

The Blue Letter

March 14, 2025

Honorable Mayor & Esteemed City Councilmembers:

This past week has been filled with several special celebrations in the Vandalia community.

Congratulations to Vice Mayor Mike Blakesly for being honored with the Marvin Link Distinguished Service Award at the annual Vandalia-Butler Chamber of Commerce Annual Meeting and Awards Celebration. Vice Mayor Blakesly was recognized for his lifetime of achievement in contributing to the betterment of the Vandalia and Butler Township communities and to honor his excellent volunteer work to both communities. Additionally, we congratulate Melanie Norton from Payroll Partners for being Ambassador of the Year, Vandalia-Butler Foundation for being Business/Organization of the Year, and Breast Wishes Foundation for being Non-Profit of the Year. The Chamber's meeting was a great time to hear about the Chamber's growth as well as updates from the City, Township, and School District. Thanks to the Councilmembers and senior staff who were able to attend, and we congratulate all the award recipients.



Congratulations to the Vandalia-Butler High School girls bowling team for their state championship win last weekend. These students showed resilience in becoming state champs and did a great job representing the School District and our community. On Thursday, Vice Mayor Blakesly and Assistant City Manager Cron attended a pep rally at the Student Activity Center where the team was honored for being state champs. Vice Mayor Blakesly read a City Proclamation honoring their great achievement. Way to go Aviators!!



Income Tax Assistance – Extended Hours

The Income Tax Division will be open Saturday, April 5 from 8:00 a.m. to noon; Saturday, April 12 from 8:00 a.m. to noon; Monday, April 14 from 7:30 a.m. to 6:00 p.m.; and Tuesday, April 15 from 7:30 a.m. to 6:00 p.m. The Tax office staff will be available to assist taxpayers in the preparation of city income tax returns. The deadline for filing is Tuesday, April 15, 2025.

Electronic Income Tax Filing

Income tax returns for Vandalia and Brookville can be completed electronically using the City Tax Online Preparation Tool. The Online Tool is available 24 hours a day, seven days a week, including easy-to-follow, step-by-step instructions, and can be accessed through the city's website, www.vandaliaohio.org. If a taxpayer does not have

access to the Internet, they are instructed to contact the tax office to receive a form.

Monday, March 17, 2025, Council Meeting - The Study Session will begin at 6:00 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentation:

Flight Fest - Nick Kavalauskas, President/CEO Vandalia Butler Chamber of Commerce & John Wheeler, Vice Chair of Vandalia Butler Chamber of Commerce Board, will give a presentation on the 2025 Vandalia Flight Fest.

Monday, March 17, 2025, Items:

Items on this evening's Council Meeting agenda

Monday, April 7, 2025, Items:

Resolution: Phone System Replacement Project - The City of Vandalia's NEC phone system, in use for over 25 years, has reached the end of its supported life, leading to reliability issues and a lack of manufacturer support. To address this, \$170,000 was allocated in the 2025 budget for a replacement system utilizing Mitel equipment. Through the Sourcewell cooperative purchasing contract, three proposals were evaluated, and Forerunner, Inc., the City's current phone vendor, submitted the lowest-cost proposal meeting all requirements. The final project cost is \$161,468.06, covering equipment and installation, leaving \$8,531.94 of the budget available for necessary network switch equipment. IT Manager Davey recommends that Council waive formal bidding and approve the purchase from Forerunner, Inc. under the Sourcewell contract. Additionally, he requests authorization to use the remaining funds to purchase necessary network equipment from a yet-to-be-determined vendor.

Resolution: Support of State Issue 2 OPWC - This year on the May 6, 2025, Primary Election, the State of Ohio will have on for renewal, State Issue 2 – The Ohio Public Works Commission State Capital Improvement Program. The program was first approved back in 1987 and the funding for this program relies on an amendment to the Ohio Constitution every 10 years. The State Capital Improvement Program (SCIP) is funded by state general revenues and must be renewed by the voters. The City of Vandalia has benefited greatly from these programs receiving \$3,109,000 in funding through the SCIP over the last ten years for several much-needed projects. We are recommend approving a resolution in support of State Issue 2 that will be on the ballot May 6, 2025.

Ordinance: Update to Chapter 878 Hotel/Motel Operations Registration - Staff reviewed Chapter 878 Hotel/Motel Operations Registration and are requesting revisions. After implementation of the hotel/motel registration for the last three years, staff have found a few items that need addressed and clarified.

Variance: BZA 25-0003 Six Foot Fence in Zone A – 326 Dellsing Drive - The Applicant, Jonathan Frederick, has requested a variance to construct a 6-foot fence on his corner lot within Zone A for the property located at 320-326 Dellsing Drive. The proposal involves allowing a 6-foot fence to encroach 24 feet into Zone A. On March 12th, 2025, the Board of Zoning Appeals voted 4-0 to recommend approval with 1 condition.

Discussion Items:

Boards & Commissions Appointment – At the April 7 Council Meeting, you will be asked to consider the appointment of Larry Pearson to the Golf Advisory Board. A memo from Deputy Clerk of Council Swartz, Mr. Pearson's application and the Golf Advisory Board roster is included in the Council packets.

Vandalia Butler Alumni Association Donation Request - The Vandalia-Butler Alumni Association (VBAA) is requesting financial donations to ensure the continuation of the Salute to The Seniors display at Butler High School. This program honors graduating Butler High School seniors in the yard fronting North Dixie Drive at Elva Court with a yard sign of each student's senior photo and landscaping lights highlighting the display 24/7. In 2024, Council authorized a donation of \$1,000 and this is included in the 2025 Budget.

February 2025 Financial Reports – Mrs. Leiter will deliver the February 2025 Financial Reports.

Legislative Calendar - The calendar is included in your packets for your review.

Council Meeting:

Communications, Petitions and Awards:

Introduction & Oath of Office: Police Officer Kelsie Burmeister

Mr. Althouse will introduce and administer the Oath of Office to Police Officer Kelsie Burmeister who began employment February 24, 2025.

Introduction & Oath of Office: Fire Captain Rich Morrett

Mr. Althouse will introduce and administer the Oath of Office to Fire Captain Rich Morrett who began employment in January 2024.

Resolutions:

Resolution 25-R-16: Police Cruisers MDT's Replacement - The Vandalia Division of Police relies on ruggedized mobile data terminals (MDTs) in patrol vehicles to access critical resources such as maps, dispatch data, report writing, and dash cameras. The current Panasonic CF-31 Toughbooks have reached the end of their service life and are not compatible with the current version of Microsoft Windows, which is required for CJIS compliance. The IT Department obtained a quote from CDWG for new Panasonic FZ-40 Toughbooks and docking stations using cooperative purchasing pricing through the Sourcewell contract. The Division of Police budgeted \$67,600 for the equipment upgrade. IT Manager Davey is recommending that Council waive formal bidding and approve the purchase of the Police Mobile Data Terminal Upgrade from CDW-G at the Sourcewell cooperative purchasing price of \$67,573.14.

Resolution 25-R-17: Asphalt Purchase Award - Bids were publicly opened for the Asphalt Concrete Purchase on Tuesday, February 25, 2025. Two (2) suppliers submitted bids for the purchase of asphalt. The asphalt to be purchased will be used by the Public Works division to patch and make repairs, including utility repair holes such as watermain breaks, and resurface Cassel Hills Golf Course cart paths for the Parks & Recreation department. Director Borton recommends awarding the bid to Valley Asphalt Corporation as the lowest and best bid at their bid prices of \$82.00/Ton for Type II Base Asphalt and \$88.00/Ton for Type I Surface Asphalt.

Reports from Boards and Commissions:

Variance: BZA 25-0001 Chickens – 995 Forest View Court – The Applicant, Caitlin Korol has requested a variance to have 5 chickens on less than 2.5 acres of land for the property located at 995 Forest View Court. The proposal involves having 5 chickens on 0.34 acres of land. On February 26th, 2025, the Board of Zoning Appeals voted 3-2 to recommend approval with three conditions.

Variance: BZA 25-0002 Maximum Building Sign Area – 780 Northwoods Boulevard – Kroger – The Applicant, Atlantic Sign Company, on behalf of Kroger has requested a variance to exceed the maximum building sign area for the property located at 780 Northwoods Boulevard. The proposal involves allowing 327.58 square feet of signage on the primary facade of the building, where the maximum sign area allowed is 250 square feet. On February 26th, 2025, the Board of Zoning Appeals voted 5-0 to recommend approval.

February Bill Listing – Councilmember Follick will deliver the February 2025 Bill Listing

The next Council meeting is on **Monday, March 17, 2025, at 7:00 pm**. The meeting will be an in-person meeting in the Council Chambers at 333 James E. Bohanan Memorial Drive, Vandalia, OH 45377. The meeting is open to Council, staff, and the public to attend in-person. The meetings will be accessible for viewing through Zoom. You may contact the City at 937-415-2256 or aswartz@vandaliaohio.org for the phone number and link to this meeting prior to 5:00 pm the day of the meeting. Please note, in compliance with Ohio Revised Code, no comments, electronic or oral, will be allowed by people that are participating electronically through Zoom. Anyone wishing to be heard on a topic will need to appear personally at the meeting. **The Study Session will begin at 6:00 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Kurt E. Althouse
Interim City Manager

CC: Board and Commission Members
All City Employees