

THE BLUE LETTER



333 James E. Bohanan Drive • Vandalia, OH 45377 • (937) 898-5891

October 25, 2024

Mayor Herbst & City Councilmembers:

Rock the Rec Halloween Party: This event is happening on Saturday, October 26 from 12:00pm-4:00pm at the Vandalia Sports Complex. There will be trick-or-treat, inflatables, food trucks, vendors and more for people to enjoy.

We are offering yard sign/political sign recycling on November 6-8. This is an easy way for people to get rid of the signs after election day. A flyer with information is attached.

Today was identified as "Think Pink Day" for city staff. All non-uniformed staff were encouraged to wear pink in support of Breast Cancer Awareness Month.



Work continues on the removal of trees along the National Road corridor. Currently we will be replacing the trees from just west of Dixie Dr. to Perry St. All the trees, new and existing, will be decorated with lights for the holidays. After the lights are removed in January, we will then begin removing the trees from Perry Street to Ranchview Drive. These trees will then be replaced in the spring.



Consistent with the 2020 Vandalia Vision Comprehensive Plan, we will also be planting street trees along Clyde Place, Cyril Court and Attic Street. Letters informing residents on these streets were mailed out this week.

Fire Division training this reporting period consisted of Live Burn Training. Crews participated over 3 days in life fire training evolutions at our burn containers located in Union. Live burn is a required training to attend each year and a good opportunity to run different scenarios in a more intense setting.

Recreation Coordinator Sara Moyer officially joined our Parks and Recreation team on October 23. Sara will be responsible for programs and special events and brings a wealth of experience to the position. Sara is a graduate of Ohio State University and comes to us after serving as Recreation Manager – Youth Enrichment for the Washington Township RecPlex.

We want to thank Vandalia Church of the Nazarene for hosting a First Responder Service and Hog Roast on October 20 after their Sunday service. Pastor Mark Batton welcomed the first responders who attended. Police Lt. Walker was a guest speaker during the service and shared stories about growing up in Vandalia and thanked the congregation for their support. Several VPD officers and firefighters enjoyed a delicious luncheon with the church members following the service. Pastor Batton is a VPD chaplain and provides a great service to our community.

The electric vehicle (EV) charging stations at the Sports Complex, Senior Center and Cassel Hills golf course are operational and open to the public.

Please contact me directly with comments and questions.

Very Respectfully,

Mark Schwieterman
Interim City Manager

CC:

Board and Commission Members
All City Employees

Attachments:

1. Information Update - ACM Cron – October 25, 2024;
2. Information Update - Director Leiter – October 25, 2024;
3. Information Update - Chief Follick – October 25, 2024;
4. Information Update - HR Manager Hanf – October 25, 2024;
5. Information Update – Director Clark – October 25, 2024;
6. Information Update - Chief Althouse – October 25, 2024;
7. Information Update - Director Borton – October 25, 2024;





To: Mark Schwieterman, Interim City Manager
From: Rob Cron, Assistant City Manager
Date: October 24, 2024
Re: Information Update for October 12 - 25, 2024

- 📍 I had a Business Retention and Expansion meeting with Kendall Electric last week. Representatives from Dayton Development Coalition and Jobs Ohio also attended. Kendall is doing very well and is happy in their new facility. They have already exceeded their employment projection that they originally submitted in the EDGE and VDC funding applications. I will be working with them on their request to receive their incentive packages.
- 📍 I also joined our building inspection team on a visit to 6400 Sand Lake Drive. ESI Electrical Contractor has leased and is moving into this facility. They were issued their temporary certificate of occupancy as they continue renovations. Nick Behnken, their vice-president, was very complimentary of our staff and mentioned that when all of the renovation work is completed, they will have approximately 120 employees on site.
- 📍 You and I met with Ben Neely to discuss potential options for a couple of his company's' investment properties in the City. They own significant land along Dixie Drive that is a focus of our 2020 Vision Vandalia Comprehensive Plan.
- 📍 I attended three separate Economic Development events the past two weeks. The I-70/75 Association held their annual summit focusing on Aerospace and Aviation. The Dayton Development Coalition hosted two events this week focusing on the increase of demand and economic impact of data centers and the other was at Central State University highlighting activities there and the economic development in general in the Dayton region.
- 📍 Work continues on the removal of trees along the National Road corridor. Currently we will be replacing the trees from just west of Dixie Dr. to Perry St. All the trees, new and existing, will be decorated with lights for the holidays. After the lights are removed in January, we will then begin removing the trees from Perry Street. to Ranchview Drive. These trees will then be replaced in the spring.
- 📍 We will also be planting street trees along Clyde Place, Cyril Court and Attic Street. Installing street trees was also a focus item in the 2020 Vandalia vision Comprehensive Plan. Letters informing residents on these streets were mailed out this week.
- 📍 We have had several conversations with the developer that is requesting the rezoning at 7848 S. Brown School Road. They have requested the item be tabled as they explore their options before moving forward.

- Mike Hammes, Ben Graham and Kip Millikin are preparing for our 15th Annual Code Enforcement Workshop. We have hosted the event each year and many code enforcement officials from around the region attend each year. This year's workshop will be on November 22.
- The Planning Commission will review two items at their November 12th meeting.
 1. A request for rezoning at 2700 W. National Road from Industrial /Innovation to Highway Business.
 2. A record plan and right of way dedication at Tuskegee Airman Drive.
- The Board of Zoning Appeals will review four items at their November 13th meeting
 1. A variance for the maximum sign area for driveway entrance and directional signs at 4160 Litel York Road.
 2. A variance for total accessory structure area and setback at 3075 Stop Eight Road.
 3. A variance to allow ground mounted solar panels in residential areas at 675 Waldsmith Way.
 4. A variance for maximum wall sign area at 2 E. National Road.
- We are offering yard sign/political sign recycling on November 6-8. This is an easy way for people to get rid of the signs after election day. A flyer with information is attached.
- The Block Party Trailer rental season has come to an end. In all, the Block Party trailer was utilized 14 times since becoming available in May. It was utilized five times at city/community events and nine times by residents.
- The next taping of Focus Vandalia for the month of November was done this week. The topics covered were the improvements at Robinette Park, the downtown tree replacement project, the new fire training container, leaf collection and trick or treat safety tips.
- The Winter issue of the MYVandalia Magazine is currently at the printers.
- Rich Hopkins continues to gather information and photos for our annual report
- This Friday was identified as "Think Pink Day" for city staff. All non-uniformed staff was encouraged to wear pink in support of Breast Cancer Awareness Month.

Memo



To: Mark Schwieterman, Interim City Manager

From: Bridgette Leiter, Director of Finance

Date: October 23, 2024

Re: Information Update - Period Ending October 25, 2024

1. Kristen and I attended a council study session and meeting.
2. Kristen and I attended Budget Workshop #2.
3. Tiffany Barnes, Finance Clerk – Accounts Payable, and I met with representatives with Meeder Investment Company to discuss current market conditions, recent and future interest rate reductions and how the changes have and will affect the City's investment portfolio.
4. A few members of the Finance staff received a flu shot this year and appreciated the opportunity and convenience of receiving the shot at our workplace.
5. Human Resources Manager Hanf and I spoke with the City's representative from McGohan Brabender to discuss the proposed amounts for healthcare included in the 2025 budget.
6. I attended a Special Tri-Cities Finance Committee meeting. The main topic of discussion was the 2025 Budget.



DIVISION OF FIRE INFORMATION UPDATE

TO: MARK SCHWIETERMAN, INTERIM CITY MANAGER
FROM: CHAD FOLLICK, FIRE CHIEF
DATE: 10/24/2024
SUBJECT: INFORMATION UPDATE – PERIOD ENDING OCTOBER 25, 2024

1. Congratulations to CRRC Rich Morrett as the City of Vandalia's Employee Spotlight for the month of October. Rich has been with the Division of Fire almost a year, and continues to give Top Tier Service to the organization and community with outreach, education and more.
2. In the month of October, the Division of Fire participates in Fire Prevention Month. The Division of Fire kicks off this month with our Open House and as the month goes on, the Prevention Bureau continues promoting fire safety and education. This is done by attending events, visiting schools, posting to social media and any way they can get info into the community.
3. Crews have been on site at multiple events over the last few weeks, Fall Festival at the Rec Center, Helke Preschool show and tell, Friday night football games and Trunk or Treat events to name a few.
4. Training this reporting period consisted of Live Burn Training. Crews participated over 3 days in live fire training evolutions at our burn containers located in Union. Live burn is a required training to attend each year and a good opportunity to run different scenarios in a more intense setting.
5. Thank you to the residents on Golf View Court for inviting the crews to their block party this past weekend. The crews had a great time with the community and showing off our equipment.



DIVISION OF FIRE INFORMATION UPDATE

6. Crews had multiple kitchen fire responses during this reporting period. Crews responded to a structure fire response on Stonequarry Rd. October 22nd where they were able to quickly extinguish a fire that caused considerable damage to the kitchen. One patient was taken to the hospital to be treated for smoke inhalation. With the increase of these types of fires, The Division of Fire encourages everyone to practice safe cooking habits.

Memo



To: Mark Schwieterman, Interim City Manager

From: Leann Hanf, Human Resources Manager

Date: October 24, 2024

Re: Information Update – Period Ending October 25, 2024

1. **Save the Date!** Open Enrollment is scheduled for November 4th – 15th. More information to come in the upcoming weeks!
2. **November is American Diabetes Month.**

Life with diabetes

Hearing (and accepting) your diagnosis

Maybe you just felt off. Maybe you were excessively thirsty, really tired but not sleeping well, drained of energy. Maybe your vision was suddenly blurry. Maybe you lost weight without trying. Whatever might have prompted you to seek medical attention, you likely weren't expecting to maybe hear, "You have diabetes." For many people, the world may shift around them as they process the news.

What is diabetes?

If you're diagnosed with type 1 or type 2 diabetes, your body either can't make the hormone insulin or doesn't use the hormone like it should. Insulin is important in giving your body energy from the foods you eat. Without insulin, blood sugar may build up in your blood, making you sick.

- Type 1 diabetes may occur at any age, but it happens most frequently during childhood and adolescence.² Causes are unknown, but researchers think there may be a strong genetic link. There is currently no cure for type 1 diabetes, an autoimmune disease that occurs when the pancreas can't make insulin.
- Type 2 diabetes is the more common type of diabetes. The pancreas still produces insulin, but the insulin may not work in the body like it should.

How is diabetes diagnosed?

The first step in diagnosing diabetes may be a blood test to help evaluate your current blood glucose level. Some doctors might also order a glucose tolerance test or hemoglobin A1C test to confirm the diagnosis.

What may happen following a diagnosis?

Following a diagnosis, your doctor may tell you that you need to monitor your blood glucose on a regular basis; that you may have to count carbs and track and balance what you eat and drink; and that depending on your individual circumstances, you may also have to ramp up your physical activity level.

Accepting your diabetes diagnosis

After a diagnosis, you may feel a range of emotions. Consider taking it day-by-day and giving yourself some time to digest the information. It may be a learning curve. Here are some tips to help you cope:

- Lean on your health care team to help you create a program that meets your needs.
- Learn everything you can about your type of diabetes. Knowledge is power. Many resources may help you manage the disease, including Diabetes Care and Education Specialists. There are support groups and online message boards and forums that may help you. There's a community of people likely dealing with the same frustrations and fears and challenges and concerns. Connecting with these resources may help so you don't feel alone.
- Ask friends and family to help you stay on track. Emotional support may be important.
- You can still eat a range of delicious foods. You may just need to keep sugar, fat and salt to a minimum.
- To help you control your portions, use the plate method: Fill half of your plate with non-starchy veggies, a quarter with lean protein and a quarter with healthy carbs.
- Find healthy ways to deal with any possible stress levels, or perhaps talk to a mental health provider to help you stay in touch with your emotions.
- If you smoke, quit. Smoking makes it harder to control your diabetes.
- Maintain your weight.
- Make exercise fun. (If it's a positive part of your routine, you're more likely to stick with it.)
- Go in for regular checkups.

Here's another thing to keep in mind — try to embrace a positive outlook. You can still go on vacation. You can still go out. You may just need to plan ahead and make some adjustments. With the help of technology, today's management tools and sticking to a treatment plan, those diagnosed with diabetes can live long, healthy, meaningful lives.



To: Mark Schwieterman, Interim City Manager
From: Steve Clark, Director of Parks & Recreation
Date: 10/24/2024
Re: Information Update – Period ending October 24, 2024

RECREATION CENTER

- Recreation Coordinator Sara Moyer officially joined our Parks and Recreation team on October 23. Sara will be responsible for programs and special events and brings a wealth of experience to the position. Sara is a graduate of Ohio State University and comes to us after serving as Recreation Manager – Youth Enrichment for the Washington Township RecPlex.
- The October electronic fund transfer (EFT) for memberships at the VRC totaled \$20,505 which is an increase of \$1,922 over October 2023.
- The January-April At the Rec Program Guide has been completed and sent to the printer. We have added a couple of new features to the guide that we are excited to share with the community.

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

- The second round of interviews for the vacant Recreation Coordinator Athletics position will be held on October 28. We will be interviewing three solid candidates and hope to have the position filled in early November.
- Vandalia Fall Festival took place on Saturday, October 12 from 12:00pm-6:00pm at the Vandalia Sports Complex. There was a great turnout and outstanding weather for the event.
- Rock the Rec Halloween Party: This event is happening on Saturday, October 26 from 12:00pm- 4:00pm at the Vandalia Sports Complex. There will be trick-or-treat, inflatables, food trucks, vendors and more for people to enjoy.
- Our NFL Youth Flag Football program end of season tournament begins on October 27 with games being played at the Butler High School Football Stadium. The program will conclude on Sunday, November 3 with championship games in all age divisions at Butler.
- Optimist Club Youth Basketball registration has been extended through the end of this week. Practices will begin the week of November 11 and games/scrimmages will begin on December 14. Recreation Superintendent Alicia McCracken collaborated with representatives of the Tipp Youth Basketball program to form a combined league for our 3-6 grade teams.
- The 39th Annual Basketball Turkey Shoot will be held on Saturday, November 9 at 10am in the gymnasium at the VRC. This program allows family members to shoot fouls shots as a team for a chance to win a Thanksgiving Turkey.

SENIOR CENTER

- Custodial Supervisor Mark Collins and his crew began yearly floor work at the Senior Center. They will scrub, buff, recoat the tile floors as needed, and clean carpet. This begins our yearly floor maintenance program, next will be Clubhouse, Municipal Building, and Justice Center.
- Lori Draine and Jessica Abernathy from Montgomery County Jobs and Family Services visited the Senior Center on October 9 for their annual in person review of the Van Tran program. They check rider membership forms to make sure everyone is 60 or older and go through two months of trips to make sure the riders are all registered and the trips match the submitted invoices.

FACILITY MAINTENANCE DIVISION

- Baseball diamond maintenance is taking place at the Sports Complex. Maintenance staff are adding ball diamond infield material to select fields including sand, raider mix, and crushed granite product (Magic Mix). This process helps with playability after rainfall events and reduces infield maintenance labor requirements through the playing season.
- Maintenance staff are in the process of caulking / sealing open joints to prevent freeze/thaw damage to building structural components and walkways.
- Concrete light pole bases have been repaired as needed and sealed along the sports complex main drive and the recreation center parking lots.
- Art Park Amphitheater construction is underway. The contractor for the project has mobilized equipment and supplies and has started removing the original stage and began mounding for additional seating (pictures at end of report).
- Maintenance staff are completing preparation work for the new playground installation at Robinette Park. Staff is removing the 30-year-old playground equipment and preparing the site for the manufacturer's installation. Playground equipment is scheduled to ship on November 11 from Minnesota.
- Public Works and Park staff have been removing the first phase of tree replacement on National and Dixie. The current trees are to the size where the roots are moving sidewalk, tree grates and pavers creating unsafe pedestrian travel.
- Staff have installed new landscape plantings at 16 of our new facility signs. This includes parks, pool, cemetery, Municipal Building and Justice Center signage.
- Rudy Wells is working with Vandalia Lions Club members regarding tree planting at Seger Park. Several trees need to be removed from the park, and we are looking at replacement options with the Lions Club members.

GOLF COURSE

- The golf course greens were aerated on October 15. Marty Szturm was unable to punt sand on the greens after aeration due to the irrigation system being down due to the wind damage from Hurricane Helene. Golfers like it better without the sand, which is a surprise to golf course staff.
- Capital Electric has finally able to work on the well field power lines that were damaged during Hurricane Helene winds. The irrigation system is back in operation with a cost of \$30,000 to complete the repairs to the power lines and poles.
- Play for the month of October has been outstanding thanks in part to the wonderful weather. We are currently \$12,000 ahead of last October revenues.

Art Park Amphitheater Construction



Information Update



To: Mark Schwieterman
Interim City Manager

From: Kurt E. Althouse
Chief of Police

Date: October 24, 2024

Subject: Information Update Ending October 25, 2024

1. During the past three weeks, VPD officers made 10 traffic stops on commercial motor vehicles. These stops resulted in seven written warnings while working eight additional enforcement hours. There were an additional two stops on passenger vehicles during the additional enforcement hours resulting in one citation and one written warning for Speed. During regular patrol officers conducted three stops on commercial motor vehicles, resulting in one written warning for a lane violation, and an additional four verbal warnings for No Parking zone violations.
2. On October 11 Officer Sommer gave a presentation on basic safety to a class at Creative Images. It dealt with basic safety when walking to your cars.
3. On October 11 Officer Sommer gave a presentation to the Senior Citizen Center on police officers. It covered what the steps are from the time you call police to the end.
4. On October 17 Officer Sommer and Officer Matlock met with Pre-K at Helke. They each spoke a little about the police and then showed the students the patrol cars.
5. We want to thank Vandalia Church of the Nazarene for hosting a First Responder Service and Hog Roast on October 20 after their Sunday service. Pastor Mark Batton welcomed the first responders who attended. Lt. Walker was a guest speaker during the service and shared stories about growing up in Vandalia and thanked the congregation for their support. Several VPD officers and firefighters enjoyed a delicious luncheon with the church members following the service. Pastor Batton is a VPD chaplain and provides a great service to our community.
6. The Crisis Intervention Team (CIT) Steering Committee held their quarterly virtual meeting on October 21, 2024. Lieutenant Walker represents VPD as a member of the committee. Topics discussed during the meeting included data driven approaches to intervention strategies, the Local Outreach to Suicide Survivors (LOSS) team initiative, emergency hospital admissions, and CIT training for dispatchers.

7. On October 21, Vandalia police officers attended a training course titled *Legally Confident-Tactically Confident* at Miami Valley Career Technology Center as part of the continuing professional training (CPT) hours required by the State. This eight-hour course covers legal updates, mental health awareness, response to critical incidents, and other police-related topics. There will be two remaining days of training in December for other VPD officers to attend as part of the CPT requirement.
8. Detectives charged a 41-year-old New York man with Safecracking and Vandalism. The male used an unknown tool to access an ATM machine and damaged it.
9. Detectives charged a 32-year-old Dayton woman with Felony Domestic Violence (Prior). The female punched, scratched, caused visible injuries to her ex-boyfriend. The two have children in common.
10. Detectives charged a 38-year-old Tipp City woman with Aggravated Possession of Drugs (Methamphetamines). The female had in her possession a clear plastic bag with white crystal substance.
11. Detectives charged a 31-year-old New Carlisle man with Obstructing Official Business (Risk Physical Harm). A Vandalia officer was injured during a foot pursuit and apprehended the suspect. The suspect was incarcerated at the Montgomery County Jail.
12. Sgt. Lawson, Officer Sommer, Lt. Walker, Lt. Sucher, and Fire Marshall Jacobs completed interviews with six police officer applicants on Wednesday October 23. We currently have one police officer position open with another opening anticipated at the end of January in 2025. We hope to fill those vacancies through this process.
13. On October 24, Officer Sommer represented VPD at the Jefferson Township Sheriff's Office substation for a press conference to kick off the 2024/2025 Montgomery County OVI Task Force. The task force is funded by a grant provided by the National Highway Traffic Safety Administration. This grant provides funds for officers to work additional hours with a focus on traffic safety and enforcement. VPD officers will be offered overtime during this grant period to focus on impaired drivers, speed and seat belt violations. Their overtime hours are reimbursed through the grant.
14. I attended the International Association of Chiefs of Police (IACP) conference held in Boston, Massachusetts October 20-23. The conference is the world's top police leadership conference that brings together law enforcement leaders from across the globe. The multi-day event features hundreds of educational sessions that offer police leaders new strategies and resources to help them navigate the challenges of policing today. I appreciate the opportunity to attend such valuable instruction and the City's support for the law enforcement profession.



Public Service Information Update

To: Mark Schwieterman, Interim City Manager
From: Ben Borton, Director of Public Service
Date: October 24, 2024
Subject: **Information Update for October 12 – 25, 2024**

Development & Engineering Services (DES)

Outdoor Enterprise plans to remobilize a crew to the Dog Leg Water and Sanitary Extension Phase 2 project next week to complete the remaining work (remaining gravity sanitary, lift station, etc.). The fabricated lift station is expected to be delivered to site around November 5th.

Barrett Paving & Materials has completed the Webster Street Resurfacing project, which was ~63% grant funded.

The electric vehicle (EV) charging stations at the Sports Complex, Cassel Hills golf course, and Senior Center are operational and open to the public.

Durst Bros Inc replaced the sanitary manhole (MH) in the intersection of Kenbrook Dr and Tionda Dr. Public Works crews will patch the asphalt in the coming weeks.

As part of the Clyde Pl / Cyril Ct construction, street trees are planned for planting around Victory Park scheduled for next week. These will be Crimson Sunset Maple and Autumn Gold Ginkgo trees, which have autumnal purple and gold colors for our hometown Vandalia-Butler Aviators.

The following sites have received approved permits and begun construction work:

- Foxfire Section 9: working on storm sewer (City utility) and watermain (County utility with City of Dayton taps)
- Goodwill at existing 732 W National Rd (previously the Flyght Fit Kids Club)
- New single-family residence at 675 Waldsmith Way
- New Habitat for Humanity single-family residence at 33 N Perry St

The following sites have permits ready for approval:

- New truck repair facility at 1175 Industrial Park Dr
- New two-family residence at 681/685 Waldsmith Way
- New two-family residence at 896/898 Maridon Ct
- Rehab of existing apartments at 848 Pool Ave

A temporary certificate of occupancy (TCO) was issued to ESI at 6400 Sand Lake Rd, allowing occupancy of the office, manufacturing, and storage.

DES and Fire staff performed a walk-through assessment of damage from the fire at 845 Center Dr (Adare Pharma Solutions).

Court-ordered blight abatement demolition of 4581 Poplar Creek Rd will begin soon. An asbestos abatement contractor will begin work in early-November. The demolition contract is being signed and will follow the asbestos abatement work.

I attended the TCA Construction Manager at Risk (CMAR) selection committee kickoff meeting on October 15th.

Public Works (PW)

Crews continued installing water meters, inspecting sanitary sewer main using the SL-RAT tool, sweeping streets, and turning (closing/opening) watermain valves to confirm operational status throughout the City.

Crews continued working with the Parks & Recreation dept to remove overgrown street trees on National Rd and Dixie Dr and hydro-excavate tree stumps as part of the planned Phase 1 replanting (26 trees) scheduled for November.

Crews placed asphalt around a MH at Dixie Dr / Stonequarry Rd

Crews reinstalled the Autumn banners.

Crews have begun the second round of leaf collection through the City. Crews installed the leaf boxes on the tandem dump trucks in preparation for increased leaf collection quantities.

Crews performed 65 utility locates this period for Ohio 811.

Crews performed 2 burials at Poplar Hill cemetery during this period.

Crews manned the last large item debris drop-off for the year on the 12th.

PW technician Gage Shiflet completed his CDL training.

The mechanics replaced the tire on one of division's tandem dump trucks, repaired the tire on pickup truck #12, and repaired the fuel leak on single axle dump truck #23.

The mechanics serviced the main break truck and installed a new brake booster.