

# THE BLUE LETTER



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

January 10, 2025

Mayor Herbst & City Councilmembers:

Happy New Year! We are excited and looking forward to a great year as we move forward into 2025. I appreciate all the support and welcoming comments as I began my role as interim city manager. A special thanks to the staff and special guests who attended Monday evening's Council meeting for my Oath of Office. I look forward to working with Council and our great staff as we progress through the year.

This past week, our Public Works staff and Parks & Recreation facilities maintenance employees were actively plowing snow to clear Vandalia's roads and clearing snow at the City's facilities. The staff remained busy Sunday evening and throughout the day Monday and Tuesday to make sure City streets and facilities were accessible and cleared for residents and workers. Thanks to our staff for their diligent efforts during this snowstorm. They are prepared to address the forecasted snow arriving later today and Saturday.

We welcome several new employees who recently joined the Vandalia team on January 6<sup>th</sup> and are in training. Police Officers Alexander Plummer and Hunter Stout took their Oath of Office and began their field training at the Police Division. VRC Custodian Landon Oliver began his duties at the Recreation Center and Cole Williams joined the Public Works crew as a part-time technician. We are excited to have these new employees and appreciate their desire to work for Vandalia.

A special thanks and congratulations to Custodian Supervisor Jack Marshall and Recreations Superintendent Alicia McCracken for preparing and submitting a Safety Intervention Grant application with the Ohio Bureau of Workers' Compensation. The Parks and Recreation Department received notification that their grant was approved for \$19,659.77, which will be used to purchase two new floor scrubbers for the Vandalia Recreation Center. Great work Jack and Alicia!!



Special congratulations to Candice Jacobs for being selected for this month's Employee Spotlight. Candice plays an important role as the Administrative Assistant for the Division of Fire as you will see in her spotlight on ACM Cron's Information Update.

Congratulations to several members of the Division of Fire for successfully passing their tests and receiving certifications in December. Firefighter/Paramedics Mikayla Molesky, Ricky Davis, and Noah vanDoesburg received their Paramedic certification and Firefighter/Paramedic/Inspectors Josh Schneider, Haley Lippencott and Matt Green received their Inspector certification.

During the past three weeks, VPD officers made 10 traffic stops on commercial vehicles for traffic violations resulting in three citations and seven written warnings. Officers will remain focused on traffic violations to keep Vandalia's roadways safe for all motorists.

Please contact me directly with comments and questions.

Very Respectfully,

Kurt E. Althouse  
Interim City Manager

**CC:**

Board and Commission Members  
All City Employees

**Attachments:**

1. Information Update - ACM Cron – January 10, 2025;
2. Information Update - Director Leiter – January 10, 2025;
3. Information Update - Chief Follick – January 10, 2025;
4. Information Update - HR Manager Hanf – January 10, 2025;
5. Information Update – Director Clark – January 10, 2025;
6. Information Update – Captain Walker – January 10, 2025;
7. Information Update - Director Borton – January 10, 2025;
8. November 2024 Monthly Crime Stats Summary Report





**To:** Kurt Althouse, Interim City Manager  
**From:** Rob Cron, Assistant City Manager  
**Date:** January 9, 2025  
**Re:** Information Update for December 10, 2024 – January 10, 2025

Congratulations to Candice Jacobs for being chosen for this month's Employee Spotlight.

**Employee Spotlight**  
**January, 2025**

Not many people get the opportunity to work in and serve the same community in which they live. Candice Jacobs is one, and she wouldn't have it any other way.

"I love working in Vandalia," she said. "I enjoy interacting with the community, and providing support for our crews."

Candice started her career with Vandalia in 2006, when she worked as a Firefighter/EMT. In 2020, she was hired as the Administrative Assistant for the Division of Fire.

"I like being able to find the answers for the people I work with and the residents who depend on us," she said. "The work I do is very gratifying."

Candice lives in Vandalia with her husband Scott, who also serves the community as the Vandalia Fire Marshal. Their son Gavin is a freshman at Butler High School.

**Candice Jacobs**  
**Administrative Assistant**  
**Division of Fire**

- 📍 Congratulations Kurt on being appointed our next City Manager. I look forward to working with you in your new role.
- 📍 Leann Hanf and I attended the end of year MVRMA Board meeting on December 16<sup>th</sup> in Kettering. One thing to note from the meeting is that the board approved the closing of loss years of 2016 and 2019. Both years were under budget, meaning each member jurisdiction would be due a refund or credit toward this years' premiums.
- 📍 We held our annual JEDD and JEDZ meeting with Butler Township on December 30<sup>th</sup>.
- 📍 I had another conversation this week with a potential tenant for a portion of the building at 1669 Capstone Way. They are still requesting confidentiality in their identity at this time. They have discussed zoning and building code issues with staff, so we continue to be confident that they may be close to making a decision to lease a portion of that facility.

- We have now secured an access easement from the owners of the Kroger Shopping Center complex for our contractor to use their driveway to access our lot at 810 Northwoods Boulevard. They expect to begin work on the clearing of this lot for our new Public Works facility as early as next week. Due to the creek that runs along Northwoods Boulevard at the front of the property it is not accessible from Northwoods Boulevard at this time. A culvert will be installed as part of our project to accommodate our drive entrance for the facility.
- We had a kick-off meeting with WDC Group to begin the final design of the Public Works facility. Their engineers will begin immediately working with the Army Corps and EPA to obtain the required permits for us to install a culvert in the stream to provide the access to the site. This can be a lengthy process, but they will be working on this simultaneously with the design of the facility. Our hopes are to have the project out for bid in the fall of this year.
- The Planning Commission will meet on January 14<sup>th</sup> to consider a rezoning for a PUD on the east side of S. Brown School between Poplar Creek Road and Little York Road. Addison Properties has applied to construct a residential subdivision on the 80+ acres of land at this location.



- Reservations are now open for the use of the City's block Party Trailer. Residents may reserve the trailer for any weekend from April through October.

- We are in the final review of the next CommUnity Newsletter. Rich Hopkins works with Butler Township and Vandalia Butler Schools to provide information for this newsletter that reaches all Vandalia and Butler Township residents and businesses. Newsletters should be out for delivery by the end of January.
- Darren Davey hosted the first meeting with a group representing each city department to discuss the phone system upgrade that will happen this year. We want to make sure this new system will meet the needs of each department. Our current phone system and equipment is now 25 years old and is outdated technology that is no longer supported and in need of replacement. This upgrade is part of our 2025 Capital Improvement appropriations.

# Memo



**To:** Kurt Althouse, Interim City Manager

**From:** Bridgette Leiter, Director of Finance

**Date:** January 8, 2025

**Re:** Information Update - Period Ending January 10, 2025

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1. Finance staff would like to wish everyone a safe and prosperous New Year!
2. I attended a council study session and meeting.
3. Reminder – Full time and Part time employees - Please make sure that your current address is reflected on your paystub, as this will be the address that is reflected on your W2.
4. Please contact Natalie Montgomery, Payroll Specialist, with any payroll withholding tax changes regarding tax year 2025.
5. Finance staff are all working diligently to close out the month of December and wrap up the 2024 year-end financial information.
6. I completed a workshop for annual reporters from the State of Ohio regarding the previously received State and Local Fiscal Recovery funds (ARPA). The workshop was hosted by the U.S. Department of the Treasury and provided additional information and updates on the reporting requirements.



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## DIVISION OF FIRE INFORMATION UPDATE

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**TO:** KURT ALTHOUSE, INTERIM CITY MANAGER  
**FROM:** CHAD FOLLICK, FIRE CHIEF  
**DATE:** 1/9/2025  
**SUBJECT:** INFORMATION UPDATE – PERIOD ENDING JANUARY 10, 2025

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1. The holidays brought many events and interactions with the community to the Division of Fire. Some of the highlights were:

- Delivering Santa via Ladder Truck to the Tree Lighting at the Rec Center.
- Adopting a family for the holiday season. We collaborated with the school system on identifying a family who had a need where we were able to donate and deliver gifts, clothes and food items to this local family.
- I participated in Operation Santa Sleigh where local fire, police, trucking, etc. parade together to Children's Hospital to light up the parking lot for the children who are staying in the hospital for the holidays.
- We would also like to thank the many residents and business who dropped off a meal, snacks, and desserts to make sure the crews were well fed and thought of while working over the holidays. The treats and thoughts are always happily received.

2. The Division of Fire would like to remind everyone about properly charging, care and handling of items with Lithium batteries. Just a few weeks ago we were notified to investigate a laptop computer involved in a fire while charging.

Fortunately, the issue was caught early by the owner and the only damage was to



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## DIVISION OF FIRE INFORMATION UPDATE

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the device. This situation could have been much worse had the computer been left unattended or improperly charged.

3. An EMS strike team was assigned to the High School on December 28<sup>th</sup>. The school was hosting a large wrestling tournament and crews were on site for any EMS emergencies during the event.
4. The Division of Fire is very happy to announce that three of our members passed their Paramedic certification in December. This is a huge accomplishment to continue serving the community. Congratulations to Firefighter/Paramedic's; Mikayla Molesky, Ricky Davis and Noah vanDoesburg!
5. The Division of Fire is also happy to announce that three of our members passed their inspector's class in December. This is also a huge accomplishment and we would like to congratulate; Firefighter/Paramedic/Inspector's; Josh Schneider, Haley Lippencott and Matt Green!
6. The Division of Fire would like to say thank you for the final 2024 employee appreciation on December 16<sup>th</sup>. It was a fun year of being recognized, treated and very much appreciated.
7. On January 1<sup>st</sup> crews responded to an apartment fire on Brown School Road. Multiple crews made a quick response and worked to extinguish the fire. Investigators were called to the scene and no injuries were reported. Only two residents were displaced.
8. Crews responded on January 5<sup>th</sup> to the Metro Parks on a cold weather/EMS emergency. A traveler from Kentucky managed to get stuck in a train car and



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## DIVISION OF FIRE INFORMATION UPDATE

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suffered injuries from cold exposure. Crews had to work for a bit of time to extricate the patient from the train, before being transported to a local hospital.

9. The Division of Fire was ready and weather aware of the winter storm that just came through our area. Crews worked through the night to keep the station lots, sidewalks, and entries clear of snow and ice all while continuing to take emergency calls. The Division of Fire would like to remind the community during these weather events to be aware as well. Fire Prevention posted to social media things to be thinking about, for example, keeping furnace vents clear to prevent CO back up and hydrants clear for crew access in an emergency.

# Memo



**To: Kurt Althouse, Interim City Manager**

**From: Leann Hanf, Human Resources Manager**

**Date: January 9, 2025**

**Re: Information Update – Period Ending January 10, 2025**

1. **New Year, New Reporting!** During the month of January, I will be hard at work collecting data from 2024 and turning in reports to the IRS. My two biggest include:
  - ACA 1095-C Reporting – this information is processed each January and disbursed to employees in February or March. The purpose of this document is to provide information about the health coverage that was offered to you the year prior, for what months, and who was enrolled on your plan. Basically, a summary of your enrollment (and your dependents) on our Medical plan!
  - PERRP Reporting – PERRP reporting works like the public sectors version of OSHA reporting. Each January, public employers must submit to the BWC a list of injuring and details of those injuries. This provides a mechanism to identify workplace hazards in places where there may be consistency with injury.
2. **New Year, New Hires!** Here we are only nine days in to the month of January, and we already have three new hires & three more on the way! Our newbies who joined the team on 1/6/2025 are:
  - Alex Plummer (Police)
  - Hunter Stout (Police)
  - Landon Oliver (VRC Custodian)
3. **New Year, New You! Understanding Preventative Care.** Preventive care is routine health care that is meant to help you stay healthy. When you schedule regular appointments and screenings, it may help you manage and maintain your health.

Preventive care is generally focused on the following:

- Evaluating your health when you are symptom-free
- Receiving checkups and screenings
- Decreasing the risk of developing health issues

Understand the difference between preventive care and diagnostic care:

| Preventative Care                                                                                                                                                                                                                                                                                                                         | Diagnostic                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Designed to help you stay healthy and may be covered by most health plans with \$0 out-of-pocket when you see an in-network provider.                                                                                                                                                                                                     | Costs may be incurred for diagnostic care based on plan coverage. Check your plan documents for additional details. |
| Includes: <ul style="list-style-type: none"><li>• Routine well exams</li><li>• screenings</li><li>• immunizations intended to prevent or avoid illness or other health problems.</li><li>• Well baby and well-child care exams</li><li>• Mammography</li><li>• Colonoscopy</li><li>• Sigmoidoscopy</li><li>• Cervical screening</li></ul> | Includes care or treatment when you have symptoms or risk factors, and your doctor wants to diagnose them.          |

### When is care considered preventive?

Preventive care example: A woman has an annual wellness exam and receives blood tests to screen for anemia, kidney and liver function, and has a urine analysis done. If the physician orders lab work during a preventive care visit some of the tests may be covered as preventive care, such as a cholesterol screening.

Diagnostic care example: However, other blood chemistry panels like an anemia screening in a non-pregnant woman, a kidney or liver function test and urinalysis, would not be covered as preventive care. The woman would be responsible for any deductible, coinsurance, or copayment that may be applicable based on her benefit plan. When a service is performed for preventive screening reasons and is appropriately reported, it will be covered under the Preventive Care Services benefit. Check your plan documents and consult with your health care provider prior to having the service performed if you have questions.

### Preventive care is important because:

- Regular preventive care visits and health screenings may help to identify potential health risks for early diagnosis and treatment.
- Helping prevent disease and detecting health issues at an early stage is essential to living a healthier life.
- Following preventive care guidelines — and your doctor's advice — may help you to stay healthier. Be sure to discuss specific health questions and concerns with your doctor.



To: Kurt Althouse, Interim City Manager  
From: Steve Clark, Director of Parks & Recreation  
Date: 1/9/2025  
Re: Information Update – Period ending January 9, 2025

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### **RECREATION CENTER**

- We received notification from the Ohio Bureau of Workers' Compensation that our application for a Safety Intervention Grant has been approved in the amount of \$19,659.77 for the purchase of Floor Cleaning Equipment. Kudos to Custodian Supervisor Jack Marshall and Recreation Superintendent Alicia McCracken in preparing and submitting the grant application. The funds will be used to purchase two floor scrubbers for the VRC.
- Aaron, Alicia, and Jen Webb will be meeting with Vermont Systems on January 14<sup>th</sup> to begin the implementation of the facility reservation module on Webtrac. We are really excited about this project; it will streamline our processes and make them more customer friendly.
- Homeschool Takeover: On December 20, from 11:30 am-2:00 pm we hosted a Homeschool Takeover at the VRC. There were 37 families/groups that attended the event, for a total of 168 participants. Those in attendance enjoyed everything the VRC has to offer; swimming, climbing wall, gymnasium play, and Luther's Jungle!
- Winter CampREC: While schools were closed for winter break, Winter CampREC was in session at the VRC! During both weeks of camp, campers were able to utilize the rock wall, swimming pool, and gymnasium. They also created a few winter crafts, played group games, and had special guest visitors from Eat Pretty Darling, The Purple Paint Brush, and a magician.
- VRC Attendance figures - November 2024 = 14,233 (+608 from 2023, +545 from 2022), November 2023 = 13,625, November 2022 = 13,688
- VRC Attendance figures - December 2024 = 15,635 (+1,305 from 2023, +1,696 from 2022), December 2023 = 14,330, December 2022 = 13,939

### **RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS**

- Recreation Superintendent Alicia McCracken attended a webinar entitled "Taking Care of your People"- the training event provided some good tips and reminders on recruitment and retention of employees and ways to ignite them in the workplace!
- Holiday Cookie Swap w/ Eat Pretty Darling: On December 10, Eat Pretty Darling led this youth baking class at the Vandalia Senior Center. 10 participants registered for this program. Those who attended were able to bake and decorate a variety of cookies to share with family and friends.

- Glow Candy Cane Hunt: On December 13, the Glow Candy Hunt was hosted at the VRC with the help of our Recreation Leaders. This program was for children up to 12 years old. 37 participants attended the hunt. Participants in attendance had the chance to hunt for candy canes in the dark with their flashlights! Following the hunt, participants enjoyed a few sweet treats and were able to visit with Santa.
- Disney's The Nightmare Before Christmas Paint & Sip w/ Miss Bec: Miss Bec led Disney's The Nightmare Before Christmas Paint & Sip for youth participants on December 17. There were 17 participants registered for this program. Those in attendance enjoyed some sweet treats while painting a Jack Skellington-themed picture.
- Recreation Coordinator Maecie Burkhardt continues to familiarize herself with our youth sport programs and is currently working on getting prepared for the 2025 youth baseball/softball program.
- The Vandalia-Butler Optimist Club Youth Basketball program has completed two weeks of play and will introduce game play with Tipp City teams beginning this weekend. Our Instructional Basketball program, instructed by Butler High School Basketball, will begin this Saturday at the VRC.

### **FACILITY MAINTENANCE DIVISION**

- Facility Maintenance Technician Garrett Danner has submitted his 2-week notice of resignation. Garrett will be moving on to work for Mechanical Systems of Dayton and will be working to gain his Plumbing Certification as part of his employment. Best wishes to Garrett from the VPRD.
- Maintenance staff continues to complete tree work at various sites, including having several dead trees dropped in Robinette Park.
- Maintenance staff are in the process of building replacement wood trash can boxes that are placed in our parks. The process involves cutting and routing the wood, staining, and building each box.
- Preparation of all snow equipment and then putting it all into service during the recent snow events. Crews worked on snow removal beginning at 5 pm Sunday to 10 pm Monday. Staff continue to work on walkways and refreeze daily. The forecast is for more snow on Friday.

### **SENIOR CITIZENS CENTER**

- Membership at the Senior Center continues to grow with a total of 208 new members in 2024 and a total membership of 797. Total membership has reached pre-covid numbers and continues to climb. We are looking forward to continued growth in 2025.
- Lunch and Learn sponsorships totaled \$40,776 in 2024. Toni Williams continues to do an amazing job securing sponsorships and donations for programs and activities at the Senior Center.

### **CASSEL HILLS GOLF COURSE**

- As part of our new golf cart lease with Club Car, 53 new carts with a GPS feature arrived during the holidays.
- The Clubhouse continues to attract interest as a venue to host events. During this reporting period a Family Christmas party was held on December 26th and a baby shower took place on December 29th.

# Information Update



To: Kurt E. Althouse  
Interim City Manager

From: Ben Walker  
Operations Captain

Date: January 10, 2025

Subject: Information Update Ending January 10, 2025

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1. During the past three weeks, VPD officers made 10 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three traffic citations and seven written warnings while working four additional enforcement hours.
2. On December 10, Captain Sucher attended the OVI Task Force meeting with representatives from AAA, the State of Ohio, and the combined task force.
3. On December 16, Captains Sucher and Walker attended the police academy graduation at Owens Community College for prospective police officer candidate Kelsie Burmeister. Kelsie is finishing her undergraduate degree at the University of Toledo and will tentatively begin employment at VPD in the spring.
4. Captain Walker attended the quarterly board meeting for the R.A.N.G.E. Task Force on December 18<sup>th</sup>. We covered current legislation that affects task force operations, new member agency status updates, recent entry training participation, and the status of a task force case involving a seizure. The Division participates in the R.A.N.G.E. Task Force by dedicating one detective part-time. Being part of the task force multiplies our resources to address illegal drug activity and crimes associated with drug activity.
5. On December 23<sup>rd</sup>, VPD officers participated in the annual Operation Santa Sleigh, organized by Light Ohio Blue. This event features a procession of police and fire emergency vehicles with lights activated driving through communities and ending at Children's Medical Center to wish holiday cheer to the children and their families who are in the hospital over the Christmas. This year's procession began at the Dayton Airport Expo Center and travelled south on Dixie Drive through Vandalia. We appreciated all the community support along the procession route and enjoyed passing along warm wishes to the families at Children's Medical Center.
6. Detectives charges a 44-year-old Dayton woman for Criminal Trespass. The female suspect entered a residence, officers detained her, and she was incarcerated at the Montgomery County Jail.
7. Detectives charged a 53-year-old Huber Heights man for Criminal Trespass. The male suspect drove his vehicle (off-road, east-side) on Webster Street, trespassed onto City of Vandalia property, and was issued a summons for trespass.

8. Detectives charged a 42-year-old woman for Improper Handling Firearms in a Motor Vehicle, OVI (under the influence), Domestic Violence, and Aggravated Menacing. The female suspect was heavily intoxicated, caused a visible injury to husband's forehead by throwing cell phone, threatened her husband with a firearm, failed field sobriety tests, and had a loaded firearm inside her vehicle while driving. Officers detained the female suspect and transported her to the Montgomery County Jail.
9. On January 6, new officers Hunter Stout and Alexander Plummer took their Oath of Office. They both came from Dayton PD and have begun their field training program.
10. On January 7, Captain Walker attended the Ohio First Responder Wellness Coordinators' virtual meeting. This group is a network of first responder representatives, as well as mental health professionals, that collaborate and share information on first responder wellness initiatives. The group is coordinated through the Ohio Department of Public Safety.
11. On January 7, Captain Sucher and SSM Deborah Wright attended a planning meeting for the city-wide phone upgrade project. Items were discussed to ensure the new system and settings meet Division requirements.
12. Detectives charged a 58-year-old male with drug possession after narcotics were found in his backpack.
13. Detectives charged a 30-year-old Dayton man with Forgery and Receiving Stolen Property after he cashed a stolen check belonging to a Vandalia resident.
14. Detectives charged two juveniles with Burglary after they pried open a screen to a residence. Once inside, the juveniles removed several items from a bedroom which were later recovered from one of the juveniles.
15. Detectives charged a 65-year-old Dayton man with theft after he stole several items from outside a business on Poe Ave.
16. On May 21-26, 2025, the North Atlantic Treaty Organization (NATO) is hosting a conference at various locations throughout the City of Dayton. The Dayton Police Department has requested mutual aid from agencies throughout the State of Ohio to supplement their security details. Captain Walker will attend planning meetings leading up to the event and the Division of Police will provide assistance according to need, with the needs of our community taking priority.



## Public Service Information Update

To: Kurt Althouse, Interim City Manager  
From: Ben Borton, Director of Public Service  
Date: January 9, 2025  
Subject: **Information Update for December 7, 2024 – January 10, 2025**

### **Development & Engineering Services (DES)**

Dog Leg Water and Sanitary Extension Phase 2 project: Outdoor Enterprise is still waiting on the milbank electric meter pedestal for the lift station power from the supplier. This is expected to arrive at site this month and Outdoor plans to commission the lift station in February. The three-phase AES electrical pedestal for the lift station was damaged during a hit-and-run in December and is waiting for AES to repair.

Bikeway Connector project: Brumbaugh Construction demobilized from site until the Miami Conservancy District (MCD) issues with the sheet pile and mechanically stabilized earth (MSE) wall alignments near the US-40 bridge over CSX railroad at the Taylorsville Dam have been resolved. Our design engineer (LJB) and their geotechnical consultant (Terracon) have been providing more analysis for MCD/ODNR review to address their concerns.

2024 Curb/Sidewalk project: This is currently out for bid with a public bid opening scheduled for January 14<sup>th</sup> at 1030.

Kenneth Avenue Watermain Replacement & Resurfacing project: This is currently out for bid with a public bid opening scheduled for January 14<sup>th</sup> at 1100.

DES staff have been assisting residents with pick up of their 2023-2024 Veterans' banners that were displayed on the City roadway sections (mainly on Dixie Dr/Veterans Parkway north of I-70). There are still some banners awaiting pickup; residents should come to the DES front counter in the Municipal Building for pick up (if the banner was displayed in City limits). Banners displayed in the Township should pick up their banners from the Township Government Center on Sudachi Dr.

A certificate of occupancy (CO) was issued to ESI at 6400 Sand Lake Rd for their office, manufacturing, and storage.

Super 8 and Knights Inn have received their 2025 Hotel License for operating status.

The wiring has been run for the new fire alarm at the Justice Center and staff are in discussions for activation of the new system soon.

The new DES fee schedule has been updated for 2025, per Ordinance 23-14, and uploaded to the City website.

DES staff met on December 17<sup>th</sup> with Centerpoint Energy and their contractor (Ritter Plumbing) for two (2) different gas main and service line replacement projects starting at the beginning of 2025.

I attended the NAWA board meeting on December 12<sup>th</sup> with other staff members. Public Works Superintendent Hayslett and I attended the TCA technical committee meeting on January 8<sup>th</sup> and NAWA technical committee meeting on January 9<sup>th</sup>.

### **Public Works (PW)**

**New Public Works Facility:** The contract for the logging and clearing of 810 Northwoods Blvd has been signed and work will commence shortly.

Crews completed the scheduled leaf collection for the 2024 year and one extra round of the entire City to collect any late fallen leaves, collecting approximately 2,325 cubic yards (CY) of leaves.

Crews changed out the leaf equipment on the tandem axle dump trucks for snow & ice equipment, including salt v-boxes and snowplows.

Crews repaired 4 separate watermain breaks during this period:

1. On December 9<sup>th</sup>, a crew repaired the break near 836 Spartan Ave in the afternoon into the late evening.
2. On December 17<sup>th</sup>, a crew was called in overnight for the repair near 48 Fordway Dr and another suspected main break on Curtiss Wright Blvd; this second one was found to be backyard drainage and not a water main break. That night's crew did locate a third main break on S Perry St but ran out of time to address it.
3. On December 18<sup>th</sup>, a fresh crew repaired this break at the beginning of their shift on S Perry St near 42 E National Rd.
4. On December 24<sup>th</sup>, a crew was called in for the repair near 213 N Cassel Rd. This repair did require a temporary boil advisory until some test results came back from the lab; the impacted properties were hand-delivered a notice.
5. On January 8<sup>th</sup>, a crew was called in overnight for the repair near 1033 Wollenhaupt Dr; this repair ended up having a break in 2 locations which required the replacement of a section of watermain pipe and some rock excavation to install the repair collar at the second location since the watermain was resting on bedrock. These repairs did require another temporary boil advisory until some test results come back from the lab; the impacted properties were hand-delivered a notice.



Crews were called in to salt roadways on January 1<sup>st</sup> and during their normal shift on January 3<sup>rd</sup>. Crews were called in to plow and salt roadways January 5<sup>th</sup>-7<sup>th</sup> for this past snow & ice event. A total of 375 tons (TN) of salt was used for these events.

**Right:** Crews “piggybacking”, also called echelon plowing, to clear National Rd in a multiple snowplow operation.



Crews continued installing new water meters inside residences/businesses and in meter pits. With the colder temperatures, crews have halted installing new meters in meter pits (outside) for the time being.

Crews replaced a sewer line at 775 Spartan Ave and hydro-excavated a sink hole in the tree lawn at 810 Foxfire Trail.

Crews performed the monthly (December & January) water shut-offs of delinquent water accounts for the Water Division of the Finance Department.

Crews installed new GFI outlets for the Christmas lights throughout the downtown area. Staff have tried to limit the repairs to the electrical at the trees slated for removal in late winter/early spring, since these will be getting new conduits and outlets during that replacement process.

Crews performed 126 utility locates this period for Ohio 811, which rounded out the year with a total of 2,463 locates for 2024.

Crews performed 1 burial at Poplar Hill cemetery during this period.

Cole Williams joined the PW crew as a new part-time technician on January 6<sup>th</sup>. Cole comes to us with municipal plowing experience which is very helpful this time of year to keep crews fresh.

The mechanics made sure the fleet was ready to go for the snow & ice events and addressed the below issues:

- Serviced single-axle dump truck #5502 and fixed the deicing system
- Repaired the salt v-box on tandem-axle dump truck #25
- Replaced the brake chambers and fixed other air valves on tandem-axle dump truck #24

The mechanics also repaired the brakes on Fire division’s utility truck and worked on Medic 1.

# Memorandum



**To:** Mark Schwieterman, Interim City Manager  
**From:** Kurt Althouse, Police Chief  
**Date:** December 23, 2024  
**Subject:** November 2024 Crime Statistical Report Summary

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Total calls for service to the Communications Center increased 8.2% from 916 calls in November 2023 to 991 calls in November 2024. There were 862 citizen-initiated calls for service (up 8%), and there were 129 officer-initiated calls (up 9.3%) in November 2024.

VPD investigated no homicides or robberies in November 2024 but investigated three rapes during November. There was one assault, and four domestic violence offenses reported in November 2024 compared to three assaults and nine domestic violence offenses in November 2023. Domestic violence cases decreased by five during November, and they are down over 23% YTD with 46 incidents in 2024 compared to 60 incidents in 2023. Assaults are down 2.5% with 39 assaults reported YTD in 2024 compared to 40 assaults during the same period in 2023.

There were three burglaries reported in November 2024 compared to five burglaries reported in November 2023. Thus far in 2024, burglaries/breaking & entering incidents increased by one offense, felony thefts increased 4.7% for a total of 111 offenses, auto thefts are up 37.1% for a total of 48 offenses, and misdemeanor thefts increased by 29.4% for a total of 88 offenses. Many of these thefts and breaking & entering offenses are attributed to thefts from vehicles left unlocked or unsecured and committed by teen suspects who often target neighborhoods overnight. On November 21, Vandalia officers and detectives arrested three teen suspects on East Alkaline Springs Road in Vandalia after abandoning a stolen car in an apartment complex. These teens confessed and were connected to five auto thefts and multiple thefts from vehicles in Vandalia and surrounding jurisdictions. These juveniles were charged through Juvenile Court and incarcerated.

There were six criminal damaging/vandalism complaints in November 2024, down from seven incidents last November. Criminal damaging and vandalism offenses are down 3.1% YTD compared to last year for a total of 62 incidents this year. VPD officers have focused on being visible in residential and business areas of the city to display a police presence and prevent crime. Officers made no felony drug arrests, and one misdemeanor drug arrest in November 2024 compared to no felony drug arrests and two misdemeanor drug arrests in November 2023.

VPD made fewer arrests in November 2024 with one felony arrest and 15 misdemeanor arrests compared to nine felony arrests and 19 misdemeanor arrests last November. VPD officers charged eight juveniles with an offense in November 2024, compared to six juveniles in November 2023. There is a 22.6% decrease in juvenile arrests YTD in 2024. These charges have primarily included sex offenses, domestic violence, drug and/or alcohol violations, and thefts.

During November, VPD officers made 246 traffic stops while patrolling Vandalia's roadways, a 4.2% increase. These stops resulted in 27 citations, 163 written warnings, 51 verbal warnings, and five stops with other dispositions. Speed citations and other citations are down 1% in 2024, while OVI arrests increased 33.3% in 2024 compared to 2023 with a total of 44 arrests year-to-date in 2024. Parking citations decreased from eight parking citations in November 2023 to two parking citations in November 2024. These parking citations have primarily been on violations of commercial vehicles parked in restricted areas on highway exit ramps.

VPD officers investigated 21 traffic crashes in November 2024, compared to 36 traffic crashes investigated in November 2023. Overall, traffic crashes are down 1.7% in 2024 compared to 2023. Officers will continue to patrol Vandalia's roadways and work traffic enforcement to keep our roadways safe and reduce traffic crashes.

Officers responded to more alarm drops than a year ago with an increase from 41 business and residential alarms in November 2023 to 64 alarms in November 2024. Overall, alarm drops for 2024 are down 1% YTD compared to 2023.

Overall, 2024 has seen a decrease in robbery, assault, residential burglary, criminal damaging, misdemeanor drug use, and domestic violence. There has been an increase, predominantly in property crimes, such as breaking & entering, felony and misdemeanor theft, and auto theft. There has been a decrease in arrests and alarm drops and a slight decrease in traffic crashes. VPD officers will remain focused on patrol activities, crime prevention, 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**  
**November 2024**

| CATEGORY                   | Jan    | Feb    | Mar    | Apr    | May    | Jun    | Jul    | Aug    | Sep    | Oct    | Nov    | Dec | Y-T-D | 2023 Y-T-D | % Change | % Clear |
|----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----|-------|------------|----------|---------|
| <b>How Calls Received:</b> |        |        |        |        |        |        |        |        |        |        |        |     |       |            |          |         |
| Total Calls for Service    | 927    | 931    | 997    | 1104   | 1106   | 1080   | 1149   | 1066   | 1118   | 1097   | 991    |     | 11566 | 11829      | -2.2%    | N/A     |
| Citizen Initiated = 862    | 86.08% | 88.61% | 87.96% | 89.04% | 90.87% | 86.76% | 87.99% | 88.37% | 84.88% | 87.10% | 86.98% |     | 10144 | 10128      | 0.2%     | N/A     |
| Officer Initiated = 129    | 13.92% | 11.39% | 12.04% | 10.96% | 9.13%  | 13.24% | 12.01% | 11.63% | 15.12% | 12.85% | 13.02% |     | 1421  | 1701       | -16.5%   | N/A     |
| 9-1-1 Call = 268           | 31.61% | 32.44% | 33.70% | 25.97% | 30.29% | 26.94% | 26.46% | 26.92% | 29.87% | 26.90% | 27.04% |     | 3325  | 3491       | -4.8%    | N/A     |
|                            |        |        |        |        |        |        |        |        |        |        |        |     |       |            |          |         |
| Homicide                   | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |     | 0     | 0          | 0.0%     | 100.00% |
| Rape                       | 2      | 0      | 1      | 2      | 0      | 0      | 1      | 0      | 1      | 0      | 3      |     | 10    | 4          | 150.0%   | 60.00%  |
| Robbery                    | 1      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |     | 1     | 4          | -75.0%   | 100.00% |
| Assault                    | 2      | 6      | 3      | 12     | 4      | 3      | 6      | 1      | 1      | 0      | 1      |     | 39    | 40         | -2.5%    | 82.05%  |
| Burglary/B&E Total         | 1      | 3      | 2      | 3      | 0      | 5      | 3      | 3      | 7      | 3      | 3      |     | 33    | 32         | 3.1%     | 87.88%  |
| Residence                  | 0      | 2      | 2      | 2      | 0      | 2      | 2      | 1      | 4      | 2      | 2      |     | 19    | 23         | -17.4%   | 100.00% |
| Non-residence              | 1      | 1      | 0      | 1      | 0      | 3      | 1      | 2      | 3      | 1      | 1      |     | 14    | 9          | 55.6%    | 64.29%  |
| Theft - Felony             | 5      | 7      | 10     | 8      | 8      | 12     | 17     | 14     | 16     | 8      | 6      |     | 111   | 106        | 4.7%     | 68.47%  |
| Theft - Misd               | 7      | 10     | 8      | 8      | 7      | 7      | 7      | 11     | 6      | 7      | 10     |     | 88    | 68         | 29.4%    | 94.32%  |
| Motor Veh Theft            | 4      | 2      | 1      | 5      | 4      | 6      | 7      | 3      | 4      | 6      | 6      |     | 48    | 35         | 37.1%    | 62.50%  |
| Arson                      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |     | 0     | 1          | -100.0%  | 100.00% |
| Crim Dam & Vandal          | 1      | 4      | 8      | 8      | 8      | 4      | 6      | 9      | 1      | 7      | 6      |     | 62    | 64         | -3.1%    | 53.23%  |
| Drug Offenses (Fel)        | 1      | 1      | 1      | 1      | 2      | 0      | 1      | 2      | 2      | 1      | 0      |     | 12    | 6          | 100.0%   | 66.67%  |
| Drug Offenses (Misd)       | 2      | 3      | 0      | 1      | 2      | 4      | 0      | 0      | 1      | 1      | 1      |     | 15    | 32         | -53.1%   | 60.00%  |
| Domestic Violence          | 7      | 4      | 5      | 4      | 1      | 5      | 5      | 3      | 3      | 5      | 4      |     | 46    | 60         | -23.3%   | 86.96%  |
| Totals                     | 33     | 40     | 39     | 52     | 36     | 46     | 53     | 46     | 42     | 38     | 40     | 0   | 465   | 452        | 2.9%     | 80.65%  |

**City of Vandalia Division of Police**  
**Monthly Crime Statistical Report**  
**November 2024**

| CATEGORY                               | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Y-T-D | 2023 Y-T-D | % CHG   |
|----------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|------------|---------|
| <b>Criminal Arrests:</b>               |     |     |     |     |     |     |     |     |     |     |     |     |       |            |         |
| Felony                                 | 10  | 5   | 7   | 6   | 6   | 7   | 4   | 5   | 6   | 6   | 1   |     | 63    | 64         | -1.56%  |
| Misdemeanor                            | 14  | 15  | 24  | 29  | 19  | 22  | 25  | 19  | 15  | 12  | 15  |     | 209   | 243        | -13.99% |
| Juvenile                               | 3   | 5   | 1   | 7   | 7   | 2   | 2   | 3   | 6   | 4   | 8   |     | 48    | 62         | -22.58% |
| Total                                  | 27  | 25  | 32  | 42  | 32  | 31  | 31  | 27  | 27  | 22  | 24  | 0   | 320   | 369        | -13.28% |
| <b>Traffic Stops:</b>                  |     |     |     |     |     |     |     |     |     |     |     |     |       |            |         |
| Stops with Citations                   | 48  | 51  | 61  | 42  | 32  | 29  | 35  | 25  | 20  | 31  | 27  |     | 401   | 399        | 0.50%   |
| Stops with Written Warnings            | 186 | 176 | 182 | 159 | 169 | 133 | 131 | 156 | 204 | 241 | 163 |     | 1900  | 1910       | -0.52%  |
| Stops with Verbal Warnings             | 76  | 76  | 88  | 82  | 75  | 99  | 67  | 61  | 45  | 36  | 51  |     | 756   | 609        | 24.14%  |
| Stops with Other Dispositions          | 5   | 5   | 2   | 4   | 2   | 4   | 5   | 1   | 1   | 6   | 5   |     | 40    | 53         | -24.53% |
| Total Traffic Stops                    | 315 | 308 | 333 | 287 | 278 | 265 | 238 | 243 | 270 | 314 | 246 | 0   | 3097  | 2971       | 4.24%   |
| <b>Traffic Arrests/Citations:</b>      |     |     |     |     |     |     |     |     |     |     |     |     |       |            |         |
| OVI                                    | 5   | 1   | 7   | 5   | 3   | 4   | 4   | 4   | 6   | 4   | 1   |     | 44    | 33         | 33.33%  |
| Speed                                  | 16  | 23  | 36  | 19  | 18  | 13  | 15  | 12  | 8   | 20  | 14  |     | 194   | 249        | -22.09% |
| All Other                              | 82  | 75  | 92  | 62  | 54  | 56  | 61  | 56  | 53  | 46  | 53  |     | 690   | 645        | 6.98%   |
| Parking                                | 9   | 3   | 6   | 10  | 5   | 7   | 1   | 2   | 3   | 1   | 2   |     | 49    | 172        | -71.51% |
| TOTAL                                  | 112 | 102 | 141 | 96  | 80  | 80  | 81  | 74  | 70  | 71  | 70  | 0   | 977   | 1099       | -11.10% |
| <b>Traffic Accidents Investigated:</b> |     |     |     |     |     |     |     |     |     |     |     |     |       |            |         |
| Fatal                                  | 0   | 0   | 1   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   |     | 1     | 0          | 100.00% |
| Injury                                 | 5   | 4   | 6   | 7   | 3   | 8   | 5   | 8   | 7   | 5   | 5   |     | 63    | 61         | 3.28%   |
| Property Damage                        | 10  | 16  | 15  | 11  | 17  | 13  | 16  | 10  | 23  | 15  | 16  |     | 162   | 169        | -4.14%  |
| TOTAL                                  | 15  | 20  | 22  | 18  | 20  | 21  | 21  | 18  | 30  | 20  | 21  | 0   | 226   | 230        | -1.74%  |
| <b>Alarms:</b>                         |     |     |     |     |     |     |     |     |     |     |     |     |       |            |         |
| Business                               | 38  | 48  | 37  | 51  | 51  | 59  | 64  | 68  | 64  | 47  | 53  |     | 580   | 593        | -2.19%  |
| Residential                            | 5   | 6   | 6   | 9   | 8   | 7   | 9   | 7   | 11  | 7   | 11  |     | 86    | 80         | 7.50%   |
| TOTAL                                  | 43  | 54  | 43  | 60  | 59  | 66  | 73  | 75  | 75  | 54  | 64  | 0   | 666   | 673        | -1.04%  |