

The Blue Letter

January 12, 2024

Honorable Mayor & Esteemed City Councilmembers:

Tuesday, January 16th, 2024, Council Meeting: Study Session will begin at 5:30 pm. The Council meeting will begin at 7:00 pm.

Martin Luther King, Jr. Day: City offices will be closed in observance of Martin Luther King Jr. Day on Monday.

Focus Vandalia ([LINK](#)): This week, Human Resources Manager Pruszynski was featured in our Focus Vandalia video on employee recruiting. Our teammates are our biggest asset, every time we hire a new public servant, it is a considerable investment that can impact our organization and community for decades. We put a lot of resources in trying to draw the right combination of attitude, work ethic, and call to service.



MyVandalia Magazine: The most recent edition of the [MyVandalia Magazine is available online \(link\)](#).

Legislative Summaries: For reference, the legislative summaries are posted on the City [website \(link\)](#).

Cassel Rd. Bridge (Johnson Station Rd. Bridge) Replacement Update: Last week, I updated Council on the City's award of a state municipal bridge grant of \$1,382,327. ODOT, in certain years, offer assistance for the preliminary engineering and final design costs in the form of a *design task order*. This money is available on a first come first serve basis. We were fortunate enough to receive the task order funding in an amount not to exceed \$200,000 to replace the Johnson Station Rd bridge. ODOT selects a third-party firm through a Quality Based Selection (QBS) process for the engineering and design of the project and then negotiates a contract price.



ODOT has selected Prime AE as the firm to perform the preliminary engineering and final design for the project. Prime AE's proposal cost for the work is approximately \$260,000, which would leave our share of the engineering at \$60,000. Because the task order is capped at \$200,000, we are required to enter into a separate agreement for our share of the engineering. Prime AE has agreed to separate their initial proposal into two separate proposals (one for ODOT and one for City of Vandalia) to best utilize the \$200,000 from ODOT. Ultimately the City will be responsible for approximately 4% of the entire \$1,641,444 of the project.

The City is still currently waiting on the necessary final agreements and orders from ODOT and Prime AE's revised proposals related to the design of the bridge. It is unlikely that this information will be ready for the meeting on Tuesday. There are some bureaucratic deadlines that the City must meet, and there have been delays in processing the

necessary agreements, which are out of the City's control. To receive the grant funds, I will request that City Council waive formal bidding, and authorize me to negotiate and to enter into the agreement with Prime AE as design professional since they will also be entering into an agreement with ODOT for the larger portion of the work (Note: It would not make sense for the City and the State to contract two different design professionals for the same small bridge project – and ODOT has already conducted a QBS selection process and award.)

After providing this update at the Tuesday, January 16, 2024, Council Meeting; I will then request that Council consider and authorize the necessary legislation in the Study Session and Regular Meetings on February 5, 2024. Failure to meet this deadline could result in the City paying for the entire \$1,641,444 project out of pocket.

There are several projects with funds appropriated in our current capital improvement budget, and I feel comfortable utilizing the \$60,000 from these various funds and projects because this reallocation will not cause substantial negative impact to any individual project scope (e.g., concrete, paving). Alternatively, the City could consider supplementing the capital budget by \$60,000 later this year if necessary. Regardless, I recommend that the City take the necessary actions to meet the timelines in order to utilize the funding for the bridge replacement project at the February 5, 2024 Study Session and Regular Meeting of City Council.

Bruce Sucher Vandalia Recreation Center Memberships: This week, there were some inquiries related to memberships at the Bruce Sucher Vandalia Recreation Center. Rate and membership information is on the City website at: <https://vandaliaohio.org/308/Memberships>. This has been published in the MyVandalia Magazine and sent to every residence. Since the recreation center opened in 2001, there have been three updates to membership rates including:

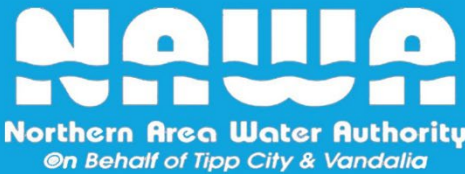
- 2007 – 5% increase to all categories (including residents);
- 2009 – 5% increase to business and non-resident categories; and
- 2011 – addition of the Dual membership category (which reduced revenue).

Resident members of the VRC have experienced **one rate increase of 5% in 23 years** – it occurred 17 years ago.

On December 18, 2023, Director Leiter reported that through November 30, 2023, the VRC was running at 57.08% cost recovery compared to 71.43% in 2019. This comparison includes approximately \$111,000 more in capital expenditures in 2019. This does not include the capital expenditures or debt service related to the facilities infrastructure project, which included replacing the original roof and commercial heating, ventilation, and air conditioning for the entire facility. From 2019 to 2023, revenues declined from \$1,044,191 in 2019 to \$854,508 in 2023, while operating expenditures increased from \$1,221,423 to \$1,360,928 during the same period. In this case, the VRC is still recovering from the COVID-19 exodus.

Utilities: The City has received some inquiries regarding utilities in Vandalia. Information regarding the utility system needs and rates can be found online at: www.vandaliaohio.org/utilities. Here are some images that are included on this webpage. The figures regarding the Tri-Cities plant improvement are estimates from late 2022, meaning that the actual bid amounts are likely to be higher.

Water - System Needs



- Systematic Waterline Replacement
- Water Tower Maintenance
- Water Meter Replacement
- Vandalia Public Works Facility
- Capital Equipment Planning
- Personnel Expenses

Wastewater Needs



- ~\$81 million in Plant Upgrades
- Exceeding 11.2 MGD Capacity
- Piping, Wet Well Capacity
- Biological Oxygen Demand
- ~\$19 million Storage Expansion - Overflows
- Sewer maintenance, lining, replacement
- 2027 Anticipated EPA Regulations – P, NH3
- Vandalia Public Works Facility
- Capital Equipment Planning
- Increasing Cost of Veolia Contractor
- Personnel Expenses

Study Session:

Tuesday, January 16, 2024, Items:

Items on this evening's Council Meeting agenda

Ordinance: Assessments – This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance

Monday, February 5, 2024, Items:

Resolution: Purchase of Water Meters – Public Works crews have been installing the new ultrasonic meters that we have in stock as our current meters continue to fail at a rapid pace. To date, we have ordered 3,000 of the roughly 5,700 water meters in operation in the City. Our latest order of 1,300 meters in August 2023 is estimated for delivery in February. In the 2024 Capital Improvement Budget, we have appropriated a total of \$500,000 in the Water and Sanitary Sewer funds to purchase more water meters to continue the multi-year citywide replacement.

Buckeye State Pipe & Supply Company, Inc. has agreed to hold their 2023 pricing for us until May 2024. Due to the long lead time and held pricing, Director Borton recommends we purchase more Badger E-Series Ultrasonic Meters from Buckeye State Pipe & Supply Company, Inc. for an amount not to exceed \$500,000. This will cover the cost of approximately 1,300 more residential meters and appurtenances.

Resolution: One Ton Dump Truck #15 Cab & Chassis – In the 2024 Capital Improvement Budget, we have appropriated a total of \$100,000 in various funds to purchase a new one-ton dump truck to replace our current Public Works truck #15, with over 55,700 miles before this snow & ice season. The dump trucks are used throughout the year on a daily basis moving spoils, hauling brush, gravel, asphalt, and general maintenance. Our six main snow & ice vehicles are responsible for clearing over 210 lane miles of roadway during the snow & ice events.

We received the State contract pricing and a quote with government discount pricing from Beau Townsend Ford of Vandalia for a new one-ton dump truck cab & chassis. Under Vandalia Code section 208.03(d)(1), known as the Vandalia First purchasing option, Beau Townsend's price is within the 2% requirement for purchases over \$50,000. I recommend we waive formal bidding and purchase the cab & chassis as specified from Beau Townsend Ford at their quoted price with government incentives of \$60,884.00.

Variance: BZA 24-01 Monument Sign – 113 West National Road-Kettering Health - The Applicant, Select Signs, on behalf of Kettering Health has requested a variance to the “prohibited signs” requirement for the property located at 113 West National Road. The Applicant has proposed adding a monument sign in the Vandalia City Center Overlay (VCCO). On January 10, 2024, the Board of Zoning Appeals voted 5-0 to recommend approval with two conditions.

Discussion Items:

One Ton Dump Truck # 15 Upfit Plow & Salt Spreader - As mentioned above, in the 2024 Capital Improvement Budget, we have appropriated a total of \$100,000 in various funds to purchase a new one-ton dump truck to replace our current Public Works truck #15. During snow & ice events, we currently use 3/4-ton pickup trucks for plowing cul-de-sacs and narrow streets, but they cannot put down salt afterwards; another truck must be pulled from plowing its route to salt those areas. This new one-ton truck would be upfit with a dump body, 10' plow, and salt spreading capabilities to start mitigating this issue. Our dump trucks are used throughout the year daily moving spoils, hauling brush, gravel, asphalt, and general maintenance.

We received a quote from K. E. Rose Company of Huber Heights for the upfit with snow & ice equipment with government discount pricing. We have used the K. E. Rose Company in the past for most of our snow & ice upfits and they have performed excellent work at a reasonable price. They are just now finishing the upfit of our newest single axle five-yard dump truck that should be out on the streets this month. I recommend we purchase the upfit dump body with snow & ice equipment as specified by K.E. Rose Company with government incentives for \$48,140.00.

The total cost of the cab & chassis and the upfit would be \$109,024.00 which is \$9,024.00 over the amount appropriated of \$100,000. We have \$15,000 available that is not needed for the 2024 appropriated tire changing equipment, which was purchased with 2023 funds in November. This will cover the \$9,024.00 over the amount appropriated for the dump truck.

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 Cody Teegarden

City Manager Wendt will introduce and administer the Oath of Office to Fire Fighter/Paramedic/Inspector Cody Teegarden who began full time employment January 2, 2024.

Introduction: Tyler Severance, Parks & Recreation Maintenance Technician

City Manager Wendt will introduce Tyler Severance who began full employment January 2, 2024.

Introduction: Daniel Griffieth, Public Works Technician

City Manager Wendt will introduce Daniel Griffieth who began employment January 3, 2024.

Introduction: Tyler Jackson, Public Works Technician

City Manager Wendt will introduce Tyler Jackson who began employment January 3, 2024.

Introduction: Mahmat Vallazov, Public Works Technician

City Manager Wendt will introduce Mahmat Vallazov who began employment January 3, 2024.

Resolution 24-R-05: Managed Endpoint Detection and Response (MEDR) Service - IT Manager Davey presented his recommendation for Managed Endpoint Detection and Response (MEDR) services at the January 2, 2024, Council workshop. Proposed resolution 24-R-05 recommends that the city enter into a three-year contract with SilverSky, Inc., at a cost of \$33,300 per year, as well as a one-time setup fee of \$1,387.50. The managed endpoint detection and response services will greatly enhance the city's cybersecurity capabilities and fill the gap for afterhours cybersecurity monitoring. Resolution 24-R-05 is on the January 16, 2024, council agenda for approval.

Emergency Ordinance 24-01: Assessments – This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance.

December 2023 Bill Listing – Mrs. Leiter will deliver the December 2023 Bill Listing.

The next Council meeting is on **Tuesday, January 16, 2024, at 7:00 pm**. The meeting will be an in-person meeting in the Council Chambers at 333 James E. Bohanan Memorial Drive, Vandalia, OH 45377. The meeting is open to Council, staff, and the public to attend in-person. The meetings will be accessible for viewing through Zoom. A link to the online meeting is available on meeting agenda, which will be posted at <https://vandaliaohio.org/462/City-Council-Agendas-Minutes-and-Videos>. Please note, in compliance with Ohio Revised Code, 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

Attachments:

1. Christmas Tree Recycling;
2. Governing Essentials for Local Elected Officials Information;
3. Citywide Policy Goals;
4. MyVandalia App Flyer; and
5. Water Meter Door Hanger.



RECYCLE your Christmas Tree & Help the Environment

Drop off your real Christmas Tree at the
Vandalia Recreation Center southwest
parking lot.

Please remove all lights, nails, wires,
and decorations prior to drop-off.

Help save space in our landfills while
providing mulch for our City parks!
The drop-off area will be open through
Friday, January 19.

small city. big opportunity.



GOVERNING ESSENTIALS

FOR LOCAL ELECTED OFFICIALS

Designed for newly elected officials (or experienced officials seeking a refresher), this six workshop introductory series will promote a high-level understanding of topics essential to effective elected service at the municipal, township and county level.

THE CURRICULUM

- Introduction to Governance
March 1, in-person
- Economic Development—Fundamentals
March 6, virtual
- Infrastructure— Public Works, Planning and Development *March 20, virtual*
- Economic Development—Field Trip
April 3, in-person
- Budgeting and Finance,
April 17, virtual
- Safety and Communications/ Current Trends in Local Government
April 26, in-person

"There is so much information to learn that I feel this course is appropriate for anyone in public service— not just newbies. There is something to be said about always being a "student" of your craft."

- 2023 cohort participant

COST: \$750.00 per person, includes six workshops and refreshments at in-person workshops

For more information and to register: <https://bit.ly/3PM5ILj>

Questions? GVAcademy@ohio.edu



"I believe the government's highest calling is to empower people and galvanize their energy and resources to help solve our problems, meet our challenges, and seize our opportunities."

Senator George V. Voinovich

OHIO
UNIVERSITY

Voinovich School of Leadership
and Public Service
**Voinovich Academy for Excellence
in Public Service**



Citywide Policy Goals

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!



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!





Vandalia^{ohio}
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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:

