

Village of Bluffton Council Meeting Agenda

March 09, 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 23, 2026.

Bills

Public Comment:

Committee Reports

Personnel Committee: 02/24
Utilities Committee: 02/24
Finance Committee: 02/27

Boards & Commissions

LEGISLATION

ORDINANCE NO. 02-2026

1st Reading

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2026 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OH

RESOLUTION NO. 04-2026

3rd Reading

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

RESOLUTION NO. 05-2026

1st Reading

A RESOLUTION ESTABLISHING PAY INCREASES TO THE WAGES/SALARIES OF CERTAIN VILLAGE EMPLOYEES OF THE VILLAGE OF BLUFFTON, OHIO

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, March 9th at 7:00 pm
- Planning Commission - Tuesday, March 10th at 7:00 pm
- Airport Commission – Thursday, March 12th at 5:15 *at Bluffton Airport
- Board of Zoning & Building Appeals – Monday, March 16th at 5:30 pm
- Streets, Alleys, Lights & Sidewalk Committee and Pathway Board – Tuesday, March 17th at 5:30 pm
- Council Meeting – Monday, March 23rd at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting February 23, 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 February 9, 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:

2nd 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 Downey. 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.

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

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

Finance Committee on Friday, February 27 at 11:15 a.m.

Pedestrian Pathway Board on Thursday, March 5 at noon.

Council Meeting on Monday, March 9 at 7:00 p.m.

Airport Commission on Thursday, March 12 at 5:15 p.m. at the Bluffton Airport.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 3/9/2026

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ALLOWAY	1,763.00	Multiple	TESTING
ALLOWAY	340.00	Multiple	TESTING
ALLOWAY	50.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	19,703.70	Multiple	ELECTRICITY
BASINGER PLUMBING & HEATING LLC	99.00	Multiple	SUPPLIES/PARTS
BASINGER PLUMBING & HEATING LLC	9,415.00	Land & Buildings	WWTP FURNACE & AC
BLUFFTON DIESEL SERVICE	771.61	Street	DUMP TRUCK REPAIR
BLUFFTON DIESEL SERVICE	893.03	Rescue	EMS #110 REPAIR
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BOBCAT COMPANY	6.74	Street	PARTS
CHARTER COMMUNICATIONS	53.40	Administrative	INTERNET
CHARTER COMMUNICATIONS	175.35	Multiple	INTERNET
CHOICE ONE ENGINEERING	680.00	Street	SR 103 INTERSECTION IMPROVEMENTS
CHOICE ONE ENGINEERING	6,150.00	Capital Improvements	SR103 SOUTHEAST LOOP ENGINEERING
CINTAS	132.07	Administrative	UNIFORMS
CINTAS	132.07	Administrative	UNIFORMS
CINTAS	132.07	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	349.00	Police	CRIME PREVENTION CONFERENCE
CITIZEN'S NATIONAL BANK	85.00	Police	OCJS TRAINING - HOCHSTETLER
CITIZEN'S NATIONAL BANK	30.41	Police	TRAINING
CITIZEN'S NATIONAL BANK	180.25	Police	COPS CONF. - TO BE REFUNDED
CITIZEN'S NATIONAL BANK	78.00	Administrative	STAMPS
CITIZEN'S NATIONAL BANK	34.08	Police	TRAINING
CITIZEN'S NATIONAL BANK	37.31	Administrative	WINZIP SOFTWARE - TAX
CLINT DAILEY	264.44	Administrative	BOOTS
CONNECT PARENT CORPORATION	240.59	Administrative	PHONES
GALL'S, AN ARAMARK COMPANY	171.95	Police	BOOTS - OGLESBEE
GRAINGER INC	426.41	Multiple	MARKING PAINT & FLAGS, SAFETY GLASSES
HANCOCK CLEANING, LLC.	574.00	Land & Buildings	TOWN HALL CLEANING
HAWTHORNE-SEVING, INC.	51.54	Street	FABRICATING METAL
HOHENBRINK EXCAVATING	85,694.48	Capital Improvements	SR103 ROUNDABOUT
KLEEM	62.37	Street	STREET SIGNS
KLEEM	62.37	Street	STREET SIGNS
LINDE GAS & EQUIPMENT INC.	34.91	Street	WELDER GAS
MARATHON FLEET SERVICES	1,552.03	Multiple	FUEL
MIDNET MEDIA	360.00	Administrative	WEB HOSTING
NATHAN JORDAN	157.00	Water	CLASS 2 WATER LICENSE
NEW HORIZON COMMUNICATIONS	565.75	Administrative	PHONES
NORTHWESTERN OHIO SECURITY SYSTEMS	208.00	Land & Buildings	MONITORING
OHIO ASSN. CHIEFS OF POLICE, INC	875.00	Police	CHIEFS CONFERENCE
OHIO ASSN. CHIEFS OF POLICE, INC	875.00	Police	CHIEFS CONFERENCE
OHIO UTILITIES PROTECTION SERVICE	4.00	Administrative	MANUAL CALLOUTS
OWENS COMMUNITY COLLEGE	600.00	Police	ANNUAL CONSORTIUM FEE
PENNCARE 30	395.81	Rescue	MEDICAL SUPPLIES
PERRY CORPORATION	380.00	Administrative	IT CONTRACT
PJ SPORTSWEAR	646.00	Rescue	UNIFORMS
RYAN BURKHOLDER	227.65	Police	TRAVEL
STAPLES BUSINESS ADVANTAGE	150.80	Multiple	SUPPLIES
STAPLES BUSINESS ADVANTAGE	104.11	Multiple	SUPPLIES
SUPERIOR UNIFORM SALES, INC.	237.50	Police	UNIFORMS

TYLER OR JADE HOCHSTETLER	200.00	Police
USA BLUE BOOK	1,658.86	Sewer
VANCE'S OUTDOOR INC.	1,239.60	Police
VERIZON WIRELESS	130.41	Multiple
	<u>144,441.67</u>	

BOOTS - HOCHSTETLER
CHEM FEED & SAMPLER PARTS
AMMO & SUPPLIES
CELL PHONES

FEBRUARY MONTHLY	2,892.75
MEDICARE	41.92
OPERS	223.70
FICA	80.28

BIWEEKLY PAYROLL 3/6/26	81,992.19
MEDICARE	1,134.85
OPERS	7,381.37
OP&F	5,707.30

Council Signature : _____

Date: _____

Personnel Committee - Minutes

Village of Bluffton

February 24, 2026

5:05pm

Present: Phill Talavinia, Ben Hill, Rich Johnson; Mayor

Staff: EMS Chief Noah Babcock, police Chief Ryan Burkholder, Lt. Matt Oglesbee
Jesse Blackburn, Kevin Nickel

3 TOPICs:

- Reviewed the wage document for all full-time and part-time employees of the Village of Bluffton. The committee affirmed the 4% increase retroactive to January 1, 2026.
- Discussed a previously signed document for Village police officer. Chief Burkholder asked for some modification to that document. Village Fiscal Officer agreed with these requests and the committee voted in favor of those adjustments.
- Body Cameras. The village will soon be receiving their new body cameras. Before they can be placed into service, we must have a policy approved by Council, Chief Burkholder and Lt. Oglesbee provided a copy of another local police department as a reference. They asked the committee to review the handout. We agreed to meet again soon with the goal to begin using these cameras on May 1, 2026.

Meeting ended at 5:50pm

Phill Talavinia

Ben Hill

Feb 24, 2026

Utility Meeting

Start: 6:15 pm End: 7:38 pm

Present: Joe Sehlhorst, Ben Hill, Mayor Johnson, Admin. Jesse Blackburn, Fiscal Officer Kevin Nickel; Guest: Waterworth Rep: Ana McGrath via Zoom

Topic: Continuous Utility Rate Management Discussion

Village administration has been conversing with Waterworth about utility rate management.

Key features that Waterworth can provide include:

- Long-Term Financial Model
- Asset Replacement Schedule
- Cost of Service Analysis
- Rate Design
- Scenario Exploration

Benefits include:

- Save Time and Aggravation
- Leverage Data to Drive Better Decisions
- Ensure Long-Term Financial Sustainability
- Leverage Professional Support That's Tailored to Bluffton

After the presentation with Ana from Waterworth and discussion with administration, the utility committee recommends that we enter into a contract with Waterworth for assistance with continuous utility rate management.

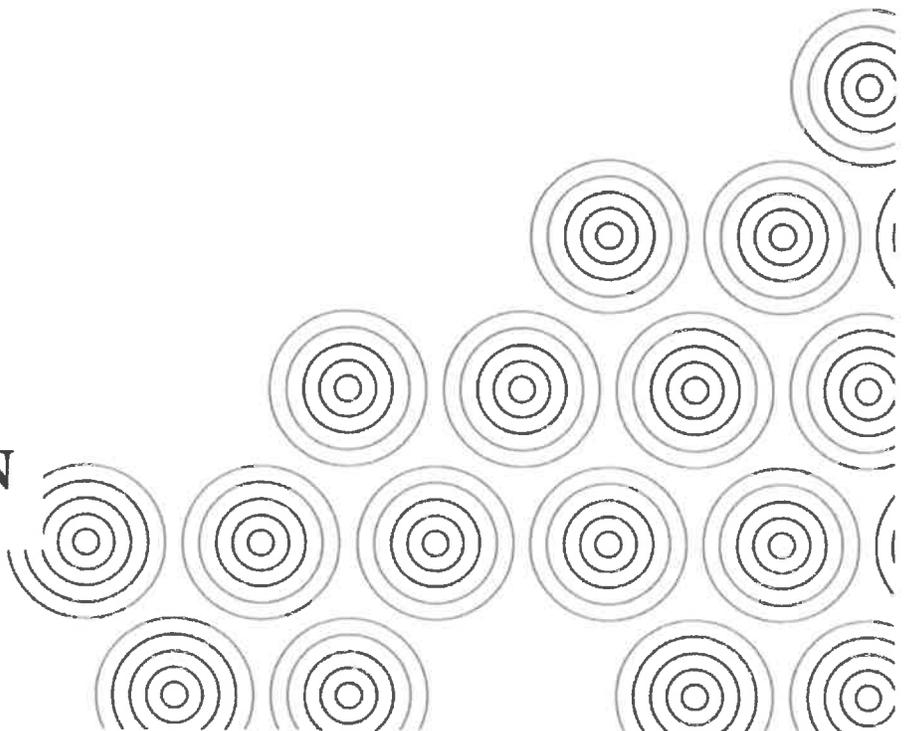


W A T E R W O R T H TM

Continuous Utility Rate Management

Bluffton, OH
Prepared by: Ana McGrath
anam@waterworth.net
(206)-803-2044

Date: February 4th, 2026



OUR MISSION

Empowering financially sustainable local government services and winning back the public trust.

Based on conversations with Bluffton staff, we understand your key goal is:

Generate sufficient revenue from utility rates for long-term capital needs.

Ensure revenue from utility rates meets revenue requirements while protecting customer affordability.

Related priorities:

- **Proactively renew and replace aging infrastructure**
- **Clearly identify long-term capital plans**
- **Understand the impacts on utility rates**
- **Ensure services remain affordable for the community**
- **Be prepared to support growth**
- **Present data-driven recommendations**
- **Maintain good communication between staff, the Council, and the public**

Waterworth can help achieve these goals and priorities through **Continuous Utility Rate Management.**

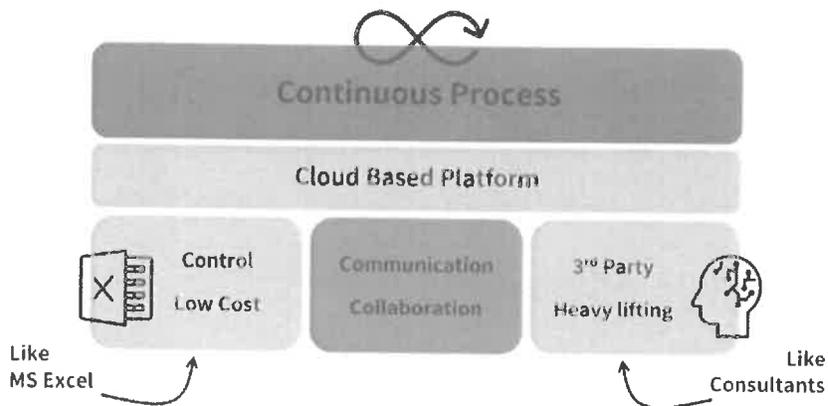
Continuous Utility Rate Management

What is it?

There are two methods of rates management commonly used today. When people want total control and low cost, they build in-house models with Microsoft Excel. We all love Excel - you can build what you want, it's flexible and practically free. It also has headaches. With Waterworth you have the control but without the headaches that come with maintaining an Excel spreadsheet. It's easy to use and very cost effective.

Other communities use rate consultants. They do an excellent job. They're experts and bring credibility to a council presentation. Similarly, the Waterworth team can step in as needed to do the heavy lifting and facilitate communications and action among staff and your elected officials.

Waterworth also addresses a critical gap by enabling easy Communication & Collaboration between individual departments, city administration and elected officials. With Waterworth, options can be carefully and efficiently reviewed, updated, reported on, compared with other scenarios. You can communicate difficult financial stories with ease so Council and the public can really buy in to the right decisions.



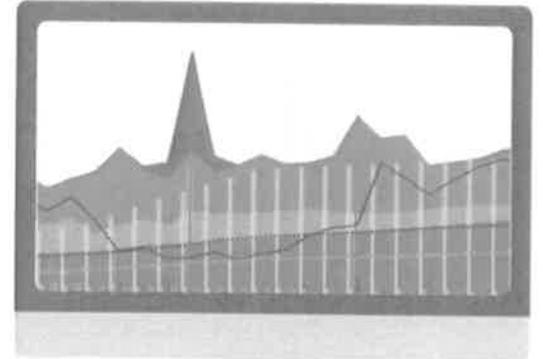
The thing our customers love the most is how we enable Continuous Rate Management. Rate studies are static in time. But variables keep changing - inflation is high, projects are getting repriced and reshuffled, interest rates fluctuate, sometimes you might get a grant, but you don't want to plan on it.

With Waterworth, you can stay in total control of all the moving parts while keeping everyone on the same page. This makes managing rates effortless and builds a synergistic relationship between city and elected officials.

KEY FEATURES

LONG-TERM FINANCIAL MODEL

Develop a full-cost recovery model to understand long-term revenue requirements. Integrate CIP, Master Plans, and future capital reinvestment budgeting along with debt service scenarios, cash reserve policies, and tie it all back to a rate schedule.



ASSET REPLACEMENT SCHEDULE

Leverage your GIS data to produce a long-term asset replacement schedule to understand the cost of sustainable ownership, and benchmark how much to invest annually in capital renewal to avoid emergencies and preserve intergenerational equity.

COST OF SERVICE ANALYSIS (Included in Option 3)

Review historical demand patterns and work towards a true cost-of-service model for each customer category including wholesale customers. Explore cost reallocation scenarios to see how you can make rates more equitable.

RATE DESIGN

Onboard billing data, analyze your current rate structure, easily model new rate structure options and immediately visualize the billing impacts of various options – what the changes will mean for revenues and affordability for residents.

SCENARIO EXPLORATION

Perhaps one of the most powerful features is the ability to quickly create and manage scenarios, compare them visually using 3 comparative modes (difference, side-by-side, overlay) and combine scenarios from different service areas into one complete organization-wide model.

SAVE TIME AND AGGRAVATION

Take pride in telling a better financial story. This makes communicating tough, complex issues easier leading to more efficient conversations. In the end, smarter decisions are made more quickly and with very little effort. Everyone saves time and aggravation.



LEVERAGE YOUR DATA TO DRIVE BETTER DECISIONS

Up-to-date data reflects the real-world circumstances of your community so you can have confidence that analysis and recommendations plot the best path forward in real-time. Waterworth is compatible with many other systems, so onboarding is relatively easy.



ENSURE LONG-TERM FINANCIAL SUSTAINABILITY

Plan for intergenerational equity by first determining long-term cost of sustainable ownership of infrastructure. Then become financially resilient and mitigate uncertainty about future events through better planning by developing and exploring scenarios.

LEVERAGE PROFESSIONAL SUPPORT THAT'S TAILORED TO YOU

Short-staffed? Think of us as a specialized part of your team. We're here to make sure you are asking the right questions and making progress towards community goals. Support is here, whenever and however you need it: we'll assist with data needs, analysis, scenario exploration, presentation, and succession.

We've got your back!

UNLIMITED SUPPORT & ADVISING

Included with all services. We're here for you by chat, email, phone or zoom as much or as little as needed to ensure you meet your goals.

- Unlimited 1:1 coaching with all included tools
- Expert advice with Financial Modeling, Cost of Service Analysis, Infrastructure Analysis and Rate Design
- Onboarding and refining of external financial model or Pro Forma into Waterworth's financial model
- Assistance with project management and organization to help meet deadlines and stay on track of priorities
- Training for effective communication with elected officials and between departments
- Assistance with analysis of complex datasets, and impact analysis of any scenarios or proposed changes
- Assistance with presenting models internally or to Boards/Councils
- Assistance with onboarding instructions for Assets, Population, Flows or Billing Data
- Training of new staff on Waterworth
- Facilitating succession transitions

METHODOLOGY

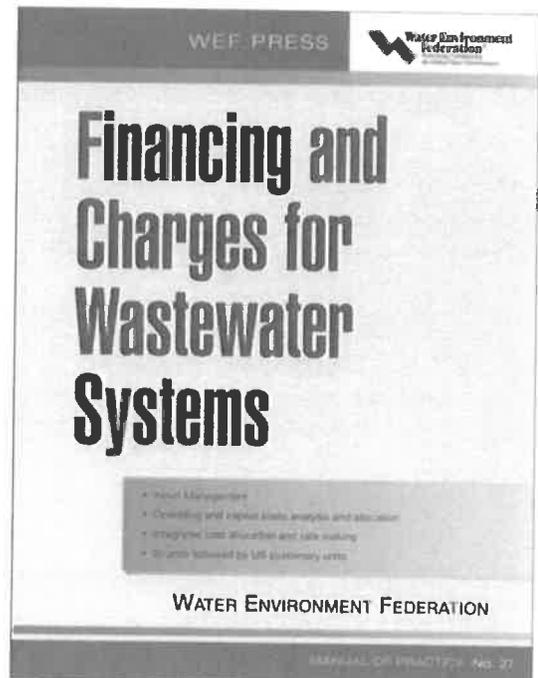
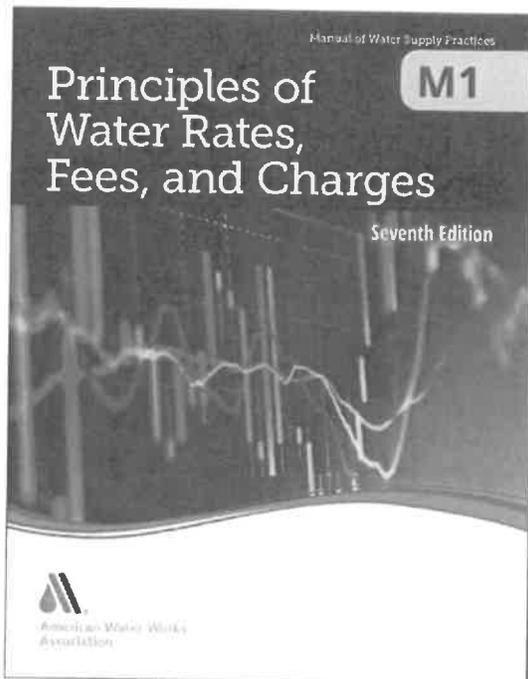
Waterworth is based on the fundamentals of rate design as outlined in AWWA M1 and WEF 27.

These manuals set the industry accepted standard practices in financial planning and rate making to establish cost-based rates, fees, and charges to recover the full costs associated with utilities.



American Water Works Association

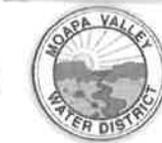
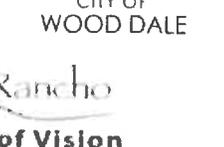
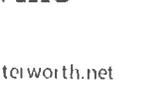
Dedicated to the World's Most Important Resource®



WHO ELSE DOES THIS?

Waterworth is trusted by over 400 cities and towns across North America.



 <p>ROSS COUNTY WATER COMPANY</p>	<p>CITY OF ST. CLOUD MINNESOTA</p>			
 <p>CITY OF TRAVERSE CITY</p>				
 <p>LEON VALLEY</p>				
 <p>SAINT PAUL MINNESOTA</p>				
 <p>CITY OF Northglenn</p>	<p>© 2024 Muniworth Innovations dba Waterworth // waterworth.net</p>			

CLIENT TESTIMONIALS

“We informed our Board that inflation has severely impacted the costs of our capital projects, and it became clear that without a \$7,000,000 bond, we would be in trouble. It is amazing how much easier this process is now that we have Waterworth. Whenever we have discussions with our Board we use Waterworth to review and explore options. Because we do this frequently, the board is familiar with the model and so they trust in Waterworth. The discussion regarding the need to obtain the \$7,000,000 bond lasted less than 10 minutes.”

Wes Smith, CFO
Virgin Valley Water District, Nevada



“What’s great about Waterworth is that I don’t have to wait for a consultant and compile all kinds of information. I can go into my model and get a snapshot of what I’m looking at... it’s the convenience of being able to get the information I need quickly and whenever I want.”



Yvonne Acuña, Assistant Finance Director
City of Leon Valley, Texas

Lisa Vollbrecht, Public Utilities Director
City of St. Cloud, Minnesota



“We’ve been trying to do this on our own for 10 years, to have something so turnkey was just an absolute blessing.”

LFM + Rate Design
ANNUAL SUBSCRIPTION

Item	Description	Total Price
Rate Design Financial Model Asset Features Scenario Exploration	Software Access to Wastewater Service Area Unlimited Support and Advising for Wastewater	\$4,400
Rate Design Financial Model Asset Features Scenario Exploration	Software Access to Water Service Area Unlimited Support and Advising for Water	\$4,400
Total USD		\$8,800

Included:

- Implementation
- Unlimited User Licenses
- Unlimited Support and Advising
- Training
- Workshop Facilitation
- Presentation
- Assistance with: Data Onboarding, Data Analysis, Scenario Exploration



Service areas include Water, Wastewater, Stormwater, Airport, Fire Rescue, Solid Waste, Roads, Fleet, General Fund, Electric, Marinas, Recycling, and many more municipal services!

Subscription effective date is on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before the anniversary of the effective date. Prices set to increase by 5% per year.

LFM + Rate Design
2-Year Subscription

Modules	Description	Annual Price	Cumulative Price
Financial Model Rate Design Asset Features Scenario Exploration	Software Access to Water & Wastewater Unlimited Support and Advising 24 -Month Subscription – upfront payment to receive discount	\$8,800	\$17,600
		10% Discount (-5% inflation)	-\$440 (-\$1,760)
		Total Savings	\$2,200
		Total USD	\$15,840

3-Year Subscription

Modules	Description	Annual Price	Cumulative Price
Financial Model Rate Design Asset Features Scenario Exploration	Software Access to Water & Wastewater Unlimited Support and Advising 36- Month Subscription – upfront payment to receive discount	\$8,800	\$26,400
		15% Discount (-5% inflation)	\$3,960 (-\$1,342)
		Total Savings	\$5,302
		Total USD	\$22,440

Note: The Subscriber may terminate the Subscription at any time. Upon termination, Muniworth will reimburse the Subscriber pro-rata for the remaining unused years of the Subscription, calculated at a rate of 75% of the remaining balance of the Subscription Fee for the unused years.

Subscription effective date is on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before subscription end date. Prices set to increase by 5% per year.

Full Package
ANNUAL SUBSCRIPTION

Item	Description	Total Price
Rate Design Cost of Service Financial Model Asset Features Scenario Exploration	Software Access to Wastewater Service Area Unlimited Support and Advising for Wastewater	\$5,200
Rate Design Cost of Service Financial Model Asset Features Scenario Exploration	Software Access to Water Service Area Unlimited Support and Advising for Water	\$5,200
Total USD		\$10,400

Included:

- Implementation
- Unlimited User Licenses
- Unlimited Support and Advising
- Training
- Workshop Facilitation
- Presentation
- Assistance with: Data Onboarding, Data Analysis, Scenario Exploration



Service areas include Water, Wastewater, Stormwater, Airport, Fire Rescue, Solid Waste, Roads, Fleet, General Fund, Electric, Marinas, Recycling, and many more municipal services!

Subscription effective date is on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before the anniversary of the effective date. Prices set to increase by 5% per year.



MUNIWORTH

Waterworth's sister solution, **Muniworth** brings the same analytical and financial planning power to all of your publicly funded services.

Muniworth is an easy-to-use cloud-based analytics platform that uses data visualization to make analysis, planning and communication about funding key infrastructure easier for everyone to understand and talk about.

Along with experienced advising and professional support, Muniworth makes your job easier.

- Easily communicate city-wide capital needs
- Develop a comprehensive financial plan
- View aggregated analysis across departments and entire organization
- Visualize data consistently
- Ensure sufficient funding for all services

Service areas include: Streets, Facilities, Fleet, Parking, Landfill, Solid Waste, Recycling, Public Safety, Fire, Airport, Marina, and many more, in addition to General Fund.



Anthony Theodorou, Engineer
KLJ Engineerin;



"We're figuring out how to overlap these things, to see when water and sewer projects are coming up... and how they'll line up with our road projects. In Muniworth, you can jump in and out of those different utilities."

February 27, 2026

Finance Committee Meeting

Time 11:15am

Present: Phill Talavinia, Ben Hill

Staff: Rich Johnson, Jesse Blackburn, Kevin Nickel, Chief Ryan Burkholder, Chief Noah Babcock

Topic: 2026 Budget Allocations

The committee met to review the 2026 budget allocations that the fiscal officer had prepared. The committee had several questions but otherwise was pleased with what was presented.

This will be presented to Council at the first March meeting.

Meeting adjourned at 12:00pm

ORDINANCE NO. 02 -2026

AN ORDINANCE APPROVING THE ANNUAL APPROPRIATIONS FOR THE 2026 FISCAL YEAR FOR THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds for the 2026 Fiscal Year for the Village of Bluffton, Ohio.

WHEREAS, an emergency exists in that the timeliness of the approval of the Annual Appropriations is necessary for the preservation of the health, safety and welfare of the citizens of the Village of Bluffton, Ohio;

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

SECTION 1: The attached Exhibit A shall be approved as the Annual Appropriations for the Village of Bluffton, Ohio, for the 2026 Fiscal Year. The approved level of control for appropriations is at the fund, function level.

SECTION 2: That an emergency exists for the reasons set forth in this Ordinance.

SECTION 3: The effective date of these appropriations shall be March 23, 2026.

SECTION 4: 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 _____, 2026 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

VILLAGE OF BLUFFTON 2026 APPROPRIATIONS
 Exhibit A

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Permanent 2026 AMOUNT
GENERAL FUND:		
POLICE EXPENSES		
	PERSONAL SERVICES	799,235.00
	EMPLOYEE BENEFITS	314,472.00
	OPERATING	108,498.00
TOTAL		1,222,205.00
FIRE EXPENSES		
	PERSONAL SERVICES	28,270.00
	EMPLOYEE BENEFITS	2,957.00
	OPERATING	55,133.00
TOTAL		86,360.00
STREET & LIGHTING EXPENSES		
	OPERATING	92,905.00
TOTAL		92,905.00
RESCUE EXPENSES		
	PERSONAL SERVICES	765,000.00
	EMPLOYEE BENEFITS	214,594.00
	OPERATING	96,933.00
TOTAL		1,076,527.00
DISPATCHER EXPENSES		
	MISC. SERVICES	58,149.00
COUNTY HEALTH DISTRICT EXPENSES		
	PROFESSIONAL SERVICES	19,000.00
MOSQUITO CONTROL EXPENSES		
	MOSQUITO CONTROL	15,372.00
CULTURAL AFFAIRS EXPENSES		
A1-3C-52390	MISC. SERVICES	11,000.00
POOL EXPENSES		
	PERSONAL SERVICES	81,496.00
	EMPLOYEE BENEFITS	12,609.00
	OPERATING	67,516.00
TOTAL		161,621.00
BRUSH DUMP EXPENSES		
	OPERATING	15,000.00
TOTAL		15,000.00

STORM SEWER EXPENSES

A1-6D-52550	STORM SEWERS	-
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SIDEWALKS EXPENSES

A1-6G-52550	SIDEWALK PROGRAM	20,000.00
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AIRPORT EXPENSES

A1-6X-52390	MISC SERVICES	70,250.00
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A1-6X-52430	REPAIR & MAINTENANCE	4,000.00
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A1-6X-52550	RUNWAY LIGHT PROJECT	-
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TOTAL		74,250.00
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MAYOR/ADMIN EXPENSES

PERSONAL SERVICES	208,099.00
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EMPLOYEE BENEFITS	72,184.00
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OPERATING	149,001.00
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TOTAL	429,284.00
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LEGISLATIVE EXPENSE

PERSONAL SERVICES	24,000.00
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EMPLOYEE BENEFITS	4,340.00
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OPERATING	-
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TOTAL	28,340.00
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MAYOR'S COURT EXPENSE

COURT COSTS	-
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FISCAL OFFICER'S EXPENSE

PERSONAL SERVICES	86,896.00
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EMPLOYEE BENEFITS	33,195.00
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OPERATING	18,454.00
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TOTAL	138,545.00
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LAND & BUILDINGS EXPENSE

PERSONAL SERVICES	22,202.00
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EMPLOYEE BENEFITS	3,559.00
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OPERATING	165,546.00
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TOTAL	191,307.00
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ECONOMIC DEVELOPMENT EXPENSE

MISC CONTRACTUAL SERV	26,500.00
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AUDITOR & TREASURER FEES EXPENSE

PROFESSIONAL SERVICES	10,000.00
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DELINQUENT LAND ADVERTISING EXPENSE

PUBLISHING	-
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AUDITOR'S EXPENSE		
	PROFESSIONAL SERVICES	16,598.00
INCOME TAX ADMIN. EXPENSE		
	PERSONAL SERVICES	62,155.00
	EMPLOYEE BENEFITS	22,912.00
	OPERATING	76,217.00
TOTAL		161,284.00
SAFETY EXPENSE		
	MISC. SERVICES	-
OTHER EXPENSE		
	OPERATING	142,334.00
	TRANSFERS	1,252,100.00
	ADVANCES	-
TOTAL		1,394,434.00
TOTAL GENERAL FUND EXPENSES		5,248,681.00
STREET MAINTENANCE EXPENSE		
	PERSONAL SERVICES	180,111.00
	EMPLOYEE BENEFITS	76,723.00
	OPERATING	2,358,179.00
TOTAL		2,615,013.00
SNOW REMOVAL EXPENSE		
	OPERATING SUPPLIES	10,000.00
	REPAIR & MAINTENANCE	-
TOTAL		10,000.00
TOTAL STREET FUND EXPENSES		2,625,013.00
STATE HIGHWAY EXPENSES		
	OPERATING	51,000.00
TOTAL EXPENSE		51,000.00
CEMETERY EXPENSES		
	PERSONAL SERVICE	5,992.00
	EMPLOYEE BENEFITS	933.00
	MISC. SERVICES	36,376.00
TOTAL EXPENSES		43,301.00

PARK EXPENSES

	OPERATING SUPPLIES	1,342,213.00
TOTAL EXPENSES		1,342,213.00

BENROTH BRIDGE EXPENSES

B5-6G-52430	MAINTENANCE	20,000.00
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COURT COMPUTER EXPENSES

B7-1A-52420	OPERATING SUPPLIES	-
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DUI ENFORCEMENT EXPENSES

B8-1A-52390	TRAINING	-
B8-1A-52420	OPERATING SUPPLIES	-
TOTAL EXPENSES		-

PERMISSIVE LICENSE FUND

B9-6A-52550	STREET CONSTRUCTION	-
TOTAL EXPENSES		-

BLUFFTON IN BLOOM FUND

C4-1A-52390	MISC SVC	25,000.00
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AMERICAN RESCUE PLAN ACT

C5-5J-52560	SYSTEM EXPANSION	-
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STORM SEWER IMPROVEMENT EXPENSES

D2-6D-52390	MISC. SERVICES	-
D2-6D-52550	STORM SEWERS	20,000.00
TOTAL EXPENSES		20,000.00

FIRE & RESCUE IMPROVEMENT FUND

D3-1B-52520	EQUIPMENT	104,396.00
TOTAL EXPENSES		104,396.00

POOL IMPROVEMENT FUND

D4-3D-52510	POOL CAPITAL ITEMS	115,000.00
TOTAL EXPENSES		115,000.00

EQUIPMENT REPLACEMENT EXPENSES

D5-1F-52520	EQUIPMENT	80,000.00
D5-5X-52610	PRINCIPAL	-
TOTAL EXPENSES		80,000.00

AIRPORT IMPROVEMENT EXPENSES

	OPERATING	1,154,163.00
Total		1,154,163.00
TOWN HALL IMPROVEMENT EXPENSES		
D8-7E-52510	BUILDING IMPR.	116,000.00
POLICE EQUIPMENT EXPENSES		
D9-1A-52520	POLICE EQUIPMENT REPLACEMENT	190,886.00
TOTAL EXPENSES		190,886.00
WATER EXPENSES		
	PERSONAL SERVICES	112,670.00
	EMPLOYEE BENEFITS	53,456.00
	OPERATING	954,586.00
E1-5X-52710	TRANSFERS	-
TOTAL EXPENSES		1,120,712.00
SEWER FUND EXPENSES		
	PERSONAL SERVICES	165,185.00
	EMPLOYEE BENEFITS	59,865.00
	OPERATING	469,464.00
	TRANSFERS	225,000.00
TOTAL EXPENSES		919,514.00
REFUSE FUND EXPENSES		
E7-5K-52390	REFUSE SERVICE	356,379.00
TOTAL EXPENSES		
WATER/ SEWER IMPROVEMENT FUND EXPENSES		
	OPERATING	865,002.00
	DEBT	1,098,878.00
TOTAL EXPENSES		1,963,880.00
COMMUNITY EVENTS FUND		
F2-0I-41920	TRANSFERS	-
COMMUNITY EVENTS EXPENSES		
F2-1A-52390	MISC SERVICES	30,000.00
POLICE CONTINUING TRAINING		
F4-1A-52390	TRAINING	14,000.00
NATIONAL NIGHT OUT		
F6-6B-52420	OPERATING SUPPLIES	4,500.00

SHANNON CEMETERY

F7-1A-52390 MISC SERVICES -

POLICE K9

F8-1A-52390 K9 EXPENSES -

ONE OHIO OPIOD

OPERATING 4,000.00

FALLEN OFFICER MEMORIAL

OPERATING 500.00

POLICE UNITY TOUR

OPERATING 500.00

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

**RESOLUTION NO. 05-2026
VILLAGE OF BLUFFTON, OHIO**

A RESOLUTION ESTABLISHING PAY INCREASES TO THE WAGES/SALARIES OF CERTAIN VILLAGE EMPLOYEES OF THE VILLAGE OF BLUFFTON, OHIO AND DECLARING AN EMERGENCY.

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 effective immediately upon adoption of this Resolution, the wages and or salaries of Village employees shall be increased effective January 1, 2026 as presented in Exhibit A.

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 _____, 2026 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

RESOLUTION NO. 05- 2026 (A)
VILLAGE OF BLUFFTON, OHIO

Pay Increases Effective on January 1, 2026

Jan Basinger – Public Works Department

Old Base Wage : \$35.24/hr New Base Wage : \$36.65/hr

Nathan Jordan – Public Works Department

Old Base Wage : \$32.84/hr New Base Wage : \$34.15/hr

Scott Phillips – Public Works Department

Old Base Wage : \$35.52/hr New Base Wage : \$36.94/hr

Clint Dailey – Public Works Department

Old Base Wage : \$27.14/hr New Base Wage : \$28.22/hr

Kyle Swank – Public Works Department

Old Base Wage : \$25.82/hr New Base Wage : \$26.85/hr

Logan Fruchey – Public Works Department

Old Base Wage : \$25.85/hr New Base Wage : \$26.88/hr

Bryan Lloyd – Assistant Administrator

Old Base Wage : \$86,219.74/Year New Base Wage : \$89,668.53/Year

Jesse Blackburn – Administrator

Old Base Wage : \$90,275.84/Year New Base Wage : \$93,886.87/Year

Kevin Nickel – Fiscal Officer

Old Base Wage : \$82,713.61/Year New Base Wage : \$86,022.15/Year

Noah Babcock - EMS Chief

Old Base Wage : \$70,000.00/Year New Base Wage : \$72,800.00/Year

Caleb Brough - Paramedic

Old Base Wage : \$23.00/hr New Base Wage : \$23.92/hr

Christopher Cline - Paramedic

Old Base Wage : \$25.00/hr New Base Wage : \$26/hr

Kameryn Cline - EMT

Old Base Wage : \$18.00/hr New Base Wage : \$18.72/hr

Rachel Mathewson - EMT

Old Base Wage : \$18.65/hr New Base Wage : \$19.4/hr

Amanda Mortimer - EMT

Old Base Wage : \$20.15/hr New Base Wage : \$20.96/hr

Matthew Stock - Paramedic

Old Base Wage : \$24.00/hr New Base Wage : \$24.96/hr

Ryan Burkholder – Police Chief

Old Base Wage : \$87,304.10/Year New Base Wage : \$90,796.26/Year

Mathew Oglesbee – Police Lieutenant

Old Base Wage : \$82,788.09/Year New Base Wage : \$86,099.61/Year

Tyler Hochstetler – Police Sergeant

Old Base Wage : \$73,754.86/Year New Base Wage : 76,705.05/Year

Hope Hannah – Patrol Officer

Old Base Wage : \$30.35/hr New Base Wage : \$31.56/hr

Abigail Michael – Patrol Officer

Old Base Wage : \$30.35/hr New Base Wage : \$31.56/hr

Eric Rayle – Patrol Officer

Old Base Wage : \$29.68/hr New Base Wage : \$30.87/hr

Skyler Noble – Patrol Officer

Old Base Wage : \$28.23/hr New Base Wage : \$29.35/hr

Brianna Kill – Patrol Officer

Old Base Wage : \$27.71/hr New Base Wage : \$28.82/hr

Austin Probst – Patrol Officer

Old Base Wage : \$26.50/hr New Base Wage : \$27.56/hr

Ross Zimmerman – Patrol Officer

Old Base Wage : \$25.00/hr New Base Wage : \$25.5/hr

Izak Ackerman – Patrol Officer

Old Base Wage : \$26.00/hr New Base Wage : \$27.04/hr

Angie Essinger – Utility Clerk

Old Base Wage : \$25.24/hr New Base Wage : \$26.25/hr

Rhonda Hohenbrink – Income Tax Administrator

Old Base Wage : \$27.12/hr New Base Wage : \$28.2/hr

Greg Probst – Cemetery Sexton

Old Base Wage : \$5,200.00/Year New Base Wage : \$5,408.00/Year

Richard Lichtle - Seasonal Mower

Old Base Wage : \$16.64/hr New Base Wage : \$17.31/hr

Chris Schroeder - Seasonal Mower

Old Base Wage : \$15.60/hr New Base Wage : \$16.22/hr

Charles Montgomery – Part-time Patrol Officer

Old Base Wage : \$21.63/hr New Base Wage : \$22.5/hr

Elliott Tyzzer – Part-time Patrol Officer

Old Base Wage : \$21.63/hr New Base Wage : \$22.5/hr

Troy Hartzog – Part-time Patrol Officer

Old Base Wage :	\$21.63/hr	New Base Wage :	\$22.5/hr
Jon Kinn - Fire Chief			
Old Base Wage :	\$6,139.48/yr	New Base Wage :	\$6385.06/yr
Nathan Jordan - Assistant Fire Chief			
Old Base Wage :	\$982.32/yr	New Base Wage :	\$1021.61/yr
Tony Pinks - Fire Captain & Secretary/Treasurer			
Old Base Wage :	\$552.55/yr	New Base Wage :	\$574.65/yr
Tim Essinger - Fire Captain			
Old Base Wage :	\$368.37/yr	New Base Wage :	\$383.1/yr
Blane Miller - Fire Lieutenant			
Old Base Wage :	\$184.18/yr	New Base Wage :	\$191.55/yr
Firefighters			
Old Base Wage :	\$16.64/hr	New Base Wage :	\$17.31/hr
BLS - EMT			
Old Base Wage :	\$16.00/hr	New Base Wage :	\$16/hr
ALS 1 - AEMT			
Old Base Wage :	\$18.00/hr	New Base Wage :	\$18/hr
ALS 2 - Paramedic			
Old Base Wage :	\$20.00/hr	New Base Wage :	\$20/hr
Jan Basinger - EMS Assistant Chief			
Old Base Wage :	\$3,600.00/yr	New Base Wage :	\$3744/yr
Chris Cline - EMS Training Coordinator			
Old Base Wage :	\$2,400.00/yr	New Base Wage :	\$2496/yr
Jan Basinger - Part-Time AEMT			
Old Base Wage :	\$19.15/hr	New Base Wage :	\$19.92/yr
Rory Stauber - Part-Time AEMT			
Old Base Wage :	\$18.00/hr	New Base Wage :	\$18.72/yr
Shawn McFarland - Part-Time AEMT			
Old Base Wage :	\$18.75/hr	New Base Wage :	\$19.5/yr
Brendan Fry - Part-Time AEMT			
Old Base Wage :	\$19.10/hr	New Base Wage :	\$19.86/yr
Eric Wilkins - Part-Time EMT			
Old Base Wage :	\$16.00/hr	New Base Wage :	\$16.64/yr
Robin McDowell - Part-Time EMT			
Old Base Wage :	\$16.00/hr	New Base Wage :	\$16.64/yr

Village of Bluffton

Administration Report

To: Mayor Johnson & Council Members



03-09-26

Construction Projects:

S.R. 103 Roundabout:

Pay Application #2 has been approved & included:

- \$112,755.89 to Hohenbrink Excavating: 60% DOD, 16% ODOT Jobs & Commerce, 24% OPWC
- \$41,399.76 disbursement from OPWC to Bluffton = 24% of the cost to relocate HWE line.

Construction update:

W. Elm St. Reconstruction –Spring of 26

Sidewalks and curb & gutter along W. Elm St from Spring St. to Lawn Ave are being reconstructed to match the layout from Spring St to Bentley Rd. Design will include new tree lawn area, sidewalks, curbs, ADA compliant curb ramps & drive entrances

Grove Rd. Bridge Replacement: - Summer-Fall of 2026

Construction dates have not been set. More updates to come.

N. Main St. Reconstruction – 2027

Planned construction project for 2027 is to coordinate the reconstruction of N. Main St from Snider Rd. to Riley St. while the Allen County Engineer is rebuilding the bridges over the Riley Creek and Marsh Run on N. Main St. Request meeting with Streets, Alleys, Lights & Sidewalk Committee to further discuss this project and engineering costs.

Board of Zoning & Building Appeals:

Notice is hereby given of a public hearing before the Bluffton Board of Zoning and Building Appeals on Monday March 16, 2026, at 5:30 pm. The hearing will be held at the Bluffton Town Hall in the Third-floor community room, 154 North Main Street, Bluffton, Ohio. The purpose of the meeting is to consider the following:

- The property owner at 400 W. Elm Street is requesting a dimensional variance related to the construction of a detached accessory garage. The request involves relief from the required rear yard and side yard setback requirements applicable to accessory buildings in residential districts, as governed by §153.047, and the applicable yard standards set forth in §153.083 and §153.084 of the Bluffton Codified Ordinances.
- The property owners at 107 W. College Avenue are requesting a dimensional variance related to a proposed building addition. The request seeks relief from the required rear yard and side yard setback requirements applicable to the C-I Commercial District, as established in §153.145 of the Bluffton Codified Ordinances.
- The property owners at 262 State Route 103 are requesting a dimensional variance to permit the expansion of an existing parking lot utilizing stone surfacing. The request seeks relief from the hard-surfacing requirements for off-street parking areas as established in §153.307 of the Bluffton Codified Ordinances.

Seasonal Employees:

Request a motion from Council to hire Rick Lichtle and Chris Schroeder as Seasonal Employees for 2026.

Zoning Dept. Updates:

Mayor Johnson: