call: Yeas (5) Messrs: Sehlhorst, Collier, Kingsley, McGarrity, and Steiner. Nays (0), motion approved.

Mr. Steiner moved, seconded by Mr. Kingsley to approve the bills as presented. Total non-payroll of \$103,155.09 and payroll of \$39,639.82. Roll Call: Yeas (5) Messrs: Steiner, Kingsley, Collier, McGarrity, and Sehlhorst. Nays (0), motion approved.

Mr. McGarrity moved, seconded by Mr. Collier to approve the third and final reading of Ordinance No. 03-13: AN ORDINANCE TO ENACT A FLOOD DAMAGE REDUCTION ORDINANCE AND FLOODPLAIN MANAGEMENT REGULATIONS FOR THE VILLAGE OF BLUFFTON, OHIO AND REPEALING ALL PRIOR REGULATIONS. Roll Call: Yeas (5) Messrs: McGarrity, Collier, Kingsley, Sehlhorst, and Steiner. Nays (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Kingsley to approve the third and final reading of Ordinance No. 04-13: AN ORDINANCE TO SET COMPENSATION FOR THE MEMBERS OF THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO EFFECTIVE JANUARY 1, 2014. Roll Call: Yeas (4) Messrs: Sehlhorst, Kingsley, McGarrity, and Steiner. Nays (1) Mr. Collier, motion approved.

Mr. Kingsley moved, seconded by Mr. Sehlhorst to approve the first reading of Ordinance No. 07-13: AN ORDINANCE ESTABLISHING THAT SIDEWALKS BE CONSTRUCTED AND MAINTAINED IN ALL RESIDENTIAL AREAS OF THE VILLAGE OF BLUFFTON, OHIO. Roll Call: Yeas (5) Messrs: Kingsley, Sehlhorst, Collier, McGarrity, and Steiner. Nays (0), motion approved.

The Fiscal Officer announced the following meetings:

April 8, 2013

Council

8:00 PM

Mr. Steiner moved, seconded by Mr. McGarrity to approve the appointment of Sean Burrell to fill the vacant council seat through December 31, 2013. Roll Call: Yeas (5) Messrs: Steiner, McGarrity, Collier, Kingsley, and Sehlhorst. Nays (0), motion approved.

Mr. Collier moved, seconded by Mr. Kingsley to approve a grant of \$5,000.00 to the Bluffton Center for Entrepreneurs. Roll Call: Yeas (6) Messrs: Collier, Kingsley, Burrell, McGarrity, Sehlhorst, and Steiner. Nays (0), motion approved.

Mr. Steiner moved, seconded by Mr. Collier to approve exiting from regular session to enter into the public hearing for bed and breakfast legislation. Roll Call: Yeas (6) Messrs: Steiner, Collier, Burrell, Kingsley, McGarrity, and Sehlhorst. Nays (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Collier to approve exiting from the public hearing and returning to regular session. Roll Call: Yeas (6) Messrs: Sehlhorst, Collier, Burrell, Kingsley, McGarrity, and Steiner. Nays (0), motion approved.

Mr. Steiner moved, seconded by Mr. McGarrity to approve Bob Badertscher (\$9.71/hr), Ken Von Lehmden (\$8.25/hr), and Andrew Probst (\$8.25/hr) for seasonal help, effective April 1, 2013. Roll Call: Yeas (6) Messrs: Steiner, McGarrity, Burrell, Collier, Kingsley, and Sehlhorst. Nays (0), motion approved.

Mr. Kingsley moved to adjourn.

MAYOR

FISCAL OFFICER

**Village of Bluffton
Bills to be paid
4/8/2013**

PAYROLL:

Village	\$	31,298.24
Fire & Rescue	\$	3,299.35
TOTAL PAYROLL	\$	34,597.59

NON-PAYROLL:

All Terra	Snow Removal	\$	1,942.50
Allen Co Health Dept	2013 Pool Operating License	\$	280.00
Alloway	Lab Analysis	\$	202.50
Allied	Refuse Service	\$	21.65
Apollo	EMT Class- J. Brockert	\$	945.00
Bluffton News	Publishing	\$	116.25
Bluffton Precast	Adj Ring	\$	42.00
Bluffton Stone	Cold Mix, Limestone, & Berm	\$	217.39
F. Stephen Chamberlain	Legal Services- Retainer	\$	1,320.00
Digital Data Tech	Mobile Unit Annual License	\$	480.00
Family True Value Hardware	Simple Green & Batteries	\$	62.36
Gempler's	Rain Jackets	\$	315.25
Greg's Pharmacy	LED Magnifier	\$	3.99
Kalida Truck	Plow Cylinder	\$	111.83
Kirtland's	Cruiser Maintenance	\$	195.23
Kleem	Street Signs	\$	217.58
Marathon	Gasoline	\$	556.53
Marsh View Enterprises	Foundations & Burials	\$	2,352.30
R.D. Neff & Assoc	Pool Slide Engineering	\$	1,543.01
NE Wisconsin Tech College	Taser Training- L. Kent	\$	175.00
NWOhio Security	Elevator Monitoring	\$	64.95
AEP	Electricity	\$	20,408.49
OUPS	Manual Call Outs	\$	20.00
Perry Corp	Maintenance Agreement	\$	45.80
Radio Hospital	Connectors & Programming	\$	323.70
KOI Enterprises	Vehicle Maintenance	\$	21.88
Staples- Business	Toner & Cleaning Supplies	\$	252.73
Time Warner Cable	Internet	\$	314.16
Tommy Tire	Tires	\$	755.72
ACH Treasurer of State	Court Costs	\$	660.00
United Sates Plastic	Ball Valves	\$	223.14
Centurylink	Telephone Service	\$	971.61
Utility Sales Agency	PVC Pips, Barbed Fitting	\$	218.95
US Postal Service	PO Box 228 Annual Fee	\$	130.00
Vetter	Plywood/ Shelving, Bolts, Nuts, Primer	\$	215.42
W.C.O.I.L.	Internet	\$	4.95
	Total Non-Payroll	\$	35,731.87

Mayor/ Council President

X: Then and Now Approved by Council

VILLAGE OF BLUFFTON
Statement of Cash Pos w/MTD

AS OF: 03/29/2013

YEAR: 2013

STARTING ACCOUNT:

ENDING ACCOUNT: Z

FUND NO.	FUND DESCRIPTION	BEGINNING BALANCE	[-----RECEIPTS-----]		[-----DISBURSMENTS-----]		UNEXPENDED BALANCE	OUTSTANDING ENCUMBRANCE	ENDING BALANCE
			M-T-D	Y-T-D	M-T-D	Y-T-D			
A1	GENERAL FUND	1691047.78	207295.27	647389.54	126570.11	620339.74	1718197.58	294731.40	1423466.18
B1	STREET FUND	40415.89	5166.34	179295.49	19640.76	59632.58	160078.80	4658.70	113520.10
B2	STATE HIGHWAY FUND	33381.90	382.99	2184.07	0.00	0.00	35565.97	0.00	35565.97
B3	CEMETARY FUND	17109.82	900.00	3247.00	466.24	6236.77	14120.05	10528.96	3591.09
B4	PARK FUND	12088.90	0.00	0.00	2933.84	3660.45	8428.45	11002.06	2573.61
B5	BERNETH MEMORIAL BR	534.63	0.00	0.00	0.00	0.00	534.63	0.00	534.63
B6	FEMA GRANT	0.00	0.00	16517.00	0.00	0.00	16517.00	0.00	16517.00
B7	COURT COMPUTER	4039.14	0.00	198.00	0.00	0.00	4237.14	0.00	4237.14
B8	DUI ENFORCEMENT & E	494.01	0.00	25.00	0.00	473.00	46.01	0.00	46.01
B9	PERMISSIVE LICENSE	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	863.28	0.00	0.00	0.00	0.00	863.28	0.00	863.28
D1	CAPITAL IMPROVEMENT	18742.16	0.00	0.00	0.00	0.00	18742.16	0.00	18742.16
D2	STORM SEWER IMPROVE	11621.58	0.00	4000.00	2160.00	39957.79	11663.79	4750.00	6913.79
D3	FIRE & RESCUE IMPRO	363686.26	24.74	90.20	0.00	0.00	363776.46	0.00	363776.46
D4	SWIMMING POOL IMPRO	37093.29	0.00	0.00	1034.00	1034.00	36059.29	2750.00	33309.29
D5	EQUIPMENT REPLACEMENT	83.98	0.00	0.00	0.00	0.00	83.98	0.00	83.98
D6	AIRPORT IMPROVEMENT	580.19	2239.19	19223.29	0.00	0.00	19803.48	0.00	19803.48
D7	STREET IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D8	TOWN HALL IMPROVEME	213038.41	22380.91	110768.71	0.00	0.00	323807.12	0.00	323807.12
D9	POLICE EQUIPMENT RE	3137.58	32000.00	32000.00	875.00	34119.30	1018.28	100.00	918.28
E1	WATER FUND	306563.23	80234.31	228190.12	63903.40	402394.49	132358.86	367356.98	23498.12
E2	SEWER FUND	226237.39	67837.37	195053.78	58749.57	199140.54	222150.23	257611.17	35460.54
E3	SEWER DEBT SERVICE	200924.50	2050.25	6150.75	0.00	0.00	207075.25	0.00	207075.25
E4	SEWER DEBT SERVICE	40401.59	20500.00	61500.00	0.00	0.00	101901.59	245310.00	143408.41
E5	WATER DEBT SERVICE	0.00	12344.09	228911.31	0.00	0.00	0.00	263451.48	263451.48
E6	SEWER REPLACEMENT &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E7	REFUSE FUND	54596.97	16963.30	49890.15	15944.83	64013.41	40473.71	122114.67	81640.96
E9	WATER/SEWER IMPROV	174512.08	5196.87	5524.25	39763.01	158633.41	21402.92	19241.68	2161.24
F1	WATER CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F2	COMMUNITY EVENTS	5880.77	0.00	0.00	0.00	0.00	5880.77	0.00	5880.77
F3	COMMUNICATIONS FUND	1192.24	0.00	11000.00	0.00	0.00	7432.24	3420.00	4012.24
F4	POLICE CONTINUING PR	649.87	0.00	0.00	0.00	0.00	649.87	0.00	649.87
F5	UTILITY RECOVERY	16459.88	0.00	0.00	0.00	0.00	16459.88	0.00	16459.88
F6	UNCLAIMED MONIES TR	225.20	0.00	0.00	0.00	0.00	225.20	0.00	225.20
G2	INCOME TAX FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G3	CEMETARY TRUST - C/	1326.66	0.00	0.00	0.00	0.00	1326.66	0.00	1326.66
G4	CEMETARY TRUST - MA	524.37	0.00	0.00	0.00	0.00	524.37	0.00	524.37
H1	SPECIAL ASSESSMENT	897.17	0.00	0.00	0.00	0.00	897.17	0.00	897.17
H2	SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
H4	SPECIAL ASSESSMENT	849.41	0.00	0.00	0.00	0.00	849.41	0.00	849.41
H5	SPECIAL ASSMT - MAI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
H6	SPECIAL ASSMT - JAC	119.67	0.00	0.00	0.00	0.00	119.67	0.00	119.67
	TOTAL:	3479319.80	475587.63	1837158.66	332040.76	1823206.79	3493271.67	1648927.10	1844344.57

* End of Report: VILLAGE OF BLUFFTON *

ORDINANCE NO. 08-13

AN ORDINANCE: AMENDING ORDINANCE NO. 18-12 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 18-12 (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 General Fund as follows:

Supplemental Appropriations:

General Fund:

A1-7X-52730 Advances Out +\$100,000.00

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 _____, 2013 by the governing board of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

ORDINANCE NO. 09-13

AN ORDINANCE ADVANCING MONIES TO THE WATER/SEWER IMPROVEMENT FUND TO COVER THE EXPENSES ASSOCIATED WITH THE CURRENT WATERLINE PROJECTS AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to advance monies to the Water/Sewer Improvement Fund for the purpose of covering expenses associated with the waterline projects with the expectation that the Water/Sewer Improvement Fund will advance the monies back to the General Fund as income tax monies are collected.

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

SECTION 1: That monies are advanced from the General Fund to the Water/Sewer Improvement Fund as follows:

General Fund:		Water/Sewer Improvement Fund:	
Advances Out:		Advances In:	
A1-7X-52730	-\$100,000.00	E9-0I-41930	+\$100,000.00

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 these appropriations are needed before expenditures may 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 _____, 2013 by the governing board of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

**To: Mayor Gallant
Council Members**

Refuse and Recycling Contract

The Village received one bid for the Refuse and Recycling Contract prior to the bid opening on April 5, 2013 at 11:00 AM. I am requesting an Executive Session for Contracts at Monday evening's Council meeting to review the bid results and contract options.

Street Lights

At the last Council meeting, I reported that we were waiting on the updated lighting plan from AEP for the installation of the street lights on N. Dixie Highway. The following day, AEP began installing the lights and that are currently up and operating.

Seasonal Pool Recommendations

Attached to this report is a list of the hiring recommendations for the upcoming pool season.

Slide Improvements

Bob Neff is finalizing the recommendations and alternates for the work to be performed on the pool slide. Once all of the specifications are finalized we will seek estimates from qualified contractors to have the work completed.

Streetscape Pre-emergent Application

As soon as the product arrives and the weather is conducive, we will be applying a pre-emergent herbicide to the brick-paver strip in the Downtown area that was installed as part of the Streetscape improvements in 2009. This is a result of numerous concerns raised by members of Council, residents and business owners regarding the condition and visual impression of the Downtown when weeds are growing in the pavers. In the past, we have utilized community service workers to remove weeds, but that resulted in only a temporary solution as the weeds quickly grew back. It is hopeful that a single pre-emergent application will provide season long control.

Sample Sidewalk Letters

Attached to this report are sample sidewalk letters created by Jerry Cupples. Councilman Sehlhorst requested that the letters be included in the Council Packet.

Spring Clean-up

The annual Spring Clean-up is scheduled to begin May 17th and last through May 27th. The dumpsters will be delivered on Friday, May 17th and will be removed on Tuesday, May 28th. They will be switched out as necessary during that time period. As always, items that may not be disposed of in the dumpsters include hazardous materials (motor oil, paint, etc.), vehicle batteries, and tires. Appliances that use Freon, such as refrigerators, will not be accepted unless it is certified that the Freon has been legally removed and disposed of. The use of the dumpsters is reserved for Village residents only. Village employees may randomly verify that individuals utilizing the dumpsters are residents of the Village.

2013 Seasonal Pool Employees

Manager (\$4,400 salary)

Elizabeth Diller

Assistant Managers (\$10.00 per hour)

Jared Staley

Elisha Reineke

Evan Skilliter

Lifeguards (Head Lifeguards to be determined by Managers- \$8.25 per hour, Lifeguards- \$7.85 per hour)

Ava Yoakam

Hannah Bell

Kyla Dawson

Andrew Lee

Clay Wilson

Joseph Bertka

Jessica Brockert

Cobie Mikesell

Delaney Reineke

Tyler Carroll

Kearstin Barry

Gage White

Anna Crisp

Lathen Eikenbary

Noelle Heinze

Brittany Hover

Maddison Wilson

Madison Hursh

Nathaniel Hursh

Anna Fredritz

Mitchell Ault

Amber Henry



VILLAGE OF BLUFFTON

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

DENNIS GALLANT, Mayor
JAMES R. MEHAFFIE, ICMA-CM, Village Administrator

NANCY L. KINDLE, Fiscal Officer
www.bluffton-ohio.com

Dear Property Owner,

Ordinance 07-13, passed by Village Council on May 22, 2013, states; sidewalks will be installed on all streets in Bluffton where residential structures exist. Home owners in the Village, east of Main Street, have until May 1, 2014 to install a sidewalk which conforms to the design standards set by the Village. After May 1, 2014 the Village will contract the sidewalk and bill the home owner. If not paid in 30 days, the amount will be accessed to the taxes for a seven year period. Copies of the ordinance, and sidewalk specifications, are available on the Village web-site, or at the town hall at 154 N. Main. Sidewalk permits are required and available at the Town Hall.

If you know up front that you would like the Village to contract the installation, please contact me by phone or E-Mail. My phone number is 419-358-2066 ext 102, or email at cupplesj@bluffton-ohio.com.

Sincerely,

Jerry Cupples
Zoning Inspector



VILLAGE OF BLUFFTON

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

DENNIS GALLANT, Mayor
JAMES R. MEHAFFIE, ICMA-CM, Village Administrator

NANCY L. KINDLE, Fiscal Officer
www.bluffton-ohio.com

Dear Property Owner,

Ordinance 7-13 passed by Village Council on May 22, 2013 states; any and all existing sidewalks in the Village shall be maintained and repaired to the standards set by the Village. Copies of the Ordinance and standards are available on the Bluffton web-site and the Town Hall at 154 N. Main. Please see the markings on your walk and repair or replace as necessary. You have until May 1, 2014 to comply. At that time the Village will contract the needed repairs, or replace, and bill you the cost. If not paid in 30 days, it will be accessed to your taxes for seven years. Sidewalk permits are required and available at the Town Hall.

If you would like the Village to Contract the work, please contact me by phone or E-Mail. My phone number is 419-358-2066 ext 102, or email at cupplesj@bluffton-ohio.com.

Sincerely,

Jerry Cupples
Zoning Inspector

Case Number	Date	Defendant	Disposition	Total Received	Victim's of Crime - \$9	Indigent Def Support \$40	Drug Law/ Justice \$3.5	ADMHS \$1.50	Belt \$30/\$20	Child Safe \$25	Local Fund	Computer Fund
2013-022	3/1/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-023	3/8/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-024	3/13/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-025	3/15/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-026	3/15/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-027	3/18/2013		Guilty	90	9	40	3.5	1.5	30		0	6
2013-028	3/18/2013		Guilty	10							10	0
2013-029	3/18/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-030	3/25/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-031	3/26/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-032	3/28/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-033	3/28/2013		Guilty	110	9	40	3.5	1.5			50	6
2013-034	3/28/2013		Guilty	110	9	40	3.5	1.5			50	6
Totals				1310	108	480	42	18	30		560	72