

CITY OF VANDALIA
February 7, 2022
City Council
Study Session - 6:00 PM

CITY OF VANDALIA
Council Study Session Minutes
Municipal Building
333 Bohanan Drive
Monday, February 7, 2022
6:00 P.M.

Councilmembers Present: Vice Mayor David Lewis, Councilwoman Candice Farst, Councilwoman Constance Woods, Councilman Michael Blakesly, and Councilman Corey M. Follick

Members Absent: Mayor Richard Herbst and Councilman Robert Ahlers

Others Present: Jerry McDonald, Daniel Wendt, Amber Holloway, Darren Davey, Bridgette Leiter, Steve Clark, Chief Althouse, Chief Follick, Rudy Wells, Kristen Carnes, Rob Cron, Holly Wiggins, Lt. Ben Walker, Larry Sherman, Keith Valiquette, Chris Mastrino, Bill McIntire, and Zak Karto

Remote Audience: Mayor Herbst

Vice Mayor Lewis called the Study Session to order at 6:00 p.m.

1. **Monday, February 7, 2022**

A. **Items on this evening's Council Meeting Agenda**

Vice Mayor Lewis called for questions or comments regarding items on this evening's Council Meeting agenda. Mr. Wendt respectfully requested an executive session for the purpose of reviewing a collective bargaining strategy related to on-going negotiations with the Teamsters union.

B. **Resolution 22-R-12: Designate Financial Institution for Depositories**

Mrs. Leiter explained every five years the City is required to designate public depositories of the City's funds. Eligible public depositories include any national bank, federal savings association, savings and loan association, or savings bank provided that the public money on deposit does not exceed, in aggregate, 30% of its total assets. This resolution designates PNC Bank, Fifth Third Bank, KeyBank, Huntington National Bank, and Chase Bank. Brief discussion was held as well as a question and answer session regarding how deposits and how the deposits are attested.

2. **Monday, February 21, 2022**

A. **Resolution: Facilities Infrastructure Project**

City Manager Wendt and Energy Systems Group shared results and recommendations from the detailed engineering evaluation of city owned facilities. Included in the presentation was a project timeline, building lifecycle, scope of work, financial cost and savings, debt ratios as well as recommended next steps in the process. After general discussion, Mr. Wendt suggested that Council hold a Special Meeting Monday, February 14 at 8:30 a.m. to consider legislation in moving forward with the project. Council indicated a preference to do so.

B. Resolution: Mobile Stage Refurbish Project

Parks & Recreation Director Clark explained the mobile sound stage will soon be 27 years old and is in need of refurbishing as well as new graphics to incorporate the new city logo. Century Industries is the manufacturer of the Show Master Series stage and therefore the sole source provider of the necessary components required for the refurbish project. As part of the project, Century Industries will provide a scope of work to include updated graphics design, structural and mechanical components replacement as well as new tires. He noted that Century will also provide pick-up and delivery of the sound stage between Vandalia and their manufacturing location in Sellersburg Indiana. The 2022 CIP budget has \$40,000 allotted for this project based on a quote received from Century Industries during the 2022 budget process. Brief discussion was held related to the need for a sole source service provider and whether or not the city would accept partnerships related to the stage. Councilman Follick suggested Mr. Wendt revisit this topic of discussion with the township and the local chamber to partner with the city on the mobile stage.

- At 7:02 p.m. Vice Mayor Lewis advised the Study Session is being adjourned for the purpose of conducting the regularly scheduled Council Meeting. He indicated the Study Session will reconvene after the Council Meeting is adjourned.
- At 7:29 p.m. Vice Mayor Lewis re-opened the Study Session and called upon Chief Follick to discuss the Fire Department Data Management System Contract.

C. Resolution: Fire Department Data Management System Contract

Chief Follick explained in an effort to “Sharpen the Saw”, the Division of Fire proposed an \$30,000 increase to our Data Processing (110.221.5237) line of our Operations Budget to address the needed replacement of the Division of Fire’s current fire/EMS data management system. The Division of Fire’s current data management system (Emergency Reporting) was purchased in 2015. Since that time the Division of Fire has experienced a steady decline of customer support and service. He advised, in early 2021, ERS was purchased by a larger software company. ESO a more well established medical data management firm purchased ERS. Service in this short “honeymoon period” has not improved and recently the Division of Fire was notified that it is ESO’s intents on “sunsetting” our current ERS data management system but provided no timeline. ESO states that this is to provide its customers with a “new and improved software solution”, which is essentially parts and pieces of the ERS mixed together with ESO’s current product. Chief Follick shared, in the eighteen years that he has been with the department, this has happened three times, wherein the fire/EMS data systems get purchased and dismantled. Typically, it’s a strategy for larger

companies to eliminate the small more economical software solutions. Rarely is it to improve a “higher end” software solution. He advised the Division of Fire staff has researched all of the contingencies and feel that it is time for us to implement a new data management system with the goal of this purchase to be bring our data management needs into one system which includes:

- Fire/EMS incident reports
- Occupancy information(Fire Inspections, Required Hazardous Materials Reporting, and Underground Tanks)
- Vehicle/Facility Maintenance records
- Firefighter Training Files
- Inventory
- Operational tasks
- Outreach, Public Education, and Fire Station Tour Data

Chief Follick noted the Division of Fire received two quotes, after review of the submissions, the Division of Fire is recommending that council consider approving a contract be awarded to Image Trend in an amount not to exceed \$26,847.00 for the first year and in the amount of \$20,322.00 annually after 2022. He explained the Division of Fire budgeted \$30,000 in its 2022 operations and maintenance budget to cover the cost of this purchase. A budget savings will be realized in 2023 when we eliminate other software programs that can be replaced by Image Trend in the current set-up or through the addition of software updates to the system.

D. Resolution: Purchase of Message Boards

Mr. Cron explained the 2022 Capital Improvement Budget includes \$40,000 for portable message boards. The addition of these devices will align with the City’s policy goals as identified by City Council. They will promote a Safe and Secure way to notify traveling public of construction, traffic delays or special events that may require detours. We anticipate using the message boards for advanced warning of upcoming construction projects, assisting in traffic control of special events such as the Air Show parade, and advertising events at the Art Park. They may also be used by other city departments such as the Parks and Recreation Department for special events or Police and Fire Departments in emergency situations. He advised staff received two quotes for the message boards. First, Star Safety has submitted the State of Ohio contract price of \$18,995.00 each. We also received a quote from a Vandalia company, Sun Belt Rentals, Inc, of \$17,213.00 each for a comparable message board. Mr. Cron concluded by recommending the purchase of two Wanco WTMMB Solar Message Boards from Sun Belt Rentals, Inc. at the submitted price of \$17,213.00 each for a total of \$34,426.00.

3. Discussion

A. Vandalia Public Works / Department of Engineering Services Radio Repeater Project

Mr. Cron advised the 2022 Capital Improvement Budget included \$40,000.00 to invest in a new repeater for our portable and mobile radio system. The repeater for our radio system that was formerly on the Sports Complex Water Tower is no longer in service and beyond its useful life and has been taken down. It is critical for our communications that we get the repeater replaced and back up in service. This purchase fits directly in line with our Safe and Secure policy goal that City Council has

adopted. This purchase will allow Public Works crews access to city wide radio communication coverage and will allow the crews to communicate with Police and Fire Departments in emergency situations. Once the repeater is up and in service, we will evaluate all our current radios and replace if needed. Mr. Cron advised we will also purchase portable radios for supervisors and for our inspectors. These would have been very beneficial in situations like the 2019 tornado as they were performing building checks. The remaining dollars will be used for additional mobile radios as needed and the portable radios. He explained the cost for mobile radios is \$752.54 each and the portable radios are \$642.54 each. Mr. Cron concluded by recommending the purchase of Motorola VHF Repeater package including installation and a base radio for the Public Works Facility through P&R Communications, the sole source provider, at their submitted cost of \$19,570.08.

B. Agile User Fees

Chief Althouse explained the Vandalia Division of Police transitioned public safety radio communications to the State's Multi-Agency Radio Communications System (MARCS) in 2016. As part of MARCS, two IP-VPN connections serviced by Agile Networks were established. Agile Networks continues to monitor and service these IP-VPN primary and secondary connections. Agile Networks is the sole service provider for these IP-VPN connections. Chief Althouse concluded by noting the 2022 budget for this expense is \$14,880.00 and the annual maintenance fees are \$14,880.00.

C. 2022 Radio Maintenance Fees

Chief Althouse advised the Vandalia Division of Police transitioned public safety radio communications to the State's Multi-Agency Radio Communications System (MARCS) in 2016. Additionally, VPD's Communications Center was upgraded in 2015. P&R Communications provided the radio consoles and equipment and has serviced this equipment since the upgrade. P&R Communications provides exceptional service to the Division of Police and readily responds when there are any issues with the public safety radio equipment. He noted they also complete annual inspections and upgrades to the radio software. Chief Althouse concluded by noting the 2022 budget for radio maintenance with P&R Communications is \$11,112.00 and the annual maintenance & service fees are \$11,112.00.

D. 2022 Miami Valley Regional Crime Laboratory Fees

Chief Althouse advised Vandalia Division of Police has used the services of the Miami Valley Regional Crime Laboratory (MVCRL) exclusively for more than 40 years. The service delivery and quality of the laboratory's evidentiary work for Vandalia has been excellent. Among its many services, the Crime Lab staff provides formal training and certification to Vandalia police officers as evidence technicians. As a member agency, VPD receives the MVRCL Evidence Technician training course at no additional costs; equipment and supplies to furnish evidence kits, including plastic tubes, OVI evidence kits and fingerprint powder; expert testimony for submitted laboratory casework; expedited case analysis upon request; direct email access to laboratory analysts, including a portal for report review; the MVRCL/MCCO newsletter; and a laboratory virtual tour. He advised the city's participation as an MVRCL member ensures reliability, dependability, and customer service that the Division of Police and our citizens deserve. Chief Althouse recommended the city continue receiving laboratory

services from MVRCL. The 2022 budget for crime lab services is \$24,038.00 and the annual MVRCL service fees for 2022 are \$24,038.00.

E. 60-Day Calendar

Vice Mayor Lewis solicited comments or questions on the 60-Day Calendar. Brief discussion was held regarding the upcoming solar panel variance.

4. **Executive Session** - The purpose of the Executive Session is to review a collective bargaining strategy related to the Teamsters.

Executive Session

At 7:53 p.m., during the Study Session, **Vice Mayor Lewis** recommended that Council adjourn to Executive Session to discuss a collective bargaining strategy related to the Teamsters. It was moved by Councilmember Blakesly, seconded by Councilmember Follick, to adjourn to Executive Session. Councilman Blakesly voted yes, Councilwoman Woods vote yes, Councilman Follick voted yes, Councilman Farst voted yes, and Vice Mayor Lewis voted yes. Motion passed 5-0. **Vice Mayor Lewis** advised council will reconvene to the Study Session for the sole purpose of adjourning the Study Session and no further business will take place after the executive session. Council adjourned into executive session at 7:54 p.m.

Re-Convene to Study Session

It was moved by Councilman Follick, seconded by Councilman Blakesly, to end the executive session and reconvene to the Study Session 8:19 p.m. All members present voted yes. Motion passed 5-0.

The Study Session adjourned at 8:19 p.m.

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