

**CITY OF VANDALIA**  
**Council Study Session Minutes**  
**Monday, May 3, 2021**  
**5:30 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 Wendt, Missy Pruszynski, Amber Holloway, Darren Davey, Bridgette Leiter, Kristen Carnes, Holly Wiggins, Laura Wendt, David Marlow, Rob Cron, Chief Chad Follick, Chief Althouse, Steve Clark, Jeff Kreill, Marc Werner, Nicole Roberts, Kelly Kolar, Keegan Riley, Nicolas Latessa, Lavar Euell, Ben Graham

Join Zoom Meeting

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Meeting ID: 811 5029 2149

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Mayor Herbst called the meeting to order at 5:30 p.m.

**1. Monday, May 3, 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. Mr. Wendt requested an Executive Session be held this evening to consider the dismissal of a public employee.

**B. Action Item: Ohio Department of Liquor Control - Scene 75**

Chief Althouse advised the Ohio Department of Liquor Control has notified the city of an application for a liquor permit at Scene 75 Entertainment Center, LLC, 6196 Poe Avenue, Suite B. He continued by noting the Division of Police has no objections to the Scene 75 license request and do not request a hearing. Mayor Herbst called for additional comments. There were none.

**C. Resolution 21-R-31: ROW Dedication – 251 N. Dixie Drive/NorthPoint**

Mr. Marlow explained NorthPoint Development, has submitted a record plan for the purposes of dedicating 0.8629-acres of land as City of Vandalia public

right-of-way. The proposed public right-of-way line would coincide with the City of Dayton and City of Vandalia corporate boundary line. The proposed dedication would result in an 85-foot wide right-of-way that is in compliance with the City of Vandalia Thoroughfare Plan. Planning Commission voted 4-0 to recommend approval. Mr. Wendt added that this item is a matter of housekeeping and is on tonight's Council Meeting agenda. He continued by noting it is important to move past this by accepting the right-of-way dedication so that we have our street in our town. There were no comments or questions from Council.

D. Ordinance 21-10: 2020 Codified Update

Mr. McDonald explained this ordinance, also a housekeeping item, approves the editing and inclusion of certain ordinances and resolutions that have been passed by Council since the last update of the Codified Ordinances. This update will codify all pertinent legislation passed by Council during 2020, as well as incorporating amendments to the Ohio Revised Code. Mayor Herbst called for comments. There were none.

**2. Monday, May 17, 2021**

A. Action Item: Foxfire Subdivision Sidewalk Bond Extension

Mr. Cron reminded Council this is an annual request for extension. He explained the Developer has requested a one-year extension of time to complete the sidewalk construction on all remaining vacant lots in the Foxfire Subdivision in Sections 6 and 7. Sidewalk is outstanding on lots 85, 115 and 118 for a total of 3 lots. The new deadline for completion will be June 16, 2022; Mr. Cron concluded by noting a cash bond is posted as surety.

B. Resolution: Establishing a Fund for American Rescue Plan monies

Mrs. Leiter explained Congress passed, and the President of the United States signed into law H.R. 1315 on March 11, 2021, the \$1.9 trillion American Rescue Plan allocating COVID-19 pandemic relief. The legislation allocates \$5.4 billion in relief aid to Ohio municipalities. The United States Department of Treasury is administering the plan and has authorized payment to the City of Vandalia in

two equal payments, within 60 days of the enactment (\$1.45 million) and not earlier than 12 months after the first payment (\$1.45 million). The funds are to be spent in full by December 31, 2024. She noted as part of accepting this money, the City must agree to Terms and Conditions set forth by the U.S. Department of Treasury. One of the terms of compliance is for the City to establish a new fund to record the receipt and transfer of the money. The title of the new fund shall be "American Rescue Plan Act" (Fund 238). Mrs. Leiter advised Council she has attended several webinars related to the proper spending of said funds and expects, any day, the Department of the Treasury to release guidelines.

#### C. Ordinance: LAN – Land

Mrs. Leiter advised Council this is the annual ordinance for the Land Acquisition Note issued for the acquisition of land for the Stonequarry Crossing development, which matures on August 3, 2021. The total amount due is \$1,399,000 in principal plus \$20,926.71 (1.50%) in interest. The interest amount included in the 2021 budget is \$21,500. She noted the maturity date on the new note (\$1,399,000) will be on July 28, 2022, with an estimated interest amount due of \$25,000. The debt is scheduled to be paid in full in 2036. Mrs. Leiter concluded by noting there is currently no principal that has been budgeted or paid down this year; nor, has the City paid down on this note for a few years because the City has not sold any land at Stonequarry Crossing, which was part of the calculation. She concluded by noting this will be a discussion item during the fall budget process and advised beginning in 2022 a placeholder has been added to the budget moving forward for a \$100,000 principal plus interest payment per year to start paying down this note.

#### D. Ordinance: BAN – Buildings

Mrs. Leiter advised this is the annual ordinance for the Bond anticipation notes related to the refunding of the 1996 bonds issued for the renovation of the municipal building, and construction of the recreation center and justice center,

mature on August 31, 2021. The total amount due is \$808,000 in principal plus \$12,120 (1.50%) in interest. The 2021 budget appropriated funds of \$808,000 in principal plus \$15,000 in interest, which will pay off the portion of the note related to the building renovations. She reminded Council this note was combined with the Fire Engine 2016 BAN in order to save on the costs of issuance.

E. Ordinance: BAN – Fire Engine

Mrs. Leiter explained this is the annual ordinance for the Fire Engine 2016 Bond Anticipation Note issued for a new fire engine matures on August 31, 2021. This note was combined with the refunding of the 1996 Bond Anticipation Notes related to the renovation of the Municipal Building, and construction of the Recreation Center and Justice Center in order to save on the costs of issuance. The total principal amount due is \$288,000 plus \$4,320 (1.50%) in interest. She shared the 2021 budget includes a pay down amount of \$48,000 on the outstanding principal due, and an interest payment of \$4,500. The maturity on the new note (\$240,000) will be on August 25, 2022, with an estimated interest amount due of \$5,000. The debt is scheduled to be paid in full in 2026.

F. Ordinance: BAN – Fire Ladder Truck

Mrs. Leiter explained the Division of Fire is requesting the purchase of a new ladder truck. In preparation for the financing of the new truck and apparatus, Finance is recommending the issuance of bond anticipation notes (not to exceed \$1.5 million) for the cost of the truck, and apparatus, and then to be combined with the current Fire Engine 2016 BAN to save issuance costs. Mrs. Leiter advised because this is a new purchase, new legislation (separate Ordinance) will be prepared and presented to Council for consideration and passage. However, beginning next year, it will only be necessary to prepare, present and pass one piece of legislation that includes both the remaining balances for the 2016 BAN and 2021 BAN. The maturity on the new note will be on August 25, 2022. The 2016 BAN debt is scheduled to be paid in full in 2026. The 2021 BAN debt will be scheduled to be paid in full in 2031. Councilman Lewis inquired on the cost to issue the notes. Mrs. Leiter advised it will be around \$40,000 with interest. Councilman Follick inquired about the

length of the term. Mrs. Leiter advised the maximum term is ten years. Brief discussion continued about the expected terms of the loan and whether or not American Rescue Plan monies will be used to fund the ladder truck.

### **3. Discussion**

#### **A. WSU Capstone Project Presentation – Cassel Hills Pool Survey**

Mayor Herbst called upon Mr. Clark to begin the presentation. Mr. Clark gave a summary of the project and noted this study analyzes the results of a survey, completed by 839 online respondents, as well as local jurisdiction examples and national trends. He explained the survey respondents answered questions regarding pool usage and individual opinions on the pool's value as a community amenity. The research team has analyzed the data and will present detailed recommendations based on the survey results to City Council. Mr. Clark introduced the Wright State University MPA students who conducted the survey - Lavar Euell, Nicolas Latessa, and Ben Graham, and prompted them to begin their presentation. The presentation included a background on the study, survey methods used, survey results, area competition, summary of findings, recommendations based on the findings. Based on the findings the students recommended the pool remain open, the pool should remain at its current location, additional features should be added to the pool, and they noted it is important for Vandalia officials to continue to seek citizen input and host a series of focus groups or town hall meetings to further engage citizens. Following the presentation, a brief question and answer session was held. Council indicated their appreciation to the students and their efforts.

#### **B. Kolar Design City Rebranding Presentation**

Miss Holloway advised the project has been running just shy of five months and delivered a summary of the project. She reminded Council Staff has been working with the consultant, Kolar Design. Miss Holloway noted the project kicked off in January 2021 and was led by a project team comprised of ACM Holloway, Communications Manager Hopkins, Chief Althouse,

Councilmembers Farst, Follick, and Woods. Representatives from Kolar Design virtually presented the City of Vandalia Rebranding Strategy. She introduced Kelly Kolar, Kolar Design representative. Ms. Kolar began her presentation by introducing her team – Nicole Roberts and Keegan Riley. Ms. Kolar shared a little bit about Kolar Design and their background. The presentation included a short video clip, the project process, the results and the next steps in the process. Councilmembers shared their excitement about the project and extended their deep appreciation for the work on this project.

#### C. Helke Road Project

Mr. Cron reminded Council they previously discussed this item. He noted Helke Road is significantly deteriorated, which is the reason for the request to perform full depth replacement to the roadway including replacing the sections of curb and sidewalk that are in need of repairs and not draining properly or causing hazards. Mr. Cron noted, as well, handicap ramps will be installed at all intersections where they do not currently exist. Mr. Wendt added this is estimated to be an \$800,000 project. He continued explaining \$620,000 will come from the street fund and the balance of \$180,000 will come from the water fund. Brief discussion was held related to various types of possible funding. Mr. Wendt commented, looking forward, Staff is hoping that some of the unexpended funds will be available for the Gabriel Street project. Mr. Wendt added if the City were to apply for funding because it is mostly a street project and less of the cost is associated with the water fund, it is unlikely that this project would score well for OPWC funds. Mr. Wendt advised another option would be the Community Development Block Grant funding, which would be a relatively small percentage considering the size of the project. Further discussion occurred about the details of the project, the evaluation process for resurfacing and the need for this particular project. Mr. Wendt advised Council this item can be discussed further at the May 12 Council Retreat.

#### D. City Manager Project List

Mayor Herbst called upon Mr. Wendt. Mr. Wendt advised as a result of the May 12 Council Retreat there is no new information to report.

E. 60 Day Calendar

**Vice Mayor Ahlers** asked for comments or questions on the 60-Day Calendar.

Mrs. Pruszynski reminded Council the June 21 Study Session will begin at 5:30 p.m.

4. **Executive Session** - The purpose of the Executive Session is to hold discussions with the City Attorney concerning disputes that are the subject of pending court action.

Mr. Wendt advised Mayor Herbst he prefers to hold the Executive Session as part of the Council Meeting. Council indicated their approval. No Executive Session was held during the Study Session.

The study session was adjourned at 6:55 p.m.



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