

Village of Bluffton Council Meeting Agenda
Bluffton Town Hall, 3rd Floor
154 North Main Street, Bluffton
June 26, 2017
8:00 PM

Opening Ceremonies

Call to Order
Pledge of Allegiance

Minutes

Approval of the minutes for the Bluffton Village Council meeting held on Monday, June 12, 2017, and Special Council Meeting on Wednesday, June 14, 2017.

Bills

Legislation

Ordinance No. 07-17

2nd Reading

Emergency

An ordinance to repeal ordinance 12-15 regarding stop signs at the intersection of County Line Road and the railroad crossing as it is no longer necessary and declaring an emergency.

Ordinance No. 08-17

2nd Reading

Emergency

An ordinance to waive certain residency requirements of Ohio Revised Code Section 735-271 for the Village Administrator and declaring an emergency.

Resolution No. 13-17

2nd Reading

Emergency

A resolution confirming the appointment of Jack Huber as Village Administrator and declaring an emergency.

Administrator's Report

Safety Services

Committee Reports

Insurance – June 22nd

Mustard Seed Cafe

Andrew VanHorn

Public Comment

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

Council Meeting – Monday, June 26th at 8:00pm
Utilities Committee – Tuesday June 27th at 5:30pm
Update Meeting re: SR103 Corridor Study – Thursday, July 6th at 5:30pm
Council Meeting – Monday, July 10th at 8:00pm
Public Hearing re: 2018 Budget – Monday July 10th at 8:15pm
Council Meeting – Monday, July 24th at 8:00pm
Public Hearing re: Sidewalk Connectivity – Monday, July 24th at 8:15pm

Adjournment – Motion and Second

June 12, 2017

Regular Council

Mayor Augsburger presiding. Messrs: Burrell, Johnson, Miller, Sehlhorst, Talavinia, and Warren present.

Mr. Talavinia moved, seconded by Mr. Warren to approve the minutes of the regular council meeting held on May 22, 2017. Roll Call: Yes (5) Messrs: Talavinia, Warren, Burrell, Johnson, Miller, and Sehlhorst. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to approve the bills as presented. Total payroll of \$46,317.81 and non-payroll of \$473,819.95. Roll Call: Yes (6) Messrs: Warren, Johnson, Burrell, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Warren to approve the first reading of Ordinance No. 07-17L AN ORDINANCE TO REPEAL ORDINANCE 12-15 REGARDING STOP SIGNS AT THE INTERSECTION OF COUNTY LINE ROAD AND THE RAILROAD CROSSING AS IT IS NO LONGER NECESSARY. Roll Call: Yes (6) Messrs: Sehlhorst, Warren, Burrell, Johnson, Miller, and Talavinia. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Miller to suspend the rules and declare an emergency. Roll Call: Yes (6) Messrs: Sehlhorst, Miller, Burrell, Johnson, Talavinia, and Warren. No (0), motion approved.

Mr. Miller moved, seconded by Mr. Burrell to approve Resolution No. 12-17: A RESOLUTION MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY. Roll Call: Yes (6) Messrs: Miller, Burrell, Johnson, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

The following meetings were included on the agenda and/or scheduled during the meeting:

June 22, 2017	Insurance Committee	4:30 PM
June 26, 2017	Council	8:00 PM
July 10, 2017	Public Hearing- 2018 Budget	8:15 PM
July 24, 2017	Public Hearing- Sidewalk Connectivity	8:15 PM

Mr. Sehlhorst moved, seconded by Mr. Warren to approve engineering costs up to \$5,000.00 for bridge signage on the Bentley Road overpass of I-75. Roll Call: Yes (4) Messrs: Sehlhorst, Burrell, Miller, and Talavinia. No (0) Messrs: Johnson and Warren, motion approved.

Mr. Warren moved, seconded by Mr. Talavinia to approve purchasing a pump for the sewer plant from Sullivan at a cost of \$12,798.00. Roll Call: Yes (6) Messrs: Warren, Talavinia, Burrell, Johnson, Miller, and Sehlhorst. No (0), motion approved.

Mr. Talavinia moved, seconded by Mr. Warren to approve August 2, 2017 as the rain date for National Night Out, and offer free admission to the pool if used as the rain date. Roll Call: Yes (6) Messrs: Talavinia, Warren, Burrell, Johnson, Miller, and Sehlhorst. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Burrell to authorize the use of forty 2018 daily pool admissions as prizes during National Night Out. Roll Call: Yes (6) Messrs: Sehlhorst, Burrell, Johnson, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Burrell moved, seconded Mr. Johnson to accept the resignations of Shelly Miller and Catherine Nye from the EMS department. Roll Call: Yes (6) Messrs: Burrell, Johnson, Miller, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Johnson to approve Emily Buckell as a probationary EMT for a period of six months. Roll Call: Yes (6) Messrs: Sehlhorst, Johnson, Burrell, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Burrell to approve Olivia Sneary as a probationary EMT for a period of six months. Roll Call: Yes (6) Messrs: Johnson, Burrell, Miller, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

Mr. Miller moved, seconded by Mr. Sehlhorst to approve hiring Josiah Conley and Maddison Wilson as 2017 lifeguards, pending proper certifications. Roll Call: Yes (6) Messrs: Miller, Sehlhorst, Burrell, Johnson, Talavinia, and Warren. No (0), motion approved.

Mr. Burrell moved, seconded by Mr. Miller to approve a bid of \$17,133.08 from Nonnemaker for 2017 asphalt sealing work. Roll Call: Yes (6) Messrs: Burrell, Miller, Johnson, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

Mr. Burrell moved, seconded by Mr. Talavinia to close Main Street (The Centre to Marathon gas station) on November 25, 2017 for the Blaze of Lights parade, starting at 4:50pm. Roll Call: Yes (6) Messrs: Burrell, Talavinia, Johnson, Miller, Sehlhorst, and Warren. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Johnson to enter into executive session for the discussion of personnel- hiring and contracts- Ottawa water. Council, Mayor, Solicitor, and others as called invited to attend. Roll Call: Yes (6) Messrs: Sehlhorst, Johnson, Burrell, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Burrell moved to exit from executive session for personnel- hiring and Mr. Miller moved to exit from executive session- contracts.

A Special Council meeting for personnel-hiring was scheduled for June 14, 2017 at 5:30pm.

Mr. Sehlhorst moved, seconded by Mr. Talavinia to adjourn.

MAYOR

FISCAL OFFICER

June 14, 2017

Special Council

Mayor Augsburger presiding. Messrs: Burrell, Johnson, Miller, Sehlhorst, Talavinia, and Warren present.

Mr. Sehlhorst moved, seconded by Mr. Johnson to enter into executive session- personnel-hiring. Council, Mayor, and solicitor invited to attend. Roll Call: Yes (6) Messrs: Sehlhorst, Johnson, Burrell, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Johnson moved to exit from executive session.

Mr. Burrell moved, seconded by Mr. Warren to approve the first reading of Ordinance No. 08-17: AN ORDINANCE TO WAIVE CERTAIN RESIDENCY REQUIREMENTS OF OHIO REVISED CODE SECTION 735.271 FOR THE VILLAGE ADMINISTRATOR. Roll Call: Yes (6) Messrs: Burrell, Warren, Johnson, Miller, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Burrell to approve Resolution No. 13-17: A RESOLUTION CONFIRMING THE APPOINTMENT OF JACK HUBER AS VILLAGE ADMINISTRATOR. Roll Call: Yes (6) Messrs: Warren, Burrell, Johnson, Miller, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Johnson to adjourn.

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
JUNE 26, 2017 BILLS PAID

PAYROLL:

VILLAGE	\$46,260.31
FIRE & RESCUE	\$3,739.02
TOTAL PAYROLL:	\$49,999.33

Check #	Vendor	Description	Amount
88842	Income Tax Refund Vendor	Invoice for imported check	\$15.00
88843	Income Tax Refund Vendor	Invoice for imported check	\$21.76
88844	Income Tax Refund Vendor	Invoice for imported check	\$321.00
88845	Income Tax Refund Vendor	Invoice for imported check	\$27.06
88846	Income Tax Refund Vendor	Invoice for imported check	\$135.40
88847	Income Tax Refund Vendor	Invoice for imported check	\$412.00
88848	Income Tax Refund Vendor	Invoice for imported check	\$376.00
88849	Income Tax Refund Vendor	Invoice for imported check	\$795.00
88850	Income Tax Refund Vendor	Invoice for imported check	\$21.25
88851	All Phase Electric Supply Co.	18 LED Light Fixtures	\$9,925.20
88852	Alloway Testing	Lab Analysis	\$75.00
88853	Bluffton Flying Service	Management Fee	\$5,000.00
88854	Bluffton Stone Co.	Road Maintenance Supplies	\$372.55
88855	Citizens National Bank	Skid Loader Loan	\$15,264.58
88856	County Electric Llc	Generator Repair	\$246.78
88857	Craun-Liebing Co	Software	\$1,500.00
88858	CT Consultants	West Side Interceptor Consult	\$16,924.46
88859	Culligan By Waterco	Bottled Water	\$16.50
88860	David Williams & Associates	Drinking Fountains	\$9,078.00
88861	Dominion East Gas	Natural Gas	\$211.79
88862	Family True Value Hardware	Batteries	\$30.48
88863	Grainger Inc	Ear Plugs, Glasses	\$146.89
88864	Hancock County Sheriff	Prisoner Housing	\$55.00
88865	Hancock-Wood Electric Co-Op	Electricity	\$207.04
88866	Joshua Brown	Cruiser Maintenance	\$59.00
88867	OP Aquatics	Chemicals	\$1,124.99
88868	Perry Corporation	Computer/Copier Support	\$988.63
88869	Petty Cash	Admin Petty Cash	\$160.26
88870	Power House Electric Supply	Lights- Benroth Bridge	\$440.00
88871	Progressive Sweeping Cont. Inc	Street Sweeping	\$1,560.00
88872	Republic Services #388	Refuse Service	\$17,057.34
88873	Riley Creek Sportswear, Llc	Lifeguard/Manager Shirts	\$46.00
88874	Sam's Club	Pool Vending Items	\$1,574.81
88875	SLR15Rifles, Inc.	Armorer Tool Kit & M16 Parts Kit	\$1,250.00
88876	Staples Business Advantage	Janitorial Supplies	\$716.92
88877	Staples Credit Plan	Wasp Killer & Degreaser	\$132.58
88878	Treasurer Of State	Principal Water Tank & Main Street	\$27,555.92
88879	Treasurer Of State	VFFDF Assessment	\$150.00
88880	Utility Sales Agency, Llc	Water Line Parts	\$900.44
88881	Verizon Wireless	Cellular Phone	\$51.60
88882	Village Of Ottawa	Water Usage	\$40,350.83
	TOTAL NON-PAYROLL		\$155,298.06

ORDINANCE NO. 07-17

AN ORDINANCE TO REPEAL ORDINANCE 12-15 REGARDING STOP SIGNS AT THE INTERSECTION OF COUNTY LINE ROAD AND THE RAILROAD CROSSING AS IT IS NO LONGER NECESSARY AND DECLARING AN EMERGENCY

WHEREAS, it has been determined by the Council of the Village of Bluffton, Ohio that the stop signs at the intersection of county line road and the railroad crossing are no longer necessary and;

WHEREAS, an emergency exists and the enactment of this Ordinance is necessary for the preservation of the health, safety and welfare of the Village of Bluffton, Ohio.

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

SECTION 1: That Ordinance Number 12-15 is hereby repealed as the stop signs at the intersection of county line road and the railroad crossing are no longer necessary.

SECTION 2: That an emergency exists as set forth herein, and this Ordinance shall be effective immediately from and after its passage.

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 of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this _____ day of _____, 2017 by the governing body of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

ORDINANCE NO. 08-17

AN ORDINANCE TO WAIVE CERTAIN RESIDENCY REQUIREMENTS OF OHIO REVISED CODE SECTION 735.271 FOR THE VILLAGE ADMINISTRATOR AND DECLARING AN EMERGENCY

WHEREAS, it has been determined by the Council of the Village of Bluffton, Ohio that the residency requirements for Village Administrator as set forth in Ohio Revised Code Section 735.271. That same code section allows the Village Council, by Ordinance, to waive that requirement, and;

WHEREAS, an emergency exists in that a Village Administrator needs to be appointment and the enactment of this Ordinance is necessary for the preservation of the health, safety and welfare of the Village of Bluffton, Ohio.

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

SECTION 1: That the requirement in Ohio Revised Code Section 735.217 that a Village Administrator become a resident of the Village of Bluffton, Ohio within six months of appointment is hereby waived.

SECTION 2: That any appointed Village Administrator must relocate to the Village of Bluffton within 18 months of his appointment.

SECTION 3: That an emergency exists as set forth herein, and this Ordinance shall be effective immediately from and after its passage.

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 of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this _____ day of _____, 2017 by the governing body of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

RESOLUTION NO. 13-17

A RESOLUTION CONFIRMING THE APPOINTMENT OF JACK HUBER AS VILLAGE ADMINISTRATOR AND DECLARING AN EMERGENCY

WHEREAS, the Mayor has appointed Jack Huber as Village Administrator for the Village of Bluffton, Ohio, and;

WHEREAS, Ohio Revised Code Section states that the Mayor's appointee shall not take office unless his appointment has been approved by a majority vote of the members elected to the legislative authority of the village, and;

WHEREAS, an emergency exists in that a Village Administrator needs to be appointed for the Village, and the enactment of this Ordinance is necessary for the preservation of the health, safety and welfare of the Village of Bluffton, Ohio.

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

SECTION 1: That a majority of the members elected to the Village Council hereby approve the Mayor's appointment of Jack Huber as Village Administrator for the Village of Bluffton Ohio effective Thursday, June 29, 2017

SECTION 2: That the of terms of employment are as follows:

- A. Starting salary of \$ 60,000.00 per annum
- B. Probationary period of 6 months at which time the Council to consider a recommendation of the Mayor for an increase in salary up to an additional \$ 5,000.00 per annum.
- C. Notwithstanding any other rule or regulation on Vacation Leave Time, the appointee shall be entitled to two weeks paid vacation during his first 12 months of employment.
- D. All other benefits for full time employees of the Village of Bluffton.

SECTION 3: That an emergency exists as set forth herein, and this Ordinance shall be effective immediately from and after its passage.

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 of any of its

committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this _____ day of _____, 2017 by the governing body of the Village of Bluffton, Ohio by the following vote:

Ayes: _____ Noes: _____ Abstain: _____

Attest:

FISCAL OFFICER

MAYOR

Approved as to Form:

SOLICITOR

To: Council Members

WELCOME to the New Bluffton Village Administrator

At a Special Council Meeting on June 14th, council voted unanimously to hire Jack Huber as Bluffton's next Village Administrator. Mr. Huber, formerly from Bluffton, is looking forward to working with the mayor, council, and staff, and serving the community at large. He has a bachelor's degree in Public Administration and a diverse professional and managerial background, working in both public and private sectors. Mr. Huber will be a valuable addition to the village. His first day of work is tentatively scheduled for Thursday, June 29th. A reception will be held on Friday, June 30th, with cake and punch, to warmly welcome Jack to Bluffton Administration. This will be held at the town hall from 1-3pm. Everyone is invited!

West Elm Street Water Line

A review team met on Monday, June 19th at 9am to discuss the incoming engineering proposals for the West Elm Street water line project. We are currently delaying the repaving of West Elm until the water line can be replaced. The review team for this project consisted of Larry Core, former Village Administrator, Steve Reichenbach, retired ODOT Civil Engineer, and Scott Phillips, Service Department Foreman. Also in attendance were Councilor Roger Warren and myself. All six proposals are from reputable firms with solid backgrounds. The next step is to thank all six firms for their proposals and to let them know that we are not necessarily expecting to have this project completed yet this year. I would now like to meet with council, most likely the Utilities Committee, to discuss further the proposals as well as information learned from the review team.

Dominion Gas Line Replacement on College Avenue

Northwestern Ohio Pipeline is tentatively scheduled to pull new the 8" steel gas line through the newly bored hole that passes 20' under the bottom of the Riley Creek on Tuesday, June 27th. The majority of College Avenue could be opened as early as Wed, June 28th. Localized zones of College Ave. and immediate areas will still experience Road Closure as necessary tie-ins are completed to this newly installed line. These areas will include a zone beside Marathon, the alley entrance behind the library, Triplett Dr. intersection with College Ave, and two spots in the football stadium area. The job is scheduled to be completed the week of July 4th, weather dependent.

Bentley/I-75 Exit 140 Bridge Aesthetics Kohli and Kaliher Associates from Lima have been hired at an amount not to exceed \$5,000 to provide the ODOT required details, drawings and notes for the addition of "BLUFFTON est. 1861" being formed into the concrete parapets (walls) of the bridge over I-75. Other firms had been contacted prior to hiring Kohli and Kaliher but none were available that could get the job done for a better price.

Dottie J. Anderson Terminal

The sign is up and looks impressive!



Alley by the Café

The “alley that’s not an alley” by the Mustard Seed Café on North Main has been a topic of discussion for many years. It is real estate that is owned by the village but is not platted as an alley even though it’s been used as an alley for years. Drivers tend to use this property as a short cut between Main Street and Lake Street. In the past, the pot holes have been left as is to 1.) deter regular traffic or 2.) at least get traffic to slow down a bit. In 2017, some of the pot holes were filled in and as a result, traffic speeds increased causing excessive dust in the open area, as well as dangerous situations. The area is also an eyesore. This was discussed at the last Streets, Lights, Alleys and Sidewalks Committee Meeting and we are in the process of gathering additional information.

We’ve received a quote from Bluffton Paving in the amount of \$17,900 to pave the property and we have received an estimate from Yoakum in the amount of \$1,200-1,500 for the survey. It would be nice to see this area paved, with speed bumps, and then platted as an alley. **(Action Requested)**

Augsburger Road Pathway Lighting Project

At a recent Streets, Lights, Alleys and Sidewalks meeting, it was agreed upon that adding two additional street lights along Augsburger Road at no cost to the village would be the recommended starting point to address lighting concerns along the new Augsburger Road Pathway. We have provided a written request to Rich Dougherty, AEP, that we approve the installation of the street lights.

Amstutz Drainage Group

The Allen County Soil and Water Conservation District is working on a project dubbed as the Amstutz Drainage Group. There is a drainage ditch that runs north of Sunset Drive flowing towards Bentley Road. The watershed that previously flowed into this area is being diverted away from this section, toward Augsburger Road. Our original plan was to install a new 24” tile under Bentley Road at a cost of \$3,701.68. With the reduced watershed, our new plan is to move the catch basin near Bentley an additional ten feet west, and to install a new ten inch line to connect the new catch basin to the existing line. This option, costing approximately \$2,000, would allow the village to widen the Bentley and to continue working towards a new bike and pedestrian pathway for the safety of our residents/visitors. **(Action Requested)**

Tax Incentive Review Council

On March 15, 2017, the Allen County Tax Incentive Review Council (TIRC) met in Lima, Ohio. Jesse Blackburn, Assistant to the Administrator, and I attended the meeting but only for the portion that pertained to Bluffton, as follows:

Village of Bluffton

Diamond Manufacturing of Bluffton, Ltd. #1 (2012): Jeff Sprague introduced the new Mayor of Bluffton Judy Augsburger and spent a brief amount of time explaining the Tax Abatement process to her. Jeff stated that jobs are down some but at this time there are 15 available job positions available that are unable to be filled. Joe Patton stated that they are working with Apollo to fill jobs that are open, especially welding positions. Some wages are locked in especially on the warehousing side due to a contract that is currently in place. Current jobs 85; New jobs committed 0. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

Diamond Manufacturing of Bluffton, Ltd. #2 (2015): Retained jobs 0; Projected jobs 21. Construction was complete in 2016. Auditor's office will determine the assessment value. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

The Allen County TIRC has requested that Bluffton Council approve the minutes. The minutes, in their entirety, are included in this packet. **(Action Requested)**

More information regarding the TIRC is as follows:

Tax Incentive Review Council

The Tax Incentive Review Council (TIRC) is an interjurisdictional body created to review and evaluate the performance of each Enterprise Zone (EZ) and Community Reinvestment Area (CRA) Agreement. The TIRC was created by the County when the original Enterprise Zone or Community Reinvestment Area was set up. The TIRC includes the County Auditor, Three County-Appointed Members, Two Local Government Representatives, a Representative from the Affected School District, and a Representative from the Affected Joint Vocational School District.

The TIRC is charged to annually review each EZ and CRA Agreement and determine whether or not the business has complied with the terms and conditions of the agreement. Upon review, the TIRC makes a formal recommendation to the affected local government and County to continue, amend or cancel the abatement.

The County receives the Annual EZ/CRA Reports from the Ohio Department of Development in late December to early January of each year. These reports are broken into Sections A, B and C. Sections A and B are completed by the County and Section C is for each EZ or CRA within the County. The County sends Section C to the various companies for completion. The completed Section Cs are presented and reviewed at the annual TIRC meeting to ensure that the companies have completed their investments in real and personal property and created and/or retained jobs.

<http://www.allencountyohauditor.com/understandingRealEstate.html#TAX INCENTIVE>

Blanchard River Watershed Partnership (BRWP)

The Partnership Board Members have been very busy creating Community Advisory Councils (CAC). There are three CAC's as follows:

1. Western – Putnam County Area
2. East-Central – Hancock County Area
3. Headwaters – Northern Allen and Hardin Counties

With the creation of the CAC's, the Partnership Board will hear their thoughts, concerns, and ideas. The objective is to have a productive discussion on water quality in the Blanchard River Watershed. Broad topics will include agri-business, commercial/industrial, government, and community/environmental. I currently serve on the BRWP Board and have been named as the CAC Headwaters Region Chair. John Bowers, Assistant Superintendent at the Bluffton Wastewater Treatment Plant, will represent the Village of Bluffton on the CAC. The entire list is as follows:

BRWP Headwaters Region CAC

Benji Bergstrand - Bluffton Stakeholder
Joe Kreinbrink - J & K Environmental
John Bowers - Village of Bluffton
Megan Burgess - Hardin County NRCS
Tyler Martin - Park Dist., Foundation Allen Co.
Christina Kuchle - ODNR, Scenic Rivers
Sandra Springer - WLEB Nutrient Management Tech.
Dr. Chris Spiese - ONU Chemistry
Sarah Lehman - OSU Lima Branch
Matt Ellings - Allen Co. Health Dept.
Bill Doyle - University of Findlay, BRWP Board
Jane McCleary – BRWP Board Governance
Bob Antibus - Riley Creek Rep. BRWP Board
Phil Martin – BRWP Watershed Coordinator
Judy Augsburgur - Bluffton Mayor, CAC Headwaters Chair, & BRWP Board

Our first meeting will be held on Tuesday, June 27th at 3pm.

SR 103/Main Street Road Conditions

The condition of the pavement on Main Street was discussed at a recent Streets, Lights, Alleys and Sidewalks committee meeting. ODOT has scheduled SR103/Main Street to be repaved in 2022. Surface cracking and other deteriorated areas of pavement need to be addressed before then and it is our responsibility to do so. We have received the attached quotes from Premier Patching, Inc. totaling \$7,294 to address the cracks and other areas that need spray patched. We currently have \$44,000 in the State Highway Fund that I recommend we use to perform this work. If this project is approved by council, Premier Patching, Inc. has requested permission to perform the work at night to minimize traffic/parking disruption and provide the best quality project. As always, we are thankful for companies like Premier who are willing to work around our traffic conditions. We are also thankful that we have “traffic conditions” to work around. Bluffton is a vibrant little community! **(Action Requested)**

America in Bloom

Our judges for America in Bloom will be Leslie Pittenger and Linda Cromer. They will arrive on Wednesday, July 19th and departing on Saturday, July 22nd. Their tours of the village will be on Thursday and Friday. We are currently working on documenting the various activities in Bluffton that make us special. The Tree Commission will meet on Monday, June 26th at 7pm to discuss the arboretum, and more. This meeting, as always, is open to the public. The Tree Commission is planning a Work Day for Friday, June 30th. Please call the Town Hall at 419-358-2066 if you'd like to help!

For more information, you can visit the America in Bloom website <http://www.americainbloom.org/> or call me at 419-615-0049.

About AIB

Our Vision

America in Bloom envisions communities across the country as welcoming and vibrant places to live, work, and play - benefitting from colorful plants and trees; enjoying clean environments; celebrating heritage; and planting pride through volunteerism.

Our Mission

America in Bloom promotes nationwide beautification through education and community involvement by encouraging the use of flowers, plants, trees, and other environmental and lifestyle enhancements.

America in Bloom is an independent, non-profit 501(c)(3) organization and contributions to AIB are tax deductible.

Participants Experience

Participants experience better cooperation among municipal, commercial and residential sectors because everyone works toward a common goal. They enjoy visible results. Via the national symposium and awards, they have information and cultural exchanges with neighboring, national and international communities.

As one mayor said, "We first thought it was about flowers. But it is about seeing our community and our residents bloom in so many ways."

To participate, a registration fee must be submitted by February 28. The fee depends on the entrants' population or type of entity (i.e., business district, etc.).

MINUTES

ALLEN COUNTY TIRC MEETING

MARCH 15, 2017

Present: Aloka Roy (City of Lima), Susan Crotty (City of Lima), Kevin Cox (Perry Township), Greg Kessen (Perry Township), Norm Capps (Perry Township), Cory Noonan (Allen County Commissioner), Joe Patton (Ohio Means Jobs), Jill Ackerman (Lima City Schools), Jenifer Sudhoff (Lima City Schools), Kathy Henry (Allen County Auditor's Office), Rhonda Eddy-Stienecker (Allen County Auditor's Office), Chris Seddelmeyer (Shawnee Township), Dave Belton (Shawnee Township), Judy Augsburger, Mayor (Bluffton), Jim Loughan (Nelson Packaging), Toby Golding (Nelson Packaging), Bing Guyton (Nelson Packaging), Dale Lewellen (Bath Schools), Bill Degen (Bath Township), Ron Miller (Bath Township), Roy Hollenbacher (Bath Township), Tammy Jay (Bath Township), Shane Coleman (City of Delphos), Kevin Wolfe (City of Delphos), PJ Johnson (Village of Spencerville), Sean Chapman (Village of Spencerville), Diane Eutsler (Spencerville Schools)

Attending from AEDG: Jeff Sprague, Tracy Hollar

Jeff Sprague called the meeting to order at 1:00 p.m. and gave a brief explanation of the process for reviewing the current tax abatement agreements. The AEDG spreadsheet was updated and information from the spreadsheet was populated with individual company information and distributed to the TIRC Board as well as all other participants in the meeting. AEDG sent each company a reporting form to complete and all companies returned the forms timely. AEDG worked with the Auditor's office to verify the real property abatement amounts and populated the forms with the current information. Agreements for the following companies were reviewed. Unless otherwise noted, all votes and actions were approved unanimously. Any abstentions or nay votes are denoted. The actions of the TIRC are as follows:

Wannemacher Enterprises #3/DOGR LLC (2005) Wannemacher Enterprises#4/DOGR LLC (2006)/ Wannemacher #5/DOGR LLC (2009): All Wannemacher agreements were approved at the same time. Baseline jobs for Agreement 233-09-02 up to 93. Down a bit from last year. Joe Patton is actively looking for people with needed skills. Two agreements will expire at the end of 2016. Motion to Continue made by Norm Capps, seconded by Rhonda Eddy-Stienecker. **Continue**
Wannemacher Agreement 003-05-01 also approved by Susan Crotty since location is in the City of Lima.

PEA Lima LLC (formerly Greater Ohio Ethanol) (2004): Jeff stated that jobs are up over last year. 3 jobs baseline. This agreement was reduced from 15 to 10 years. Payroll is up from last year. Motion to Continue made by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

Precision Thermoplastic (2005): 2016 is the last year for this agreement. Per Jeff Sprague, the Real Property Tax Foregone is reduced to almost nothing because it is the final year. Motion to Continue made by Greg Kessen. Seconded by Rhonda Eddy-Stienecker. **Continue**

BEF Foods, Inc. (formerly Kettle Creations) (2008)/ Bob Evans Farms Foods (2012): Jeff Sprague reported that in 2015, projected jobs were 185, and that current employment is at 329 for the BEF

Foods Contract 233-12-01. Jeff made a correction in 2016 to state that actual current jobs are 216. Current jobs for the Bob Evans Farm Foods Contract #233-08-01 are 286. Greg Kessen issued a concern regarding payroll amounts and wanted to be sure there was a process in place to report Payroll properly. Motion to Continue made by Cory Noonan, seconded by Joe Patton. **Continue**

All of the following agreements from Shawnee Township were unanimously approved to Continue as a group with no questions or comments:

PCS Nitrogen Ohio LP #1 (formerly Arcadian Ohio LP) (1997)

PCS Nitrogen Ohio LP #2 (2009)

PCS Nitrogen Ohio LP #3 (2015)

Lima Refining Company (Husky) (2009)

CR Properties/Tuttle Services (2008)

Ineos (2011)

ALPLA (2007)

Sign Source (2008)

Chris Seddelmeyer stated that she had reviewed the materials distributed and agreed with all information. Motion to Continue made by Chris Seddelmeyer, seconded by Cory Noonan. **Continue**

Ford #3 (2003): This agreement is for machinery and equipment only and will be dropped after this year. Motion to Continue made by Dale Lewellen, seconded by Rhonda Eddy-Stienecker. **Continue**

Proctor and Gamble #1 (2004): This is a multi-party agreement. Per Jeff Sprague, jobs are lower than previous year, however, agreement numbers were met. In previous year minutes it was noted that Company has agreed to make the back payments on the multi-party agreement. Jeff Sprague issued an invoice for the 2015 agreement amount. Payment was received, forwarded to Auditor's Office and disbursed. Motion to Continue made by Rhonda Eddy-Stienecker, seconded by Dale Lewellen. **Continue**

Proctor and Gamble #2 (2005): This is a multi-party agreement. Per Jeff Sprague, jobs are lower than previous year, however, agreement numbers were met. In previous year minutes it was noted that Company has agreed to make the back payments on the multi-party agreement. Jeff Sprague issued an invoice for the 2015 agreement amount. Payment was received, forwarded to Auditor's Office and disbursed. Motion to Continue made by Rhonda Eddy-Stienecker, seconded by Dale Lewellen. **Continue**

Proctor and Gamble #3 (2006) This agreement is for the Distribution Center. Jobs lower than previous year, however, met agreement numbers. Motion to Continue made by Rhonda Eddy-Stienecker, seconded by Dale Lewellen. **Continue**

Nash Finch/Super Food Services (2009): There was discussion regarding the committed job creation for this agreement. The amount of new jobs committed was 320 and the actual created was 280. Because of the discussion surrounding this issue, this agreement was **Tabled** until there was additional information to present. **Motion** to Table this agreement until further discussion made by Dale Lewellen, seconded by Bill Degen. Follow up meeting scheduled for Friday, March 24, 2017 @ 10:30 am.

Nelson Packaging Inc. (233-15-01): As an introduction to discussion on this contract, Jeff introduced three representatives from Nelson Packaging to the TIRC Board. They were: Jim Loughran, President,

Tony Golding, HR Manager and Bing Guyton. Jeff had reviewed Nelson's numbers and contacted Jim Loughran to see if he would like an opportunity to give an explanation of why the job creation number was not met this year and total number of full-time employees has gone down since last year. At the end of Phase 1 there should have been 60 jobs created and by the end of Phase 2 - 10/01/17 there should be 80 additional jobs. With Phase 1 complete, there should be 271 jobs, however, there is only 203. The agreed payroll was \$3,600,000 or \$12.36/hour per job.

The Nelson representatives explained that in the 35 years Nelson Packaging has been in business, they have never requested a tax abatement. The Ownership Leadership decided to build Building "F" in hopes to reach out for additional business. Upon making this decision, they decided to ask for a tax abatement. Through the process of expansion, however, they did not add any contracts that would enable the hiring of additional employees.

The Nelson representatives then explained that this company has three categories of employees. They are: Nelson Packaging, Nelson Staffing and Temp workers. The ultimate goal would be to not have the temp workers and only have Nelson Staffing and Nelson Packaging employees, however, many workers prefer to set their own work schedules and don't want to be full time employees. According to their records, they have increased hiring by 12% and feel they are very competitive with other companies. They do, however, feel they have a more difficult time finding full-time workers because their hourly rate is not competitive with some of the other industry such as Husky. They have 257 total employees today and that number includes temp workers. After their presentation, Roy Hollenbacher stated that the agreement spells out the requirements and asked "How do you get around this"? Rhonda Eddy-Stienecker added that an agreement can be modified from year to year. Jeff went on to say that there is an opportunity each year to modify if a decision is made to withhold abatement. At this point, the Agreement was "Tabled" for additional information. **Motion to Table** this agreement until further discussion made by Rhonda Eddy-Stienecker, seconded by Bill Degen.

City of Lima

Wannemacher Enterprises (2005)/DOGR LLC: Nothing significantly noted on this agreement. Jeff stated that this agreement would expire at the end of 2016. **Motion** made to Continue by Norm Capps, seconded by Rhonda Eddy-Stienecker. Since this agreement is in the City of Lima, Susan Crotty also approved for the continuation of this agreement. **Continue**

Best One Tires (2012): No objection to moving forward with this Agreement. Motion made to Continue by Cory Noonan, seconded by Joe Patton. **Continue**

All CRA's for Lima: A summary sheet for all CRA's was provided by Susan Crotty with a presentation made on each CRA. #1 (Maplewood-Northwood Apts. LLC (2007), CRA #2 (Met Place Properties LTD, Union Square), CRA #3 (Progressive Insurance, Krishna-Sterling Lodging, Fat Jack's Pizza III, New Lima Housing For the Future), CRA #4 (Indian Lakes/Buffalo Wild Wings), CRA #5 (Lima Energy Company – No Projects), CRA #6 (Health Building Group), Old CRA #1 – No Projects Old CRA #2 (Jhadervik/V&P Properties Sleep Center, Thor Leasing) Old CRA #4 – No Projects. **Motion** was made for Recommendation to Continue all Agreements **except** CRA #3 (Progressive Insurance) and Old CRA #2 (Jhadervik (Sleep Center)). **Motion** made by Jill Ackerman, seconded by Cory Noonan. **Continue** **Motion** to Table a Recommendation on **CRA #3 & Old CRA #2** made by Cory Noonan, seconded by Rhonda Eddy-Stienecker. The reason for tabling two of the Agreements is as follows: CRA#3 – Proposed creation of new jobs was 7 and retain 10. To date 0 retained and 0 created. Susan recommended to Continue since the Agreement expires in 2017. Because other Board members disagreed, motion was made to Table for further information and discussion on a Recommendation.

Old CRA #2 – Proposed creation of new jobs was 20 and retain 8. To date, 8 retained and 1 created. Kathy Henry and Jeff Sprague presented a V & P Donation Agreement between the City of Lima and Lima City Schools with a requirement that 40% of taxes saved as a provision of the agreement will be paid to Lima City Schools. To this date none of the amount has been collected. Neither entity (the City of Lima or The Lima City Schools) were aware that the agreement existed. Because this was new information presented to the Board, a motion was made to Table for further information and discussion on a Recommendation.

Village of Bluffton

Diamond Manufacturing of Bluffton, Ltd. #1 (2012): Jeff Sprague introduced the new Mayor of Bluffton Judy Augsburger and spent a brief amount of time explaining the Tax Abatement process to her. Jeff stated that jobs are down some but at this time there are 15 available job positions available that are unable to be filled. Joe Patton stated that they are working with Apollo to fill jobs that are open, especially welding positions. Some wages are locked in especially on the warehousing side due to a contract that is currently in place. Current jobs 85; New jobs committed 0. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

Diamond Manufacturing of Bluffton, Ltd. #2 (2015): Retained jobs 0; Projected jobs 21. Construction was complete in 2016. Auditor's office will determine the assessment value. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

City of Delphos

K & M Tire/Langhals Enterprise LLC (2011)/ K & M Tire, Inc. (2015): Jeff reported that jobs are up and all is going well with both agreements. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Joe Patton. **Continue**

Village of Spencerville

Charles River Laboratories/Springboard Labs (2007): EXPIRED. There was discussion on this agreement. Jeff wanted to clarify that there was no amended agreement to extend this agreement to 2020. Last year's minutes reflects that the agreement was Modified. Per Kathy Henry, this agreement is strictly a 5 year agreement. The only extension made was from 2011 to 2014 to complete the 5-year period.

HCF CRA (2011): Job totals are the same as last year with staffing levels being based on industry standards of per patient per day requirements. 51 full time jobs and 40 part time positions. **Motion** made to Continue by Rhonda Eddy-Stienecker, seconded by Diane Eutsler. **Continue**

With no further business to come before the TIRC, the meeting was adjourned at 5:10 p.m. The follow-up meeting to discuss and vote on tabled agreements scheduled for Friday, March 24, 2017 @ 10:30 am. The next will be as announced, with the required annual meeting anticipated for mid-March 2018. **Motion** to Adjourn made by Rhonda Eddy-Stienecker, seconded by Cory Noonan

Follow up meeting March 24, 2017 to discuss and vote on Tabled Agreements for Spartan Nash and Nelson Packaging and Recommendations two City CRA'S

Present: Rhonda Eddy-Stienecker (Allen County Auditor), Aloka Roy (City of Lima), Shelly Reiff (Lima City Schools), Jennifer Sudhoff (Lima City Schools), Cory Noonan (Allen County Commissioner), Susan Crotty (City of Lima), Joe Patton (OhioMeansJobs), Bill Degan (Bath Township Trustee), Roy Hollenbacher (Bath Township Trustee), Tammy Jay (Bath Township), Dale Lewellen (Bath Local Schools)

Attending from AEDG: Jeff Sprague, Tracy Hollar

Jeff Sprague called the meeting to order at 10:30 am. There were three (3) agreements that were **Tabled** as a result of the TIRC meeting on March 15, 2017. There were two City of Lima CRA's – CRA #2 – Sleep Center and CRA #3- Progressive Insurance Building. The other tabled agreements were Spartan Nash and Nelson Packaging. The meeting was held this date to afford the opportunity for additional information and discussion so there can be a determination on how to proceed with these agreements.

The first item of discussion was the **V & P CRA agreement as it relates to CRA #2 (City of Lima – Dr. Jhadervik – Sleep Center)**. Susan Crotty reported that nobody seems to be aware of Donation Agreement as referenced in the March 15, 2017 TIRC meeting and Dr. Jhadervik said he did not sign such agreement. Rhonda Eddy-Stienecker stated that there was a property transfer done in 2010 and Dr. Jhadervik was aware of the transfer. Jeff Sprague suggested to **Modify** the agreement the make sure the schools are paid the amount due. Rhonda will get the numbers together to include total due plus the penalty for non-payment. Jeff then suggested that Rhonda should send the proposal to Susan Crotty. She can then review and make a presentation to the City of Lima and Lima City Schools to get an agreement for payment. Jeff asked that Susan let Dr. Jhadervick know that everyone will work toward a common goal. **Recommendation for Modification Motion** made by Joe Patton, seconded by Rhonda Eddy-Stienecker.

The other City of Lima Agreement in discussion was CRA#3 – Progressive Insurance Building. Rhonda Eddy-Stienecker reported that the abatement on this property was never started and that over the course of time there were 4 to 5 different abatements. There was a request to Continue this agreement by Susan Crotty, however, a **Recommendation to Terminate** made by Rhonda Eddy-Stienecker and seconded by Joe Patton. Additional question from Cory Noonan was: "How do we handle the fact they were owed money for the abatement?" Rhonda offered to calculate amount owed on previous agreement and give amount to property owner. Amount owed was \$1,630.57. (Rhonda Eddy-Stienecker submitted documentation to reflect how this amount was reached)

The next agreement to be discussed was **Nelson Packaging (233-15-01)**. At the end of Phase 1 of this agreement there should have been a job creation of 60 and by the end of Phase 2 - 10/01/17 there should be 80 additional jobs. With Phase 1 complete, there should be 271 total jobs, however, there is only 203. Their agreed payroll was \$3,600,000 or \$12.36/hour per job.

Bill Degen said he did not feel Nelson Packaging would be able to keep up with the agreement and was concerned about the Auditor's involvement in monitoring and implementing the agreement. Rhonda Eddy-Stienecker stated that there was approximately \$60,000.00 forgone last year. (Attached documentation shows that the actual amount was \$60,107.20). Last year the board agreed to continue even though they did not meet the numbers. Jeff stated they were still considered under construction at that time. Jeff asked if recommended to go to zero and continue zero for another year, would there be an effect on taxes. Rhonda said "No". Bill Degen asked if a total recoupment could be made if after several years they do not keep their commitment. Jeff said "Yes". Bill Degen made a **Motion** to give zero on tax abatement next year, seconded by Rhonda Eddy-Stienecker. Next year the agreement will be re-visited to determine what action should be taken.

*Dale Lewellen wanted noted that if commitment is not kept over period of time, a decision can be made to terminate the agreement.

Spartan Nash 233-09-01: Jeff had conversation with Jennifer McElroy from Spartan Nash as a follow up to the March 15th TIRC meeting. Jennifer submitted a letter with several bullet points to give contributing factors for the numbers reported. Jeff presented the information at the follow up meeting Friday, March 24, 2017. One major bullet point discussed was that 10 available positions are posted and not filled at this time. After discussion of this and other bullet points presented (letter is in Agreement folder), **Motion** by Cory Noonan to Continue with the understanding the importance of filling the 10 open positions, seconded by Rhonda Eddy-Stienecker.

With there being no other business, **Motion** to adjourn by Rhonda Eddy-Stienecker, seconded by Cory Noonan. Meeting Adjourned.



PREMIER PATCHING, INC.

2873 County Rd S-3
 Liberty Center, OH 43532

419-343-0777
 premierpatching@frontier.com
 www.premierpatching.com

Proposal Date: Jun 19, 2017

PROPOSAL

To:
 Village of Bluffton

Service For:
 Village of Bluffton
 154 N. Main Street
 PO Box 63
 BLUFFTON, OH 45817

Customer ID	Sales Rep Name
	Westhoven, Troy

Quantity	Item	Description	Unit Price	Amount
1,560.00		Lbs: State Rt. 103 - from Exit ramp of 75 S to Main Street	1.650	2,574.00
320.00		Lbs: N. Main Street - from Corporate Limit to State Rt. 103	1.650	528.00
1,730.00		Lbs: Main Street/ Ohio 103 - from Jefferson St. to pavement change just past Bentley	1.650	2,854.50
1.00	CRACK REPAIR-2	PROCEDURES: Remove dirt and debris from areas in need of hot joint filler. Fill in necessary cracks and voids with Industrial Spec #34515T Modified.		

Subtotal	5,956.50
TOTAL PROPOSAL AMOUNT	5,956.50

Thank you,
 Premier Patching Inc.



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To:
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Service For:
 Village of Bluffton
 154 N. Main Street
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 BLUFFTON, OH 45817

Customer ID	Sales Rep Name
	Westhoven, Troy

Quantity	Item	Description	Unit Price	Amount
1.50		Tons: State Rt. 103 - from exit ramp of 75 S to Main St.	535.000	802.50
1.00		Ton: Main Street/ Ohio 103 - from Jefferson St. to Pavement change just past Bentley	535.000	535.00
1.00	SPRAY PATCHING	PROCEDURE: Fill voids with combination of aggregate and emulsion to ensure a solid blend. Sweep all loose stone onto existing patch. Compact patch		

Subtotal	1,337.50
TOTAL PROPOSAL AMOUNT	1,337.50

Thank you,
 Premier Patching Inc.