

The Blue Letter

February 23, 2024

Honorable Mayor Herbst & Esteemed City Councilmembers:

Going the extra mile: Every day, we have a whole team of employees who go out and do small things in great ways. When the public needs us, we are fortunate to have individuals who are willing to step up and do great things for our community – even when it is outside of their job description. This week, **Public Works Technician John Bubeck** was the first on-scene with an unresponsive woman in a vehicle. Mr. Bubeck realized that the vehicle was still in gear. He opened the door, placed the vehicle in park, and removed the keys. This prevented the possibility of potential injuries or a collision. I would like to thank Mr. Bubeck for going the extra mile and being the brand for our organization.

Congratulations to 2023 Police Officer of the Year Holly Estep and Civilian Employee of the Year Shannon Green! Officer Estep was selected for her outstanding initiative, productivity, and contributions to the community and profession. Administrative Assistant Shannon Green was selected as the 2023 Civilian Employee of the Year for the outstanding work she completed for VPD's CALEA reaccreditation as a new accreditation manager as well as the many other duties she has quickly learned to support the agency's administrative function.



Welcome Public Works Technician Ryan Malott! Mr. Ryan Malott started on 2/21.

Tri-Cities North Regional Wastewater Authority (TCA) Capital Improvement Project Update – This week, TCA General Manager Danny Knife gave an update on the Tri-Cities North Regional Wastewater Authority (TCA) capital improvement projects. We will continue to update www.vandaliaohio.org/utilities with additional information as it becomes available.

Employee Service Awards: The annual Employee Service Awards Luncheon was held today at the Cassel Hills Clubhouse restaurant. Thank you to Human Resources Assistant Sherri Howard for planning the event and to Vice Mayor Blakesly for recognizing our teammates. Vice Mayor Blakesly gave an enthusiastic speech, which included highlighting the *behind-the-scenes* work, and the lived experiences that our residents have because of the efforts of our teammates. This was a highlight to the event that was only second to the funny photos that were submitted for the slideshow. This year we celebrated 195 years of combined service.



Upcoming Focus Vandalia Episodes: Communications Manager Rich Hopkins will be shooting the March editions of Focus Vandalia next week. Topics will include Cassel hills Pool passes, income tax filing information, an update on our water meter replacement program, signups for youth baseball and softball, and coverage of our Employee Service Awards program.

State of the City Video: Communications Manager Hopkins is also hard at work putting together our State of the City video highlighting all the great things we accomplished in 2023.

STP Funding for Paving: The MVRPC Technical Committee recommended passage of a resolution to the MVRPC Board supporting the next round of funding for solicited projects. Vandalia's project was included in the resurfacing recommendation for the southern portion of Poe Avenue, Wyse Road, and Miller Lane. The City was recommended to receive up to \$843,334, with the total project cost estimated at \$1,228,560. This work will take place in 2027-28.

Public Works Facility Planning and Development: This week, our leadership team met with the WDC Group to review and to discuss the first draft and concept of the community's new Public Works Facility on Northwoods Boulevard. There were several revisions after the meeting. The site will include mounding, landscaping, and setbacks to limit impacts to homes in the area, as well as the immediate neighbors Robinette Park and the shopping center. Access to the facility will be limited to Northwoods Boulevard on the north side of the property. There are plans for gated access that will only be used during emergencies and extenuating circumstances. Ingress and egress for snow plowing and normal work will be from Northwoods Boulevard.

Download Insurance Cards Online: Additional / replacement insurance cards can be downloaded from the United Health Care, EyeMed, and Superior Dental Apps via Google Play or the AppStore.

Art Box Grand Opening at Art Park - Friday, March 8 at 12:00 pm - Vandalia Art Park: Art boxes are coming to Art Park. An art box is like the Little Free Library. Instead of books, the art boxes will contain arts and craft kits for people to take and make. Thank you to Avery Beck, one of our VRC childcare workers and a member of the Butler Arts Club, for painting the Art Box. Recreation Coordinator Aaron Messenger applied for and received funding through the Vandalia Cultural Arts Endowment Fund to buy the supplies.

The Second Public Mural: There will be a Community Paint Day on Saturday, May 18 – details to follow. The mural will be painted on the east facing wall of the Justin Spivy Photography building on National Road.



Presentation of Auditor of State Award: This week, Mr. Joe Braden, on behalf of Auditor of State Keith Faber's Office, presented the Auditor of State Award with Distinction for audit year 2022 to Finance Director Leiter. The City of Vandalia administers financial services for both Tri-Cities and NAWA. The Finance Department achieved this same award for both organizations.

February Family Fun Night: Today, February 23, is Family Fun Night at the Vandalia Recreation Center from 5:30 pm - 8:30 pm. This is a drop-in event and is for VRC members, City of Vandalia residents, and families who attend the Vandalia-Butler School District. The whole center will be open for swimming, climbing the rock wall, inflatables, childcare, arts & crafts, and food. [Click here to see the recent Focus Vandalia on this event.](#)

Senior Center Attendance: During the period of February 6 – 19, 1,045 visitors attended the Senior Center. The facility was closed for two days during this period due to snow.

Robinette Park Restroom Construction: Construction of the Robinette Park restroom building is underway. Vancon General Contractors removed the small playground unit – a requirement for utility work, poured the footer and foundation, and completed the water line hook up.



Commercial Vehicle Enforcement: During the past two weeks, VPD officers made 14 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in four traffic citations, eight written warnings and two verbal warnings while working 16 additional enforcement hours. Four of these hours was a joint enforcement detail with the Ohio State Highway Patrol. During those hours, officers took two commercial vehicles out of service for safety violations.



Recreation Superintendent Recruitment (Career Ladder to Parks & Recreation Director): The City of Vandalia, Ohio is recruiting for the position of Recreation Superintendent. Our plan is for the new Superintendent to take over our \$8.3 mm / year, ~225 employee parks and recreation operation as the next Director after working side-by-side for a period prior to the retirement of Director Steve Clark. Director Clark has served our community since 1988. He has not announced a retirement date, and I have encouraged him to stay as long as he wants (don't go!). With new playgrounds, a fresh P&R Master Plan, completed facility infrastructure updates, and robust capital planning - Director Clark has set a clear path for success and continuity of services. I have enclosed the recruitment brochure.

Crime Statistics: I have enclosed Chief Althouse's report regarding the latest crime statistics. Thank you to our VPD team for the good work.

Clyde Place & Cyril Court Reconstruction: Milcon Concrete, Inc. plans to remobilize at Clyde Place & Cyril Court on March 6th. The crew will start with removal of the curb, driveway approaches, and certain sidewalk sections before placing a new gravel base for the curb and forming concrete. A full roadway reconstruction from ground up will follow.

Dog Leg Rd. Utility Extension Project Phase II: Outdoor Enterprise, LLC has found a possible opening in their work schedule for starting the Dog Leg Water & Sanitary Sewer Extension Phase II as early as April, instead of the Fall as previously reported. Submittals for this work are under review.

Congestion Mitigation and Air Quality Improvement (CMAQ): The CMAQ committee awarded the Vandalia Bikeway Connector project an additional \$213,670, bringing the total of grant funding to \$2,350,373. The total estimated cost of the project is \$4,368,506 (i.e., including the already completed design, purchased easements, and utility relocations). The City is sharing the local share with Five Rivers MetroParks. The City's cost of the bikeway project is budgeted to be a little more than \$1 million or approximately 23% of the total cost.

Ohio Public Works Commission (OPWC) Grant Funding: The City of Vandalia has been included for \$450,000 in grant funding and a \$450,000 interest free loan for the Tionda, Ranchview & Mossview Drive Watermain Replacement project. The total project cost is \$1,800,000. The OPWC report is enclosed.

Chili Cookoff: This week, we had a friendly deer chili cook off between DES, CMO, and TCA. All three entries were delicious. TCA's Danny Knife won the competition, while Electrical Inspector Robert Martin and I made the medal stand.

Snow Removal: Kudos to the Public Works team on a great snow and ice removal effort last week. Roadways were salted 2/16-17 with 300 tons of salt and 1,110 miles driven.

Grease Trap Inspections: Crews have begun performing grease trap inspections at businesses and walking/checking sanitary sewers.

New Water Meters: Public Works took receipt of the 1,300 new water meters and end points, which were ordered in September.

Sewer Line Rapid Assessment Tool (SL-RAT): Public Works also took receipt of the SL-RAT. This will save time and resources by helping us clean only the sewers that need it.

Congrats to **Public Works Technician Tyler Jackson** who passed his tanker endorsement for his CDL.

Citywide Employee Photo Directory: I have enclosed a copy of the Citywide Photo Directory. This is a living document. There are a few missing new employees (we are waiting for pictures), and few titles to update. A hard copy has been placed in your mailboxes.

Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt
City Manager

CC: Board and Commission Members
All City Employees

Attachments:

1. Information Update - ACM Cron – February 23, 2024;
2. Information Update – Director Leiter – February 23, 2024;
3. Information Update - Chief Follick – February 23, 2024;
4. Information Update - HR Manager Pruszynski – February 23, 2024;
5. Information Update - Director Clark – February 23, 2024;
6. Information Update – Chief Althouse – February 23, 2024;
7. Information Update - Director Borton – February 23, 2024;
8. Employee Service Award Luncheon Flyer and Agenda;
9. Citywide Policy Goals;
10. Citywide Photo Directory;
11. Aldi Open House Invitation;
12. OPWC Score Sheet;
13. January Crime Statistics Report;
14. Recreation Superintendent Recruitment Flyer;
15. MyVandalia App; and
16. Employee Recognition – Citation – Public Works Technician John Bubeck.

To: Dan Wendt, City Manager
From: Rob Cron, Assistant City Manager
Date: February 22, 2024
Re: Information Update for February 10-23, 2024

- 📍 You and I attended the I70/75 Association monthly meeting at Sinclair Community College. This month's presentation on Dayton's Regional Economic Development by Jeff Hoagland.
- 📍 Rich Hopkins and I attended the Sheetz Ribbon Cutting event on Tuesday February 20th. They had a very large turnout and received some great media attention.



- 📍 We have received our first proof of the next edition of the My Vandalia magazine. Our cover photo for this edition will be a shot of Cassell Hills Pool.
- 📍 Rich Hopkins will be shooting the March editions of Focus Vandalia next week. Topics will include Cassel hills Pool passes, income tax filing information, an update on our water meter replacement program, signups for youth baseball and softball and coverage of our Employee Service Awards program.
- 📍 Rich is also hard at work putting together our State of the City video highlighting all of the great things we have accomplished in 2023. We have many things to be proud of!
- 📍 Jeff Gord, from the Dayton Development Coalition, and I met with Kim Ikirt, COO at Sinbon (formerly Circuits and Cables) to discuss their continued growth and challenges for additional space. We will continue working with Sinbon to assistance them in any way we can.

- 📍 I also had a meeting with representatives from Trane US, Inc. Trane is a Building Solutions company that is located at 7446 Webster St. Trane has approximately 25 full time employees at their current location but expect to expand in the coming years.
- 📍 You, Bridgette, Missy and I had a Stewardship meeting with representatives from McGohan Brabender to review our health insurance plan and discuss new opportunities moving forward.
- 📍 Chad Baughman and I attended the MVRPC Technical Advisory Committee meeting on February 15th. At the meeting the committee recommended passage of a resolution to the MVRPC Board supporting the next round of funding for solicited projects. Vandalia has one project on the list which is the Resurfacing of the south portion of Poe Avenue, Wyse Road and Miller Lane. We are recommended to receive up to \$843,334, with the total project cost estimated at \$1,228,560. This work will take place in 2027-28.
- 📍 I attended the monthly progress meeting for the DIA Logistics Access project that will improve Northwoods Blvd., N. Dixie Dr. and Lightner Road. The engineers are working on the final design of the drainage for the project, and we are in negotiations now with the firms we have selected to handle the Right of Way acquisition.
- 📍 Ben Borton, Chad Baughman and I met representatives from CenterPoint Energy to discuss some upcoming projects that we both have and try to work out any potential conflicts. They have plans to replace old steel gas lines in some of the areas we have watermain replacement and resurfacing project scheduled so we are working on schedules that can avoid conflicts.
- 📍 We met with representatives of WDC Group to review and discuss their first draft and concept drawing of our new Public Works Facility. A lot of great ideas were shared, and we are very excited about this long-awaited and much needed project moving forward.
- 📍 I met with Julie Sullivan from the Dayton Development Coalition just to discuss updates on development and potential projects in the area.
- 📍 We held an organizational meeting for the Vandalia Development Corporation. No new projects were introduced. The meeting was to update the officer positions with the new member.
- 📍 Mike Hammes, Ben Graham, You and I met to discuss potential upcoming Planning Commission and Board of Zoning Appeal items and to discuss the proposed amendment of the VCCO overlay district relating to signage. We also discussed the potential of amending the code to allow for administrative variances with limitations.
- 📍 Two sign variance applications have been submitted for the property at 3345 Stop Eight Road.
- 📍 City Planner, Mike Hammes has participated in two separate meetings regarding Age-Friendly Communities including none with Donna Kaster, of the Dayton Foundation, regarding upcoming AARP and Age Friendly Community events and the potential to have one this spring in Vandalia.
- 📍 We held our monthly Development meeting with staff from CMO, DES and Fire Department to discuss ongoing and potential upcoming development projects in the City.
- 📍 Congratulations to all the employees that were recognized at our 2023 Employee Service Awards this Friday. It's amazing that we celebrated 195 years of service to our citizens and business community.

Memo



To: Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: February 20, 2024

Re: Information Update - Period Ending February 23, 2024

1. Finance would like to congratulate all employees receiving service awards, but more specifically three of our own, Emily Huwer, on her 20 years of service, and Natalie Montgomery and Susan Brown on their 10 years of service!!
2. I attended a council study session and meeting. I presented the YTD 2023 December and January 2024 financial reports. Mr. Joe Braden, on behalf of Auditor of State Keith Faber's Office, presented the Auditor of State Award with Distinction for audit year 2022. Finance is extremely proud of this award, and the same award received for both Tri-Cities and NAWA.
3. Finance continues to provide data to the compilation team and auditors from Plattenburg and Associates for the 2023 Annual Report and audit.
4. The 2024 tax season is well underway and the deadline to file income taxes, April 15th, will be here before we know it! There have been 415 efiled returns received in the first few weeks of the season and several returns are received each day.
5. I participated in the stewardship meeting with representatives from McGohan Brabender and the City.
6. I participated in a planning meeting for the design of the new Public Works building project.



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER
FROM: CHAD FOLICK, FIRE CHIEF
DATE: 2/22/2024
SUBJECT: INFORMATION UPDATE – PERIOD ENDING FEBRUARY 23, 2024

1. Crews responded on February 8th to a serious motorcycle vs. vehicle accident at Ranchview and National Roads. Two people, one with life threatening injuries, was transported to the hospital.
2. The Division of Fire was featured in the February 12th episode of Focus Vandalia. Chief Follick talked about our annual awards and highlighted some of the recognitions that happened during that event.
3. Currently the Division of Fire is aggressively working with other city departments and mutual aid fire departments on Electric Vehicle (and battery) responses. This is a rapidly growing industry with multiple response concerns. Planning and training will continue through the year to identify and establish the best action plans when crews are called to these responses.
4. A-Shift crews were lucky to be invited to a Valentine's Dance on February 15th at Hearth and Home of Vandalia. The crews had a wonderful time visiting and dancing with the residents. Thank you to Hearth and Home for inviting the crews and letting us be a part of your event.
5. Congratulations to Chris Willoughby for completing his Fire Officer 1 & 2 classes this reporting period. Thanks to Ohio Fire Chief's for putting on the class and Sidney Fire Department for hosting. The information taught in these classes is a great asset to Chris and The Division of Fire.



DIVISION OF FIRE INFORMATION UPDATE

6. Training for crews this reporting period has been high-angle rope rescue and patient packing, technical rescue review.
7. On Friday February 23rd I met with the Prevention Bureau to discuss current happenings and goals with the department.
8. The Division of Fire participated in the Service Award Luncheon on Friday February 23rd. Division of Fire members recognized for their years of Service are Capt. Chad Garver – 20 years, Lt. Derek Copp – 5 years, and Matt Buker – 5 years.
9. Much of this reporting period has been dedicated to Eclipse event planning. During this period, we have met with our city planning group, Aaron Messenger regarding the Eclipse viewing event at the Metro Library/Butler Stadium, the County EMA/Public Health, and several of our mutual aid partners. Our fourth, and most likely, final planning group meeting is on 3/15/24 and a citywide briefing scheduled for April 1st (9am at the Seniors Center). We will be activating the City's Emergency Operations Plan (EOP) and standing up an Emergency Operations Center (EOC) on April 8th. We are also going to be using this event as our 2024 EOP tabletop exercise. There are a lot of unknowns still regarding the Eclipse, however, as the great John Wooden said: "failure to prepare is preparing to fail."
10. The Division of Fire would like to welcome five new part-time employees; Joshua Hauser, Brian Sexton, Jacob Strader, Brayden Howell, and Gabriel Stanton. All are currently going through orientation and new hire training and should be on their respective shifts soon. Welcome all to the Division of Fire.

Memo

To: Daniel D. Wendt, City Manager

From: Melissa Pruszynski, Human Resources Manager

Date: February 22, 2024

Re: Information Update – Period Ending February 23, 2023

1. Congratulations to all our staff members who reached service milestones! The **2023 Employee Service Awards** lunch was fantastic. Thanks to Councilman Michael Blakesly for attending and speaking. This year our recipients represented 195 years of combined service. WOW!
2. During the last reporting period, you, Assistant City Manager Cron, Finance Director Leiter, and I met with our very own McGowan Brabender representatives to review 2023 Healthcare financial data. The great news is the City budgeted \$2.8 million dollars and the year-end results yielded expenses that were \$368,000 under budget. Additionally, 2023 was the first year more than half of the employees opted to subscribe to the high deductible plan (HDHP)! Kudos to our staff members who chose the HDHP and are realizing the benefits from the plan.
3. Over the past week I have been focusing on completing the required annual Affordable Care Act reporting. The City is required to file Federal Form 1095-C on every healthcare eligible employee. The form reports the insurance status of each eligible employee from the prior year, in this case we are reporting for year 2023. It is unlikely that you will need this form for any tax filing. Forms were distributed Tuesday, February 20, 2024 via inter-office mail. When you receive your 1095-C please review it carefully for any discrepancies. If your form is inaccurate, please report the issue to me immediately and before Monday, February 26, 2024 at 5:00 p.m. I will be filing the forms with the IRS the morning of Tuesday, February 27, 2024.
4. Hiring update – Staff continues to work on recruitment brochures for Recreation Superintendent, Park Maintenance Supervisor, and Building Maintenance Supervisor. The Civil Service Commission met Wednesday, February 21 and approved eligibility lists for Construction Inspector and Firefighter / Paramedic / Inspector. We issued a conditional offer to a Construction Inspector candidate. The Fire Lieutenant candidates are now in the assessment phase of the process. Also, on Wednesday, Public Works Technician Ryan Malott began employment. Next week, Part-Time Income Tax Clerk Carrie Lindsay will begin employment. Over the next couple weeks, we will hold first round interviews for Recreation Center Custodian, Police Officer, and Part-Time DES Administrative Assistant.
5. The most recent version of the Employee Photo Directory, is attached to this update and it can be found at [City of Vandalia SharePoint - HR](#) - our SharePoint site. This document is fluid and will be updated frequently. When you arrive at the SharePoint site, click on "Documents" and then click on the **blue** "Employee Directory" folder. This document is fluid and will be updated frequently. A big thanks to IT Systems Administrator Paul Pollard for his SharePoint expertise
6. Just a reminder - if you need additional / replacement **insurance cards**, you have access to your ID cards via your United Health Care, EyeMed, and Superior Dental Apps. You can download the apps in the AppStore or contact customer service and request additional ID cards.
7. Just a reminder, if you are working on performance appraisals, the Agile Performance Appraisal training videos can be found on the City of Vandalia SharePoint site. The link is:
<https://vandaliaohioorg.sharepoint.com/sites/HR/Agile%20Performance%20Appraisal%20Videos/Forms/AllItems.aspx>.



To: Dan Wendt, City Manager
From: Steve Clark, Director of Parks & Recreation
Date: 2/22/2024
Re: Information Update – Period ending February 22, 2024

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

Date Night w/ Eat Pretty Darling: This program happened on Thursday, Friday 8 at the Vandalia Senior Center. There were 6 adult couples that participated in this program. Couples made crab cakes and brownies together.

Love Bugs w/ Eat Pretty Darling: This program happened on Saturday, February 10 at the Vandalia Senior Center. There were 13 kids who participated in the program. Kids enjoyed making Valetine's themed snacks with their parent.

Art Box Grand Opening at Art Park: This is happening on Friday, March 8 at 12:00pm at Vandalia Art Park. Aaron Messenger applied for and received funding through the Vandalia Cultural Arts Endowment Fund to buy the supplies. The Art Box is based on the concept of the Little Free Library, but instead of books, there will be arts & craft kits for people to take and make. A special thank you to Avery Beck, one of our childcare workers and a member of the Butler Arts Club, for painting the Art Box and working on the craft kits and brochures that will go inside the box.

Aaron Messenger is overseeing the second mural installment, which will go on the east facing wall of the Justin Spivy Photography building on National Road. The project is in the final stages of the preliminary processes and Aaron is finalizing the muralist contract, the mural easement agreement and getting the final designs from the muralist. We plan to have a Community Paint Day on Saturday, May 18. More information to come!

As of this past weekend, we have reached over 8,900 followers on our VRC Facebook. Hopefully, in the next couple of months we can hit 9,000 followers, and eventually, work towards 10,000 by the end of the year. There is a new feature on Facebook where you can invite people to follow our page if they like a post or event, so that has been garnering new followers. We are currently at 858 followers on our Instagram page with a goal to hit the 1,000-follower mark this year.

Our website special events page has been updated for all the events happening in 2024. A huge shoutout to Sherry McConnaughey for helping with this project and making sure all form fillers work correctly and getting all pictures and information on the page. This page has heavy traffic and people are getting used to checking out this page for all the events we have going on.

Youth Baseball/Softball registrations continue with the season just around the corner. Jeff Kreill is working to get coaches in place and will be conducting a coach's pre-season meeting on March 14 at the Senior Center. He has met with a representative of Englewood Little League concerning partnering for the upcoming season since we will have leagues with too few teams to play only in-house games.

Our Youth Basketball program regular season is ending on Saturday, February 24 with tournament action taking place on March 2 and 9 at the VRC. We had a total of 202 kids participating in the program this season.

Recreation Coordinator Jeff Kreill has worked hard to secure part time staff to assist with our youth sport programs (baseball/softball, soccer, basketball, and flag football. He has successfully onboarded six new employees to serve in these roles.

RECREATION CENTER

Kids Night Out: This program happened on Friday, February 2 at the Vandalia Recreation Center. There were 31 kids who participated in this program. Kids enjoyed crafts, swimming, rock wall climbing and gym games.

Homeschool Takeover February: This program happened on Friday, February 16 from 11:30am-3:00pm at the Vandalia Recreation Center. There were 48 families that visited the VRC for this activity. Families enjoyed swimming, gym games, rock wall climbing and childcare.

Polynesian Cultural Night w/ Olohana's Polynesian Dance: This program happened on Saturday, February 17 from 6:00pm-8:00pm at the Vandalia Recreation Center. There were 33 people who signed up for this program. People enjoyed a night of craft making, trying Polynesian food, and enjoyed a dance performance.

February Family Fun Night: This program is happening on Friday, February 23 from 5:30pm-8:30pm at the Vandalia Recreation Center. This is a drop-in event and is for VRC members, City of Vandalia residents and families who attend the Vandalia-Butler School District. The whole center will be open for us, and people will enjoy swimming, climbing the rock wall, inflatables, childcare, arts & crafts, and food.

Spring Break CampREC will run from Monday, March 25 through Friday, March 29. So far, we have around 15 kids signed up for the week and the maximum will be 30. For staffing, Aaron has three counselors so far and is getting more for the week.

Miami Valley CTC Sport Management students are once again working with VRC staff on several projects that will benefit both the students and the VRC. The students are developing a Corporate Challenge event for this year's annual competition as well as a youth program activity.

Presidents Day was a busy day at the VRC with 1,039 visitors. With local school districts out for the holiday we experienced a large turnout for the Aquatic Center.

We received a total of nine applicants for the vacant Custodian position at the VRC. First round interviews will include five applicants and will take place next week.

GOLF DIVISION

Managing Golf Professional Ben Lickliter met with Golf Advisory Board members last week to review and discuss the irrigation system plans. Board members were all in agreement on the plan as presented.

The weather has finally started to cooperate, allowing for play at the golf course. Several days have been walking only due to frozen ground but we have started allowing carts as weather permits.

SENIOR CITIZENS CENTER

Senior Coordinator Toni Williams has scheduled 102 Lunch & Learn programs for 2024, which is up from 92 in 2023. The Lunch & Learn events remain extremely popular with members of the Senior Center.

During the period of February 6 through February 19 the Senior Center had 1045 people visit the facility. The facility was closed for two days during this period due to snow.

FACILITY MAINTENANCE DIVISION

Construction of the Robinette Park restroom building is underway. Vancon General Contractors have removed the small playground unit, poured the foundation/footer, and completed the water line hook up.

Park Maintenance staff are completing property line clean up at the Sports complex, clearing brush and debris 10' away from property fence and around gas meter. They are also repairing fences as needed.

Property line clean up at Art Park is also taking place with the clearing of the west fence line from the street south past the stage area.

Soccer Field Set Up- Sports complex spring soccer – park maintenance staff are setting the three fields for spring soccer- north end of complex.

Information Update



To: Dan Wendt
City Manager

From: Kurt E. Althouse
Chief of Police

Date: February 22, 2024

Subject: Information Update Ending February 23, 2024

1. During the past two weeks, VPD officers made 14 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in four traffic citations, eight written warnings and two verbal warnings while working 16 additional enforcement hours. Four of these hours was a joint enforcement detail with the Ohio State Highway Patrol. During those hours, officers took two commercial vehicles out of service for safety violations.



2. Sergeant Flynn attended an OVI Task Force meeting on February 14. The meeting reviewed upcoming OVI checkpoints and status of the federal traffic grant. The grant reimburses agencies for overtime costs associated with working Task Force hours.
3. Lieutenants Sucher and Walker attended an eclipse planning meeting with other department representatives in the Community Room last Friday to discuss staffing, crowd & traffic management procedures, and other issues or concerns relating to the Total Solar Eclipse occurring on April 8.
4. We want to congratulate our 2023 Officer and Civilian Employees of the Year, Holly Estepp and Shannon Green. Officer Estepp was selected for her outstanding initiative, productivity, and contributions to the community and profession. Administrative Assistant Shannon Green was selected as the 2023 Civilian Employee of the Year for the outstanding work she completed for VPD's CALEA reaccreditation as a new accreditation manager as well as the many other duties she has quickly learned to support the agency's administrative function. These employees were nominated by their peers and supervisors for these awards and will be honored at community events for their excellent achievements.

5. Several VPD employees, including myself, visited the new *Sheetz* store on Dixie Drive this week as they held their grand opening. Crime Prevention Officer Rich Sommer and Lieutenant Walker met with management to discuss their safety protocols and how VPD can support their store in preventing and/or reducing any criminal activity. We welcome *Sheetz* to Vandalia!!
6. On Wednesday, I attended a press conference held by Ohio Attorney General Dave Yost and joined with fellow members appointed to the Blue Ribbon Task Force to review peace officer training in Ohio. The Task Force was instrumental in making several recommendations to the AG for the basic peace officer training academy as well as Continuing Professional Training (CPT) for current peace officers. These recommendations will be shared with the Ohio Peace Officer Training Commission in the next few weeks, and they will decide what/how these recommendations will be implemented.
7. Lieutenant Sucher, Lieutenant Walker, and I attended the Police Executive Leadership College annual training conference in Columbus on Thursday and Friday. This year's speakers were Stan Partlow who spoke on *Relentless Leadership* and retired Springdale Police Chief Thomas Wells who spoke on *Weathering the Unthinkable*.
8. On Friday, I attended the Employee Service Awards luncheon to recognize employees who had reached milestones in their work service to the City. The VPD employees who were recognized during Friday's luncheon included PSS Haley Rue, Support Services Manager Anissa Kanzari, Sergeant Andrew Wehner, Officer Robert Large, and Detective Michael Hulbert for a combined 65 years of service. We congratulate all City employees who were honored for their dedicated service to Vandalia!
9. On Tuesday, February 20, Officer Sommer presented tools of the trade relating to police officers to 75 citizens at the Senior Citizen Center.
10. Sgt. Brian Krimm attended Computer Voice Stress Analysis (CVSA) examiner training February 12-16, 2024. The CVSA is a truth verification device that plays a critical role in our hiring process. With Sgt. Krimm's certification, we have three CVSA examiners.



Public Service Information Update

To: Dan Wendt, City Manager
From: Ben Borton, Director of Public Service
Date: February 22, 2024
Subject: **Information Update for February 9 – 23, 2024**

Development & Engineering Services

Milcon Concrete Inc. is planning to remobilize back to the Clyde Place & Cyril Court Reconstruction project starting March 6th. The crew will start with removal of the curb, driveway approaches, and certain sidewalk sections before placing new gravel base for the curb and forming for concrete. The full roadway reconstruction from ground up will follow.

Outdoor Enterprise, LLC has found a possible opening in their work schedule for starting the Dog Leg Water & Sanitary Sewer Extension Phase 2 as early as April, instead of the Fall as previously mentioned. Their project team has started sending in submittals for this work, which are under review.

The statewide CMAQ (Congestion Mitigation and Air Quality Improvement) committee awarded the Vandalia Bikeway Connector project an additional \$213,670, bringing the total of grant funding to \$2,350,373. The total estimated cost of the project is \$4,368,506 (including the already completed design, purchased easements, and utility relocations). With the City splitting the cost of the local share with Five Rivers MetroParks, this leaves the City's cost of the bikeway project at a little more than \$1 million, only about 23% of the total cost.

The Vandalia Redwood Phase II plans have been reviewed for building code compliance. DES staff is awaiting a response to the civil review and zoning review. Once satisfactory responses are received on those two items, the building permit can be issued for Phase II.

The public street lighting on E Park Center Dr is operational. Vandalia Redwood has been coordinating with MVL for the installation of street lighting on the private side of E Park Center Dr and the Redwood area.

DES staff issued building, electric, HVAC, and gas permits for 281 North American Blvd. This was a house slated for blight abatement. It's nice to see the house is being fixed up to become a viable property, instead of the City needing to raze the structure.

The 2024-2025 mowing & general maintenance bids were publicly opened on February 7th. Eight (8) sets of specifications were issued, and four (4) contractors submitted acceptable bids. Bids ranged from \$75,664.00 to \$100,806.00 for the annual mowing estimate. I recommended to Council awarding the contract for this project to Property Worx, LLC as the lowest and best bid at their bid price of \$75,664.00 for the annual mowing estimate based on bid quantity mowing frequencies.

The 2024 street resurfacing program is still out for bid with a public bid opening scheduled for 2/27. Four (4) sets of specifications have been issued so far.

The 2024 asphalt purchase for roadway patching and golf course cart paths is still out for bid with a public bid opening scheduled for 2/27.

A conditional offer for the full-time construction inspector position has been accepted.

Rob Cron and Chad Baughman attended the MVRPC Technical Advisory Committee (TAC) meeting on February 15th.

Walter Richie and Pete Baldauf attended the Eclipse Planning Meeting #3 with other City departments to better coordinate and prepare for the anticipated influx of people on April 8th.

In a friendly deer chili cook off was held between DES, CMO, and TCA on February 21st, Danny Knife (TCA) walked away as the winner of the best chili.

Public Works

Crews repaired two (2) watermain breaks during this period on Fordway Dr. The second of the main breaks required a boil advisory, which has been lifted since.

Roadways were salted 2/16-17 with 300 tons of salt and 1,110 miles driven.

With the continued spans of warmer weather, crews have been repairing more potholes throughout the City, installing more water meters in pits & inside residences, and picking up trash along Airport Access Rd gathered by the County Sheriff's Office with inmates.

Crews have begun performing grease trap inspections at businesses and walking/checking sanitary sewers.

The department received the August/September order of new meters and endpoints (1,300).

The department also received the Sewer Line Rapid Assessment Tool (SL-RAT), ordered with 2024 appropriated capital improvement budget.

More ballpark identification signs were made for Parks & Recreation this period.

Our mechanics performed preventative maintenance on the Fire department's Medic #1 & 3.

We performed 73 utility locates this period for Ohio 811.

Crews performed 4 burials at Poplar Hill cemetery during this period.

Tyler Jackson passed his tanker endorsement for his CDL.

The last open full-time technician position was filled by Ryan Malott, who started on 2/21.

Jake Hayslett attended the TCA technical committee meeting on February 14th.



AGENDA



2023 City of Vandalia Service Awards February 23, 2024

11:30 A.M. - 12:15 P.M. BUFFET LUNCHEON - GUESTS ARE INVITED TO GO THROUGH THE BUFFET LINE IMMEDIATELY UPON ARRIVAL

WELCOME AND INTRODUCTION

Dan Wendt

AWARDS FROM COURT

Karen Goffena

Danielle Games

AWARDS FROM FINANCE

Bridgette Leiter

Susan Brown, Natalie Montgomery, Emily Huwer

AWARDS FROM PARKS AND REC

Alicia McCracken

Aaron Messenger, Steve Clark

AWARDS FROM THE POLICE DIVISION

Kurt Althouse

Haley Rue, Anissa Kanzari, Andrew Wehner,
Robert Large, Mike Hulbert

AWARDS FROM THE FIRE DIVISION

Chad Follick

Derek Copp, Matt Buker, Chad Garver

AWARDS FROM PUBLIC WORKS

Ben Borton

Josh Woss, Mike Busse

RECOGNITION AND COMMENTS

Mike Blakesly, Vice Mayor

1:00 P.M.

ADJOURN

2024 Service Awards Luncheon

Help us honor employees reaching
milestone years in their employment.

Friday, February 23 - 11:30 a.m. - 1 p.m.
Cassel Hills Clubhouse - Lunch Provided



Vandalia^{ohio}
small city. big opportunity.

Who's being honored?

35 Years

Steve Clark - Parks and Recreation

25 Years

Mike Hulbert - Division of Police

20 Years

Chad Garver - Division of Fire

Robert Large - Division of Police

Emily Huwer - Finance

10 years

Mike Busse - Public Works

Andrew Wehner - Division of Police

Natalie Montgomery - Finance

Susan Brown - Finance

5 Years

Danielle Games - Court

Matt Buker - Division of Fire

Anissa Kanzari - Division of Police

Aaron Messenger - Parks and Recreation

Derek Copp - Division of Fire

Haley Rue - Division of Police

Josh Woss - Public Works



Citywide Policy Goals

Live



Small City Big Opportunity: Be known regionally as a top-tier suburb through top-tier City services. Enhance social and economic investment by promoting the City's high-quality services, well-performing schools, available workforce, escalating quality-of-life, and growing sense of place. Incentivize developments that improve life in Vandalia.



Safe and Secure: Ensure that Vandalia remains a safe and secure community by investing in both traditional public safety operations and creative outreach efforts to meet the evolving needs of our residents and visitors.



Enhance Infrastructure: Protect public assets and infrastructure by making calculated and deliberate investments in roadways, utilities, park spaces.

Work



Fiscal Sustainability: Leverage the operating position of the City to seize strategic opportunities for improving quality of life, while maintaining sustainable fiscal practices.



Trust and Confidence: Promote an open approach to government through coordinated, transparent, and evidence-based engagement practices. Empower residents, business owners and community stakeholders to partner in City programs.



Sharpen the Saw: Commit to process improvements by purposefully refining practices and leveraging technology to improve internal and external customer service.

Play



Vibrant: Be a vibrant community that uses its amenities and growth mindset to create a warm and welcoming environment in which to live, work, and play.



Photo Directory

Last updated February 22, 2024

City Council



Richard Herbst
Mayor



Mike Blakesly
Vice Mayor



Cynthia Doogan
Council Member



Candice Farst
Council Member



Corey M. Follick
Council Member



David Lewis
Council Member



Amber Aivalotis-Weaver
Council Member

City Manager's Office



Dan Wendt
City Manager



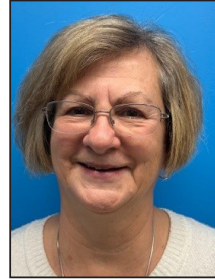
Rob Cron
Assistant
City Manager



Darren Davey
IT Manager



Rich Hopkins
Communication
Manager



Sherri Howard
Administrative
Assistant



Angela Swartz
Executive Assistant/
Deputy Clerk



Melissa Pruszynski
Human Resources
Manager

Law Department



Thai Do
Information Technology
Support Specialist



Ben Lewis
Information Technology
Support Specialist



Paul Pollard
Information Technology
Administrator



Gerald McDonald
Law Director



David Caldwell
Prosecutor

Court



Cindi Heck
Judge



Karen Goffena
Clerk of Courts



Michelle Baldauf
Deputy Clerk



Kim Brumfield
Deputy Clerk



Brandy Collins
Deputy Clerk



Edward DiFalco
Bailiff



Don Evers
Bailiff



John Gibbs
Probation Officer



Cindy Herbst
Deputy Clerk



Gordon Jackson
Chief Bailiff



Maria Jones
Secretary to the
Magistrate



Denise Mehall
Deputy Clerk

Court



Tami Ryan
Admin. Secretary
Chief Assignment
Commissioner



Olga Williamson
Deputy Clerk/Civil



Sally Zollers
Deputy Clerk
Office Manager

Development and Engineering Services



Ben Borton
Public Service
Director



Chris Budich
Administrative
Assistant



Pete Baldauf
Chief Building
Official



Chad Baughman
Engineering/GIS
Technician



Ben Graham
Zoning and Planning
Coordinator



Michael Hammes
City Planner



Robert Martin
Electrical
Inspector



Chris Mastrino
Building
Inspector



Kip Millikin
Property Maintenance
Inspector

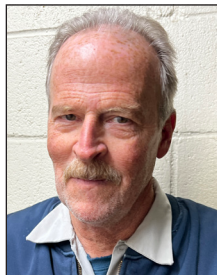
Public Works



Walter Ritchie
Superintendent of
Public Works



Nathan Bergman
Public Works
Technician



Joe Blosser
Public Works
Technician



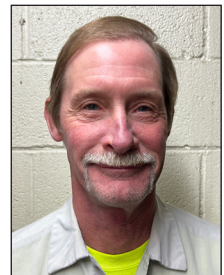
Jack Brandenburg
Public Works
Technician



Matt Breisch
Public Works
Technician



John Bubeck
Public Works
Technician



Mike Busse
Public Works
Technician
Supervisor

Public Works



Nick Davidson
Public Works
Technician



Aaron Evans
Public Works
Technician



Daniel Griffith
Public Works
Technician



Gordon Haas
Public Works
Technician



Jake Hayslett
Asst. Public Works
Superintendent



Tyler Jackson
Public Works
Technician



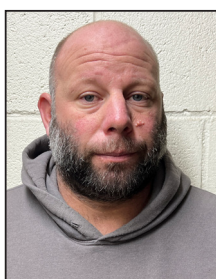
Bill Miles
Public Works
Technician



Mike Skaggs
Head Mechanic



Mahmat Vallozov
Public Works
Technician



Zeb Ward
Mechanic



Tammy Wendeln
Administrative
Assistant



Josh Woss
Public Works
Technician

Fire



Chad Follick
Fire Chief



Matt Buker
Firefighter/Paramedic/
Fire Inspector



Benjamin Cavanaugh
Firefighter/Paramedic/
Fire Inspector



Derek Copp
Fire Lieutenant



Ricky Davis II
Firefighter/Paramedic/
Fire Inspector



Amanda Everett
Firefighter/Paramedic/
Fire Inspector



Chad Garver
Fire Captain



Zach Holbrook
Firefighter/Paramedic/
Fire Inspector



Kolton Keener
Firefighter/Paramedic/
Fire Inspector



Candice Jacobs
Administrative
Assistant



Scott Jacobs
Fire Marshal



Marque Jones
Firefighter/Paramedic/
Fire Inspector



Kolton Keener
Firefighter/Paramedic/
Fire Inspector



Tony Miller
Fire Captain

Fire



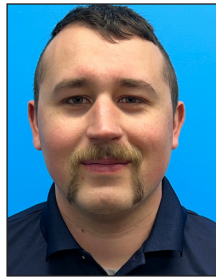
Steve Milliken
Fire Captain



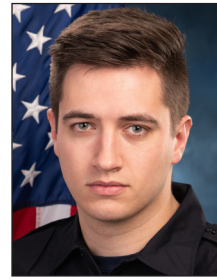
Mya Mitchell
Firefighter/Paramedic/
Fire Inspector



Carter Schumann
Fire Lieutenant



Cody Teegarden
Firefighter/Paramedic/
Fire Inspector



Noah van Doesburg
Firefighter/Paramedic/
Fire Inspector



Jacob Walters
Firefighter/Paramedic/
Fire Inspector



Chris Willoughby
Firefighter/Paramedic/
Fire Inspector

Finance/Tax



Bridgette Leiter
Finance Director



Tiffany Barnes
Finance Clerk



Susan Brown
Income Tax Clerk



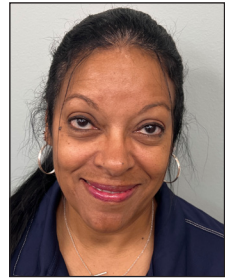
Kristen Carnes
Asst. Finance Director



Tim Himsworth
Tax Agent



Emily Huwer
Tax Supervisor



Nina McPherson
Finance Clerk



Natalie Montgomery
Payroll Specialist



Micki Weber
Admin Assistant



Jennifer Wegley
Tax Agent

Parks & Recreation



Steve Clark
Parks and
Recreation
Director



Tim Bailey
Assistant Golf Course
Superintendent



Josh Berry
Recreation
Coordinator



Drew Burghart
Maintenance
Technician



Jomeire Cabonce
Mechanic



Andrew Christian
Maintenance
Technician



Mark Collins
Custodial
Supervisor

Parks & Recreation



Garrett Danner
Maintenance
Technician



Bryan Fine
Maintenance
Technician



Sharon Hamby
Administrative
Coordinator



Jerrod Hill
Maintenance
Technician



Jeff Kreill
Recreation
Superintendent



Ben Lickliter
Managing Golf
Professional



Jack Marshall
Custodial
Supervisor-Recreation



Sherry McConaughy
Administrative
Assistant



Alicia McCracken
Recreation
Facility Manager



Aaron Messenger
Recreation
Coordinator



Harry Reed
Maintenance
Technician



Matt Roberts
Maintenance
Technician



Tyler Severance
Maintenance
Technician



Marty Szturm
Golf Course
Superintendent



Rudy Wells
Facilities
Superintendent



Ethan Whitmer
Maintenance
Technician

Police



Police Chief
Kurt Althouse



Officer
Brittany Blackford



PSS
Grace Borders



Officer
Bob Brazel



Officer
Damien Clemmons



Officer
Nelson Clymer

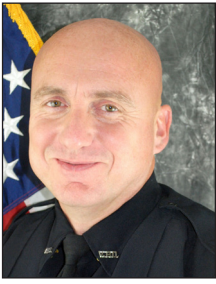


Officer
Shaun Coatsworth

Police



Officer
Dave Craine



Officer
Tim Christian



PSS
Katelyn Dean



Officer
Malcolm Dennis



PSS
Mary Beth Dyke



Officer
Holly Estepp



Sergeant
Todd Flynn



Officer
Jerrod Fraley



Shannon Green
Administrative
Assistant



Officer
Mike Hulbert



Support Services
Manager
Anissa Kanzari



Sergeant
Brian Krimm



Officer
Robert Large



Sergeant
Garry Lawson



PPT Clerk/Typist
Nancy Mandelik



Officer
Joe Manning



Officer
Connor Matlock



Officer
Chad Minnix



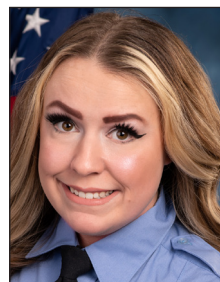
PSS
Tiffany Moore



Sergeant
Doug Nagel



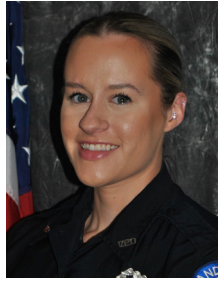
Officer
Matthew Nicley



PSS
Haley Rue



Officer
Phillip Shafer



Officer
Kristin Sharon



PSS
Mindy Snodgrass



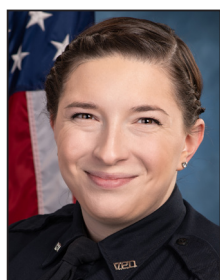
Officer
Rich Sommer



Officer
Jeffrey Stelzer



Lieutenant
Brandon Sucher



Officer
Kristen Thomas



Sergeant
Tom Vallery



Sergeant
Andrew Wehner



PSS
Tonya Sparks



Lieutenant
Ben Walker



PSS
Deborah Wright

**++ TAKE A TOUR ++
& SNAG
A GIFT BAG**

ALDI invites you to our Vandalia store Grand Opening...

**Thursday, February 29, 2024
8:30 a.m.
6415 Miller Lane, Vandalia, OH 45414**



**Come for the high quality and
fresh produce. Stay for the low
prices.**

**To RSVP, please email
Teresa Kaveney
at Teresa.Kaveney@aldi.us**

Ohio Public Works Commission - District 4
FY25 - SCIP Funding Slate

FY25 TOTAL ALLOCATIONS (reflecting <u>minimum</u> loan amount)	\$	6,232,950	\$	692,550	\$	3,000,000
ADMINISTRATIVE COST	\$	(24,500)				
CARRYOVER BALANCE (as of 11/1/2023)	\$	734,079	\$	76,950	\$	842,837
TOTAL FUNDING AVAILABLE	\$	11,554,866	\$	6,942,529	\$	769,500
				\$		3,842,837

SCIP FUNDED PROJECTS	\$	11,077,260	\$	5,466,245	\$	1,774,770	\$	3,836,245
FUNDED TOTAL PLUS 1ST CONTINGENCY PROJECT	\$	12,062,260	\$	5,958,745	\$	1,774,770	\$	4,328,745

SUBDIVISION	PROJECT NAME	PROJECT TYPE	TOTAL PROJECT COST	FUNDING REQUEST	GRANT	SCIP LOAN	RLP LOAN	PROJECT MANAGER	SCIP SCORE
1 Dayton	South Main Street Reconstruction	Road	\$ 3,155,000	\$ 800,000	\$ 800,000	\$ -		Joseph Weinel	46
2 Engineer	MOT-Social Row Road	Road	\$ 7,700,000	\$ 2,000,000	\$ 1,500,000	\$ 500,000		Joseph Dura	45
3 Union	Union Industrial Park Ring Road	Road	\$ 14,734,576	\$ 2,500,000	\$ 500,000		\$ 2,000,000	John Applegate	45
4 New Lebanon	Sanitary Sewer Rehabilitation Phase 21	Wastewater	\$ 199,770	\$ 199,770	\$ -	\$ 199,770		Michael Seeger	44
5 Trotwood	MacMillan Water Main Replacement - Phase 1	Water	\$ 747,000	\$ 672,000	\$ 336,000		\$ 336,000	Shelby Ingle	44
6 Englewood	Camborne Dr. Water Main Replacement	Water	\$ 299,490	\$ 299,490	\$ 149,745		\$ 149,745	Eric Smith	43
7 Environmental Services	Rio and Karen Water Main Replacement	Water	\$ 604,900	\$ 480,000	\$ 150,000		\$ 330,000	Ed Schlaack	43
8 Environmental Services	Rahn Road Water Main Replacement	Water	\$ 1,187,605	\$ 500,000	\$ 250,000	\$ 250,000		Ed Schlaack	43
9 Environmental Services	Sunray, Frieda, Ives Water Main Replacement	Water	\$ 1,547,166	\$ 985,000	\$ 492,500		\$ 492,500	Ed Schlaack	43
10 Engineer	MOT-Shank Road Bridge Replacement Project	Bridge	\$ 1,613,000	\$ 200,000	\$ 100,000		\$ 100,000	Cedric McGhee	42
11 Environmental Services	Brandt Pike Water Main Replacement	Water	\$ 483,725	\$ 200,000	\$ 120,500	\$ 79,500		Ed Schlaack	42
12 Trotwood	Eppington Water Main Replacement - Phase 1	Water	\$ 666,000	\$ 591,000	\$ 295,500	\$ 295,500		Shelby Ingle	42
13 Environmental Services	Eldorado, Imperial, Dexter Water Main Replacement	Water	\$ 1,294,765	\$ 750,000	\$ 322,000		\$ 428,000	Ed Schlaack	42
14 Vandalia	Tionda, Ranchview & Mossview Drive Watermain Replacement	Water	\$ 1,800,000	\$ 900,000	\$ 450,000	\$ 450,000		Rob Cron	42
15 Environmental Services	Natchez, Annapolis, Nevada Water Main Replacement	Water	\$ 2,904,800	\$ 985,000	\$ 492,500		\$ 492,500	Ed Schlaack	42
16 Dayton	Idylwilde - Siebenthaler to Woodhaven Water Main Improvements	Water	\$ 440,000	\$ 110,000	\$ 110,000	\$ -		Nick Dailey	41
17 Dayton	Gettysburg-Blueberry-Pennway Water Main Improvements	Water	\$ 890,000	\$ 200,000	\$ 200,000	\$ -		Nick Dailey	41
18 Engineer	Wilmington Pike Bridge Rehabilitation, KET-85-1.59	Bridge	\$ 1,084,000	\$ 500,000	\$ 125,000	\$ 375,000		Henry Brierton	41
19 Huber Heights	Powell Road Realignment	Road	\$ 803,555	\$ 500,000	\$ 250,000	\$ 250,000		Russell Bergman	41
20 Dayton	North Main Street Safety Improvement	Road	\$ 6,080,000	\$ 800,000	\$ 800,000	\$ -		Joseph Weinel	41
21 Brookville	Hay Avenue Roadway Improvements, Phase III	Road	\$ 984,850	\$ 984,850	\$ -	\$ 984,850		Allan Heitbrink	41
22 Dayton	Oxford Avenue Storm Sewer Improvements	Water	\$ 200,000	\$ 50,000	\$ 50,000	\$ -		Nick Dailey	40
23 Dayton	Frederick Pike Water Main Improvement	Water	\$ 400,000	\$ 100,000	\$ 100,000	\$ -		Nick Dailey	40
24 Engineer	Lutheran Church Road, JEF-19-3.83, Bridge Replacement	Bridge	\$ 237,300	\$ 200,000	\$ 50,000	\$ 150,000		David Shields	40
25 Engineer	Dayton Cincinnati Pike Roadway Realignment	Road	\$ 1,300,000	\$ 500,000	\$ 325,000	\$ 175,000		Rick Splawinski	40
26 Dayton	Vance Road Widening	Road	\$ 1,060,000	\$ 795,000	\$ 530,000	\$ 265,000		Joseph Weinel	39
27 Engineer	Amity Road, PER-56-2.00, Bridge Reconstruction	Bridge	\$ 483,500	\$ 200,000	\$ 100,000	\$ 100,000		David Shields	38
28 Engineer	Wellbaum Road Bridge Rehabilitation, CLY-233-2.05	Bridge	\$ 430,000	\$ 200,000	\$ 100,000	\$ 100,000		Henry Brierton	38
29 Dayton	Findlay Street Storm Relief	Stormwater	\$ 2,200,000	\$ 200,000	\$ 200,000	\$ -		Nick Dailey	38
30 Brookville	Main Street Water Main Replacement, Phase II	Water	\$ 373,195	\$ 373,195	\$ -	\$ 373,195		Allan Heitbrink	38
31 Kettering	Southern Boulevard Improvements, South of Stroop Road	Road	\$ 1,125,000	\$ 500,000	\$ -	\$ 500,000		Michael Zink	37
32 Kettering	Heritage Point Drive Improvements	Road	\$ 583,000	\$ 300,000	\$ -	\$ 300,000		Michael Zink	36
33 New Lebanon	Blosser Street Reconstruction Phase 4	Road	\$ 499,920	\$ 499,920	\$ 249,960	\$ 249,960		Michael Seeger	35
34 Centerville	Yankee Street Resurfacing	Road	\$ 516,716	\$ 344,000	\$ 258,000	\$ 86,000		David Swanson	34
35 Jackson Township	Clayton Road Rehabilitation	Road	\$ 552,475	\$ 499,999	\$ 499,999	\$ -		Allan Heitbrink	32
36 Centerville	Sheehan Road Resurfacing	Road	\$ 567,815	\$ 200,000	\$ 100,000	\$ 100,000		David Swanson	30

Ohio Public Works Commission - District 4
FY25 - LTIP Funding Slate

FY25 LTIP GRANT ALLOCATION	\$ 2,666,000
ADMINISTRATIVE COST	\$ (10,500)
CARRYOVER BALANCE (as of 11/1/2023)	\$ 171,223
TOTAL FUNDING AVAILABLE	\$ 2,826,723
LTIP Funded Projects Total	\$ 2,100,000
Funded Plus 1st Contingency Total	\$ 2,900,000

	SUBDIVISION	PROJECT NAME	PROJECT TYPE	TOTAL PROJECT		GRANT REQUEST	PROJECT MANAGER	LTIP SCORE
				COST				
1	Riverside	Woodman Drive Reconstruction	Road	\$ 6,385,179	\$	2,100,000	Kathy Bartlett	42
2	Dayton	North Main Street Safety Improvement	Road	\$ 6,080,000	\$	800,000	Joseph Weinel	40
3	Engineer	Dayton Cincinnati Pike Roadway Realignment	Road	\$ 1,300,000	\$	400,000	Rick Splawinski	38
4	Engineer	Wilmington Pike Bridge Rehabilitation, KET-85-1.59	Bridge	\$ 1,084,000	\$	400,000	Henry Brierton	37
5	Huber Heights	Powell Road Realignment	Road	\$ 803,555	\$	500,000	Russell Bergman	37
6	Engineer	Wellbaum Road Bridge Rehabilitation, CLY-233-2.05	Bridge	\$ 430,000	\$	107,000	Henry Brierton	36
7	Engineer	Lutheran Church Road, JEF-19-3.83, Bridge Replacement	Bridge	\$ 237,300	\$	118,650	David Shields	36
8	Engineer	Amity Road, PER-56-2.00, Bridge Reconstruction	Bridge	\$ 483,500	\$	120,875	David Shields	36
9	Dayton	Vance Road Widening	Road	\$ 1,060,000	\$	795,000	Joseph Weinel	36
10	Kettering	Southern Boulevard Improvements, South of Stroop Road	Road	\$ 1,125,000	\$	200,000	Michael Zink	34
11	Centerville	Yankee Street Resurfacing	Road	\$ 516,716	\$	344,000	David Swanson	32
12	Jackson Township	Clayton Road Rehabilitation	Road	\$ 552,475	\$	499,999	Allan Heitbrink	31
13	Kettering	Heritage Point Drive Improvements	Road	\$ 583,000	\$	400,000	Michael Zink	30
14	Brookville	Hay Avenue Roadway Improvements, Phase III	Road	\$ 984,850	\$	984,850	Allan Heitbrink	30
15	New Lebanon	Blosser Street Reconstruction Phase 4	Road	\$ 499,920	\$	499,920	Michael Seeger	28
16	Centerville	Sheehan Road Resurfacing	Road	\$ 567,815	\$	200,000	David Swanson	27

Ohio Public Works Commission - District 4
FY25 - Small Government Funding Slate

Small Government Totals: \$ 1,052,395 \$ 999,919 \$ 749,959 \$ 249,960

PRIORITY	SUBDIVISION	PROJECT NAME	TOTAL PROJECT COST	TOTAL FUNDING REQUEST	GRANT	LOAN	PROJECT MANAGER	SCIP SCORE
1	New Lebanon	Blosser Street Reconstruction Phase 4	\$ 499,920	\$ 499,920	\$ 249,960	\$ 249,960	Michael Seeger	35
2	Jackson Township	Clayton Road Rehabilitation	\$ 552,475	\$ 499,999	\$ 499,999	\$ -	Allan Heitbrink	32

Memorandum



To: Dan Wendt, City Manager
From: Kurt Althouse, Police Chief
Date: February 20, 2024
Subject: January 2024 Crime Statistical Report Summary

During January, the city experienced a relatively low crime rate and seen a reduction in several criminal offenses. Total calls for service to the Communications Center dropped 8.5% from January 2023 for a total of 927 calls for service in 2024. There were 798 citizen-initiated calls for service (down 5%), and there were 129 officer-initiated calls (down 25%).

Several crime categories have seen a reduction over last year's reported offenses, while a few offenses had an increase. VPD investigated two rapes and one robbery during January compared to none in either of these categories last year. There were two assaults and seven domestic violence offenses reported in January compared to two assaults and three domestic violence offenses in January 2023. Domestic violence cases increased by 133% during January. There was nothing unusual to note or a reason for the increase in domestic cases from three last year to seven incidents this year.

There were five burglaries reported in January 2023; however, only one burglary was reported in January 2024. Burglaries/breaking & entering were down 80%, felony thefts decreased by 44%, while misdemeanor thefts increased by three, and auto thefts increased by one in January 2024 when compared to January 2023. Criminal damaging and vandalism offenses were down over 66% compared to last January. VPD officers have focused on being visible in the residential and business areas of the city to display a police presence and prevent crime. Officers made three drug arrests in January compared to four drug arrests in 2023 during the same month.

Although we experienced overall lower crime rates, VPD seen an increase in arrests with ten felony arrests and 14 misdemeanor arrests. However, we experienced fewer juveniles involved in criminal offenses. VPD officers charged three juveniles in 2024 with an offense, compared to five juveniles in January 2023. These charges have primarily included sex offenses, drug violations, and thefts.

During January, VPD officers made 315 traffic stops while patrolling Vandalia's roadways, a 3.6% increase. These stops resulted in 48 citations, 186 written

warnings, 76 verbal warnings, and five stops with other dispositions. Speed citations and other citations were up 24%, while OVI arrests increased by over 150% from two in 2023 to five in 2024. Parking citations decreased 18% from 11 parking citations in 2023 compared to nine parking citations in 2024. These parking citations have primarily been on violations of commercial vehicles parked in restricted areas on highway exit ramps. VPD officers investigated 15 traffic crashes in January 2024, a 35% decrease over the 23 traffic crashes investigated in January 2023. Officers will continue to patrol Vandalia's roadways and work traffic enforcement to keep our roadways safe and reduce traffic crashes.

Officers also responded to 39% fewer alarm drops than a year ago with a reduction from 71 business and residential alarms in January 2023 to only 43 alarms in January 2024.

Overall, 2023 is off to a good start with few criminal offenses, an increase in arrests, and a decrease in crashes. VPD officers will remain focused on patrol activities and traffic enforcement while addressing community concerns related to these areas to keep our City a great place to live, work, and play.

City of Vandalia Division of Police
Monthly Crime Statistical Report
January 2024

CATEGORY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D	2023 Y-T-D	% Change	% Clear
How Calls Received:																
Total Calls for Service	927												927	1013	-8.5%	N/A
Citizen Initiated = 798	86.08%												798	840	-5.0%	N/A
Officer Initiated = 129	13.92%												129	173	-25.4%	N/A
9-1-1 Call = 293	31.61%												293	233	25.8%	N/A
Homicide	0												0	0	0.0%	100.00%
Rape	2												2	0	200.0%	0.00%
Robbery	1												1	0	100.0%	100.00%
Assault	2												2	2	0.0%	50.00%
Burglary/B&E Total	1												1	3	-66.7%	100.00%
Residence	0												0	2	-100.0%	100.00%
Non-residence	1												1	1	0.0%	100.00%
Theft - Felony	5												5	9	-44.4%	20.00%
Theft - Misd	7												7	4	75.0%	42.86%
Motor Veh Theft	4												4	3	33.3%	50.00%
Arson	0												0	0	0.0%	100.00%
Crim Dam & Vandal	1												1	3	-66.7%	100.00%
Drug Offenses (Fel)	1												1	0	100.0%	0.00%
Drug Offenses (Misd)	2												2	4	-50.0%	100.00%
Domestic Violence	7												7	3	133.3%	85.71%
Totals	33	0	0	0	0	0	0	0	0	0	0	0	33	31	6.5%	57.58%

City of Vandalia Division of Police
Monthly Crime Statistical Report
January 2024

CATEGORY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D	2023 Y-T-D	% CHG
Criminal Arrests:															
Felony	10												10	4	150.00%
Misdemeanor	14												14	13	7.69%
Juvenile	3												3	5	-40.00%
Total	27	0	0	0	0	0	0	0	0	0	0	0	27	22	22.73%
Traffic Stops:															
Stops with Citations	48												48	36	33.33%
Stops with Written Warnings	186												186	201	-7.46%
Stops with Verbal Warnings	76												76	60	26.67%
Stops with Other Dispositions	5												5	7	-28.57%
Total Traffic Stops	315	0	0	0	0	0	0	0	0	0	0	0	315	304	3.62%
Traffic Arrests/Citations:															
OVI	5												5	2	150.00%
Speed	16												16	18	-11.11%
All Other	82												82	61	34.43%
Parking	9												9	11	-18.18%
TOTAL	112	0	0	0	0	0	0	0	0	0	0	0	112	92	21.74%
Traffic Accidents Investigated:															
Fatal	0												0	0	0.00%
Injury	5												5	9	-44.44%
Property Damage	10												10	14	-28.57%
TOTAL	15	0	0	0	0	0	0	0	0	0	0	0	15	23	-34.78%
Alarms:															
Business	38												38	63	-39.68%
Residential	5												5	8	-37.50%
TOTAL	43	0	0	0	0	0	0	0	0	0	0	0	43	71	-39.44%

Recreation Superintendent

(Career Ladder to Parks and Recreation Director)

City of Vandalia, Ohio



vandalia^{ohio}
small city. big opportunity.





THE COMMUNITY

The [City of Vandalia](#) is optimally situated between the Dayton International Airport and the I-70 / I-75 interchange. Vandalia's corporate limits span 12.39 square miles with a population of approximately 15,000 (See: [Census QuickFacts](#)). Residents enjoy vibrant amenities, top-tier public services, affordable housing, and quality schools. The town has a robust and stable economy that is growing with businesses representing the industries of defense, aerospace, cyber, automotive, advanced manufacturing, and food processing. Located just 15 minutes from downtown Dayton and one hour from Cincinnati and Columbus, residents have ample access to quality universities and colleges. Each year the City hosts a series of gatherings and events in its parks, and plays a large role in helping make the Dayton Air Show a success.

Residents place a high priority on revitalizing the community and creating a downtown area as a community space for gathering and entertainment. Our community values our parks, public facilities, and seeks to improve active transportation options.



The Vandalia Recreation Center boasts a state-of-the-art fitness center and an overhead walking track.

The Vandalia City Council has adopted the following Policy Goals to inform and to guide the execution of the City's mission in the coming year. Including:



Live

Small City Big Opportunity: Be known regionally as a top-tier suburb through top-tier City services. Enhance social and economic investment by promoting the City's high-quality services, well-performing schools, available workforce, escalating quality-of-life, and growing sense of place. Incentivize developments that improve life in Vandalia.



Safe and Secure: Ensure that Vandalia remains a safe and secure community by investing in both traditional public safety operations and creative outreach efforts to meet the evolving needs of our residents and visitors.



Enhance Infrastructure: Protect public assets and infrastructure by making calculated and deliberate investments in roadways, utilities, and park spaces.



Work

Fiscal Sustainability: Leverage the operating position of the City to seize strategic opportunities for improving quality of life, while maintaining sustainable fiscal practices.



Trust and Confidence: Promote an open approach to government through coordinated, transparent, and evidence-based engagement practices. Empower residents, business owners and community stakeholders to partner in City programs.



Sharpen the Saw: Commit to process improvements by purposefully refining practices and leveraging technology to improve internal and external customer service.



Play

Vibrant: Be a vibrant community that uses its amenities and growth mindset to create a warm and welcoming environment in which to live, work, and play.

CITY GOVERNMENT

The [Charter of the City of Vandalia](#) was adopted by the voters on April 7, 1959. Vandalia is a politically mature municipal organization that is committed to effective public service through professional management. The City prides itself on being a respectful and collaborative employer that demands excellence from its team.

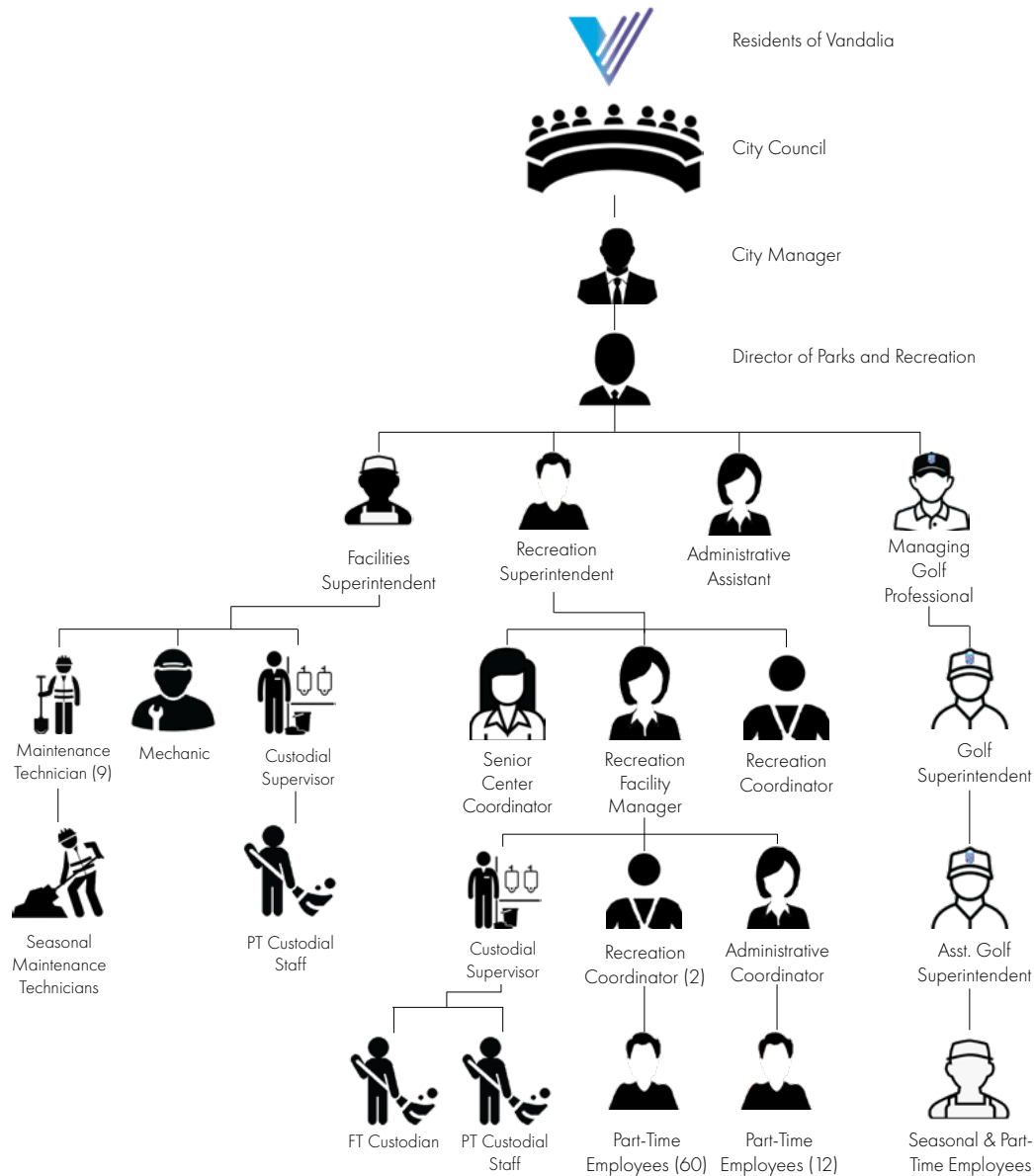
Vandalia is a complex municipal organization. The City organization retains a strong bond rating of Aa2, annual all funds budget of approximately \$63 million, and an average full-time workforce of 287 full-time equivalent employees. The City prides itself on maintaining a strong operating position and ensures that its team of public servants has the tools that it needs to serve the public. The City of Vandalia is committed to innovation, excellence, and growth. With a strong record track record of success and a dedication to nurturing talent, we offer a dynamic and supportive work environment where employees can thrive and realize full potential.

Under the direction of the City Manager, the leadership team executes the policy directives of the Vandalia City Council including the day-to-day operations of police, fire, emergency medical services, and dispatch; water distribution, wastewater collection, and storm water utilities; public works and street construction; economic development, building and zoning, planning, and engineering services; and community enrichment through the Vandalia Recreation Center, Senior Center, Cassel Hills Golf Course, and numerous parks.

In 2020, City Council adopted the [Vision Vandalia Comprehensive Plan](#). There are many exciting anticipated developments in the coming years.

Learn more about City of Vandalia initiatives on the City's [YouTube Channel](#) and [Facebook Page](#).

COMMAND STRUCTURE



PARKS AND RECREATION DEPARTMENT

The Department of Parks and Recreation is staffed by dedicated and highly trained public servants who provide residents with efficient, honest, and courteous service. The department is led by our tenured Director of Parks and Recreation, Steve Clark.

Vandalia Parks and Recreation Department strives to provide high-quality and accessible programs, services, parks, and facilities that inspire and enrich the lives of all Vandalia citizens. Through the dedication of our employees, a Council and management team that sets the standard for excellence, and our collaborative partnership with the community, the department has achieved much success.

The mission of the Vandalia Parks and Recreation Department is to enhance the lives of our citizens and community by providing quality and diverse facilities, programs and services.

The department is responsible for park maintenance and development, recreation and cultural programs, recreation center operations, senior center operations, golf course operations, aquatic center operations, as well as facility maintenance. The Parks and Recreation Department maintains more than 200 acres of park land and more than 100 acres of parking lots, buildings and street tree locations. Twenty-five (25) full-time employees and over 200 part-time and seasonal employees are responsible for the operation and maintenance of the Parks and Recreation Department with an \$8.3 million operating, maintenance, and capital budget.

THE POSITION - THE IDEAL CANDIDATE - THE QUALIFICATIONS

General Description

The City seeks a highly-motivated and ambitious individual to join our dynamic team in a management position with a clear path to advancement to Director within one year. The position plays an essential role in maintaining the health, safety and well-being of residents in Vandalia. The Recreation Superintendent will serve as a professional role model for the City as we strive to be a top-tier suburb that provides top-tier services.

The Recreation Superintendent and management trainee will undergo extensive training and development to gain a deep understanding of our operations, processes, and culture. The superintendent will work closely with various teams and departments to learn about our services, market dynamics, and strategic objectives. Through hands-on experience and mentorship from seasoned professionals, the superintendent will develop the skills and knowledge necessary to excel in a leadership role. The Recreation Superintendent requires an individual with strong leadership skills, as this position factors strongly in succession planning and will also be strongly considered for enhanced leadership positions within the department in the future. This position is aligned with a clear path to advancement to Director within one year.

Under administrative direction, the Recreation Superintendent directs, oversees, prioritizes and evaluates the overall operation of the Municipality's parks and recreation department for effective and cost-efficient service delivery. This position performs a variety of complex professional and administrative work in planning, developing, scheduling, directing and implementing a year-round, city-wide parks and recreation department, including management of city-owned facilities.

The Recreation Superintendent will explore best practices in the field, identify new trends and opportunities, engage relevant stakeholders, and make direct recommendations to ensure an appropriate balance of community programs, facilities and amenities now and into the future.

In 2023, Vandalia City Council adopted the [Parks and Recreation Master Plan](#), which will inform decisions on the future direction of the City's impressive park system. The plan includes nine "big moves" designed to position the system as a top-tier amenity for years to come. The Recreation Superintendent will use the Master Plan as a road map when planning for community facilities, fitness programs and events.

The Superintendent plans, develops, and administers Vandalia's parks and recreation programs and facilities (e.g., analyzes new and existing programs, conducts feasibility studies for new and existing facilities, promotes existing facilities, recommends and participates in the development of capital and land acquisitions and facility improvements, etc); formulates, develops, implements, and reviews short and long-range department goals and objectives; addresses department issues with City Manager.

Prepares capital and operating budgets and makes recommendations to the City Manager; records and monitors departmental expenditures to ensure compliance with the budget.

KEY RESPONSIBILITIES

-  Collaborate with cross-functional teams to support various projects and initiatives.
-  Analyze data and market trends to identify opportunities for growth and optimization.
-  Assist in developing and implementing strategic plans to achieve business objectives.
-  Participate in meetings, presentations, and training sessions to enhance your skills and knowledge.
-  Communicate effectively with team members, stakeholders and senior management.

MINIMUM QUALIFICATIONS

Qualifications – possession of a bachelors degree from an accredited college, or university in parks and recreation, business management, public administration or related field; four (4) or more years of related experience and/or training; or related field; or any equivalent combination of education, experience, and training, which provides the required knowledge skills and abilities. Certified Parks and Recreation Professional preferred. Licensure or certification requirements: must possess a valid state of Ohio drivers license, and must remain insurable under the city's vehicle insurance plan.

COMPENSATION AND BENEFITS

The City of Vandalia offers a generous and competitive compensation package in an effort to attract top-tier talent. The successful candidate can expect the following wage and benefit package:

The Recreation Superintendent is a highly valued position with an annual salary range: **\$72,925 to \$102,690** or an hourly rate of **\$35.06 to \$49.37**

Employer contribution to the Ohio Public Employees Retirement System;

Health, Vision, and Dental Insurance;

Paid Vacation, Sick Leave, Holidays, and Floating Holidays;

The City of Vandalia will accept the transfer in of up to 1,250 hours of unused, uncompensated sick leave from the candidate's qualifying for employer(s);

Funeral Leave, Jury Duty Leave, Military Leave, Maternal and Paternal Leave with Pay, Adoptive Parent Leave;

Life Insurance: employer sponsored benefit of \$60,000;

Accidental Death and Dismemberment Insurance: \$12,000 benefit;

Free Individual Vandalia Recreation Center membership;

Family Cassel Hills Pool membership;

Individual Restricted Pass to Cassel Hills Golf Course; and

Tuition Reimbursement: \$3,000 per year for up to 80% for accredited degree programs with passing grade of "C" or better.



Picturesque Cassel Hills Golf Course is a championship-style course nestled within the Taylorsville Reserve.



The Vandalia Recreation Center features fitness center, climbing wall, gymnasium and aquatic center.

APPLICATION AND SELECTION PROCESS

Applications will only be accepted through the City's online application system via the website at: VandaliaOhio.org/Jobs. Applications must include a résumé and a cover letter.

*Applications will be reviewed as they are received with an initial submission deadline of **Friday, March 22, 2024**. The recruitment of the Parks and Recreation Superintendent position will remain open until filled.*

The City of Vandalia is firmly committed to equal employment opportunity based on skills, education, work experience, merit, and service to the public. The City does not discriminate based on disability, race, color, religion, national origin, ancestry, medical condition, genetic information, marital status, sex, age, sexual orientation, veteran status or gender identity and expression. This includes all City programs, activities, and hiring practices.

Vandalia is an Equal Opportunity Employer and Americans with Disabilities Act (ADA) Compliant. Women and minorities are encouraged to apply.



The outdoor pickleball courts at Helke Park, which feature lighting for evening play, are a popular attraction.

Now there's a new and easier way to connect with the City of Vandalia!



Introducing My Vandalia, the fast, easy and free way to connect with the City for just about anything!



MY andalia^{ohio}

Request a "vacation house check."

Report property maintenance issues in an instant.

Report a pothole in seconds! Snap a photo and the app lets us know exactly where to send the crew!

Ask a question or submit a general comment.

It's your direct access line to the City!

Download the My Vandalia app today!



February 22, 2024

Dan Wendt, City Manager
City of Vandalia

Mr. Wendt:

Subject: Employee Recognition of John Bubeck on 2/21/2024

I wanted to make you aware of a situation that happened yesterday (2/21) morning. Public Works Technician John Bubeck was the first responder on a call about a medical issue of an unresponsive woman in a vehicle. When arriving on scene, John noticed the vehicle was still in gear; John quickly opened the vehicle door, took it out of gear into Park, and removed the vehicle keys to keep the woman from driving away and/or hitting anyone or City vehicles giving assistance.

I bring this to your attention as a great example of the top-tier services put forth by City personnel for our community. This was initially brought to my attention by a fellow Public Works employee. Fire Chief Chad Follick verified the events, being the first Fire Department personnel on scene, and also commended John's quick, decisive action.

Very Respectfully,



Ben Borton
Director of Public Service

CC: John Bubeck, Public Works Technician
Walter Richie, Public Works Superintendent
Jake Hayslett, Assistant Public Works Superintendent
Missy Pruszynski, Human Resources Manager
Rob Cron, Assistant City Manager
Angela Swartz, Executive Assistant to the City Manager