THE BLUE LETTER



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

December 9, 2022

Honorable Mayor Herbst & Esteemed City Councilmembers:



Congratulations to Lieutenant Ben Walker on Graduating the FBI National Academy! Lt. Walker graduated yesterday. Lt. Walker joins Chief Althouse in the rare, elite group of graduates who compose less than one percent of Police Officers. Chief Althouse attended the graduation. The FBI National Academy provides ten weeks of advanced communication, leadership, and fitness training. Participants must have proven records as professionals within their agencies to attend. The 284th session included 237 law enforcement officers from 49 states, 25 countries, 5 military organizations, and 5 federal civilian organizations.

Lt. Walker's achievement brings great pride to our community, the City organization, and the Division of Police.

Acting City Manager December 9 & 10 2022: Assistant City Manager Amber Holloway is Acting City Manager today and tomorrow.

Christmas Tree Lighting! Thank you to all our staff and departments for making the Christmas Tree Lighting event a huge success. The holiday market was full, there were laughing children, the weather was perfect, Santa arrived in the new ladder truck, and you know that it has to be a great event if a reindeer shows up. All around this is the type of community building event that our community stated a need for in our 2020 Vision Vandalia Comprehensive Plan. Awesome work.



It was a great and busy week! In general, I am working with our team to apply our budget appropriations and <u>Citywide Policy Goals</u> to performance goals and evaluations. This is a time consuming and essential



process to ensure that our team has clear expectations through the ranks. Each public servant must understand the primary objectives of their department, division, the city organization as a whole – and their role in improving quality of life in Vandalia.

This week, **Public Works Technician Matt Breisch** visited Director Cron, Superintendent Ritchie, Assistant Superintendent Hayslett, and I in my office. Mr. Breisch is **back from his deployment** with he Air Force in Jordan and will return to work on Monday. We are glad he is back and safe (because you know he is good in a snowplow and on a water main break). Thank you to all our service members and veterans at the City of Vandalia.

Utility Rate Update: There is considerable information relating to the water, wastewater, and storm

| Water utility rate updates on the City's



December 6, 2022 - Focus Vandalia - Utility Rates

http://vandaliaohio.org/utilities.

website

The rate increase will be effective on the utility bill that is due on January 17, 2023. Our team is working on providing a bulk mailer to inform residents. The rate increase was necessary to provide safe drinking water, to prevent accidental discharges of raw sewage, to address costs associated with regulatory mandates, to better prevent

flooding during rain events, and to execute deferred maintenance within the utility system. The water and wastewater rate increases only apply to customers who are north of Interstate 70 (accounts south of Interstate 70 are Montgomery County customers who have more expensive rates). The storm water adjustments apply citywide.

Many households and accounts pay the minimum utility bill each month (i.e., 2,500 gallons per month). This bill will increase by less than \$10 per month. For minimum user accounts, the approximate combined utility rate increase is \$0.33 per day (i.e., \$9.98 per month, \$119.76 per year) for water treatment, water distribution, wastewater collection, wastewater treatment, and storm water drainage. After the first 2,500 gallons, the impact of the increases on a customer's bill depends on consumption. For customers using 2,500 gallons or less, the water bill will increase by \$4.44 per month, the sewer bill will increase by \$4.96 per month, and the stormwater bill \$0.58 per month. The minimum utility bill is based on a calculated usage of 2,500 gallons per month.

Public and private utilities use a minimum bill calculation to account for the opportunity costs associated with maintenance of the utility infrastructure, treatment, distribution, and collection systems. The minimum utility bill is necessary because there are many costs associated with providing the utility prior to the first drop of water reaching the faucet.

Historic utility rates in Vandalia have been among the lowest in Southwest Ohio. The City of Vandalia is proud of its tradition of efficient and cost-effective utility provision for its residents and businesses. This has been possible because of the City of Vandalia working with Tipp City and the City of Huber Heights



to pool resources and eliminate redundancies. In addition, rates have been able to remain low because the cities have deferred maintenance to the wastewater treatment plant and sanitary sewage collection systems. The City of Vandalia has ensured that residents and businesses have benefited from these historic savings. Interesting Fact: In December 2022, wastewater utility rates were 8.95% lower than they were in 1999. Inflation was 63.82% (CPI-U All Items) from 2000 - 2022. Social Security cost of living adjustments increased by 58.90% from 2000 - 2022.

The City of Vandalia forecasts that utility rates will remain competitive in the region so that Vandalia remains an affordable place to live and do business. I have uploaded the historic Piqua / Oakwood Utility Rate Surveys from 2006 – 2022 for reference.

Other updates:

Miami Valley Planning and Zoning Commission Workshop: Thank you to Board of Zoning Appeals members Amber Aivalotis-Weaver, Dan Faulkner, and Mike Johnston; and Planning Commission members Dave Arnold, Kristin Cox, and Kevin Keeley for attending the 2022 Miami Valley Planning and Zoning Commission Workshop on December 2! I really appreciate your commitment to the very important role that you play in shaping Vandalia's land use and protecting the rights of private property owners. City Planner Hammes, Zoning and Planning Coordinator Graham, and ACM Holloway also attended.

In addition, Mr. Kevin Larger, the Community Faith Leaders group, and **Habitat for Humanity** about build that is in progress on Foley Dr. in Vandalia. A family has been identified and there will be ample opportunity for the community to volunteer. The house is likely to be completed in the next 7 months. Chief Follick had the great idea and Council agreed to donate the city-owned parcel for the build after the city removed the dilapidated structure. This is a solid model for putting a good owner-occupied home on what would have likely remained a vacant lot.

I also had a face-to-face meeting with Krystal Corbin the director of the **Montgomery County Transportation Improvement District** to discuss the City's ongoing efforts to mitigate commercial truck traffic problems through engineered and legislative solutions. I look forward to continuing discussion with legislators about possible prohibitions in the coming months.

Superintendent O'Leary and I also met for lunch to discuss general happenings in the community and to ensure that I am doing my part to make sure our organizations are working together for the best possible outcomes.

Finally, Chief Follick, Human Resources Manager Pruszynski, and I are working on the upcoming Fire Lieutenants recruitment process. Chief Follick has already established a week-long onboarding curriculum for Fire Lieutenants and Fire Captains to train new first-time supervisors, set expectations, and ensure a smooth transition. The point here is that this foresight and preparation is deliberative, proactive, and a solid example of professional management. Also – I cannot wait to teach two modules in the onboarding process.

In the coming weeks, I look forward to sitting down with Representative Creech to discuss the great projects that we have going in town.



Ohio Patrolman's Benevolent Association (OPBA) Collective Bargaining: The OPBA has requested a factfinding panel after the parties failed to achieve a total tentative agreement during mediation and prior negotiating sessions. The parties have tentatively agreed to several modifications to the collective bargaining agreement, and the scope of the hearing is likely to be narrow. In all cases, this has been a respectful, forthright, and honest set of negotiations.

Employee Addresses: All employees are reminded to ensure that their current address is showing on their digital paystub, as this will be the address that is reflected on the W₂ form for tax filing.

Roadway Safety – From Chief Follick: Our thoughts are with the Cleveland Fire Dept. after receiving news that one of their firefighters lost his life while operating on the scene of an interstate accident November 19th. The Vandalia Division of Fire would like to take the time to also remind everyone to slow down and be aware when crews are working on the interstate. Not just our fire department crews, but tow truck drivers, police, EMS, and more. Our crews take several accidents on the interstate system and even though we do have cones, flares, lights, and other devices to indicate we are in a work zone, simply slowing down and being aware of the incident will help to prevent tragedies.

City Council Employee Appreciation Event: On Monday, December 19, 2022, Mayor Herbst and City Councilmembers will be making their rounds to each department to spread holiday cheer and to deliver a gift of appreciation to all full-time and permanent part-time employees.

Senior Center Break-in Update: Upon arriving at the Senior Center on Friday, December 2, Senior Coordinator Toni Williams found the facility had been entered overnight. Police Officer Large responded to the scene to investigate. After reviewing security camera footage, it was determined a male subject entered the front door in the early morning hours. Other than things moved out of place it doesn't appear anything was stolen from inside the building. The suspect did open the mailbox in front of the building and took the mail. The suspect returned to the Senior Center during normal operating hours on Friday and Toni immediately recognized him and contacted police. He was apprehended in Seger Park by Officer Large moments later. Apparently, he returned to the facility to look for his jacket, which he left behind. Kudos to Toni Williams and Officer Large for their efforts in getting the suspect apprehended in such a timely manner.

Facilities Infrastructure Update: During the month of November, the following installations were completed: Mechanical – Unit heaters and split system in the Park Maintenance Building, and split systems in the Senior Center have all been completed. Replacement of the VRC Administration Offices air handler has begun with final design and rooftop curb installation. Controls – wiring runs have begun in the Justice Center. Work upcoming in December includes; Mechanical – Completion of the VRC Administration Offices air handler. Justice Center split system replacements will be started and completed in early December. Controls – Continuation of controls wiring and VAV box controls at the Justice Center. Thermostats at the Park Maintenance Building to be replaced with the new unit heaters and radiant heaters.

Gold Award Girl Scout Project: Sydney Ramsey is a Girl Scout and a student at Butler High School. She reached out to CPO Wehner a few months back to conduct an interview for her Gold Award



Project in the Girl Scouts for which she decided to cover "scams" as her topic. She completed the interview and met again with CPO Wehner on November 23. She brought a box of donuts as a thank you and presented us with some terrific flyers she made. They are very professional, informative, and will be an asset to the community. We commend Sydney and her effort on a job well done!! The flyers along with a picture of Sydney and Officer Wehner are below.

These flyers will be uploaded to the City website and Mayor Herbst will issue a proclamation in her honor at an upcoming City Council meeting.



Thank you for the opportunity to live in and to serve this beautiful community. There is excitement in our ranks for the great things that we are about to achieve in 2023 and beyond.

Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt City Manager

CC:

Board and Commission Members All City Employees

Attachments:

- 1. Information Update ACM Holloway December 9, 2022;
- 2. Information Update Director Leiter December 9, 2022;
- 3. Information Update Chief Follick December 9, 2022;
- 4. Information Update HR Manager Pruszynski December 9, 2022;
- 5. Information Update Director Clark December 9,2022;
- 6. Information Update Chief Althouse December 9, 2022;
- 7. Information Update Director Cron December 9, 2022;





2022 Citywide Policy Goals

Approved November 15, 2021

Live



Small City Big Opportunity: Be known regionally as a top-tier suburb through top- tier City services. Enhance social and economic investment by promoting the City's high-quality services, well-performing schools, available workforce, escalating quality- of-life, and growing sense of place. Incentivize developments that improve life in Vandalia.



Safe and Secure: Ensure that Vandalia remains a safe and secure community by investing in both traditional public safety operations and creative outreach efforts to meet the evolving needs of our residents and visitors.



Enhance Infrastructure: Protect public assets and infrastructure by making calculated and deliberate investments in roadways, utilities, park spaces.

Work



Fiscal Sustainability: Leverage the operating position of the City to seize strategic opportunities for improving quality of life, while maintaining sustainable fiscal practices.



Trust and Confidence: Promote an open approach to government through coordinated, transparent, and evidence-based engagement practices. Empower residents, business owners and community stakeholders to partner in City programs.



Sharpen the Saw: Commit to process improvements by purposefully refining practices and leveraging technology to improve internal and external customer service.

Play



Vibrant: Be a vibrant community that uses its amenities and growth mindset to create a warm and welcoming environment in which to live, work, and play.



To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: November 8, 2022 Subject: Information Update



- I presented an ED/GE grant application for Trusscore Inc. to the ED/GE Committee on Tuesday November 15. The project was awarded full funding of \$162,000. This will support a building expansion for the growing company.
- On Wednesday November 16:
 - I attended the Employee Pancake Breakfast.
 - City Planner Mike Hammes and I met with an applicant pursuing the public hearing process.
 - Rob and I met with Burgess & Niple Engineers and ODOT to discuss the National Road corridor.
- Missy and I attended a webinar on Diversity, Equity, and Inclusion in the public sector sponsored by OCMA.
- You, Ben, and I met with a developer interested in the adaptive reuse of an existing building.
- Rich and I held our monthly meeting on Thursday November 17.
- Mike, Ben and I met with an applicant going through the public hearing process to discuss building design requirements.
- Staff from DES, Fire, and I held our monthly development meeting on Monday November 21.
- On Tuesday November 29, you, Rich, Mike and I attended the Parks and Recreation Master Plan steering committee meeting.
- Wednesday November 30:
 - I attended the ED/GE funding meeting at Montgomery County.
 - Mike and I met to review a public hearing application.

- o I held a meeting with a Vandalia based business considering expansion.
- I attended the MVRPC December board meeting on Thursday December 1.
- Mike, Ben, and I attended the 2022 Miami Valley Planning & Zoning Workshop on Firday December 2. Board of Zoning Appeals members Amber Aivalotis-Weaver, Dan Faulkner, and Mike Johnston attended along with Dave Arnold, Kristin Cox, and Kevin Keeley from the Planning Commission. It was great to have such a strong Vandalia presence at this workshop!

Communications Updates

- The Annual Report is complete and at the printer. The reports will be distributed to Vandalia households on December 17.
- National Road and Sports Complex banners have been ordered. We anticipate unveiling our first banner at the beginning of the New Year.
- We filmed January's Focus Vandalia on Wednesday December 7.



Information Update

To: Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: December 7, 2022

Re: Information Update - Period Ending December 9, 2022

1. YTD November 30, 2022, overall Income tax revenue is up 7.60% (\$1,243,282) from 2021. Withholding tax is up YTD 6.93% (\$883,737); individual tax is slightly up YTD .66% (\$8,962); Business net profit tax up YTD 15.53% (\$350,584).

The amount of income tax revenue budgeted for 2022 is \$17,675,000. The amount collected YTD is \$17,612,144. Therefore, the amount collected to date (99%) in 2022 is approximately 8% higher than the estimated YTD amount based on the budget.

- 2. Kristen Carnes and I attended a council study session and meeting.
- 3. I attended an annual budget and regular board meeting for NAWA. The agenda included discussions and approval of the 2023 Proposed Budget. I assisted in the presentation of the 2023 Budget and presented the September/October 2022 Financials. YTD Revenues for water service were up 3.86%; interest revenue is significantly up YTD due to recent increases in interest rates. Total expenses were up 8.74% over 2021, partly due to timing.
- 4. Emily and I attended a SWOTAA End of Year annual meeting. The main topic of discussion was Cybersecurity and included a presentation from a representative from Fifth Third Bank explaining the potential negative impacts on organizations due to the increase in Cybercrime, and options to explore and include in the daily operations to help prevent possible attacks.
- 5. Reminder Full time and Part time employees Please make sure that your current address is reflected on your paystub, as this will be the address that is reflected on your W2.
- 6. All invoices must be turned in and the cutoff date for the 2022 purchase orders will by 5:00 p.m. on Monday, December 12th.

- 7. Reminder if you have money to deposit, make sure all deposits are sent to the bank on or before December 31st.
- 8. Please contact Natalie Montgomery, Payroll Specialist, with any payroll withholding tax changes regarding tax year 2023.
- 9. Timesheets are due on Wednesday, December 21st at 10:30 a.m. for payment on Friday, December 23rd.
- 10. Members of the Finance staff gathered together to celebrate the Holiday season with a special luncheon. A special thank you goes out to all members of the Finance team for their hard work and dedication all year!!
- 11. The Finance staff would like to wish everyone a very Merry Christmas and a wonderful New Year!



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER

FROM: CHAD FOLLICK, FIRE CHIEF

DATE: 12/8/2022

SUBJECT: INFORMATION UPDATE – PERIOD ENDING DECEMBER 9, 2022

- On the 13th Vandalia and Butler Twp. crews were called to a two-car auto accident at Dixie
 Drive and Jewelstone. Two occupants were transported to local hospitals with non-life-threatening injuries.
- 2. The Division of Fire held our monthly career staff meeting on November 14th. Items discussed were, but not limited to, Budget, Hiring, Staffing, etc.
- Crews continued Man-in-Machine training this reporting period. A big thanks to Datwyler
 Sealing Solutions here in Vandalia. Crews were able to use actual machines at their facility
 to run rescue scenarios during their training.
- 4. First Platoon was able to work with the Fire Marshal on a flow test November 15th. Crews had a chance to assist the Fire Marshal and set up our new high-rise kits at a local facility.
- 5. The Division of Fire finally took delivery of our new ladder truck on November 18th. The Ladder was on display at the November 21st Council Meeting and we have already had retired Division of Fire Members stop in for a visit to check out the new rig. Currently we are working on getting the items we need to have the ladder truck in service by Christmas. This involves installing radios, computers, and tools. Crews are currently putting in mutiple trainings, first with the factory on the truck, and then crews will continue the month with operator and drivers training. We are so thankful for all the support and are ready to put the new truck to work.
- 6. Our thoughts are with the Cleveland Fire Dept. after receiving news that one of their firefighters lost his life while operating on the scene of an interstate accident November 19th. The Vandalia Division of Fire would like to take the time to also remind everyone to

DIVISION OF FIRE INFORMATION UPDATE



slow down and be aware when crews are working on the interstate. Not just our fire department crews, but tow truck drivers, police, EMS, and more. Our crews take several accidents on the interstate system and even though we do have cones, flares, lights, and other devices to indicate we are in a work zone, simply slowing down and being aware of the incident will help to prevent tragedies.

- 7. The Division of Fire would like to say Thank You to Sam's Club. Sam's club donated Turkey's coffee, cookies, and more to the Division of Fire just before the Thanksgiving holiday. The crews used the meal items to feed the on-duty crews working Thanksgiving Day.
- 8. On November 27th crews were called to the report of a structure fire on Greenhurst Drive.

 Crews arrived to find smoke coming from a single-story residence and a fire located in the laundry room. Crews quickly extinguished the fire and damage is isolated to the laundry room of the home. The resident had to temporally relocate for the night and was treated on scene for minor burns.
- 9. The Division of Fire responded to the interstate for another accident on December 2nd. Crews assisted Butler Township and other mutual aid fire departments at 70/75 for an extended time on a large incident involving multiple vehicles, two semi-trucks and multiple vehicles on fire. Our thoughts are with all those involved in this accident as it was a very difficult scent to manage.
- 10. The Division of Fire made a special delivery to the Vandalia Recreation Center Tree Lighting on December 4th. Crews brought Santa himself and his elves to the Rec Center on our new ladder truck. This is always a fun time of year and we wish everyone a Happy Holiday!

CEF/clj Page 2 of 2



Memo

To: Daniel D. Wendt, City Manager

From: Melissa Pruszynski, Human Resources Manager

Date: December 8, 2022

Re: Information Update - Period Ending December 9, 2022

- 1. Open Enrollment Follow-up: I am so **proud** of this organization! Our open enrollment season ended with 100% participation by the November 16 deadline. THANK YOU for your cooperation. We still have a few items to clean-up and I will be sending emails next week that include information for staff to begin thinking about how to move forward with our carrier change from Medical Mutual to United Health Care and information for those who opted for the High Deductible Savings Plan.
- 2. Employee Appreciation Event The afternoon of Monday, December 19, 2022, Councilmembers will be making their rounds to each department to spread holiday cheer and to deliver a gift of appreciation to all full-time and permanent part-time employees. Council is ever so grateful for our unwavering commitment to providing top-tier services to the Vandalia community. Just a reminder: If you opted for the turkey or the ham, please be sure you are at work to get your ham / turkey or make arrangements to pick-up your item as soon as possible.
- 3. Hiring update Next week we will wrap-up second round interviews for Public Works Technician; as well, I am working on scheduling a Civil Service Commission meeting next week for review of said eligibility list. Staff continues to work on the recruitment brochures for Parks and Recreation Maintenance Technician Buildings and Parks, Public Safety Specialist, Fire Lieutenant, and Firefighter / Paramedic / Inspector.
- 4. Mark your calendars The Employee Service Awards Lunch will be held Friday, February 24, 2023 from 11:30 a.m. until 1:00 p.m. at Cassel Hills Golf Course Restaurant.
- The holiday season can be stressful! Remember, EmployeeCare, our free employee
 assistance program, is available to you and those living under your roof, 24 hours a day, 7
 days a week. You may contact the EmployeeCare staff confidentially, any time, at 937208-6626.
- 6. Need a personal health care assistant? Well...now you do! One of the top-tier services we now have access to is the McGohan Brabender Advocate Team! Feel free to reach out to the **advocate team** at mbbenefits.com Monday through Friday between 8:00 a.m. and 5:00 p.m.
- 7. If you would like to browse City of Vandalia Employment Opportunities, the link is https://www.vandaliaohio.org/422/Employment-Opportunities.



To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 12/8/2022

Re: Information Update – Period ending December 8, 2022

Master Plan Update: Michael Svetz of PROS Consulting made a presentation to the Master Plan Steering Committee on November 29 at the Senior Center. He provided on overview of the process and key findings and recommendations that will be included in the final plan. Mr. Svetz will be presenting the plan to the Parks and Recreation Advisory Board on December 14. He will be presenting the plan to Council for consideration at the January 17 Study Session.

RECREATION CENTER

The Annual City of Vandalia Christmas Tree Lighting event, held on Sunday, December 4 at the VRC was a great success. A large crowd attended the event, which included a holiday market in the gym, food trucks, musical entertainment, a bell ensemble, lighting of the City Christmas Tree and of course Santa. New to this year's event was a visit by a reindeer that kids could pet and feed a carrot. Special thanks to the Fire Department for escorting Santa to the event in the new Ladder Truck, Rich Hopkins for emceeing the event and to Darren Davey for flying the drone and getting great video and pictures. And, of course, kudos to Aaron Messenger and his part time staff for planning, coordinating and conducting this great community holiday event.

Winter Camp Rec will be held during the school break over the holidays, December 19-23 and 26-30 at the VRC. Only a few spots remain in both weeks for this popular holiday camp.

Kid's Night Out was held on Friday, December 2 at the VRC with 30 youngsters attending. Participants made arts & crafts, climbed the rock wall, played games and went swimming.

Registration for Winter Programs began on December 7. The Winter Program Guide is now available on the VRC website and includes programs from January through April.

Alicia McCracken is part of the Ohio Parks & Recreation Association Mentoring Program Committee. This is a new committee charged with establishing a mentor program with OPRA staff. The new program will be promoted at the 2023 OPRA Conference in Sandusky in February. Staff involvement at the local and state level is a goal of our department.

Alicia and staff organized a "Meet the VRC Staff" event in which patrons could get a cup of coffee and a snack and share some time getting to know members of the hard working staff. This was very well received and patrons appreciated the opportunity to get to know the staff a little better and also share their input about the facility.

GOLF DIVISION

The golf course had an outstanding month of November with greens fees and carts revenues out performing November 2021 by \$6,000.

Ben has recently demoed four software systems for point of sale and tee sheet tracking for 2023. Fore Reservations, which we have utilized since the late 90's is going unsupported by Microsoft in June, 2023. The new system that GolfNow has in place to replace Fore Reservations is \$11,000 more than we currently pay. Therefore, we will be switching to a new software system once Ben has completed his research and final recommendation.

Golf Maintenance is finishing up aerification for 2022 by aerating the roughs throughout the course. The winterization of equipment is underway as well.

SENIOR CITIZENS CENTER

Upon arriving at the Senior Center on Friday, December 2, Senior Coordinator Toni Williams found the facility had been entered overnight. Officer Large responded to the scene to investigate. After reviewing security camera footage, it was determined a male subject entered the front door in the early morning hours. Other than things moved out of place it doesn't appear anything was stolen from inside the building. The suspect did open the mailbox in front of the building and took the mail. The suspect actually returned to the Senior Center during normal operating hours on Friday and Toni immediately recognized him and contacted police. He was apprehended in Seger Park by Officer Large moments later. Apparently he returned to the facility to look for his jacket, which he left behind. Kudos to Toni Williams and Officer Large for their efforts in getting the suspect apprehended in such a timely manner.

Several storage cabinets are being purchased to place in the kitchen area, office and restrooms that will assist in cleaning up closets and the attic area.

As a result of the intruder at the Senior Center, staff is in the process of purchasing a secure mailbox and drop box for the facility. Staff is also implementing several suggestions provided by Officer Large.

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

Jeff is working on a potential candidate for the position of Cassel Hills Pool Manager for the summer of 2023. The potential candidate is a Kettering teacher who lives in Butler Township and has aquatic experience with the City of Vandalia as a lifeguard from about 10 years ago. If there is a mutual interest we plan to set up a meeting with SwimSafe to discuss him as a candidate.

The tip off to our Youth Basketball Program took place on Saturday, December 3 at the VRC. We have 183 participants in the program this year.

FACILITY MAINTENANCE DIVISION

Facilities Infrastructure Project Update—During the month of November, the following installations were completed: Mechanical – Unit heaters and split system in the Park Maintenance Building, and split systems in the Senior Center have all been completed. Replacement of the VRC Administration Offices air handler has begun with final design and rooftop curb installation. Controls – wiring runs have begun in the Justice Center. Work upcoming in December includes; Mechanical – Completion of the VRC Administration Offices air handler. Justice Center split system replacements will be started and completed in early December. Controls – Continuation of controls wiring and VAV box controls at the Justice Center. Thermostats at the Park Maintenance Building to be replaced with the new unit heaters and radiant heaters.

Maintenance staff did an outstanding job preparing for the Annual Christmas Tree Lighting Event. Staff cut the tree from the back of the Sports Complex, assisted Sandy's Towing with the transport of the tree to the VRC and then decorated the tree and surrounding area. They were also responsible for the set up and tear down for the event including placing the renovated stage in the parking lot for the event.

Rudy Wells coordinated the planting of trees along E. Alkaline Springs as part of project Lorax. Brown's Nursery completed the planting this week. Rudy is now working to get utility locates along W. Alkaline Springs and Randler Ave at Helke Park for the potential of planting trees in this location.

Fall clean-up of landscape beds and leaves in turf areas is underway at various city facilities, parks and the cemetery. Mulch was added to select trees and beds at the Recreation Center as well.

Christmas Tree Lighting Event – Staff photo with Santa



VRC Meet the Staff Event



Information Update

To: Dan Wendt

City Manager

From: Kurt E. Althouse

Chief of Police

Date: December 8, 2022

Subject: Information Update Ending December 9, 2022



- 1. During the past three weeks, VPD officers made 32 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in two traffic citations, 21 written warnings and three verbal warnings while working 16 additional enforcement hours.
- 2, On November 14, I attended a virtual meeting for the Montgomery County Re-Entry Program Public Education subcommittee. We discussed the recent unexpected death of one of our committee members who was a homicide victim in Dayton. We also reviewed our 2022 achievements as well as our strategic goals and presentations for 2023.
- 3. On November 15, I had the privilege of visiting with the Fellowship of Christian Athletes at Vandalia-Butler High School and sharing my personal faith journey with them and highlighting the opportunities afforded to those who chose a career in the police profession.
- 4. Several police employees attended the Employee Appreciation Pancake Breakfast at Cassel Hills Clubhouse on November 16 where we enjoyed a delicious breakfast with other Vandalia employees. Thank you for taking time to recognize our employees with these special events throughout the year.
- 5. I hosted a virtual meeting last Wednesday for the Ohio Association of Chiefs of Police District 4 (southwest Ohio). Executive Director Dwight Holcomb from the Ohio Peace Officers' Training Academy was our guest speaker and shared news from OPOTA and the continuing education training progress. Since the General Assembly did not allocate money for reimbursement hours, there will be no mandatory CPT hours in 2023.
- 6. Our third-year remote assessment for the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) began on November 18. Our Compliance Service Member (CSM) (reviewer) was Lou Moreto from California who reviewed 25% of CALEA's standards with VPD's General Orders and supporting compliance documents. Mr. Moreto notified us on November 22 that he is recommending to CALEA that VPD be recommended for approval for accreditation based on his Year 3 review. VPD's on-site assessment will occur in July 2023 when we will have two assessors tour the PD and conduct interviews with VPD employees, city staff, and community members.

7. On November 17, Rev. Allen Foster of Grace Family Ministries visited VPD and dropped off several trays of delicious wings, brisket, smoked pork, baked beans, green beans, and cake as a token of appreciation from his family to the VPD staff. We are grateful for Rev. Foster's generosity and enjoyed visiting with him at lunch.



- 8. I attended the Montgomery County Alcohol, Drug Addiction & Mental Health Services (ADAMHS) Crisis Intervention Steering Committee meeting on November 21 where we discussed goals and training events for 2023.
- 9. We would like to extend our appreciation to Sam's Club and the new general manager, Jamiko Tarkington, for his generous donation of several smoked turkeys, coffee K-cups, cookies, and bottled water for our employees who were working over the Thanksgiving holiday weekend.



10. Sydney Ramsey is a Girl Scout and a student at Butler High School. She reached out to CPO Wehner a few months back to conduct an interview for her Gold Award Project in the Girl Scouts for which she decided to cover "scams" as her topic. She completed the interview and met again with CPO Wehner on November 23. She brought a box of donuts as a thank you and presented us with some terrific flyers she made. They are very professional, informative, and will be an asset to the community. We commend Sydney and her effort on a job well done!! The flyers along with a picture of Sydney and Officer Wehner are below.





- 11. On November 17, Officer Connor Matlock made a traffic stop on a vehicle for speed on Stop Eight Road. During his investigation, he detected an odor of marijuana coming from the Jeep Cherokee. During a probable cause search of the vehicle, Officer Clymer and Officer Matlock located and recovered 950 grams of marijuana, \$450 in currency and 21 unknown pills in a pill bottle. A 22-year old Dayton man and a 26-year old Dayton man were arrested for Trafficking in Drugs and incarcerated at the Montgomery County Jail.
- 12. On November 23, Officer Jeff Stelzer and Officer Travis Mullins stopped a vehicle for speed on Helke Road. During their investigation, they smelled an odor of marijuana coming from vehicle. During a probable cause search of the vehicle, VPD officers recovered two pounds of raw marijuana with a street value of \$4,000 to \$6,000 and a loaded Glock handgun. A 22-year old Dayton man and a 21-year Trotwood man were arrested for Improperly Handling of Firearm in a Motor Vehicle and Possession of Drugs and incarcerated at the Montgomery County Jail.
- 13. On November 30, VPD hosted Question Persuade Refer (QPR) training for first responders. This training focuses on suicide prevention and teaches the attendees some of the signs to be aware of when communicating with people who have thoughts of harming themselves. This training is a component of VPD's wellness program.

- 14. On December 1, VPD and VFD personnel assisted with a safety drill at St. Christopher School. The evacuation drill involved moving students from the school property to a reassembly area at the Municipal Building. The drill was a success.
- 15. On December 3, several VPD officers along with Butler Twp. police officers participated in the annual Shop with A Cop event at the Wal-Mart Store on Miller Lane. Officers were teamed up with students from the School District to go shopping for the Christmas gifts that their families may be unable to provide for them during the holiday season. This is always a heart-warming and enjoyable time to interact with students from our community.



- 16. On December 7, crews responded to an address on Timberlake Dr. reference an individual who fired a handgun through the door to their apartment and the round went into another apartment across the hall. Investigation determined the resident negligently fired the handgun as he was handling the weapon. The investigation is ongoing with criminal charges pending.
- 17. On December 7, Lt. Sucher attended a half-day orientation in Dublin, Ohio, for the Police Executive Leadership College. This course is three, one-week sessions over the course of three months that provides instruction and networking with police leaders from across Ohio on leadership and management skills.
- 18. Lieutenant Walker graduated from the FBI National Academy Session 284 on Thursday, December 8. Lieutenant Walker spent the past ten weeks training at the FBI Academy in Quantico, VA where he attended and participated in executive leadership training classes, physical fitness regiments and seminar presentations from renowned guest speakers on police leadership. We congratulate Ben for his successful completion of the FBI National Academy and becoming one of a select group of police officers to experience this phenomenal training.
- 19. Detectives charged a 47-year old Dayton man with Grand Theft (Motor Vehicle) and Receiving Stolen Property (Motor Vehicle) during a multi-jurisdictional GTA Suppression detail. The Dayton man was arrested and incarcerated at the Montgomery County Jail.
- 20. Detectives charged a 30-year old Urbana man with Grand Theft (Motor Vehicle) and Receiving Stolen Property (Motor Vehicle) from Joseph Airport Toyota. The Urbana man was arrested and incarcerated at the Montgomery County Jail.

- 21. Detectives charged a 28-year-old Trotwood woman with one count of Theft. This charge stems from the female breaking into her ex-boyfriend's vehicle while he was asleep and stealing numerous items.
- 22. Detectives charged a 31-year-old Tipp City man with Breaking and Entering at the Senior Citizen Center on December 2. The suspect stole a bottle of Coke, went through several items inside the Center and stole mail from their mailbox.
- 23. Detectives charged a 63-year-old Beavercreek man with one count of Theft. This charge stems from the male taking a generator from a house he was renovating and attempting to sell it on Facebook Marketplace.
- 24. Detectives charged a 17-year-old Vandalia man with Theft and Misuse of Credit Card while working at Taco Bell. The suspect photographed a customer's credit card and bought Country Concert Tickets in the amount \$478.00.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: December 8, 2022

Re: Information Update for November 12 – December 9, 2022

Development & Engineering Services

The contractor continues to work on the Dog Leg Road utility project. They are currently installing the sanitary sewer force main on the south end of the property from the Airport Access Road to Dog Leg Road. The clearing contractor also moved in this week to complete the clearing and tree removal along Dog Leg Road.

We received notice last week that our districts Ohio Public Works Commission committee is recommending us for a \$400,000 grant for the Clyde Place and Cyril Court Reconstruction project that we have planned next year. The total estimated cost for the project including our in-house engineering and project management is \$927,500. This will be forwarded on to the state office for final approval as a formality.

We have received and reviewed several intersection options for the DIA Logistics Roadway project that will improve Northwoods Boulevard Dixie Drive and Lightner Road. Preferred options have been identified by the consultant and approved by the Montgomery County Engineer's office and our office to be submitted to ODOT as part of the feasibility study.

We have received proposals to install a few audible push button crosswalk devices at certain intersections. This was initiated by a request from a citizen who is visually impaired and needs assistance in crossing busy intersections. Amber and I have met with the resident and a family member to better understand their situation and request and to identify the intersections. This proposal would install the devices at five intersections. This item will be on for discussion at the December 19th Council Study Session.

Work continues on the development at 710 Deer Run Drive. Their utility work has been completed. They have installed the asphalt in the parking lots. They will be working on the curb and drive approaches in the coming weeks. We have also issued a permit for a small section of the building to be made in to office area.

The contractor is working on the water service underground fire line loop at the development at 1669 Capstone Way. They are also finishing up the detention ponds on the site.

A footer and foundation permit has been issued for the Kendall Electric project at 769 Center Drive. They have submitted their underground fire line permit application. This should be ready to issue in the near future.

Reviews are complete for the Provision Living Facility at 3900 Park Center Drive. We will be able issue the permit once the property transfer is completed.

Inspections were completed on the Knights Inn and Hawthorne Suites hotels during this period as part on their annual hotel/motel registration requirement. Both facilities were in compliance with our ordinance and were issued the registration letters for 2023.

Public Works

This week was the last scheduled days for leaf collection. Crew will be making one final sweep of the City after the last scheduled pick up date. After that, residents can bag their leaves and set them out with their regular trash and Rumpke will pick them up. To date we have collected 3.616 cubic yards of leaves and spent over 1,000 man hours collecting.

We also made three rounds of the entire City with the street sweeper to help clean up the leaves.

We repaired two watermain breaks during this period, one on Scott Avenue and one on Attica Street.

We performed monthly water shutoffs for delinquent customer during this period. We had 77 customers on the list for November.

We also repaired two broken sanitary sewer laterals that were in our right of way.

We performed four burials at Poplar Hill Cemetery during this period.

Our crews have performed 199 utility locates during this period.

We took advantage of the nice weather and made some large asphalt repairs on Colebrook Drive last week using approximately 20 tons of asphalt.

Mike Skaggs and Zeb Ward have serviced all of our trucks and have them ready for our snow and ice operations.

We have been out on one occasion to date salting bridge decks.

We continue our recruitment efforts for Public Works staff. We will be conducting second round interviews in the coming weeks for Technicians.

Jake Hayslett and I attended the NAWA Technical committee meeting during this period.

We welcomed Bryan Rowley as our newest Public Works Technician. Brian's first day was November 28th.

We continue to recruit to fill all of our vacancies in Public Works. Two candidates were interviewed during this period and will be moving on to the next step.



COMMUNITY & ECONOMIC DEVELOPMENT

Montgomery County
Administration Building
451 West Third Street, 10th Floor
Dayton, OH 45422-1110

www.mcohio.org

COUNTY COMMISSIONERS Carolyn Rice Deborah A. Lieberman

Judy Dodge

COUNTY ADMINISTRATOR
Michael Colbert

November 30, 2022

Dan Wendt, City Manager City of Vandalia 333 James E. Bohanan Drive Vandalia, OH 45377

Subject: Fall 2022 ED/GE Program Awards – Trusscore MSW - \$162,000

Dear Mr Wendt:

On November 30, 2022, the Board of County Commissioners approved the recommendations of the ED/GE Advisory Committee for the Fall 2022 funding cycle. I am pleased to inform you that the City of Vandalia's **Trusscore MSW Project** was awarded **\$162,000** in ED/GE program funds.

Projects awarded ED/GE funds should be under contract and (if applicable) under construction within six months of the November 30, 2022 award date. Please be advised, work on ED/GE projects **should not begin until the jurisdiction has received an executed agreement from Montgomery County**. The County is not legally responsible for reimbursement of project expenditures incurred prior to an executed agreement.

If you have questions about the ED/GE contracting and reimbursement processes, please contact Gwen Eberly, ED/GE Program Manager at (937) 496-6140 for technical assistance.

Sincerely,

Gwen Eberly Economic Development Manager, Montgomery County



The Year of Employee Appreciation

THE SEQUEL

Wednesday, June 15

Ice Cream Social

1:00 p.m. to 2:00 p.m.

Vandalia Sports Complex

Friday, July 22

Pizza in the Park

11:30 a.m. to 1:00 p.m.

Helke Park

Wednesday, August 10 Picnic in the Park

11:30 a.m. to 1:00 p.m.

Vandalia Sports Complex

Friday, September 23 Employee Taco Bar

11:30 p.m. to 1:00 p.m.

Senior Center

Wednesday, October 26 Employee Donut Bar

7:00 a.m. to 9:00 a.m.

Vandalia Justice Center

Wednesday, November 16 Employee Pancake Breakfast

8:00 a.m. to 9:30 a.m.

Cassel Hills Golf Course Clubhouse

Monday, December 19 City Council Employee Appreciation Day

8:00 a.m. to 5:00 p.m.

Everywhere!

















Happy Denim December!



Now that's it's officially December, many of us turn our thoughts to the Holiday Season and all of the joy and wonder that comes with it. We'd like to add to that joy by making Fridays in December a little more special. And it's been scientifically proven that the most effective way to "happy up" a Friday is by making it a Jeans Day!

All month long, we've designated Fridays as Jeans Days!

That's right... every Friday in December, wear what the three wise men wore when they rode their camels across the desert with their frankincense, gold and myrrh... cool and comfortablble Jeans!

Just bring in two food item donations for the Vandalia Food Pantry, or a \$5 cash donation. Be sure to check with your supervisor first!

And as Tiny Tim observed... "Dude... sweet Jeans!"



Now there's a new and easier way to connect with the City of Vandalia!



Introducing My Vandalia, the fast, easy and free way to connect with the City for just about anything!





Request a "vacation house check."

Report property maintenance issues in an instant.

Report a pothole in seconds! Snap a photo and the app lets us know exactly where to send the crew!

Ask a question or submit a general comment.

It's your direct access line to the City!

Download the My Vandalia app today!







Moonlight with usl

City of Vandalia, Ohio Part-Time Firefighter/EMT/Paramedic

The Vandalia Division of Fire is looking for Firefighters, Firefighter/EMTs, and Firefighter/Paramedics for 12-hour & 24-hour shifts.

Starting rates of pay for Firefighter/Paramedics with FT experience

- 5 Years full-time experience.....\$22.25/hr.
- 4 Years full-time experience....\$21.50/hr.
- 3 Years full-time experience....\$20.75/hr.
- 2 Years full-time experience.....\$20.00/hr.
- 1 Year full-time experience.....\$ 19.25/hr.



Entry level part-time candidates will earn:

Firefighter/Paramedic	\$18.50/hr.
Firefighter/EMT-I	\$18.25/hr.
Firefighter/EMT	\$17.00/hr.
Firefighter Only	\$15.00/hr.

Flexible schedules available to accommodate school.



Applications will **only** be accepted through the City's online application system via the website at: Vandaliaohio.org/jobs. You may also scan the QR code below. Questions about the position may be directed to Human Resources Manager Missy Pruszynski, <u>missy@vandaliaohio.org.</u>

Process includes, but not limited to: examination of qualifications, interviews, extensive background investigation, physical and drug screening.

EEO and ADA compliant. Women and minorities are encouraged to apply.









City of Vandalia
Municipal Building
333 James Bohanan Memorial Drive
Vandalia, Ohio 45377
(937) 898-5891

Vandalia Division of Fire Fire Station # 1 8705 Peters Pike Vandalia, Ohio 45377 (937) 898-2261



Scan QR Code to apply