

# Village of Bluffton Council Meeting Agenda

April 27, 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, April 13, 2026.

## **Bills**

## **Public Comment: ONU Capstone Presentation**

### **Committee Reports**

Parks & Recreation – 04/22

### **Boards & Commissions**

Tree Commission – 03/30

Bluffton In Bloom – 04/14

Board of Zoning & Building Appeals – 04/20

## **LEGISLATION**

### **RESOLUTION NO. 10-2026**

#### **1<sup>st</sup> Reading**

#### **Emergency**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLUFFTON UNIVERSITY FOR THE DISPLAY OF THE BLUFFTON UNIVERSITY NAME AND LOGO ON THE VILLAGE'S EAST WATER TOWER, AND DECLARING AN EMERGENCY

### **RESOLUTION NO. 11-2026**

#### **1<sup>st</sup> Reading**

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE CONSTRUCTION OF A PUBLIC PICKLEBALL COMPLEX

## **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, April 27<sup>th</sup> at 7:00 pm – ONU Capstone presentation
- Council Meeting – Monday, May 11<sup>th</sup> at 7:00 pm

### **Public Comment**

### **Adjournment – Motion**

Village of Bluffton – Regular meeting April 13, 2026, at 7:00 p.m.

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

Gordon-Hancock motioned, seconded by Hill, to approve the minutes from the regular council meeting held on March 23, 2026. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Hill, to approve the bills as presented. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

2<sup>nd</sup> Reading:

Resolution 08-2026 – A Resolution authorizing the Village Administrator to advertise for public bids for the SR103 Southeast Water Main Loop Replacement Project and declaring an emergency.

Talavinia motioned to suspend the rules, seconded by Downey. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved. Stahl motioned to approve the resolution, seconded by Gordon-Hancock. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Resolution 09-2026 – A Resolution authorizing the Village Administrator to enter into a master services agreement with Butler, Fairman and Seufert, Inc. (BF&S) to serve as Airport Engineer for the Bluffton Airport and declaring an emergency. Downey motioned to suspend the rules, seconded by Gordon-Hancock. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved. Downey motioned to approve the resolution, seconded by Hill. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Hill, to approve the special event requests from the Bluffton Lions Club for the annual Stacks & Craft Show on May 16, 2026 and for the Memorial Day Parade on May 25, 2026. Franklin St. and Jackson St. around the High School and Middle School will be closed on May 16 from 7:00 am until 4:30 pm. The Memorial Day parade will run from Town Hall to Maple Grove Cemetery. Main St. and Columbus Grove Rd. will be closed beginning at 9:00am and will open following the parade. Roll Call: Yes (5) Downey, Gordon-Hancock, Hill, 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.

Bluffton in Bloom on Tuesday, April 14 at 7:00 p.m.

Board of Zoning & Building Appeals on Monday, April 20 at 5:00 p.m.

Council Meeting on Monday, April 27 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 4/27/2026 - Preliminary

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AMERICAN ELECTRIC POWER	3,311.66	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	222.75	Multiple	LIFE INSURANCE
ANTHEM BLUE CROSS BLUE SHIELD	29,059.22	Multiple	HEALTH INSURANCE
BLUFFTON AUTO REPAIR CENTER, LLC	342.57	Police	CRUISER MAINTENANCE
CHARTER COMMUNICATIONS	175.35	Multiple	INTERNET
CHARTER COMMUNICATIONS	53.03	Multiple	INTERNET
CINTAS	60.16	Administrative	UNIFORMS
CINTAS	80.07	Administrative	UNIFORMS
COUNTY ELECTRIC LLC	440.00	Land & Buildings	ANNUAL SERVICE
ELIZABETH SPRADLIN	330.00	Park	POND DYE & TACH PLATE
ENBRIDGE GAS OHIO	1,014.87	Multiple	NATURAL GAS
EUROFINS DRINKING WATER	75.00	Multiple	TESTING
EVERETT J PRESCOTT INC	2,767.14	Water	WATER METER COVERS & PIPE
FRESH ENCOUNTER CORPORATE	9.78	Administrative	SUPPLIES
FRUCHEY, LOGAN	299.17	Administrative	BOOTS
GARY'S REPAIR LLC	90.47	Park	MOWER REPAIRS & SERVICE
HANCOCK-WOOD ELECTRIC CO-OP	145.14	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	67.00	Multiple	ELECTRICITY
KALIDA TRUCK EQUIPMENT, INC.	72,900.00	Capital Improvements	NEW DUMP TRUCK
KLEEM	364.57	Street	STREET SIGNS
MID-OHIO RADAR CALIBRATION	120.00	Police	ANNUAL RADAR CALIBRATION
OHIO CAT	1,266.00	Administrative	LIFT RENTAL
OHIO CAT	1,284.00	Administrative	LIFT RENTAL
OTC INDUSTRIAL TECHNOLOGIES	7,059.00	Sewer	LIFT STATION PUMP
PERRY CORPORATION	3,749.54	Administrative	IT CONTRACT
PJ SPORTSWEAR	125.00	Street	DECALS FOR NEW DUMP TRUCK
RUMPKE	27,830.27	Refuse	TRASH SERVICES
SHELL FLEET PLUS	1,041.70	Multiple	FUEL
TYLER HOCHSTETLER	154.19	Police	LODGING & MEAL - OCJS CONFERENCE
UNITED STATES PLASTIC CORP.	1,306.65	Water	WATER PLANT C/2 REBUILD
USALCO	21,293.17	Sewer	ALUM
VILLAGE OF OTTAWA	49,257.75	Water	WATER
	<u>226,295.22</u>		
MARCH FIRE & EMS	9,692.99		
MEDICARE	140.54		
OPERS	983.01		
FICA	160.99		
BIWEEKLY PAYROLL 4/17/26	87,615.62		
MEDICARE	1,216.05		
OPERS	7,955.39		
OP&F	5,793.71		

Council Signature : \_\_\_\_\_

Date: \_\_\_\_\_

**Tree Commission**  
Village of Bluffton  
**30 March 2026**

**Present:** Jesse Blackburn, Becky Ramey, Jon Sommer, Ben Stahl, Jonathan Andreas, Radha Tague, Mayor Rich Johnson

## Urban Forest Planning and Care

### Inquiries and Proposals

#### **Shannon Cemetery Tree Planting**

The Sons of the American Revolution have reached out regarding the planting of a Liberty Tree (American Princeton Elm) at Shannon Cemetery.

Separately, the Ohio 250 initiative includes the planting of one White Oak in each county, which is also being considered for placement at Shannon Cemetery.

The cemetery curator has expressed a preference for setback placement of trees to prevent potential disturbance or displacement of headstones. The Tree Commission discussed the benefit of more central placement to provide shade within the cemetery grounds.

A preliminary approach was discussed in which the White Oak would be placed further recessed, while the American Elm would be positioned closer to the street. It was also suggested that a second Elm be planted to provide visual balance.

Jesse will follow up with the cemetery curator (Sue) to further coordinate placement considerations.

Radha will review inventory at Stratton Greenhouses to confirm availability of White Oak and American Elm trees. The commission will also evaluate the feasibility of sourcing more mature specimens to establish canopy presence more quickly.

#### **EMS Building**

The Tree Commission will reach out to the Fire Chief to coordinate tree siting, to ensure tree species and placement are appropriate to the location and satisfactory to the EMS staff. Tree locations will be marked for anticipated Spring planting.

## Arbor Day

#### **Arbor Day Planting – Shannon Cemetery**

An Arbor Day planting event has been scheduled for April 25 at 1:00 PM at Shannon Cemetery. The planting has been scheduled in the afternoon, to accommodate

participation by local Cub Scouts, who are eager to participate once more, after having helped plant last year's Arbor Day tree.

The event will involve the planting of the American Elm tree(s) and the White Oak at Shannon Cemetery, establishing two stately native species in recognition of the nation's history.

### **Next Meeting**

The next Tree Commission meeting will be scheduled following the Arbor Day planting event.

Parks & Rec - Minutes  
Village of Bluffton  
Bluffton YMCA  
April 22nd, 2026

Present: Council - Ben Stahl, Tom Downey  
Admin - Jesse Blackburn  
Public - Bluffton Ohio Pickleball Community Rep, Bluffton YMCA

Start: 7:00 End: 7:30  
Topics: Outdoor pickleball courts

Minutes:

- The committee continued to discuss ideas for outdoor pickleball courts with Larry Hoffman (for the Bluffton Ohio Pickleball Community) and Amy Byers (for the Bluffton YMCA), with an emphasis on how this project might impact the YMCA's current indoor pickleball activities.
- We also reviewed a partnership document similar to the arrangements we've made for disc golf and the dog park.
- Amy will bring the partnership document to the broader YMCA leadership and, if approved, the committee recommends council authorizing the administration to enter the agreement and start the work to apply for grant funding.

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Ben Stahl

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Tom Downey

## **RESOLUTION NO. 10–2026**

### **A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLUFFTON UNIVERSITY FOR THE DISPLAY OF THE BLUFFTON UNIVERSITY NAME AND LOGO ON THE VILLAGE’S EAST WATER TOWER, AND DECLARING AN EMERGENCY**

**WHEREAS**, the Village of Bluffton owns and maintains water storage towers as part of its municipal water distribution system; and

**WHEREAS**, Bluffton University has requested that its official name and logo be displayed on the Village’s East Water Tower located at 115 Citizens Parkway; and

**WHEREAS**, the Village has scheduled exterior renovation and painting of said water tower, creating an opportunity to incorporate the University’s name and logo into the project; and

**WHEREAS**, the Village has received a proposal for such logo painting services in the amount of Thirteen Thousand Dollars (\$13,000.00); and

**WHEREAS**, the parties have negotiated an agreement whereby Bluffton University will reimburse the Village for the full cost of the logo painting, with payment to be made in full by June 30, 2026; and

**WHEREAS**, Council finds that entering into said agreement is necessary and in the best interest of the Village of Bluffton to coordinate with the scheduled water tower rehabilitation project and avoid delay.

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

**SECTION 1:** The Mayor is hereby authorized and directed to enter into an agreement with Bluffton University for the display of the Bluffton University name and logo on the Village’s East Water Tower, in accordance with the agreement on file with the Village.

**SECTION 2:** The Mayor is further authorized to execute any necessary documents and take all actions required to implement and administer the agreement approved herein.

**SECTION 3:** 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 this Council and any of its committees that resulted in such formal action were conducted in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

**SECTION 4 – EMERGENCY CLAUSE:** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the citizens of the Village of Bluffton, Ohio, and for the further reason that timely execution of the agreement is required to coordinate with the water tower rehabilitation project and avoid delays; therefore, this Resolution shall take effect and be in force immediately upon its passage.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2026, by the Council of the Village of Bluffton, Ohio.

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Kevin Nickel, Fiscal Officer

\_\_\_\_\_

Richard Johnson, Mayor

Approved as to Form:

\_\_\_\_\_

Village Solicitor

## **RESOLUTION NO. 11-2026**

### **A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE CONSTRUCTION OF A PUBLIC PICKLEBALL COMPLEX**

**WHEREAS**, the Village of Bluffton seeks to expand public recreational opportunities and enhance community amenities for its residents; and

**WHEREAS**, the State of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes through the NatureWorks Grant Program; and

**WHEREAS**, the Village of Bluffton, in partnership with the Bluffton Family YMCA and the Bluffton Pickleball Community, proposes the construction of a public pickleball complex, including four (4) dedicated courts and supporting improvements such as fencing and ADA-accessible connections; and

**WHEREAS**, the proposed project will provide expanded recreational opportunities, promote community health and wellness, and support long-term public access to pickleball facilities within the Village; and

**WHEREAS**, the Village of Bluffton will serve as the applicant, project owner, and responsible entity for the administration of grant funds and completion of the project; and

**WHEREAS**, Council finds that submission of a grant application for said project is necessary and in the best interest of the Village of Bluffton.

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

**SECTION 1:** The Village Administrator is hereby authorized and directed to prepare, execute, and file an application with the Ohio Department of Natural Resources for financial assistance through the NatureWorks Grant Program for the construction of a public pickleball complex.

**SECTION 2:** The Village of Bluffton agrees to obligate the funds required to satisfactorily complete the proposed project and to comply with all requirements necessary to become eligible for reimbursement under the terms of the NatureWorks Grant Program.

**SECTION 3:** The Village Administrator is further authorized to execute any necessary documents and take all actions required to implement and administer the grant application if awarded the project.

**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 this Council and any of its committees that resulted in such formal action were conducted in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by the Council of the Village of Bluffton, Ohio.

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Kevin Nickel, Fiscal Officer

\_\_\_\_\_

Richard Johnson, Mayor

Approved as to Form:

\_\_\_\_\_

Village Solicitor

## **Village of Bluffton**

### **Administration Report**

To: Mayor Johnson & Council Members



**04-27-26**

### **Construction Projects:**

#### **S.R. 103 Roundabout:**

Construction update:

#### **W. Elm St. Improvements:**

### **Zoning Dept. Updates:**

#### **1. Lawn Mowing Season is upon us!**

##### **Friendly Mowing Reminders:**

- Regularly mow your lawn and maintain below 7"
- Best Practices - do not blow grass onto the street

**Spring Hydrant Flushing:** Has been completed

**Bluffton Pool 2026 Staff:** Recommend hiring the attached list of employees for the 2026 pool season. We are still working through some operational changes with pool concessions and may have additional changes to make at the next Council meeting

**Mayor Johnson: Applications for Special Events**

<b>Managers</b>	<b>Head Lifeguards</b>	<b>Lifeguards</b>	<b>Slide Guards</b>
Stephanie McMahon Amanda Speicher Xavier Diller Lena Brown Lily Schneck Ali Shilling Emily Granger Jackson Bowlus	Kate Klinger Cole Bowers	Owen Armstrong Kari Diller Jenna Downey Aaron Ungashick Taylin Goldman Charlie Boblitt Brady Shilling Andy Brodman Jessa Swank Gracie Warren Toby Yarnell Nathan Speicher Lyla Schneck Kari Lora Ari Bowling Selah Luginbill Bracyn Oglesbee Maddy Sterrett Ashton Ungashick Leah Granger Colt Sommers Brady Schneck Colton McGuire Camden Verb Ethan Roby Raelee Schwartz Logan Stechschulte Max Fritsch Lauren Dearth Emma Beach Ashley McLaughlin Haylie Dircksen Grant Schaublin	Hope Luginbill Audrey Brodman Kaelyn McCory Tate Goldman Reagan Shilling Brayden Warren Annabelle Orman Bennett Crosser Jillian Blackburn



# VILLAGE OF BLUFFTON

154 N. MAIN STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063  
419-358-2066

## APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Food Truck/Trailer on Main St DATE(S) OF EVENT: May 22nd, 2026  
 APPLICANT: Citizens National Bank CONTACT PERSON: Brandt Miller  
 APPLICANT'S ADDRESS: 102 S. Main St, Bluffton CONTACT'S PHONE: 419-358-8040 Ext. 162  
 E-MAIL ADDRESS (OPTIONAL): bmillier@cnbohio.com  
 LOCATION OF EVENT: 3 public parking spaces in front of CNB on Main St. for food trailer and radio van.  
 TIME(S) FOR EVENT: 8:00am-6:00pm for food truck - WKXA remote on site from 12:00 into the afternoon  
 DESCRIPTION OF EVENT: CNB is hosting WKXA for Blufftons Community Day. We would like to bring in a food vendor to enhance the exposure of the community day. Would like remote broadcast on sidewalk in front of bank.

### SERVICES REQUESTED FROM VILLAGE:

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: \_\_\_\_\_

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: \_\_\_\_\_

**Applicant must provide MAP of plans and any other information required.**

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
<u>Mom's Chuckwagon / Greg Lones - 567-371-9204</u>	<u>Food Truck/Trailer</u>
_____	_____
_____	_____
_____	_____

\* 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: *Brandt C Miller* DATE: 4/23/2026

**APPROVED**

MAYOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



# VILLAGE OF BLUFFTON

154 N. MAIN STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063  
419-358-2066

## APPLICATION FOR SPECIAL EVENTS

EVENT NAME: BHS Leo Club 5K Run/Walk DATE(S) OF EVENT: 23 May 2016  
 APPLICANT: Bluffton High School Leo Club CONTACT PERSON: Laura Dagani  
 APPLICANT'S ADDRESS: 106 West College Avenue CONTACT'S PHONE: 419-672-8618  
 E-MAIL ADDRESS (OPTIONAL): \_\_\_\_\_  
 LOCATION OF EVENT: Bluffton University Salzman Stadium  
 TIME(S) FOR EVENT: 0830 to 1130  
 DESCRIPTION OF EVENT: Community 5K and 1mile Walk with start time 9am on university track following Lions Pathway through Nature Preserve ending on track.

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

TRAFFIC CONTROL:  NUMBER OF OFFICERS REQUESTED: 1  
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: \_\_\_\_\_

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: Bluffton Exempted Village School District \* 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: Laura Dagani DATE: 20 March 2016

