THE BLUE LETTER



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

February 25, 2022

Honorable Mayor Herbst & Esteemed City Councilmembers:

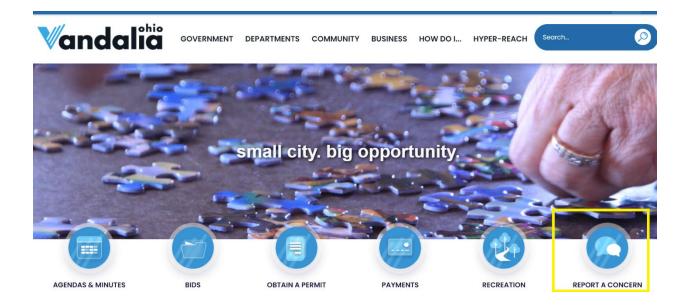
It was a pleasure to recognize and celebrate the service of 19 employees this week at our annual service awards ceremony. Thank you to HR Assistant Sherri Howard, HR Manager Pruszynski, and Communications Manager Hopkins for making this event a success! We are only as good as the team we recruit, nurture, and retain. As you know, our ranks are chocked full of talent. I love getting to know our team and meeting their families. This year, I learned that Maintenance Technician Andrew Christian is an ultra-runner — meaning really, really, really long distances — and that he raises cattle. Also, Parks Mechanic Brian Fox, who has 40 years with the City, loves to tinker with antique tractors and machinery. He was sure to let us know that he won't be auctioning his collection off any time soon. Finally, I discovered that Police Officer Brian Krimm is known as the barbeque pit master of the Police Division. He got a laugh from the whole room when he told us that he has, "the best meat in town." In the coming weeks, I will share the dates, times, and locations for our 2022 employee appreciation events.

It was a great week for camaraderie and collaboration. I met with Butler Township Administrator Erika Vogel to touch base on ongoing items of mutual interest. I also met with Township Trustee Bryson Jackson. In addition, Mayor Herbst and I attended the Vandalia Butler City School District Board of Education meeting. I presented to the Board on the City's forthcoming downtown development efforts. I also led a proactive conversation about necessary economic development incentives and how deals can be structured in order to provide a net-benefit to our VBCSD. To date, I have held one-on-one meetings with three School Board members, and we are in a good place to pursue development, while making sure that we consider the interests of all parties. In near future, I will propose that City Council extend the downtown Community Reinvestment Area that we discussed in late 2021.

This week, I plan to have a face-to-face meeting with Union City Manager John Applegate to discuss ongoing economic development and the City's initiatives to combat the negative effects of commercial truck traffic. Also, I am going to meet with Mr. Mike Dittoe of HighBridge Co. to discuss our next steps in building a coalition around federal community funding to accelerate the acquisition of right of way (and construction) of the ring road around the airport.



- 1. **Passing of Retired Assistant Chief Thomas Hellard:** As you know, Retired Assistant Chief, Thomas Hellard passed away this week. Chief Hellard was a charter member of the Division of Fire and served as the Assistant Chief for many years. The Division of Fire participated in the funeral services.
- 2. **State of the Community:** The Vandalia Butler Chamber Annual Membership and State of the Community will be held Tuesday, March 8 from 7:30 a.m. to 9:30 a.m. at Scene 75 Banquet Center. Communications Manager Hopkins and our CMO team are working to finalize this year's video, which will be posted online.
- 3. **Pizza with the Police:** VPD will be hosting its first police-community event of 2022 on Tuesday, March 22 from 2:00 pm to 3:30 pm with a new program entitled *Pizza with the Police* being hosted at the Vandalia Library Branch. This program allows members of the community to stop by the library, enjoy some pizza while interacting with VPD officers and enhance community relations. Officer Wehner is organizing and coordinating this event which will be promoted on our website and social media sites. We also hope to utilize this event to interact with students who often visit the library during after-school hours.
- 4. **My Vandalia Report a Concern:** My Vandalia the City's updated platform for managing and tracking progress for service requests is live from the City's website. The mobile application will be available for download on March 11.



5. **Delay – Planning Commission & Board of Zoning Appeals:** Thank you for your thoughtful consideration regarding the proposed "Vandalia City Center Overlay." Due to staff illness and quarantine orders, the meeting of the Planning Commission had to be canceled last week. As such, the legislative agenda will be pushed back slightly. You will recall that this zoning overlay allows current businesses and landowners to continue what they are currently doing. This important step towards developing downtown will act as a preliminary alignment of the zoning code with long-term goals and is a direct product of the 2020 Vision Vandalia Comprehensive Plan. This initiative is one of



the many steps that the City is taking in pursuit of developing downtown.o After the overlay is completed, I will propose that the City conduct a commercial market study prior to launching the Downtown Master Plan.

6. White Castle – Community Partner: If you buy a frozen slider in the grocery store – it was made in Vandalia! Be patriotic – Buy frozen sliders (located in Aisle 16 at the Vandalia Kroger). Recently, our partners at the local White Castle facility donated a hand-held gas meter that will help keep their employees and our firefighters safe when responding to emergencies in their facility.



- 7. Parks & Recreation Master Plan: The City received great feedback from participants who attended the Parks & Recreation Master Plan Virtual Community Meeting on February 17. 55 households participated. The recorded event will be placed on the city website in early March as well as a document sharing the questions and answers from the meeting. This information will be shared with attendees as well. The next steps in the process will include workshops with staff, internal and external stakeholder interviews and the development of survey questions for the statistically valid mail survey as well as the online survey. Please let me know if you have thoughts on something you would like to be included in the statistically valid or online convenience survey.
- 8. **Community Gardens at Jeffers Park:** Registration for our Community Gardens begins on March 1. Local gardeners are invited to reserve one of 22 available garden plots (15'x 20'). The gardening season will be April to October and a water source is available on site. *Registration packets are available at the VRC.* Each garden plot is \$25 and will be available on a first come first serve basis.
- 9. **The Free Little Library** units (4) have arrived. These units were purchased with grant funding from the Vandalia-Butler Optimist Club and The Vandalia-Butler Foundation. Recreation Superintendent Jeff Kreill is working with the Butler High School Octagon Club to coordinate the painting and the maintenance team will install them this spring in Copperfield Park, Helke Park, Warner Park and Brown School Road Park.
- 10. Luther's Jungle: Beau Townsend Ford has extended their sponsorship Luther's Jungle through 2024. The City will receive \$3,000 annually for the sponsorship. Premier Health will be sponsoring our Championship Circle, which includes a banner for youth sport winning teams to get their picture. As a team, we are thankful for our generous sponsors who help us extend taxpayer dollars.
- 11. Cassel Hills Golf Course: Golfers are itching to get back on the course. There were 60 players on Monday, February 21. The course has now been open for play 2 days thus far, but last week's rain might put a damper on play for a bit. Both days were open for walking only we await the return of the GPS units from the manufacturer. The units are reprogrammed into 5G coverage which will allow for the new upgrade to be installed.
- 12. **Commercial Truck Traffic:** During the past two (2) weeks, VPD officers made 27 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three (3) traffic citations, 23 written warnings and one (1) verbal warning while working 24 additional enforcement hours.



I am continuing to meet with partners at the Ohio Department of Transportation and neighboring jurisdictions as we work to lessen the burden that truck traffic brings to our town. Recently, the City has applied for ODOT funding to assist implementing the safety study modifications to improve National Rd. If implemented, this project would give semi-trucks a strong incentive to use the Airport Access Rd. or planned the ring road around the north side of the airport. In addition, it will improve connectivity by providing active transportation options as prescribed in our comprehensive plan. It will slow down traffic, heighten the visibility of our National Rd. businesses, reduce traffic collisions, and make US-40 a more enjoyable place to be. To anyone who doubts the validity of this project, I ask you to look at what is going on in any top-tier suburb that you admire (this is what they are doing). I also would ask you to take a stroll from Dixie Dr. to Ranchview on National Rd. Given our current housing stock, these types of "vibrant" changes across town are going to be necessary in order to attract and to retain Gen-Z and Millennials – the primary cross section of the current workforce. In all cases, this type of project is the continuation of our legacy as a top-tier suburb with top-tier services.

- 13. The Vandalia & Butler Township Joint Citizens' Police Academy is scheduled for March 31 through May 19 on Thursday evenings for eight consecutive weeks. Applications will be accepted through March 4 and is open to everyone age 18 and over. Preference will be given to residents or those who work or worship within the jurisdictions. As part of the agreement with Butler Twp. Police, the spring academy will primarily be held at VPD while the fall session will generally be held in Butler Twp. More information is available on the City website (Link). This is a great collaboration between our partners at Butler Township. At the end of the last academy, participants were very appreciative of the opportunity, and I heard great feedback about what they learned. This endeavor is just one of the many initiatives that helps to make the Vandalia Police Division a transparent and high-performing local government organization. I have enclosed the application at the end of this correspondence. Please forward it to anyone who you think may be interested!
- 14. Accreditation Manager Laurie Paskey Ohio Accreditation Resource Executive Board Member: Congratulations to Laurie Paskey. On February 18, Accreditation Manager Laurie Paskey was nominated and voted in as Secretary to the State of Ohio Accreditation Resource (SOAR) Executive Board. Her position will assist in leading our accreditation process and being a resource to other agencies across the State who are accredited or seeking accreditation.
- 15. **Sgt. Garry Lawson Graduates from CLEE:** Sergeant Garry Lawson completed a year-long training course to become a Certified Law Enforcement Executive (CLEE) through the Law Enforcement Foundation and Ohio Association of Chiefs of Police. This intense training involves reading and writing assignments, leadership enhancement classes, oral presentations, group discussions with other police supervisors and administrators, and a capstone project. Congratulations to Sergeant Lawson for completing this training and obtaining his CLEE certification.



16. Dog Leg Road Utility Expansion: The City recently received the final plans for the Dog Leg Road Utility Extension project. This project includes water and wastewater extension and a sanitary lift station. The project has been designed to scale and to accommodate potential growth west of Dog Leg Road. I have enclosed a larger map and the engineer's estimate of \$5,146,067. If approved by Council, this project will mitigate current threats to ground water polyfluoroalkyl substance (PFAS) contamination in the area and will be transformative for strategic economic development. There is strong evidence that property values are quickly increasing west of the



Airport Access Rd. As a long-term strategy, cascading revenues from this initiative will be used to help the City realize its decades old plan of catalyzing downtown development and goals outlined in the 2020 Vision Vandalia Comprehensive Plan. Based on anticipated development, our utility systems can carry this additional capacity. It is important to note that this project will be funded through enterprise funds (e.g., water revenue, sewer revenue) rather than general revenues such as income tax — meaning it is not rivalrous with the City's ability to fund core services like street maintenance and public safety. Because of this, it does not negatively affect the City's general obligation debt ratio that we use as a performance benchmark.

This project aligns with Council's 2022 policy goal to enhance infrastructure and has been in the works for no less than 15 years. Soon, I will present to Council and propose that the City leverage its very healthy operating position to secure debt to fund the project with a payback period of 10 – 20 years. At that time, I will introduce a development fee structure and tax increment financing strategy that holds the Vandalia Butler City School District harmless during effective term - among other strategies that will make this a sustainable and beneficial project throughout the ownership life cycle.

Currently, Service Director Cron is working with property owners to obtain necessary easements for the project. We have received EPA approval for the watermain and storm water portion of the project. Final approval for the sanitary sewer will be given once our Future Planning Area amendment is formalized by the Miami Valley Regional Planning Commission (MVRPC). In addition, I am working with other utility providers to ensure optimal coordination.

After presenting to Council, and with your deliberation and approval, I anticipate having the project out for bid in the next couple of months. This could mean that construction would begin later this year and be completed in 2023.

17. **STP Grant - ~\$717,000** for paving **Webster St.:** Mr. Cron attended the MVRPC Technical Advisory Committee meeting last week. As part of the meeting the committee recommended this year's Surface Transportation Program funding slate on to the MVRPC board for approval. Part of this recommendation is the \$717,131.20 grant that we are recommended to receive for the Webster Street resurfacing project.



- 18. **Recruitment and Interviews:** This coming week we will have interviews galore! Monday, February 28 and Tuesday, March 1 we will hold second round interviews for the Public Works Superintendent vacancy. No candidates have been eliminated at this point. On Wednesday, March 2 we will hold first round interviews for the Executive Assistant / Deputy Clerk of Council position and on Friday, March 4 we will hold first round interviews for the position of Firefighter / Paramedic / Inspector. The Civil Service Commission met last week and approved the Electrical Inspector candidate eligibility list. I have extended a conditional offer of employment for the Electrical Inspector vacancy. I anticipate opening recruitments and establishing eligibility lists for Public Safety Specialist and Police Officer position in the near future.
- 19. **COVID-19 test kits are FREE.** Visit https://www.covidtests.gov/ to order yours! Each home in the United States is eligible to request four at-home COVID-19 tests. In the event you are unable to obtain a free at-home test kit, you can locate free testing sites near you on the U.S. Department of Health & Human Services website at https://www.hhs.gov/.
- 20. **Governor DeWine Extends Virtual Public Meetings:** Governor DeWine signed HB 51, which extends the authority of local governments to hold virtual meetings until June 30, 2022. Because of the bill's emergency clause, this authorization took effect immediately. Voting members of the legislative body and our boards and commissions will be able to attend, participate, and vote remotely. If it is the desire of Council the public can be permitted to speak remotely as well. This is a worthy discussion piece for our next meeting.

There are a lot of great things going on here in town. If it is the desire of City Council, I would propose that we consider setting a retreat in May to make sure that our team's work product is aligned with Council's strategic policy goals.

It is a privilege and honor to serve this beautiful community. Let's keep working to improve quality of life for our residents.

Your Partner in Service,

Dan Wendt City Manager

Attachments:

- 1. Information Update ACM Holloway February 24, 2022;
- 2. Information Update Director Leiter February 24, 2022;
- 3. Information Update Chief Follick February 24, 2022;
- 4. Information Update HR Manager Pruszynski February 25, 2022
- 5. Information Update Director Clark February 24, 2022;
- 6. Information Update Chief Althouse February 24, 2022;
- 7. Information Update Director Cron February 24, 2022;
- 8. Citizen's Police Academy Application;
- 9. Map Water and Wastewater Utility Extension; and
- 10. Engineer's estimate Utility Extension.



To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: February 24, 2022 Subject: Information Update



- We held a CRA Housing Council Meeting on Friday February 11th to review properties receiving tax abatements.
- I submitted the City's EEO reports for the 2021 reporting year.
- Rich and I attended the Chamber Honor Awards Banquet. This was a very nice event.
 Congratulations to all of those honored, especially Rudy Wells for his Distinguished
 Service Award. It was wonderful to witness Rudy be honored hard work and dedication to the Vandalia community.
- You, Zak and I met to review upcoming public hearing items on February 16th.
- You, Rich and I met with the Wright State University Master's students working on our Resident Academy.
- Rich and I held our monthly meeting on February 17th.
- On Friday February 18th:
 - I attended the I-70/75 Development Association breakfast. Jeff Hoagland was the featured speaker and provided an Economic Update.
 - I attended the "Preparing for Economic Success" seminar organized by OEDA and the DDC.
- Staff from DES, Fire, and I held our monthly development meeting on Monday February 21st.
- On Wednesday February 23rd, I held a meeting with Councilmember Farst and two community members to review options for our mural project.

Communications Update

- We filmed Focus Vandalia for the month of March on Thursday February 17th. Stories for the month include:
 - Expansion of the Parks and Rec Youth Scholarship Fund
 - Parks and Recreation Master Plan
 - Gabriel Street Resurfacing Project
 - Council Goals for 2022
- Rich, Missy & Sherri met with you to discuss Employee Appreciation events for 2022. The full list of events will be released in early May.
- Articles have been submitted to the Dayton Daily News for our March feature page.
- Work continues on the State of the City video.

Memo



To: Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: February 24, 2022

Re: Information Update - Period Ending February 25, 2022

1. Kristen and I attended a regularly scheduled council meeting.

- 2. I attended various meetings and provided information regarding the HVAC/roof project and bond financing.
- 3. Finance is gathering required information and assisting bond counsel in the preparation of an Official Statement that will be available and used to secure financing through the issuance of bonds for the HVAC/roof project.
- 4. I attended a discussion regarding a future project (restroom facility) at the Art Park.
- 5. Finance continues to provide data to the compilation team and auditors from Plattenburg and Associates for the 2021 Annual Report and audit.
- 6. Congratulations to Rudy Wells on receiving the 2021 Marvin Link Distinguished Service Award!
- 7. Finance would like to congratulate all employees receiving service awards!



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER

FROM: CHAD FOLLICK, FIRE CHIEF

DATE: 2/24/2022

SUBJECT: INFORMATION UPDATE – PERIOD ENDING FEBRUARY 25, 2022

- 1. The Division of Fire and Fire Prevention Bureau have been busy with Public Education and Outreach. Over 60 people with the Roofers Local Union were trained in CPR and over 40 others attended a Stop the Bleed class hosted by the Vandalia Senior Center. It's good to be out in the community and able to offer these beneficial and possibly lifesaving skills.
- 2. The Firefighters Association is grateful for a generous donation made by Mrs. DePaul and the Amvets Women's Auxiliary on February 18th. This donation will go toward purchasing first aid kits for the kids who participate in the Division of Fire's "Home Alone" program.
- 3. On February 19th The Division of Fire received a status update of our new ladder truck. It looks more like a ladder truck with cab & chassis, interior cab, front bumper, and pump panel. Pictures and updates were also posted to our social media page.
- 4. Crews responded overnight on February 20th to a rollover auto accident on Dixie drive near Stonequarry Rd. The driver was able to self-extricate and taken to the hospital with only minor injuries.
- 5. Our Community Risk Reduction Coordinator, Scott Jacobs is attending the Vision 20/20 Model Performance in CRR Symposium this week. Scott is attending various sessions such as: Disability Awareness State-wide Approach, Building Community Risk Reduction Programs State-wide and more. This is a conference that happens every two years and Scott should bring back knowledge and resources to better assist the Fire Prevention Bureau with their ongoing community risk reduction efforts.

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DIVISION OF FIRE INFORMATION UPDATE

- On February 22nd crews responded early morning to a report of a house fire on Old
 Springfield Rd. Crews found no active fire, but they did find damage related to a lightning strike.
- 7. Currently Division of Fire crews certified as a "Go Rescuer" are taking their annual swim tests. Vandalia, Butler Township, and Huber Heights Fire Departments work together on water rescue events and trainings. Crews were able to go over the Huber Heights boat trailer and equipment then complete their annual swim test. Thanks to the Vandalia Rec Center for allowing us to use their facility and pool to complete these tests.
- 8. The Division of fire is thankful to the Vandalia White Castle Facility for the donation of a hand-held gas meter and to a partnership that is committed to keeping their employees and our firefighters safe when responding to emergencies in their facility.
- 9. It's with heavy hart to announce the passing of retired Assistant Chief, Thomas Hellard. Chief Hellard was a charter member of the Division of Fire and served as the Assistant Chief for many years. The Division of Fire will be participating in Chief Hellard's services once we have the details.

Page 2 of 2



To: Daniel D. Wendt, City Manager

From: Melissa Pruszynski, Human Resources Manager

Date: February 25, 2022

Re: Information Update - Period Ending February 25, 2022

 Congratulations to Facilities Superintendent Rudy Wells as the Distinguished Service Award recipient. We sincerely appreciate his leadership and service to our community.

- Affordable Care Act 1095 Reporting This annual form provides information about the healthcare coverage the City offered in 2021, and whether or not you chose to participate. These forms will be distributed within the next few weeks and can be helpful when filing taxes.
- 3. This coming week we will have interviews galore! Monday, February 28 and Tuesday, March 1 we will hold second round interviews for the Public Works Superintendent vacancy there are two candidates. As well, on Wednesday, March 2 we will hold first round interviews for the Executive Assistant / Deputy Clerk of Council position and on Friday, March 4 we will hold first round interviews for the position of Firefighter / Paramedic / Inspector. The Civil Service Commission met today and approved the Electrical Inspector candidate Eligibility Register there is one candidate on the list. Soon we will post for Public Safety Specialist and Police Officer positions.
- 4. The 2021 **Employee Service Awards** event was a success. Thank you to Sherri Howard and Rich Hopkins for their expert and kind assistance. Congratulations to all the 2021 Service Award recipients. We value your dedication to our organization!
- 5. Miami Valley Cable Council is holding its annual Elected Official Training March 9, 2022 at Yankee Trace Golf Course in Centerville. The training event begins at 7:30 a.m. and includes lunch and training materials. This is a valuable training opportunity for staff, city boards and commission members, and elected officials.
- COVID-19 test kits are FREE. Visit https://www.covidtests.gov/ to order yours! Each home in the United States is eligible to request four at-home COVID-19 tests. In the event you are unable to obtain an at-home test kit, you can locate free testing sites near you on the U.S. Department of Health & Human Services website at https://www.hhs.gov/.



To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 02/24/2022

Re: Information Update – Period ending February 24, 2022

Congratulations to all City employees being honored on Friday for reaching milestone anniversaries in 2021. The Parks & Recreation Department has five employees being recognized – Bryan Fox for 40 years of service; Jerrod Hill for 25 years of service; Sharon Hamby and Mark Collins for 20 years of service; Andrew Christian for 5 years of service. That is 110 years of experience being honored. The Parks & Recreation Department is very fortunate to have such a dedicated group of people serving our community.

The Parks & Recreation Master Plan Virtual Community Meeting was held on Thursday, February 17 with 55 households participating. The event included sharing of information about the Master Plan process, engagement of participants with polling questions and an opportunity for questions and answers. The recorded event will be placed on the city website in early March as well as a document sharing the questions and answers from the meeting. This information will be shared with attendees as well. The next steps in the process will include workshops with staff, internal and external stakeholder interviews and the development of survey questions for the statistically valid mail survey as well as the online survey.

RECREATION/ATHLETICS DIVISION

Diving board repairs at Cassel Hills will take place in the coming weeks. A section of the ladder assembly will be replaced as well as a section of the support assembly. There will likely be come concrete replacement necessary due to the nature of the work. All of this work will be completed for under \$10,000.

Staff is working to increase opportunities available to get in front of senior center members and educate/promote services we are providing throughout our department. VRC staff will be presenting at an upcoming Lunch and Learn event at the Senior Center. Additional connections will be made throughout the year.

A total of 221 youth registered for the 2022 Youth Baseball/Softball program thus far. We are looking to eclipse last year's 442 total participants. John Myers is working to secure team sponsorships for all teams in the program.

FACILITY MAINTENANCE DIVISION

Registration for our Community Gardens begins March 1. Local gardeners are invited to reserve one of 22 available garden plots (15'x 20'). The gardening season will be April to October and a water source is available on site. Registration packets are available at the VRC. Each garden plot is \$25 and will be available on a first come first serve basis.

The Free Little Library units (4) have arrived. These units were purchased with grant funding received from the Vandalia-Butler Optimist Club and The Vandalia-Butler Foundation. Recreation Superintendent Jeff Kriell is working with the Butler High School Octagon Club to coordinate the painting of the units. Maintenance staff will be installing the units this spring in Copperfield Park, Helke Park, Warner Park and Brown School Wood Park.

RECREATION CENTER

VRC staff participated in a Crisis Management and De-Escalation training on February 11. A special thanks to Vandalia Crime Prevention Officer Andy Wehner for connecting us with the Alcohol, Drug Addiction, and Mental Health Services Board (ADAMHS), who conducted the training program.

The painting project has been completed at the VRC. Hallway walls, metal panels and the wood handrailing in the lobby all received a fresh coat of paint. The front desk wall, gym wall stripe as well as storage cubbies all were painted the new city blue color. This creates quite a change from the original red color in these areas.

Facility Manager Alicia McCracken is working with IT and Building Maintenance staff regarding the VRC Special Events Room media upgrade. The upgrade will take place on March 1st and 2nd.

The Division of Fire has been using the VRC Aquatic Center this week for swim training and testing. Members of the water rescue teams must pass an annual swim test to be certified as a Go Rescuer.

The Premier Health "Stop the Bleed" Speaker Series presentation took place on February 21 with 12 people attending. Premier also offers glucose and blood pressure screenings at the VRC the first Wednesday of each month.

Several Valentine programs for youth were held at the VRC. A program entitled "Light Up Valentines with Stemily Studios took place on February 8 with 14 participants. Kids learned about small electrical circuits that we used to make Valentine's Day cards. "My Little Valentine" took place on February 11 with 6 participants. Kids made Valentine themed crafts and treats.

February Family Fun Night will take place at the VRC on February 25. The event is for current members of the VRC, residents and school district students and will include swimming, wall climbing, laser tag, childcare for little ones, arts & crafts, a food truck and Kona Ice. This promises to be a great family event.

Beau Townsend Ford has extended their sponsorship Luther's Jungle through 2024. We will receive \$3,000 annually for the sponsorship. Premier Health will be sponsoring our Championship Circle, which includes a banner for youth sport winning teams to get their picture.

GOLF DIVISION

Managing Golf Professional coordinated the redesign of golf course website which includes a fresh new look along with the implementation of the new city branding and logo.

Golfers are itching to get back on the course as we had 60 players on Monday, February 21. The course has now been open for play 2 days thus far. Both days have been opened for walking only as we await the return of the GPS units from the manufacturer. The units are reprogrammed into 5G coverage which will allow for the new upgrade to be installed.

Golf Maintenance staff cut trees down on holes 4, 7 and 18 that were dying and had a contractor come out and cut back the trees on hole 16. The contractor also removed a large pine tree next to the parking lot that was dead.

SENIOR CITIZENS CENTER

The van used for the Van Tran program was out of service for replacement of the drive train and front axle. It returned to service on February 18.

LVM completed the annual fire alarm inspection on February 16.

The Senior Center is averaging 67 member visits per day over the past nine day period. This is a pretty good turnout considering some of the icy winter days we have been experiencing. Toni reports the Senior Center is getting closer to pre-Covid days as Lunch & Learns as well as other programs are filling up much faster over the past two weeks.

Information Update

To: Dan Wendt

hours.

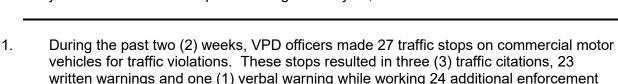
City Manager

From: Kurt E. Althouse

Chief of Police

Date: February 24, 2022

Subject: Information Update Ending February 25, 2022



Officer Wehner recently noted several observations while recently working commercial vehicle enforcement, including an overall reduction in truck traffic and more trucks using the Airport Access Road to drive to areas west of Vandalia. While speaking with a semi driver, the driver showed Officer Wehner his truck's GPS which directed him around downtown via Interstate 70 to Airport Access Road. This is the first time we have become aware of a GPS routing drivers around Vandalia and not routing them through downtown on National Road.

- We congratulate Rudy Wells for being the recipient of the 2021 Marvin Link Distinguished Service Award by the Chamber of Commerce. Rudy and his team do a fabulous job maintaining and cleaning the Justice Center Building for our staff. He remains active to address any maintenance concerns or upgrades to our facility and offers top-tier professional service in his position. We also congratulate all the other award recipients that were recognized at the Chamber's Honor Awards Banquet last Tuesday. It was an honor to attend this prestigious event and see the great work occurring in our community.
- On February 9, I attended the Ohio Association of Chiefs of Police (OACP) board meeting in Dublin. The main topics of discussion were the 2022 Continuing Professional Training (CPT) hours mandated for all Ohio peace officers and upcoming legislation surrounding marijuana legalization and firearms regulations.
- 4. On February 10, I joined Butler Twp. Police Chief John Porter, Superintendent Rob O'Leary and School Compliance Director Bill Wertz for our monthly meeting on community safety issues surrounding our school district and students.
- 5. The Vandalia & Butler Township joint Citizens' Police Academy is scheduled for March 31 through May 19 on Thursday evenings for eight consecutive weeks. Applications will be accepted through March 4 and is open to everyone age 18 and over. Preference will be given to residents or those who work or worship within the jurisdictions. As part of the agreement with Butler Twp. Police, the spring academy will primarily be held at VPD while the fall session is typically in Butler Twp.



- 6. The Division hosted a two-day class on February 16-17 by Savage Training Group. The first day focused on response tactics for in-progress critical incidents. The second day focused on managing such incidents from a command perspective. All VPD sergeants attended the training and provided positive feedback.
- 7. Lieutenant Walker and I attended the annual Police Executive Leadership College (PELC) conference in Westerville, Ohio on February 17-18. The conference consisted of one full day and one-half day of instruction on the Performance Leadership Model by speaker Bill Westfall. This model provides leaders with tools to conduct performance assessments to diagnose deficiencies and what causes them. Once diagnosed, the model provides practical leadership responses to effectively address them.
- 8. On February 18, Accreditation Manager Laurie Paskey was nominated and voted in as Secretary to the State of Ohio Accreditation Resource (SOAR) Executive Board. Her position will assist in leading our accreditation process and being a resource to other agencies across the State who are accredited or seeking accreditation.
- 9. Sergeant Garry Lawson completed a year-long training course to become a Certified Law Enforcement Executive (CLEE) through the Law Enforcement Foundation and Ohio Association of Chiefs of Police. This intense training involves reading and writing assignments, leadership enhancement classes, oral presentations, group discussions with other police supervisors and administrators, and a capstone project. Congratulations to Sergeant Lawson for completing this training and obtaining his CLEE certification.
- 10. VPD will be hosting its first police-community event of 2022 on Tuesday, March 22 from 2:00 pm to 3:30 pm with a new program entitled *Pizza with the Police* being hosted at the Vandalia Library Branch. This program allows members of the community to stop by the library, enjoy some pizza while interacting with VPD officers and enhance community relations. Officer Wehner is organizing and coordinating this event which will be promoted on our website and social media sites. We also hope to utilize this event to interact with students who often visit the library during after-school hours.
- 11. Detectives charged a 37-year old Vandalia man for burglary. The man broke into an attached garage of a Vandalia home and was captured at the scene by patrol officers.
- 12. Detectives charged a 45-year old Butler Township man for improper handling of a firearm in a motor vehicle and OVI. The man was involved in a crash on Dog Leg Rd. He was found to be under the influence and possessing a loaded firearm.
- 13. Officer Wehner hosted a Police Explorer meeting on February 22. PSS Kanzari was the guest speaker and discussed the role of the Communications Center, job duties as a public safety specialist, and the important part PSS play in public safety.
- 14. CPO Wehner participated in the March Madness Reader program at Demmitt Elementary. The school is seeking people in different jobs throughout the community and beyond to record themselves reading a book. The recordings are played for the students at the school and they vote on their favorite book. The favorite books proceed through the bracket much like March Madness Basketball.
- 15. The JAMAR traffic monitoring device was posted in front of 827 Kenbrook Drive February 10-16 to assess recent speeding complaints. The device tracked 6,535 vehicles during that week and the overall average speed was 28 mph. Only 6% of the vehicles traveled more than 9 mph over the posted speed limit of 25 mph and found the

- overall average speed was 28 mph. The device provides time frames for when most of the violations occurred. This information is shared with patrol officers so they can plan their enforcement activity accordingly.
- 16. In response to recent speeding complaints, the JAMAR device will be posted in the 25-mph corridor on East National Road between Dixie Drive and Ranchview Drive. Simultaneously, VPD will be increasing our traffic enforcement through this area over the next couple of weeks. Officers will be posted in this area multiple times each shift to provide a heavy visual presence and to take appropriate enforcement action to discourage the intermittent speeding violations.
- 17. On February 22, VPD officers responded to an Officer Needs Assistance (Signal 99) call sent out by two deputies at North Dixie Drive and Stop Eight Road in Harrison Township. The deputies attempted to stop a stolen vehicle driven by a female from Columbus, Ohio. The female fled from the felony stop striking one of the deputies with the stolen car causing serious physical injuries. A deputy fired his handgun at the suspect who fled the scene and led troopers and deputies in a vehicle pursuit which ended on northbound Interstate 75 north of Northwoods Boulevard. The suspect surrendered and was transported to Grandview Medical Center by VFD with several gunshot wounds. The deputy and suspect were treated for their injuries and are expected to recover. VPD officers and administrators responded to assist MCSO and Dayton PD with scene management and their criminal investigation. VPD is a drop-off location for any resident or citizen wishing to drop off a card to the injured deputy who is a Vandalia-Butler H.S. graduate. One item to note from this incident is the MCSO deputies were alerted to the stolen vehicle by one of their Flock safety devices. These are the same devices that VPD is in the process of implementing.
- 18. Lieutenant Walker and I attend the Montgomery County Police Chiefs' Association monthly luncheon meeting at Sinclair Community College on February 23. The guest speakers included Carla Malott who presented on the effective impact of EMDR for successfully coping with trauma and Common Pleas Court Judge Mary Kate Huffman who shared the progress with the Montgomery County Electronic Signature Search Warrant Project. This project will allow officers to obtain signatures on search warrants from judges electronically instead of visiting a judge at home after normal business hours. VPD will be working to implement this system over the next couple months.
- 19. On February 23, Officer Andy Wehner, Detective Brian Krimm and I attended the orientation for *Every Officer is a Leader* program hosted virtually by Franklin University. This virtual leadership training is an eight-week course that provides officers with various reading assignments, discussion topics, professional mentors and a 360 review for career guidance. The associated and assigned text is the book *Extreme Ownership: How Navy SEALs lead and* Win by Jocko Willink and Leif Babin, Detective Krimm and Officer Wehner will attend as participants and I will be serving as a mentor to other course participants.
- 20. This past Wednesday afternoon, Sergeant Doug Nagel responded with Montgomery County Regional SWAT to a house in Harrison Township where burglars were barricaded inside, possibly armed with firearms. The SWAT team responded and took the suspects into custody without incident.
- 21. On Wednesday, Lieutenant Sucher attended a driver instructor refresher training course at the Ohio Peace Officers' Training Academy in London, Ohio. This training provided updates on Emergency Vehicle Operations with various types of patrol vehicles, effective maneuverability driving courses, and crash avoidance training.

- 22. Sergeant Nagel served as a consultant evaluator with three (3) other MCSO SWAT members for Security Forces at Wright Patterson Air Force Base on Wednesday, February 23. Security Forces conducted a full-scale active shooter training scenario with role players in a building on the base. MCSO SWAT members watched and evaluated the scenario. At the conclusion, SWAT members completed a debrief with the Security Forces and provided their critique for better responses to these situations.
- 23. On Monday, February 21, Lieutenant Walker and our detectives attended a virtual orientation on the Flock safety device system. Their accounts will be activated this week so they can become familiar with the capabilities of the system. This is one of the first steps in implementing these devices. The first devices are scheduled to be installed on March 8, 2022.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: February 24 2022

Re: Information Update for February 12 - 25, 2022

Development & Engineering Services

We will have our Concrete Repair project on Council's agenda for award on March 7th. This year, DL Smith Concrete of Norwalk, OH will be our contractor for this project. Their bid was \$382,907.00 which was approximately \$60,000 below our estimate.

We began advertising this week for our annual Street Resurfacing project. The resurfacing project aligns with the concrete project with a few additional roadways that do not have or will require concrete repairs. Our estimated cost of this year project is \$995,000. These bids will be opened on March 15th and will be on Council's March 21st Study Session agenda for discussion.

We are also advertising this week for the installation of the Decorative Fence that will replace the chain link fence in the NW quadrant of I-75 and National Road. This bid will follow the same schedule as the resurfacing project. Our estimated cost of this project is \$130,000.

We have received the final plans for the Dog Leg Road Utility Extension project. We are currently reaching out to property owners to obtain the required easements for the project. We have received EPA approval for the watermain and storm water portion of the project. Final approval for the sanitary sewer will be given once our Future Planning Area amendment is formalized by MVRPC. We anticipate having the project out for bid in the next couple of months.

In between preparing bid packages, Chad Baughman has made great progress on the plans for the Foley/ Enola Drive Reconstruction project. The next step will be for us to perform the field survey work once the weather cooperates. This project is scheduled to be bid later this summer. Chad Baughman and I held a preconstruction meeting with Sturm Construction regarding the Gabriel Street Reconstruction project. Sturm has indicated that they anticipate starting on the project in mid-March. This could be weather dependent and/or contingent on getting supplies and materials. There is a significant wait time on many materials right now.

Chris Mastrino and Pete Baldauf met via zoom with representatives from General Code to discuss the installment and implementation of our new Municity and Laserfiche software.

Chris and Pete also attended a seminar on updates to the Ohio Building Code for existing structures. This seminar is part of the continuing education requirements for the building inspector credentials.

Kip Millikin has order the property at 4581 Poplar Creek Road to be secured. We hired a contractor to board up several windows that have been broken out. This is vacant house that is in the process of being taken over by a bank. We will continue to monitor the property for violations.

I attended the MVRPC Technical Advisory Committee meeting last week. As part of the meeting the committee recommended this year's Surface Transportation Program funding slate on to the MVRPC board for approval. Part of this recommendation is the \$717,131.20 that we are recommended to receive for the Webster Street resurfacing project.

Chris Mastrino, You and I met to review our DES fee update proposal. We will be fine tuning this information and plan to have ready to share with City Council at the March 7th Study Session.

A conditional offer has been made to our top candidate for our Electrical Inspector position.

Public Works

Crews were out several times again during this period salting roadways. We used another 150 tons of salt, worked 63 hours of overtime and drove 722 miles while salting. We have taken delivery of 500 tons of salt and have 250 more on order. We are prepping our equipment for the next event anticipated here in the next couple of days.

All Pubic Works staff completed Snow & Ice Training sponsored by MVRMA and administered through the ODOT's LTAP (Local Technical Assistance Program).

A fire hydrant was run over at 900 Falls Creek Drive by a hit and run driver. The Police Department is helping to investigate as there may have been a witness to this.

We replaced a sign that was struck by a vehicle in the median on Dixie Drive near Farrell Rd.

We also replaced signs that were struck on the concrete median on Little York Road at Poe Avenue. These have been damaged several times. We plan to remove this concrete island with this year's street resurfacing project.

We have cleaned sanitary sewer mains on North American Blvd., Lockheed Dr., Scott Ave. and the alley behind 246 N. Dixie Drive. Crews have also been performing routine lift station maintenance.

Crews performed two burials at Poplar Hill Cemetery during this period.

We are still out patching pot holes and watermain break holes with temporary cold patch as the weather and conditions permit.

We are advertising this week to receive bids for the purchase of asphalt. This is to be used by our own crews for small paving projects and making permanent patches as needed. This bid will also be used to purchase asphalt for the Public Works crews to repave cart paths at Cassel Hills Golf Course.

Friday February 25th will be Scott Gibbs's last day with us. Scott has resigned to take a position with the City of Oakwood. We wish Scott the best in his new position.

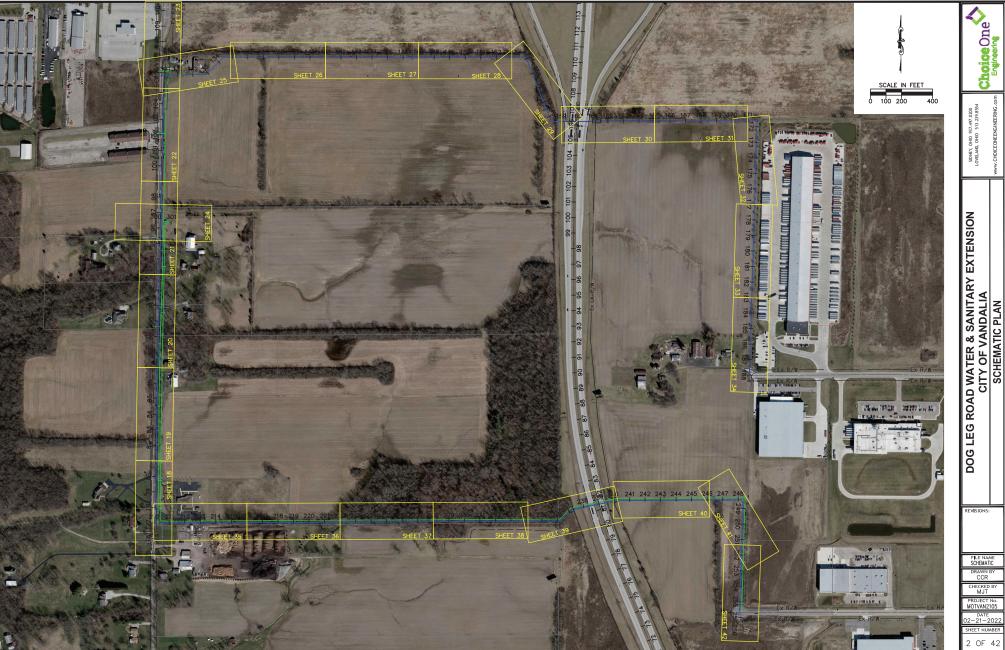


BUTLER TOWNSHIP POLICE & VANDALIA POLICE CITIZENS ACADEMY APPLICATION



FULL NAME:		
LA	AST, FIRST, MIDDLE	
HOME ADDRESS:	NUMBER/STREET/APARTMENT	
	CITY/STATE/ZIP	
PHONE NUMBER:		CELL PHONE NUMBER
DATE OF BIRTH: _		
EMERGENCY CO	NTACT:	CONTACT NUMBER
EMAIL ADDRESS:		
SHIRT SIZE: MALE	FEMALE S M	L XL XXL XXXL
HAVE YOU EVER	BEEN CONVICTED OF A CR	IME? NO YES (IF YES, PLEASE EXPLAIN BELOW)
BRIEFLY EXPLAIN	WHY YOU WOULD LIKE TO A	ATTEND THE CITIZENS ACADEMY.

Please submit the completed application to police@butlertownship.com or awehner@vandaliaohio.org. You can also drop it off at the Butler Township Police Department located at 3510 Sudachi Drive, Dayton, Ohio 45414 or the Vandalia Police Division at 245 James Bohanan Drive, Vandalia, Ohio 45377. If you have any questions, please contact Officer Will S. Wright at 937-890-2671 ext. 205 or Officer Andy Wehner at 937-415-2272.



FILE NAME SCHEMATIC

PROJECT No. MOTVAN2105 DATE 02-21-202

SHEET NUMBER

DOG LEG ROAD WATER AND SANITARY EXTENSION

CITY OF VANDALIA

ENGINEER'S ESTIMATE

February 21, 2022

NO. 201 202 202 202 203 204	DESCRIPTION CLEARING AND GRUBBING, AS PER PLAN	UNIT OF MEASURE	APPROX. QTY.	UNIT PRICE	TOTAL
201 202 202 203	CLEARING AND GRUBBING, AS PER PLAN		<u> </u>		
202 203		LUMP	1	\$200,000.00	\$200,000.00
203	REMOVED, AS PER PLAN	LUMP	1	\$10,000.00	\$10,000.00
	FENCE REMOVED	FT.	96	\$10.00	\$960.00
204	EXCAVATION INCLUDING EMBANKMENT CONSTRUCTION, AS PER PLAN	C.Y.	1000	\$16.00	\$16,000.00
	SUBGRADE COMPACTION	S.Y.	4035	\$3.00	\$12,105.00
302	ASPHALT CONCRETE BASE, PG64-22	C.Y.	170	\$325.00	\$55,250.00
304 407	AGGREGATE BASE TACK COAT	C.Y. GAL.	1396 56	\$45.00 \$10.00	\$62,820.00 \$560.00
441	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (448)	C.Y.	76	\$350.00	\$26,600.00
441	ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (448), PG 64-22	C.Y.	55	\$365.00	\$20,075.00
442	ASPHALT CONCRETE INTERMEDIATE COURSE, 19 MM, TYPE A (448)	C.Y.	10	\$500.00	\$5,000.00
442	ASPHALT CONCRETE SURFACE COURSE, 12.5 MM, TYPE A (448)	C.Y.	8	\$600.00	\$4,800.00
601	ROCK CHANNEL PROTECTION, TYPE B	C.Y.	16	\$130.00	\$2,080.00
601	ROCK CHANNEL PROTECTION, TYPE C	C.Y.	3	\$125.00	\$375.00
602	CONCRETE MASONRY	C.Y.	25.61	\$1,300.00	\$33,293.00
607	FENCE, TYPE CLT, AS PER PLAN	FT.	176	\$70.00	\$12,320.00
607	TYPE 47 FENCE REMOVED AND REBUILT	FT.	576	\$65.00	\$37,440.00
607 609	TYPE CL FENCE REMOVED AND REBUILT CURB REPLACED (IN-KIND)	FT. FT.	164 247	\$65.00 \$70.00	\$10,660.00
	4" CONDUIT, TYPE B, 707.45, STORM REPAIR, AS PER PLAN	FT.	150	\$25.00	\$17,290.00 \$3,750.00
	6" CONDUIT, TYPE B, 707.45, STORM REPAIR, AS PER PLAN	FT.	150	\$25.00	\$3,750.00
	8" CONDUIT, TYPE B, 707.45, STORM REPAIR, AS PER PLAN	FT.	150	\$30.00	\$4,500.00
611		FT.	75	\$50.00	\$3,750.00
611	8" STORM SEWER, CPSLP, AS PER PLAN	FT.	80	\$60.00	\$4,800.00
611	12" STORM SEWER, RCP CL-IV, AS PER PLAN	FT.	382	\$100.00	\$38,200.00
	12" STORM SEWER, CPSLP, AS PER PLAN	FT.	53	\$75.00	\$3,975.00
	15" STORM SEWER, RCP CL-IV, AS PER PLAN	FT.	9	\$90.00	\$810.00
	15" STORM SEWER, CPSLP, AS PER PLAN	FT.	33	\$90.00	\$2,970.00
611	18" STORM SEWER, CPSLP, AS PER PLAN	FT.	10 5	\$100.00	\$1,000.00
611	24" STORM SEWER, CPSLP, AS PER PLAN 30" STORM SEWER, RCP CL-III, AS PER PLAN	FT. FT.	5 144	\$120.00 \$170.00	\$600.00 \$24,480.00
611	60" STORM SEWER, RCP CL-III, AS PER PLAN	FT.	47	\$1,000.00	\$47,000.00
611	TRENCH DRAIN, REPAIRED IN-KIND	FT.	25	\$125.00	\$3,125.00
	4" SANITARY SEWER LATERAL, AS PER PLAN	FT.	170	\$85.00	\$14,450.00
611	6" SANITARY SEWER LATERAL, AS PER PLAN	FT.	135	\$85.00	\$11,475.00
611	10" SANITARY SEWER, PVC SDR-26, AS PER PLAN	FT.	2376	\$200.00	\$475,200.00
611	, ,	FT.	572	\$175.00	\$100,100.00
	18" SANITARY SEWER, PS-115, AS PER PLAN	FT.	1551	\$210.00	\$325,710.00
611	8" SANITARY SEWER FORCEMAIN, PVC DR-11, AS PER PLAN	FT.	4898	\$90.00	\$440,820.00
611	SANITARY SEWER MANHOLE, TYPE D. AS PER PLAN	EACH	13	\$7,500.00	\$97,500.00
611 611	SANITARY SEWER MANHOLE, TYPE D, AS PER PLAN AIR RELEASE VALVE CHAMBER, AS PER PLAN	EACH EACH	2	\$8,500.00 \$9,000.00	\$17,000.00 \$27,000.00
614	MAINTAINING TRAFFIC	LUMP	1	\$75,000.00	\$75,000.00
623	CONSTRUCTION LAYOUT STAKES AND SURVEYING, AS PER PLAN	LUMP	1	\$24,000.00	\$24,000.00
630	REMOVAL OF GROUND MOUNTED SIGN AND REERECTION	EACH	2	\$125.00	\$250.00
638	12" DIP CL-51 WATER MAIN, AS PER PLAN	FT.	13255	\$110.00	\$1,458,050.00
638	12" GATE VALVE	EACH	21	\$3,000.00	\$63,000.00
638	1" WATER SERVICE BRANCH, AS PER PLAN	FT.	208	\$75.00	\$15,600.00
638	1-1/2" WATER SERVICE BRANCH, AS PER PLAN	FT.	103	\$90.00	\$9,270.00
638	YARD HYDRANT, AS PER PLAN	EACH	1	\$4,500.00	\$4,500.00
638 638	6" FIRE HYDRANT ASSEMBLY, AS PER PLAN FIRE HYDRANT ASSEMBLY REMOVED AND RELOCATED	EACH EACH	37 1	\$7,000.00 \$4,000.00	\$259,000.00 \$4,000.00
642	PARKING LOT STALL MARKINGS	FT.	334	\$6.00	\$2,004.00
	EDGE LINE, 4", TYPE 1	MILE	0.23	\$10,000.00	\$2,300.00
642	CENTER LINE, TYPE 1	MILE	0.01	\$75,000.00	\$750.00
659	SEEDING AND MULCHING, CLASS 1, AS PER PLAN	S.Y.	8150	\$7.00	\$57,050.00
659	SEEDING AND MULCHING, CLASS 2, AS PER PLAN	S.Y.	34000	\$3.50	\$119,000.00
	STORM WATER POLLUTION PREVENTION PLAN	LUMP	1	\$7,500.00	\$7,500.00
	EROSION CONTROL	EACH	50000	\$1.00	\$50,000.00
	REMOVE AND RESET MAILBOX	EACH	8	\$250.00	\$2,000.00
	16" STEEL CASING PIPE INSTALLED BY JACK & BORE	FT.	280	\$200.00	\$56,000.00
	20" STEEL CASING PIPE INSTALLED BY JACK & BORE ROCK EXCAVATION	FT. C.Y.	546 500	\$300.00 \$115.00	\$163,800.00 \$57,500.00
	UTILITY CROSSING MARKING	EACH	6	\$115.00 \$150.00	\$900.00
	PUMP STATION WITH STANDBY POWER	LUMP	1	\$525,000.00	\$525,000.00
	VIDEOTAPING OF CONSTRUCTION AREA	LUMP	1	\$10,000.00	\$10,000.00
	TOTAL CONSTRUCTION			-	\$5,146,067.00



We make no warranty, express or implied, that the actual construction cost of the work associated with these estimated quantities and costs will not vary. The cost reflects our opinion of current probable construction cost.

Casey C. Reichert, P.E. Date