

Village of Bluffton Council Meeting Agenda

August 10, 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, July 27, 2026.

Bills

Committee Reports

Joint Safety Services, Personnel & Finance
Committee: 08/03

Boards & Commissions

LEGISLATION

ORDINANCE NO. 03-2026

1st Reading

Emergency

AN ORDINANCE AMENDING ORDINANCE NO. 02-2026 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

RESOLUTION NO. 17-2026

1st Reading

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS FOR THE NORTH MAIN STREET RECONSTRUCTION PHASE I PROJECT AS REQUIRED

Village Administrative Reports:

Mayor:

Safety Services Reports:

-EMS- -Fire Dept.- -Police Dept.-

Meeting Dates (meetings held at the Town Hall unless otherwise noted*)

- Council Meeting – Monday, August 10th at 7:00 pm
- Planning Commission Hearing – Thursday, August 13th at 7:00 pm
- Planning Commission Meeting – Wednesday, August 19th at 7:00 pm
- Council Meeting – Monday, August 24th at 7:00 pm

Public Comment

Adjournment – Motion

Village of Bluffton – Regular meeting July 27, 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 July 13, 2026. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

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

Talavinia motioned, seconded by Stahl, to approve the hiring of Shane Jenkins as a part-time patrol officer at a rate of \$22.50 effective upon successful completion of the police academy and a clean background check. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

1st Reading:

Resolution 18-2026 – A Resolution accepting a bid and authorizing the Mayor and Village Administrator to enter into a contract with Gerding Contracting, LLC from Ft. Jennings, OH and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Hill. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to approve the resolution, seconded by Stahl. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion passed.

Stahl motioned, seconded by Downey, to approve the special event request for the Dominic Francis Memorial Run on August 8, 2026. Elm St. between Main St. and Vance St. will be closed from 9:00 a.m. until noon. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Hill motioned, seconded by Sehlhorst, to approve the special event request for History Day on August 8, 2026, from 10:00 a.m. – 1:00 p.m. Roads will remain open but three parking spots in front of the Presbyterian Church will be blocked off. Roll Call: Yes (5) Downey, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (1) Gordon-Hancock, motion approved.

Downey motioned, seconded by Gordon-Hancock, to approve the special event request for the senior football bridge painting on August 12, 2026. The College Avenue bridge by the stadium will be closed from 5:45 p.m. until the paint is dry. Roll Call: Yes (6) Downey, Gordon-Hancock, Hill, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Stahl, to accept the resignation of Steven Hardesty from the Fire Department with appreciation for all his years of service to the Village through his Fire Department work. 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.

Joint Safety Services, Personnel, and Finance Committee on Monday, August 3 at 5:15 p.m.
Council Meeting on Monday, August 10 at 7:00 p.m.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 8/10/2026

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ALL SERVICE AERATION, INC	482.50	Multiple	PORTABLE TOILETS
AMERICAN ELECTRIC POWER	16,318.65	Multiple	ELECTRICITY
BADGE & WALLET	281.35	Police	BADGES
BEAVERDAM CONTRACTING, INC.	7,400.00	Sewer	MANHOLE REHAB
BLUFFTON DIESEL SERVICE	6,302.20	Multiple	F-550 REPAIRS
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BLUFFTON RILEY CREEK SPORTSWEAR, LLC	574.00	Pool	POOL SHIRTS
BLUFFTON STONE CO.	151.00	Multiple	STONE
BOBCAT COMPANY	472.91	Multiple	TOOLCAT SERVICE
BOBCAT COMPANY	127.60	Multiple	SERVICE SUPPLIES FOR THE MINI
C & S SOLUTIONS	662.99	Multiple	TRANSMITTER CLAMP FOR TRACER
CHARTER COMMUNICATIONS	53.40	Administrative	INTERNET
CHARTER COMMUNICATIONS	180.71	Administrative	INTERNET
CHOICE ONE ENGINEERING	765.00	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	127.50	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	12,302.60	Street	NORTH MAIN ST. ENGINEERING
CHOICE ONE ENGINEERING	5,000.00	Land & Buildings	FLOOD PLAIN
CHOICE ONE ENGINEERING	100.00	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	637.50	Multiple	GENERAL ENGINEERING
CHOICE ONE ENGINEERING	1,975.00	Capital Improvements	SR103 SOUTHEAST LOOP ENGINEERING
CINTAS	46.27	Multiple	FIRST AID SUPPLIES
CINTAS	58.77	Administrative	UNIFORMS
CINTAS	55.67	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	117.90	Land & Buildings	AMERICAN FLAGS
CITIZEN'S NATIONAL BANK	438.52	Police	NNO SUPPLIES
CITIZEN'S NATIONAL BANK	500.76	Rescue	AC UNITS
CITIZEN'S NATIONAL BANK	203.80	Airport	EPA STORMWATER PERMIT
CITIZEN'S NATIONAL BANK	377.45	Police	NNO SUPPLIES
CITIZEN'S NATIONAL BANK	234.85	Police	NNO SUPPLIES
CITIZEN'S NATIONAL BANK	62.50	Police	DEPARTMENT AWARDS
CONNECT PARENT CORPORATION	305.93	Administrative	PHONES
GRAINGER INC	369.02	Multiple	PAINT, MISC. SUPPLIES
HAWKINS INC.	497.50	Pool	POOL CHEMICALS
I AM RESPONDING	898.00	Fire	RESPONDING APP
KENT KARHOFF LLC	800.00	Cemetery	BURIALS & FOUNDATIONS
KEVIN NICKEL	29.64	Administrative	MILEAGE TO BUDGET COMMISSION MTG.
LEXIS NEXIS RISK DATA MANAGEMENT INC.	50.00	Administrative	ADDRESS SEARCHES
MACK INDUSTRIES, INC.	475.00	Street	CATCH BASIN RISER
MACK INDUSTRIES, INC.	128.69	Street	CATCH BASIN & RISER
MARATHON FLEET SERVICES	2,071.84	Multiple	FUEL
MCPAHON'S BEST ONE TIRE AND AUTO CARE	229.97	Street	TRUCK TIRE
NEW HORIZON COMMUNICATIONS	566.63	Administrative	PHONES
NIESE TIRE & SERVICE CENTER - OTTAWA	62.64	Rescue	OIL CHANGE CAR100
NORTHWEST AG LIMITED	1,175.00	Multiple	MINI EXCAVATOR BUCKET
NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT	5,300.01	Administrative	BFR SPECIAL ASSESSMENT
NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT	10,155.39	Administrative	BEE KIND PROPERTIES SPRECIAL ASSESSMENT
NORTHWESTERN OHIO SECURITY SYSTEMS	208.00	Land & Buildings	MONITORING
PHILLIPS, SCOTT	400.00	Administrative	BOOTS
PROGRESSIVE SWEEPING CONT. INC	2,536.37	Street	STREET SWEEPING
PROMO HITS	220.00	Police	SUPPLIES
SOIL TECH, INC.	5,900.00	Sewer	BIOSOLIDS APPLICATION
STAPLES BUSINESS ADVANTAGE	547.89	Multiple	SUPPLIES
TK ELEVATOR CORPORATION	4,425.37	Land & Buildings	ELEVATOR MAINTENANCE
TOWN & COUNTRY FLOWERS	82.50	Multiple	FUNERAL FLOWERS
UTILITY SERVICE CO, INC.	13,000.00	Water	WATER TOWER PEDISPHERE
VETTER LUMBER CO.	617.14	Park	SHELTER HOUSE REPAIRS
VETTER LUMBER CO.	95.20	Multiple	SUPPLIES
WAYNE AUGSBURGER	450.00	Park	BANK MOWING
WEBB INSURANCE AGENCY, INC.	4,987.00	Multiple	SAFETY SERVICES ACCIDENT INSURANCE

WONDERLAND TIRE COMPANY, INC.

798.68	Multiple
118,394.81	

TIRES FOR F550

JULY MONTHLY	2,569.00
MEDICARE	37.22
OPERS	223.70
FICA	60.21
BIWEEKLY PAYROLL 8/7/26	98,457.17
MEDICARE	1,372.62
OPERS	9,790.17
OP&F	5,562.91

Council Signature : _____

Date: _____

Joint Personnel, Finance and Safety Committee - Minutes

Village of Bluffton

August 3, 2026

5:15pm

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

Staff: EMS Chief Noah Babcock, Fire Chief Jon Kinn, Kevin Nickel

1 TOPIC:

- Chief Babcock wanted to discuss a different way to schedule shifts. We currently use the “California Swing” shift model. The EMS department is interested in going to model where you work 48 consecutive hours and then you are off for 96 hours. The committees had several questions that included if there was going to any increase in compensation for the Village. Fiscal Office Kevin Nickel indicated that there would be no additional cost by using this format.
- Chief Babcock requested that we begin to utilize this format in January of 2027 rather than make switch at this time. There was confirmation about this from the three (3) committees that met jointly.

Meeting ended at 5:37pm

Phill Talavinia

Ben Hill

Ben Stahl

ORDINANCE NO. 03-2026

AN ORDINANCE AMENDING ORDINANCE NO. 02-2026 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 02-2026 (The Annual Appropriation Ordinance).

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

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

Supplemental Appropriations:

Benroth Bridge Fund		
B5-6G-52430	Maintenance	+\$5,000.00
Equipment Replacement		
D5-1F-52520	Equipment	+\$10,000.00

Section 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof, and for the further reason that this appropriation transfer is needed so expenditures can be made.

Section 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this _____ day of _____, 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

RESOLUTION NO. 17-2026

**A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND
SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION
STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT
PROGRAM(S) AND TO EXECUTE CONTRACTS FOR THE NORTH MAIN STREET
RECONSTRUCTION PHASE I PROJECT AS REQUIRED**

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Village of Bluffton is planning to make capital improvements by the North Main Street Reconstruction Phase I Project, and

WHEREAS, the infrastructure improvements herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Bluffton, Ohio:

Section 1: The Village Administrator is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Village Administrator is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Section 3: That it 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 this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this _____ day of _____, 2026 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Nays: _____ Abstain: _____

Attest:

Clerk

Mayor

Approved as to form:

Village Solicitor

Village of Bluffton

Administration Report

To: Mayor Johnson & Council Members



08-10-26

Public Works Projects:

GROB Water Loop Project:

Awarded to Gerding Contracting, LLC

Planned to start in Fall of 2026

OPWC Application 2027 PROJECT: N. Main St.

Reconstruction – Phase I

OPWC Application will request 75% funding.

%’s loan vs. grant yet to be identified.

- Most recent funding has been 100% loan
 - This would result in a loan at 0% interest totalling \$888,191 obligating the Village to pay \$44,409 annually for 20 years*
 - * - maximum loan period could be 30 years determined by the Useful Life of the Project determined by the Design Engineer on the application for funding
- Expected start date of July 2027



S.R. 103 Speed Limit:

Has been reduced from 45 mph to 40 mph from Co. Line Rd. to the I-75 southbound ramps.

Planning Commission Meetings

Public Hearing on Thursday August 13th:

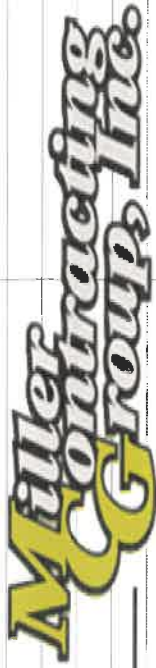
- Notice is hereby given that the Planning Commission of the Village of Bluffton, Ohio, will hold a public hearing on Thursday, August 13th at 7:00 pm to consider an application for an amendment to the Official Zoning Map of the Village of Bluffton.
- **Applicant:** Mennonite Memorial Home, Inc.
- **Property:** 15 acre parcel at 10260 Augsburg Rd, Bluffton OH. Parcel # 28-0200-03-001.000
- **Request:** To amend the zoning district classification of the subject property from **R-I Residential** to **R-III Residential** to permit further development of senior living housing.

Planning Commission Meeting on Wednesday, July 19th at 7:00 pm

- Representatives of the Greater Lima Region along with both Allen & Hancock County Economic Development Teams will be present to provide updates about the opportunities available for commercial, industrial and residential types of growth in Bluffton

Mayor Johnson: Applications for Special Events

Bluffton Fall Fest – Main St. Closure – Sept. 26, 2026



Since 1974

Project: Bluffton Airport Taxilane Reconstruction

Re: Milestone Schedule

Rev. Date: Monday, July 20, 2026

Project Manager: William Miller

Start	End	Scope Item
DAY OF WEEK, DATE	DAY OF WEEK, DATE	WORK DESCRIPTION
Traffic Control, Removals & Site Utility		
Monday, July 13, 2026	Tuesday, July 14, 2026	Setup Closure At Taxilanes
Wednesday, July 15, 2026	Friday, July 17, 2026	Setup Erosion Control
Monday, July 20, 2026	Tuesday, July 21, 2026	Remove Existing Pavement
Wednesday, July 22, 2026	Monday, July 27, 2026	Excavate, Cut, Fill & Grade All Existing/Prop Taxilanes
Monday, July 27, 2026	Wednesday, August 5, 2026	Storm Sewer & Structures, Rock Channel Protection
Taxilane Improvements		
Wednesday, August 5, 2026	Friday, August 21, 2026	Lime Stabilization & Curing
Monday, August 24, 2026	Thursday, August 27, 2026	Jet Pipe Lines
Monday, August 31, 2026	Friday, September 4, 2026	Install Underdrains & Tie Into Basin (18" trench)
Monday, September 7, 2026	Friday, September 11, 2026	Electrical Work
Monday, September 14, 2026	Wednesday, September 23, 2026	Install Stone Subbase
Thursday, September 24, 2026	Monday, September 28, 2026	Asphalt Paving Taxilanes
Monday, September 28, 2026	Tuesday, October 27, 2026	Asphalt 30 day Cure
Wednesday, October 28, 2026	Friday, October 30, 2026	Line Stripe Pavement
Site Improvements		
Monday, November 2, 2026	Thursday, November 5, 2026	Place Topsoil (Subject to Change - Possible Spring 2027 Work)
Tuesday, November 10, 2026	Friday, November 13, 2026	Seeding & Mulching (Subject to Change - Possible Spring 2027 Work)
Closeout		
Monday, November 16, 2026	Thursday, November 19, 2026	Punch List (Subject to Change - Possible Spring 2027 Work)
Friday, November 20, 2026	Thursday, November 26, 2026	Demobilization of Equipment (Subject to Change - Possible Spring 2027 Work)
Wednesday, November 25, 2026	Monday, November 30, 2026	Close-out Documents - (Subject to Change - Possible Spring 2027 Work)
Monday, November 30, 2026	Monday, November 30, 2026	TURNOVER TO OWNER - FINAL COMPLETION

*All Dates & Final Completion Subject to Change - (Possible Spring 2027 Work)



VILLAGE OF BLUFFTON

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

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: Bluffton Fall Fest DATE(S) OF EVENT: Sept. 26 2026
APPLICANT: Hannah Warwick CONTACT PERSON: _____
APPLICANT'S ADDRESS: 154 N Main Street CONTACT'S PHONE: 419-890-9568
E-MAIL ADDRESS (OPTIONAL): hwarwick@blufftonareachamber.com
LOCATION OF EVENT: Main Street, Vine Street, from Elm Street intersection to Cherry Street intersection
TIME(S) FOR EVENT: 930am to 330 pm
DESCRIPTION OF EVENT: Family friendly event for the whole community, touch a truck, pumpkin painting, inflatables, trackless train rides, food trucks and more

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: X _____

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 X _____ * 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

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: Hannah L Warwick DATE: 8/5/26

APPROVED

MAYOR'S SIGNATURE: _____ DATE: _____