
[The Blue Letter](#)

July 12, 2024

Honorable Mayor & Esteemed City Councilmembers:

Summer Schedule – Council Meetings - Council established a summer schedule for Council meetings. The August meeting will be held on Monday, August 19th at 7:00 p.m. The Study Session will tentatively begin at 5:30 p.m.

Monday, July 15, 2024, Council Meeting: Study Session will begin at 6:00 pm. The Council meeting will begin at 7:00 pm.

Study Session:

Monday, July 15, 2024, Items:

Items on this evening's Council Meeting agenda

Resolution: Bid Award for Tionda/Mossview/Ranchview Dr. Watermain – Bids were publicly opened for Tionda, Mossview, & Ranchview Drive Watermain Replacement & Resurfacing project on Tuesday, July 9, 2024 at 11:00 AM. Nine (9) sets of specifications were issued, and seven (7) contractors submitted acceptable bids for the project. Bids ranged from \$1,685,751.00 to \$2,112,101.00. Our final estimate for the project was \$1,842,650. Director Borton recommends awarding the contract for this project to M&T Excavating, LLC out of Bradford, OH as the lowest and best bid at their bid price of \$1,685,751.00 and allowing up to the appropriated funds for contingency items that may arise during construction (~5% of the original bid).

Resolution: Creation of New Fund – VPD 911 Services - The City of Vandalia received notification of several plan updates to the Countywide 9-1-1 system and will now receive a portion of the 911 fees collected by the State. The funds received must be spent in accordance with Ohio Rev. Code 128.57; therefore, it is necessary to establish a separate accounting fund for the receipt and dispersal of these monies.

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

Monday, August 19, 2024, Items:

PC 24-06 – Major PUD Amendment and Final Plan – 40 West Lot 1 (CrossFit Excess) - Brody Mayse, of CrossFit Excess, seeks approval of a Major Amendment to the 40 West Planned Unit Development, as well as Final Plan approval for the development of Lot 1 of the 40 West Planned Unit Development. The proposed amendment would add "Personal Services (Fitness Studio) to the list of permitted uses for the 40 West PUD. The proposed final plan would establish a 6,000 square foot CrossFit studio.

Discussion Items:

Justice Center Restroom Exhaust Fans – Under \$50k – This project will include the replacement of inoperable restroom exhaust fans and the relocation of problematic plumbing roof top vents at the Justice Center. Exhaust fan and roof top vent issues were discovered during the Facilities Infrastructure Project work at the Justice Center, with funding included in the 2024 capital budget in the amount of \$41,000 to address the problem. Completion of this project will improve air flow into the spaces vented by the exhaust fans, allowing the HVAC equipment to function as designed and will also address issues with current exhaust venting at the roof top make-up air intakes as well as correct issues with access to the electrical disconnects for these fans. Completion of this project will improve air flow into the spaces vented by the exhaust fans, allowing the HVAC equipment to function as designed.

We received one quote from Mechanical Systems of Dayton for this project as several other vendors were not responsive to our request for pricing due to the complex nature of the work (multiple trades required – plumbing, electrical, roofing). Facilities Superintendent Rudy Wells worked with Chief Building Official Chris Mastrino and Electrical Inspector Robert Martin to determine the best course of action for this project.

Based on the proceeding information, Director Clark is recommending entering into a contract with Mechanical Systems of Dayton (MSD) at a cost of \$25,703 for the replacement of restroom exhaust fans and the relocation of roof top vents at the Justice Center.

Zoning Code Amendment – Legal Marijuana Moratorium Expiring in October – On December 4, 2023, Vandalia City Council passed Resolution 23-R-81, a Resolution imposing a temporary moratorium on the acceptance, consideration and/or granting of any zoning, occupancy, or other permits or applications relating to cultivators, processors, or retail dispensaries of adult use cannabis within the City of Vandalia. Law Director McDonald will provide Council with any updates from the State of Ohio and will ask for Council's direction moving forward.

PC – Parking of Commercial and Recreational Vehicles – Staff has received several complaints about Commercial and Recreational Vehicles parked in residential areas. Concerns include the types of vehicles allowed and the length of time such vehicles can remain. After reviewing the code, Staff recommends four updates and clarifications to Chapter 1234 of the Zoning Code.

Boards and Commission Appointments - At the August 19th Council Meeting, you will be asked to consider the appointment of John Wheeler to the Housing Code Board of Appeals as an alternative. I have attached his application for your review. Mr. Wheeler will be in attendance at the July 15th Study Session to meet Council and answer any questions Council may have.

City Manager Hire Process – Assistant City Manager Rob Cron will give a brief presentation outlining the options and anticipated timeline for the recruitment of a new City Manager. The presentation is included in your packets.

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

Council Meeting:

Communications, Petitions and Awards:

Proclamation Recognizing Schellas Hyndman - Mayor Herbst will present a Proclamation to Schellas Hyndman a Professional Soccer Coach who donates his services to run a soccer camp for the Parks and Recreation Department

that benefits our Youth Scholarship program.

Introduction and Oath of Office: Matthew Green Firefighter/Paramedic/Inspector - Mr. Cron will introduce and administer the Oath of Office to Firefighter/Paramedic/Inspector Matthew Green, who began employment June 20, 2024.

Introduction and Oath of Office: Dustin Myers Police Officer - Mr. Cron will introduce and administer the Oath of Office to Police Officer Dustin Myers who began employment June 24, 2024.

Action Items:

Boards and Commissions Appointments - At the July 15th Council meeting, you will be asked to consider the appointment of Ed Shoemaker and Marcus O'Brien, applicants requesting appointment to the Bicycle Committee and Housing Code Board of Appeals. A memo from Interim Clerk of Council Swartz and their applications are included in Council packets.

Resolutions:

Resolution 24-R-45: Bid Award for Tionda/Mossview/Ranchview Dr. Watermain – Bids were publicly opened for Tionda, Mossview, & Ranchview Drive Watermain Replacement & Resurfacing project on Tuesday, July 9, 2024 at 11:00AM. Nine (9) sets of specifications were issued, and seven (7) contractors submitted acceptable bids for the project. Bids ranged from \$1,685,751.00 to \$2,112,101.00. Our final estimate for the project was \$1,842,650. Director Borton recommends awarding the contract for this project to M&T Excavating, LLC out of Bradford, OH as the lowest and best bid at their bid price of \$1,685,751.00 and allowing up to the appropriated funds for contingency items that may arise during construction (~5% of the original bid).

Resolution 24-R-46: Donation of 31 North Perry Street - The City acquired the parcel at 31 North Perry Street in February of 2010 and demolished the existing structure as part of a blight abatement. Ever since, this lot has sat as a City mowed lot. Habitat for Humanity of Greater Dayton has expressed interest in this property for another house build site. Director Borton recommends the City donate this property to Habitat for Humanity of Greater Dayton as an act of partnering for a home build.

Resolution 24-R-47: Creation of New Fund – VPD 911 Services - The City of Vandalia received notification of several plan updates to the Countywide 9-1-1 system and will now receive a portion of the 911 fees collected by the State. The funds received must be spent in accordance with Ohio Rev. Code 128.57; therefore, it is necessary to establish a separate accounting fund for the receipt and dispersal of these monies.

Ordinance – Second Reading:

Ordinance 24-14: 2023 Codified Update - This ordinance approves the editing and inclusion of certain ordinances and resolutions that have been passed by Council since the last update of the Codified Ordinances. This update will codify all pertinent legislation passed by Council during 2023, as well as incorporating amendments to the Ohio Revised Code.

Ordinance – Emergency:

Ordinance 24-15: Assessments April, May and June – This emergency ordinance assesses properties for

delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance.

June Bill Listing – Mayor Herbst will deliver the June 2024 Bill Listing.

The next Council meeting is on **Monday, July 15, 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. You may contact the City at 937-415-2256 or aswartz@vandaliaohio.org for the phone number and link to this meeting. 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 6:00 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Mark Schwieterman
City Manager

CC: Board and Commission Members
All City Employees