

THE BLUE LETTER



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

April 11, 2025

Mayor Herbst & City Councilmembers:

The past two weeks have brought an abundance of different types of severe weather conditions to our region. The city uses social media, Hyper Reach, and a tornado warning system to alert, notify, and inform the community of weather concerns. Springtime is full of weather threats, and we will continue to work with these platforms to keep our community informed. Special thanks to the Division of Fire for ongoing communication and updates on weather alerts so they can be distributed through various sources. Residents and employees are encouraged to sign up for Hyper Reach text & telephone call alerts at <https://www.vandaliaohio.org/353/Hyper-Reach-Emergency-Alerts>

On April 8th, Assistant City Manager Cron, Public Services Director Ben Borton, and I attended the Joint County (Montgomery & Miami) Commissioner Board meeting at the Montgomery County Administration Building. This was the public viewing meeting on the Dayton International Airport (DIA) Northeast Logistics Access (Ring Road) project and the main topic was the proposed right-of-way (ROW) acquisition for permanent and temporary easements to construct the project. There will be a joint County Commission meeting on Tuesday, April 15th at the Montgomery County Administration Building for a public comment session on the project.

This past week, Fire Marshal Scott Jacobs attended the first week at the Ohio Fire Executives Program. Scott was accepted into Class 25 and will be participating in this concentrated training course through Spring of 2027 with periodic in-person classes. The Division of Fire is excited for Fire Marshal Jacobs to be a part of this specialized training opportunity.

Youth in Government Day will take place this Tuesday, April 15th and the City will be participating in this special activity along with the School District and Butler Township. Selected high school students will be joining senior staff and council members to accompany them throughout the morning to learn about local government and participate in a mock Council Study Session and Meeting. This is always a great time to interact with our district's students and provide them with insight into the functions and duties of various city government roles. We request participating Council members to arrive at the Municipal Building by 9:15 am. We will convene at noon at the high school building with our students and Township & School District representatives for lunch.



On Saturday, April 19, the Parks & Recreation Department will be hosting the Annual Vandalia Easter Eggstravaganza at the Sports Complex from 11:00 am-2:00 pm. There will be two egg hunts, one at 11:00 am and another at 12:30 pm for children aged 12 and younger. There will also be a goat petting zoo, arts & crafts, face painting, vendors, games, food trucks, and more! We encourage families to join us for this fun time!

The City of Vandalia Annual Arbor Day Celebration event will be held on Friday, April 25 at Morton Middle School beginning at 10:00 a.m. A Crimson Sunset Maple tree will be planted on the school grounds with the 6th grade class attending the event and assisting with the tree planting. Each student will receive a White Flowering Dogwood seedling to take home for planting.

The annual citywide Garage Sale Weekend is quickly approaching on May 15-18. Rich Hopkins and Darren Davey have worked to get the flyer and registration process on the website ready for Garage Sale Weekend. Residents will be able to register their garage sale, and we will publish a list of the garage sale locations and items for sale before the weekend starts.

The City's annual Shred Day will be held on Friday, May 16th from 9:00 to noon at the Municipal Building parking lot. Information has been posted to our website and social media. Residents are encouraged to bring items for on-site shredding.

I am excited to announce that the Art Park amphitheater project has completed all final building and electrical inspections. We are looking forward to the ribbon cutting and dedication on Thursday, May 22nd. Mark your calendars for this exciting time and plan to stay for a musical concert following the dedication.

Congratulations to Firefighter/Paramedic Kolton Keener for obtaining his paramedic certification. This is an outstanding achievement to continue serving the community. Congratulations to Firefighter/Paramedic Keener on his accomplishment!

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 – April 11, 2025;
2. Information Update - Director Leiter – April 11, 2025;
3. Information Update - Chief Follick – April 11, 2025;



4. Information Update - HR Manager Hanf – April 11, 2025;
5. Information Update – Director Clark – April 11, 2025;
6. Information Update – Operations Captain Walker – April 11, 2025;
7. Information Update - Director Borton – April 11, 2025;
8. 2024 Property Maintenance Report
9. 2025 Garage Sale Flier
10. 2025 Shred Day Flier





To: Kurt Althouse, Interim City Manager
From: Rob Cron, Assistant City Manager
Date: April 10, 2025
Re: Information Update for March 21 – April 11, 2025

Congratulations to Susan Brown on being selected as our Spotlight Employee for April.

A graphic titled "Employee Spotlight April, 2025" featuring a photo of Susan Brown, a woman with short grey hair, smiling. The background is dark with yellow light rays. To the right of the photo is a text box with a black background and yellow text. At the bottom left of the graphic is Susan's name and title, and at the bottom right is the Vandalia Ohio logo.

Employee Spotlight
April, 2025

Susan Brown is one of the friendly faces you'll meet when you visit the City of Vandalia Income Tax Office. She's been with the City since 2007, and is now working on her 19th year of employment here.

Susan enjoys her job and loves helping residents get their returns filed as painlessly as possible. She says that this time of year the office can get a little hectic, so she encourages folks to avoid the rush and file their returns early.

Her favorite part of her job is the people she gets to work with. "We really are like a family here," she said. "We work well together and are there for each other."

The bulletin board in her office has photos of her favorite pastime... hiking in the great outdoors. She and her husband Jeff recently spent a couple of weeks hiking in Glacier National Park in Montana, and are looking forward to their next adventure.

In the meantime, you can find Susan working hard to make your journey through the income tax process as painless as possible.

Susan Brown
Tax Clerk
Income Tax Division

Vandalia^{Ohio}
small city. big opportunity.

- We are at the end of our due diligence period regarding the purchase of the property at 10 W. National Road. We have had inspections performed on the structure including the roof, HVAC units, environmental and the plumbing. All inspections show no concerns to move forward. The owner has requested an extension of 30 days for the closing. We anticipate the closing to be scheduled near the end of May.
- You and I met last week with representatives from Synergy Mills to discuss some potential development ideas on some key properties in the city. This is the second group we have met with to begin forming a partnership for our downtown development. We plan to bring some of their ideas for discussion to the upcoming City Council Retreat.

- I met with the Tax Incentive Review Committee at the County Auditor's office for our annual review of properties in Vandalia receiving property tax incentives or companies that we receive TIF funds from.
- Ben Borton and I participated in the utility coordination meeting for the DIA Logistics Roadway project. Representatives from Montgomery County Engineer's office, the design team from Carpenter Marty and several of the utility companies attended the meeting held in our conference room. It was a productive meeting as the utility relocations are a key part of keeping the project on schedule.
- Ben Borton, you and I attended a joint meeting of the Montgomery County and Miami County Commissioners for the viewing and presentation of the DIA Logistics Roadway project on Tuesday April 8th. The main topic of the presentation was the property acquisition that will be required for the project. There will also be a joint meeting next Tuesday April 15th for a public comment session on the project. Both meetings are being held at the Montgomery County Commission meeting room.
- I attended the Dayton Defense & NDIA luncheon on March 25th. General Duke Richardson, of Wright Patterson Air Force Base was the featured speaker. He gave an update on federal budget items and how they affect the operations at the base and the Dayton Region in general.
- I attended the April MVRPC Board of Directors Meeting on April 3rd.
- I met with representatives from the Dayton Development Coalition and Montgomery County Economic Development department to review our Vandalia businesses and to update and share information. We also discussed the businesses we intend to meet with during 2025.
- Staff from the City Manager's office held our first Air Show prep meeting last week. We will be reaching out for volunteers and workers for registration and drivers to shuttle our guests to the chalet.
- Ben Borton, Leann Hanf and I conducted second round interviews for our Public Works Technician vacancy.
- The Board of Zoning Appeals met on April 9th to consider a variance at 1200 Wilhelmina Drive for the rear yard setback for the construction of a deck. They will also meet on April 23rd to consider a variance at 221 North American Boulevard for the total accessory structure area.
- Mike Hammes, Ben Borton and Chad Baughman met with representatives from the Landing Development on Pool Avenue to discuss the best way to subdivide the property to accommodate their desire to construct three buildings where the buildings will be divided into ownership of each unit.
- Ben Graham and Mike Hammes have been coordinating with the Optimist Club for this year's Youth in Government Day, which will take place next Tuesday, April 15th.
- Staff met with our new mowing contractor, Schill Grounds Management, to go over the details and our expectations for this year's program. Schill is taking over the contract from Property Worx as they have closed their Dayton area operations.

- I have attached the 2024 Property Maintenance report. This report compares their activity with previous years. Kudos to Ben Graham, Kip Millikin and Mike Hammes making property maintenance priority throughout the city.
- The next taping of Focus Vandalia is scheduled for April 23. Topics for the May editions are, Sweet Treats Festival, new Muncicity Connect software in DES and two more TBD.
- We have secured all the primary sponsorships for this year's Star-Spangled Celebration. Our three major auto dealerships have agreed to sponsor the event again.
- Rich Hopkins and Darren Davey have worked to get our flyer and registration process on the website ready for Garage Sale Weekend which is scheduled for May 15-18. Residents will be able to register their garage sale, and we will publish a list of the garage sale locations and items for sale before the weekend starts.
- Information has been posted to our website and social media about our annual Shred Day that will be held Friday, May 16th from 9:00 to noon at the Municipal Building parking lot.
- Rich Hopkins participated in the Corporate Challenge kickoff meeting held Friday, April 11th at the Rec Center. We are excited that we may have a few of our new businesses participate this year.
- The city has been utilizing the large format printer extensively over the past month, bringing the production of event banners, various signs, and wall decals in-house. This greatly reduces the cost for these items and allows departments to consider new ways to promote events and update graphics within their departments. We have printed items for the Rec Center, DES, Parks and Rec, Tax, City Manager's Office, and Police. Here are a few examples of things completed so far:





VRC OPENING DAY
SATURDAY, APRIL 26TH
VANDALIA SPORTS COMPLEX

**SUPERHERO
FUN RUN**
Saturday, April 26th
Vandalia Sports
Complex **10 AM - 1 PM**

Memo



To: Kurt E. Althouse, Interim City Manager

From: Bridgette Leiter, Director of Finance

Date: April 10, 2025

Re: Information Update – Period Ending April 11, 2025

1. Finance continues to provide data to the compilation team and auditors from Plattenburg and Associates for the 2024 Annual Report and audit.
2. I attended the council study session and meeting.
3. Darren Davey, Kristen Carnes and I participated in a Teams meeting with the City Manager from the City of Riverside that included a demonstration of ClearGov's digital budget book that streamlines the budget process from baseline to adoption and produces an efficient and effective electronic budget book.
4. I attended a NAWA Board meeting and presented the YTD February 2025 financial reports.
5. I provided income tax information during a Focus Vandalia shoot.
6. The Auditor of State's Office recently examined the records regarding the census data and pensionable wages reported to the Ohio Public Employees Retirement System as of December 31, 2024. The final report did not include any modifications or findings requiring change.



DIVISION OF FIRE INFORMATION UPDATE

TO: KURT ALTHOUSE, INTERIM CITY MANAGER
FROM: CHAD FOLLIICK, FIRE CHIEF
DATE: 3/19/2025
SUBJECT: INFORMATION UPDATE – PERIOD ENDING MARCH 21, 2025

1. Crews were called to Allenhurst Ave on March 31st for an auto accident. Crews found an overturned car resulting from the bright sunlight. Fortunately, there were no injuries because of this accident.
2. The Division of Fire welcomed 3 new part-time members to our crews. These new employees attended orientation on March 24th and will continue with training before joining their regular shifted crew in a few weeks. We are happy to welcome Liam Busch, Coline Cisne and Jonathan Gray to the fire dept. family.
3. The Division of Fire is very happy to announce that Kolton Keener passed his Paramedic certification. This is a huge achievement to continue serving the community. Congratulations to Firefighter/Paramedic Keener on his accomplishment.
4. Training this reporting period has consisted of Tech rescue and ventilation, annual protocol prep and testing, and building walk-through and familiarization of Adare on Brown School Road.
5. The Division of Fire continues to assist the community in being weather aware. The past two weeks have brought an abundance of different types of severe weather conditions. The Division of Fire uses social media, Hyper Reach, and a tornado warning system to name a few methods of informing the community with weather concerns. Springtime is full of weather threats, and we will continue to work with these platforms to keep our community informed.
6. On April 2nd, members of the Division of Fire attended tabletop exercises and Emergency Planning Review hosted by the Dayton Airport.
7. On April 7th, crews from Tackett Tree Experts were on site at Fire Station 2 to remove and trim trees on the property. The tree removal is necessary preparation for a capital project happening later this quarter for concrete repair and replacement that is much needed at our Station 2 location.
8. During the week of April 7th, our Fire Marshal, Scott Jacobs is attending class at the Ohio Fire Executives Program. We announced late last year that Scott was accepted to class 25 and would be attending through Spring of 2027. This is the first round of in-person classes Scott will attend. The Division of Fire is excited for Fire Marshal Jacobs to be a part of this opportunity.

Memo



To: Kurt E. Althouse, Interim City Manager

From: Leann Hanf, Human Resources Manager

Date: April 7, 2025

Re: Information Update – Period Ending April 11, 2025

1. **Changes to our Medical Plan!** Madeline's Law (House Bill 315) is a piece of legislation in Ohio designed to help children access hearing aids by requiring private insurance companies to cover the cost. The bill is named after a young girl, Madeline, whose family struggled to afford the critical medical devices she needed. By mandating insurance providers to cover hearing aids for children under the age of 21, the law seeks to make these essential devices more accessible to families across the state.

Hearing aids play a crucial role in a child's development, especially for language acquisition, academic success, and social integration. However, many insurance policies currently do not cover hearing aids, leaving families to shoulder the financial burden, which can amount to thousands of dollars out-of-pocket. This lack of coverage creates significant challenges for parents and guardians trying to meet their child's needs.

Madeline's Law eases this burden by requiring insurance companies to cover up to \$2,500 per hearing aid every four years for children under 21. This ensures that families can access the hearing aids their children need for proper development without facing overwhelming financial strain. The bill highlights a gap in healthcare coverage that has now been addressed, improving access to essential medical devices for children across the state.

On April 2, 2025, House Bill 315 passed, marking a significant step forward in healthcare equity and child development in Ohio. It not only improves access to essential medical devices but also promotes fairness in healthcare, allowing children with hearing impairments to receive the support they need at a critical time in their lives. The law represents a breakthrough in making healthcare more inclusive and accessible for all families.

I am working diligently with our broker to include this verbiage and coverage in our Summary Plan Description for our medical plan with UHC. More information to come!

2. **Fraud Reporting – Protect Your Investments.** Montgomery County offers a free fraud alert notification system to help protect property owners from potential fraudulent activity. This system provides immediate alerts whenever a document is recorded against your property, allowing property owners to quickly spot suspicious activity. The main targets of this kind of fraud are often retirees who have paid off their mortgages and may no longer be as vigilant about their property's status. Fraudulent activities such as identity theft, title fraud, or fake mortgage liens can have serious consequences, including loss of property or financial stability.

Title fraud, a growing concern across the U.S., occurs when an individual fraudulently transfers the title of a property without the rightful owner's knowledge. This can lead to fraudulent loans being taken out in the property owner's name, or worse, the unauthorized sale of the property. Retirees, in particular, are vulnerable to this type of fraud since they may have fewer financial obligations and less active monitoring of their property records. The fraud alert system helps mitigate these risks by notifying owners of any changes made to their property's official documents.

The free fraud alert system offered by Montgomery County is a proactive step in preventing property theft and ensuring that residents are aware of any legal changes to their property status. This system helps to detect fraud in its early stages, giving homeowners the opportunity to take immediate action if necessary, such as contacting the Montgomery County Recorder's Office. The service is available at no charge, providing a valuable safety net for property owners, particularly seniors who may be at higher risk.

To enroll in the fraud alert notification system, property owners in Montgomery County can visit the [Recorder's Office website](#) and sign up. By doing so, they can ensure that they are promptly alerted to any suspicious activity regarding their property. This initiative not only raises awareness about property fraud but also provides a critical tool in safeguarding homes and financial assets.



To: Kurt E. Althouse, Interim City Manager
From: Steve Clark, Director of Parks & Recreation
Date: 4/10/2025
Re: Information Update – Period ending April 10, 2025

RECREATION CENTER

- Spring CampREC: While schools were closed for Spring Break (March 31-April 4), Spring CampREC was offered to the community! Throughout the week, campers had the opportunity to use the climbing wall, go swimming, participate in gym games, make spring-themed crafts, and more! A total of 27 participated in the camp.
- Adult Easter Egg Hunt: This event was postponed from April 4 due to poor weather conditions. The event will now take place on Friday, April 11 at 8:00pm at the Recreation Center! Eggs will contain candy and raffle tickets. After the hunt is over, everyone will meet back in the VRC gymnasium to count eggs and begin a prize raffle. Currently, there are 105 participants registered.
- Recreation Superintendent Alicia McCracken met with Chris Krueger from Domino's to discuss their sponsorship agreement. Dominos would like to continue as the "official pizza of the VRC."
- Booking a birthday party at the VRC is now live on WebTrac. This option allows patrons to select a party date and pay in full online. So far, we have had 12 people book their parties, and this will only increase as time goes by.
- Booking a private party at Cassel Hills Pool is now live on WebTrac as well. This feature allows patrons to select their party date and pay in full online. So far, we have had 1 person book their pool rental online, and this will only increase as time goes by.
- VRC Attendance for March 2025:
March 2025 = 20,177
March 2024 = 18,188
March 2023 = 19,360

SENIOR CITIZENS CENTER

- On March 27, Toni Williams met with Jessica Abernathy from Montgomery County Jobs and Family Services for an early spring monitoring visit. There will be a new process for funding in 2026, which will be like writing a grant instead of the contract form that was used in the past. The forms for 2026 will come out in April 2025. We will be given 5 weeks to complete the grant.
- On April 4, Rudy Wells, Chief Follick, Officer Rich Sommer, and Ben Borton toured the Senior Center to perform a thorough facility assessment in relation to security. They found that the

push button silent alarm fob is not working. Since the facility is a cooling and warming location, they talked about getting a generator for the facility. They discussed front and back door and office door swiping locks as well.

- Senior Coordinator Toni Williams continues to research software options for the Van Tran program as the current software program has developed some major issues.
- A total of 83 new members have joined the Senior Center thus far in 2025.

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

- Skyhawks Beginning Golf: This program is run by Skyhawks staff and will be located at the Vandalia Sports Complex. This program will be held on Wednesdays for 4 weeks from April 16 – May 7. This beginner golf program uses a fun, games-based approach to engage young golfers! Specialized equipment is used to provide early success for young players, while also helping them develop key skills. This program currently has 18 participants registered.
- Easter Eggstravaganza: On Saturday, April 19 we will be hosting our Annual Vandalia Easter Eggstravaganza at the Sports Complex from 11:00am-2:00pm. There will be 2 egg hunts at 11:00am and 12:30pm for children aged 12 and younger. We will also have a goat petting zoo, arts & crafts, face painting, vendors, games, food trucks, and more!
- The Kick Off Social for the 36th Annual Vandalia Corporate Challenge will be held this Friday, April 11 at the VRC. We have several new businesses interested in participating in the event including Ernst Concrete, Kendall Electric, ASPM, and Lincotek.
- Start Smart Baseball/Softball information was sent to all the parents who have a child registered for the program providing program information. We have 84 kids enrolled in the program this year.
- Superhero Fun Run – This fun for all ages event will take place on Saturday, April 26 at the Sports Complex. This will be a 1-mile fun run where runners stop at stations and complete a Superhero mission to save the City! Participants are encouraged to dress as their favorite Superhero.

FACILITY MAINTENANCE DIVISION

- The City of Vandalia Annual Arbor Day Celebration event will be held on Friday, April 25 at Morton Middle School beginning at 10:00 a.m. A Crimson Sunset Maple tree will be planted on the school grounds with the 6th grade class attending the event and assisting with the tree planting. Each student will receive a White Flowering Dogwood seedling to take home for planting.
- Installation of the new playground unit at Robinette Park started this week (pictures at end of update). They have indicated it will take 2-3 weeks to complete the installation. Once completed the turf company will mobilize to begin installing the playground turf safety surface. We are planning for a ribbon cutting ceremony with a date to be determined once we have a better idea of completion of the project.
- Park maintenance staff have completed pre-emergent weed control applications for the spring. Mowing equipment preparations have also been completed.
- Staff completed pruning on the center drive pear trees at the Sports Complex. Light pruning is completed on a routine basis to aid the trees in better withstanding high wind conditions.
- Installation of replacement park benches have been completed with new benches placed at Cassel Hills Pool, Jeffers Park, Sports Complex and Recreation Center.

- An area at the Art Park has been prepared for the “Kindness Rock Garden” where a local Girl Scout Troop will place painted stones. Recreation Superintendent Alicia McCracken coordinated the project.
- The recent heavy rain has created several issues in our parks including a failure of the underground electric supply at the Sports Complex. This issue affected the buildings and most pole lights. Staff are collaborating with Electrical Inspector Robert Martin to resolve this issue.

CASSELHILLS GOLF COURSE

- Golf season is off to a slow start with all the rainy and cold weather. The golf course received a total of 5.69 inches of rain last week and # 11 was flooded for 2 days
- Season rates went into effect on April 1st.

Robinette Park Playground Installation



Information Update



To: Kurt E. Althouse
City Manager

From: Ben Walker
Operations Captain

Date: April 10, 2025

Subject: Information Update Ending April 11, 2025

1. During the past three weeks, VPD officers made one traffic stop on a commercial motor vehicle for a traffic violation during regular patrol. This stop resulted in a written warning. There was no enforcement detail conducted during this time.
2. On March 26, Officer Sommer gave a *Run Hide Fight* presentation to ESI located at 6400 Sand Lake Road. Approximately 10 employees attended.
3. Detectives charged a 16-year-old Vandalia male for Unauthorized Use of Vehicle, and Criminal Damaging. The juvenile drove a vehicle without the owners' permission and damaged it when returned home.
4. Detectives charged a 67-year-old Vandalia woman for two counts of Grand Theft (disabled person). The female suspect stole money from her disabled stepson's bank account.
5. On April 2, VPD was awarded a \$1,000 grant from the Pizzi Family Fund of the Delaware County Foundation to support VPD's newly rebranded Police Inspiring Leaders of Tomorrow (PILOT) program. The PILOT program seeks to offer engagement with our youth and inspire them to be leaders in our community and the law enforcement profession.



6. On April 1, Chief Althouse attended a virtual meeting for the Montgomery County Officer Memorial Executive Board. This year's Montgomery County Officer Memorial Ceremony will be held at Riverscape in downtown Dayton on May 2 beginning at 11:00 a.m. There are 49 officers who have died in the line-of-duty

- from Montgomery County police agencies and these officers will be memorialized at the ceremony. Chief Althouse also attended an evening fundraising meeting at the Dayton Foundation on April 2 to discuss the progress of the permanent officer memorial near the downtown Masonic Center.
7. Chief Althouse attended a Legislative “Meet & Greet” at the Athletic Club on April 8 as part of the Ohio Association of Chiefs of Police (OACP) to discuss pending public safety legislation and proposed bills that impact policing. He also attended the bi-monthly OACP Executive Board meeting in Dublin on April 9.
 8. On April 10, Chief Althouse, Captain Sucher, and I attended an initial Airshow safety and security meeting. This annual process ensures plans are in place for the Airshow and Flight Fest.
 9. From March 30 through April 2, Officer Sommer attended the Ohio Crime Prevention Association Conference in Cincinnati. Officer Sommer attended several workshops and obtained ideas that could possibly benefit VPD’s crime prevention efforts.
 10. On April 4, Officer Sommer attended a THIRA meeting at the Senior Citizen Center. We reviewed areas to make the center safer and more secure.
 11. On April 8, Officer Sommer presented *Run Hide Fight* three times to three different shifts at Johnson Electric. Each session was attended by approximately 70 employees.
 12. On April 9, Officer Sommer presented *Run Hide Fight* to about 10 employees at the IBEW located at 6550 Poe Avenue.

Public Service Information Update

To: Kurt E. Althouse, Interim City Manager
From: Ben Borton, Director of Public Service
Date: April 10, 2025
Subject: **Information Update for March 22 – April 11, 2025**

Development & Engineering Services (DES)

Dog Leg Water and Sanitary Extension Phase 2 project: While Outdoor Enterprise's electrical subcontractor was wiring up the sanitary sewer lift station near the National Rd Driving Range, it was found that the electrical meter pedestal was wired with the wrong automatic switch for the generator at the manufacturer. The manufacturer has provided an alternative switch and will be installing it into the meter pedestal. Commissioning (startup and final testing) of the lift station has been pushed back to mid-May.

Bikeway Connector project: Brumbaugh Construction has completed constructing mechanically stabilized earth (MSE) wall #2 (next to the Taylorsville Dam). Security Fence, the traffic signal subcontractor, has installed the new signal mast arm foundations at the S Brown School Rd/Cassel Creek Dr/Scholz Dr and is working on the new ones at National Rd/Brown School Rd.



2025 Curb/Sidewalk project: Coate Construction continued removing and replacing concrete on Stoney Springs Rd and Cornish Dr.

Kenneth Avenue Watermain Replacement & Resurfacing project: DES staff held a pre-construction meeting with Sturm Construction, including Fire and Police staff. Sturm plans to start the project soon, pending completion of another project.

Upcoming Capital Improvement Projects (CIPs):

Anticipated Start	Project	Contractor
May	Tionda, Mossview, Ranchview Watermain Replacement & Resurfacing	M&T Excavating
Summer/Autumn	2025 Street Resurfacing	<i>Bid opening April 11th</i>
Summer	2025 Sanitary Sewer Slip Lining	<i>Pre-bid meeting April 10th Bid opening April 15th</i>
Autumn	Damian, Soter, Romanus, Desales (N) Watermain & Resurfacing	<i>out for bid May/June</i>

Staff have issued an approved building permit for the 9th house in Foxfire Section 9.

Redwood Apartment Neighborhood Phase 2 is close to starting construction on the first buildings.

Staff have met multiple times during this period with the owner and contractor of the truck facility under construction at 1175 Industrial Park Dr.

Inspections of the old Rite Aid building at 10 W National Rd for the due diligence period of the property sale are completed.

The Art Park amphitheater project has completed all final building and electrical inspections.

On March 27th, DES staff met with Schill Landscaping & Lawn Care Services about the reassignment of Property Worx's 2024-2025 mowing contract and the upcoming mowing season. Schill started mowing this week, after Council approved the contract reassignment.

On March 27th, I attended the Northern Area Water Authority (NAWA) board meeting with other staff members. On April 8th, Assistant Public Works Superintendent Fulton and I attended the monthly NAWA Kyle Park Outfall Channel project meeting for the plant's new outfall to the Miami River and NAWA technical committee meeting.

On March 31st, DES staff met with Fischer Homes about their upcoming condominium buildings at The Landing on Pool Ave.

On April 4th, I participated in the Threat and Hazard Identification and Risk Assessment (THIRA) with other City staff for the Senior Citizens Center.

On April 8th, Construction Inspector Games attended the Ohio Department of Transportation (ODOT) monthly progress meeting for the Vandalia Bikeway Connector.

On April 8th, Assistant City Manager Cron, yourself, and I attended the Joint County (Montgomery & Miami) Commissioner Board viewing meeting on the Dayton International Airport Northeast Logistics Access (Ring Road) project, which presented the proposed right-of-way (ROW) acquisition for permanent and temporary easements to construct the project.

On April 9th, Public Works Superintendent Hayslett and I attended the TCA technical committee meeting.

Public Works (PW)

New Public Works Facility (810 Northwoods Blvd): A subcontractor has mulched up all of the remaining woody material. Elevated Ground Solutions will be cleaning up site and spreading mulch before demobilizing.

Streets:

Crews completed installing the GFCI outlets, electrical boxes, covers, and conduit for the newly planted street trees on National Rd (from Perry St to Ranchview Dr) and S Perry St.

Crews began ROW trimming of brush along streets and sidewalks.

Crews crack sealed an asphalt section on National Rd near Corporate Center Dr as a temporary fix until crews can mill the area and place new asphalt for a permanent solution.

Crews milled and placed new asphalt on N Dixie Dr in front of the Airline Heights shopping center.



Water:

Crews are in the process of hydro-excavating curb boxes that are broken or shifted over time hindering our access to the water service line curb stop valves.

Crews performed checks on the water towers and installed a new sump pump in the Inverness Ave water tower.

Crews performed the monthly water shut-offs of delinquent water accounts for the Water division of the Finance department (~60 this month).

Crews continued installing new water meters inside residences/businesses and outside in meter pits, where some have needed new angle valves which are located on the City side of the meter.

Crews continued turning (closing/opening) watermain valves to confirm operational status throughout the City. This is an EPA requirement to perform turning on 20% of all valves each year.

Sanitary Sewer:

Crews performed monthly lift station maintenance.

Crews repaired sewer laterals at 234 Skyview Dr and 231 N Cassel Rd.

Crews obtained monthly Municipal Industrial Pretreatment Program (MIPP) samples at Veolia, Pratt, and Speedway (east).

Storm Sewer:

Crews continued forming and pouring catch basin repairs noted from this year's inspections on the streets to be resurfaced this year.

Other Services:

Crews performed 169 utility locates this period for Ohio 811

Crews performed 3 burials at Poplar Hill cemetery during this period.

Vehicle Maintenance:

The mechanics rewelded the flail guards on the trackless mower attachment and replaced tires & serviced the engine on one-ton truck #19 and pickup truck #10. The mechanics began repairs on the leaf vac and leaf loader attachment for the trackless machine.

The mechanics installed the water tank on a one-ton truck to allow crews to have water at the jobsites to clean the concrete mixer and tools.

The mechanics also worked on the brakes on Fire division's Utility truck #2.

We have completed 1st and 2nd round interviews for the vacant PW Technician position, with the retirement of Joe Blosser. A conditional offer was sent.



2024 Property Maintenance Recap

Ben Graham, MPA
Zoning and Planning Coordinator

Kip Millikin
Property Maintenance Inspector

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Introduction

In 2024, the City of Vandalia received a total of 1,021 property maintenance and zoning complaints, reflecting an increase of 64 complaints compared to the previous year. This report provides a comprehensive analysis of the complaints, categorized by type, status, and inspector activity. It highlights key trends, including the most common violations, notable increases and decreases in complaints, insights into enforcement and resolution efforts, and the performance of inspectors. This report aims to offer a clearer understanding of property maintenance challenges and the city's response to them.

Background

The City of Vandalia receives property maintenance complaints through a variety of channels, including but not limited to field inspections by the inspector, Vandalia citizens, police department, fire department, staff, and SeeClickFix¹. Once a complaint has been received, the inspector will drive out to the site and determine if there is a violation. If no violation is found, the inspector will mark the complaint as unfounded. However, if a violation is found, the inspector will document the complaint, take a photograph of the complaint, and send a letter to the property owner with a compliance date. If the violation is a grass complaint, the inspector will document the complaint, take a photograph of the complaint, and post a "notice to mow" sign in the front yard of the violating property. Each violation has its own unique compliance date to follow, and the inspector has discretion to modify the compliance date.

After the initial compliance date has come due, the inspector will travel to the site to see if the property has come into compliance. If the property owner has fixed the violation, the inspector will mark the complaint as resolved. However, if no progress is made to correct the

¹ SeeClickFix is a portal where citizens may address concerns they have within the City of Vandalia.

violation, the inspector will send a second letter of violation as certified mail to the property owner warning them of court. Furthermore, the inspector may decide to execute an enforce mow/clean-up to close the violation.²

Once the second compliance date has come due, the inspector will travel to the site to see if the property has come into compliance. If the property owner has fixed the violation, the inspector will mark the complaint as resolved. If no progress is made to correct the violation, the inspector will forward the complaint to the Vandalia Municipal Court.

It is important to note that the timeline may fluctuate based on the discretion of the inspector. More often enough, many property owners will contact the inspector to state they will comply with the violation, but they will need an extension fully comply with the violation. Some extensions the inspector may grant include, but are not limited to, weather, time constraints, or financial constraints.

Results

In 2024, the City of Vandalia received 1,021 property maintenance and zoning complaints. Table 1 highlights the several types of complaints the city has received.

² In situations where a violation is severe, or if there is a public health or safety risk involved, the code allows for the inspector to proceed directly to enforcement and initiate a cleanup after the first inspection.

Table 1: Number of Complaints by Type

Type	Count - 2023	Count - 2024	+/- Change
AJP - Accumulation of Rubbish/Garbage	18	14	-4
BBH – Basketball Hoop in ROW	X	14	X
BLF – Blank Face Sign	X	4	X
BLS – Blade Sign	9	8	-1
CKN - Chickens	X	3	X
CNP – Condemnation First	3	1	-2
CON – Construction Material	X	2	X
CP - Complaint	65	39	-26
CSP- Condemnation Final	3	6	3
DEP – Detention Ponds (Mowing & Maintenance)	0	0	0
DMP – Demolition	0	0	0
DRP – Approach/Sidewalk Repair	16	22	6
DTP – Decaying Trees	7	12	5
FPZ – Pool without Fence	0	0	0
GFP – Graffiti	2	0	-2
HOC – Illegal Home Occupation	X	0	X
ITP – Interior Structure/Equipment	2	2	0
LIR – Living in RV	X	5	X
LLZ - Livestock	0	1	1
LPZ – Lighting	1	2	1
NDZ – No Deck Permit	X	2	X
NFZ – No Fence Permit	9	9	0
NPZ – No Pool Permit	X	2	X
NSZ – No Shed Permit	X	3	X
OSP – Overgrown at Structure	5	1	-4
PAS – Prohibited Accessory Structure	X	0	X
PIP – Property Maintenance	70	62	-8
PLZ – Pool Drain	2	0	-2
PNP – Public Nuisance	3	0	-3
POZC – POD (Commercial)	1	1	0
POZR – POD (Residential)	3	6	3
PPP – Personal Property in the Right-of-Way	7	0	-7
PRP – Right-of-Way Tree Clearance	12	14	2
PSZ – Abandoned/Prohibited Sign	4	3	-1
RVZ – Recreational Vehicle	27	44	17
SAP – Sanitation Debris/Brush	184	151	-33
SDP – Storm Drain	1	4	3
SIZ – Sign Maintenance	28	10	-18
SNP – Street Numbers	3	2	-1
SOP – Snow Letter	0	0	0
SPZ – No Sign Permit	4	8	4
STP – Storage of Junk/Vehicles	96	95	-1
TBZ – No Banner Sign Permit	14	13	-1

TCP – Trashcans	63	125	62
TWP – Weeds/Grass	256	294	38
UTZ – Commercial Vehicle	11	3	-8
UVP – Unlicensed Vehicle	7	10	3
VAP – Vacant Land/Structure	5	4	-1
VHP – Vermin Harborage	1	2	1
VPZ – Vehicle on Grass	10	14	4
VSP – Visibility at Intersection	4	4	0
WWZ – Mowing 50' on an Acre or Larger	0	0	0
YSZ – Yard Sale	1	0	-1
Total	957	1021	64

The most common complaints that were received were for Weeds/Grass (28.79%), Sanitation Debris/Brush (14.78%), Trashcans (11.78%), Storage of Junk/Vehicles (9.30%), Property Maintenance (6.07%), and Recreational Vehicle (4.30%). The remaining violations were 24.98% of the total. Detention Ponds (Mowing and Maintenance), Demolition, Pool without Fence, Graffiti, Illegal Home Occupation, Prohibited Accessory Structure, Pool Drain, Public Nuisance, Personal Property in the Right-of-Way³, Snow Letter, Mowing 50' on an Acre or Larger, and Yard Sale were violations that received no complaints this year. A map of all the properties that received complaints in 2024 can be found in Appendix A.

The complaint types that received the largest increases in 2024, compared to 2023, are Recreational Vehicle (+17), Weeds/Grass (+38), and Trashcans (+62). The complaints that received the largest decreases in 2024, as compared to 2023, are Sign Maintenance (-18), Complaint⁴ (-26), and Sanitation Debris/Brush (-33).

Several new complaint fields were added in 2024, including Basketball Hoop in the Right-of-Way, Blank Face Sign, Chickens, Construction Material, Illegal Home Occupation,

³ Does not include the storage of basketball hoops.

⁴ Complaint is a violation to which we have no pre-drafted letter. These violations will be used to create new draft letters for the future.

Living in RV, No Deck Permit, No Pool Permit, No Shed Permit, and Prohibited Accessory Structure.

Appendix B shows all the complaints for 2024, by the date they were received. The Municipality system allows complaints to be tracked by complaint address, date, file number, type, or status, as well as owner name, parcel number, among other fields.

Table 2: Complaint Status Totals

Complaint Status	Total Number 2023	Total Number 2024	+/- Change
Enforced Clean-up	10	24	14
Enforced Mow	75	99	24
Pending	73	56	-17
Resolved/Closed	727	734	7
Unfounded	72	108	26
Total	957	1021	64

Table 2 shows the statuses of the complaints as of January 10, 2025. Heading into 2025, only 5.48% of the complaints remain as pending. Most of the pending complaints stem from the end of the year, however, there are multiple pending complaints stemming from early to mid-2024. 2.35% of the complaints were an Enforced Clean-up, 9.69% were Enforced Mow, 71.89% were resolved, and 10.57% were unfounded.⁵

Enforce Clean-ups increased by 14, Enforce Mows increased by 24, Resolved increased by 7, and Unfounded increased by 26. Pending violations have decreased by 17. The total number of complaints increased by 64. A total of 23 violations were filed with the Court.

⁵ Unfounded complaints are complaints made by residents on items the inspectors cannot enforce or items that get resolved before the inspector arrived at the property.

Table 3: Inspections by Staff

Inspector	Total Field Inspections 2023	Total Field Inspections 2024	+/- Change
Amber Holloway	1	X	X
Ben Borton	1	3	2
Ben Graham	566	790	244
Kip Millikin	1761	1904	143
Michael Hammes	3	42	39
Pete Baldauf	9	X	X
Total	2341	2,739	398

Table 3 shows the total number of inspections by staff. Total field inspections are measured by the total number of inspections that the inspector completes. Unless the first violation is marked as Unfounded, every violation receives at least two inspections.

Kip Millikin conducted the majority of inspections, completing 69.51% of the total. Ben Graham followed, handling 28.84%. Michael Hammes contributed 1.53% of the inspections, while Ben Borton completed 0.1%.

In 2024, Mr. Millikin completed 143 more inspections compared to 2023; Mr. Graham completed 244 more inspections, Mr. Hammes completed 39 more inspections, and Mr. Borton completed 2 more inspections.

Figure 1: Complaints by Year

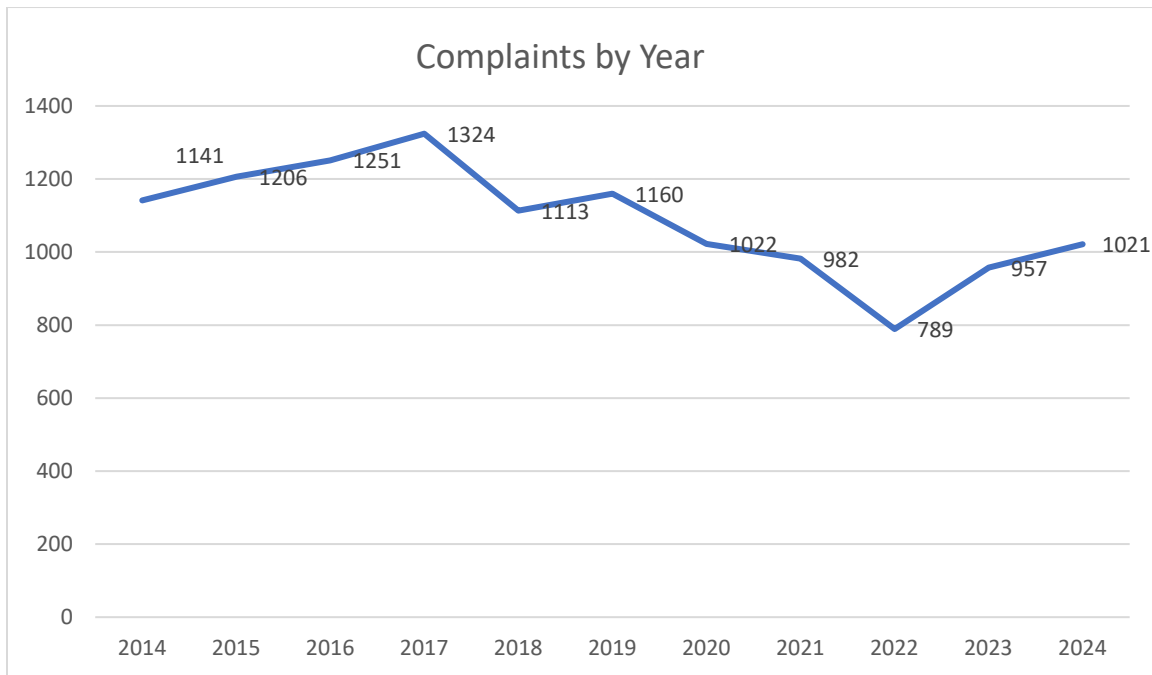


Figure 1 showed a rise in the number of complaints in 2024, with 1,021 new complaints, compared to 957 new complaints in 2023. This was an increase of 64 (+ 6.26%) additional complaints. 2024 did see the highest number of new complaints since 2020. The average (mean) number of complaints per year since 2014 is 1,087.81.

Conclusion

The City of Vandalia experienced a notable rise in property maintenance and zoning complaints in 2024, with 1,021 total complaints representing a 6.26% increase from 2023. The most significant increases were observed in complaints related to Recreational Vehicles, Weeds/Grass, and Trashcans, while Sanitation Debris/Brush, Complaints, and Sign Maintenance saw the largest declines. Notably, 94.52% of complaints were closed out, and enforceable actions, such as clean-ups and mowing, saw marked increases. Inspectors also demonstrated enhanced productivity, with a significant rise in total inspections completed. These findings

highlight the importance of proactive enforcement as the city continues to address property maintenance challenges and meet the evolving needs of the community.

COMMUNITY GARAGE SALE WEEKEND



Registration open to
City of Vandalia and
Butler Township residents!

Garage Sale Weekend 2025
Registration



May 15 - 18, 2025

Scan the QR code to register your sale for
inclusion in an area wide interactive map
of all registered garage sales.

Avoid identity theft and safely dispose of sensitive documents !



The City of Vandalia proudly presents

Shred Day 2025

Friday, May 16

9 a.m. to Noon

Vandalia Municipal Building

333 James Bohanan Memorial Drive

Bring your unwanted documents to this drive-up paper shredding event! Unwanted documents may include old tax returns, processed checks, loan documents, financial reports and papers that might include Social Security or credit card account numbers. There is NO NEED to remove paper clips, staples, rubber bands or folders. All paper collected will be recycled.



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