

Village of Bluffton Council Meeting Agenda

January 22, 2024 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, January 08, 2024
Bills

Public Comment: State Representative Jon Cross – District 83

Committee Reports

Parks and Recreation – 1/10 & 1/17

Utilities – 1/17

Streets - 1/17

Boards & Commissions

LEGISLATION

ORDINANCE NO. 13-2023

3rd Reading

AN ORDINANCE ESTABLISHING NEW RATES FOR LISTED CEMETERY SERVICES AT MAPLE GROVE CEMETERY IN BLUFFTON, OHIO.

ORDINANCE NO. 02-2024

1st Reading

AN ORDINANCE TO ENACT RESTRICTED PARKING ZONES ON THE NORTHEASTERLY SIDE OF THE TOWN HALL ALONG EAST ELM STREET FROM MAIN STREET TO THE MID-BLOCK ALLEY BY THE VILLAGE OF BLUFFTON.

RESOLUTION NO. 04-2024

1st Reading

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2024.

RESOLUTION NO. 05-2024

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CHOICE ONE ENGINEERING FOR THE S.R. 103 AT NAVAJO DRIVE INTERSECTION IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY.

RESOLUTION NO. 06-2024

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CHOICE ONE ENGINEERING FOR THE DESIGN PLANS TO CONSTRUCT THE BLUFFTON COMMUNITY SOCCER PARK PROJECT AND DECLARING AN EMERGENCY.

Village Administration Report:

Mayor:

Safety Services Reports:

-EMS-

-Fire Dept.-

-Police Dept.-

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

- Council Meeting – Monday, January 22nd at 7:00 pm
- Airport Commission – Thursday, January 25th at 2:30 pm
- Joint Water Advisory Board Meeting – Monday, January 29th at 7:30 pm
Ottawa Municipal Building, 136 N. Ohio St., Ottawa, OH
- Pathway Board Meeting – Thursday, February 1st at noon
- Council Meeting – Monday, February 12th at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting January 8, 2024, at 7:00 p.m.

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

Talavinia motioned, seconded by Kingsley, to name Jerry Cupples as Council President for 2024. Roll Call: Yes (5) Messrs: Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (1) Cupples, motion approved.

Cupples motioned, seconded by Steiner, to set the Council Meetings dates as the second and fourth Monday of each month at 7:00 p.m. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on December 26, 2023. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, and Steiner. No (0), Abstain (1) Talavinia, motion approved.

Talavinia motioned, seconded by Steiner, to approve the bills as presented. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Talavinia, to hire Greg Probst as Cemetery Sexton, effect January 1, 2024 at a salary of \$5,000/yr. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

The administrator gave the following readings:

2nd Reading:

Ordinance 13-2023 – An Ordinance establishing new rates for listed Cemetery services at Maple Grove Cemetery in Bluffton, Ohio. Cupples motioned to adopt the Ordinance, seconded by Sehlhorst. Roll Call: 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.

1st Reading:

Ordinance 01-2024 – An Ordinance approving, adopting, and enacting American Legal Publishing's Ohio Basic Code, 2024 Edition, as the Code of Ordinances for the Village of Bluffton, Ohio and declaring an emergency. Stahl motioned to suspend the rules, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Kingsley motioned to adopt the Ordinance, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 01-2024 – A Resolution of the Village of Bluffton in support of the Lima-Allen County Regional Planning Commission serving as the Metropolitan Planning Organization for the Allen County, Ohio study area and declaring an emergency. Kingsley motioned to suspend the rules, seconded by Talavinia. 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 Stahl. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 02-2024 – A Resolution authorizing the Village Administrator to advertise for bids for aggregate and asphalt material, asphalt application and equipment rental for the 2024 construction year and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Kingsley 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.

Resolution 03-2024 – A Resolution authorizing the submission of a fiscal year 2024 Ohio Airport Matching Grant application for the FAA FY 2023 funded grant project along the accepting funds and declaring an emergency. Cupples motioned to suspend the rules, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Talavinia motioned to adopt the Resolution, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Cupples, to declare the Grundomat bore machine and accessories, mosquito backpack larvicide blower, Honda portable pressure washer, portable sandblaster, 1 ton chain fall and 2 rock drills and accessories as surplus and to list those items for sale on GovDeals. 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.

Park & Recreation Committee on Wednesday, January 10 at noon.

Utilities Committee on Wednesday, January 17 at 1:00 p.m.

Streets, Alleys, Lights & Sidewalks Committee on Wednesday, January 17 at 5:00 p.m.

Village Council on Monday, January 22 at 7:00 p.m.

Airport Commission on Thursday, January 25 at 2:30 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 1/22/2024

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ALBERS AND ALBERS	2,400.00	Administrative	LEGAL SERVICES
ALLEN COUNTY CHIEFS OF POLICE ASSN	30.00	Police	ANNUAL DUES
ALLEN COUNTY FIRE CHIEF'S ASSN INC	40.00	Multiple	ANNUAL MEMBERSHIP
ALLEN COUNTY TREASURER	2,564.36	Administrative	2024 REAL ESTATE TAXES
ALLOWAY TESTING	127.50	Multiple	TESTING
ALLOWAY TESTING	300.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	832.33	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	534.23	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	4,835.24	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	948.16	Multiple	VISION & DENTAL INSURANCE
APPLIED SPECIALITES, INC	6,019.20	Sewer	POLYMER
ATLANTIC EMERGENCY SOLUTIONS, INC.	595.00	Fire	GEAR FOR BEN DOTY
ATLANTIC EMERGENCY SOLUTIONS, INC.	3,445.00	Fire	GEAR FOR BEN DOTY
BLUFFTON STONE CO.	148.84	Multiple	STONE
BLUFFTON STONE CO.	242.08	Multiple	STONE
BLUFFTON STONE CO.	648.80	Multiple	STONE
CHARTER COMMUNICATIONS	169.98	Administrative	CABLE
CHARTER COMMUNICATIONS	169.98	Multiple	CABLE
CINTAS	82.52	Administrative	UNIFORMS
CINTAS	82.52	Administrative	UNIFORMS
CITIZENS NATIONAL BANK- HSA	28,250.00	Multiple	VILLAGE HSA CONTRIBUTIONS
EVERETT J PRESCOTT INC	4,064.91	Water	PARTS & SUPPLIES
EVERETT J PRESCOTT INC	(484.53)	Water	PARTS & SUPPLIES
FAMILY HARDWARE DO IT BEST	155.05	Multiple	SHOP WATER LINE
FAMILY HARDWARE DO IT BEST	167.26	Multiple	SUPPLIES
GRAINGER INC	96.52	Land & Buildings	SWIVEL FOR PRESSURE WASHER
HANCOCK COUNTY CLERK OF COURTS	33,993.00	Park	SR 103 PARCEL 17 SH,S,T1,T2
HANCOCK COUNTY TREASURER	15,401.64	Administrative	2024 REAL ESTATE TAXES
HANCOCK-WOOD ELECTRIC CO-OP	169.98	Multiple	ELECTRICITY
HAWTHORNE-SEVING, INC.	12.49	Street	FABRICATING METAL
HAWTHORNE-SEVING, INC.	21.40	Street	FABRICATING METAL
IACP	190.00	Police	DUES
KENT KARHOFF LLC	1,500.00	Cemetery	BURIALS & FOUNDATIONS
OHIO ASSN. CHIEFS OF POLICE, INC	75.00	Police	ANNUAL DUES - OGLESBEE
OHIO UTILITIES PROTECTION SERVICE	357.08	Administrative	2024 GOVERNMENTAL ASSESSMENT
PENNCARE 30	2,108.00	Rescue	DRUG COOLERS FOR EMS
PENNCARE 30	586.93	Rescue	MEDICAL SUPPLIES
PERRY CORPORATION	3,084.44	Administrative	IT CONTRACT
REINEKE FAMILY TIRE & SERVICE CENTERS	1,409.28	Police	REPAIRS
SHELL FLEET PLUS	1,263.14	Multiple	FUEL
SMARTBILL	1,085.96	Multiple	BILLING SERVICES
STAPLES BUSINESS ADVANTAGE	55.14	Multiple	SUPPLIES
USA BLUE BOOK	130.20	Multiple	SUPPLIES

USA BLUE BOOK	2,339.41	Multiple	SUPPLIES
VANCE'S OUTDOOR INC.	1,756.75	Police	AMMO & SUPPLIES
VERIZON WIRELESS	102.29	Multiple	CELL PHONES
VILLAGE OF OTTAWA	49,444.59	Water	WATER
ZOLL DATA SYSTEMS	161.26	Rescue	EMS CHARTS
INCOME TAX REFUNDS	239.42	Administrative	INCOME TAX REFUNDS
	<u>172,052.35</u>		
DECEMBER FIRE & EMS	12,802.25		
MEDICARE	185.63		
OPERS	1,408.83		
FICA	125.63		
LONGEVITY PAYROLL	11,600.00		
MEDICARE	168.20		
OPERS	952.00		
OP&F	936.00		
BIWEEKLY PAYROLL 1/12/24	50,976.22		
MEDICARE	692.95		
OPERS	3,936.47		
OP&F	4,457.47		

Council Signature : _____

Date:_____

Parks & Rec - Minutes
Village of Bluffton
Town Hall
January 10th, 2024

Present: Council - Ben Stahl, Mitch Kingsley, Rich Johnson
Admin - Jesse Blackburn, Bryan Lloyd

Start: 12:00 End: 1:12
Topics: Pool resolution, SRK Field

Minutes:

- 2024 Pool Resolution
 - The committee reviewed the resolution we drafted last fall and determined we did not need to make any further revisions. We will present it to council at the next meeting.
- SRK Fields
 - The administration is working on securing quotes from two engineering firms to design the layout of SRK Fields along Snider Rd and N Main St—Choice One and Mannik & Smith Group, Inc. We discussed various additional local/state/federal funding sources including Johnny Appleseed, NatureWorks, Lion's Club, and AARP; keeping in mind what we could reasonably achieve in this calendar year and what would need to be planned for the future.
 - We also discussed plans to create a naturalized water detention area across N Main St from Bluffton Community Church, aiming to slow the flow of ~17% of the water in the Riley Creek at Buckeye Park. H2Ohio could be a source of funding to purchase the property.

Ben Stahl

Mitchell Kingsley

Parks & Rec - Minutes
Village of Bluffton
Town Hall
January 17th, 2024

Present: Council - Ben Stahl, Mitch Kingsley, Rich Johnson
Admin - Jesse Blackburn, Bryan Lloyd,
Public - Tyler Gleason

Start: 12:00 End: 1:00

Topics: SRK Field engineering, Memorialization, Dept of Health task force

Minutes:

- SRK Field engineering
 - After reviewing the costs presented by Choice One and Mannik & Smith, Inc, the committee and administration agreed on going with Choice One for the project. Will present a resolution for the contract at the next council meeting.
- Memorialization
 - Administration mentioned an increase in requests for memorializations (plaques, benches, trees, etc) from residents or children of residents. We discussed existing outlets for those memorials, such as benches in the parks or trees in the parks/arboretum and possible new memorial options, such as benches in Shannon Cemetery or along bike paths.
- Dept of Health task force
 - The Allen County Department of Health - Creating Healthy Communities group has some money that they'd like to disburse to communities in Allen County and reached out to the administration about a taskforce that could make suggestions about improving Buckeye Park. In order to solicit feedback from the community without requiring the commitment of volunteering to attend task force meetings, the committee would like to have a community open house on parks topics and then serve as the task force, using the ideas presented during the open house as a springboard. An online component would supplement the in-person open house.
 - This format worked so well for gathering input on Bluffton Beyond Tomorrow, we'd like to take advantage of a similar event.

Ben Stahl

Mitchell Kingsley

**Village of Bluffton
Utilities Committee Meeting
January 17, 2024 @ 1:00 PM**

Committee members present: David Steiner & Jerry Cupples
Staff present: Jesse Blackburn, Village Administrator, Kevin Nickel, Fiscal Officer and Bryan Lloyd, Assistant Village Administrator.
Mayor Johnson

The committee reviewed proposed rates to accept sewerage from the Allen County Sewer District for treatment.

After discussion, the committee requested that the Village administrator consult with the village solicitor regarding his opinion on the village entering into an agreement to accept sewerage from outside the village.

Adjourned at 1:39 PM.

2024, January 17 Streets Meeting

Start: 5 PM End: 6:00 PM

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

Topic 1: Street Lighting

- 419 Cherry St. resident lighting improvement request. A resident new to the neighborhood has requested the administration to find if there are ways to improve lighting at the curve.
 - o Typically, lighting is placed 300' apart. Essentially at every other pole you will see street lighting installed.
 - o Administration to observe that location.
 - o We discussed administration to seek guidance from Choice One.
 - o We also discussed possibly changing the lighting in that location to a bright LED bulb.
- AEP Street Lighting Outage Report
 - o Police Chief submitted over 15 streetlights that have been reported as not functioning to AEP.
 - See attached.

Topic 2: Parking Improvements Washington St. & Commercial Alley

- See attachment for visual explanation.
 - o 1. Add additional "No Parking" sign on Washington St. beside Slaw Cutter building.
 - Legislation already in place
 - o 2. Add "No Parking Here to Corner" at Washington/Main St.
 - Legislation in place
 - o 3. New business "Niese Tire" located on Main by Washington St.
 - Install a sign to direct "commercial traffic" to use alley and exit on Washington St.
 - Improved commercial flow with respect to residential neighborhood in area.
 - o 4. Washington St. residential parking
 - On administrations radar to eliminate parking on South side of Washington from alley to Jackson St.
 - The street committee discussion suggested waiting until any action is taken.

Topic 3: Town Hall Parking

- Please see attached.
- Designate "Village Vehicles Only" Parking along the rear of the Town Hall building on Elm St.
- The first two spots at the corner of Main and Elm to become "designated limited time" parking. To service residents who need to quickly frequent the Village office departments.
- Legislation to be prepared.

Topic 4: Village Parking Lot

- The administration informed the committee that they final version is mostly completed. Project likely to occur this Spring.

Topic 5: Platted Alley btw E. Jefferson St. and E. Elm St.

- Resident interested in constructing an ADU at the rear of E. Jefferson primary property lot.
 - o Question posed to committee about access from alley and upgrade of alley for traffic are issues.
- The committee requests that the Ordinance committee investigate the subject of unimproved platted alleys.
 - o Relates to current Ordinance committee to zoning and ADU discussion.

Topic 6: Street Maintenance Schedule for 2024

- Will meet before March to discuss 2024 schedule.

2023 Street Lights Out

to AEP

Topic:
Street Light

Date Submitted June 28th	Location	Pole #
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STREET LIGHT REPORT

2023-2024
To AEP -

1	Lawn Ave	79633763
2	Co Line Rd.	711C4-4
3	Lawn Ave	687D2-87
4	800 Co. Line Rd	74517196
5	N. Bentley	7152864
6	Garmatter St.	7535233
7	Campus View	75609645
8	Franklin	78514496
9	S. Jackson	77530100

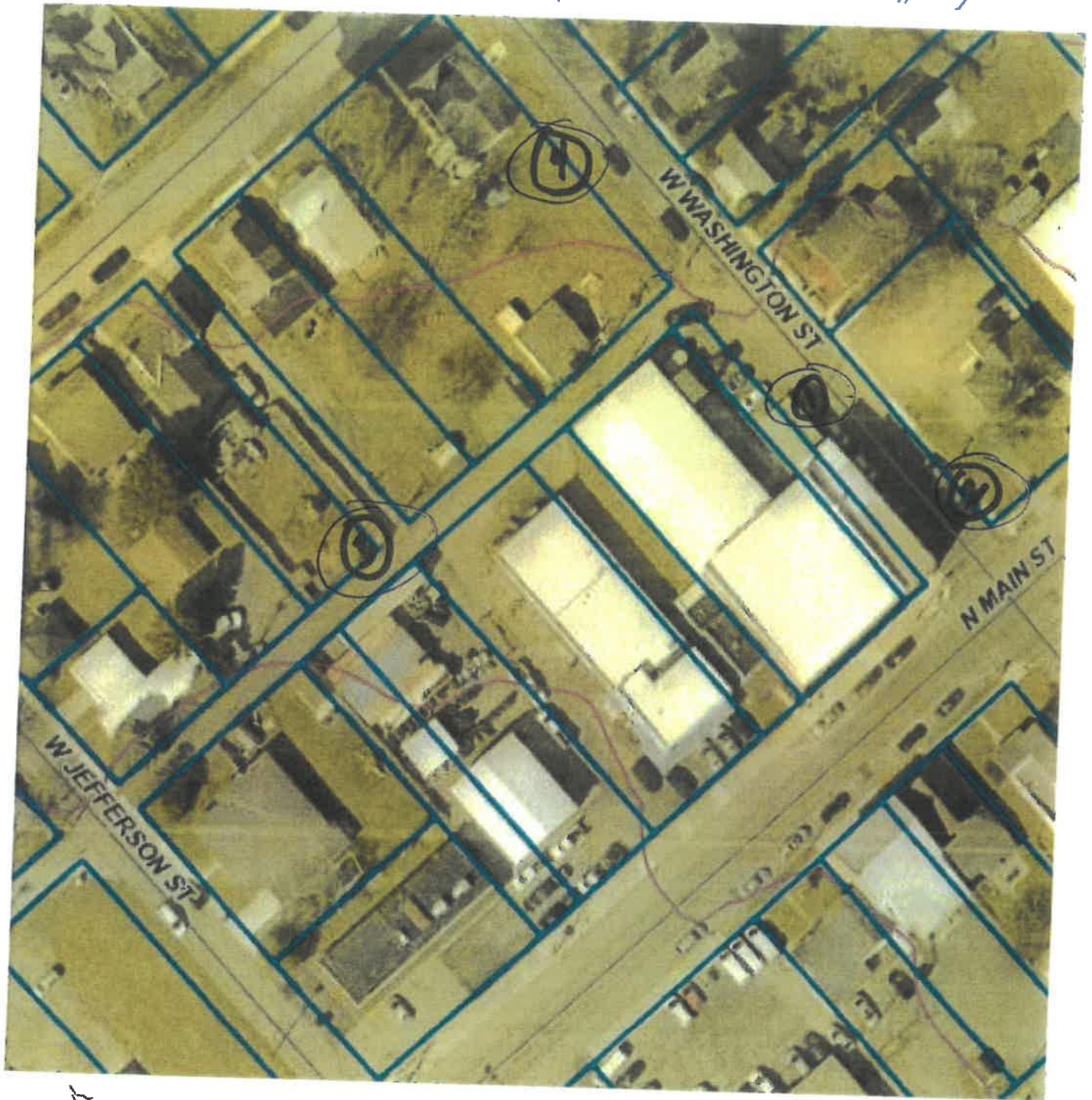
October 19th - December 30th	Location	Pole #
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1	Co Line Rd	75380345
2	S. Jackson St	73753713
3	Cherry St	72688729
4	Bentley Rd	71183-72
5	Triplett Dr	A4742687
6	Co. Line Rd	711C3-51
7	N. Spring St.	No Pole Number
8	Shannon St	

Page 2: 2023 Street
Light Report to AEP

9	Riverbend Dr.	
10	Riverbend Dr.	
11	Sycamore Ct	
12	Franklin St.	
13	College Ave	
14	Snider Road	
15	SR. 103	
16	Parkview Dr.	
17	Cherry St.	75480196
18	Cherry St.	27620
19	Cherry St	711C2-123
20	Main St	687D4-18
21	Co Line Rd	19
22	S. Jackson St	73753713
23	Cherry St.	711C4-19
24	Bentley Rd	75945188
25	Cherry St	76686024
26	Main St	79565751
27	Cherry St	72688729

Topic 2: Washington St / Main & Commercial Alley



Legislation Place

① no parking sign added to existing utility pole

No legislation needed

② no parking Here to Corner - sign added

③



sign added

on the road

④ No Parking This Side of Street added to 2 Utility Poles

Topic 4: Town Hall Parking



- prepare legislation -

Village Parking lot → goal Spring project

Topic 5: Unimproved Platted Alley
→ Alley b/w E. Jefferson & E. Elm St.



- Requested Future location of ADU
- Access from alley & upgrade of alley for traffic one issues -

ORDINANCE NO. 13-2023

AN ORDINANCE ESTABLISHING NEW RATES FOR LISTED CEMETERY SERVICES AT MAPLE GROVE CEMETERY IN BLUFFTON, OHIO.

WHEREAS; the Cemetery Board of Bluffton, Ohio has determined that the current fees of \$500 for burial and \$300 for interment and infant burial need increased to \$600 for burial and \$400 for interment and infant burial at Maple Grove Cemetery.

WHEREAS; the Council of the Village of Bluffton agrees to make these changes in the fees for burial and interment services provided at the Maple Grove Cemetery.

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

Section 1. That the fees at the Maple Grove Cemetery located in the Village of Bluffton shall be amended to \$600 for burial and \$400 for interment and infant burial.

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

Passed and adopted this _____ day of _____, 2023 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Mayor

Approved as to form:

Elliott T. Werth, Village Solicitor

ORDINANCE NO. 02-2024

AN ORDINANCE TO ENACT RESTRICTED PARKING ZONES ON THE NORTHEASTERLY SIDE OF THE TOWN HALL ALONG EAST ELM STREET FROM MAIN STREET TO THE MID-BLOCK ALLEY BY THE VILLAGE OF BLUFFTON.

WHEREAS; the Village of Bluffton, via their Streets, Alleys, Lights and Sidewalks Committee wishes to designate four (4) parking spaces with restrictions along East Elm Street adjacent to the Town Hall from Main Street to the mid-block alley.

WHEREAS; the two parking spaces closest to Main St. would be restricted to allow only Two Hour Parking during weekdays from 8:00am – 5:00 pm and the two parking spaces closest to the mid-block alley would be restricted for use by only Village-owned vehicles.

WHEREAS; these restrictions are necessary to provide increased access to the Town Hall along with parking for Village-owned vehicles to increase the safety and welfare of the public and to create a better flow of traffic in this area.

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

Section 1. Parking shall be restricted on East Elm Street along the Town Hall within the Village of Bluffton, Ohio from Main Street to the mid-block alley.

Passed and adopted this _____ day of _____, 2024 by the Council of the Village of Bluffton, Ohio by the following vote (2/3 required):

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Richard Johnson, Mayor

Approved as to form:

Elliott T. Werth, Village Solicitor

RESOLUTION NO. 04-2024

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2024.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Bluffton, Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following positions at the stated wages are hereby created:

A. Pool Manager	\$16.50 per hour
B. Assistant Manager	\$12.25 per hour
C. Lifeguards	\$10.75 per hour

The above is intended as a minimum guideline for the establishment of wage levels. Council may at its discretion provide for a higher pay scale level for each position listed.

SECTION 2: That the following fees are established for use during the 2024 season, and that all memberships shall be paid in full before they can be used.

A. Daily Admission		\$4.00
B. Family Season Pass (2 adults/3 children)	(resident)	\$160.00
	(Non-resident)	\$200.00
C. Additional Children Each		\$25.00
D. Single Season Pass	(resident)	\$80.00
	(Non-resident)	\$100.00
E. Senior Single Season Pass	(resident)	\$50.00
	(Non-resident)	\$75.00
F. Ten-Visit Pass		\$35.00
G. Pool Rental-2 hours		\$275.00
*a \$50.00 non-refundable deposit required at time of reservation		
H. Swim Lessons (Season Pass Holder)		\$40.00
I. Swim Lessons (Non-Season Pass Holder)		\$50.00
J. Swim Lessons-Private		\$100.00
K. Fulltime Village Employees, members of Bluffton Safety Services (PD, FD, EMS) & Immediate families		Free

SECTION 3: Pool personnel who complete the season will be reimbursed for fees associated with the certification/recertification of CPR and lifeguard training for up to \$150.00 expended in same year. Receipts for the reimbursement must be turned into the Pool Manager who will submit them to the Fiscal Officer's office for reimbursement processing at the end of the pool season. Reimbursement will be subject to approval from manager.

SECTION 4: 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 the Council and 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.

WHEREFORE, This Resolution shall take effect and be in force from and after the earliest period allowed by law and approval by the signatures below.

Passed and adopted this ____ day of _____, 2024 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: ____ No: ____ Abstain: ____

ATTEST _____

FISCAL OFFICER

MAYOR

APPROVED _____

SOLICITOR

RESOLUTION NO. 05-2024

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CHOICE ONE ENGINEERING FOR THE S.R. 103 AT NAVAJO DRIVE INTERSECTION IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY.

WHEREAS, Village Council and Administration has identified the importance of improving the safety of and mediating the traffic flow issues found at the intersection at S.R. 103 and Navajo Drive.

WHEREAS, actions are needed to provide the optimal and safe traffic movement for current and future businesses along this important corridor.

WHEREAS, the authorization to enter into an agreement for professional services with Choice One Engineering will provide the plans, specifications and bidding documents for the S.R. 103 at Navajo Drive Intersection Improvements that will optimize conditions at this area.

WHEREAS: 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 proceed with the project in an expeditious manner.

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

SECTION 1: The Village Administrator is hereby authorized and directed to enter into an agreement for professional services with Choice One Engineering for the plans, specifications and bidding documents for the S.R. 103 at Navajo Drive Intersection Improvements.

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 made 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 _____, 2024 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

ATTEST:

FISCAL OFFICER

MAYOR

APPROVED: _____

SOLICITOR

RESOLUTION NO. 06-2024

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH CHOICE ONE ENGINEERING FOR THE DESIGN PLANS TO CONSTRUCT THE BLUFFTON COMMUNITY SOCCER PARK PROJECT AND DECLARING AN EMERGENCY.

WHEREAS, Recent community surveys have expressed the strong desire for more public greenspace in Bluffton along with requests for centralized youth soccer facilities, and;

WHEREAS, the Bluffton Soccer Club has been working towards this goal for an extended time in an effort to better serve the 200+ families who utilize this organization, and:

WHEREAS, the Village has received a gracious donation of land from SumiRiko, Ohio with plans to purchase more adjoining land in an effort to partner the expressed community desires and the continued efforts of Bluffton Soccer Club and strong community participation in youth soccer with a Bluffton Community Soccer Park, and;

WHEREAS, the authorization to enter into an agreement for professional services with Choice One Engineering will provide the design plans and specifications and for the Bluffton Community Soccer Park.

WHEREAS: 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 proceed with the project in an expeditious manner.

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

SECTION 1: The Village Administrator is hereby authorized and directed to enter into an agreement for professional services with Choice One Engineering for the design plans and specifications for the Bluffton Community Soccer Park.

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 made 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 _____, 2024 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

ATTEST: _____
FISCAL OFFICER

MAYOR

APPROVED: _____
SOLICITOR

Village of Bluffton

Administration's Report

To: Mayor Johnson & Council Members



01-22-24

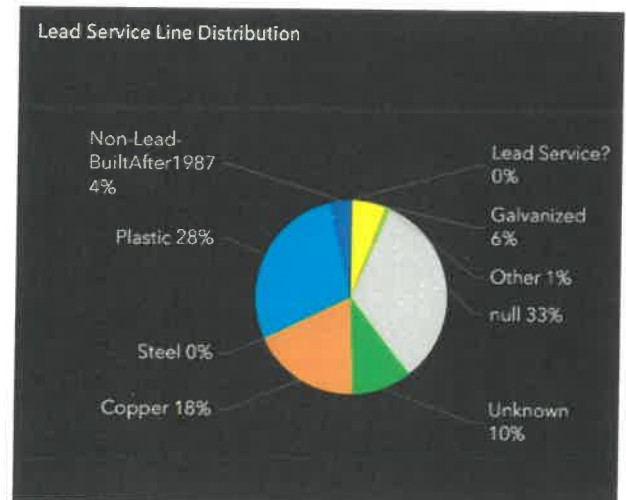
Zoning 2023 Update

1. **Zoning & Building Permits:** \$23,731,824.47 worth of Commercial and Residential Improvements were made in 2023
 - Over \$20 million of commercial projects were permitted in 16 permits, with GROB's 90,000 sq. ft. expansion accounting for \$18M
 - 10 of the 74 permits were issued in Hancock County accounting for \$18,375,099.02 of development
 - 10 new residential units were permitted in Bluffton during 2023 – with one being a replacement of an existing unit
2. **Animal Permits**
 - 5 Animal Permits were issued permitting 46 chickens to lawfully exist in Bluffton
3. **Right-of-Way (ROW) Permits:** 16 permits issued in total. Required to work in Village owned ROW
 - Dominion Gas: issued 9 permits
 - American Electric Power: 4 permits
 - Verizon: 2 permits
 - Apex internet: 1 permit

Sanitary Compliance Update

Project is currently 74.3% complete. Hopeful to report noticeable differences in future rain events with reduced flow levels received at the Treatment Plant.

An additional sidebar to this project has been the identification of service line material that has been mandated by the EPA to be completed by October of 2024. A graph tracking these results in Village GIS system shown at right.



Mayor Johnson:

Council Committee Meetings:

- Parks and Recreation – wk of Jan 29th

Village of Bluffton -- 2023 Building Permits

Residential	\$	3,023,665.45
Commercial/Industrial	\$	20,708,159.02

Permit No.	Date	Owner	Address (of project)	Type of Construction	Cost Estimate
1	1	1/18/2023	Tony Siferd	291 S. Lawn Ave	Accessory building \$ 7,000.00
2	2	2/9/2023	Brandon Falk	145 Garmatter	Fence \$ 6,762.00
3	3	2/28/2023	ProMedica	80 State Rt. 103	Sign \$ 2,162.00
4	4	2/28/2023	Eljian Bradshaw	113 E. Elm St.	Fence \$ 5,490.00
5	5	2/28/2023	Courtney Partee	203 Cherry St.	Fence / porch / sidewalk \$ 13,000.00
6	6	3/6/2023	Tony Siferd	150 Washington St.	New home \$ 150,000.00
7	7	3/9/2023	Robert & Patty Geiger	172 Susan Dr.	New Home \$ 200,000.00
8	8	3/14/2023	Bluffton Univ.	Bentley Rd. pressbox	Accessory building \$ 300,000.00
9	9	3/17/2023	Cory Pinks	117 Parkview	New home \$ 250,000.00
10	10	4/21/2023	Bob Fett Matter of the Heart corp	100 Chestnut Lane	New Home \$ 150,000.00
11	11	4/21/2023	Bob Fett Matter of the Heart corp	104 Chestnut Lane	New home \$ 150,000.00
12	12	4/21/2023	Bob Fett Matter of the Heart corp	108 Chestnut Lane	New home \$ 150,000.00
13	13	4/21/2023	Bob Fett Matter of the Heart corp	112 Chestnut Lane	New home \$ 150,000.00
14	14	4/21/2023	Roberto Fuehltesc	135 N. Mound St.	Accessory building \$ 3,000.00
15	15	4/21/2023	Dan Kirk	148 N. Main St.	Outside Stair Case \$ 4,000.00
16	16	4/21/2023	Amber Risner	605 Lausanne Ave.	Accessory building \$ 6,940.00
17	17	4/27/2023	Allyson Shackelford	321 S. Jackson	Accessory building \$ 1,068.00
18	18	5/4/2023	Senior Citizens Center	132 N. Main St.	lift platform \$ 25,000.00
19	19	5/4/2023	Zach Basinger	102 S. Lawn	Fence \$ 3,000.00
20	20	5/4/2023	Ashley Hauenstein	116 Thurman St.	Accessory building \$ 28,860.00
21	21	5/4/2023	Janice Amstutz	151 W. Kibler	Fence \$ 1,000.00
22	22	5/19/2023	Anna Kauffman	166 Sunset Dr.	Chicken run/ accessory building \$ 2,500.00
23	23	5/19/2023	Scott Gleason	158 Sunset Dr.	Chicken run/ accessory building \$ 150.00
24	24	5/19/2023	Don Leader	189 Hillcrest Dr	deck \$ 12,000.00
25	25	5/26/2023	Morgan Brooks	407 Greding St.	Fence \$ 6,700.00
26	26	6/3/2023	Mitch Agner	233 N. Jackson	Garage \$ 20,000.00
27	27	6/3/2023	Randy Schroll	235 N. Spring St	Driveway \$ 10,000.00
28	28	6/3/2023	Marcia Thomas	168 Albert	Dirveway \$ 11,597.00
29	29	6/23/2023	Sam Brauen	94 Riley Creek Ct	Driveway \$ 7,000.00
30	30	6/23/2023	Hannah Warwick	507 N. Main St.	Fence \$ 980.00
31	31	6/23/2023	Jim McLaughlin	728 S. Main St.	Addition \$ 150,000.00
32	32	6/23/2023	Gregory Harrand	349 Sycamore Ct.	Driveway \$ 6,000.00
33	33	7/10/2028	Tobies Buckell	312 N. Bentley Rd	Deck / pool \$ 5,200.00
34	34	7/10/2023	David Glick	165 N. Jackson	Fence \$ 5,000.00
35	35	7/10/2023	Sherrie Boyle	443 Cherry St.	Deck \$ 8,251.45
36	36	7/10/2023	JCAMA LLC	111 Cherry ST	remodel \$ 450,000.00
37	37	7/14/2023	Jo Lynn Burrell	194 E. Jefferson St.	Remodel \$ 25,000.00
38	38	7/14/2023	Sue Shields	161 Huber St.	Porch \$ 18,500.00
39	39	7/14/2023	Scott Shough	365 E. College Ave.	Porch \$ 30,000.00
40	40	7/31/2023	Michael Liska	168 Garmatter	Deck \$ 3,000.00
41	41	8/10/2023	Ronald Schwab	106 Richland Dr.	Fence \$ 5,500.00
42	42	8/10/2023	Bob Fett Matter of the Heart corp	116/120 Chestnut Lane	new home \$ 150,000.00
43	43	8/10/2023	Daniel Noland	40 Salome Circle	Deck \$ 6,000.00
44	44	8/10/2023	Sue Hardwick	145 Geiger St.	Fence \$ 6,390.00
45	45	8/10/2023	Maurice Croft	143 Sunset	Driveway \$ 13,000.00
46	46	8/15/2023	BTMS Investments	505 E. Jefferson St.	Building \$ 1,540,000.00
47	47	8/15/2023	Grob Systems	1070 Navajo Dr.	Addition \$ 18,000,000.00
48	48	8/15/2023	Tom Bernhoft	164 S Mound	Deck \$ 1,500.00
49	49	9/1/2023	Greg Stever	218 Garmatter St.	Deck \$ 1,500.00
50	50	9/1/2023	Pandora Grain	110 Railroad St.	Demo permit \$ 12,000.00
51	51	9/1/2023	David Moyer	130 Cherry St.	Fence \$ 950.00
52	52	9/13/2023	Janean Shannon	208 S. Mound	Porch \$ 10,000.00
53	53	9/13/2023	AT&T	200 Lake St.	Radio upgrade \$ 15,000.00
54	54	9/13/2023	Ashley Lehmkuhle	212 E. Jefferson St.	driveway \$6,870.00
55	55	9/13/2023	Ryan Brauen	437 S. Main St.	Demo permit \$10,000.00
56	56	9/13/2023	Ryan Brauen	437 S. Main St.	New home \$750,000.00
57	57	9/13/2023	R&R Takhor	205 S. MainSt.	cooler addition \$98,000.00
58	58	9/13/2023	SS &RJ LLC	Parcel 650001029345	driveway TBD
59	59	9/28/2023	Brooke Place	30 Sara Ln	Remodel \$5,000.00
60	60	9/28/2023	Mona Reichenbach	309 Parkveiw Dr.	concrete \$ 17,607.00
61	61	9/28/2023	Cameron Warner	504 Cherry St	Fence \$8,000.00
62	62	9/28/2023	ClaraBeth Bixel	120 Grove St.	Sidewalk \$5,000.00
63	63	9/23/2023	TCG Coating	505 E. Jefferson St.	seawall \$200,000.00
64	64	10/3/2023	Steve & Lisa Rains	851 S. R. 103	Fence & Signage \$400.00
65	65	10/3/2023	Mac's Convenience Stores, LLC	111 Commerce Lane	Remodel \$135,000.00
66	66	10/13/2023	Wendy's	352 S.R. 103	Remodel \$150,000.00
67	67	10/27/2023	Larry Armstrong	203 Swiss Circle	Addition \$25,000.00
68	68	10/30/2023	BTMS Investments	163 E. Jefferson St.	Garage \$70,000.00
69	69	11/15/2023	Wendy's	352 S.R. 103	Signage \$23,197.02
70	70	11/15/2023	Bethany Theis	190 Huber St	Sidewalk \$4,350.00
71	71	11/15/2023	LJ3 ltd	465 W. Riley	fence \$18,000.00
72	72	11/22/2023	A-Z meats	152 N. Jackson	sidewalk \$7,000.00
73	73	11/28/2023	Grob Systems	1070 Navajo Dr.	Addition \$50,000.00
74	74	12/1/2023	Crispy Jo	415 S.R. 103	New Sign Faces \$7,400.00