

CITY OF VANDALIA
July 21, 2025
City Council
Study Session – 5:00 PM

CITY OF VANDALIA
Council Study Session Minutes
Municipal Building
333 Bohanan Drive
Monday, July 21, 2025
5:00 P.M.

Councilmembers Present: Mayor Herbst, Vice Mayor Mike Blakesly, Councilmember Amber Aivalotis-Weaver, Councilmember Cindy Doogan, Councilmember Candice Farst, Councilmember Corey M. Follick and Councilmember Dave Lewis.

Others Present: Jerry McDonald, Kurt Althouse, Angela Swartz, Rob Cron, Darren Davey, Ben Borton, Ben Graham, Leann Hanf, Brandon Sucher, Chad Follick, Bridgette Leiter, Scott Jacobs, Alicia McCracken, Jake Hayslett, Kate Baker, Richard Drake, Brayden Boston, Paula Rohn, Ryan Lefeld, Alex Gonter-Dray, Aaron Horn, Rob Smith, Greg Thurman, Don Hutchison and David Brusman.

Mayor Herbst called the Study Session to order at 5:01 p.m.

Presentation

Fraud Alert Notification (FAN) Program

Kate Baker, Programs Coordinator for the Montgomery County Recorder's Office, presented information to Council on the Fraud Alert Notification Program, information on the Transfer on Death Designation Affidavit and the Veterans ID program.

Parks & Recreation Department Update

Mrs. McCracken presented the Parks & Recreation Department Update to Council. There was a brief discussion regarding the completion of the irrigation system at the golf course. There were no further comments or questions from Council.

Monday, July 21, 2025

Items on this evening's Council Meeting Agenda

Mayor Herbst called for questions or comments regarding items on this evening's Council agenda. There were none.

Resolution: Bid Award – Damian, Soter, Romanus, Desales (N) Watermain & Resurfacing – OPWC

Mr. Borton advised Council bids for the Damian, Soter, Romanus, and Desales (N) Watermain Replacement & Resurfacing project were opened on July 8, 2025, with nine bids submitted ranging from \$1,042,800 to \$1,429,743. The project is supported by \$500,000 in OPWC funding. **Mr. Borton** recommended awarding the contract to CG Construction & Utilities, Inc. as the lowest and best bid of \$1,042,800 and authorizes the use of the full appropriated budget to accommodate any contingency items that may arise during construction. Engineering work was completed in-house to reduce costs. **Mr. Borton** thanked Chad Baughman and Jeremy Games for their contributions. There were no comments or questions from Council.

Resolution: Plattenburg Associates Inc. Contract Extension Agreement

Mrs. Leiter advised Council the City of Vandalia and Plattenburg & Associates, Inc. originally entered into an audit contract for the period 01/01/2021 – 12/31/2024, and therefore Plattenburg & Associates, Inc. has audited and provided compilation services for the City of Vandalia, NAWA and TCA for four consecutive years. **Mrs. Leiter** advised Council the Auditor of State's Office has approved the City, NAWA and TCA continuing to receive audit and compilation services with Plattenburg & Associates Inc. for the years 2025-2028 by extending the current contract by setting reasonable fees, without utilizing the bidding process, and a limitation of no more than 10 consecutive years. **Mrs. Leiter** advised Council the contract extension would include a multi-year agreement with Plattenburg & Associates, Inc. for audit and compilation services in the amount of \$160,480 for the City, \$31,680 for NAWA, and \$48,048 for TCA, which is the total cost for all four years. There were no additional comments or questions from Council.

Ordinance: Assessments April, May and June

Mrs. Leiter advised Council this emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance. There were no questions or comments from Council.

Monday, August 18, 2025

Boards and Commissions Appointment - Paula Rohn – Planning Commission

Mr. Althouse advised Council at the August 18th Council Meeting, they will be asked to consider the appointment of Paula Rohn to the Vandalia Planning Commission. A memo from Deputy Clerk of Council Swartz, Ms. Rohn's application and the Vandalia Planning Commission roster are included in the Council packets. There were no questions or comments from Council.

Boards & Commissions Appointment – Rodney Reeder – Bicycle Committee

Mr. Althouse advised Council at the August 18th Council Meeting, they will be asked to consider the appointment of Rodney Reeder to the Vandalia Bicycle Committee. A memo from Deputy Clerk of Council Swartz, Mr. Reeder's application and the Vandalia Bicycle Committee roster are included in the Council packets. There were no questions or comments from Council.

Resolution: Montgomery County Emergency Management Agreement

Mr. Althouse advised Council the Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement, authorized under Ohio Revised Code (ORC) 307.15 and 5502.26, is a proposed agreement among Montgomery County and its jurisdictions for countywide emergency preparedness, response, and mitigation efforts. Participating jurisdictions agree to annual per capita funding and shared responsibilities outlined in an emergency operations plan. The agreement establishes an Executive Committee and Technical Advisory Committee to guide policy and planning. Montgomery County Office of Emergency Management is empowered to coordinate emergency activities and access federal and/or state aid on behalf of jurisdictions, including non-participating entities. The agreement is indefinite unless terminated or amended by majority action, and noncompliance can result in termination and reclassification as a nonparticipating jurisdiction. **Mr. Althouse** advised Council this Agreement requires each participating jurisdiction to designate a representative, selected by the jurisdiction's chief executive, to serve on a countywide advisory group. This advisory group is responsible for appointing the Executive Committee, which oversees the implementation of countywide emergency management in accordance with ORC 5502.26. The City is responsible for selecting its representative to participate in the advisory group, and I would designate Fire Chief Chad Follick to be the city's representative on the countywide advisory group. The City will need to formally enter into the Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement, and it will be in full force and effect when no less than a majority of the Jurisdictions of Montgomery County and the County Commissioners of Montgomery County shall have subscribed to this agreement by adopting a like resolution or passing a like ordinance. Vandalia's

prorated annual fee for 2025 is \$1,825.08, and the annual fee for 2026 will be \$4,562.70, based on the rate of \$.30 per citizen, based on the 2020 Census for Montgomery County, Ohio. There were no comments or questions from Council.

Resolution: Cost Sharing Agreement – DIA NE Logistics Access project - Construction Phase

Mr. Borton advised Council the Montgomery County Engineer's Office (MCEO) is seeking \$17.6 million in ODOT TRAC funding for the \$22 million construction phase of the DIA Northeast Logistics Access Project, which includes roadway, stormwater, and shared-use path improvements near the Dayton International Airport to help reroute truck traffic. The City is responsible for 6% of the total cost (approximately \$1.32 million) under an existing cost-sharing agreement based on roadway length within each jurisdiction. A new agreement is recommended to continue this partnership and leverage federal funds for a regionally significant infrastructure improvement. There were no questions or comments from Council.

Ordinance: Sewer Use Update

Mr. Borton advised Council as part of a routine OEPA permit review, updates to Chapter 1044 of our Sewer Use Ordinance are needed to align with state regulations and current City & TCA permits. Similar updates are being made by Tipp City and Huber Heights. The changes focus on improving documentation of industrial pre-treatment standards. Adoption is recommended to maintain compliance. There were no questions or comments from Council.

Ordinance: PC 25-0007 – 7100 Park Center Drive – Redwood Phase III - PUD Amendment & Final Plan

Mr. Cron advised Council the applicant, Todd Foley, with PUD Design, and on behalf of Redwood Vandalia, requests a Major PUD Amendment and Preliminary Plan for the property located at 7100 Park Center Drive. The proposal includes amending the standards to add "Multi-Family" to the list of permitted uses in Subarea B and for Phase III of the Redwood Vandalia development. **Mr. Cron** advised the Redwood Vandalia Planned Unit Development, approved in November 2019, provided for a large multi-family residential development constructed and operated by Redwood Apartments. Phase I was completed in 2024, while Phase II is currently under construction. When complete, the first two phases will result in 171 rental units. Provision Living was slated to begin construction of an independent/assisted living facility on a third parcel, but that project was cancelled in mid-2024. Two additional parcels were preserved for future development. **Mr. Cron** advised with the cancellation of the Provision Living project, Redwood Vandalia seeks to instead use parcel as an expansion of the existing multi-family residential development. This constitutes a Major Amendment to the current PUD standards for the site. The proposal also requires the approval of a revised preliminary plan. **Mr. Cron** advised the applicant seeks to amend the standards of the Redwood Vandalia PUD to add "Multi-Family Residential" to the list of permitted uses for Subarea B, consisting of Parcels 2 and 3. A revised Preliminary Plan encompassing Parcel 3 is submitted for approval as well. On July 8, 2025, the Planning Commission voted 3-0 to recommend approval. **Greg Thurman** addressed Council noting this next phase would introduce a new product with options for one-bedroom and three-bedroom units, which will also include a garage, with an option of a one-car or two-car garage. **Mr. Thurman** advised the average rent for the two- bedroom is just under \$2,000, the one-bedroom would be approximately \$300 less and the three-bedroom would be approximately \$300 more than the two-bedroom and advised the units with sun rooms rent for \$2,400 to \$2,500 a month. There were no additional questions or comments from Council.

Ordinance: PC 25-0008 – 600 Corporate Center – PUD - District & Prelim Plan

Mr. Cron advised Council the applicant, Jeff Puthoff, P.E., of Choice One Engineering, and on behalf of DR Horton, requests a Planned Unit Development and Preliminary Plan for the property located at 600 Corporate Center Drive. The proposal includes rezoning the 14.494 +/- parcel from O - Office to a PUD – Planned Unit Development, along with a preliminary plan of a residential subdivision. **Mr. Cron** advised Council that DR Horton seeks to develop the site as a residential subdivision. As proposed, the development would feature 72 single-family, detached townhomes, individual residential lots,

which is not a product the City of Vandalia currently has. **Mr. Cron** advised they will retain buffers from all the surrounding properties, including the required 40 foot wooded buffer and will be maintained by the HOA. **Mr. Cron** noted the retention/detention ponds will handle the storm water runoff. **Mr. Cron** advised Council the property is currently vacant. As part of the proposed development, the current cul-de-sac of Corporate Center Drive would be vacated in favor of new public streets, as shown on the preliminary plan. **Mr. Cron** advised the street widths will remain at 37 feet, which is six feet wider than the City code requires, throughout the entire development, meeting the requirements of the fire department as well. **Mr. Cron** advised the developer will be adding sidewalks, including a connection to the dead end at Pool Ave, allowing residents to walk or bike to Helke Park and Helke School. **Mr. Cron** advised noted street lighting will be added, which currently there are none. **Mr. Cron** noted with the size of the townhomes, there will be a five and a half foot side yard setback on each property, with eleven feet between the structures. On July 8, 2025, the Planning Commission voted 3-0 to recommend approval of the PUD and the Preliminary Plan. **Rob Smith** and **Aaron Horn** with DR Horton, gave Council a presentation on the proposed development. **Mr. Smith, Mr. Horn** and **Ryan Lefeld**, with Choice One Engineering, answered Councilmembers' questions. There was a brief discussion regarding similar developments in the area, the exterior product used, leaving the existing wooded area being the 40 foot buffer, including lighting on the sidewalk connection to Pool Avenue, the lot sizes and future request for accessory structures with the existing zoning code, setting a condition in the PUD that would allow a shed in the back yard of the properties, without a variance, allowing decks, shared off street parking for guests, the regulations for water runoff and retention/detention ponds and a request for photos of finished product to view. There were no additional questions or comments from Council.

Ordinance: PC 25-0009 – 3675 Wyse Road – Rezoning - O/IP to HB and I

Mr. Cron advised Council the applicant, Richard Drake, of Drake Architecture and on behalf of R&R Takhar Oil Company, requests the rezoning of three parcels totaling 5.219 acres +/- for the property located at 3675 Wyse Road. As proposed, the subject property would be rezoned from the O/IP - Office/Industrial Park to the I – Industrial and HB – Highway Business districts. **Mr. Cron** advised 3675 Wyse Road is a vacant property at the corner of Wyse and Homestretch Roads. The applicant, a current Vandalia business with operations on Poe Avenue, wishes to consolidate their operations onto one property. As proposed, this property would be developed for three distinct but complimentary uses. Parcel 0014, at the south end of the site, would be divided into two parcels. The western parcel would be a fueling station with convenience retail, while the eastern parcel would house a new corporate office. Parcels 0012 and 0013, at the north end of the site, would be combined to house a newly built Truck Facility. This facility would service the company's own vehicles and would not be open to the public. **Mr. Cron** advised the fueling station use is not permitted in the current O/IP zoning district, so the applicant requests a rezoning to HB – Highway Business for Parcel 0014. For Parcels 0012 and 0013, the applicant requests a rezoning to I – Industrial to allow for the approval of a truck facility. **Mr. Cron** then discussed the next case, for a Conditional Use: PC 25-0010 – 3675 Wyse Road – Conditional Use – Truck Facility in the I District, before he had the applicant speak. **Mr. Cron** advised, on July 8, 2025, the Planning Commission voted 3-0 to recommend approval.

Conditional Use: PC 25-0010 – 3675 Wyse Road – Conditional Use – Truck Facility in the I District

Mr. Cron advised Council the applicant, Richard Drake, of Drake Architecture and on behalf of R&R Takhar Oil Company, requests conditional use approval of two parcels totaling 1.814 acres +/- for the property located at 3675 Wyse Road. The proposal involves having a "Truck Facility" in the I – Industrial zoning district. The applicant intends to construct a 9,000 square foot truck facility at the north end of the site. This facility would service the truck fleet of Takhar Oil Co. and would not be open to the public or other companies. Further to the west, a parking area would be provided for storage of unused trucks and trailers. **Mr. Cron** advised there would be road and sidewalk improvements as well. On July 8, 2025, the Planning Commission voted 3-0 to recommend approval, with the following conditions, 1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district. 2. All parcels upon which the proposed conditional use

shall be conducted must be consolidated before any building permit is issued for this site. 3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service. **Richard Drake**, of Drake Architecture, and on behalf of R&R Takhar Oil Company, addressed Council stating R&R Takhar Oil Company owns the building on Homestead and would like to stay in Vandalia, having their headquarters here, with the intention of bringing all their operations to one location. There was a brief discussion regarding the number of trucks onsite, clarification this not being an overnight trucking facility with this condition added, clarification there will not be a tenant in the building, R&R current option on the property with the current owners expiring in the middle of September. There were no additional questions or comments from Council.

Discussion

Liquor Permit Pilot Travel Centers LLC

Chief Sucher recommended Council not request an ODLC hearing for the requested C1 liquor permit, allowing for the purchase of beer only, in original sealed container for carry out at 175 Northwoods Blvd for Pilot Travel Centers LLC, DBA Flying J Tavel Plaza 097. There were no questions or comments from Council.

Letter of Intent for Midwest Sculpture Initiative

Mr. Althouse advised Council MSI submitted a proposal to curate and erect an eight-piece temporary sculpture exhibit at the Vandalia Art Park from October 2025 through October 2026. 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. There were no questions or comments from Council.

June 2025 Financial Reports

Cognizant of Council's duty to monitor the City's financial activity, **Mayor Herbst** introduced Mrs. Leiter to provide timely 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 June monthly reports in detail. She began by reviewing the Statement of Revenues and Expenditures: June 30, 2025 in detail, which included revenues and expenditures for the General Fund, the Police-Fire-Street CIP Fund, Golf Fund, Water Fund and Sewer Fund. **Mrs. Leiter** reviewed the May cost recovery data for the golf course, recreation center, Cassel Hills Pool, and the Fund Statement reports in detail dated June 30, 2025. There were no questions or comments from Council.

Legislative Calendar

Mayor Herbst solicited comments or questions on the Legislative Calendar. There were none.

At 6:16 pm Mayor Herbst advised it had been recommended that Council enter into Executive Session to discuss with the City Attorney pending or imminent litigation. It was moved by Councilmember Follick, second by Vice Mayor Blakesly, to adjourn to Executive Session to discuss with the City Attorney pending or imminent litigation. All members present voted yes. Motion passed 7-0.

Study Session adjourned at 6:56 p.m.

Angela Swartz

Executive Assistant

Deputy Clerk of Council

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