Thank you for an amazing year!



2022 was a year of tremendous challenges, and great progress for the City of Vandalia. Your City Council worked hard to address the issues facing the City in a manner that positioned Vandalia in the best possible light moving forward. Some of our highlights:

In January, City Council implemented seven Policy Goals. Every piece of legislation considered by Council must address one of these seven goals or it will not be approved. The goals are centered on offering top-tier services, providing safety and security, improving infrastructure, maintaining financial strength, building trust, and enhancing the community's vibrancy.

We spent much of the year pursuing outside funding to stretch tax dollars here in Vandalia. We were quite successful! In the course of the year we received a number of grants.

In May, we worked with a local artist to create a spectacular mural on the wall of a building in our business corridor. We invited the public to come out, grab a brush, and be a part of the creation of the mural.

In June, we initiated our annual road-resurfacing program. This year we were able to utilize Federal funds to increase the number of streets paved and the amount of curbing replaced.

In August, the City took legal action to address an unsafe situation at a local Motel. When an inspection uncovered multiple violations of the fire code, we ordered the business to close, filed criminal charges against the operators of the motel and took steps to have the building declared a nuisance.

In November we took delivery of a 2023 Sutphen ladder truck that will serve the City of Vandalia and the Division of Fire for the next 25 years.

In December we took a first look at a Parks and Recreation Master Plan that will inform decisions in our park system for many years to come. While the final report has not yet been finalized, we are confident the plan will provide us a blueprint for keeping Vandalia's Parks and Recreation system among the finest in the region.

2022 was a year that saw the City take positive steps forward to address lingering community needs. We positioned ourselves to handle the needs of our community for the next several years, and we created programs that we can build upon in the coming years to enhance the quality of life for all Vandalians.

Thank you for your support over the past 12 months. Your City Council looks forward to serving you in 2023.





\$225,567 Breathing Apparatus



\$300,000 Art Park Stage Parks and Recreation



\$100,000 Helke Park Playground



\$400,000 Foley & Enola Reconstruction



\$61,000 Robinette Restroom

















THE BLUE LETTER



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

December 31, 2022

Honorable Mayor Herbst & Esteemed City Councilmembers:

I want to thank you and our team of public servants for a great year in service to the Vandalia community. This year we have made strategic decisions to improve quality of life in town, to set our community up for long-term financial sustainability, and to provide better service to the public. As we build on a strong tradition of public service, our team is thinking critically and leveraging new approaches improve how we do business. There are challenges ahead and we are ready for them.

I am pleased to report that this week, I received a call from Congressman Turner's office informing me that we are receiving \$1.33 million in community project funding for right of way acquisition along Lightner – Dixie – Northwoods to accelerate the build out of the project. The purpose of the project is to direct

CARRY THIS WITH YOU INTO 2023

- DO THE THINGS YOU LOVE MORE
 OFTEN
- LET GO OF PEOPLE OR SITUATIONS
 THAT DRAIN YOU
- SOMETIMES YOU NEED TO GET UNCOMFORTABLE, TO GET COMFORTABLE.
- WHEREVER YOUR ATTENTION GOES.
 YOUR ENERGY FLOWS.
- IF YOU CHANGE YOUR MINDSET YOU WILL CHANGE YOUR LIFE.

commercial truck traffic around the north side of the Dayton International Airport and to the I-75 / Northwoods Boulevard ramp rather than through town. This funding was part of the recent omnibus bill that was signed into law. It is the first time in recent memory, if ever, that the City of Vandalia has earned a federal earmark. Montgomery County Engineer Paul Gruner, Public Service Director Rob Cron, and Mr. Mike Dittoe of High Bridge Co. were instrumental in getting this 15-month effort over the line.

Our accomplishments this year are numerous – and there were many opportunities and obstacles that we have not recently encountered. Nonetheless, we persist and are working to get everyone marching in the same direction. It is a privilege to serve this town and to lead such a talented and dedicated staff. I am going to take a moment to talk about some folks who responded in our time need recently.

Christmas Eve VRC Warming Center: On Christmas Eve there was a mass power outage. Vandalia Recreation Center Facilities Coordinator Danny Dixon came in to stand up our warming center. Fortunately, AES restored the power shortly thereafter as this had the potential to be a major public emergency with the low temperatures.



He's Back: You wouldn't know it was 20 degrees out with Public Works Tech Breisch fresh back from deployment and in the trench with short sleeves (prior to the recent cold snap).

Public Works Crews: During the second half of December, our Public Works crews have repaired watermain breaks, temporarily resolved a deep sanitary sewer collapse, and fought a combination of conditions that challenged our snow and ice removal methods. I appreciate their hard work and efforts.

It is worth noting that this was a peculiar event. While we have had rain turn to ice covered with snow before; the low temperatures lasted longer and made our salt inert for a more consecutive days than usual. The Public Works Division did a good job not wasting resources regarding over application of treatments that were not going to work under the conditions.

When I first visited Public Works with Mrs. Julie Trick prior to being appointed city manager, I inquired about Vandalia's pre-treatment processes and chemical applications for ice removal. This recent weather event has confirmed my northern Ohio bias and suspicion that we need to adapt our snow and ice removal treatment methods to effectively respond to extreme events. Superintendent Ritchie is already working to evaluate options for improving roadways with more effective treatment systems during such events.

It is important that you understand the great efforts of our Public Works team. Here is a summary:

- 12/22 Thursday, 9:00 pm to Midnight: 6 trucks plowing/salting (1st shift);
- 12/22-12/23 Thursday, 11:00 pm to Friday, 7:00 am: water main break on Goldleaf Ave.;
- 12/23 Friday, 12:00 am to 7:00 am: 6 trucks salting/plowing (1st shift) and 1 pickup;
- 12/23 Friday, 7:00 am to 4 pm: 4 trucks salting / plowing and 2 pickups (2nd shift & same guys that were on break);
- 12/24 Saturday, 10:30 am to 4:30: 4 trucks salting/plowing and 1 pickup;
- 12/26 Monday, 10:30 to 4:00 pm: 4 trucks salting and 1 pickup;
- 12/26 Monday, 11:30 pm to Tuesday 4:00 am: 1 truck salting main streets, hills, and bridges per Police Division request; and
- 12/27 Tuesday, 7:30 am beyond: 4 trucks salting/plowing and 2 pickups.

In addition, during this period, the Public Works team:

- Responded to 13 calls with water issues (e.g., frozen pipes, meters);
- Responded to multiple areas with drifting;
- Main valve leaking at Lancer/Goldleaf intersection;
- Attica water tower fill vale froze and dethawed;
- 1 vehicle and plow truck accident (Vandalia employee was not at fault, no injuries);
- Water main break on Rader Dr.;
- Two trucks down for repairs (i.e., conveyor chain, v-box spreader door); and

• 12 Public Works Technicians were available, with 1 sick and 1 out of town for travel that was approved before forecast.

There were sub-zero temps with wind chills that caused the salt/brine not to work until the temperature raised. We spread approximately 450 tons of salt during the storm. The high wind conditions caused white outs for driving and severe drifting.

In this case, it is important to note that there was a prolonged emergency due to both snow and extremely low temperatures.

Justice Center Fire Suppression System Break: Thank you to all of our staff members who responded on Christmas Day and the 26th to the Justice Center after there were several bursts and breaks in the fire suppression system.

This type of damage occurred in several buildings in Vandalia and in the Dayton Metropolitan Area on Christmas. Earlier this week, Mr. Larry Taylor of Beau Townsend Ford called to compliment the value-added service that the Fire Division provided during a similar call out.

On December 25th, we stood up an informal Emergency Operations Center. The number of people who responded was noteworthy. I don't intend to list everyone who responded, and I apologize for everyone who I missed. I am thankful to those who came in and stayed over while their children waited to open their presents at home (as was the case with PSS Mindy Snodgrass). Support Services Coordinator Anissa Kanzari and our team got the g11 system forwarded; and at Chief Althouse's request, Sheriff Streck welcomed our Public Safety Specialists to temporarily report to the regional dispatch center. The Fire Division did a great job shutting the water off quickly. Fire Marshall Eckert and Community Risk Reduction Coordinator Jacobs inspected the suppression system (which has been restored). IT Support Specialist Ben Lewis immediately covered our servers with plastic sheeting and began to triage. Facilities Superintendent Rudy Wells returned from travel, had an especially challenging Christmas Day at home, and then reported to start setting up restoration contractors, crank up the heat in other facilities, and limit damage. Custodial Supervisor Mark Collins with part-time custodians Ethan Whitmer and Nathan Tegtmeyer (high school students) immediately began to pick up water to limit damage. Chief Building Official Baldauf advised on electrical safety and assessed damage.

IT Manager Darren Davey drove back from a family event in Mansfield (three hours) and assessed damage until the wee hours. On the 26th, a paid holiday, I found him disassembling and cleaning individual server components with a toothbrush and electronics cleaner – he did this from 10 am on December 26th until 5 am on December 27th. And then reported to work on the 27th.

Chief Follick, Chief Althouse, and Police Lieutenants Walker and Sucher provided great leadership as we worked through options for ensuring continuity of services.

The damage to the Justice Center is extensive and includes some current court documents that must be preserved by a third-party specialist. The Municipal Court is functioning on a limited capacity. I anticipate that our Public Safety Specialists will return to the Justice Center late next week and that it will reopen to the public. I have enclosed a press release that we issued this week.

Utility Flyer: I have enclosed the flyer that was mailed to Vandalia addresses this week. There is extensive information about the need for utility rate updates at www.vandaliaohio.org/utilities.

Sculpture Installation: Congrats to Councilmember Candice Farst and the Vandalia Arts Council on the installation of our newest sculpture at the City of Vandalia, Ohio Art Park.

Vandalia Police Division November 2022 Crime Statistics: Traffic arrests / citations are down -9.69% year-to-date through November 2022 from November 2021. Traffic stops with verbal warnings are up +89.14% (from 405 to 766); meanwhile, written warnings are down -11.94%. OVIs are down -26% (from 50 to 37). These enforcement results do not align with the community's concerns relating commercial truck traffic, dangerous driving with people cutting through town to work in the City of Union and speeding on National Rd. Chief Althouse and I are working to address



deficiencies, especially relating to on duty enforcement of commercial truck traffic infractions through the operations section in 2023. The November YTD crime statistics are enclosed.

Tuesday, January 3rd, 2023, Council Meeting: The Study Session will begin at 6:00 pm. The Council meeting will begin at 7:00 pm.

City Offices Closed: City offices will be closed **Monday, January 2** for New Year's Day. City offices will be closed **Monday, January 16** for Martin Luther King, Jr. Day. The second meeting in January will be held on **Tuesday, January 17** with Study Session starting at 5:00 pm for the Parks and Recreation Master Plan Presentation and Council Meeting starting at 7:00 pm.

Christmas Tree Recycling: The Parks and Recreation and Public Works Departments are offering Vandalia residents free recycling of their Christmas trees. Residents can drop off their trees at the Sports Complex until January 31. Beginning the first week of January, residents can also dispose of Christmas trees by placing them at the curb for pickup by Rumpke on their regular trash day.

Study Session:

Tuesday, January 3, 2023 Items

Items on this evening's Council Meeting agenda

Resolution: Firefighter Protective Clothing - The Division of Fire will present its 2023 firefighter protective clothing replacement plan to City Council during their workshop on January 3rd. To assist us in getting this equipment ordered, manufactured, delivered, and to avoid a potential price increase in early 2023, the Division of Fire will be requesting City Council's permission to purchase 13 sets of firefighter protective clothing (helmet, hood, gloves, coat, pants, and boots) during the regular schedule

City Council meeting on the same night. Resolution 23-R-02, will ask City Council to waive formal bidding and award the project to Lion Apparel (through their dealer) and local "Vandalia First" company. The total cost of project is \$48,749.35.

Resolution: Heart Monitors – Fire Department - Captain Garver will present on the Division of Fire's Heart Monitor, CPR Device, and AED replacement project. The Division of Fire is requesting that we be permitted to replace heart monitors that are 12 years old and that are no longer support by the manufacturer. Heart Monitor, CPR, and AED's are critical medical devices that are critical to patient care and need to be maintained in a constant state of readiness, these devices are no longer capable of meeting that demand.

On January 17th, City Council will be asked to waive formal bidding and allow the Division of Fire enter into a ten (10) year lease with ZOLL Medical Corporation for (4) heart monitors, (6) AED's, (3) mechanical CPR devices, batteries, chargers, and all associated equipment at a cost of \$58, 974.64/annually. The Division of Fire budgeted \$68,000.00/year. The ZOLL One Agreement, is based on State Term (bid) pricing and includes a maintenance agreement for the life of the lease. The maintenance agreement includes technology updates/upgrades, where devices can be "flashed" with software updates at every annual maintenance check while they are sitting in our medic units, at no additional cost to us. The lease also includes a complete replacement (upgrade) of all leased equipment at year five of the ten-year lease. Which ensures that within five years of our initial purchase our customers are getting the most up to date technology available.

Discussion Items:

6o-Day Calendar - The calendar is included in your packets for your review.

Executive Session -The purpose of the Executive Session is to consider the employment, or compensation of a public employee and to consider confidential information related to the marketing plans and specific business strategy of an applicant for economic development assistance under 3735.67 to 3735.70 and that involves public infrastructure improvements directly related to an economic development project as the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

Council Meeting:

Action Item: 2023 Council Appointments to Board/Commissions - Council will consider annual appointments for the following organizations:

• 2023 MVRPC & TC Representatives: Annually a representative and alternate are appointed to the MVRPC. Currently Mayor Herbst is the representative and Amber Holloway is the alternate.

Annually a representative is appointed to the Technical Committee. Rob Cron is the current Technical Committee representative.

- 2023 First Suburbs Consortium of Dayton: Annually Council appoints two representatives and an alternate to this consortium. The current representatives are Mayor Herbst and Councilman Ahlers. Vice Mayor Lewis is the alternate.
- 2023 Montgomery County Community Improvement Corporation: This committee requires the annual appointment of the Mayor.
- 2023 Vandalia Development Corporation: This board requires two councilmembers appointments one Council appointment to be made in odd years, the current Council Representative is Councilwoman Woods.

Resolution 23-R-01: Self-Contained Breathing Apparatus: The Division of Fire was awarded an Assistance to Firefighters Grant (AFG) in the amount of \$225,567.00, this is a match grant, the City's match was initially \$11,278.38, making the total project \$236,845.36. As the Division of Fire was preparing its SCBA project it was discovered that FEMA had cut \$85,000 from our original ask. As we began to get updated pricing, it was determined that to completely replace our current (2015) SCBA and all of the associated equipment we would need to increase our match by \$40,630.00, bring the total City match to almost \$52,000. The total cost of the project is now \$277,472.77.

I request that City Council amend and increase the City's match, waive formal bidding, and allow the Fire Chief to enter into a purchase agreement with *Atlantic Emergency Solutions*, using the *Houston-Galveston Area Council's (H-GAC)* group purchasing plan (which the City of Vandalia is a member of), to purchase SCBA's and associated equipment/gear at the propose (attached) amount of \$277,472.77,

Resolution 23-R-o2: Firefighter Protective Clothing - The Division of Fire will present its 2023 firefighter protective clothing replacement plan to City Council during their workshop on January 3rd. To assist us in getting this equipment ordered, manufactured, delivered, and to avoid a potential price increase in early 2023, the Division of Fire will be requesting City Council's permission to purchase 13 sets of firefighter protective clothing (helmet, hood, gloves, coat, pants, and boots) during the regular schedule City Council meeting on the same night. Resolution 23-R-o2, will ask City Council to waive formal bidding and award the project to Lion Apparel (through their dealer) and local "Vandalia First" company. The total cost of project is \$48,749.35.

Resolution 23-R-03: ED/GE Agreement - Trusscore, Inc.: On December 6, 2022, the Board of County Commissioners approved a \$162,000 ED/GE grant for Trusscore USA, Inc. This resolution will authorize the City Manager to enter into an agreement with Montgomery County and Trusscore USA, Inc. regarding these grant funds.

Reports from Boards and Commissions

City of Vandalia Bicycle Advisory Committee Minutes: October 17, 2022

Executive Session - The purpose of the Executive Session is to consider the employment, or compensation of a public employee and to consider confidential information related to the marketing plans and specific business strategy of an applicant for economic development assistance under 3735.67 to 3735.70 and that involves public infrastructure improvements directly related to an economic development project as the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

The next Council meeting is on **Tuesday**, **January 3**, **2023** at **7:00** pm. The meeting will be an in-person meeting in Council Chambers. The meeting is open to Council, staff and the public to attend in-person. The meetings will be accessible for viewing on through Zoom (LINK). Please note, no comments, electronic or oral, will be allowed by people that are participating electronically through Zoom. Anyone wishing to be heard on a topic will need to appear personally at the meeting. **The Study Session will begin at 6:00** pm followed by the City Council Meeting at **7:00** pm.

Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt City Manager

CC: Board and Commission Members
All City Employees

Attachments:

- 1. Utility Rate Mailer;
- 2. 2023 Policy Goals;
- 3. MyVandalia App Flyer;
- 4. Health Insurance Carrier Change Notice;
- 5. Pharmacy Transition of Care Flyer;
- 6. Transition of Care Application;
- 7. Press Release Justice Center; and
- 8. November 2022 Crime Statistics Vandalia Division of Police.

City of Vandalia 333 James Bohanan Drive Vandalia, Ohio 45377

PRSRT STD U.S. POSTAGE PAID DAYTON, OH PERMIT NO. 248



Vandalia utility rates are being adjusted.

Effective on the first utility bill in January, 2023, utility rates in Vandalia will be adjusted to meet emerging needs in the City's water, sewer and stormwater systems.



- ▼ 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.
- ▼ To perform deferred maintenance within the utility system.

For more details on Vandalia utility rates, check out the City of Vandalia website: www.vandaliaohio.org/utilities or use the QR code to visit the site. Questions? Call (937) 898-5891.











2023 Citywide Policy Goals

Approved December 5, 2022

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.

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!







DON'T SWEAT IT - WE GOT YOU COVERED!

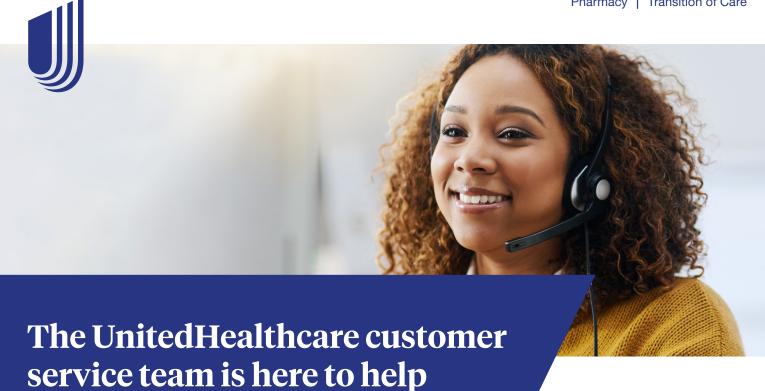
SWITCHING MEDICAL CARRIERS MAY SOMETIMES CREATE ANXIETY FOR MEMBERS SIMPLY BECAUSE YOU DON'T KNOW WHAT TO EXPECT. DON'T WORRY, BECAUSE MCGOHAN BRABENDER HAS CREATED A CHECKLIST OF THINGS FOR YOU TO CONSIDER / ACT UPON TO ENSURE THE TRANSITION IS SMOOTH AND UNEVENTFUL. IF YOU HAVE ANY QUESTIONS, WE ARE HERE TO HELP YOU ALONG THE WAY. WE ARE ALWAYS AVAILABLE FOR YOU VIA PHONE (800)293-2347 OR MBADVOCATES@MBBENEFITS.COM.

- □ Search the new carrier's website for your doctors, specialists, mental health professionals, facilities and labs (as well as all covered dependents) to ensure they are in the new carrier's network.
- ☐ If you are utilizing a prescription co-pay assistance program, you need to notify them of the carrier change. You may need to re-enroll in the program with the new carrier information.
- □ If you are currently undergoing care or treatment (elective surgery, pregnancy, physical therapy, behavioral health, etc.), let your provider / facility know about the carrier change to alleviate any potential issues with the transition.
- □ Keep an eye on your mail for your new ID card from the new carrier. These will typically come in a plain white envelope and are often overlooked as junk mail.
- Once you have the new ID card inform your providers and pharmacy of the new information on the card. Discard your old ID card once the new effective date has passed.
- □ Consult with your spouse or partner about your current health benefits plan and elections, all known medical needs, and any potential changes or requirements when selecting a new plan.

 Based on the coverage of the new carrier, you may wish to reconsider which plan to select.
- Determine whether you or a family member is covered by Medicare or TriCare. If this is the case, let your HR/Benefits Team know about so you understand your options.
- Determine what information is needed to keep any disabled dependent children (over age 26) on the plan.

- ☐ Check your current medications with the new carrier's drug formulary list to see if there are any formulary changes from your current plan.
- ☐ Refill eligible prescriptions before your current medical coverage ends to prevent any possible issues during the transition.





Manual Transition of Care

When your new UnitedHealth care member or existing member needs help and additional time to speak with their physician about switching to a preferred or covered alternative medication and/or satisfying their drug's clinical program requirements, the manual Transition of Care process (TOC) can help.

- Manual TOC allows UnitedHealthcare Customer Service to approve a one-time, one-month override on certain medications that are strategically excluded or have clinical review requirements (e.g. Prior Authorization, Step Therapy) when the member is new to UHC pharmacy benefits or the member is impacted by a Prescription Drug List (PDL) Cycle change.
- Manual TOC applies to both new and existing members
- · Members simply call the number on the back of their ID card to request a TOC override.
- · UnitedHealthcare Customer Service will work with your member to determine if their drug is eligible for a Transition of Care override.
- For existing members to be eligible, they must also have a paid claim within the last 120 days in their history. The override is not available for new medications.
 - Existing members should have a denied claim in their history for the drug under review in order to help streamline the process.

Contact your UnitedHealthcare representative for more information.



Understanding Transition of Care and Continuity of Care.

Transition of Care gives new UnitedHealthcare members the option to request extended coverage from their current, out-of-network health care professional at network rates for a limited time due to a specific medical condition until the safe transfer to a network health care professional can be arranged. Examples of covered medical conditions can be found on page 2 of this document. You must apply for Transition of Care no later than 30 days after the date your UnitedHealthcare coverage begins using the application beginning on page 4.

Continuity of Care gives UnitedHealthcare members the option to request extended care from their current health care professional if he or she is no longer working with their health plan and is now considered out-of-network. Members with medical reasons preventing an immediate transfer to a network health care professional may request extended coverage for services at network rates for specific medical conditions for a defined period of time. Examples of covered medical conditions can be found on page 2 of this document. If your health care professional is leaving the UnitedHealthcare network, you must apply for Continuity of Care within 30 days of the health care professional's termination date using the application beginning on page 4.*



Get help with understanding these health insurance terms and more on page 3.



How Transition of Care and Continuity of Care works:

You must already be under active and current treatment (see definition below) by the identified non-contracted health care professional for the condition identified on the Transition of Care and Continuity of Care Application below.

- Your request will be evaluated based on applicable state law and accreditation standards.
- If your request is approved for the medical condition(s) listed in your application(s), you will receive the network level of coverage for treatment of the specific condition(s) by the health care professional for a defined time frame, as determined by UnitedHealthcare. All other services or supplies must be provided by a network health care professional for you to receive network coverage levels. If your plan includes out-of-network coverage and you choose to continue receiving out-of-network care beyond the time frame approved by UnitedHealthcare, you must follow your plan's out-of-network requirements, including any prior authorization requirements.
- The availability of Transition of Care and Continuity of Care coverage does not guarantee that
 a treatment is medically necessary or is covered by your plan benefits. Depending on the
 actual request, a medical necessity determination and formal prior authorization may still
 be required in order for a service to be covered.

Examples of medical conditions that may qualify for Transition of Care and Continuity of Care:

- Pregnancy (trimester determined by state requirements) through six weeks post-delivery.
 - Coverage for newborn children begins at the moment of birth and continues for 30 days. You
 must select an in-network pediatrician and notify your health plan representative within 30
 days from the baby's date of birth to add the baby to your plan.
- Newly diagnosed or relapsed cancer and currently receiving chemotherapy, radiation therapy or reconstruction.
- Transplant candidates or transplant recipients in need of ongoing care due to complications associated with a transplant.
- Recent major surgeries in the acute phase and follow-up period (generally six to eight weeks after surgery).
- Serious acute conditions in active treatment such as heart attacks or strokes.
- Other serious chronic conditions that require active treatment.

Examples of conditions that do not qualify for Transition of Care and Continuity of Care:

- Routine exams, vaccinations and health assessments.
- Chronic conditions such as diabetes, arthritis, allergies, asthma, kidney disease and hypertension that are stable (except as required by state law).
- Minor illnesses such as colds, sore throats and ear infections.
- Elective scheduled surgeries (except as required by state law).



Frequently asked questions:

- If my application is approved, how long will I have to transition to a new network health care professional?
- If UnitedHealthcare determines that transitioning to a participating health care professional is not recommended or safe for the conditions that qualify for Transition of Care and Continuity of Care, services by the approved out-of-network health care professional will be authorized at the network level of benefits for a specified period of time or until care has been completed or transitioned to a participating health care professional, whichever comes first. You must apply for Transition of Care and Continuity of Care within 30 days of the effective date of coverage or within 30 days of the care provider's termination date, or you will not be eligible for the Transition of Care and Continuity of Care service.*
- If I am approved for Transition of Care and Continuity of Care for one medical condition, can I receive network coverage for a non-related condition?
- A No. Network coverage levels provided as part of Transition of Care and Continuity of Care are for the specific medical conditions only and cannot be applied to another condition. If you are seeking Transition of Care/Continuity of Care coverage for more than one medical condition, you should complete a Transition of Care/Continuity of Care Application for each specific condition within 30 days after your coverage becomes effective or your health care professional leaves the UnitedHealthcare network.*

Definitions:

Transition of Care: Gives new UnitedHealthcare members the option to request extended coverage from their current, out-of-network health care professional at network rates for a limited time due to a specific medical condition (see examples below), until the safe transfer to a network health care professional can be arranged.

Continuity of Care: Gives UnitedHealthcare members the option to request extended care from their current health care professional if he or she is no longer working with their health plan and is now considered out-of-network.

Network: The facilities, providers and suppliers your health plan has contracted with to provide health care services.

Out-of-Network: Services provided by a non-participating provider.

Pre-Authorization: An assessment for coverage under your health plan before you can get access to medicine or services.

Active Course of Treatment: An active course of treatment typically involves regular visits with the practitioner to monitor the status of an illness or disorder, provide direct treatment, prescribe medication or other treatment or modify a treatment plan. Discontinuing an active course of treatment could cause a recurrence or worsening of the condition under treatment and interfere with recovery. Generally an active course of treatment is defined as within the last 30 days, but is evaluated on a case-by-case basis.

See other health care and health insurance terms and definitions at justplainclear.com.



Transition of Care and Continuity of Care Application

This form is for all fully insured members except for members residing in California, North Carolina or South Carolina.

To complete this application:

- Please make sure all fields are completed.
- When the application is complete, it must be signed by the member for whom the Transition of Care and Continuity of Care is being requested. If the patient is a minor, a guardian's signature is required.
- You must apply for Transition of Care and Continuity of Care within 30 days of the effective date of coverage or within 30 days of the care provider's termination date.*
- A separate Transition of Care and Continuity of Care Application must be completed for each condition for which you and/or your dependents are seeking Transition of Care and Continuity of Care.
- Please mail or fax the completed application, along with relevant medical records and information, within 30 days following the effective date of your UnitedHealthcare plan to:

UnitedHealthcare

1301 W President George Bush Hwy Richardson, TX 75080-1133

Attn: Transition of Care/Continuity of Care

Fax: 855-686-3561

- After receiving your request, UnitedHealthcare will review and evaluate the information provided. Incomplete forms
 will be returned to the requestor. If the form is complete, we will send you a letter to let you know if your request was
 approved or denied. Completion of this application does not guarantee that a Transition of Care and Continuity of Care
 request will be granted.
- For behavioral health services, please contact your behavioral health carrier by calling the Customer Service phone number on your health care ID card.

*For New Jersey Plan members, please apply within 30 days of the health care professional's termination. Applications after that date will be reviewed on a case-by-case basis.

Member Information							
☐ New UnitedHealthcare member (Transition of C	Provider Termination Date						
☐ Existing UnitedHealthcare member whose care (Continuity of Care applicant)							
Name (Person being treated)	UnitedHealthcare Men	nber ID Number	Date of Birth (mm/dd/yyyy)				
Address	City		State/ZIP Code				
Home/Cell Phone Number		Work Phone Number	,				
Employer Name		Date of Enrollment in	the UnitedHealthcare Plan (mm/dd/yyyy)				
Member's Relationship to Employee		ly covered by other hea	Ith insurance carrier?				
□ Self □ Spouse □ Dependent □ Other	☐ Yes ☐ No If yes, carrier name:						
Authorization to release records: I authorize all physicians and other health care padvice, treatment or supplies for the member na of Care/Continuity of Care benefits under the plant	med above. This informa	•	•				
Member's Signature/Parent or Guardian's Signa	ture if Member is a Mino	r	Date (mm/dd/yyyy)				



Care Provider Section: Your health care professional should complete the following information.									
Name	National Provider Identifier (NPI) or Tax ID Number (TIN)	Phone Number							
Address	City	State/ZIP Code							
Hospital		Hospital Phone Number							
Date of Last Visit (mm/dd/yyyy)	Next Scheduled Appointment (mm/dd/yyyy)	Frequency of Visits							
Diagnosis	Expected Length of Treatment	If Maternity: Expected Date of Delivery (mm/dd/yyyy)							
Please select one of the descriptions if it applies: Life-Threatening Condition Acute Condition Transplant Dipcoming Surgery Disabled/Disability Terminal Illness Ongoing Treatment									
Newborn members: Coverage for newborn children begins at the moment of birth and continues for 30 days. You must select an in-network pediatrician and notify your health plan representative within 30 days from the baby's date of birth to add the baby to your plan.									
Is the treatment for an exacerbation of a previous	injury or chronic condition? $\ \square$ Yes $\ \square$ No								
Current and Associated Treatment(s)/Comments (include all relevant CPT codes) If these care needs are not associated with the condition for which you are applying for Transition of Care and Continuity of Care coverage, please complete a separate Transition of Care and Continuity of Care Application for each condition.									
	ed that for a defined period of time we treat clair on-participating provider. This is because of a quiuding any follow-up care covered under the mer vill continue to apply to the covered service, incluagreement, together with any copayment, dedu for the covered service and you will not seek to yer or anyone acting on their behalf, in excess of parge.	ns as network under the member's benefit alifying condition. If we approve this request, inber's plan, and (2) if applicable, the terms uding any follow-up care covered under the ctible or coinsurance for which the member recover, and will not accept any payment payment in full, regardless of whether such							
Signature of Health Care Professional		Date (mm/dd/yyyy)							

CONFIDENTIALITY NOTICE: Information in this document is considered to be UnitedHealthcare's confidential and/or proprietary business information. Consequently, this information may be used only by the person or entity to which it is addressed. Any recipient shall be liable for using and protecting UnitedHealthcare's proprietary business information from further disclosure or misuse, consistent with recipient's contractual obligations under any applicable administrative services agreement, group policy contract, non-disclosure agreement or other applicable contract or law. The information you have received may contain protected health information (PHI) and must be handled according to applicable state and federal laws, including, but not limited to HIPAA. Individuals who misuse such information may be subject to both civil and criminal penalties. Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, may commit a fraudulent insurance act, which may be a crime, and may also be subject to a civil penalty for each violation.





333 James E. Bohanan Memorial Drive Vandalia, OH 45377

call 937.898.5891 fax 937.898.6117

FOR IMMEDIATE RELEASE

12/29/2022

VANDALIA JUSTICE CENTER EXPERIENCES CHRISTMAS DAY SPRINKLER RUPTURE

On Christmas Day, frigid temperatures caused a significant rupture in the Vandalia Justice Center's fire sprinkler system at 245 James E. Bohanan Memorial Drive. This rupture effected both Courts and the Police Dispatch Center.

911 call center operations are being handled out of the Montgomery County Regional Dispatch Center while remediation to the building is ongoing. Thanks to the quick work of City staff, there was no public service interruption to the 911 call system. 911 call center operations are expected to be taken over by the Vandalia Division of Police on Saturday, January 7, 2023.

"Many of our dedicated public servants rushed to the Justice Center or were held over on Christmas Day to ensure continuity of the 911 system," said City Manager Dan Wendt. "Representatives from several departments began to remediate immediately to limit damage. I am thankful for their commitment to Vandalia and their sacrifice of being away from their families on the holiday."

The Vandalia Police Department remains closed to the public. Those in need of non-emergency assistance are asked to call the Vandalia police non-emergency line at 937-898-5868. It is anticipated that the police lobby will reopen during business hours (8 a.m. - 4 p.m.) beginning on Tuesday January 3, 2023. 24-hour operations are expected to resume on Friday January 6, 2023.

The Vandalia Municipal Court is open for court business only. Due to limited space while remediation is ongoing, the Court is not permitting any spectators or additional persons.

"Rest assured, staff is working around the clock to ensure a swift and proper clean up and to limit any service interruptions to the public," said City Manager Dan Wendt. "We look forward to returning to full operations as soon as possible."

Media contact: Rich Hopkins, Communication Manager (937) 415-2251

(937) 371-5674











City of Vandalia Division of Police Monthly Crime Statistical Report November 2022

CATEGORY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D	2021 Y-T-D	% CHG
Criminal Arrests:															
Felony	7	7	12	9	4	3	7	5	0	6	7		67	78	-14.10%
Misdemeanor	20	18	29	30	22	17	35	26	15	28	16		256	300	-14.67%
Juvenile	1	3	4	16	3	0	5	6	6	6	1		51	49	4.08%
Total	28	28	45	55	29	20	47	37	21	40	24	0	374	427	-12.41%
Traffic Stops:	Traffic Stops:														
Stops with Citations	40	44	69	61	51	42	25	37	41	48	30		488	478	2.09%
Stops with Written Warnings	126	206	293	237	198	155	173	147	182	206	208		2131	2420	-11.94%
Stops with Verbal Warnings	80	65	51	50	57	67	62	130	84	54	66		766	405	89.14%
Stops with Other Dispositions	3	2	3	4	9	5	6	5	8	3	3		51	34	50.00%
Total Traffic Stops	249	317	416	352	315	269	266	319	315	311	307	0	3436	3337	2.97%
Traffic Arrests/Citations:															
ovi	4	5	3	4	5	6	1	2	5	2	0		37	50	-26.00%
Speed	19	23	51	32	28	27	15	23	19	31	13		281	291	-3.44%
All Other	63	52	63	84	57	44	49	48	73	56	44		633	717	-11.72%
Parking	0	3	5	0	1	0	0	0	0	0	0		9	5	80.00%
TOTAL	86	83	122	120	91	77	65	73	97	89	57	0	960	1063	-9.69%
Traffic Accidents Investigated:															
Fatal	0	0	0	0	0	0	0	0	0	0	0		0	0	0.00%
Injury	7	4	8	5	9	4	6	5	3	6	5		62	76	-18.42%
Property Damage	20	16	15	16	11	12	15	10	12	11	10		148	160	-7.50%
TOTAL	27	20	23	21	20	16	21	15	15	17	15	0	210	236	-11.02%
Alarms:															
Business	46	45	52	69	56	27	62	47	46	39	48		537	485	10.72%
Residential	7	8	9	10	14	6	9	14	15	7	9		108	136	-20.59%
TOTAL	53	53	61	79	70	33	71	61	61	46	57	0	645	621	3.86%

Parks Maintenance Technician

City of Vandalia, Ohio











THE COMMUNITY

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



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

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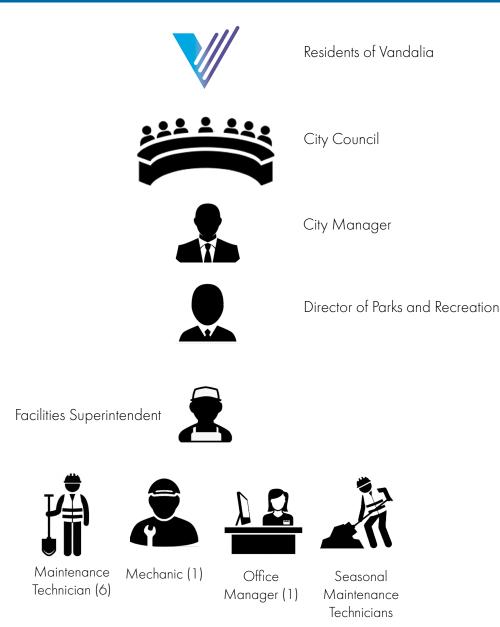
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COMMAND STRUCTURE



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The City seeks to recruit a positive leader who takes pride in enhancing livability for the residents of Vandalia.

The Parks and Recreation Maintenance Technician is responsible for a variety skilled, semi-skilled and unskilled tasks in the maintenance and operation of city-ownede buildings, parks, grounds and other facilities.

THE POSITION - THE IDEAL CANDIDATE - THE QUALIFICATIONS

The City of Vandalia is seeking a Maintenance Technician to join its Parks and Recreation team. Vandalia Maintenance Technicians perform a variety of duties.

- Mows and maintains park and open space areas such as baseball and soccer fields; mows weeds; cleans and maintains tennis courts.
- Drags ball fields; lines fields for games.
- Assists in the maintenance of the municipal swimming pool.
- Inspects, washes, and performs routine maintenance of park drinking fountains and restrooms.
- Sweeps, washes, paints, and repairs or replaces park tables, benches and bleachers.
- Performs minor semi-skilled interior building maintenance such as painting, plumbing, carpentry, and other unskilled and semi skilled trades work.
- Inspects and repairs/replaces playground equipment.
- Operates snow removal equipment.
- Operates tractors, skid loaders, mowers, backhoe, jack hammers, welders, trucks, steam cleaners, buffers, washers, and other equipment as needed.
- Collects and disposes of solid waste from buildings and grounds; picks up litter from premises.
- Assists in setting up and taking down equipment for various park and recreation programs, prepares facilities for park and recreation program use.
- Installs and maintains goal posts and nets for sports facilities, including soccer, volleyball, baseball, softball, tennis and basketball.
- Assists in the construction of new parks facilities, including clearing, grading, drainage, and foundation work.

MINIMUM QUALIFICATIONS

Must possess a valid state of Ohio drivers license, and must remain iinsurable under the City's vehicle insurance plan; may require a Pesticide Applicator's License; Certified pool operator certification, and / or other licenses / certifications based on the needs of the city. Ohio Nursery and Landscaping Association Certified Landscape Installer certification, Certified Arborist through the International Society of Arboriculture, or Certified Playground Safety Inspector, through the National Recreation and Park Association preferred.

Knowledge of office practices and procedures, *City / department goals and objectives; *City / department policies and procedures; *workplace safety practices and procedures; *personnel, rules and regulations; supervisory principles and practices; computer software; community resources and services; government structure and process; state, federal and local laws and / or regulations; local geographical area; English, grammar and spelling; grounds maintenance and repair; electrical installation, maintenance and repair; electrical principles; custodial methods and techniques; building construction, maintenance and repair; snow and ice removal.





COMPENSATION AND BENEFITS

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Base Salary: \$21.42 per hour - \$27.54 per hour

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- Tuition Reimbursement: \$3,000 per year for up to 80% for accredited degree programs with passing grade of "C" or better.

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Building Maintenance Technician

City of Vandalia, Ohio











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- Performs a variety of skilled and semi skilled repair and maintenance tasks in city offices and buildings (e.g., HVAC, plumbing, electrical, masonry, painting, carpentry).
- Maintains plumbing systems (e.g., snakes pipes, installs faucets).
- Maintains electrical systems (e.g., replaces, broken parts, install switches and fixtures, mends wiring).
- Repairs concrete, brick work and other masonry.
- Paints trim, walls, cabinets
- Builds and installs doors, locks, partitions, paneling, etc.
- Diagnose and troubleshoot maintenance issues within the city facilities to include interior and exterior maintenance.
- Responsible for facilities security through the Best Access Key Control program.
- General knowledge of the operation and maintenance of Fire and Security alarms and both wetand dry sprinkler systems.
- Performs duties associated with swimming pool operation and maintenance.
- May perform a variety of custodial task to ensure cleanliness of buildings, restrooms, and other facilities (e.g., scrubs, dust, wet mops, vacuums, strips, sweeps, waxes floors, empties trash, washes walls and windows, shovels, applies salt).
- Operates power cleaning equipment (e.g., vacuum cleaner, carpet extractor, floor buffing machine, power washer); Inspects and maintains custodial equipment.
- Opens, closes, locks and unlocks facilities as needed; assist with set up and tear down of special events.

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Public Safety Specialist

City of Vandalia, Ohio









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Water slide at the Vandalia Recreation Center.



Hole #11 at the Cassel Hills Golf Course.

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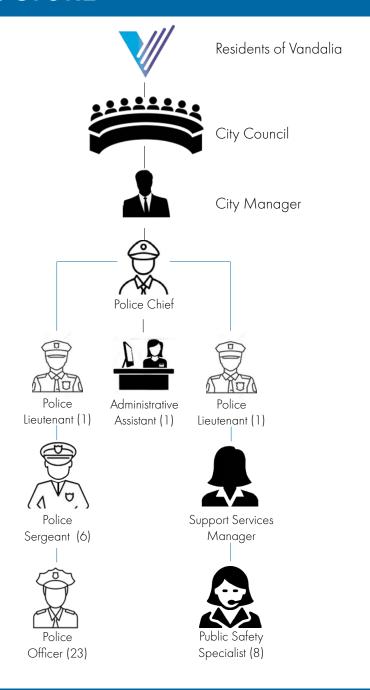
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COMMAND STRUCTURE



DIVISION OF POLICE

The Vandalia Division of Police prides itself on being in touch with the community and providing exceptional customer service. The Vandalia Division of Police headquarters is located at 245 James Bohanan Drive in the Vandalia Justice Center. The Vandalia Division of Police operates an award-winning communications center, which the community has come to rely on for fast, professional and courteous service.

The Vandalia Division of Police is one of a small number of Ohio police agencies accredited by The Commission on Accreditation for Law Enforcement Agencies.

The Division of Police has as its mission the protection of life and property and the promotion of a safe and secure environment, in a manner that is consistent with community expectations. Mission achievement strategies include: Crime Prevention and Suppression; Order Maintenance; Detection and Apprehension of Law Violators; Recovery of Lost and Stolen Property; Promotion of Community Support, Cooperation and Goodwill.

The Vandalia Division of Police is dedicated to effective and efficient operation; fair and impartial application of laws; courteous, professional and ethical conduct; and the professional development of its personnel. Vandalia police personnel shall respect and protect the rights of individuals and perform their services with honesty, zeal, courage, discretion, fidelity, competency, and sound judgment.

THE POSITION - THE IDEAL CANDIDATE - THE QUALIFICATIONS

GENERAL DESCRIPTION:

If you dial 911 in Vandalia, the PSS is the first person to provide life-saving direction. The Public Safety Specialist performs responsible communications and records work which supports the delivery of effective and efficient police, fire, and emergency medical services. The PSS is not a sworn officer, but plays an important role in directing life-saving assistance and law enforcement officers to the locations they are needed. The PSS also files and maintains files and records associated with the Division. This position requires an individual with considerable responsibility, accuracy,

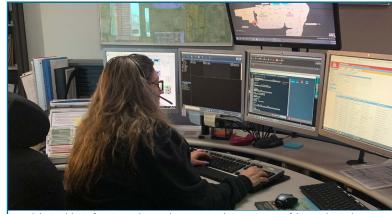
and attention to detail.

QUALIFICATIONS:

Completion of secondary education or equivalent (high school diploma or GED); at least one (1) year of related training and/or experience preferred; or any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Must possess a valid State of Ohio driver's license and must remain insurable under the City's vehicle insurance plan; Emergency Medical Dispatch Certification and LEADS Certification.



Vandalia's Public Safety Specialists work in an award-winning state-of-the-art dispatch center located inside the Justice Center. The PSS receives the tools and training necessary to be succesful.

ESSENTIAL FUNCTIONS OF THE POSITION



PSS are a calming influence, on the phone or radio, when citizens or safety personnel are faced with dangerous and life-threatening situations. PSS are one of the most critical parts of public safety.



PSS provide fast and reliable information to officers in the field. They are the lifeline in high-stress situations, and give proper information to ensure the safety of officers and the public.



PSS are trained in Emergency Medical Dispatching. They have the ability to provide life-saving instruction over the phone to citizens, in order to assist patients and provide EMS with critical information prior to arrival. These duties can be the difference between life and death.



PSS are the core of VPD's record keeping function. They are responsible for internal and external record management as well as fulfilling the needs of the public to ensure transparency and legal obligations.



PSS are proficient in the use of modern technology and equipment, allowing them to quickly assess the needs of the public and safety personnel. This ensures proper use of resources to meet the needs of the community we serve.



(Above) Police Chief Kurt Althouse and Sgt. Doug Nagel present PSS Haley Rue with the Meritorious Service Award for her performance during an incident involving an armed suspect who barricaded himself inside his residence. PSS Rue spoke with the suspect for over an hour on the phone and eventually convinced him to surrender peacefully.

COMPENSATION AND BENEFITS

The City of Vandalia offers a generous and competitive compensation package in an effort to attract top-tier talent. The successful candidate can expect the following wage and benefit package:

Vandalia Public Safety Specialists are represented by the <u>Ohio Patrolmen's Benevolent Association</u> and have a collective bargaining agreement between the union and the City.

The Public Safety Specialist is a highly valued position with an annual pay range of \$51,709 to \$66,789 not uncluding overtime;

Employer contribution to the Ohio Public Employees' Retirement System;

Health, Vision, and Dental Insurance;

Paid Vacation, Sick Leave, and Floating Holidays;

The City of Vandalia will accept the transfer in of up to 1,250 hours of unused, uncompensated sick leave from the candidate's qualifying former employer(s);

Vacation: 12 – 26 days per year depending on service credit

Prior Service Recognition: The City of Vandalia will recognize prior full-time service at a qualifying political subdivision (i.e., city, township, county, school district, State of Ohio) for the purposes of calculating leave accrual in accordance with the current policy;

Funeral Leave, Jury Duty Leave, Military Leave, Maternal and Paternal Leave with Pay, Adoptive Parent Leave;

Term Life Insurance: employer sponsored benefit of \$60,000;

Accidental Death and Dismemberment Insurance: \$12,000 benefit;

Free Individual Vandalia Recreation Center Membership;

Cassel Hills Pool Family Membership;

Individual Restricted Pass to Cassel Hills Golf Course;

Tuition Reimbursement: \$3,000 per year for up to 80% for accredited degree programs.









APPLICATION AND SELECTION PROCESS

Applications will only be accepted through the City's online application system via the website at: <u>VandaliaOhio.org/Jobs.</u> Applications must include copies of any relevant certifications, a résumé, and a cover letter.

Applications must be submitted ONLINE to <u>VandaliaOhio.org/Jobs</u>, no later than **Monday**, **January 9**, **2023 by 5:00p.m**.

Questions about the position may be directed to Melissa Pruszynski, Human Resources Manager, <u>missy@vandaliaohio.org</u>, (937) 415-2258.

The process for consideration for the position of Public Safety Specialist is:

- 1. Timely submission of application, résumé and cover letter, deadline is 5p.m. on Monday, January 9, 2023.
- 2. Computer Voice Stress Analysis (CVSA)
- First oral interview
- 4. Second interview

Once a candidate has been identified, the pre-hiring process will begin. This phase of the process includes the following steps:

- 1. Thorough background investigation
- 2. Psychological examination
- 3. Medical evaluation (e.g. drug screening, hearing test and physical)

COMMITMENT TO NON-DISCRIMINATION

The City of Vandalia is firmly committed to equal employment opportunity based on skills, education, work experience, merit, and service to the public. The City does not discriminate based on disability, race, color, religion, national origin, ancestry, medical condition, genetic information, marital status, sex, age, sexual orientation, veteran status or gender identity and expression. This includes all City programs, activities, and hiring practices.

Vandalia is an Equal Opportunity Employer and Americans with Disabilities Act (ADA) Compliant. Women and minorities are encouraged to apply.



City Engineer

City of Vandalia, Ohio











THE COMMUNITY

The <u>City of Vandalia</u> is optimally situated between the Dayton International Airport and the I-70 / I-75 interchange. Vandalia's corporate limits span 12.39 square miles with a population of approximately 15,000 (See: <u>Census QuickFacts</u>). Residents enjoy vibrant amenities, top-tier public services, affordable housing, and quality schools. The town has a robust and stable economy that is growing with businesses representing the industries of defense, aerospace, cyber, automotive, advanced manufacturing, and food processing. Located just 15 minutes from downtown Dayton and one hour from Cincinnati and Columbus, residents have ample access to quality universities and colleges. Each year, the City hosts a series of gatherings and events in its parks, and it plays a large role in helping make the Dayton Air Show a success.

Residents place a high priority on revitalizing the community and creating a downtown area as a community space for gathering and entertainment.

VANDALIA IS HOME TO



Ohio's best donut shop.



America's most active arts community.



Region's best Sports Complex.



Ohio's friendliest police department.



tment. indoor waterpark.



Ohio's greenest municipal golf course.



Ohio's best Brew Pub.



Eleven amazing City parks.



Ohio's favorite
"Soggy Doggy Dip."



Ohio's best indoor and outdoor pickleball courts.

The Vandalia City Council has adopted the following <u>2022 Policy Goals</u> to inform and to guide the execution of the City's mission in the coming year:

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.

CITY GOVERNMENT

The primary purpose of any City of Vandalia employee is to improve quality of life for residents. We seek to build a team of servant leaders who love and care about this beautiful community.

The <u>Charter of the City of Vandalia</u> was adopted by the voters on April 7, 1959. Vandalia is a politically mature municipal organization that is committed to effective public service through professional management. The City prides itself on being a respectful and collaborative employer that demands excellence from its team.

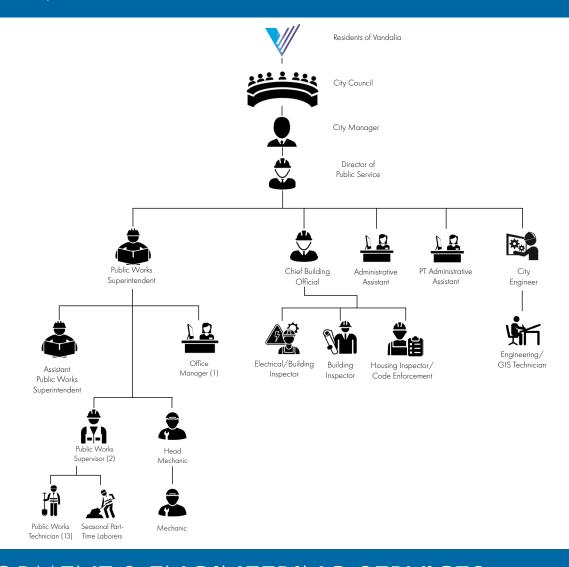
Vandalia is a complex municipal organization. The City organization retains a strong bond rating of Aa2, annual all funds budget of approximately \$57 million, and 234 full-time-equivalent employees. The City prides itself on maintaining a strong operating position and ensures that its team of public servants has the tools that it needs to serve the public. The City Engineer will play a crucial role in protecting the public's investment in infrastructure like treatment plants, roadways, bridges, parks, sewers, and water lines..

Under the direction of the City Manager, the leadership team executes the policy directives of the Vandalia City Council including the day-to-day operations of police, fire, emergency medical services, and dispatch; water distribution, wastewater collection, and storm water utilities; public works and street construction; economic development, building and zoning, planning, and engineering services; and community enrichment through the Vandalia Recreation Center, Senior Center, Cassel Hills Golf Course, and numerous parks.

In 2020, City Council adopted the Vision Vandalia Comprehensive Plan.

Learn more about City of Vandalia initiatives on the City's YouTube Channel and Facebook Page.

COMMAND STRUCTURE



DEVELOPMENT & ENGINEERING SERVICES

The Development & Engineering Services Division is headquartered at 333 James E. Bohanan Memorial Drive. The division is responsible for project management and overseeing all public works construction projects including plan development, review, bidding, contract management and inspections, plan review of private developments including residential and commercial sites, storm water drainage including plan review and general complaints or concerns from property owners, providing review and analysis of traffic concerns and improvements.

The City of Vandalia is party to two joint venture agreements with neighboring jurisdictions for the purpose of water (i.e., Northern Area Water Authority with Tipp City) and wastewater (i.e., Tri-Cities North Regional Wastewater Authority with Tipp City and Huber Heights) for treatment, distribution, and collection. The City Engineer will routinely work with personnel from each of the partnering organizations to advise on technical matters and to achieve the needs of the respective utilities.

The Development and Engineering team is highly visible to our residents, businesses, and visitors. Image matters and we are looking for someone who will enhance the reputation of the City through incremental improvements of public spaces. The City prides itself on ensuring a high level of customer service at every touchpoint with the public.



THE POSITION - THE IDEAL CANDIDATE - THE QUALIFICATIONS

General Description

The City Engineer position will be an addition to current staffing. The position has been vacant due to a retirement since 2015. This position will require strong leadership skills, as the City Engineer factors strongly in succession planning and will also be strongly considered for enhanced leadership positions within the department in the future.

The City seeks to recruit a positive leader who takes pride in enhancing livability for the residents of Vandalia. The City Engineer will be respon-

sible for providing technical expertise with respect to municipal construction, surveying projects, drainage, flood control, utilities (e.g., water, sanitary sewer, storm sewer), street, traffic control, street lighting, subdivision development, capital planning and other public works projects and programs. The City Engineer shall assure that the City complies with appropriate state and federal (e.g., ODOT, EPA, ODNR, Army Corps of Engineers, NPDES, etc.) regulations and accepted general engineering practices. The City Engineer will review public and private site plans, residential subdivision plans for compliance with all city codes, EPA requirements and any other requirements that must be met. They will also be part of the inspection process to ensure all utility installations and public improvements are installed to city standards. The position will also develop and /or approve engineering plans, calculations and prepare bid specifications and estimates for public works improvement projects. Works with various departments to write grant applications (e.g., CDBG, OPWC).

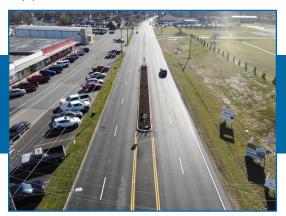


This position plays an essential role in maintaining the health, safety and well-being of residents of Vandalia. The City Engineer will serve as a professional role model for the City as we strive to be a top tier suburb that provides top tier services. The ideal candidate will serve on various boards and committees as the City's representatives including the Northern Area Water Authority (NAWA) Technical Committee, the Tri-Cities Northern Regional Waste Water Authority Technical Committee and the Technical Advisory Committee for the Miami Valley Regional Planning Commission (MVRPC). The successful candidate must be comfortable using a personal computer to conduct essential tasks (e.g., conduct purchases, verify payroll, compose documents, communicate work assignments).

Qualifications

Registered Professional Engineer (PE) in the State of Ohio or ability to obtain PE designation within one (1) year. Possession of a bachelor's degree in civil engineering from an ABET accredited university; five (5) or more years of related, preferably municipal, experience; two (2) years of experience in hydraulics or hydrology, traffic, civil engineering, and project management; one (1) year of supervisory / management experience preferred; or any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities. Certified Stormwater Manager, Certified Professional in Storm Water Quality, Certified Erosion Sediment and Storm Water Inspector, or Certified Professional in Erosion and Sediment Control desirable. Must possess a valid State of Ohio driver's license and must remain insurable under the City's vehicle insurance plan.

The City Engineer is an unclassified, Fair Labor Standards Act exempt position. The new City Engineer will be subject to a one-year probationary period. The successful candidate will be expected to work the hours that are necessary for effective service.





COMPENSATION AND BENEFITS

The City of Vandalia offers a generous and competitive compensation package in an effort to attract top-tier talent. The successful candidate can expect the following wage and benefit package:

The City Engineer is a highly valued position with a pay range of \$37.28 to \$56.67 per hour.

Employer contribution to the Ohio Public Employee Retirement System;

Health, Vision, and Dental Insurance;

Paid Vacation, Sick Leave, Holidays, and Floating Holidays;

The City of Vandalia will accept the transfer in of up to 1,250 hours of unused, uncompensated sick leave from the candidate's qualifying former employer(s);

Funeral Leave, Jury Duty Leave, Military Leave, Maternal and Paternal Leave with Pay, Adoptive Parent Leave;

Life Insurance: employer sponsored benefit of \$60,000;

Accidental Death and Dismemberment Insurance: \$12,000 benefit;

Free Individual Vandalia Recreation Center Membership;

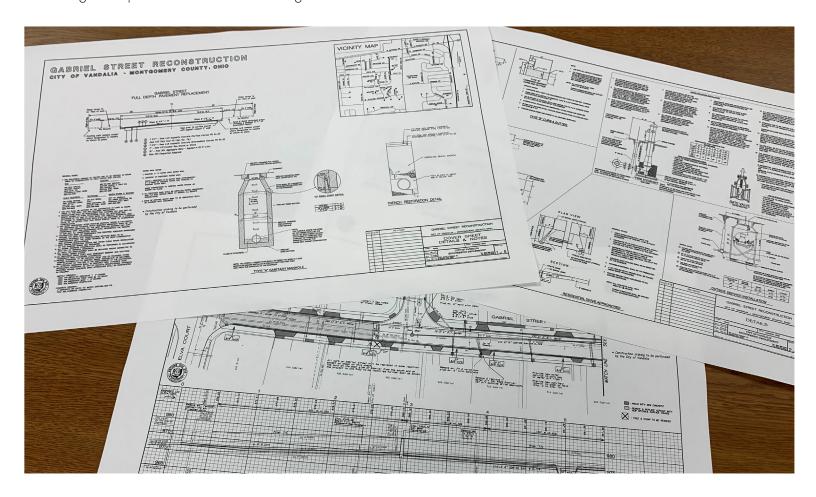
Family Cassel Hills Pool Membership;

Individual Restricted Pass to Cassel Hills Golf Course;

Tuition Reimbursement: \$3,000 per year for up to 80% for accredited degree programs.

Paid training for required licenses and continuing education.





APPLICATION AND SELECTION PROCESS

Applications will only be accepted through the City's online application system via the website at: <u>VandaliaOhio.org/Jobs.</u> Applications must include copies of any relevant certifications, a résumé and a cover letter.

Application materials may be submitted ONLINE to <u>VandaliaOhio.org/Jobs</u>, beginning Wednesday, December 21, and shall be posted until the position is filled.

Questions about the position may be directed to HR Manager Melissa Pruszynski, missy@vandaliaohio.org, (937) 415-2258. The process for consideration for the position of City Engineer:

- 1. Initial review of applicants
- 2. First Oral Interview
- Second Interview

Once a candidate has been identified, the pre-hiring process will begin. This phase of the process includes the following steps:

- 1. Thorough Background Investigation
- 2. Medical Evaluation (Drug Screening)



COMMITMENT TO NON-DISCRIMINATION

The City of Vandalia is firmly committed to equal employment opportunity based on skills, education, work experience, merit, and service to the public. The City does not discriminate based on disability, race, color, religion, national origin, ancestry, medical condition, genetic information, marital status, sex, age, sexual orientation, veteran status or gender identity and expression. This includes all City programs, activities, and hiring practices.

Vandalia is an Equal Opportunity Employer and Americans with Disabilities Act (ADA) Compliant. Women and minorities are encouraged to apply.



Vandalia Municipal Building



Municipal Building Reception Area