

Village of Bluffton Council Meeting Agenda

July 28, 2025 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, July 14, 2025.

Bills

Public Hearing: 7:05 pm – Vine St. Vacation

Committee Reports

Parks & Recreation Committee – 07/14
Joint Finance & Safety Services Committee – 07/14

Boards & Commissions

Tree Commission 07/09
Planning Commission – 07/21

LEGISLATION

ORDINANCE NO. 09-2025

1st Reading

AN ORDINANCE TO VACATE A PORTION OF VINE STREET BETWEEN NORTH JACKSON STREET AND NORTH LAWN AVENUE AS REQUESTED BY BLUFFTON EXEMPTED VILLAGE SCHOOLS

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, July at 28th at 7:00 pm
- Public Hearing: Vine St. Vacation – Monday, July 28th at 7:05 pm
- Board of Zoning & Building Appeals Public Hearing – Thursday, July 31st at 5:00 PM
- Council Meeting – Monday, August 11th at 7:00 pm

Public Comment

Adjournment – Motion and Second

Village of Bluffton – Regular meeting July 14, 2025, at 7:00 p.m.

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

Cupples motioned, seconded by Sehlhorst, to approve the minutes from the regular council meeting held on June 23, 2025. Roll Call: Yes (3) Messrs: Cupples, Sehlhorst, and Steiner. No (0), Abstain (1) Stahl, motion approved.

Steiner motioned, seconded by Stahl, to approve the bills as presented. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

1st Reading:

Resolution 14-2025 – A Resolution of necessity for the West Elm Street Improvements Phase II Project and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Steiner. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved. Cupples motioned to adopt the Resolution, seconded by Stahl. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

Resolution 15-2025 – A Resolution authorizing the advertisement for public bid on the West Elm Street Improvements Phase II Project and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Steiner. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved. Stahl motioned to adopt the Resolution, seconded by Cupples. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

At 7:15, a public hearing was held for the 2026 annual budget.

Cupples motioned, seconded by Steiner, to exit the regular Council meeting and begin the public hearing for the 2026 budget. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

The Fiscal Officer reviewed the details of the proposed 2026 budget. Preliminary assumptions built into the budget include a payroll increase of 4% and a general expense increase of 5%.

Following review of the budget, Steiner motioned, seconded by Cupples, to close the public hearing and return to open session of Council. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Sehlhorst, to approve the budget as presented for submission to the Allen County Auditor. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

A request was presented by the Senior Citizen's Association of Bluffton to amend the revocable license from 2023 to include the construction of an awning on the back of their building that extends out approximately 2 feet into the public parking area. The awning will extend out the same distance as the accessible lift that was installed in 2023.

Steiner motioned, seconded by Sehlhorst, to amend the revocable license for the Senior Citizen's Association of Bluffton, Inc. issued in 2023 to include an awning extending out the same distance as the accessible lift. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

Cupples motioned, seconded by Stahl, to approve the special event request for the Senior Football Street Painting on the College Ave. bridge on July 27, 2025. College Ave. will be closed near the bridge from 5:00 – 8:00 p.m. for the event. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Cupples, to enter into executive session to consider confidential information related to negotiations with other political subdivisions respecting requests for economic development assistance under Section 701.07 (C)(2) and (C)(4) of the Ohio Revised Code related to an extension of utility services and that the executive session is necessary to protect the interest of the applicant. Council, Mayor, Solicitor, Village Administrator, Assistant Village Administrator, and Fiscal Officer present with no action expected. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Cupples, to exit executive session and return to open session. Roll Call: Yes (4) Messrs: Cupples, Sehlhorst, Stahl, Steiner. 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.

Council Meeting on Monday, July 28 at 7:00 p.m.

Public Hearing: Vine St. Vacation on Monday, July 28 at 7:05 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 7/28/2025

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AIM MEDIA MIDWEST	677.70	Administrative	PUBLISHING
AETNA	32,810.75	Multiple	HEALTH INSURANCE
ALLOWAY TESTING	1,775.00	Multiple	TESTING
ALLOWAY TESTING	2,699.00	Multiple	TESTING
ALLOWAY TESTING	340.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	1,795.79	Multiple	ELECTRICITY
BOBCAT COMPANY	250.00	Multiple	MINI EXCAVATOR RENTAL
CHARTER COMMUNICATIONS	40.00	Multiple	CABLE
CHARTER COMMUNICATIONS	183.95	Multiple	CABLE
CINTAS	83.86	Administrative	UNIFORMS
CINTAS	83.86	Administrative	UNIFORMS
COMMAND LLC	1,456.70	Fire	LADDER INSPECTIONS
DEGEN EXCAVATING CO., INC.	834.12	Water	AIRPORT WATER LINE
ENBRIDGE GAS OHIO	388.92	Multiple	NATURAL GAS
EVERETT J PRESCOTT INC	150.00	Water	1" WATER LINE - CTS
EVERETT J PRESCOTT INC	24.74	Water	HYDRANT PARTS
EVERETT J PRESCOTT INC	350.83	Water	SUPPLIES - CTS STIFFINER
GLOBAL ELECTRIC	3,279.12	Park	REPLACE POWER POLE
GLOBAL ELECTRIC	2,740.53	Sewer	LIFT STATION REPAIR
GLOBAL ELECTRIC	11,451.58	Pool	POOL REPAIR
GLOBAL INDUSTRIAL	956.89	Park	BOLLARDS
HANCOCK-WOOD ELECTRIC CO-OP	172.43	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	57.00	Multiple	ELECTRICITY
HAWKINS INC.	1,124.49	Pool	POOL CHEMICALS
INTERNAL REVENUE SERVICE	200.11	Administrative	2024 PCORI FEES
JBR PIPELINE LLC	1,500.00	Water	AIRPORT BORE
MASTERPIECE SIGNS & GRAPHICS, INC.	185.00	Park	EPA RECYCLE GRANT SIGNAGE
MISSION COMMUNICATION	694.80	Sewer	COLLECTIONS SYSTEM TELEMTRY
MONKEY AROUND RENTALS	840.00	Police	INFLATABLES - NNO
MURPHY TRACTOR & EQUIPMENT CO., INC.	764.92	Street	BACKHOE REPAIR
OHIO PEACE OFFICER TRAINING	475.00	Police	RED DOT TRAINING - RAYLE
OHIO PEACE OFFICER TRAINING	275.00	Police	TRAINING
OHIO VALLEY INTEGRATION SERVICES, INC.	1,097.45	Land & Buildings	TOWN HALL ENTRY DEVICE SERVICE
PERRY CORPORATION	157.96	Administrative	BATTERY BACK UP
PERRY CORPORATION	350.50	Administrative	TOWNHALL OUTDOOR ACCESS POINTS
POSITIVE PROMOTIONS	203.45	Police	2026 CALENDARS
POWER HOUSE ELECTRIC SUPPLY	193.22	Land & Buildings	LIGHTBULBS & SUPPLIES
PROGRESSIVE SWEEPING CONT. INC	2,310.37	Street	STREET SWEEPING
RHODES STATE COLLEGE	1,290.00	Rescue	TRAINING
RHONDA HOHENBRINK	118.30	Administrative	OML CONFERENCE MILEAGE
RUMPKE	27,565.43	Refuse	TRASH SERVICES
RUMPKE	27,300.59	Refuse	TRASH SERVICES
RYAN BURKHOLDER	207.90	Police	TRAVEL EXPENSES
SAM'S CLUB	1,093.76	Multiple	SUPPLIES
SARAH MELTON	300.00	Police	FACE PAINTING - NNO
SHELL FLEET PLUS	953.92	Multiple	FUEL
SMARTBILL	1,204.58	Multiple	BILLING SERVICES
STAPLES BUSINESS ADVANTAGE	206.29	Multiple	SUPPLIES

SUPERIOR UNIFORM SALES, INC.	145.29	Police	UNIFORMS
TAWA TREE MULCH DIVISION	495.20	Park	PLAYGROUND MULCH
THE LAWFT	135.00	Rescue	UNIFORMS
THE LAWFT	65.00	Police	UNIFORMS
THE LAWFT	508.00	Rescue	UNIFORMS
USA BLUE BOOK	262.50	Pool	CHEMICAL FEED SYSTEM PARTS
VETTER LUMBER	45.54	Pool	SUPPLIES
INCOME TAX REFUNDS	5,248.88	Administrative	INCOME TAX REFUNDS
	140,121.22		

BIWEEKLY PAYROLL 7/25/25	93,207.15
MEDICARE	1,298.68
OPERS	9,038.09
OP&F	5,324.10

Council Signature : _____

Date: _____

Village of Bluffton, Ohio

Statement of Cash from Revenue and Expense

From: 1/1/2025 to 6/30/2025

Funds: A1 to I3

Include Inactive Accounts: No

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance	Message
A1	GENERAL FUND	\$2,085,739.06	\$2,491,977.99	\$2,738,647.14	\$1,839,069.91	\$476,432.30	\$1,362,637.61	
B1	STREET FUND	\$405,675.01	\$376,441.53	\$401,365.41	\$380,751.13	\$406,676.53	(\$25,925.40)	
B2	STATE HIGHWAY FUND	\$80,128.35	\$11,742.05	\$0.00	\$91,870.40	\$0.00	\$91,870.40	
B3	CEMETARY FUND	\$19,950.53	\$32,485.00	\$26,157.17	\$26,278.36	\$15,917.80	\$10,360.56	
B4	PARK FUND	\$231,930.97	\$247,845.67	\$155,809.79	\$323,966.85	\$56,194.12	\$267,772.73	
B5	BENROTH MEMORIAL BRIDGE FUND	\$4,084.63	\$0.00	\$0.00	\$4,084.63	\$0.00	\$4,084.63	
B7	COURT COMPUTER	\$5,113.14	\$0.00	\$0.00	\$5,113.14	\$0.00	\$5,113.14	
B8	DUI ENFORCEMENT & EDUCATION	\$1,673.01	\$25.00	\$0.00	\$1,698.01	\$0.00	\$1,698.01	
C2	SWIMMING POOL DEBT SERVICE	\$863.28	\$0.00	\$0.00	\$863.28	\$0.00	\$863.28	
C4	BLUFFTON IN BLOOM	\$27,347.72	\$25,000.00	\$12,515.32	\$39,832.40	\$12,515.32	\$27,317.08	
C5	LOCAL FISCAL RECOVERY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
D1	CAPITAL IMPROVEMENT FUND	\$3,477.57	\$0.00	\$0.00	\$3,477.57	\$0.00	\$3,477.57	
D2	STORM SEWER IMPROVEMENT	\$96,024.05	\$45,000.00	\$0.00	\$141,024.05	\$0.00	\$141,024.05	
D3	FIRE & RESCUE IMPROVEMENT FUND	\$400,355.22	\$348,471.80	\$452,068.66	\$296,758.36	\$239,317.25	\$57,441.11	
D4	SWIMMING POOL IMPROVEMENT	\$43,186.40	\$100,000.00	\$143,195.13	(\$8.73)	\$2,686.88	(\$2,695.61)	
D5	EQUIPMENT REPLACEMENT	\$7,587.00	\$0.00	\$0.00	\$7,587.00	\$0.00	\$7,587.00	
D6	AIRPORT IMPROVEMENT	\$146,110.98	\$6,544.62	\$6,041.05	\$146,614.55	\$9,032.89	\$137,581.66	
D8	TOWN HALL IMPROVEMENT	\$209,893.39	\$0.00	\$0.00	\$209,893.39	\$0.00	\$209,893.39	
D9	POLICE EQUIPMENT REPLACEMENT	\$92,769.06	\$68,287.49	\$112,739.43	\$48,317.12	\$1,183.00	\$47,134.12	
E1	WATER FUND	\$96,298.69	\$537,071.38	\$446,404.49	\$186,965.58	\$573,942.92	(\$386,977.34)	
E2	SEWER FUND	\$129,047.74	\$402,521.80	\$245,064.50	\$286,505.04	\$147,669.84	\$138,835.20	
E7	REFUSE FUND	\$96,955.93	\$169,167.35	\$137,650.59	\$128,472.69	\$202,349.41	(\$73,876.72)	
E9	WATER/ SEWER IMPROVEMENT FUND	\$343,756.75	\$650,790.67	\$874,535.44	\$120,011.98	\$524,170.14	(\$404,158.16)	
F2	COMMUNITY EVENTS	\$5,880.77	\$0.00	\$0.00	\$5,880.77	\$0.00	\$5,880.77	
F3	COMMUNICATIONS FUND	\$6,960.24	\$0.00	\$0.00	\$6,960.24	\$0.00	\$6,960.24	
F4	POLICE CONTINUING PROFESSIONAL	\$25,147.65	\$1,069.92	\$8,050.32	\$18,167.25	\$4,192.82	\$13,974.43	
F5	UTILITY RECOVERY	\$1,956.12	\$0.00	\$0.00	\$1,956.12	\$0.00	\$1,956.12	
F6	NATIONAL NIGHT OUT	\$1,469.62	\$3,150.00	\$0.00	\$4,619.62	\$0.00	\$4,619.62	
F7	Shannon Cemetery Fund	\$2,600.00	\$0.00	\$0.00	\$2,600.00	\$0.00	\$2,600.00	
F8	POLICE K9 FUND	\$3,638.36	\$2,000.00	\$134.00	\$5,504.36	\$366.00	\$5,138.36	
G2	UNCLAIMED MONIES TRUST	\$225.20	\$0.00	\$0.00	\$225.20	\$0.00	\$225.20	
G4	CEMETERY PP TRUST - C/W	\$1,326.66	\$0.00	\$0.00	\$1,326.66	\$0.00	\$1,326.66	
G5	CEMETERY PP TRUST - MATTER	\$524.37	\$0.00	\$0.00	\$524.37	\$0.00	\$524.37	

Statement of Cash from Revenue and Expense

From: 1/1/2025 to 6/30/2025

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance	Message
H1	SPECIAL ASSESSMENT - KIBLER	\$897.17	\$0.00	\$0.00	\$897.17	\$0.00	\$897.17	
H4	SPECIAL ASSESSMENT - W COLLEGE	\$849.41	\$0.00	\$0.00	\$849.41	\$0.00	\$849.41	
H6	SPECIAL ASSMT - JACKSON ST	\$119.67	\$0.00	\$0.00	\$119.67	\$0.00	\$119.67	
I1	ONE OHIO OPIOID	\$3,473.81	\$0.00	\$0.00	\$3,473.81	\$0.00	\$3,473.81	
I2	FALLEN OFFICER MEMORIAL	\$2,173.69	\$0.00	\$401.40	\$1,772.29	\$0.00	\$1,772.29	
I3	POLICE UNITY TOUR	\$497.50	\$0.00	\$493.50	\$4.00	\$0.00	\$4.00	
Grand Total:		\$4,585,708.72	\$5,519,592.27	\$5,761,273.34	\$4,344,027.65	\$2,672,647.22	\$1,671,380.43	

Tree Commission

Village of Bluffton

9 July 2025

Present: Jon Sommer, Becky Ramey, Ben Stahl, Jesse Blackburn, Radha Tague, Leonel Herrera

Urban Forest Planning and Care

Inquiries and Proposed Plantings

423 S. Main St. A request was submitted for one or two trees to be planted at 423 S. Main Street. Species considered for recommendation include an elm, or possibly a columnar oak, according to space constraints. The Tree Commission will evaluate the site and follow up with the property owner to discuss their preferences for variety and placement of trees before planting.

Arboretum

Four dogwood trees have been designated for planting along the northern edge of the Arboretum to enhance screening. Tree commissioners will site the trees immediately following conclusion of the current meeting, and trees will be considered approved for immediate planting once sited.

EMS Building

Development of a planting plan for trees near the EMS building is still pending further communication and site evaluation with EMS Chief Babcock.

Diamond Manufacturing

Development of a planting plan for trees along Jefferson St. near the new warehouse is pending further communication with the warehouse owners. An artist's rendering will be generated for the proposal.

Grove Street Replacement Trees

Jesse Blackburn has indicated he would welcome replacement trees to be planted where two Crabapples were previously removed due to poor condition in front of his house on Grove St., should the Tree Commission deem replacement trees appropriate. He has indicated a preference for European Hornbeams, if available.

Memorial Tree – Sportsman Center

A previously planted memorial tree at the Sportsman Center has died. The family would like to replace the tree, and the Tree Commission assents to the family replacing the tree at their discretion.

Evaluation & Maintenance

517 Greding Street

The Tree Commission evaluated a tree in poor health at 517 Greding St., per the request of the homeowner, and has recommended the removal of the tree at the earliest convenience of the Village.

122 Grove St.

The homeowner at 122 Grove St. has requested the removal of a large pear tree in front of his home, citing repeated damage from large vehicles due to the tree's size relative to the narrow street. Considering the species' designation as invasive per the Ohio Dept. of Agriculture, the Commission recommends removal of the tree at the earliest convenience of the Village.

Arboretum

An ash tree at the Arboretum has been identified for removal due to declining health. The Village will assess whether the tree can be safely removed by Village personnel, or if a professional service will be required.

College Avenue

One of two Tupelo trees planted in Fall of 2024 on College Avenue has died, and the Tree Commission has replaced it with another tree of the same variety.

General Maintenance Activities

General maintenance was carried out on many of the Tree Commission's most recently planted trees. Work included straightening, staking, training, pruning, weeding, watering, and mulching trees at the following locations: Riley Creek Village, Elm Street, the Arboretum, Augsburg Road, and the swimming pool grounds.

Next Meeting

The next Tree Commission meeting date will be scheduled according to commissioners' availability, tentatively for late August or early September.

Parks & Rec - Minutes
Village of Bluffton
Town Hall
July 14th, 2025

Present: Council - Ben Stahl, Rich Johnson
Admin - Jesse Blackburn
Public - Bluffton Girl Scouts Troop 21165

Start: 5:30 End: 6:00
Topics: GS Silver Award

Minutes:

- The troop has researched all of the various “Bluffton”s in North America and even visited Bluffton, IN. They would like to construct a wooden directional wayfinding sign pointing to the 13 Blufftons and place it somewhere with heavy foot traffic as a conversational piece and photo op. This would go towards earning their Silver Award.
- Construction needs to be completed by August 30th but installation can occur later.
- Previous projects include constructing wooden animal houses for Village Park and Johnny Appleseed’s Motter Park.

Ben Stahl

Mitchell Kingsley

Safety Services & Finance - Minutes
Village of Bluffton
July 14, 2025

Present: Bluffton Council, Administration, and Chiefs; Richland Township Trustees

Start: 8:00

End: 9:00

Topic: Joint Richland/Bluffton Fire Levy

Agenda:

- The Allen County portion of Bluffton is in Richland Township while the Hancock County portion is in Orange Township.
- Village and township representatives discussed the history of our cooperative Fire/EMS efforts going back to 1988 and the trustees presented options for continued cooperation and funding options in the future.

Ben Stahl

Phill Talavinia

Dave Steiner

Planning Commission Meeting Minutes: 07-21-25

Members Present: Mayor Richard Johnosn, Councilman Mitch Kingsley, Roger Edwards, Tim Essinger

Others present: Alice Basinger, Greg Denecker, Jon Kinn, Denise Reichenbach, Annette Phillips, Mary Colletta, Gene & Dottie Long, Brad Dailey, Paula Scott, Jim Carr, Andy Chappel-Dick, Ben Moser, Darryl Nessler, Jamie Nygaard, Jill Lemley, Jesse Blackburn, Dean Frederick

Topics of Discussion:

A. Vine St. Closure - Expansion of Bluffton School campus across Vine St. Presentation of plans for turf field from Bluffton Schools:

This project was broken into four main categories for discussion,

1. Traffic Study Results:

Street	Segment	Thursday PM	Friday	Saturday	Sunday	Monday	Tuesday AM
Church	Jackson - Main	371	799	422	388	870	439
Jackson	Franklin-Church	371	822	423	441	830	378
Vine	Lawn - Jackson	83	207	60	74	109	77
Franklin	Lawn - Jackson	61	192	41	67	172	67

Traffic Volumes in
ADT

Street	Segment	Weekday Avg	Weekend Avg
Church	Jackson - Main	826	405
Jackson	Franklin Church	800	432
Vine	Lawn - Jackson	159	67
Franklin	Lawn - Jackson	164	54

- Based on the data shown above and online traffic data, both Lima/Allen County Regional Planning Commission (LACRPC) and Choice One Engineering conclude that vacating Vine St. would not result in adverse impacts to the traffic circulation in the area. – See attached documentation from Choice One Engineering
- The Average Daily Traffic (ADT) numbers were discussed by Planning Commission members with attempts to put them in perspective. ADT for the portion of Vine St. requested to be vacated is 159. Planning Commission did not raise any objections to the conclusion provided by LACRPC or Choice One.
- Public Discussion ensued with following comments and discussion about concerns for traffic flow, increased traffic on Lawn Ave., increased congestion around the school during pick-up/drop-off

2. Storm Drainage Concerns:

Greg Denecker, Bluffton Schools Superintendent and Dean Frederick from D.R. Fredericks & Assoc., LLC presented plans for a turf field proposed to include the existing grass playground area, the proposed vacated portion of Vine St. and extend to the public alley beside 140 N. Lawn Avenue.

- Mr. Frederick stated that initial roadway calculations indicate the given drainage area for Vine St will supply 1.0 cubic feet per second (cfs) of storm water and each catch basin that currently exists in Vine St. can handle 1.4 cfs of storm water
- A curb is being installed on the northwest corner of the catch basins to direct storm water to the catch basins. If an extreme storm event does occur and catch basins become overwhelmed, this curb will be installed with a depression in the middle Vine St to direct water onto the turf field before affecting neighboring properties. *This information is being reviewed by Choice One Engineering Co.
- Storm Water Detention plan is currently being reviewed by Choice One Eng.
- Public discussion ensued with concerns raised by neighbors along Vine St. of their property flooding due to project, concerns were raised about the integrity of the existing storm sewer system in the area

3. Pedestrian Concerns

- Greg Denecker indicated that it be installed at the end of the turf field that will be open to the public except when children are using the playground during the school day.
- Public discussion followed that included concern about:
 - o the noise generated from the field including practice times and band practice in the downtown area being disruptive
 - o fear of speakers being installed or used that play loud music
 - o the turf field pushes the R-1 feel out of the neighborhood
 - o installation of a turf field not being representative of future plans and goals of the village found in the Bluffton Beyond Tomorrow document,
 - o impacts from the lighting were discussed

4. Variances to consider:

- § 153.081 USES PERMITTED IN THE R-I RESIDENTIAL DISTRICT.
 (B) Church, school, library, college building (including residence halls, maintenance buildings and sports facilities), public park, playground and/or buildings pertaining to the use thereof. Buildings and permanent structures shall be located not less than 25 feet from any other lot in any R-I Residential District;
 Turf Field will be approx. 20' from two neighboring properties
- § 153.085 HEIGHT REGULATION WITHIN THE R-I RESIDENTIAL DISTRICT.
 No residential or other permitted or approved structure within the R-I Residential District shall exceed two and one-half stories or 30 feet.
 Proposed light poles are 34' 7½" tall
- § 153.391 FENCES, WALLS AND HEDGES.
 (A) *Under four feet.* If not exceeding at any point four feet in height above the elevation of the surface of the ground at such point, they may be located in any yard;
6' fence is proposed along Lawn Ave – front yard side of each property
- (B) *Under six feet.* If not exceeding at any point six feet in height above the elevation of the surface of the ground at such point, they may be located in any required rear yard or

side yard, provided that on a corner lot, abutting in the rear the side lot line of another lot in an R-District, no such fence, wall or hedge within 25 feet of the common lot line shall be closer to the side street lot line than the depth of the front yard required on such other lot fronting the side street; and

20' tall x 80' wide ball screen is proposed along northeast side of project

Other concerns were expressed through the presentation of variances: permitted uses and hours of use – when will the lights be on?, lighting concerns,

Planning Commission member spoke in summary stating that the project has many implications and compromises, but the overall positive affect to the Bluffton Community from having the Bluffton Schools within the downtown area carries the most weight and it is crucial to find compromises that keep the schools where they are.

At the end of discussion, the Planning Commission was supportive of this project, and voted 4-0 with a general consensus of moving forward with this project to share with the Village Council.

B. Exempted Land Transfer & Ingress/Egress Easement involving: 201 N. Lawn, 207 N. Lawn and 216 W. Elm St.

- § 152.039 EXEMPTED LAND DIVISION.
 - (A) Exempt land division defined. These regulations recognize exempted land divisions. Exempted land divisions do not count against the four minor land divisions (lot splits). Exempted land divisions have inherent restrictions associated with their respective exemption pursuant to R.C. Chapter 711. The various exempted land divisions are as follows:
 - (1) The sale or exchange of parcel(s) less than five acres between adjoining lot owners may qualify as exempt land divisions. Such divisions shall be considered exempt given the following circumstances:
 - (a) The new lot(s) conform to the width to depth ratio which does not exceed one to three (1:3) or complies with Table 1 in § 152.038 of this subchapter; and
- 201 N. Lawn and 207 N. Lawn do not meet required width to depth ratio – request Village Planning Commission approval to proceed as shown in provided drawing

Motion to Approve request above: Mitch Kingsley

Second: Roger Edwards

All four members voted yes.

C. Zoning District Assignment to newly annexed properties in Hancock County

This was discussed briefly by the Planning Commission and will be picked up at the next meeting.



Date

June 27, 2025

Attention

Jesse Blackburn
Village Administrator

Address

Village of Bluffton
154 North Main Street
Bluffton, Ohio 45817

Subject

Traffic Memo: Vine Street Vacation
ALL-BLU-2502

Dear Mr. Blackburn:

The purpose of this memorandum is to provide the Village of Bluffton with a high-level traffic review for the proposed vacation of Vine Street between Jackson Street and Lawn Avenue, to accommodate the construction of a new practice athletic field.

Traffic data was collected by the Lima-Allen County Regional Planning Commission (LACRPC) from Thursday, May 15, 2025, through Tuesday, May 20, 2025, while schools were in session. Counts were recorded on Church Street, Jackson Street, Franklin Street, and Vine Street.

LACRPC concluded that vacating this section of Vine Street would not result in adverse impacts to the local transportation network.

Choice One Engineering has reviewed the LACRPC traffic count data along with available online traffic data. Based on this review, we concur with LACRPC's conclusion: the proposed vacation of Vine Street is not expected to have a significant impact on the adjacent roadways or overall circulation within the area. Traffic volumes on the surrounding streets are low enough to absorb any minor redistribution of trips.

If the proposed section of Vine Street is vacated for through traffic movements, it is recommended that additional traffic signage be installed at the intersection of Vine Street and Jackson Street to clarify circulation patterns for motorists.

If you have any questions, feel free to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. K. Goettemoeller'.

Michael K. Goettemoeller, P.E. PTOE
Project Manager

The following included attachments detail the findings of Choice One:

- A. Traffic Counts
- B. Concept Plan

440

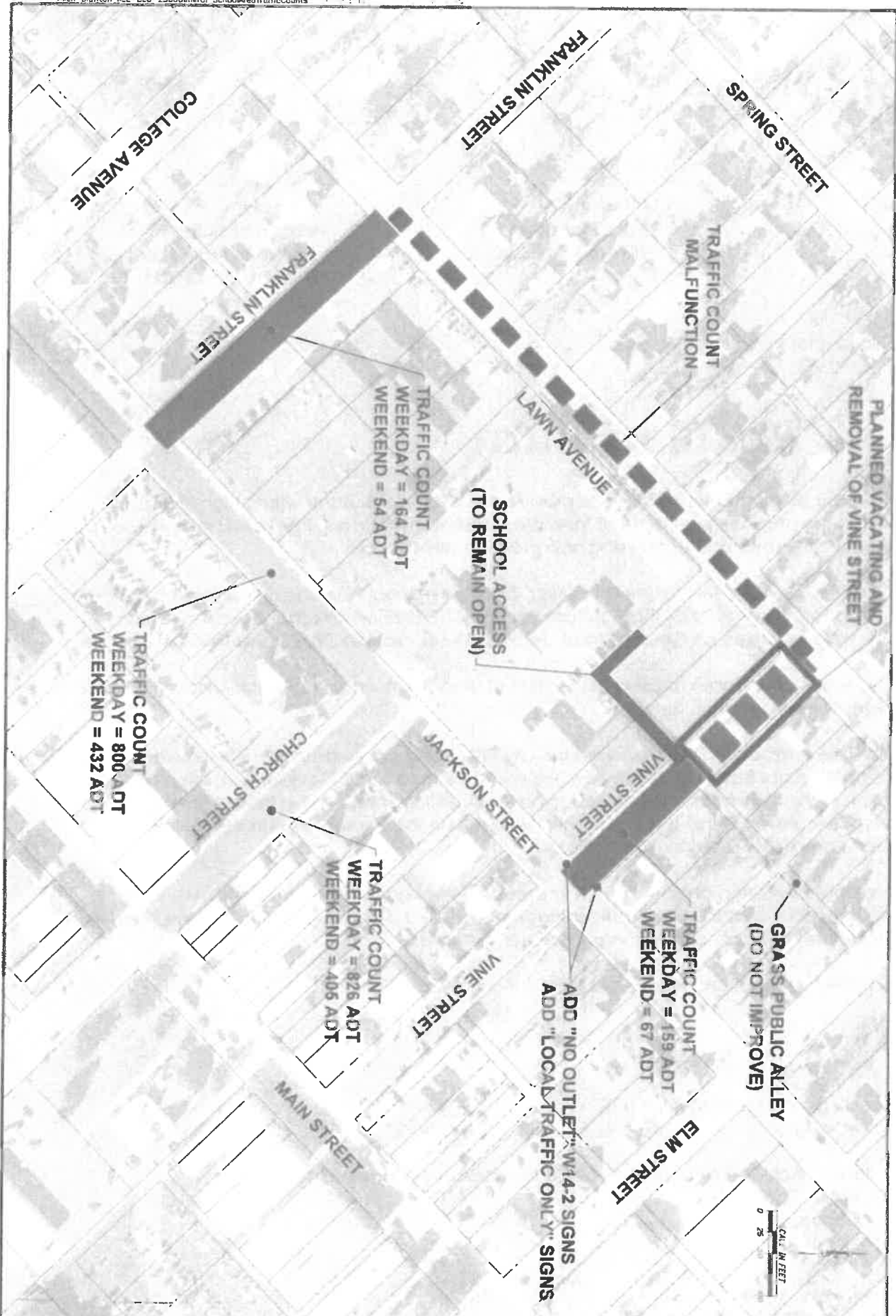
OH 45365
Phone

8956

Loveland

Milton Rd.

8554 Phone



**SCHOOL DISTRICT AREA - TRAFFIC COUNTS
VILLAGE OF BLUFFTON
TRAFFIC COUNTS MAP**

SHOREY, OHIO 43074-0200
LOVELAND, OHIO 513 234 9554
www.CHOICEENGINEERING.com

Choice One
Engineering

DATE: 6-28-2005	PROJECT No.:
DRAWN BY: DMS	CHECKED BY: MFC
FILE NAME:	REVISIONS:
1 OF 1	

Proposed Modifications to 201 N. Lawn, 207 N. Lawn, and 216 W. Elm

All owned by Andy Chappell-Dick

1. Move the lot line between 201 (72 feet wide) and 207 (65 feet wide) a total of 7 feet to the southwest. In effect, this only switches their widths. (The current fence would be on the new lot line.) Shown in red below.
2. Move the southeast lot line of 216 W. Elm approximately 15 feet to the northwest. The exact location is determined by establishing an 8 foot sidelot setback from the existing 216 garage. It effectively narrows 216 by about 15 feet and effectively deepens 201 and 207 by about 15 feet. Shown in blue below.
3. Create an access easement along the newly established back lotline of 201 that extends in a northeasterly direction from Elm St. to the property line of 207. The easement would extend into 201 as far as the existing Elm St. utility pole, such that the pole is not contained within the easement. This would be an area of 65 feet long and approximately 16 feet wide, and added to the deed of 201 thus providing passage to 216 and 207 in perpetuity with an obligation for collective upkeep and keeping it unobstructed. The easement provides all three properties access to required offstreet parking and allows entry to Elm Street without needing to back out. Shown in green below.



ORDINANCE NO. 09 - 2025

AN ORDINANCE TO VACATE A PORTION OF VINE STREET BETWEEN NORTH JACKSON STREET AND NORTH LAWN AVENUE AS REQUESTED BY BLUFFTON EXEMPTED VILLAGE SCHOOLS

WHEREAS, Bluffton Exempted Village Schools have petitioned for the vacation of a portion of Vine Street to allow the expansion of the school campus, and;

WHEREAS, O.R.C. 723.04 provides as follows:

The legislative authority of a municipal corporation, on petition by a person owning a lot in the municipal corporation praying that a street or alley in the immediate vicinity of such lot be vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied that there is good cause for such change of name, vacation, or narrowing, that it will not be detrimental to the general interest, and that it should be made, may, by ordinance, declare such street or alley vacated, narrowed, or the name thereof changed. The legislative authority may include in one ordinance the change of name, vacation, or narrowing of more than one street, avenue, or alley.

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

SECTION 1: The Council of the Village of Bluffton, Ohio finds that, upon petition and hearing on such petition, finds that there is good cause for such vacation of said street and that there is no detriment to the general interest, hereby declares that the said street, as described in the attached exhibit, is and is hereby vacated.

SECTION 2: 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 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 _____ 2025 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:

Village Solicitor

CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of Ordinance No. 09-2025, passed on third reading by the Council of the Village of Bluffton, Ohio on

_____ day of _____, 2023.

Dated: _____

Kevin Nickel, Clerk/Fiscal Officer

What You Need to Know

- AEP meteorologists are monitoring expected high temperatures across our service territory through midweek.
- Highs are predicted to be in the 90s across the state — with the heat index potentially reaching triple digits in some areas — through Wednesday, July 30.
- AEP Ohio is in close contact with PJM, the grid operator responsible for balancing the supply of and demand for electricity across 13 states, including Ohio.
- As communities open cooling centers, we'll share the locations at [AEPOhio.com/OutageMap](https://aepohio.com/OutageMap).
- We always encourage customers to use energy wisely. Read on for energy-saving tips.

OVERVIEW

A stretch of high temperatures is expected to continue across our service territory through Wednesday, July 30. Extreme heat means air conditioners work harder or run longer to keep homes and businesses comfortable, leading to increased energy use and demand on the electric grid, not to mention higher electric bills.

We're coordinating with **PJM**, our regional transmission organization, to monitor the supply and demand for electricity in our region. PJM can issue calls for energy conservation and has the authority to initiate a load shed, which would necessitate rolling, temporary emergency outages. These emergency steps are taken only as a last resort to protect the grid from serious damage. If such steps are needed, AEP Ohio may only have minutes to take action to prevent longer, more widespread outages. This may prevent us from contacting customers before rotating emergency outages begin. Be assured that we'll communicate updates as soon as possible through text alerts, social media, phone and local news.

HEAT WAVE ENERGY CONSERVATION TIPS

- **Set thermostats just a few degrees higher**, especially when you aren't home. AEP Ohio recommends 78 degrees or whatever is safe and comfortable for you and your household.
- **Avoid using heat-producing appliances** such as ovens, washers or dryers during the hottest parts of the day.
- **Keep windows covered** during the day, especially those facing south, to save on cooling costs.
- **Unplug appliances and turn off lights** and electronics when not in use.
- **Avoid charging electric vehicles.**

Customers can check their **Energy Dashboard** for personalized recommendations or find additional tips at [AEPOhio.com/Savings](https://aepohio.com/Savings).

WAYS TO STAY CONNECTED

- Sign up for outage and restoration notifications: [AEPOhio.com/Alerts](https://aepohio.com/Alerts).
- Make sure we have your most recent contact information at [AEPOhio.com/Account](https://aepohio.com/Account).
- Follow AEP Ohio on **Facebook** and **X**.
- Visit [AEPOhio.com](https://aepohio.com), including [AEPOhio.com/OutageMap](https://aepohio.com/OutageMap).

We strongly encourage customers with life-supporting medical equipment to have a backup power source and an alternate plan in the event of a power outage. As always, our crews are ready to respond safely and as quickly as possible if needed.

VILLAGE OF BLUEPONT

APPLICATION FOR SPECIAL EVENTS

I, Erin Kelly, of the Bluepoint Village, hereby apply for a special event permit for the purpose of holding a community meeting on the 1st of May at the Bluepoint Community Center. I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, by the Village of Bluepoint 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.

SERVICES REQUESTED FROM VILLAGE: Must provide map of plans and any other information required by the Village.
 NUMBER OF OFFICERS REQUESTED: 10
 FIRE DEPT. SERVICES: None
 OTHER SERVICES: None

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: WILLIAMS National * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

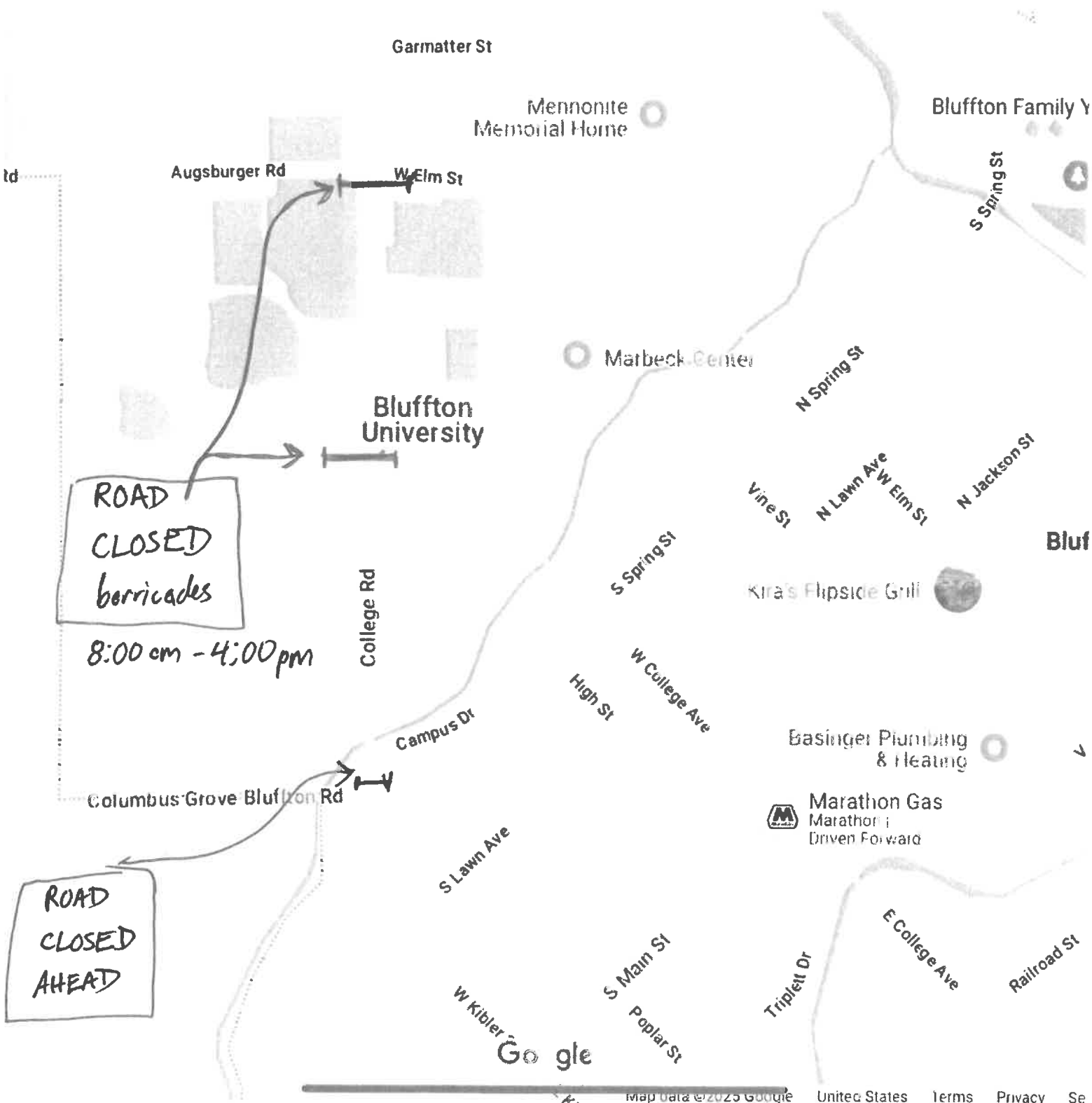
PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:	
NAME OF VENDOR	TYPE OF SERVICE PROVIDED
<u>Deephos Tent & Awning</u>	<u>Tent & Awnings</u>
<u>Food Trucks - TBD</u>	<u>Food</u>

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, by the Village of Bluepoint 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: Erin Kelly DATE:

APPROVED
 VENDOR'S SIGNATURE: DATE:



Garmatter St

Mennonite
Memorial Home

Bluffton Family Y

Augsburger Rd

W Elm St

S Spring St

Marbeck Center

Bluffton
University

N Spring St

Vine St

N Lawn Ave

W Elm St

N Jackson St

Bluf

Kira's Flipside Grill

Basinger Plumbing
& Heating

Marathon Gas
Marathon i
Driven Forward

Columbus Grove Bluffton Rd

Campus Dr

High St

W College Ave

S Lawn Ave

S Main St

Poplar St

W Kibler

Triplett Dr

E College Ave

Railroad St

Google

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