

CITY OF VANDALIA
February 20, 2023
City Council
Study Session – 5:45 PM

CITY OF VANDALIA
Council Study Session Minutes
Municipal Building
333 Bohanan Drive
Monday, February 20, 2023
5:45 P.M.

Councilmembers Present: Vice Mayor David Lewis, Councilman Michael Blakesly, Councilman Corey M. Follick and Councilwoman Constance Woods.

Councilmembers Absent: Mayor Richard Herbst, Councilwoman Candice Farst and Councilman Robert Ahlers

Others Present: Jerry McDonald, Daniel Wendt, Darren Davey, Amber Holloway, Angela Swartz, Bridgette Leiter, Kristen Carnes, Chief Althouse, Ben Walter, Brandon Sucher, Mike Hammes, Amy Hoffman, Peter Breidenbach, Lisa Sellars, Holly Wiggins, Ben Lickliter, Jeff Kreill, Amber Weaver, Jack Shirley, Margues & Terri Jones, James Frye, Larry and Cindy Doogan, Barbara Spurgeon, Tom Grice and Don Hutchison.

Vice Mayor Lewis called the Study Session to order at 5:45 p.m.

The Study Session began with a presentation to City Council given by Amy Hoffman with Palmer Energy, providing information about the Miami Valley Communication Council Electric and Natural Gas Aggregation. There was a brief discussion with questions and answers.

Monday, February 20, 2023

Items on this evening's Council Meeting Agenda

Vice Mayor Lewis called for questions or comments regarding items on this evening's Council Meeting agenda. There were no comments.

Ordinance: Assessments

Mrs. Leiter advised Council this emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, and weed cutting. Per the City Charter, five Councilmembers must be present to pass an emergency ordinance. This ordinance will be heard as a first reading at that Council meeting tonight and considered for final adoption by City Council of Vandalia, Ohio on Monday, March 6, 2023.

Monday, March 6, 2023

Resolution: Airport Access Road Bridge Repair

Mr. Cron advised Council bids were opened for the Airport Access Road NB Bridge Deck Rehabilitation project on February 9, 2023. Three contractors purchased bid packages and

two submitted bids for the project. Bids ranged from \$360,000 to \$511,329.67. The engineer's estimate for the project was \$335,670.00. Staff applied to the Ohio Public Works Commission for a \$200,000 grant for this project but were unsuccessful. The commission looks at the overall condition of the bridge in regard to safety. The bridge itself is in good condition other than the surface. **Mr. Cron** advised it was considered a resurfacing project which is not scored well in the applications. The bridge deck is a constant maintenance problem for our crews as the deteriorated sections continue to grow. The City is trying to direct as much traffic to the Airport Access Road as possible, it is critical that it is kept safe and hazard free. **Mr. Cron** recommended that Council award a contract to Brumbaugh Construction in the amount of \$360,000 for the project and allow an additional 10% for contingency items and/or change orders for a total of \$420,000. There was a brief discussion with questions and answers.

Resolution: Asphalt Purchase for Public Works

Mr. Cron advised bids were opened for the Annual Asphalt Purchase for the Public Works Department on February 9, 2023. Two companies submitted bids for this item. Staff is recommending awarding the bid to Valley Asphalt as the lowest and best bidder at their submitted price of \$80.00/Ton for Base Asphalt and \$85.00/Ton for Surface Course Asphalt. This bid is for asphalt to be purchased and used by the Public Works Department to patch and make repairs including utility repair holes such as water main breaks. The Public Works Department has \$45,000 appropriated for asphalt purchases in the permissive tax fund. The Parks & Recreation Department also has \$20,000 appropriated for asphalt at Cassel Hills Golf course for cart path resurfacing. This work will also be performed by the Public Works Department. There was a brief discussion with questions and answers.

Resolution: New Duty Firearms

Chief Althouse advised Council the Police Division is scheduled to replace our department-issued handguns in 2023. The Division last purchased Sig Sauer firearms in 2007 and this capital item is on a 15-year replacement cycle. In 2022, VPD's firearms training staff formulated a multi-step plan to decide which manufacturer and handgun would be the best option for VPD officers. During 2022, VPD officers were able to test and evaluate a variety of reputable handguns with various features and provide feedback on the various models tested. Overwhelmingly, the majority of VPD officers selected the FN 509 LE handgun as their desired handgun. VPD's range staff obtained quotes from two Glock dealers and two FN vendors, L.E.P.D. in Columbus and Rangemasters in Iowa. L.E.P.D. offered the best price for the FN 509 LE handgun and provided a trade-in value for VPD's Sig Sauer handguns, current holsters, and five MP-5 submachine guns no longer being utilized. **Chief Althouse** recommended City Council waive competitive bidding for the FN 509 LE duty handguns and options due to limited vendors and authorize the city manager enter into an agreement with L.E.P.D in Columbus to purchase (37) FN 509 LE handguns with selected options. **Chief Althouse** also recommended City Council authorize the City Manager to declare the Sig Sauer handguns, holsters, and MP-5 firearms as surplus and trade them in to L.E.P.D as part of the purchase agreement. There was a brief discussion with questions and answers.

Resolution: Miami Valley Communications Council Electric Aggregation Program

City Manager Wendt gave an introduction explaining what the Electric Aggregation Plan of Operation and the governance document program. **Mr. Wendt** advised Council there will be a public hearing tonight, the second public hearing on March 6 and this resolution will be on the March 6 Council agenda for adoption.

Resolution: Miami Valley Communications Council Natural Gas Aggregation Program

City Manager Wendt gave an introduction explaining what the Natural Gas Aggregation Plan of Operation and the governance document program. **Mr. Wendt** advised Council there will be a public hearing tonight, the second public hearing on March 6 and this resolution will be on the March 6 Council agenda for adoption.

Resolution: Air Show Chalet Agreement

Mr. Wendt advised Council annually, the City enters into a Letter of Understanding with the US Air and Trade Show. Per the terms of the Letter, the City agrees to provide Police and City services in direct support of the 2023 CenterPoint Energy Dayton Air Show being held this year on July 22 & July 23. The City will be reimbursed should such services exceed \$21,900.

Discussion

Parks and Recreation Master Plan

Mr. Wendt reminded Council on Monday, February 6, Mike Svez, Principal at PROS Consulting, presented the Parks & Recreation Master Plan to City Council. This plan will be the roadmap over the next decade for enhancing quality of life in Vandalia through our parks and recreation system. PROS Consulting coordinated and facilitated public input, focus groups with community stakeholders, other engagement strategies, and provided a statistically valid survey and corresponding report of community opinions and needs as part of the project. **Mr. Wendt** advised this is a discussion item should Council have any comments or questions about the plan and advised Council the adoption of the plan will be at the March 20th Council meeting.

Midwest Sculpture Initiative

Mr. Wendt advised Council Midwest Sculpture Initiative has submitted a proposal to curate and erect an eight-piece temporary sculpture exhibit at the Vandalia Art Park from October 2023 through October 2024. MSI will be responsible for the placement of concrete/steel pads, the delivery and placement of sculptures, and the removal of the sculptures and pads upon conclusion of the exhibit. The City will be responsible for providing general liability insurance with MSI providing secondary insurance. The total cost of this proposal is not to exceed \$18,000.

Vandalia Butler Alumni Association Donation Request

Mr. Wendt advised Council the Vandalia-Butler Alumni Association (VBAA) is requesting financial donations to ensure the continuation of the Salute to The Seniors display at Butler High School. This program honors graduating Butler High School seniors in the yard fronting North Dixie Drive at Elva Court with a yard sign of each student's senior photo and landscaping lights highlighting the display 24/7. The VBAA is requesting financial donations in any amount; however, a donation in the amount of \$250 will earn the City of Vandalia logo a spot on the sponsorship banner for public acknowledgement and a commemorative poster. A donation of \$500 will ensure the logo be added to the VBAA website and a donation of \$1,000 will ensure the COV logo will appear at the top of the sponsorship banner. In 2022, Council authorized a donation of \$1,000. There was a brief discussion. Council authorized a donation of \$1,000 for 2023.

Appointment of a Committee for the Renaming of Veterans Memorial Parkway to Veterans Parkway

Mr. Wendt advised Council that Mayor Herbst, outside of City Council, has appointed Councilmember Follick and City Manager Wendt to an ad hoc committee. The proposal is to change the designation of Dixie Drive from Veterans Memorial Parkway to Veterans Parkway.

Mr. Wendt advised Council that Butler Township is pursuing a similar change with Montgomery County. **Mr. Wendt** advised there is a required step in the Code that must be followed prior to passage of a resolution. Vandalia Codified Ordinances section 1066.02, NAMING OF BUILDINGS, PARKS, ROADS AND FACILITIES, provides that the City staff or a member of Council initiates a request that any public road be named, the following procedures shall apply: (a) The name, along with a written statement as to why it would be considered appropriate to name such public place or facility, shall be presented to Council; (b) The Mayor shall then appoint an ad hoc committee to review this suggested naming; (c) The committee shall, after necessary study, present a written recommendation to Council, with its reasons therefor, regarding the proposed naming; and (d) Council, after receiving the recommendation, shall, by formal action, either approve or reject the naming as proposed. **Mr. Wendt** advised this will be a resolution for adoption on the March 6th Council meeting if there are no objections. There were no objections.

IT Antivirus Renewal

Mr. Davey advised Council the City's current antivirus software is up for renewal in January 2023. As part of the IT Department's focus on enhancing device security, Mr. Davey included enhanced monitoring and detection services in the 2023 budget. While it is possible to purchase more software to complement the current Trend Micro service, the IT Department would like to replace the antivirus software with a new solution that includes antivirus and enhanced monitoring services with a single product. The enhanced services include device and application inventory, vulnerability reporting, as well as firewall and device controls. These features greatly increase the overall security of the workstations and servers, which narrow the chance of workstations and servers getting infected by viruses and malware and allow the department to focus on weaknesses identified by the software. The city budgeted \$6,500 for antivirus software (originally a 2-yr renewal) and \$16,000 for enhanced monitoring services, for a total of \$22,500. **IT Manager Davey** recommended the city purchase SentinelOne Control for a 12-month term at a cost of \$13,660.66, which will be renewed annually.

Golf Course Fence

Mr. Licklitter advised Council the Parks and Recreation Department is recommending awarding the bid for the Cassel Hills Golf Course Split Rail Fence Project to Allied Fence Builders of Dayton, Ohio as a result of their overall best proposal for the project. On February 10, 2023, the City publicly opened and read proposals received for the project, advertised in the Daily Court Reporter on January 20 and 27, 2023. The Request for Proposal (RFP) encouraged vendors to develop a proposal to provide the necessary equipment, supplies and labor necessary to complete a perimeter fence project that would best serve Cassel Hills Golf Course, including the replacement of the current split rail fencing along hole number 5, 7 & 8 and additional fencing along #5. Five (5) companies submitted formal proposals for the project. The 2023 capital projects budget has \$40,000 allotted for the project based on a quote received during the budget process. Allied Fence Builders of Dayton, Ohio submitted the lowest and best proposal for the project with a proposal price of \$26,575.

Cassel Hills Pool Fees

Recreation Superintendent **Mr. Jeff Kreill** provided information to City Council relating to Parks & Recreation Department Fees for Cassel Hills Swimming Pool. He provided a historical breakdown, cost recovery analysis and recommendations to update user fees and operational policies for Cassel Hills Swimming Pool. There was a brief discussion with questions and answers. **Councilman Follick** requested City Manager Wendt include a discussion on recovery rates at the pool and the Rec Center at the Spring Retreat.

2023 Miami Valley Regional Crime Lab Fees

Chief Althouse advised Council the Division of Police has utilized the services of the Miami Valley Regional Crime Laboratory (MVRCL) exclusively for more than 40 years. The service delivery and quality of the laboratory's evidentiary work for Vandalia has been excellent. Among its many services, the Crime Lab staff has also formally trained and certified many Vandalia police officers as evidence technicians. As a member agency, VPD receives the MVRCL Evidence Technician course at no additional cost; provides supplies to furnish evidence kits, including plastic tubes, OVI kits, and fingerprint powder; offers expert testimony for submitted laboratory casework; provides expedited case analysis on request; offers direct email access to analysts, including a portal for report review; distributes an MVRCL/MCCPO Newsletter; and provides a laboratory virtual tour. The VPD participation as a MVRCL member agency ensures reliability, dependability, and customer service that the Division of Police and our citizens deserve. **Chief Althouse** advised Council this year, Montgomery County Commissioners authorized a reduction in crime lab fees for member agencies within Montgomery County for crime lab services. VPD budgeted \$20,577 for 2023 crime lab fees; however, the VPD's annual 2023 cost is only \$10,093.

Lexipol Wellness Program Agreement

Chief Althouse advised Council the Vandalia Division of Police is committed to promoting employee wellness and resiliency by providing resources to benefit employees physically, mentally, financially, emotionally and spiritually. Lexipol offers a wellness program through Cordico, an app designed specifically for public safety employees that offers a variety of resources to equip and support VPD's employees in an effort to live healthy and productive lives despite facing and enduring stressful and critical incidents. On September 12, 2022, VPD was notified by the Governor's Office that VPD was the recipient of a \$13,000 grant to cover the expense for the health and wellness app in 2023 funded by the American Rescue Plan Act (ARPA). This app will provide access to a health and wellness program that provides confidential support and an online library of wellness courses. The Lexipol Cordico app costs \$13,000 annual and the City will be reimbursed these funds from the State of Ohio.

At 6:57 pm, **Vice Mayor Lewis** advised the Study Session is being adjourned for the purpose of conducting the regularly scheduled Council Meeting. He indicated the Study Session will reconvene after the Council Meeting is adjourned.

7:57 p.m. Vice Mayor Lewis re-opened the Study Session and called upon Ms. Holloway to discuss the Solar Panel Text Amendment.

Solar Panel Text Amendment

Ms. Holloway advised Council on November 21, 2022, City Council directed the review of the City's Zoning Code relating to Solar Energy Systems. Staff conducted a thorough review of the City's Code and researched other communities throughout Ohio. **Ms. Holloway** presented

a number of possible text modifications for discussion. There was a discussion with questions and answers. Council indicated they would like the Planning Commission to proceed with the text amendment and then come back to Council for the adoption of the text amendment. Council requested to discuss this topic again at the March 6th Study Session when all of Council would be in attendance.

Scott Ave Sanitary Repair

Mr. Cron advised Council staff discovered a short span of sanitary sewer on Scott Avenue that serves two residential properties that we have had multiple problems and sewer stoppages with. This has caused sanitary sewer backup in the basements at both properties on multiple occasions. The City needs to replace 90 lineal feet of the old main with new 8" sanitary sewer and the installation of a manhole at the end of the line and replace the two service laterals that serve the properties to the right of way line. Staff has performed the survey work and prepared the construction drawings in house to save time and money. Staff solicited proposals from three reputable contractors that the City has worked with before to perform the work. **Mr. Cron** recommend entering into an agreement with Finrock Construction Company to perform the work at their submitted cost of \$24,000.00. They can start on the work as soon as materials are available. There is \$150,000 in the 2023 Capital Improvement appropriations for sanitary sewer rehabilitation work that we can use for this project. There was a brief discussion with questions and answers.

December and End of Year 2022 Financial Reports

Cognizant of Council's duty to monitor the City's financial activity, **Vice Mayor Lewis** introduced Mrs. Leiter to timely provide financial information for Council's review and analysis. **Mrs. Leiter** reminded council the financial reports were previously provided in their council packets. **Mrs. Leiter** reviewed the December monthly reports in detail. She began by reviewing the Monthly Financial Variance Analysis: December 31, 2022 in detail, which included revenues and expenditures for the General Fund, the Police-Fire-Street CIP Fund, Golf Fund, Water Fund, Sewer Fund. Mrs. Leiter reviewed December cost recovery data for the golf course, recreation center, Cassel Hills Pool, and the Fund Statement report in detail. Brief discussion occurred. After a brief discussion with questions and answers, Council indicated approval of all reports.

60 Day Calendar

Vice Mayor Lewis solicited comments or questions on the 60-Day Calendar. There were none.

Study Session adjourned at 8:50 p.m.

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