

The Blue Letter

September 13, 2024

Honorable Mayor & Esteemed City Councilmembers:

On September 10th, a semi tractor-trailer hauling a piece of equipment began traveling on I-75 Northbound from Needmore Road before striking the Stop Eight Road overpass bridge. Ohio Department of Transportation (ODOT) has inspected the bridge and determined it will need some repairs to the main bridge beams/girders. The Stop Eight Road bridge is currently closed to all traffic with no planned reopening date announced until repairs can be made. The public should use alternate routes for crossing I-75 in the area like Benchwood Road/Wyse Road or Needmore Road overpasses.

Ernst Concrete has received their temporary occupancy permit for their new 15,000 square foot corporate headquarters facility located at 993 Falls Creek Drive. They began moving their operations to this new facility this week. They will have 30+ employees at this location once the move is complete.

October is Fire Prevention Month - Division of Fire - Open House

In honor of Fire Prevention Month, The Division of Fire will host an open house on Sunday, October 6 from 12:00 p.m. to 2:00 p.m. at Fire Station One, 8705 Peters Pike.

2025 Budget Workshops

Council established two budget workshops to be held in the basement of the Municipal Building at 4:00 pm on Monday, October 7 and Monday, October 21, 2024, breaking for the Council Meeting and returning to Budget Workshop after the Council Meeting.

Monday, September 16, 2024, Council Meeting: The Study Session will begin at 5:45 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentation:

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

Public Works Facility Update – Mr. Schwieterman will give an update on the proposed Public Works Facility project.

Monday, September 16, 2024, Items:

Items on this evening's Council Meeting agenda

Monday, October 7, 2024, Items:

Resolution: Amending Personnel Manual – Proposed changes to Section 800 of the current Personnel Policies and Procedures Manual to update in accordance with current labor laws, standards, and practices. This includes changes related to sick leave, vacation, and bereavement.

Resolution: General Pay Plan – A recommended 3.5% increase to the top and bottom of each pay range for all full-time positions for 2025. This adjustment will allow the City to continue to attract and retain high performing, quality employees. Approval of the 2025 General Services Pay plan aligns with our 2023 Citywide Policy Goals of *Trust and Confidence* and *Opportunity*.

Resolution: Part-Time Pay Plan - A recommended 3.5% increase to all part-time positions for 2025 with the exception of tipped employees. The wage for tipped employees will be established in accordance with the State of Ohio Department of Commerce, and this has not yet been released for 2025. Approval of this new Part-Time Pay plan aligns with our 2023 Citywide Policy Goals of *Trust and Confidence* and *Opportunity*.

Variance: BZA 24-08 - 5409 Old Springfield Road – Total Accessory Structure Area - The Applicants, Chris and Meghan Miller have requested a variance to permit the construction of a detached garage that would cause the total area of all accessory structures to exceed 600 square feet and 40% of the principal building footprint for the property located at 5409 Old Springfield Road. The Applicant has proposed adding a 1,380 square foot detached garage to the east side of the property and moving the existing 120 square foot shed to the west side of the property. On September 11th, 2024, the Board of Zoning Appeals voted 4-0 to recommend approval with one condition.

Discussion Items:

Code Amendment: Parking of Commercial and Recreational Vehicles - At the request of Council, Staff has reviewed our regulations on the parking of Commercial Vehicles and Trailers in residential areas. The goal is to clarify the current regulations. After reviewing the code, and after comparing our regulations to similar ordinances in other cities, Staff recommends several updates and clarifications to Chapter 1234 of the Zoning Code.

Sports Complex Ball Field Fence – Under \$50k – The Parks & Recreation Department solicited proposals for a ballfield fence replacement project at the Sports Complex. Four (4) fence companies submitted formal proposals with Quality Lawn, Landscape & Fence, Inc. of Casstown Ohio providing the overall best proposal of \$49,145. The proposal includes replacement of backstop, sideline and dugout fencing on fields #9 & #10 at the Sports Complex with 9 gauge black vinyl coated chain link fence fabric and all necessary equipment, supplies and labor necessary to complete the project. This is phase 4 in the ballfield fence replacement plan with phase 1 being completed in 2017, phase 2 in 2019 and phase 3 in 2022. The capital improvement budget has \$40,000 appropriated for this project. Parks and Recreation is recommending the balance of funds required to complete the project come from current balances in the capital project budget funds.

August 2024 Financial – Mr. Schwieterman and Mrs. Leiter will deliver the August 2024 Financial Reports. Income Tax Revenue, net of refunds, continues to trend just below 2023 and slightly above the 2024 budget.

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

Council Meeting:

Communications, Petitions and Awards:

Presentation By Carrie Scarff, Chief of Planning and Projects at Five Rivers MetroParks - Carrie Scarff will give a presentation providing information about the ballot issue, how MetroParks serves the community, the agency's current challenges, and to answer any questions.

Introduction: Gage Shiflet, Public Works Technician

Mr. Schwieterman will introduce Gage Shiflet who began employment August 26, 2024.

Resolutions:

Resolution 24-R-53: ODOT Consent – Taylorsville Access Road – The Ohio Department of Transportation (ODOT) District 7 has a project scheduled to start in Fiscal Year (FY) 2025. This project will improve the existing Taylorsville Dam River Access Road. This project is on the north side of the dam near the Great Miami River. Since this roadway project falls within our jurisdiction, ODOT District 7 is 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 within the City of Vandalia.

Resolution 24-R-54: Cost Sharing Agreement – DIA NE Logistics Access project – Detailed Design & Right-of-Way - The City of Vandalia has partnered with the Montgomery County Engineer's (MCEO) office for the roadway improvements to Northwoods Boulevard, N. Dixie Drive and Lightner Road. MCEO is the sponsor of the project. They previously applied for Transportation Review Advisory Council (TRAC) Funding and were successful in obtaining \$1,600,000 (80%) of the \$2,000,000 for the preliminary engineering and design work. We previously entered into an agreement with the MCEO to share proportionally with them in the local cost. MCEO applied in May of 2024 for additional TRAC Funding for the detail design (\$160,000) and the right-of-way portion of the project (\$1,800,000). MCEO is asking the City of Vandalia to enter into another cost sharing agreement to assist with the local share of the project. The City's local share of this portion of the project based on estimated costs would be \$276,000.

Resolution 24-R-55: Metronet Service Agreement – Art Park – With the recent addition of a restroom facility and the planned construction of an outdoor music pavilion at the Vandalia Art Park, reliable internet connectivity is necessary to monitor the security cameras and to provide wireless internet access for park visitors and event participants. Future enhancements may include digital signage and other internet-connected amenities and services. Vandalia relies on Metronet for internet connectivity and point-to-point connections between several city buildings. Metronet conducted a site survey and provided a five-year service agreement that includes 500mb x 500mb internet service, along with the necessary construction costs, for \$199.95 per month. Given the critical role of internet connectivity in maintaining security, supporting events, and enhancing the visitor experience at the Art Park, IT Manager Davey is recommending that council waive formal bidding and authorize the interim city manager to enter a five-year contract with Metronet at a **cost of \$175.00 per month**.

Resolution 24-R-56: Altafiber Service Agreement Renewal – In 2021, the City of Vandalia sought bids for analog business phone line services and awarded a three-year contract to Cincinnati Bell, now known as Altafiber. These lines are crucial for alarm systems, outgoing emergency calls, and fax services. The contract has automatically renewed for one year but is not binding as it allows either party to terminate the contract. To ensure continued service, IT Manager Davey is recommending that Council wave formal bidding and authorize the interim city manager to enter into a new three-year agreement with Altafiber at a cost of \$849.66 per month.

Resolution 24-R-57: Emergency Replacement of the Justice Center Fire Alarm System – Parks and Recreation Director Clark is recommending the emergency replacement and installation of a new fire alarm system at the Justice

Center. The current fire alarm system is original to the building (23 years) and is beyond end-of-life expectancy. Under normal circumstances, the cost to purchase and install the fire alarm system meets the requirement to competitively bid the project, but due to ongoing concerns and issues with the current system and the urgency to replace the system in a timely manner, we feel the proposal prices we have received is the most prudent direction to take.

The scope of work for the new fire alarm system will include a voice over system installation, equipment, materials, supplies, services, and labor to replace the current fire alarm system. Chief Building Official Chris Mastrino and Electrical Inspector Robert Martin have secured detailed proposals and service quotes for the emergency replacement project from four (4) fire alarm system vendors with prices ranging from \$84,186.56 to \$133,587.03.

Given the critical role of the fire alarm system in providing a safe building environment, Director Clark is recommending approval for the City Manager to enter a contract with Fastech Alarms and Telecommunication Services LLC of Cincinnati, Ohio for the emergency replacement of the Justice Center Fire Alarm System Inc. based on their submitted proposal of \$84,186.56.

Ordinance – First Reading:

Ordinance 24-20: PC 24-09 – Rezoning – 6205 Miller Lane – RSF-1 (SF Residential) to HB (Highway Business)

– The applicant, Kimberly DeLong, seeks a rezoning from the current RSF-1 Residential Single-Family district to the HB – Highway Business district for one parcel totaling 4.535 acres +/-, located at 6213 Miller Lane in the City of Vandalia. The property is owned by Empowerment Temple, Inc. On August 27, 2024, the Planning Commission voted 4-0 to recommend approval.

Reports from Boards and Commissions:

Variance: BZA 24-07 – 7733 South Brown School Road – Accessory Structure Setback – The Applicant, Robert Shannahan Jr. has requested a variance to permit the construction of an addition to his detached garage that would encroach upon the minimum 10-foot setback requirement at the property located at 7733 South Brown School Road. The Applicant has proposed adding an addition with a 3.5-4.6-foot setback from the lot line. On August 28th, 2024, the Board of Zoning Appeals voted 4-0 to recommend approval.

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

The next Council meeting is on **Monday, September 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. 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 5:45 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

Attachments: