
[The Blue Letter](#)

September 1, 2023

Honorable Mayor Herbst & Esteemed City Councilmembers:

Large Debris drop-off Saturday, September 9, 2023 - The City of Vandalia is offering Vandalia Residents free large debris drop off from 8 am – 2 pm at the Public Works Garage. Proof of residency is required.

Council Fall Retreat - Monday, September 11, 2023 - The Fall Retreat will be held at Justice Center in the Community Room from 5:30 p.m. to 8:30 p.m.

2024 Budget Workshops - Council established two budget workshops to be held at the Justice Center in the Community Room at 2:00 p.m. on Thursday, September 14 and Monday, September 18, 2023.

Tuesday, September 5, 2023 Council Meeting: The Study Session will begin at 5:30 pm. The Council meeting will begin at 7:00 pm.

Study Session:

Presentations:

Division of Information Technology Update: IT Manager Davey will give an update on the Division of Information Technology.

Tuesday, September 5, 2023 Items:

Items on this evening's Council Meeting agenda

Resolution: Water Meter - The Public Works crews have nearly completed the installation of all of the new ultrasonic meters that we have in stock. Those 700 meters were order in 2022 and were delivered in April of this year. In April we ordered another 1,000 meters. The original lead time on those meters and cellular endpoints was five months, but we were notified that the order is not expected to be delivered until late December.

Last year we vetted our options of Water Meter Replacements. We ultimately decided to move forward with replacing our current meters with Badger E-Series Ultrasonic Meters that will be read through a cellular network directly in to our current Beacon Software.

Our current meters continue to fail at a rapid pace. Since the lead time has been extended I am recommending that we go ahead and place another order now of the Badger E-Series Ultrasonic Meters from Buckeye State Pipe & Supply Company, Inc. for an amount not to exceed \$500,000.

An additional \$250,000 has been appropriated in each the water fund and sanitary sewer fund to cover the cost of approximately 1,300 more residential meters and appurtenances.

Resolution: HVAC at Fire Station 2 – During a recent service call, the Division of Fire's heating and air conditioning vendor noted that the two roof top HVAC units at Fire Station 2 were at the end of their serviceable life and recommended that the Division

of Fire replace them. As our vendor, AMS provided us with a replacement cost that we feel is very good considering the current economy. To reinforce the need for this upgrade, the Division of Fire was planning for the replacement of these units within the next 2-3 years based on the facility condition assessment conducted by LJB in early summer 2023. The Division of Fire is requesting a onetime supplemental budget increase of \$22,354.00, to replace two roof top units. The work will be conducted by AMS Inc. of Dayton, our current HVAC maintenance provider, pricing is based on our current maintenance agreement.

Discussion Items:

Community Risk Assessment Grant -VFD- The Division of Fire has received a FEMA Fire Prevention Grant for \$25,000 dollars, to perform a Community Risk Assessment. This was a grant that was applied for in 2021, as a result our original (2021) inquiries and pricing has increase. The Division of Fire has completed an RFP, and our match/contribution is now \$32,101.57. The Division of Fire is requesting a supplemental appropriation to aid us in covering the cost of conducting the CRA, in late 2023.

Professional Aquatic Staffing Service- SwimSafe Pool Management of Cincinnati has submitted a formal proposal to amend the Professional Services Agreement for Aquatic Staffing, originally dated June 18, 2020, and extended via addenda on December 9, 2021 and December 1, 2022 that would extend the term of the agreement for an additional two (2) year period, thereby changing the expiration date to December 31, 2025. The total agreement price for Cassel Hills Pool shall be \$144,120 for 2024 and \$148,445 for 2025. The total agreement price for the Vandalia Recreation Center pool shall be \$375,138 for 2024 and \$386,392 for 2025. All terms and conditions of the Agreement and Addendums shall remain in full force and effect through December 31, 2025.

The Parks and Recreation Department completed an extensive review of SwimSafe's 2023 performance and also performed a cost benefit analysis associated with providing aquatic staffing services internally. Based on the policy options, background information, cost benefit analysis and the overall analysis of the information provided we are recommending that Council approve the proposal submitted by SwimSafe Pool Management to extend the term of the Professional Services Agreement for Aquatic Staffing Services for a two (2) year period, ending December 31, 2025.

Proposed Text Amendment – Various Code Updates – Assistant City Manager Holloway will present a series of proposed updates to the City's Zoning Code. This is largely cleanup of parcels that should be zoned as "public facilities" throughout town including the proposed public works facility.

Master Service Agreement – Design of Public Works Facility- Public Service Director Cron will discuss the recommendation of WDG Group LLC of Springfield Ohio as the selected firm to perform the Engineering and Design of a New Public Works Facility.

Table Ordinance 23-17: An Ordinance Rezoning 72.628 Acres Of City Owned Land Located On Webster Street South Of Park Center Drive And Amending The Zoning Map Of The City – Mr. Wendt will discuss with Council if they would like to proceed with Ordinance 23-17, which was tabled at the July 17th Council meeting in the first reading. The City of Vandalia has requested a rezoning for City-Owned property. The request involves seven parcels totaling 72.628 acres +/-, located approximately 500 feet south of Park Center Drive on Webster Street in the City of Vandalia. As proposed, the subject properties would be rezoned from A – Agriculture, I – Industrial, O/IP – Office / Industrial Park, and PF – Public Facilities zoning districts to O/IP – Office / Industrial Park and I/I - Industrial / Innovation. At its June 13, 2023, meeting, the Planning Commission voted 5-0 to recommend Approval of the proposed rezoning.

Table Ordinance 23-19: An Ordinance Amending Certain Sections Of Chapter 208 Of The Codified Ordinances Of The City Of Vandalia, Ohio - Mr. Wendt will discuss with Council if they would like to proceed with Ordinance 23-19, which was tabled at the July 17th Council Meeting in the first reading. Under the existing codified ordinance, purchases of twenty-five thousand dollars (\$25,000) or more require formal bidding. The process can be costly as the steps include several hours of work required by Upper Management, Law Director and Council. In addition, the discussions are included on the agendas and reliant on scheduling of the meetings. If a proposed purchase is time sensitive due to specific pricing limitations, with the current process in place, potential delays could result in higher pricing. The proposed purchases are also included in the Five-year Capital Improvement Plan budget and previously discussed during the budget workshops. Therefore, it has been determined to be more cost effective and in the best interest of the City to increase the current threshold amount from \$25,000 to \$50,000 for formal bids

and bid bonds and increase the range from \$10,000 - \$24,999 to \$25,000 - \$49,999 for informal bids.

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

Council Meeting:

Communications, Petitions and Awards

Introduction and Oath of Office: Fire Fighter/Paramedic/Inspector Kolton Keener

City Manager Wendt will introduce and administer the Oath of Office to Fire Fighter/Paramedic/Inspector Kolton Keener who began full time employment August 18, 2023.

Introduction and Oath of Office: Police Officer Kristen Sharon

City Manager Wendt will introduce and administer the Oath of Office to Police Officer Kristen Sharon who began employment August 30, 2023.

Introduction and Oath of Office: Police Officer Jack Alexander

City Manager Wendt will introduce and administer the Oath of Office to Police Officer Jack Alexander who began employment August 30, 2023.

Presentation by Jeff Hoagland, President and CEO of the Dayton Development Coalition

Jeff Hoagland will give a presentation on Regional Economic Development Update.

Resolutions

Resolution 23-R-54: Refuse Collection Bids – Public bid for our Refuse and Recycling Collection was advertised in the Dayton Daily News on June 22, 2023 and June 29, 2023. Bid were to be received on by 11:00 am on July 28, 2023. Bids were publicly opened at 11:00 am on July 28, 2023 with Rumpke Waste and Recycling submitting the lone bid. Director Cron has had several conversations and correspondence with Republic Services about our bid package, but they ultimately submitted a letter of “No Bid”. In this year’s bid package, the one item that was amended from the previous services provided is that every resident will now have a 65-gallon tote provided by the contract awardee for recyclable materials instead of the 18-gallon bins we are currently using. Director Cron is recommending that the City of Vandalia enter in to a 5-year contract as proposed in our bid documents with the option to extend for two additional years if agreed upon by both parties, at the submitted costs in Rumpke’s bid proposal. Their submitted prices indicate a 5% increase in each year of the contract.

Resolution 23-R-55: Clyde and Cyril Bid – Sealed Bids were publicly opened for the Clyde Place & Cyril Court Reconstruction Project on Tuesday August 15, 2023 at 11:00 am. Twelve sets of specifications were purchased by contractors, and all twelve contractors submitted bids for the project. Bids ranged from \$796,514.08 to \$1,238,697.00. The City of Vandalia has \$893,000.00 appropriated in the 2023 Capital Improvement budget for this project out of various funds (Safe & Stable, Water, Sanitary Sewer and Storm Sewer respectively.) **The City has been awarded grant funding in the amount of \$400,000 from the Ohio Public Works Commission for this project.** Director Cron is recommending that the bid be awarded to Milcon Concrete, Inc. as the lowest and best bidder at their bid price of \$796,514.08. The City has completed the engineering and design work for the project in house as a cost savings and to assist in our chance of funding.

Resolution 23-R-56: Consent with ODOT for US 40 Bridge over Airport Access Road Maintenance – To Be Completed FY 2025 – The Ohio Department of Transportation (ODOT), more specifically District 7 has a project, PID# 114941, scheduled to sell it FY 2025 that would make repairs to several bridges through District 7. One of the bridges that the work will be performed on is the US40 Bridge over Airport Access Road. They will be replacing the expansion joint material on the bridge.

Since this bridge falls within our jurisdiction, they are asking for approval of a Resolution of Consent for them to perform this work. The City will have no cost in the work. This is just allowing them to perform the work in the City of Vandalia.

Resolution 23-R-57: Water Meter - The Public Works crews have nearly completed the installation of all of the new ultrasonic meters that we have in stock. Those 700 meters were ordered in 2022 and were delivered in April of this year. In April we ordered another 1,000 meters. The original lead time on those meters and cellular endpoints was five months, but we were notified that the order is not expected to be delivered until late December.

Last year we vetted our options of Water Meter Replacements. We ultimately decided to move forward with replacing our current meters with Badger E-Series Ultrasonic Meters that will be read through a cellular network directly in to our current Beacon Software.

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An additional \$250,000 has been appropriated in the water fund and sanitary sewer fund to cover the cost of approximately 1,300 more residential meters and appurtenances.

Resolution 23-R-58: HVAC at Fire Station 2 – During a recent service call, the Division of Fire's heating and air conditioning vendor noted that the two roof top HVAC units at Fire Station 2 were at the end of their serviceable life and recommended that the Division of Fire replace them. As our vendor, AMS provided us with a replacement cost that we feel is very good considering the current economy. To reinforce the need for this upgrade, the Division of Fire was planning for the replacement of these units within the next 2-3 years based on the facility condition assessment conducted by LJB in early summer 2023. The Division of Fire is requesting a one-time supplemental budget increase of \$22,354.00, to replace two roof top units. The work will be conducted by AMS Inc. of Dayton, our current HVAC maintenance provider, pricing is based on our current maintenance agreement.

Ordinance – Emergency Reading:

Ordinance 23-22: Debt Issuance Schedule - The purpose of this ordinance is to provide for the issuance and sale of bonds in the maximum principal amount of \$6,000,000 for the purpose of paying the costs of improving the municipal public transportation system, including National Road (US40) and Dog Leg Road, by constructing, reconstructing, extending, opening, widening, grading, draining, curbing, paving and resurfacing, and site preparation, installing storm water, sanitary sewer and water improvements, and acquiring any necessary interests in real property, together with all incidental work and related appurtenances thereto, and declaring an emergency. While this legislation is *not to exceed* \$6,000,000, the engineer's estimate is approximately \$3.1 mm and I believe that it would be appropriate to issue bonds for no more than \$4 mm for this phase of the project. Debt service for this project will likely be paid from infrastructure fees and tax increment financing associated with development, and utility revenues. This project is not likely to result in direct general fund expenditures.

Reports from Boards and Commissions:

Variance: 863 Pool Avenue -Total Accessory Structure Area - The Applicant, Maureen Tweed has requested a variance to allow the construction of shed that would cause the total area of all accessory structures to exceed 4% of the total lot area and 40% of the principal building footprint (502 square foot maximum) for the property located at 863 Pool Avenue. The applicant has proposed adding a 160 square foot shed to the rear of her property. There is an existing 642 square foot detached garage and 90 square foot shed. The 90 square foot shed would be removed. On July 26, 2023, the Board of Zoning Appeals voted 5-0 to table the variance to the August 9, 2023 meeting date. On August 9, 2023, the Board of Zoning Appeals issued a split vote of 2-2.

Variance: 165 North Dixie Drive – Advantage Plumbing and Drain Solutions - Impervious Surface - The Applicant, Advantage Plumbing and Drain Solutions has requested a variance to exceed the maximum impervious surface coverage requirement on the property located at 165 North Dixie Drive. The total amount of impervious surface coverage is roughly 96%, exceeding the maximum allowed coverage by 16%. The applicant has proposed adding new perimeter landscaping and screening

to the site to decrease the total amount of impervious surface. On July 26, 2023, the Board of Zoning Appeals voted 5-0 to recommend approval.

Variance: 165 North Dixie Drive – Advantage Plumbing and Drain Solutions -Second Curb Opening - The Applicant, Advantage Plumbing and Drain Solutions has requested a variance to allow a second curb opening on the same street frontage on the property located at 165 North Dixie Drive. The applicant has proposed keeping the second curb opening. On July 26, 2023, the Board of Zoning Appeals voted 5-0 to recommend approval.

Variance: 165 North Dixie Drive – Advantage Plumbing and Drain Solutions -Right-of-Way Screening- The Applicant, Advantage Plumbing and Drain Solutions has requested a variance from the right-of-way screening requirement on the property located at 165 North Dixie Drive. The applicant has proposed cleaning up and screening part of the vehicular use area. On July 26, 2023, the Board of Zoning Appeals voted 5-0 to recommend approval with one condition.

Variance: 721 Stonequarry Road -Third Accessory Structure - The Applicant, Michael Wagner has requested a variance to allow the construction of a shed that would cause the property to exceed the maximum number of accessory structures and cause the total area of all accessory structures to exceed 40% of the principal building footprint (600 square foot maximum) on the property located at 721 Stonequarry Road. The applicant has proposed adding a 220 square foot shed to his rear yard. There is an existing 200 square foot shed and 1,200 square foot detached garage. On August 9, 2023, the Board of Zoning Appeals issued a split vote of 2-2.

The next Council meeting is on **Tuesday, September 5, 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 5:30 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



HARRISON TOWNSHIP FIRE DEPARTMENT

Dan Wendt, City Manager
Rob Cron, City Services Director
City of Vandalia
333 James E Bohanan Drive
Vandalia, OH 45377

Mr. Wendt,

On the evening of 27 August 2023, the Harrison Township Fire Department responded to a report of a male subject that was trapped in a tree. Our crews responded finding a 50-year-old deceased male that was pinned between a tree base and a large limb. This limb appeared to have broken while the male was cutting the tree. Due to the location of the victim and the tree itself our crews needed additional support to safely remove the remaining portion of the tree and the victim. The City of Vandalia was able to provide a bucket truck with an operator to our emergency responders. Your staff showed up and provided the appropriate equipment while providing the utmost professionalism during this tragedy. This allowed our staff to safely remove the remaining section of tree and greatly reduced the danger while securely lowering the victim to the ground via our ladder truck. Harrison Township Fire Department has had a long-standing relationship with your fire division, and after last evening's events Vandalia's city services proved they respond just the same. I wanted to personally thank you for your support and your staff's professionalism during this response.

Michael Crist

Michael Crist, Fire Chief
Harrison Township

Vandalia Division of Fire Breast Cancer Shirt

Fighting for a Cure

ALL PROFITS WILL BE DONATED TO THE BREAST WISHES FOUNDATION

WWW.BREASTWISHESFOUNDATION.ORG

Store Closes 9/20/2023

SCAN QR CODE



Front



Back





Vandalia^{ohio}
small city. big opportunity.

Your new water meter is installed!

The City of Vandalia has replaced your water meter! This new meter is programmed to use cellular technology to report your water usage to the City of Vandalia Utility Department.

This new meter also gives you the ability to track your water usage in real time through the free EyeOnWater phone app.

The EyeOnWater app has alerts that can help you identify a costly leak before it runs up your bill.

If you have any questions about your new meter or your water bill, call the number below.



Scan the QR Code for more information!

For more information:

937-415-2231

Download the EyeOnWater App



EyeOnWater

Available at:



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!



MY andalia^{ohio}

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!



It's a year of Employee Appreciation!

2023 is the Year of Employee Appreciation!

Please note the dates below and plan to attend these events.



Wednesday, June 14
Ice Cream Social
1:00 p.m. to 2:00 p.m.
Vandalia Sports Complex



Thursday, July 20
Pizza in the Park
11:30 a.m. to 1:00 p.m.
Helke Park



Wednesday, August 16
Picnic in the Park
11:30 a.m. to 1:00 p.m.
Vandalia Sports Complex



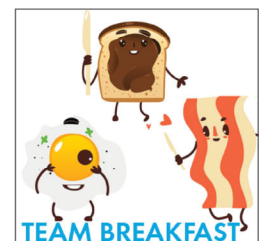
Wednesday, September 20
Employee Taco Bar
12:30 a.m. to 2:00 p.m.
Vandalia Senior Center



Wednesday, October 25
Employee Donut Bar
7:00 a.m. to 9:00 a.m.
Vandalia Justice Center



Wednesday, November 8
Team Breakfast
8:00 a.m. to 9:30 a.m.
Cassel Hills Clubhouse



Monday, December 18
City Council Employee Appreciation Day
8 a.m. to 5 p.m.

Thank You



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.