

# Village of Bluffton Council Meeting Agenda

September 8, 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, August 25, 2025.

## **Bills**

**Public Comment:** Janette Reineke: Benroth Bridge condition

## **Committee Reports**

Streets, Alleys, Lights & Sidewalks: 08/26  
Personnel Committee: 08/27  
Ordinance Committee: 08/27

## **Boards & Commissions**

Pathway Board: 09/04

## **LEGISLATION**

### **RESOLUTION NO. 18-2025**

### **2<sup>nd</sup> 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 STATE ROUTE 103 SOUTHEAST LOOP WATER MAIN REPLACEMENT PROJECT AS REQUIRED

### **RESOLUTION NO. 19-2025**

### **2<sup>nd</sup> 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 JACKSON STREET RECONSTRUCTION PHASE I PROJECT AS REQUIRED

## **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, September 8<sup>th</sup> at 7:00 pm
- Board of Zoning & Building Appeals -Variance Hearing – Monday, Sept. 15<sup>th</sup> at 6:00 pm
- Council Meeting – Monday, September 22<sup>nd</sup> at 7:00 pm

## **Public Comment**

**Adjournment** – Motion and Second

Village of Bluffton – Regular meeting August 25, 2025, at 7:00 p.m.

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

Cupples motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on August 11, 2025. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Steiner, to approve the bills as presented. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

3<sup>rd</sup> Reading:

Ordinance 09-2025 – An Ordinance to vacate a portion of Vine St. between North Jackson Street and North Lawn Avenue as requested by Bluffton Exempted Village Schools. Cupples motioned to adopt the Ordinance, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Resolution 16-2025 – A Resolution authorizing the Mayor and Village Administrator to enter into a contract with Hohenbrink Excavating, LLC, of Ottawa, OH and declaring an emergency. Talavinia motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Cupples motioned to approve the resolution, seconded by Sehlhorst. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 17-2025 – A Resolution authorizing the Mayor and Village Administrator to enter into a contract with J. Ranck Electric, Inc. from Mt. Pleasant, MI and declaring an emergency. Kingsley motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved. Stahl motioned to approve the resolution, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 18-2025 – 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 State Route 103 Southeast Loop Water Main Replacement Project as required. Sehlhorst motioned to approve the resolution, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Resolution 19-2025 – 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 Jackson Street Reconstruction Phase I Project as required. Talavinia motioned to approve the resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. No (0), Abstain (0), motion approved.

Stahl motioned, seconded by Sehlhorst, to approve the special event request from Youth for Christ's Fallout event to be held September 12, 2025 after the High School football game. College Ave. between Jackson and Main Streets will be closed from 4:00 p.m. until 11:00 p.m. for the event. Roll Call: Yes (5) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia. 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.

Personnel Committee on Wednesday, August 27 at noon.

Pathway Board on Thursday, September 4 at noon.

Council Meeting on Monday, September 8 at 7:00 p.m.

Safety Services Committee on Wednesday, September 10 at 7:30 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
VOUCHER REPORT 9/8/2025

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
AETNA	29,429.73	Multiple	HEALTH INSURANCE
ALLOWAY TESTING	75.00	Multiple	TESTING
ALLOWAY TESTING	50.00	Multiple	TESTING
AMERICAN ELECTRIC POWER	98.00	Multiple	ELECTRICITY
ANTHEM BLUE CROSS BLUE SHIELD	222.75	Multiple	LIFE INSURANCE
BLUFFTON FLYING SERVICE	5,000.00	Airport	AIRPORT MANAGEMENT
BLUFFTON STONE CO.	228.01	Multiple	STONE
BLUFFTON STONE CO.	423.60	Multiple	STONE
C & S SOLUTIONS	9,774.99	Sewer	SEWER CAMERA
CHARTER COMMUNICATIONS	43.40	Administrative	CABLE
CHOICE ONE ENGINEERING	247.50	Street	SR 103 INTERSECTION IMPROVEMENTS
CINTAS	86.43	Administrative	UNIFORMS
CINTAS	86.43	Administrative	UNIFORMS
CITIZEN'S NATIONAL BANK	29.22	Multiple	PROPANE REFILLS
CITIZEN'S NATIONAL BANK	27.76	Police	TRAINING MEALS
CITIZEN'S NATIONAL BANK	66.32	Street	D-RINGS
CITIZEN'S NATIONAL BANK	271.60	Administrative	POSTAGE - NON-FILING LETTERS
FRUCHEY, LOGAN	18.00	Park	PESTICIDE LICENSE - FRUCHEY
GGC FEEDS, LLC	115.00	Multiple	GRASS SEED & FERTILIZER
GLOBAL ELECTRIC, INC	10,940.25	Water	WATER PLANT VALVE REBUILD
GRAINGER INC	386.40	Multiple	SUPPLIES - MARKING PAINT, SAFETY GLASSES
HAWKINS INC.	650.04	Pool	POOL CHEMICALS
JUSTIN SHANNON	604.75	Land & Buildings	TOWN HALL CLEANING
MARATHON FLEET SERVICES	1,767.92	Multiple	FUEL
NEW HORIZON COMMUNICATIONS	560.62	Administrative	PHONES
NORTHWESTERN OHIO SECURITY SYSTEMS	202.00	Land & Buildings	MONITORING
OHIO ASSN. CHIEFS OF POLICE, INC	245.00	Police	MEMBERSHIP DUES - OGLESBEE & BURKHOLDER
OHIO DEPARTMENT OF AGRICULTURE	35.00	Park	PESTICIDE APPLICATOR LICENSE
OHIO FIRE CHIEFS' ASSOCIATION	100.00	Rescue	ANNUAL MEMBERSHIP
PERRY CORPORATION	637.22	Administrative	ADOBE SUBSCRIPTION
PJ SPORTSWEAR	382.50	Park	COMMUNITY DOG PARK SHIRTS
PROBST, GREG	4,265.00	Cemetery	CEMETERY RECORDS VERIFICATION
PUTNAM LAWN & LANDSCAPE	585.00	Park	CONCRETE LANDSCAPE BORDER
SCOTT SHOUGH	250.00	Police	K-9 CRUISER DETAILING
SEDGWICK	2,541.00	Administrative	TPA ADMINISTRATION
STAPLES BUSINESS ADVANTAGE	179.72	Multiple	SUPPLIES
STRYKER	12,845.20	Rescue	ANNUAL PREVENTATIVE MAINTENANCE AGREEMENT
TOM AHL CHRYSLER PLYMOUTH INC.	596.10	Police	UNIT #595 SERVICE
VERIZON WIRELESS	115.36	Multiple	CELL PHONES
VERIZON WIRELESS	160.44	Multiple	CELL PHONES
VETTER LUMBER CO.	322.76	Multiple	SUPPLIES
WAYNE AUGSBURGER	575.00	Water	HUNTER'S RUN REPAIRS
	85,241.02		
AUGUST MONTHLY	2,569.00		
MEDICARE	37.22		
OPERS	269.03		
FICA	40.14		
BIWEEKLY PAYROLL 9/3/25	86,866.21		
MEDICARE	1,203.92		
OPERS	8,071.50		
OP&F	5,696.46		

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

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

## **2025, August 26 Streets Meeting**

Start: 5:30 PM End:

Present: Joe Sehlhorst, Jerry Cupples, Admin. Jesse Blackburn, Mayor Rich Johnson; Public: Four Senior Engineering ONU Students and Professor Fan Ye

### **Topic: Collaboration w/ ONU Engineering Students**

As mentioned in the Administrators report at previous council meeting, Bluffton was approached this past Fall about an opportunity to participate in a capstone project with the ONU Engineering Department.

Professor Fan Ye and four Senior ONU Engineering Students and the Village discussed potential Capstone project topics.

1. **Downtown and School Mobility and Safety Study:** This project would mainly include a parking study, a traffic impact analysis related to the Vine Street closure, and an assessment of street lighting along Main Street.
2. **School Area Improvements:** This project would focus on enhancing the school area, with elements like safe school routes, a traffic study of intersections such as Main Street and College Avenue, and ways to make the school zone safer, student-friendly and enjoyable.
3. **Pathway Development and SR103 Safety Improvement:** This project would involve a detailed pathway development study, including an exploration of alternative pathways beyond the one proposed by ChoiceOne, as well as safety enhancements along SR103.

After much discussion, the ONU engineering students led by Professor Fan Ye will be focusing their efforts on 1. Downtown and School Mobility and Safety Study and 2. School Area Improvements. The four ONU students will be spending their entire senior year working on this capstone project.

**RESOLUTION NO. 18-2025**

**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 STATE ROUTE 103 SOUTHEAST LOOP WATER MAIN  
REPLACEMENT 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 State Route 103 Southeast Loop Water Main Replacement Project, and

WHEREAS, the infrastructure improvement 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 \_\_\_\_\_, 2025 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

**RESOLUTION NO. 19-2025**

**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 JACKSON 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 Jackson Street Reconstruction Phase I project, and

WHEREAS, the infrastructure improvement 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 \_\_\_\_\_, 2025 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's Report**

To: Mayor Johnson & Council Members

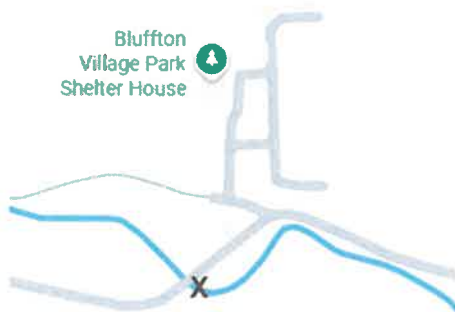


**09-08-25**

### **Pedestrian Pathway Preservation:**

BIORESTOR asphalt rejuvenator/penetrative sealer has been applied to the S.R. 103 and Co. Line Road Pathways. Bentley Road Pathways & Augsburger Rd. Pathways are scheduled for next year.

### **Village Park Improvements:**



The "X" on the map on the left marks the location shown on the right where the east side of the waterway through the Village Park was restored to protect the roadway and beautify the area. Public Works Dept. completed this fine job.



### **Income Tax Department – CityTax Software Update**

Transition to CityTax software is planned for October. This software will allow for online filing of income taxes and many other efficiencies to streamline the process. More to come in future reports

**Maple Grove Cemetery – CemSites Software Update:** Approx. 1/3 of the Maple Grove records have been verified and uploaded into the CemSites database for online access & storage.

### **Bluffton Airport Projects:**

1. **Taxilane Reconstruction:** Contractor with low bid declined the award of the job. Working with the FAA to determine next steps which could require a re-bid of the entire project.

**ONU Engineering Students – Capstone Project** A team of Sr. Engineering Students from Ohio Northern Univ. will be meeting on Sept. 17 with Village Administration to discuss a capstone project focused on flood control & nutrient reduction regarding the waterways surrounding Bluffton.

**Swimming Pool water loss:** PWD continues to search for the source of water loss at the pool.

**Legacy Park Update:** Dynamic Ag applied nutrients to the soil as recommended per Bill McKibben to provide optimal conditions for grass to grow.

### **Village contracts to be renewed:**

- Farm contracts will be posted for bid starting mid-September. 3 year contract.
- Refuse and Recycling contract is set to expire in April of '26. Will need to bid in late Oct.

**Committee/Commission Meetings:** - Personnel Committee