

Village of Bluffton Council Meeting Agenda

February 23, 2026 at 7:00 PM



Opening Ceremonies

Call to Order, Mayor Johnson presiding
Pledge of Allegiance



Minutes

Approval of the minutes from the Council Meeting held on Monday, February 09, 2026.

Bills

Public Comment:

Committee Reports

Parks & Recreation: 02/10
Streets, Alleys, Lights & Sidewalks: 02/10
Utilities: 02/11

Boards & Commissions

Airport Commission: 02/19

LEGISLATION

RESOLUTION NO. 04-2026

2nd Reading

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2026.

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, February 23rd at 7:00 pm
- Personnel Committee Meeting – Tuesday, Feb 24th at 5:00 pm
- Utilities Committee – Tuesday, Feb. 24th at 6:15 pm
- Pedestrian Pathway Board – Thursday, March 5th at noon
- Council Meeting – Monday, March 9th at 7:00 pm
- Airport Commission – Thursday, March 12th at 5:15 pm at Bluffton Airport

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting February 9, 2026, at 7:00 p.m.

Mayor Johnson presiding. Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia present.

Hill motioned, seconded by Downey, to approve the minutes from the regular council meeting held on January 26, 2026. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Sehlhorst, to approve the bills as presented. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

1st Reading:

Resolution 04-2026 – A Resolution establishing positions and wages for swimming pool staff and rates for 2026. Stahl motioned to approve the resolution, seconded by Gordon-Hancock. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned, seconded by Hill, to approve the special event requests from the Bluffton Area Ministerial Association. Ashes to Go will take place on February 18, 2026, and three parking spaces on the north side of Cherry St. will be blocked off from 7:00 – 9:00 a.m. The Good Friday Cross Walk will take place on April 3, 2026, from 11:30 a.m. until 12:30 p.m. Main St. will be closed for a portion of that time as the walk crosses Main St. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Hill, to declare as surplus 2 MPH Python radar units and to recommend donating them to Apollo Career Center pending Apollo approval. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned to adjourn the meeting.

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

Parks & Recreation Committee on Tuesday, February 10 at 5:15 p.m.

Streets, Alleys, Lights & Sidewalk Committee on Tuesday, February 10 at 7:00 p.m.

Utilities Committee on Wednesday, February 11 at 5:30 p.m.

Council Meeting on Monday, February 23 at 7:00 p.m.

Personnel Committee on Tuesday, February 24 at 5:00 p.m.

Utilities Committee on Tuesday, February 24 at 6:15 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 2/23/2026

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ABIGAIL MICHAEL	169.95	Police	BOOTS
ALL PHASE ELECTRIC SUPPLY CO.	2,280.56	Street	RIVERBEND STREET LIGHTS
ALLOWAY TESTING	75.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	35,026.19	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	66,419.96	Multiple	JAN & FEB HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	33,209.98	Multiple	MARCH HEALTH INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	222.75	Multiple	LIFE INSURANCE
ATLANTIC EMERGENCY SOLUTIONS, INC.	7,980.00	Fire	SCBA BOTTLES
ATLANTIC EMERGENCY SOLUTIONS, INC.	122.32	Fire	HELMET PARTS
BASINGER PLUMBING & HEATING LLC	1,107.80	Land & Buildings	TOWN HALL BOILER REPAIRS
BLACKHOOF TITLE AGENCY, LLC	4,303.00	Land & Buildings	SR 103 ENTRANCE SIGN PROPERTY AQUISITION
BLUFFTON STONE CO.	85.10	Multiple	STONE
BUREAU OF WORKERS COMPENSATION	1,884.00	Administrative	WORKER'S COMPENSATION TRUE-UP
CHARTER COMMUNICATIONS	170.00	Multiple	INTERNET
CHARTER COMMUNICATIONS	53.07	Multiple	INTERNET
CINTAS	99.04	Administrative	UNIFORMS
CINTAS	39.43	Multiple	FIRST AID SUPPLIES
CITIZENS NATIONAL BANK	40,522.56	Capital Improvements	LOAN PAYMENT
CLEMANS, NELSON & ASSOCIATES, INC	250.00	Administrative	RETAINER & PROFESSIONAL SERVICES
DEGEN EXCAVATING CO., INC.	2,175.63	Sewer	EMERGENCY JETTING & CLEANING
ENBRIDGE GAS OHIO	2,611.04	Multiple	NATURAL GAS
FIRST NATIONAL BANK	14,882.39	Capital Improvements	LOAN PAYMENT
GLOBAL ELECTRIC, INC	1,402.17	Sewer	REPLACE LEL SENSOR & RECALIBRATE
GREAT LAKES BILLING ASSOCIATES, INC.	1,529.27	Rescue	EMS BILLING SERVICES
HACKENBERG, FEIGNER, BISHOP & WERTH, LLC	1,000.00	Administrative	SOLICITOR FEES
HANCOCK-WOOD ELECTRIC CO-OP	170.54	Multiple	ELECTRICITY
KOI ENTERPRISES, INC.	167.97	Multiple	SERVICE TRUCK ALTERNATOR
KOI ENTERPRISES, INC.	787.19	Multiple	PARTS
MASTERPIECE SIGNS & GRAPHICS, INC.	2,638.82	Capital Improvements	DECALS FOR CRUISER
MASTERPIECE SIGNS & GRAPHICS, INC.	2,339.87	Capital Improvements	CAR 100 DECALS
OHIO VALLEY INTEGRATION SERVICES, INC.	255.77	Capital Improvements	TOWN HALL ACCESS CONTROL
PERRY CORPORATION	161.07	Administrative	IT CONTRACT
PERRY CORPORATION	3,684.32	Administrative	IT CONTRACT
POWER HOUSE ELECTRIC SUPPLY	119.85	Land & Buildings	TOWN HALL GARAGE LAMPS
PRO AIR, INC	1,615.00	Fire	ANNUAL NFPA SERVICE AGREEMENT
RUMPKE	27,830.27	Refuse	TRASH SERVICES
SCOTT MERRIMAN INC	891.00	Police	TRAFFIC CITATIONS
SHELL FLEET PLUS	966.09	Multiple	FUEL
SMARTBILL	1,312.92	Multiple	BILLING SERVICES
SPARTA 2002 DESIGNS & PROMOTIONS INC.	1,638.25	Police	POLICE SUPPLIES
STEVEN M. SWISHER	3,222.89	Capital Improvements	EMS CAR 100 RETROFIT
STEVEN M. SWISHER	13,503.10	Capital Improvements	NEW CRUISER EQUIPMENT
UNITED FIRE APPARATUS CORP	56.50	Fire	STEP LIGHT
VILLAGE OF OTTAWA	49,591.61	Water	WATER
ZIMMERMAN, ROSS	200.00	Police	BOOTS
INCOME TAX REFUNDS	2,816.46	Administrative	INCOME TAX REFUNDS
	<u>331,590.70</u>		
BIWEEKLY PAYROLL 2/20/26	79,676.75		
MEDICARE	1,101.32		
OPERS	7,062.27		
OP&F	5,488.67		

Council Signature : _____

Date: _____

Parks & Rec - Minutes
Village of Bluffton
Town Hall
February 10th, 2025

Present: Council - Ben Stahl, Tom Downey
Admin - Jesse Blackburn, Kevin Nickle
Public - Lions Club, Soccer Club, Masterpiece Signs

Start: 5:15 End: 6:30
Topics: Legacy Park

Minutes:

- Masterpiece Signs presented some ideas for signs at the new park. We will need welcome, directional, and recognition signs from all the partners in this endeavor, ensuring that they feel cohesive while not necessarily being identical. We also discussed the need to keep donor recognition consistent with donor participation across the areas of the project.
- We reviewed the phases and timelines of the remaining enhancements. Still aiming for soccer games in the fall of '26 and possibly a shelterhouse and playground in '27.

Ben Stahl

Tom Downey

Design of Flood Control & Nutrient Reduction in Bluffton, OH



Katelyn Wagner, Kolten Berner, Kyle Endsley, Kaelan
Howard, Preston Ray

Advisor: Dr. David Johnstone

Bluffton Airport Commission

Commission Meeting Minutes

Date: February 19, 2026

Time: 5:15 PM

Location: Bluffton Airport, 1080 Navajo Dr., Bluffton

• Attendance

Members Present:

- Dave Blank
- Tom Downey
- Rich Johnson (Mayor)
- Nick Vance

Staff/Guests Present:

- Jesse Blackburn, Village Administrator

Members Absent:

- Michael Barham
 - Roger Edwards
 - Shawn Stratton
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• Discussion Items

Due to the addition of a capital improvement project, the Commission was required to solicit bids for engineering services associated with the project.

Two (2) companies submitted qualification packages:

- Richland Engineering (current engineering firm)
- BF&S Civil Engineers

Following discussion among members present, the Commission agreed that it would be beneficial to invite BF&S Civil Engineers for an interview. The purpose of the interview is to allow a majority of the Commission members to gain a better understanding of the services and expertise they can offer.

This interview meeting will be scheduled during the month of March.

Tom Downey

RESOLUTION NO. 04-2026

A RESOLUTION ESTABLISHING POSITIONS AND WAGES FOR SWIMMING POOL STAFF AND RATES FOR 2026.

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	\$15.30 per hour
B. Assistant Manager	\$12.80 per hour
C. Lifeguards	\$11.30 per hour
D. Slide Attendant	\$11.00 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 2026 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		\$375.00
*a \$75.00 deposit required at time of reservation, refundable only in cases of weather-related pool closure.		
H. Swim Lessons (Season Pass Holder)		\$40.00
I. Swim Lessons (Non-Season Pass Holder)		\$50.00
J. Swim Lessons-Private		\$125.00
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 _____, 2026 by the governing body of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

Village of Bluffton

Administration Report

To: Mayor Johnson & Council Members



02-23-26

File your Village of Bluffton Income Tax Return ONLINE!

<https://www.bluffton-ohio.com/income-tax>

***** New Online Features Available *****

CLICK HERE TO: File an Income Tax Return • Make Payments • Send Tax Documents

The NEW online features for Individuals are now available.

By clicking the RED button above you can now:

- File your Village of Bluffton Income Tax return**
- Pay tax owed**
- Submit tax documents**
- Pay Estimated Income Tax payments**

S.R. 103 Roundabout:

Detour Route is scheduled to begin on Monday, March 2nd and last for 130 days until Friday, July 10th.

GROB Apprentice program partnership w/ Blaze of Lights

Leaders of the GROB apprentice program have coordinated a project to construct 4 new power distribution panels to replace some well-used models that had been in service for decades. Special thanks to Tyler Bricker, Mark Reed and Evan Steiner for helping make this happen!



Mayor Johnson: