
The Blue Letter

August 29, 2025

Honorable Mayor & Esteemed City Councilmembers:

City Office Closed - Vandalia City offices will be closed on Monday, September 1 for Labor Day. The Recreation Center will be open from 7:00 a.m. to Noon for the fitness area, gymnasium and track only.

Sister Cities of Vandalia Oktoberfest - On September 5 & 6 Sister Cities of Vandalia will have their annual Oktoberfest at the Vandalia Sports Complex. For more information visit their website at vandaliasistercities.org.

Large Debris Drop-Off Saturday, September 13th - The City of Vandalia is offering Vandalia Residents free large debris drop off from 8 am – 2 pm at the Public Works Garage. Proof of residency is required

Touch-A-Truck Saturday, September 13th - This free event will be held from 10:30 am – 1:00 pm at the Vandalia Sports Complex, where people of all ages can touch, climb and marvel at the impressive lineup of vehicles.

Tuesday, September 2, 2025, Council Meeting - The Study Session will begin at 5:30 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentations:

Healthcare Update - McGohan Brabender - Tricia Wahl & Kevin Hopf - The 2026 Vandalia Council Financial Presentation reviews the City's medical benefits renewal process, cost management strategies, and trends impacting employee contributions. It highlights demographic shifts toward employee-only and High-Deductible Health Plan coverage, along with the rising share of pharmacy costs, which now make up 40% of total healthcare spend. The report concludes that Vandalia has successfully maintained stable premiums and employee payroll contributions while closely monitoring claims, stop-loss reimbursements, and long-term financial stability.

Finance Department Update - Mrs. Leiter will present the Department of Finance update.

Tuesday, September 2, 2025:

Items on this evening's Council Meeting agenda

Resolution: Bid Award – Robinette Park Splash Pad - The Parks and Recreation Department is recommending awarding the bid for the Robinette Park Splashpad Project to Double Jay Construction, Inc of Englewood, Ohio as a

result of their overall best bid proposal for the project. On August 15, 2025 we publicly opened and read proposals received for the project, advertised in the Daily Court Reporter on July 18 and 25, 2025. This project will allow for the construction of a splashpad, shelter, additional parking. This project is the continuation of developing Robinette Park into an inclusive place for residents to meet and recreate as indicated in the 2020 Vandalia Vision Comprehensive Plan as well as the Community Input Key Findings section of the Parks and Recreation Master Plan.

Four (4) contractors obtained the bid package through Bid Express, and all four contractors submitted bids for the project. Bids ranged from \$1,479,880 to \$1,835,00.

Funding for the project includes federal grant funds in the amount of \$400,000 and city capital budget funds.

Resolution: Emergency Operations Plan Revision - The City's Emergency Management work group has conducted a review of the City's EOP and made several revisions. Chief Follick will be at your September 2nd Council Workshop to provide you with an overview of the process and revisions, and a Resolution adopting the revised Emergency Operations Plan will be on your September 2nd council agenda.

Emergency Ordinance - Supplemental – Mrs. Leiter will discuss and request approval of the following supplemental appropriation Ordinance for the following reasons:

General Fund:

Court

- \$15,000 – increase appropriations to cover the unexpected increase in postage costs related to new court legislation passed requiring all payable citations to receive 30 days continuance notice if they fail to appear.

Police - Operations

- \$5,000 – increase appropriations to cover the unexpected increase in vehicle repair and maintenance costs of police vehicles.

Police – Support Services

- \$6,415 – increase appropriations to cover the unexpected increase in costs related to the Humane Society Community Cat Program.

Golf Fund:

Course Maintenance

- \$180,000 – increase appropriations to cover the unexpected additional costs (rock removal, etc.) related to the golf course irrigation system project. This amount is 10% of the original bid and was included as a contingency and will only be used as needed.

Water Fund:

Water

- (\$1,125,000) – transfer and reduction of appropriations related to the Damian, Soter, Romanus and Desales (N) Watermain Replacement & Resurfacing project. The project was budgeted in the general water department account (water - department 350), and because the project was subsequently awarded OPWC funding, a transfer is necessary to reclassify the expense in the correct account (OPWC – department 332).

OPWC

- \$1,125,000 – transfer and increase of appropriations related to the Damian, Soter, Romanus and Desales (N) Watermain Replacement & Resurfacing project. The project was budgeted in the general water department account (water - department 350), and because the project was subsequently awarded OPWC funding, a transfer is necessary to reclassify the expense in the correct account (OPWC – department 332).

Monday, September 15, 2025, Items:

Ordinance: PUD Copperfield Towns - Mulberry Road - PC 25-0011 – Planned Unit Development and Preliminary Plan – Copperfield Towns - The applicant, DDC Management, requests a Planned Unit Development and Preliminary Plan for the property located at 3330 Mulberry Road. The proposal includes rezoning the 11.36-acre parcel from A – Agriculture to a PUD – Planned Unit Development. If approved, the property would be developed with 87 new townhomes. On August 26, 2025, the Planning Commission voted 3-0 to recommend approval.

Ordinance: PUD Major Amendment – 55 Foley Drive - PC 25-0012 – PUD Major Amendment – Beau Townsend Lincoln. The applicant, Sean Olson of Vancon, and on behalf of Beau Townsend Lincoln, requests a Major Amendment to the Foley and National Road PUD. The proposal would allow for significant structural alterations and a change of use for the property at 55 Foley Drive. If approved, the property would be converted to a new Lincoln dealership. On August 26, 2025, the Planning Commission voted 3-0 to recommend approval.

Discussion Items:

Agreement for Master Plan Division of Fire/Police Training Facility – As was discussed in City Council's summer retreat, the Police and Fire Divisions are ready to proceed with engaging a firm to master plan the potential Public Safety Training Site on Stonequarry Road. Chief Follick will go over his recommendation, review the cost, and be available to answer any questions during City Council Workshop on September 2nd.

Dayton Chamber Airport Support Request - The Dayton Area Chamber of Commerce, in partnership with the City of Dayton, Montgomery County, and CareSource, desires to expand flight options at the Dayton International Airport and attract airline carriers to increase daily regional flights that will boost travel options for passengers from across the region. Dayton is among a select group of airports being evaluated by multiple airlines for potential route expansion in the first half of 2026. Securing flights and new routes would bring not only enhanced connectivity but also increased competition and more affordable travel options for businesses and residents alike. JobsOhio has committed to a \$4-to-\$1 match for every dollar raised locally for air service incentive funding. The goal is to secure commitments for \$600,000 locally by September 15, 2025. This local investment will unlock \$2.4 million in matching funds from JobsOhio, creating a powerful \$3 million air service incentive fund for the Dayton International Airport. The City of Dayton, Montgomery County, and CareSource have already committed to providing half of the funding toward the \$600,000 goal. The Chamber is requesting local governments and partners to consider supporting this initiative by contributing to the Chambers Commerce EPI Foundation (501c3) for processing funds. They are requesting funding commitments by September 15, 2025, however, funds will not be needed until after December 31, 2025.

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

Council Meeting:

Communications, Petitions and Awards:

Introduction: Director of Parks and Recreation Alicia McCracken - Mr. Althouse will introduce Director of Parks and Recreation Alicia McCracken, who was promoted on July 27, 2025.

Introduction: Recreation Superintendent Aaron Messenger - Mr. Althouse will introduce Recreation Superintendent Aaron Messenger, who was promoted August 11, 2025

Resolutions:

Resolution 25-R-37: Towing Agreement Bid - The Division of Police enters into an agreement every two years with area companies to provide Towing and Impound Services. On July 24, 2025, bid notices were sent to four area towing companies for submission. The notice was also posted on the City website. Bids were received from Englewood Truck Towing and Recovery and Sandy's Towing. On August 11, 2025, PD unsealed the bids received. Sandy's Towing offers a lower cost on passenger vehicle towing (\$145 versus \$195 at Englewood), flatbed towing (\$145 versus \$195 at Englewood), dead runs on passenger vehicles (\$60 versus \$97.50 at Englewood), passenger vehicle storage (\$30 per day versus \$35 per day at Englewood). Heavy towing rates were lower for Englewood towing (10k-15k GVW \$125 per hour versus \$175 per hour and towing over 15k \$225 per hour versus \$350 per hour). Very few tows requested by VPD are heavy towing. Both companies carry similar liability insurance thresholds and have the necessary storage and equipment availability to fulfill the towing and recovery needs of the Division of Police. Both companies offered towing services on vehicles owned by the Division of Police at no charge. Englewood's storage facility is more than five miles of the City of Vandalia while Sandy's Towing is located within the city limits. One of the bid specifications is that the storage facility used is within five miles of the corporate limits of Vandalia. Sandy's Towing is the only bid that met that standard. Since this is a service contract and costs are paid by the customer, there are no city funds budgeted. Chief Sucher recommends the Towing and Impound Services contract be awarded to Sandy's Towing. This agreement will be for two (2) years and renewable for another two (2) years if mutually agreed to by both the City and Sandy's Towing."

Resolution 25-R-38: OPWC grant funding for Pool & Randler (N) Ave Watermain Replacement & Resurfacing - We are submitting an Ohio Public Works Commission (OPWC) grant application for the Pool & Randler (N) Ave Watermain Replacement project, due September 10, 2025. The project includes replacing watermain, fire hydrants, and service lines, followed by full street resurfacing. The total project cost is estimated at \$1,685,000, including \$40,000 of in-house services. To enhance the competitiveness of our application and increase the likelihood of funding approval, we will be requesting \$500,000 (~30% of the total cost), split equally between a \$250,000 grant and a \$250,000 0% interest loan over 5 years.

Resolution 25-R-39: PPM Revision/Update - The document provided is the City of Vandalia's 2025 Personnel Policies Manual (PPM), developed by the Human Resources Department. This manual serves as a comprehensive reference for City staff, establishing clear policies, procedures, and expectations that guide workplace conduct and operations. Maintaining an up-to-date handbook is essential to ensure compliance with evolving employment laws, incorporate organizational changes, and reflect best practices in public sector management. Regular updates also help promote consistency, fairness, and transparency across all departments, ultimately supporting the City's mission and protecting both employees and the organization

Resolution 25-R-40: Bid Award – Robinette Park Splash Pad - The Parks and Recreation Department is recommending awarding the bid for the Robinette Park Splashpad Project to Double Jay Construction, Inc of Englewood, Ohio as a result of their overall best bid proposal for the project. On August 15, 2025 we publicly opened

and read proposals received for the project, advertised in the Daily Court Reporter on July 18 and 25, 2025. This project will allow for the construction of a splashpad, shelter, additional parking. This project is the continuation of developing Robinette Park into an inclusive place for residents to meet and recreate as indicated in the 2020 Vandalia Vision Comprehensive Plan as well as the Community Input Key Findings section of the Parks and Recreation Master Plan.

Four (4) contractors obtained the bid package through Bid Express, and all four contractors submitted bids for the project. Bids ranged from \$1,479,880 to \$1,835,00.

Funding for the project includes federal grant funds in the amount of \$400,000 and city capital budget funds.

Resolution 25-R-41: Emergency Operations Plan Revision - The City's Emergency Management work group has conducted a review of the City's EOP and made several revisions. Chief Follick will be at your September 2nd Council Workshop to provide you with an overview of the process and revisions, and a Resolution adopting the revised Emergency Operations Plan will be on your September 2nd council agenda.

Ordinances Second Reading

Ordinance 25-17: Sewer Use Update - As part of a routine OEPA permit review, updates to Chapter 1044 of our Sewer Use Ordinance are needed to align with state regulations and current City & TCA permits. Similar updates are being made by Tipp City and Huber Heights. The changes focus on improving documentation of industrial pre-treatment standards. Adoption is recommended to maintain compliance.

Ordinance 25-18: PC 25-0007 – 7100 Park Center Drive – Redwood Phase III – PUD Amendment & Final Plan – Enclosed is a memorandum from Mr. Hammes wherein the applicant, Todd Foley, of PUD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

Ordinance 25-19: PC 25-0008 – 600 Corporate Center – PUD - District & Prelim Plan – Enclosed is a memorandum from Mr. Hammes wherein the applicant, Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development with the associated Preliminary Development Plan. The property is owned by the Hague Corporation.

Ordinance 25-20: PC 25-0009 – 3675 Wyse Road – Rezoning - O/IP to HB and I – Enclosed is a memorandum from Mr. Hammes wherein the applicant, Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

Ordinances Emergency Reading

Ordinance 25-21: Supplemental - Mrs. Leiter will request approval of the following supplemental appropriation Ordinance for the following reasons:

General Fund:

Court

- \$15,000 – increase appropriations to cover the unexpected increase in postage costs related to new court legislation passed requiring all payable citations to receive 30 days continuance notice if they fail to appear.

Police - Operations

- \$5,000 – increase appropriations to cover the unexpected increase in vehicle repair and maintenance costs of police vehicles.

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- \$1,125,000 – transfer and increase of appropriations related to the Damian, Soter, Romanus and Desales (N) Watermain Replacement & Resurfacing project. The project was budgeted in the general water department account (water - department 350), and because the project was subsequently awarded OPWC funding, a transfer is necessary to reclassify the expense in the correct account (OPWC – department 332).

Reports from Boards and Commissions:

PC 25-0010 – Conditional Use – 3675 Wyse Road – Truck Facility - The applicant, Richard Drake, of Drake Architecture and on behalf of R&R Takhar Oil Company, requests conditional use approval of two parcels totaling 1.814 acres +/- for the property located at 3675 Wyse Road. The proposal involves establishing a “Truck Facility” in the I – Industrial zoning district. On July 8, 2025, the Planning Commission voted 3-0 to recommend approval with 3

conditions. A fourth condition was proposed at the July 21st, 2025 Study Session, and is included in the Staff Memorandum for Council's consideration.

The next Council meeting is on **Tuesday, September 2, 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 5:30 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Rob Cron
Acting City Manager

CC: Board and Commission Members
All City Employees