

Village of Bluffton Council Meeting Agenda

November 14, 2022 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, October 24, 2022

Bills

Committee Reports

Insurance Committee: 11/07

Safety Services Committee: 11/07

Streets, Alleys, Lights & Sidewalks: 11/07 --- Complete Streets 11/07

Utilities Committee: 11/08

Personnel Committee: 11/09

Parks and Recreation: 11/10

Boards & Commissions

Tree Commission: 10/25

Pathway Board: 11/03

Zoning and Building Board of Appeals: 11/08

Cemetery Board: 11/09

LEGISLATION

ORDINANCE NO. 04-2022

1st Reading

Emergency

AN ORDINANCE AMENDING ORDINANCE NO. 02-2022 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

RESOLUTION NO. 27-2022

2nd Reading

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO AFFECT A GOVERNMENTAL NATURAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4929.26 OF THE OHIO REVISED CODE, DIRECTING THE ALLEN COUNTY BOARD OF ELECTIONS TO SUBMIT A BALLOT QUESTION TO THE ELECTORS.

RESOLUTION NO. 28-2022

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE SUBMISSION OF A FISCAL YEAR 2023 OHIO AIRPORT MATCHING GRANT APPLICATION FOR THE FAA FY 2022 FUNDED GRANT PROJECT ALONG WITH ACCEPTING FUNDS AND DECLARING AN EMERGENCY

RESOLUTION NO. 29-2022

1st Reading

A RESOLUTION TO ACCEPT THE RATE CHARGED BY THE VILLAGE OF OTTAWA, OHIO TO THE VILLAGE OF BLUFFTON, OHIO FOR BULK WATER BEGINNING JANUARY 1, 2023

RESOLUTION NO. 30-2022

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT FOR THE PURPOSE OF MAKING APPLICATION AND ACCEPTING FUNDS FROM THE 2023 COOPERATIVE PARK IMPROVEMENT GRANT PROGRAM AND DECLARING AN EMERGENCY

RESOLUTION NO. 31-2022

1st Reading

A RESOLUTION OF NECESSITY FOR THE S. R. 103 CURB REPLACEMENT PROJECT

RESOLUTION NO. 32-2022

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE SHERIFF OF ALLEN COUNTY, OHIO AND THE COMMISSIONERS OF ALLEN COUNTY, OHIO FOR DISPATCH SERVICE FOR BLUFFTON POLICE, FIRE, AND EMS FOR A TERM OF THREE YEARS, 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*)

Village Council – Monday, November 14th at 7:00 pm

Village Council – Monday, November 28th at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting October 24, 2022, at 7:00 p.m.

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

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on October 10, 2022. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Steiner, and Talavinia. No (0), Abstain (2) Kingsley, Stahl, motion approved.

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

The Fiscal Officer gave the following readings:

1st Reading:

Resolution 27-2022 – A Resolution authorizing all actions necessary to affect a governmental natural gas aggregation program with opt-out provisions pursuant to Section 4929.26 of the Ohio Revised Code, directing the Allen County Board of Elections to submit a ballot question to the electors. Cupples motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Sehlhorst, to declare two Aquionics/Berson In-line 4250 UV control cabinets as surplus. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Kingsley motioned, seconded by Steiner, to enter into executive session to discuss contracts with Council, Mayor, Solicitor, Village Administrator, Assistant Administrator, and Fiscal Officer present. No action is expected. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Kingsley, to exit executive session and return to open session. 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.

Tree Commission on Tuesday, October 24 at 7:00 p.m.

Pathway Committee on Thursday, November 3 at noon.

Safety Services Committee on Monday, November 7 at noon.

Utilities Committee on Tuesday, November 8 at noon.

Personnel Committee on Wednesday, November 9 at noon.

Parks & Recreation Committee on Thursday, November 10 at 1:00 p.m.

Village Council on Monday, November 14 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 11/14/2022

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
A&H HOSE AND FITTING	163.05	Sewer	HOSE REPAIR & FITTINGS
AIM MEDIA MIDWEST	86.68	Administrative	ADVERTISING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	81.00	Multiple	TESTING
ALLOWAY TESTING	71.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	87.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
ALLOWAY TESTING	85.00	Multiple	TESTING
ALLOWAY TESTING	85.00	Multiple	TESTING
ALLOWAY TESTING	127.50	Multiple	TESTING
ALLOWAY TESTING	97.00	Multiple	TESTING
ALLOWAY TESTING	203.10	Multiple	TESTING
ALLOWAY TESTING	87.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
ALLOWAY TESTING	87.00	Multiple	TESTING
ALLOWAY TESTING	183.00	Multiple	TESTING
ALLOWAY TESTING	25.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	16,769.16	Multiple	ELECTRICITY
AMERICAN ELECTRIC POWER	737.45	Multiple	ELECTRICITY
AQUA-LINE	846.00	Water	WATER LEAK SURVEY
BLACKBURN, JESSE	90.50	Administrative	LUGIBIHL COURT CASE FILING FEES
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BOBCAT COMPANY	27.41	Multiple	FILTER OIL ENGINE
CHARTER COMMUNICATIONS	159.98	Multiple	CABLE
CHARTER COMMUNICATIONS	159.98	Multiple	CABLE
CHARTER COMMUNICATIONS	169.98	Multiple	CABLE
CHARTER COMMUNICATIONS	43.40	Multiple	CABLE
CHOICE ONE ENGINEERING	155.00	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	1,550.00	Park	SR 103 ACQUISITION COORDINATION
CHOICE ONE ENGINEERING	6,400.00	Capital Improvements	GEIGER & GARAU ENGINEERING
CINTAS	76.16	Administrative	UNIFORMS
CINTAS	76.16	Administrative	UNIFORMS
CINTAS	76.16	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	13.56	Police	TRAINING MEAL
CITIZEN'S NATIONAL BANK	11.74	Police	TRAINING FOOD
CMI, INC.	450.00	Police	INTOXICATION TESTING KIT
CONNECT PARENT CORPORATION	63.44	Administrative	PHONES
CONNECT PARENT CORPORATION	278.85	Administrative	PHONES
COUNTY ELECTRIC LLC	445.33	Land & Buildings	TOWN HALL GENERATOR - BLOCK HEATER
EVERETT J PRESCOTT INC	6,981.00	Water	METER SETTERS
FRESH ENCOUNTER CORPORATE	46.01	Administrative	BEYOND TOMORROW SUPPLIES
GARY'S REPAIR	48.96	Water	PUMP REBUILD
GGC FEEDS, LLC	225.70	Sewer	GRASS MIX
GLOBAL ELECTRIC, INC	1,941.54	Land & Buildings	TOWN HALL ENTRY SYSTEM
GLOBAL ELECTRIC, INC	26,500.77	Sewer	RAS PUMP
GLOBAL ELECTRIC, INC	18,659.76	Multiple	RAS, GENERATOR, TRAFFIC LIGHT REPAIR
GRAINGER INC	100.20	Multiple	WELDING SUPPLIES
GRAINGER INC	37.73	Sewer	REPAIR PARTS

HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC	1,000.00	Administrative	SOLICITOR FEES
HAWTHORNE-SEVING, INC.	1,081.73	Land & Buildings	MANLIFT BASKET
JUSTIN SHANNON	495.06	Land & Buildings	TOWN HALL CLEANING
KARI ROBERTS	989.56	Police	POLICE PATCHES QUILT
KLEEM	193.37	Street	STREET SIGNS
KOI ENTERPRISES, INC.	166.16	Multiple	PARTS
KOI ENTERPRISES, INC.	161.34	Administrative	BATTERY GENSET
LEIBER GARAGE	63.49	Police	PD AUTO REPAIRS
LEIBER GARAGE	589.67	Police	PD AUTO REPAIRS
LEXIS NEXIS RISK DATA MANAGEMENT INC.	50.00	Administrative	ADDRESS SEARCHES
MARATHON FLEET SERVICES	2,194.52	Multiple	FUEL
NAGY EQUIPMENT SALES INC.	34.98	Sewer	HOSE REPAIR
NORTHWESTERN OHIO SECURITY SYSTEMS	196.00	Land & Buildings	MONITORING
OHIO CAT	869.90	Administrative	BLAZE SET UP
OHIO CAT	681.68	Administrative	BLAZE SET UP
OHIO MUNICIPAL LEAGUE	790.00	Administrative	2023 OML DUES
OHIO UTILITIES PROTECTION SERVICE	4.00	Administrative	MANUAL CALLOUTS
PERRY CORPORATION	182.86	Administrative	IT CONTRACT
PERRY CORPORATION	21.39	Administrative	IT CONTRACT
PERRY CORPORATION	28.11	Administrative	IT CONTRACT
PHILLIPS, SCOTT	169.11	Multiple	EPA LICENSE RENEWAL & CEU CLASSES
POWER HOUSE ELECTRIC SUPPLY	151.91	Sewer	LIFT STATION REPAIR
REINEKE FAMILY TIRE & SERVICE CENTERS	140.35	Street	TRUCK REPAIR
RUMPKE	23,253.20	Refuse	TRASH SERVICES
STAPLES BUSINESS ADVANTAGE	59.58	Multiple	SUPPLIES
STUMP'S FIRE EXTINGUISHER CO.	744.05	Fire	HYDR OF SCPA BOTTLES
TAWA LANDSCAPE SUPPLY	450.00	Park	BALL DIAMOND MIX
TEDDER INDUSTRIES, LLC	1,312.02	Police	2ND DUTY WEAPON
TOMMY TIRE SALES LLC	28.00	Water	REPAIRS
TOWN & COUNTRY FLOWERS	99.90	Administrative	FLOWERS FOR CUPPLES & STEINER
TOWN & COUNTRY FLOWERS	68.50	Administrative	FLOWERS FOR CUPPLES & STEINER
TOWN & COUNTRY FLOWERS	64.45	Administrative	FLOWERS FOR CUPPLES & STEINER
UNITED FIRE APPARATUS CORP	168.40	Fire	VALVE REPAIR
UPBEAT, INC.	687.27	Park	TRASH CAN LIDS
VERIZON WIRELESS	160.48	Multiple	CELL PHONES
VETTER LUMBER CO.	356.56	Multiple	SUPPLIES
WESSLER ENGINEERING	6,375.00	Sewer	WWTP ENG. STUDY
WESSLER ENGINEERING	235.00	Sewer	SANITARY ON-CALL SERVICES
WESSLER ENGINEERING	1,453.75	Sewer	INSTRUMENTATION PRELIM DESIGN
ZOLL DATA SYSTEMS	156.56	Rescue	EMS CHARTS
INCOME TAX REFUNDS	843.82	Administrative	INCOME TAX REFUNDS
	136,681.99		
BIWEEKLY PAYROLL 11/4/22	44,332.00		
MEDICARE	603.97		
OPERS	2,475.99		
OP&F	2,397.59		
OCTOBER MONTHLY	2,569.00		
MEDICARE	37.22		
OPERS	192.17		
FICA	40.14		

Council Signature : _____

Date: _____

Attending; Mayor Richard Johnson, Village Fiscal Office Kevin Nickel, Administrator Jesse Blackburn, Councilman Jerry Cupples. Absent Councilman Davie Steiner.

The Insurance Committee met at 10:30 on November 7, 2022. Earlier this year, we chose to change the renewal date from May 1 to January 1. Jonathon Fortman was able to get anthem a 0% increase, however the deductible will go from 2800/5600 to 3000/6000. This will cost the Village an additional \$2640.00 per year in an increase in the percentage of the HSA. It is the recommendation of the Committee to remain with Anthem.

Jerry Cupples

INS CHAIR

November 7, 2022

Village of Bluffton

Meeting of the Safety Services Committee

Time 12:30pm until 1:40pm

Present: Ben Stahl, Phill Talavinia

Staff: Jesse Blackburn, Mayor Johnson, Kevin Nickel, Lt. Matt Oglesbee, Fire Chief Jon Kinn, EMS Chief Jan Basinger

Topic: Updating the 10-year Capital Budget

Notes:

- The discussion centered on the need to update the village's 10-year capital budget as it pertains to safety services. This was necessary given the current pricing realities and the villages need for good planning going forward.
- The need to approve the Dispatcher Services contract that was previously discussed. It is a three (3) year contract. This will be presented at the nest Council Meeting.

Respectfully submitted by Phill Talavinia

**November 7, 2022,
Streets Committee Meeting Minutes**

Start: 5:30 pm End: 6:32 pm

Present: Joe Sehlhorst, Jerry Cupples, Admin. Jesse Blackburn., Mayor Johnson. Guest: James Enneking, BACC

Topic 1: Vine St. Closure during Blaze of Lights Event

- BACC is requesting an entertainment zone with tent on Vine St. with food and beverages.
- Would like permission to install event tent on Vine St.
 - o Will require driving stakes in roadbed. (16-24 1" holes). The tent company will fill and repair when tent is taken down.
 - o Administration requesting OUPS to be conducted before placement of tent
- Road closure would begin on Friday at Noon until Noon, Monday.
- Please see attached documents (letter and map)

Topic 2: Jackson St Improvements – Ph. 1.

- From Church St. to Franklin St.
- Administration presented conceptual plan
 - o Improvements would include ADA curb ramps, mid-block crossing, possibly bump outs or yield sign placement, tree lawn improvements, parking improvements, bike facility improvements, etc.
 - o Overall, pedestrian safety improvements at a school zone
 - o Complete Streets initiative
 - o Administration to review with Bluffton School's
 - o Estimated improvements: \$50,000
- Please see attached document

Topic 3: Curbs

- Committee tasked Administration to research curb policies.
- Administration presented plan to address curb maintenance for South Main St.
- Village would like to have all curbs repaired along St. Rt. 103 before ODOT paving project scheduled for 2023.
- Administration requesting Village be responsible for those sections that are 10' or less. Those 10' or more responsibility placed on resident w/ Village cooperation.
- Please see attached document.



Bluffton Area Chamber of Commerce
P.O. Box 142
Bluffton OH 45817
(419) 369-2985
blufftonchamber@gmail.com

November 1, 2022

As part of the Blaze of Lights celebration this year, we are planning to extend the celebration to include adult entertainment and beverages on Vine Street. We will utilize the Greenhorn's liquor license to provide beverages and invite the food establishments in town to set up and serve food and snacks. We have entertainment scheduled for the evening including the Jerry Szabo Trio and The Pinup Project.

We want to set up a heated tent on Vine Street to allow for the event to occur regardless of the weather (see Figure 1). However, setting up the tent presents some issues that we need to address with the Streets, Alleys, Lights and Sidewalks Committee before we finalize our plans.

For safety reasons, the tent must be anchored either with water barrels or stakes. If we use water barrels, we are limited in the size of the tent and one provider (Brent's Tents) who only rents the tent (no tables or heaters). The other provider (Delphos Tent and Awning) can provide the tent, heaters, and tables, but they will not use water barrels to anchor the tent. They do not feel it is safe.

We would prefer to use Delphos Tent and Awning because of their reputation and flexibility, but it will require driving stakes into the roadbed to anchor the tent. Depending on the tent size, it will require between 16 and 24 one-inch diameter stakes. After the event, the vendor will patch the holes by filling the hole with pea gravel and plugging each hole with cold patch.

The Bluffton Area Chamber of Commerce is asking your approval to set up a tent anchored with stakes on Vine Street for the Blaze of Lights. The tent vendor will patch the holes following the event.

Thank you for your consideration of the matter.

James Enneking
Executive Director, Bluffton Area Chamber of Commerce



Bluffton Area Chamber of Commerce
P.O. Box 142
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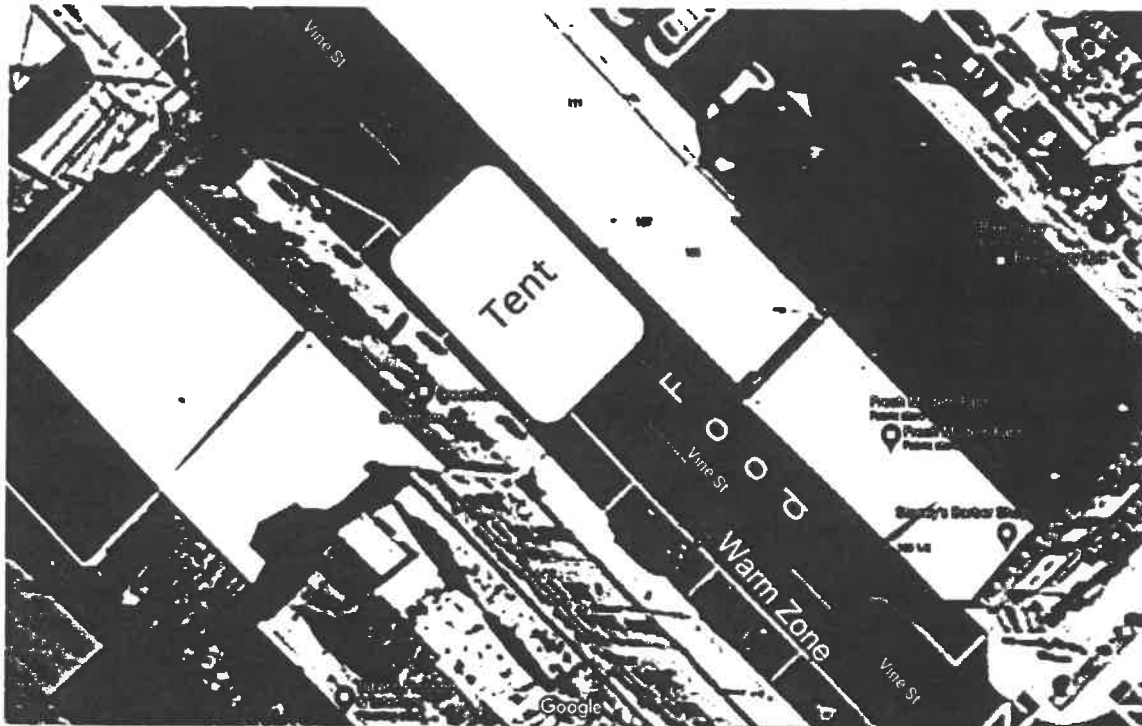
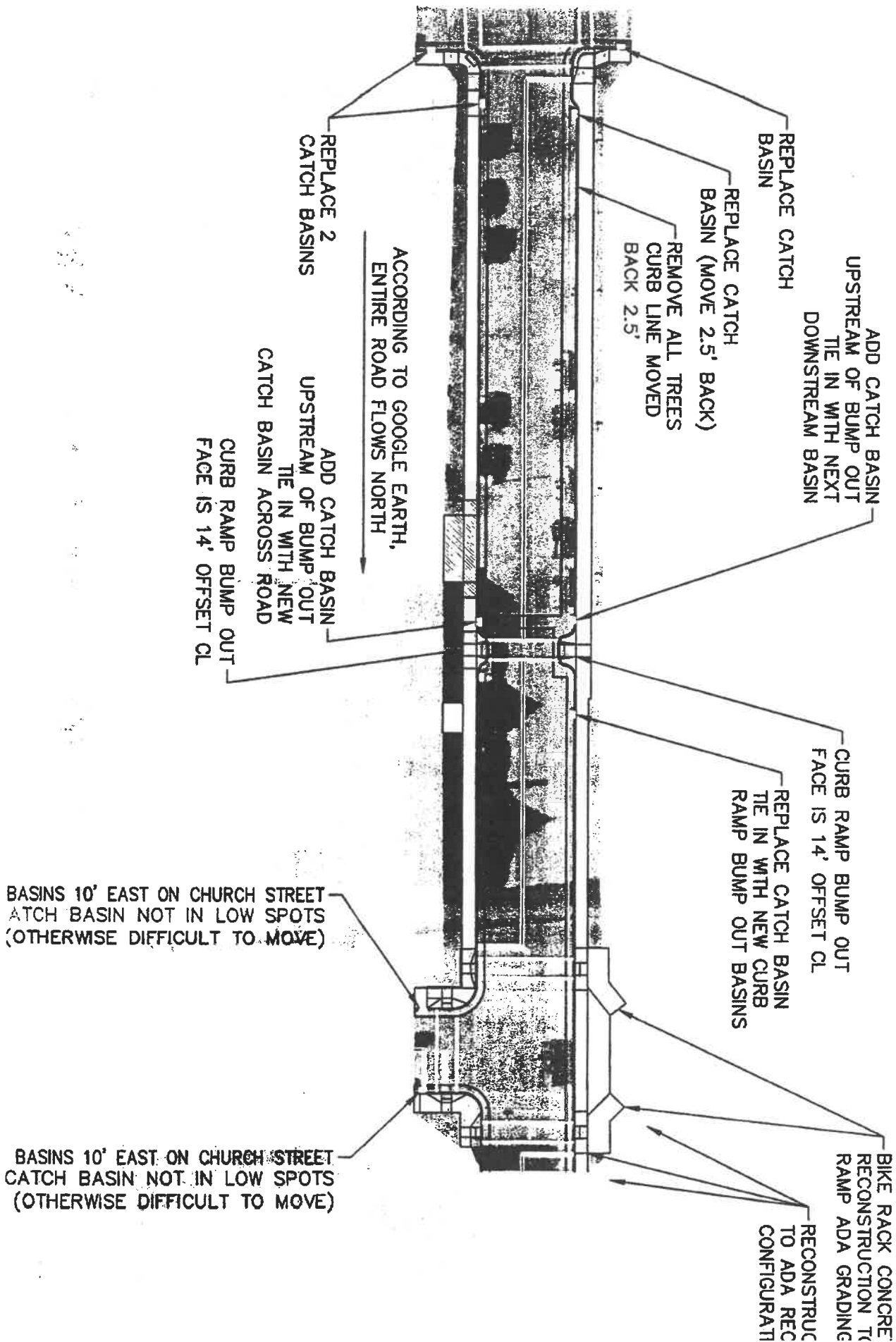


Figure 1 - Sample layout of Vine Street for the Blaze of Lights (may change food location depending on weather)



Address	Private	Public	Notes
204 S. Main	36		
208 S. Main	25		
208-212 S. Main		20	public alley
212 S. Main	6		
218 S. Main		18	CURB Ramp
226 S. Main	5		
230 S. Main	49		
302 S. Main	30		
308-314 S. Main		17	public alley
314 S. Main	17		
320-328 S. Main		20	public alley
334 S. Main	26		
342 S. Main	7		
342-350 S. Main		25	public alley
350 S. Main	9		
356 S. Main	26		
404 & 364 S. Main	24		Shared Driveway
404 S. Main	19		
404 S. Main		4	Fire hydrant
414 & 426 S. Main	27		Shared Driveway
438 S. Main	7		
438 S. Main		16	fire hydrant & basin
528 S. Main	7		
536 S. Main	5		
542 & 536 S. Main	20		Shared driveway
550 S. Main		27	street tree
550 & 554 S. Main	23		Shared Driveway
554 S. Main	18		
562 & 568 S. Main	30		shared driveway
578 S. Main	20		
Parkview S. Main	56		shared with Village -
595 S. Main	51		Driveway
561 S. Main	4		
557 S. Main		17	Catch basin / curb ramp
551 S. Main		11	Catch basin / curb ramp
537 -527 S. Main		22	Public alley
437 S. Main		10	Catch basin
417 S. Main	17		
403 S. Main	15		
353 S. Main	5		
341 S. Main	15		
335 S. Main	10		
329 & 321 S. Main	23		Shared Driveway
217-225 S. Main		19	public alley
213 S. Main	17		
205 S. Main	6		
Downtown		208	Jefferson - College
Total Footage	655	434	1089

S.R. 103 CURB REPAIR

**Village of Bluffton
Utilities Committee Meeting
November 8, 2022 @ 12:00 PM**

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

The Ottawa annual calculations of rates for 2023 was reviewed by the committee. The committee recommends the rate as calculated by Ottawa be accepted.

There was a discussion about water supply leaks found in the sewer plant. The plant currently has the old-style water meter that is read monthly. It was recommended that a new water meter be installed that would continuously monitor and report the usage so leaks could be found sooner and reduce the loss from leaks.

adjourned at 12:32 PM.

David Steiner

Jerry Cupples

Personnel Committee - Minutes

Village of Bluffton

November 9, 2022

Present: Phill Talavinia, Mitch Kingsley, Mayor Richard Johnson

Staff: Jesse Blackburn; Kevin Nickel; Matt Oglesbee

TOPIC: Review Personnel Manual and revise as needed

•Staff explained several issues which are expressed in the Personnel Manual for Village Employees, but do not give a clear or consistent direction:

1. Sick Leave Section 5.01: the policy and practice vary around the issue of parental leave for childbirth/adoption/fostering. We need to make the stated policy clear, so employees know how to plan for such events.
 - We propose that the policy going forward will be that an employee who is becoming a parent for a child new in the family by childbirth, adoption or fostering, be allowed to use accumulated sick leave (paid) for up to six weeks following the event; after that time the parent will be allowed to take another six weeks of leave (unpaid) or use vacation or personal leave days for that period of time.
 - One variation on this pattern is meant to accommodate childbirth by C-section, where the initial period under sick leave may be up to eight weeks, with an additional four weeks unpaid or by accumulated vacation/personal days for that period of time.
2. Weekend and Holiday Coverage Section Four: the policy for Public Works employees who cover weekend 'on-call' duty needs to be stated for clarity and employee planning (policy is only passed on orally at the present time).
 - We propose that new language be added to the Policy Manual consistent with our practice: "To ensure consistent services are provided to the Bluffton Community during weekends and recognized holidays, Public Works Department employees are required to perform necessary procedures and are compensated with the following:
 - \$75 per day
 - 2 hours of Comp Time per day
 - *The employee responsible for weekend duty will also cover the after-hours phone number the week after their assigned weekend duty.
 - *Any hours worked beyond the normal weekend duty responsibilities will be eligible for Overtime."
3. Vacation Section 5.03: We should allow eligible part-time employees accrue vacation in proportion to their hours worked.
 - We propose removing Section A.3.d. and Adding A.2.b. Eligible part-time hourly employees accrue paid vacation leave according to the same schedule as full-time hourly employees prorated by the hours assigned at hiring.

4. Uniforms Section Six: we need language to clarify that employees are expected to wear the uniforms provided by the Village; and are required to use safety equipment available as appropriate on job sites.
 - We propose: Full-time Public Works employees shall wear the provided uniform at all times, unless otherwise permitted by a Supervisor, or if exigent circumstances exist.Full-time Public Works employees shall wear appropriate work boots or other approved protective footwear when performing duties. Employees performing office work or working inside where injury is unlikely, may wear non-protective footwear, provided said footwear is appropriate for public service
5. Use of Telephones Section 6.11: the policy is badly outdated for modern equipment and usage patterns.
 - We propose the Administrator seek counsel from our contracted consultant (Clemens Nelson) to get a possible manual text with best practices for modern phone use by employees.

When we have language for these changes to revise or add to our Personnel Policy Manual, we will bring them to Council for discussion and adoption.

Phill Talavinia

Mitchell Kingsley

Parks & Rec - Minutes
Village of Bluffton
Town Hall
November 10th, 2022

Present: Council - Ben Stahl, Mitch Kingsley
Staff - Jesse Blackburn

Start: 1:00 End: 2:10
Topics: 2023 budget, sponsorship sign

Minutes:

- 2023 Budget
 - The committee reviewed the 2023 budget and discussed known and potential costs next year, e.g., mowing, pathway sealing, pool repair. The State Route 103 pathway continues to dominate the budget.
 - Ohio's minimum wage increases from \$9.30 to \$10.10 on January 1st, 2023 which will impact the wages at the village pool. The committee drafted a 2023 resolution for village pool rates and wages for review by the Finance committee.
 - Ben will reach out to the pool manager for feedback on the draft.
- Village Park diamond sponsorship sign
 - Bluffton Diamond Sports reached out to the administration about installing four 8'x4' signs along the fence that separates Village Park from I-75 in order to recognize their sponsors.
 - The committee requested a rough sketch of what the proposal would look like before proceeding.

Ben Stahl

Mitchell Kingsley

Tree Commission
Village of Bluffton, OH
October 25, 2022

Present: Ben Stahl, Jon Sommer, Becky Ramey, Jonathan Andreas, Radha Tague, Leo Herrera, Jesse Blackburn.

Budget- The balance of this year's budget of \$10,500, after expenses of \$6,144.60, is \$4355.40.

At risk trees- Two linden trees at 129 N. Jackson were removed, likely compromised early on by planting too deep. A maple at S. Mound will be trimmed to see if the tree can be salvaged. Pin oak at the Buckeye Park, planted following ash tree removal, could possibly benefit from air spade treatment. Tawa Tree Service may be able to provide this service. Stephanie Mille could also be consulted on selecting a reliable provider. The oak at 588 S. Main will be kept under observation.

Donated trees- A donation of two trees was received, to be planted on the north edge of the Buckeye Park between the shuffleboard court and the line of buckeye trees. American sycamore trees are recommended for this planting.

E. College/ Jared circle project- It was decided to go ahead this fall with the E. College/ Jared Circle planting project marked out earlier this spring. This includes seven large trees on E. College between Swiss Circle and Jared circle, and four small trees between 301 and 303 Jared Circle. Becky will check with the homeowners involved, and with availability of trees from Stratton Greenhouse.

Jon Sommer
Secretary

Meeting: Bike and Pedestrian Pathway Board
Date/Time: Thursday, November 3, 2022
Location: Town Hall. 3rd Floor

Members Present: Mitch Kingsley, David Smith, John Rich, Greg Denecker, Dima Snyder, Phil Talavinia (for Jane Wood) and Jenny Pilarowski
Members Absent: Travis Music
Village Liaison Present: Jesse Blackburn, Administrator and Ben Stahl
Guest Present: Jim Bemiller – Lion's Club President

By consensus Mitch Kingsley was appointed Chair Pro Tempore.

Minutes: Minutes of the October 6, 2022 meeting were approved.

Business: Fundraising

The presentation packets for the *OPENING THE EAST* donor presentations have been prepared by Jesse Blackburn and are available. A typo in the "Project to be Constructed in 2023" section on the second page of the Pathway History is to be corrected by striking the "d" in "Handcock" to correct it to Hancock.

Travis Music sent an update on his progress with potential donors.

Questions regarding the 103 Pathway project were answered.

Categories for giving were reviewed with a suggestion to name a specific amount to each donor. It is important to thank all donors for their past donations.

A thank you note and tax receipt will be sent to each donor from the Lion's Foundation for each year of the two-year campaign in which they pledge and participate.

All pledge forms are to be returned to Mitch or Jesse by December 15, 2022.
Report back to Mitch about each donor visit.

Project Update: Jesse Blackburn reported that the County Line work by AEP to replace their galvanized poles is slightly behind. AEP is also replacing poles along the Cob Lake section of the pathway.

Next Meeting: Our next meeting will be January 5, 2023 at noon in the Town Hall 3rd Floor Conference Room. There will be no meeting in December 2022.

Respectfully Submitted,
Jenny Pilarowski

ORDINANCE NO. 04-2022

AN ORDINANCE AMENDING ORDINANCE NO. 02-2022 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 02-2022 (The Annual Appropriation Ordinance).

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

SECTION 1: That monies are appropriated for the various funds as follows:

Supplemental Appropriations:

Bluffton In Bloom Fund

C4-1A-52390

Misc. Services

+\$12,867.30

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 _____, 2022 by the governing board of the Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

**RESOLUTION NO. 27-2022
VILLAGE OF BLUFFTON, OHIO**

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO AFFECT A GOVERNMENTAL NATURAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4929.26 OF THE OHIO REVISED CODE, DIRECTING THE ALLEN COUNTY BOARD OF ELECTIONS TO SUBMIT A BALLOT QUESTION TO THE ELECTORS.

WHEREAS, the Ohio legislature has enacted natural gas deregulation legislation which authorizes the legislative authorities of cities and villages to aggregate the retail natural gas loads located within the respective jurisdictions and to enter into service agreements to facilitate for those loads the purchase and sale of natural gas; and

WHEREAS, governmental aggregations provide an opportunity for residential and small business consumers to participate collectively in the potential benefits of natural gas deregulation through lower natural gas rates which would not otherwise be available to those natural gas customers individually, and

WHEREAS, the Council of the Village of Bluffton seek to establish a governmental aggregation program with opt-out provisions pursuant to Section 4929.26 of the Ohio Revised Code for the residents, businesses and other natural gas consumers in the Village.

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

SECTION 1. The Council of the Village of Bluffton has concluded that it is in the best interest of the Village, its residents and businesses located within the corporate limits of the Village to establish this aggregation program in the Village.

SECTION 2. The aggregation program must be approved by the electors of the Village pursuant to Section 3 of this Resolution. Upon approval by the electorate the Village is hereby authorized to automatically aggregate, in accord with Section 4929.26 of the Ohio Revised Code, the retail natural gas loads (customers) located within the Village and enter into service agreements to facilitate for those loads the purchase and sale of natural gas. The Village may exercise such authority jointly with any other municipal corporation, township, or county or other political subdivision of the State of Ohio.

SECTION 3. The Board of Elections of Allen County is hereby directed to submit the following question to the electors of the Village of Bluffton at the primary election on May 2, 2023.

Shall the Council of the Village of Bluffton have the authority to aggregate the retail natural gas customers located in the Village, and for that purpose, enter into services agreements to facilitate for those customers the sale and purchase of natural gas, conversion to the aggregation program will occur automatically unless the customers choose to opt out of the program.

The Fiscal Officer of Village of Bluffton is instructed to immediately file a certified copy of this resolution and the proposed form of the ballot question with the Allen County Board of

Elections not less than ninety days prior to the general election. The aggregation program shall not take effect unless approved by a majority of the electors voting upon this resolution and the aggregation program provided for herein at the election held pursuant to this Section 2 of this resolution and Section 4929.26 of the Ohio Revised Code.

SECTION 4. Upon approval of a majority of the electors voting at the general election provided for in Section 3 of this Resolution, the Council of the Village of Bluffton individually or jointly with any other political subdivision, may develop a plan of operation for the aggregation program. Before adopting this plan, the Council of the Village of Bluffton shall hold at least two public hearings on the plan.

Notice of the hearings shall be published once a week for two consecutive weeks in a newspaper of general circulation in the Village prior to the first hearing. The notice will summarize the plan and state the date, time and place of each hearing. No plan adopted by this Village Council shall aggregate the natural gas load of any natural gas load center within the Village unless it, in advance, clearly discloses to the person owning, occupying, controlling or using the load center that the person will be enrolled automatically in the Aggregation Program and will remain so enrolled unless the person affirmatively elects, by a stated procedure, not to be enrolled. The disclosure shall state prominently the rates, charges, and other terms and conditions of enrollment. The stated procedure shall allow any person enrolled in the Aggregation Program the opportunity to opt-out of the program at least once every two years without paying a switching fee. Any person that opts out of the Aggregation Program pursuant to the state procedure shall default to the standard service offer provided under division (a) of Section 4929.26 of the Ohio Revised Code until the person choose an alternative supplier.

SECTION 5. That 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 the 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.

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 _____, 2022 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

ATTEST _____
FISCAL OFFICER

MAYOR

APPROVED _____
SOLICITOR

RESOLUTION NO. 28-2022

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A FISCAL YEAR 2023
OHIO AIRPORT MATCHING GRANT APPLICATION FOR THE FAA FY 2022
FUNDED GRANT PROJECT ALONG WITH ACCEPTING FUNDS AND
DECLARING AN EMERGENCY**

WHEREAS: The Bluffton Airport Advisory Commission has been made aware of opportunities to apply for grant funding through the Ohio Department of Transportation, Office of Aviation where ODOT provides substantial funding, and;

WHEREAS: An emergency exists in that the grant process is time sensitive and such grants are needed for efficient maintenance of Village infrastructure all for the benefit of the health, safety and welfare of the Village of Bluffton, Ohio, and;

**IT IS THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF
BLUFFTON, OHIO (the requisite number voting in the affirmative) THAT:**

SECTION 1: Village Administrator is hereby authorized to submit a Fiscal Year 2023 Ohio Airport Grant Application and accept funds for improvements at the Bluffton Airport.

SECTION 2: That an emergency exists for the reasons set forth herein.

SECTION 3: That it 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 _____, 20__ by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Mayor

Approved as to form:

Village Solicitor

RESOLUTION NO. 29-2022

**A RESOLUTION TO ACCEPT THE RATE CHARGED BY THE VILLAGE OF
OTTAWA, OHIO TO THE VILLAGE OF BLUFFTON, OHIO FOR BULK WATER
BEGINNING JANUARY 1, 2023**

WHEREAS: The Village of Ottawa and the Village of Bluffton meet and agree each year on the rate that is charged for water purchased by the Village of Bluffton under its existing water contract;

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

SECTION 1: That the Village of Bluffton accepts the negotiated water rate charged by the Village of Ottawa, Ohio beginning on January 1, 2023 as follows:

\$3.02 per CCF

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 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 _____, 2022 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Mayor

Approved as to form:

Village Solicitor

RESOLUTION NO. 30-2022

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT FOR THE PURPOSE OF MAKING APPLICATION AND ACCEPTING FUNDS FROM THE 2023 COOPERATIVE PARK IMPROVEMENT GRANT PROGRAM AND DECLARING AN EMERGENCY

WHEREAS, the Commissioners of the Johnny Appleseed Metropolitan Park and the Village of Bluffton desire to provide improved and increased recreational opportunities to residents in the areas each organization services; and

WHEREAS, It is the intent of the Board of Park Commissioners to make funding available to political subdivisions of the State of Ohio throughout Allen county as enabled by the provisions of Section 1545.14 of the Ohio Revised Code.

WHEREAS, an emergency exists in that the timeliness of the approved agreement is necessary for accepting available grant funds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT AND THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO.

Section 1. That the Johnny Appleseed Metropolitan Park District and the Village of Bluffton agree to cooperate for the purpose of improving public parklands under the terms and provisions of the Cooperative Park Improvements Grant Program administered by the Board of Park Commissioners for a period of one year and from year to year thereafter, unless terminated by either party upon thirty (30) days written notice to the other party.

Section 2. That the Village Administrator, of the Village of Bluffton is authorized to make application for Grant Program funding to the Board of Park Commissioners for the 2023 fiscal year.

Section 3. That an emergency exists for the reasons set forth in this resolution

Section 4. 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 _____, 2022, by the governing board of the Village of Bluffton:

Ayes: _____ Noes: _____ Abstain: _____

Attest _____
Fiscal Officer Mayor

Approved as to Form: _____

Village Solicitor

RESOLUTION 31-2022

A RESOLUTION OF NECESSITY FOR THE S. R. 103 CURB REPLACEMENT PROJECT

WHEREAS; The Council finds that there is necessity to perform a public improvement project to qualifying curbs on S.R. 103 in the Village of Bluffton, Ohio, and;

IT IS THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO (the requisite number voting in the affirmative) THAT:

§ 1. Determination to improve:

It is hereby determined to be necessary to improve the curbs on that part of S. R. 103 in accordance with the plans and specifications referred to in § 2.

§ 2. Approval of plans and specifications:

The specifications of construction, areas of affected curb, and the estimate of cost for the improvement, prepared by Village Administration and placed on file in the office of the Clerk of this Council, are approved.

§ 3. Levy of assessment:

The cost of the improvement shall be paid as follows:

a. The Village of Bluffton will pay 100% of removal costs for all curb and 50% of curb installation.

b. The remaining costs, being 50% of curb installation, will be assessed on all lots and lands bounding and abutting on the improvement of the S.R. 103 curb replacement project where 10 or more feet of curb are replaced. These lots and lands are determined to be specially benefited by the improvement. The assessments shall be levied by the foot front of the property bounding and abutting upon the improvement to that part of S.R. 103, and shall be paid, when levied, in annual installments, with interest on unpaid installments at the rate of 2% payable with the property taxes of said parcel for not more than 5 years. Provided that the owner of any property assessed may, at their option, pay the assessment in cash within thirty days after passage of the ordinance levying the assessments.

§ 4. Estimated assessments:

The Village Administrator is directed to prepare an estimated assessment of the cost of the improvement, based on the estimate of cost filed in the office of the Clerk of this Council in accordance with the method of assessment set forth in this resolution, and showing the amount of the assessment against each lot and parcel of land to be assessed. The estimated assessment shall be filed in the office of the Clerk and kept available for public inspection.

§ 5. Notice to property owner:

Upon the filing of the estimated assessment, the Clerk of this Council is directed to cause notice of the passage of this resolution and of the filing of the estimated assessment to be served on the owners of all lots and lands to be assessed, as provided by law.

§ 6: Sunshine Law provisions:

That it 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 _____, 20__ 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

**RESOLUTION NO. 32-2022
VILLAGE OF BLUFFTON, OHIO**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE SHERIFF OF ALLEN COUNTY, OHIO AND THE COMMISSIONERS OF ALLEN COUNTY, OHIO FOR DISPATCH SERVICE FOR BLUFFTON POLICE, FIRE, AND EMS FOR A TERM OF THREE YEARS, AND DECLARING AN EMERGENCY.

WHEREAS, the Sheriff of Allen County and the Commissioners of Allen County Ohio have agreed to provide dispatch services for the Bluffton Police, Fire, and EMS for 2022, 2024, and 2025 and:

WHEREAS, an emergency exists in that the parties need to enter into this agreement by November 30, 2022 for the preservation of health, safety and welfare of the Village of Bluffton, Ohio.

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

SECTION 1. That the Mayor is authorized to enter into a Contract for dispatching of Bluffton Police, Fire, and EMS with the Sheriff of Allen County and the Commissioners of Allen County, Ohio, a copy of which is attached hereto.

SECTION 2. This Resolution is hereby declared to be an emergency measure for the immediate preservation of the public peace, health and safety of the Village of Bluffton, Ohio, and for the further reason it is immediately necessary to enact said increases without further delay.

SECTION 3. That 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 the 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.

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 _____, 2022 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

ATTEST _____
FISCAL OFFICER

MAYOR

APPROVED _____
SOLICITOR

Contract for Safety Services Dispatching

This agreement is made between, MATTHEW B. TREGLIA, SHERIFF OF ALLEN COUNTY, OHIO, hereinafter called "SHERIFF", THE OFFICE OF MAYOR FOR BLUFFTON, ALLEN COUNTY, OHIO, hereinafter called "MAYOR", and THE BOARD OF COUNTY COMMISSIONERS OF ALLEN COUNTY, OHIO, hereinafter called "COMMISSIONERS", and collectively referred to as "PARTIES".

WITNESSETH:

WHEREAS, the MAYOR finds it advisable and expedient to provide safety services protection for the citizens of Bluffton on a regular basis and recognizes the need for these services to be properly alerted and dispatched; and

WHEREAS, the SHERIFF has adequate dispatch personnel, equipment and services to provide the necessary dispatching services desired by the MAYOR; and

WHEREAS, the MAYOR wishes to enter into a contract for the purchase of dispatching services from the SHERIFF through the COMMISSIONERS pursuant to Sections 307.15 and 311.29 of the Ohio Revised Code.

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth herein, the parties agree as follows:

1. The SHERIFF will provide adequate dispatch staffing on all three shifts each day. Staffing will be an eight (8) hour shift, twenty-four (24) hours a day. These communications operators will provide safety services dispatching on behalf of Bluffton, Allen County, Ohio. The number of communication operators assigned by the SHERIFF may be temporarily reduced or increased as emergency situations, call load, and allocations might dictate pursuant to Section 311.29 of the Revised Code.
2. The SHERIFF agrees that the communications operators so assigned shall be qualified under the standards of the Emergency Medical Dispatching, and CPR Certified, and that the said communications operators shall receive all additional training, special equipment and other regular facilities and support of the Allen County Sheriff's Office.
3. The SHERIFF further agrees that the communications operators' supervisors shall submit a monthly statistical report of their activities to the said MAYOR. Further, meetings shall be held between the SHERIFF and the MAYOR for purpose of quality assurance, at the request of either party.
4. In order to provide the necessary money to compensate the COMMISSIONERS for the cost of said dispatching service, the MAYOR agrees to pay the COMMISSIONERS the sum of **\$55,608.73** as billed by the Allen County Commissioner's Office, with an additional one and one-half percent (1.50%) annual increase over the next two (2) years starting in **2024 (\$56,442.86)** and then in **2025 (\$57,289.50)**.
5. The SHERIFF shall have the exclusive authority to assign, transfer, replace, discipline and otherwise exercise complete supervisory authority over the communications operators so assigned. The parties further acknowledge that the services to be provided by the SHERIFF under this contract shall be performed as an independent contractor, and not as an agent, employee, or partner of the MAYOR.
6. The SHERIFF and COMMISSIONERS shall indemnify and hold the MAYOR harmless against any and all claims, liabilities, damages or losses solely for any act or omissions of its officers and employees engaged in the scope of their employment under this contract.
7. Contract Durations: The terms and conditions of this contract will be in effect for a period of six (6) months **beginning January 1, 2023 at 12:00 A.M. and ending December 31, 2025 at 11:59 P.M.** In the event this contract is not renewed, the terms and conditions will remain in effect until such a time a new contract can be negotiated or either party terminates this Agreement without cause upon giving ninety (90) days written notice of the party's intent to terminate to the other.

8. Remedies: If any action of law or equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to its costs, and necessary disbursements, in addition to any other relief to which that party may be entitled.
9. Ohio Law to Apply: The Agreement shall be construed under and in accordance with the laws of the State of Ohio.
10. Parties Bound: This Agreement shall be binding upon and to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives and successors where permitted by this Agreement.
11. Legal Construction: In the event that any one or more of the provisions contained in the Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision had never been contained herein.
12. Prior Agreements Superseded: This Agreement constitutes the sole and only Agreement of the parties hereto and supersedes any prior understandings, written or oral agreements between the parties respecting the subject matter within.

Sheriff, Allen County, Ohio

Matthew B. Treglia,

**Mayor
Village of Bluffton**

**Board of County Commissioners
Allen County, Ohio**

Beth Seibert

Cory Noonan

Brian Winegardner

Resolution # _____

Date ____/____/____

Village of Bluffton

Administration's Report

To: Mayor Johnson & Council Members



11-14-22

2022 Leaf Pick-up

Equipment failures have continued throughout the season. When possible, please seek alternate routes to transport your leaves to the brush dump area. Thank you.

AEP – Bluffton Area Improvements Project –

Construction Updates:

- Cob Lake Path & Co. Line Rd. north of S.R. 103: construction will continue until mid-January
- County Line Rd -south of S.R. 103: construction began today and will continue until early Jan. Expect intermittent lane closure of the east lane from S.R. 103 to Village College Ave.
- S.R. 103/Jefferson St. -from Co. Line Rd. west to AEP substation: south lane of S.R. 103 and sidewalk closure from 12/1/22 – 2/22/23

Upcoming Construction Projects:

1. **Lawn & Jackson Watermain Replacement:** Preconstruction meeting conducted 11/11/14
Awarded to Hohenbrink Excavating, LLC. Scheduled to begin by Dec. 5, 2022
2. **Bentley Rd. Realignment:** Preconstruction meeting conducted 11/11/14
Awarded to Hohenbrink Excavating, LLC. Scheduled to begin early March 2023.
3. **S.R. 103 Sanitary Replacement:** Preconstruction meeting scheduled for Nov. 29
Awarded to Beaverdam Contracting Inc.

Village-owned farmland

Current cash lease agreements for Village-owned farmland expire at the end of 2022. Two separate leases will be advertised for the following farms:

- “Bluffton Airport Farm” – 65.53 acres
- “Stager Farm” - 15.83 acres

Mayor Johnson – Special Event Requests

- ✓ 11/26/22 Blaze of Lights – Bluffton Area Chamber of Commerce (BACC) Main St. closure 5:00 – 11:30pm
- ✓ 11/26/22 Blaze of Lights – BACC: Blaze After Lighting, Vine St. closure 6:00 – 11:30. Event to include tent, music, food, beverages including alcohol will be served
- ✓ 12/04/22 Christmas at the Houshower House – Bluffton University: Spring St. closure from 6:00 – 7:00 pm

Council Committee Meetings: Request for meetings with:

- Parks and Recreation – week of 11/14 – Johnny Appleseed Grant



VILLAGE OF BLUFFTON

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

RICH JOHNSON, Mayor
JESSE BLACKBURN, Village Administrator

KEVIN NICKEL, Fiscal Officer
BRYAN LLOYD, Assistant Administrator

www.bluffton-ohio.com

November 4, 2022

Notice of Violation (NOV)

\$200.00 Fee Added to Village of Bluffton

Utility Bill due December 25

Dear Homeowner or Property Owner,

The Village of Bluffton has made several attempts to provide you an opportunity to schedule your Sanitary Compliance Inspection. Continued failure to return the request form and/or failure to contact the Sanitary Compliance Coordinator has resulted in a violation of Village Code.

You are currently in violation of Chapter 52, Section 30(D)(4) of the Village of Bluffton Sanitary Sewer Regulations which is as follows:

§ 52.30 ILLICIT CONNECTIONS TO THE SEWER.

(D) *Non-compliance fee for illicit connection.*

(4) If the illicit connection is not corrected, or a property owner refuses to schedule a sanitary compliance inspection or refuses to permit access to conduct said inspection within 90 days of the first written notice, the facility or property owner will be subject to a non-compliance fee. The fee covers the cost for treating the extraneous flow or potential extraneous flow contributed to the sewerage system. The fee will be in addition to all other sanitary sewer user charges and will be added to the property owner's utility bill each month until the property is compliant with this chapter.

You must respond to this letter before December 1, 2022. Failure to do so will result in a non-compliance fee of two-hundred (\$200) dollars appearing on your Village of Bluffton Utility Bill due December 25. This fee will be assessed monthly to your utility bill until such time that your residence or property is found to be in compliance.

To schedule a sanitary compliance inspection, please contact the Sanitary Compliance Coordinator at (419) 358-2066 Extension 145 or email address sanitarycompliance@bluffton-ohio.com.

For any other questions regarding this letter, please contact the Village Administrator at: 419-358-2066 ext. 102 or blackburnj@bluffton-ohio.com.

Sincerely,

Jesse Blackburn
Village Administrator



DATE: November 5, 2022

TO: Mayor Johnson and Council

FROM: Sergeant Tyler Hochstetler

REFERENCE: Police Department Monthly Report

POLICE ACTIVITY SUMMARY

October 2022

Police Calls of Service - 478

Traffic Stops - 47

Citations - 4

CRIMINAL COMPLAINT BREAKDOWN

OVI – 2

Driving Under Suspension/No OL – 3

Plates from Another Vehicle – 1

Theft/Shoplifting/Fraud – 3

Breaking and Entering – 1

Domestic Violence – 1

Deceased Person – 2

Gross Sexual Imposition – 1

Miscellaneous - 4



Incident Breakdown By Month Report

Print Date/Time: 11/05/2022 16:30
Login ID: rburkholder
Year: 2022

Bluffton Police Department
ORI Number: OH0020100
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Abandoned 911	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	1
Accident Property	5	10.0	5	10.0	5	10.0	6	12.0	4	8.0	6	12.0	3	6.0	3	6.0	6	12.0	6	12.0	1	2.0	0	0.0	50
Accident w/Injuries	2	22.2	1	11.1	0	0.0	0	0.0	1	11.1	3	33.3	0	0.0	2	22.2	0	0.0	0	0.0	0	0.0	0	0.0	9
Administrative	89	23.9	106	28.5	69	18.5	0	0.0	0	0.0	20	5.4	32	8.6	0	0.0	0	0.0	42	11.3	14	3.8	0	0.0	372
Aiding Other	23	13.3	24	13.9	13	7.5	11	6.4	18	10.4	20	11.6	19	11.0	18	10.4	11	6.4	15	8.7	1	0.6	0	0.0	173
Alarm	9	9.6	6	6.4	8	8.5	8	8.5	12	12.8	16	17.0	11	11.7	6	6.4	9	9.6	9	9.6	0	0.0	0	0.0	94
Animal Complaint	2	9.5	2	9.5	1	4.8	3	14.3	0	0.0	5	23.8	2	9.5	2	9.5	2	9.5	2	9.5	0	0.0	0	0.0	21
Assist Police	4	3.4	6	5.1	6	5.1	13	11.1	15	12.8	21	17.9	8	6.8	13	11.1	10	8.5	19	16.2	2	1.7	0	0.0	117
B&E	0	0.0	1	12.5	0	0.0	0	0.0	0	0.0	0	0.0	4	50.0	1	12.5	0	0.0	2	25.0	0	0.0	0	0.0	8
Civil Complaint	0	0.0	1	5.9	0	0.0	0	0.0	3	17.6	5	29.4	0	0.0	5	29.4	2	11.8	1	5.9	0	0.0	0	0.0	17
Court	1	25.0	1	25.0	2	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Criminal Damage	2	25.0	0	0.0	2	25.0	0	0.0	1	12.5	1	12.5	0	0.0	2	25.0	0	0.0	0	0.0	0	0.0	0	0.0	8
Deceased	0	0.0	0	0.0	0	0.0	1	25.0	0	0.0	0	0.0	0	0.0	0	0.0	1	25.0	2	50.0	0	0.0	0	0.0	4
Domestic	1	7.7	0	0.0	0	0.0	0	0.0	2	15.4	2	15.4	3	23.1	4	30.8	0	0.0	0	0.0	1	7.7	0	0.0	13
Drug Abuse	1	16.7	2	33.3	1	16.7	0	0.0	0	0.0	1	16.7	0	0.0	0	0.0	0	0.0	1	16.7	0	0.0	0	0.0	6
Escort	1	9.1	1	9.1	0	0.0	1	9.1	3	27.3	1	9.1	0	0.0	1	9.1	1	9.1	2	18.2	0	0.0	0	0.0	11
Fight Complaint	1	16.7	0	0.0	0	0.0	0	0.0	3	50.0	1	16.7	1	16.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
Follow Up	7	8.8	12	15.0	21	26.3	2	2.5	7	8.8	5	6.3	5	6.3	2	2.5	1	1.3	17	21.3	1	1.3	0	0.0	80
Forgery	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	2
Hazmat	0	0.0	2	25.0	4	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	25.0	0	0.0	0	0.0	0	0.0	8
Hit Skip	2	12.5	0	0.0	0	0.0	3	18.8	2	12.5	1	6.3	3	18.8	1	6.3	1	6.3	3	18.8	0	0.0	0	0.0	16
House/Building	287	17.0	260	15.4	240	14.2	97	5.7	92	5.4	140	8.3	163	9.6	87	5.1	128	7.6	173	10.2	26	1.5	0	0.0	1693
Intoxicated Driver	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	1	33.3	0	0.0	0	0.0	0	0.0	3
Intoxicated Person	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Investigate Vehicle	19	7.5	35	13.8	26	10.2	10	3.9	21	8.3	30	11.8	23	9.1	26	10.2	28	11.0	33	13.0	3	1.2	0	0.0	254
K9 Request	1	20.0	0	0.0	1	20.0	0	0.0	0	0.0	0	0.0	1	20.0	0	0.0	1	20.0	1	20.0	0	0.0	0	0.0	5



Incident Breakdown By Month Report

Print Date/Time: 11/05/2022 16:30
Login ID: rburkholder
Year: 2022

Bluffton Police Department
ORI Number: OH0020100
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Lock Out	7	9.1	6	7.8	6	7.8	6	7.8	11	14.3	8	10.4	7	9.1	7	9.1	10	13.0	7	9.1	2	2.6	0	0.0	77
Menacing	2	33.3	0	0.0	0	0.0	0	0.0	1	16.7	1	16.7	0	0.0	0	0.0	0	0.0	2	33.3	0	0.0	0	0.0	6
Mentally Ill Person	1	3.7	4	14.8	3	11.1	3	11.1	1	3.7	3	11.1	3	11.1	1	3.7	4	14.8	3	11.1	1	3.7	0	0.0	27
Miscellaneous	50	10.1	43	8.7	54	10.9	32	6.5	55	11.1	46	9.3	31	6.3	42	8.5	57	11.5	69	14.0	15	3.0	0	0.0	494
Motorist Assist	5	9.8	5	9.8	5	9.8	6	11.8	4	7.8	5	9.8	5	9.8	7	13.7	7	13.7	2	3.9	0	0.0	0	0.0	51
Paper Service	2	6.5	1	3.2	2	6.5	3	9.7	1	3.2	1	3.2	3	9.7	11	35.5	4	12.9	2	6.5	1	3.2	0	0.0	31
Pedestrian Stop	1	6.7	3	20.0	1	6.7	1	6.7	1	6.7	2	13.3	2	13.3	0	0.0	3	20.0	0	0.0	1	6.7	0	0.0	15
Prisoner Escort	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Prowler	0	0.0	0	0.0	2	50.0	1	25.0	1	25.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Receiving/Recover	0	0.0	0	0.0	0	0.0	0	0.0	1	20.0	0	0.0	0	0.0	1	20.0	2	40.0	0	0.0	1	20.0	0	0.0	5
Sexual Abuse	0	0.0	0	0.0	2	33.3	1	16.7	0	0.0	0	0.0	0	0.0	0	0.0	1	16.7	2	33.3	0	0.0	0	0.0	6
Shots Fired	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Stolen Vehicle	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Suspicious Person	4	11.4	3	8.6	1	2.9	2	5.7	2	5.7	7	20.0	4	11.4	5	14.3	3	8.6	3	8.6	1	2.9	0	0.0	35
Telephone	2	33.3	0	0.0	1	16.7	0	0.0	0	0.0	2	33.3	0	0.0	0	0.0	0	0.0	1	16.7	0	0.0	0	0.0	6
Theft	5	15.6	2	6.3	2	6.3	6	18.8	1	3.1	2	6.3	3	9.4	4	12.5	2	6.3	5	15.6	0	0.0	0	0.0	32
Traffic Stop	61	11.8	50	9.7	63	12.2	56	10.8	42	8.1	56	10.8	46	8.9	42	8.1	51	9.8	47	9.1	4	0.8	0	0.0	518
Trespass	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	1
Unruly Juvenile	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	0	0.0	0	0.0	2	66.7	0	0.0	0	0.0	0	0.0	3
Unsecured Door	1	3.4	3	10.3	3	10.3	2	6.9	5	17.2	4	13.8	1	3.4	2	6.9	4	13.8	4	13.8	0	0.0	0	0.0	29
Unwanted Guest	1	14.3	1	14.3	0	0.0	0	0.0	0	0.0	1	14.3	0	0.0	0	0.0	2	28.6	2	28.6	0	0.0	0	0.0	7
Violating PTO	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Warrant Service	3	50.0	1	16.7	0	0.0	2	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
Total:	603	13.9	589	13.6	545	12.6	276	6.4	311	7.2	420	9.7	385	8.9	298	6.9	357	8.2	478	11.0	76	1.8	0	0.0	4338



Ticket Statistics

Print Date/Time: 11/05/2022 16:33
 Login ID: rburkholder
 Statute: All

From Date: 01/01/2022
 To Date: 10/31/2022
 Ticket Type: All

Bluffton Police Department
 ORI Number: OH0020100

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
4503.11A Expired License Plates	1	0	0	0	0	0	0	0	0	0	0	0	1
Totals	1	0	0	0	0	0	0	0	0	0	0	0	1
Criminal													
2925.141 Marijuana Drug Paraphernalia	1	0	0	0	0	0	0	0	0	0	0	0	1
Criminal Totals	1	0	0	0	0	0	0	0	0	0	0	0	1
Warning													
4511.12 Obedience to Traffic Control Devices	1	0	0	0	0	0	0	0	0	0	0	0	1
4511.21B3 Speed 35 MPH	0	0	0	0	0	0	0	0	0	1	0	0	1
4513.241C WINDOW TINT	0	0	0	0	0	0	1	0	0	0	0	0	1
4511.69C PARKING FACING ONCOMING TRAFFIC	0	0	0	1	0	0	1	0	0	0	0	0	2
73.10(B)(2) Speed 25 MPH	0	0	1	0	0	0	0	0	0	0	0	0	1
73.10(B)(1)(a) Speed - 20 MPH (School Zone)	1	0	0	0	0	0	0	0	0	0	0	0	1
72.032(A) Fail to Yield Stop Sign	2	1	0	0	0	0	0	0	0	0	0	0	3
4511.68 Truck Loading Zones	0	0	0	0	0	0	1	0	0	0	0	0	1
Warning Totals	4	1	1	1	0	0	3	0	0	1	0	0	11



Ticket Statistics

Print Date/Time: 11/05/2022 16:33
Login ID: rburkholder
Statute: All

From Date: 01/01/2022
To Date: 10/31/2022
Ticket Type: All

Bluffton Police Department
ORI Number: OH0020100

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
Traffic													
4513.23 Rear-View Mirror, Clear View to Front, Both Sides/Rear	0	0	0	0	0	0	0	1	0	0	0	0	1
4511.21D4 Speed - 70MPH Freeway	0	0	1	0	0	0	0	0	0	0	0	0	1
4511.21B6 Speed 50 MPH (also 45 MPH)	0	0	1	0	0	0	0	0	0	0	0	0	1
4511.21B3 Speed 35 MPH	1	0	2	0	0	0	0	0	1	2	0	0	6
4511.21B2 Speed 25 MPH	1	1	2	0	0	1	0	0	1	0	0	0	6
4511.202A Reasonable Control	0	2	0	0	0	0	0	0	0	0	0	0	2
4511.42A Failure to yield the right of way when turning left	0	0	0	0	0	1	0	0	0	0	0	0	1
4511.38A Rules for Starting and/or Backing	0	0	1	0	0	0	0	0	0	0	0	0	1
4510.11(B) Violation of License Restrictions (2255 Needed)	0	0	0	0	0	0	0	1	0	0	0	0	1
4503.11A Expired License Plates	1	1	1	0	1	1	1	0	0	1	0	0	7
4513.04A 2 HEADLIGHTS REQUIRED/ 1 HEADLIGHT ON MOTORCYCLE	0	0	1	0	0	0	0	0	0	0	0	0	1
4511.12A FAILURE TO OBEY TRAFFIC CONTROL DEVICE	0	1	5	1	0	1	0	0	1	0	0	0	9
4511.21A SPEED/ACDA	0	0	0	0	0	0	0	0	1	0	0	0	1
73.10(B)(3) Speed 35 MPH	0	0	1	0	2	1	0	0	0	0	0	0	4
73.10(B)(2) Speed 25 MPH	0	0	0	1	0	0	0	0	0	0	0	0	1
72.032(A) Fail to Yield Stop Sign	0	0	1	0	0	0	0	0	0	0	0	0	1
72.015(A)(2) Rules for Backing	0	0	0	0	0	0	0	1	0	0	0	0	1
71.01(B) Expired Plates	0	1	0	0	0	0	0	0	0	0	0	0	1
4510.14A Driving Under Suspension - OVI	0	0	1	0	0	0	0	0	0	0	0	0	1
4510.21A Failure to Reinstate	0	0	1	0	0	0	0	0	0	0	0	0	1
4510.16A Driving Under Suspension - FRA	1	1	2	0	0	0	0	0	0	0	0	0	4
4511.19A1h OVI Over .17 - Breath	1	0	0	0	0	0	0	0	0	0	0	0	1
4510.12A1 No Drivers License (NO OL)	2	2	0	0	0	1	0	1	0	0	0	0	6
4511.19A1a OVI	1	0	0	0	0	0	0	0	0	0	0	0	1
Traffic Totals	8	9	20	2	3	6	1	4	4	3	0	0	60
Totals	14	10	21	3	3	6	4	4	4	4	0	0	73



VILLAGE OF BLUFFTON

100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Blaze of Lights DATE(S) OF EVENT: 11/26/2022

APPLICANT: Bluffton Area Chamber of Commerce CONTACT PERSON: Jim Enneking

APPLICANT'S ADDRESS: 154 N. Main Street, PO Box 142 CONTACT'S PHONE: 419-369-2985

E-MAIL ADDRESS (OPTIONAL): director@explorebluffton.com

LOCATION OF EVENT: Main Street

TIME(S) FOR EVENT: 5:00 PM - 11:30 PM

DESCRIPTION OF EVENT: Close Main Street for the Blaze of Lights celebration following the parade

SERVICES REQUESTED FROM VILLAGE: Must provide map of plans and any other information required as necessary.

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____

Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

ROAD CLOSURE: Yes. Main Street from Elm Street to College Ave.

SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____

Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

EMS SERVICES: _____ FIRE DEPT. SERVICES: _____

WATER SERVICE: _____ OTHER SERVICES: _____

ALCOHOL SERVED: YES _____ NO X * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Nationwide Insurance * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:
NAME OF VENDOR TYPE OF SERVICE PROVIDED

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: James Enneking DATE: 11/10/2022

APPROVED

MAYOR'S SIGNATURE: _____ DATE: _____



VILLAGE OF BLUFFTON

100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Blaze of Lights - Blaze After Lighting DATE(S) OF EVENT: 11/26/2022
APPLICANT: Bluffton Area Chamber of Commerce CONTACT PERSON: Jim Enneking
APPLICANT'S ADDRESS: 154 N. Main Street, PO Box 142 CONTACT'S PHONE: 419-369-2985
E-MAIL ADDRESS (OPTIONAL): director@explorebluffton.com
LOCATION OF EVENT: Vine Street
TIME(S) FOR EVENT: 6:00 PM - 11:30 PM
DESCRIPTION OF EVENT: Entertainment for the Blaze of Lights including live music, food, and beverages under a heated tent. Alcohol will be served by the Greenhorn under their license.

SERVICES REQUESTED FROM VILLAGE: Must provide map of plans and any other information required as necessary.

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

ROAD CLOSURE: Yes. Vine Street closed from 11/25 at noon til 11/28 at noon for tent setup and removal

SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

EMS SERVICES: _____ FIRE DEPT. SERVICES: _____

WATER SERVICE: _____ OTHER SERVICES: _____

ALCOHOL SERVED: YES ☒ NO ☐ * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Nationwide Insurance * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:	
NAME OF VENDOR	TYPE OF SERVICE PROVIDED
Greenhorn	Food and alcohol
Various others	Food

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: James A Enneking DATE: 11/10/2022

APPROVED

MAYOR'S SIGNATURE: _____ DATE: _____



VILLAGE OF BLUFFTON

100 E. ELM STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063

APPLICATION FOR SPECIAL EVENTS

EVENT NAME:	<i>Christmas at the Homshoner House</i>	DATE(S) OF EVENT:	<i>12-4-22</i>
APPLICANT:	<i>Bluffton University</i>	CONTACT PERSON:	<i>Alison King</i>
APPLICANT'S ADDRESS:	<i>1 University Dr., Bluffton</i>	CONTACT'S PHONE:	<i>419-358-3268</i>
E-MAIL ADDRESS (OPTIONAL):	<i>Kinga@bluffton.edu</i>		
LOCATION OF EVENT:	<i>Spring St. - see map attached</i>		
TIME(S) FOR EVENT:	<i>6-7:30 p.m.</i>		
DESCRIPTION OF EVENT:	<i>A Christmas gathering for a tree lighting and a short program.</i>		

SERVICES REQUESTED FROM VILLAGE: Must provide map of plans and any other information required as necessary.

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

ROAD CLOSURE: ☒ - 2 blockades

SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police

EMS SERVICES: _____ FIRE DEPT. SERVICES: _____

WATER SERVICE: _____ OTHER SERVICES: _____

ALCOHOL SERVED: YES _____ NO ☒ * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: _____ * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:

NAME OF VENDOR	TYPE OF SERVICE PROVIDED

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

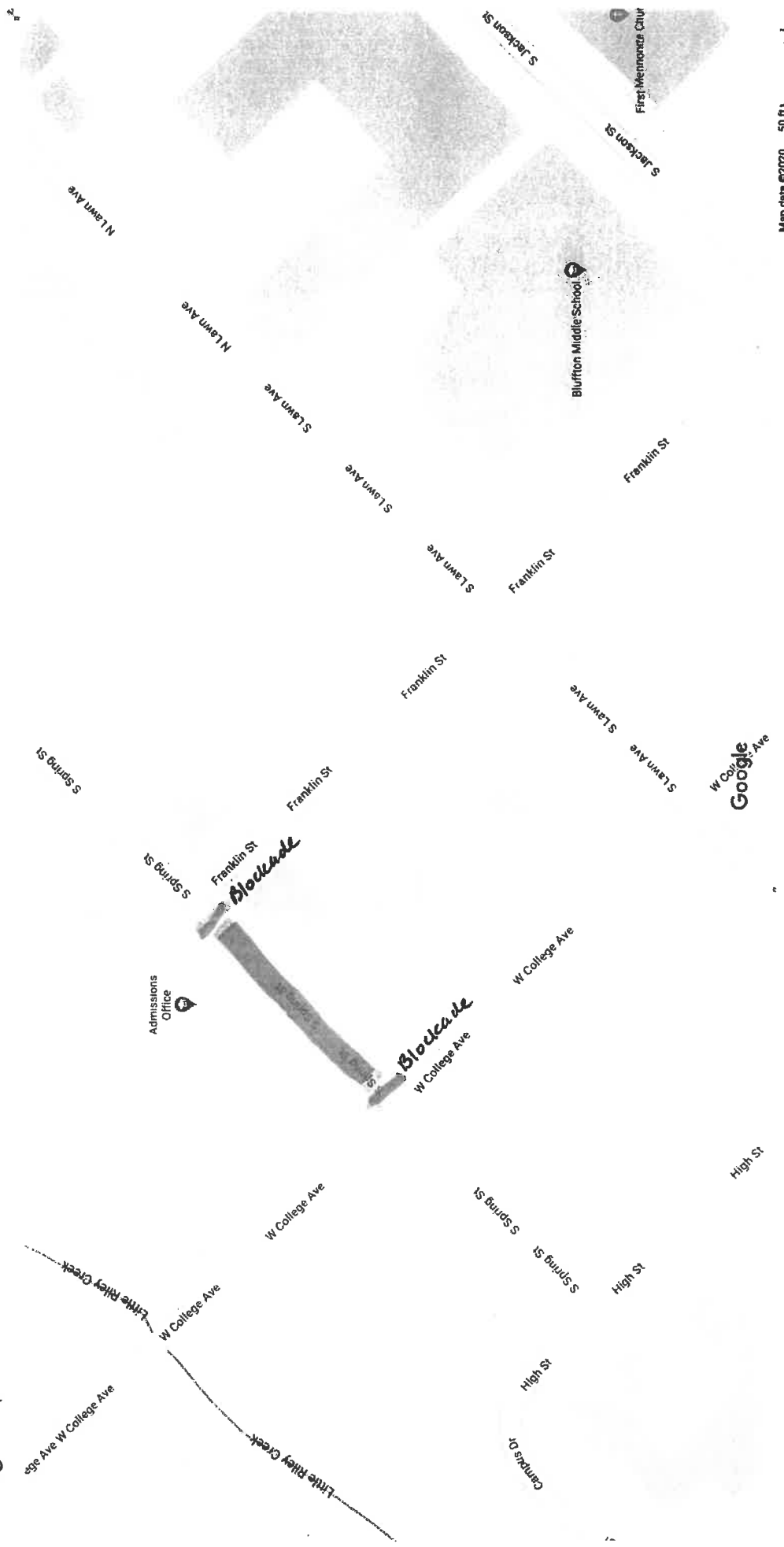
APPLICANT'S SIGNATURE: *[Signature]* DATE: _____

APPROVED

MAYOR'S SIGNATURE: _____ DATE: _____

* Map of event location

Google Maps



Map data ©2020 50 ft