

CITY OF VANDALIA
Council Study Session Minutes
Monday, April 19, 2021
6:00 P.M.

Councilmembers Present: Mayor Richard Herbst, Vice Mayor Robert Ahlers, Councilwoman Candice Farst, Councilwoman Constance Woods, Councilman Michael Blakesly, Councilman Corey M. Follick, and Councilman David Lewis

Others Present: Jerry McDonald, Daniel D. Wendt, Missy Pruszynski, Amber Holloway, Rob Cron, Darren Davey, Bridgette Leiter, Holly Wiggins, David Marlow, Chief Kurt Althouse, Chief Chad Follick, and Amber Aivalotis-Weaver

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Meeting ID: 811 5029 2149

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Mayor Herbst called the meeting to order at 6:00 p.m.

1. Monday, April 19, 2021

A. Items on this evening's council meeting agenda

Mayor Herbst asked Council if there are any comments or questions related to items on this evening's Council Meeting agenda. There were none.

B. Resolution 21-R-21: Motorola Agreement and Repeal 21-R-15

Mr. Wendt advised Council this item is largely a matter of housekeeping. At the March 15 Council Meeting, Council approved Resolution 21-R-15 titled *A Resolution Authorizing The Purchase For Three Motorola Radio Consoles, Requested By The Division Of Police, To Motorola In The Amount Of \$27,945*. He said this resolution authorized the purchase of three Motorola Radio "consoles" as part of an upgrade to the existing system; however, the purchase was actually for hardware and software "services" for three Motorola Radio consoles as part of an upgrade to the existing system. Therefore, Resolution 21-R-21 repeals 21-R-15 and approves the purchase of said upgrade "services".

2. Monday, May 3, 2021

A. Resolution: Agenda Management Upgrade

Mrs. Pruszynski explained since 2013, the City of Vandalia has utilized Granicus as the primary method to process and disseminate paperless agendas and The Blue Letter. The pre-meeting packet assembly process is woefully outdated and inefficient.

She continued by recommending a software upgrade to streamline cross-departmental workflows, boost post-meeting productivity, and incorporate an indexed video feature. The proposed subscription is \$11,480.00 for the first year plus a one-time fee of \$6,750 for various hardware. The 2021 Budget includes \$6,600.53 for the current subscription; and, therefore, exceeds the budgeted amount by \$11,629.47. The proposed agreement locks-in Year 2 Pricing at \$12,283.60 and Year 3 Pricing at \$13,143.45. Granicus has always provided exceptional customer service and I anticipate quick implementation of the software platform. Mrs. Pruszynski advised, at the April 19 Council Meeting, she will be asking Council to consider approving the three year agreement for the software upgrade and a Supplemental Appropriation for the difference. Mrs. Pruszynski offered to answer any questions from Council.

Councilwoman Woods confirmed that the City is currently using Granicus and inquired if Granicus offers automatic updates. Mrs. Pruszynski responded that the company does not provide automatic updates to the software. She continued noting the upgrade would include several functions that are currently unavailable with the software platform in use as well as an automatic approval process, allowing department heads to submit their own documents, increasing transparency, as well as other features. Mrs. Pruszynski explained the details of the current process. Mr. Wendt commented that it only took him about a week and a half of being here before he realized what happens each time there is a change in the council packets. He continued by sharing Mrs. Pruszynski has a standard checklist that outlines twenty-five changes per each change to the council packet. This software upgrade will allow her to receive the supplements and attachments for any sort of Council letter that comes in, any resolution, or any ordinance bundled from the department and it will then go through finance, through the law director, and allows everyone to approve the information at every single step as it is funneled through the process. This upgrade will bring us closer to how our neighboring cities are disseminating Council Meeting information. Mr. Wendt continued by sharing this is, without a doubt, going to save time in departments, other boards and commissions will be able to utilize this upgrade, and he will be able to more appropriately direct staff to work on more productive projects. Mr. Davey gave a preview of what Council can expect to see on their iPads and how the software operates. He commented on each product included in the software upgrade. Mr. Davey advised Council every year he and Mrs. Pruszynski revisit an upgrade or a new platform with various vendors and noted that this particular software

has matured greatly over the last several years. Councilwoman Woods inquired as to why we have not upgraded sooner. Brief discussion was held. Then, Mr. Wendt pointed out to Council that when the first quote was received he responded to Mrs. Pruszynski and Mr. Davey in an email with a picture of a pencil sharpener. Mrs. Pruszynski went back to the vendor, played hardball, and got a very significant discount. He commented he was proud to see her do that and to protect the public's dollars. Mr. Wendt concluded by thanking Mrs. Pruszynski for her efforts. Mayor Herbst commented one of the advantages of the upgrade will be that this information will be able to better integrate with our new website similar to other cities. For example, if residents want to see a particular item that was on the agenda, they just click on that agenda item and then the video comes up and they can watch that segment rather than sit through the entire Council meeting video. Councilman Blakesly added that he concurs with Councilwoman Woods and Mr. Wendt that this should have been done years ago and is currently antiquated. He is excited to see the City moving forward and becoming more efficient. He continued by noting that he appreciates all the work Mrs. Pruszynski did on this project. Councilman Blakesly thanked staff members involved in the project for their efforts.

B. Resolution: Public Works Utility Van Purchase

Mr. Cron advised Council in the 2021 Capital Improvement Budget staff appropriated \$40,000 to replace the Public Works Utility Van. This van is mainly used for the water service personnel. He said staff is looking to replace our current 2009 Utility Van used for our Water operations with a new 2021 Utility Cargo Van from Beau Townsend Ford. The current van has over 108,000 miles on it and is used every day in our department. Staff would like to keep this vehicle to be utilized as the new "pipe" truck for their storm sewer extension projects. Mr. Cron noted he will be asking Council to dispose of the current "pipe" vehicle that happens to be a converted medic. We also obtained pricing from the State of Ohio Cooperative Bidding contract, Middletown Ford, in the amount of \$41,969 as well as from Sourcewell Cooperative bidding program in the amount of \$38,529.08. Beau Townsend Ford submitted the lowest and best bid in the amount of \$38,410. Mr. Cron advised that staff contacted Smedley's Chevrolet who indicated they do not have a commercial vehicle department. He continued by requesting Council to consider waiving the bid and authorizing the purchase of the vehicle from Beau Townsend Ford. He offered to answer questions from Council. There were none.

C. Resolution: Firewall Upgrade

Mr. Davey explained the IT Department is recommending the approval of the 2021 Firewall Upgrade Project, which calls for the upgrade of the city's firewall devices and related monitoring equipment and software. An upgrade is being recommended in order to replace aging equipment, to increase capabilities, and to support changes being implemented by the IT Department that will increase security and also account for future growth. Due to the complexity of the devices and the familiarity with the current manufacturer, the IT Department is recommending that council waive formal bidding and purchase an upgraded model from the same manufacturer. The purchase of the firewall equipment and supporting software and hardware will be sourced from a total of four vendors: Cadre, SHI, Discount Low Voltage, and Amazon. While the total cost of the project may be lower as a result of unused installation labor, the project cost will not exceed \$36,949.16. Cadre will be handling the installation and migration of the firewall and the IT Department will be handling the installation of all supporting hardware and software. Mayor Herbst called for questions. There were none.

D. Resolution: Police Riot Gear Purchase

Chief Althouse advised Council the police department's current riot gear, including helmets, shields and gas masks, is in poor condition due to being over 20 years old and deteriorating with age. The department also has a limited quantity of gear that would not be sufficient for all sworn personnel in the event of a large-scale protest or riot. Based on incidents that occurred over the past year where VPD officers assisted other communities with disturbances and riots, it is important to have adequate safety gear and equipment to protect officers who may respond to these types of situations. The police department posted a bid for police riot gear in the Daily Court Recorder and on the city website as well as mailed bid packets to five different vendors who specialize in police gear. The police department received bids from two vendors, Pro Tech and Kiesler Police Supply, which included the required documents. Pro Tech offers all the equipment included in the bid specification for a total purchase price of \$26,438.00, which is below the capital budget amount of \$28,300.00. Kiesler Police Supply's bid was incomplete because it did not include all of the equipment specified in the bid packet. Council will be asked to authorize and approve the purchase of police riot gear from Pro Tech for the total purchase price of \$26,438.00.

E. Resolution: Police Cruiser Bids

Chief Althouse advised the police department posted bids in the Daily Court Reporter and on the city website for three new patrol utility vehicles to replace marked patrol vehicles in the fleet. The police department also delivered and/or mailed bid packets to 14 auto vendors who sell police vehicles. The police department received bids from two vendors, Whiteside Chevy of St. Clairsville, Ohio, and Beau Townsend Ford. Whiteside offers the 2021 Chevy Tahoe 4WD with the police package for a unit price of \$44,402.00 per vehicle for a total purchase price of \$133,206.00 for three vehicles. Beau Townsend Ford offers the 2021 Ford Police Interceptor Utility AWD patrol vehicle at a unit price of \$39,949.00 per vehicle for a total purchase price of \$119,847.00. The state bid price for the Ford Police Interceptor Utility AWD patrol vehicle is \$32,089.00 per vehicle. However, after adding the options in the bid specifications and paint to match the current fleet, the state bid price is \$44,029.00. Council approved \$129,000.00 for this 2021 capital purchase. VPD's current fleet consists of Ford Police Interceptor Utility vehicles and certain vehicle equipment is transferable from the older patrol vehicles into the new patrol vehicles based on model design. Council will be asked to authorize and approve the purchase of three 2021 Ford Police Interceptor Utility AWD patrol vehicles from Beau Townsend Ford for the unit price of \$39,949.00 per vehicle for a total purchase price of \$119,847.00.

F. Resolution: Replat – 110 Imperial Court

Mr. Marlow advised the applicant, VSF Investments 4 LTD, is requesting the replat of 0.4122 acres of land at 110 Imperial Court. The requested replat would result in the vacation of a shared property line and an existing 10-foot wide utility easement. The existing apartment building at 110 Imperial Court projects over both the shared property line and the 10-foot wide utility easement. There are no utilities within the existing utility easement. Planning Commission voted 5-0 to recommend approval.

G. Resolution: VDC Donation in the amount of \$25,000

This resolution would authorize a donation of \$25,000 to the Vandalia Development Corp. \$75,000 is the remainder of the 2021 budgeted amount of \$100,000.

3. Discussion

A. City Manager Project List

Mr. Wendt noted there are some very exciting developments going on. He explained staff has been working diligently to mitigate commercial truck traffic through town. Mr. Wendt advised Council, last week, he and Assistant City Manager Holloway had the pleasure of sitting down with Montgomery County Administrator Michael Colbert and also Assistant County Administrator Chris Williams. They discussed many exciting developments in the community and economic development initiatives and spent a significant amount of time discussing the negative impacts of commercial truck traffic on the City of Vandalia. Mr. Wendt continued by sharing he had the pleasure of sitting down with State Representative Phil Plummer today. They spent a significant amount of time discussing exciting happenings in the community, but also having serious discussion about commercial truck traffic and what are some realistic options to pursue either legislatively or administratively. Mr. Wendt advised he will keep Council updated on commercial truck traffic developments. He also reminded Council April 8 is the 20th anniversary of the opening of the Vandalia Recreation Center. He added the VRC has several activities planned to celebrate the occasion. Mr. Wendt advised Council the website launch is being delayed and will be released simultaneously with the release of the branding initiative. He concluded by updating Council on the finance software project, and indicating Mrs. Leiter is working very hard with the vendor on data conversion and the release of the software.

B. 60-Day Calendar

Mayor Herbst called for comments or questions on the 60-Day Calendar. Mrs. Pruszynski suggested due to the number of items on the April 19 Council Study Session Agenda that the meeting begin at 5:30 p.m. Council indicated their approval. There were no further comments.

4. **Executive Session** – The purpose of the Executive Session is to discuss negotiations with International Association of Firefighters (IAFF) as it relates to City of Vandalia full-time Firefighter-Paramedics.

At 6:29 p.m. Mayor Herbst advised the audience Council will adjourn to Executive Session to discuss negotiations with the International Association of Firefighters (IAFF) as it relates to City of Vandalia full-time Firefighter-Paramedics.

Adjournment to Executive Session

It was moved by Councilman Lewis, seconded by Councilman Follick, to adjourn to Executive Session to discuss negotiations with the International Association of Firefighters (IAFF) as it relates to City of Vandalia full-time Firefighter-Paramedics. Councilman Lewis voted yes, Councilwoman Woods voted yes, Councilman Blakesly voted yes, Councilwoman Farst voted yes, Councilman Follick voted yes, Vice Mayor Ahlers voted yes, and Mayor Herbst voted yes. Motion passed 7-0.

Re-Convene to Special Meeting

It was moved by Councilman Lewis, seconded by Councilwoman Woods, to reconvene to the Study Session at 6:38 p.m. All members present voted yes. Motion passed 7-0.

The study session was adjourned at 6:39 p.m.



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