
The Blue Letter

April 4, 2025

Honorable Mayor & Esteemed City Councilmembers:

Last week, I had the opportunity to travel to Washington, D.C. on March 24-25 as a representative of the City of Vandalia and president of the Ohio Association of Chiefs of Police to speak with several Congressional leaders and their legislative aides representing Ohio regarding federal transportation bills. As part of a team with the Coalition Against Bigger Trucks (CABT) visiting Capitol Hill, I spoke about my concerns surrounding proposed legislation that calls for heavier, bigger trucks on roadways across the U.S. and the negative impact these heavier, longer trucks pose to motorists' safety and potential damage to roads and bridge infrastructures. While we recognize and understand that trucks are vital to our nation's economy with the transportation of goods and products, we oppose legislation that authorizes states and companies to increase the size and weight of commercial vehicles. Our meetings were productive and well received by the members of Congress that I met with. I appreciate the opportunity to represent Vandalia and OACP during my visit. I will continue to monitor federal and state legislation that could have a negative impact on our community and work to oppose bills that could create less safe roads and permit bigger trucks.



Income Tax Assistance – Extended Hours

The Income Tax Division will be open on Saturday, April 12 from 8:00 a.m. to noon; Monday, April 14 from 7:30 a.m. to 6:00 p.m.; and Tuesday, April 15 from 7:30 a.m. to 6:00 p.m. The Tax office staff will be available to assist taxpayers in the preparation of city income tax returns. The deadline for filing is Tuesday, April 15, 2025.

Large Debris drop off Saturday, April 12th

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.

Vandalia Easter Extravaganza, Saturday, April 19th

Bring the family out and have an "egg"cellent time at the Vandalia Easter Eggstravaganza held at the Vandalia Sports Complex, Soccer Field Side, from 11:00 am – 2:00 pm. There will be egg hunts at 11:00 am & 12:30 pm for Ages 12 and under, baby goat petting zoo, arts & crafts, face painting, vendors, games & activities, food trucks, Easter bunny photo area, and more! Make sure to bring your own basket for the egg hunts.

Vandalia Recreation Center Closed Easter Sunday

The Vandalia Recreation Center will be closed on Sunday, April 20th for Easter Sunday and will resume normal hours on Monday, April 21st.

Monday, April 7, 2025, Council Meeting - The Study Session will begin at 5:45 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentation:

Montgomery County Solid Waste District - Ratification of the Montgomery County Solid Waste Management Plan – The Montgomery County Solid Waste Management District (“District”) has completed the required statutory steps (ORC 3734.53 – 99 & 343) of preparing an update to the District’s Solid Waste Management District Plan (“District Plan”), conducting a thirty-day public comment period, holding a public hearing, and having the Solid Waste Management Policy Committee (“SWMPC”) adopting the plan and directing the District staff to send it out to all of the jurisdictions (Cities, Villages, Townships and Board of County Commissioners) within the District for ratification. For the District Plan to be ratified, the County must have seventy percent (70%) of the jurisdiction, based on population; to ratify the updated District Plan, which the District Plan is updated every 5 years. John Minear, Assistant Director, Solid Waste Management District & Operations, will present to City Council at the April 7th Study Session, and an Emergency Ordinance will be on the April 21st Council meeting for adoption.

Monday, April 7, 2025, Items:

Items on this evening's Council Meeting agenda

Resolution: Public Right of Way and City Property Mowing – In March of 2024 we awarded the bid for our Right of Way and City owned property mowing contract to Property Worx. This was a two-year contract award. On March 14th they notified us that they were going to be closing their Dayton area operations and would not be able to fulfill the second year of the contract. They have reached out to another company, Schill Grounds Management, to see if they would be interested in taking over the remainder of their contract. Schill Grounds Management was the second lowest bidder back in 2024 and they agreed to take over the contract at the current prices awarded to Property Worx. Due to the timing of this notification and the need for mowing before another project could be bid out, we are recommending allowing Property Worx to assign the remainder of the contract to Schill Ground Management.

BZA 25-0003 – Variance – Six Foot Fence in Zone A – 320-326 Dellsing Drive - The Applicant, Jonathan Frederick has requested a variance to construct a 6-foot fence on his corner lot within Zone A for the property located at 320-326 Dellsing Drive. The proposal involves allowing a 6-foot fence to encroach 24 feet into Zone A. On March 12th, 2025, the Board of Zoning Appeals voted 4-0 to recommend approval with 1 condition, the fence shall not extend more than 20 feet into Zone A. Staff has included a drawing of the various fence locations as requested by Council at the March 17th Study Session.

Monday, April 21, 2025, Items:

Resolution: Additions to the Part Time Pay Plan - The City of Vandalia Parks & Recreation Department is proposing to add two part-time positions to the 2025 Part-Time Pay Plan: a Marketing Coordinator to enhance community engagement and program participation through strategic marketing and outreach, funded by reallocating hours from existing roles, and an Assistant Golf Professional to support golf instruction and operations at Cassel Hills Golf Course. The Marketing Coordinator will ensure consistent branding and increased awareness of recreational programs, while the Assistant Golf Professional will revive a previously budgeted role that has been vacant since 2020.

Resolution: OPWC Notice of Intent for Tionda, Mossview, Ranchview Drive Watermain Replacement

Reimbursement – The Tionda, Mossview, Ranchview Drive Watermain Replacement project is set to begin construction, with \$900,000 in funding awarded by the Ohio Public Works Commission (OPWC) – \$450,000 as a grant and \$450,000 as a zero percent (0%) five-year loan. Before requesting reimbursements for completed work, OPWC requires a Resolution of Intent to confirm that the loan disbursement will be placed in the appropriate fund for repayment.

Resolution: 2025 Dayton Air Show MOU - Annually, the City enters into a Letter of Understanding with the US Air and Trade Show. Per the terms of the Letter, the City agrees to provide Police and City services in direct support of the 2025 CenterPoint Energy Dayton Air Show being held this year on June 21 & June 22. The City will be reimbursed should such services exceed \$21,900.

Resolution: Financial Contribution to the Historical Society of Vandalia Butler – There is \$15,000 appropriated in Council's 2025 budget for an annual donation to The Historical Society of Vandalia-Butler for maintenance projects and to include the cost of an annual Business/Organization membership. It is necessary for Council to take formal action to authorize said donation.

Ordinance: Code Amendment – Interstate Highway and Limited Access Sign Overlay District – On March 3rd, 2025, Council discussed options for permitting digital billboards along Airport Access Road on a limited basis. Based on that discussion, Staff has prepared a set of amendments to the Interstate and Limited-Access Highway Sign Overlay District. If approved, the overlay would be amended to permit billboards along Airport Access Road. On March 25th, 2025, the Planning Commission voted 4-0 to recommend approval of the proposed amendments.

Discussion Items:

EV Charger Update – Assistant City Manager Rob Cron will give an update on the status of the Electric Vehicle Charging Stations.

Update 10 W. National Road – We are at the end of our due diligence period regarding the purchase of the property at 10 W. National Road. We have had inspections performed on the structure including the roof, HVAC units, environmental and the plumbing. A title search was also performed. There were no issues found regarding any of these items that would discourage us from moving forward with the purchase. A tentative closing date has been scheduled for April 30, 2025.

Concrete Repairs at Station Two – The Division of Fire budgeted \$55,000 for a concrete replacement project at Fire Station 2 on Brown School Road in our 2025 CIP. The Division of Fire received two estimates for the work, the lowest and best price is Star City Concrete (of Tipp City). They have quoted the project at \$49,652.00, this covers the cutting out and replacement of decorative concrete accents on the front apparatus ramp, the installation of a "apparatus turn around" ramp on the south side of the existing ramp, the replacement of failing sidewalk around the west side of the station (where employees enter), the repair and replacement of a concrete footer for a structural support on the west side of the station, and the installation of a porch on the south side of the station (outside dinner and/or food prep area). The Division of Fire budgeted \$55,000, the remaining budget funds will be used to remove a tree on the south side of the apparatus ramp and to install privacy fence around the porch (these are separate projects and vendors).

Renaming Art Park Amphitheater – The Vandalia Rotary Club is requesting to formally name the new amphitheater at the Art Park in honor of Bill Jergens, founder of R. B. Jergens Contractors. Included in your packets is the request letter, a check list for the process of naming/remaining buildings, facilities, etc. and Resolution 87-R-15, a Resolution establishing a policy for the naming of public buildings, parks, roads and facilities.

New Liquor Permit Request - 722 W. National Road - Enclosed is a memorandum from Mr. Althouse recommending Council not request an ODLC hearing for the new liquor license at 722 W. National Road for Verma Treasure, Inc., DBA Curry & Grill.

City Wide Liquor License Renewal All Class C & D – All retail liquor permits in the city expire June 1 of each year and are subject to renewal. City Council has the right to object to the renewal of any permit and to request a hearing. Any such objection requires Council to pass a resolution specifying the problems at the establishment and the legal grounds for objection by May 2nd. Enclosed is a memorandum from Mr. Althouse recommending Council not object to the renewal of any Retail Liquor Permits in the City of Vandalia.

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

Council Meeting:

Communications, Petitions and Awards:

Proclamation Recognizing Vice Mayor Michael Blakesly for Receiving the Marvin Link Distinguished Service Award - Mayor Herbst and Councilmembers will present a proclamation to Vice Mayor Michael Blakesly for receiving the Marvin Link Distinguished Service Award.

Proclamation National Public Safety Telecommunicators Week April 13 – 19 - Mayor Herbst will present a proclamation to the Division of Police PSS for National Public Safety Telecommunicators Week.

Introduction Dakota Sizemore, Parks and Recreation Building Maintenance Technician - Mr. Althouse will introduce Dakota Sizemore who began employment on March 21, 2025.

Retirement Acknowledgement for Tami Ryan, Chief Assignment Officer and Administrative Assistant to the Judge - Mr. Althouse will acknowledge Tami Ryan who retired from the City of Vandalia after 34 years of service.

Retirement Acknowledgement for Joe Blosser, Public Works Technician - Mr. Althouse will acknowledge Joe Blosser who retired from the City of Vandalia after 32+ years of service.

Action Items:

Boards & Commissions Appointment – At the April 7 Council Meeting, you will be asked to consider the appointment of Larry Pearson to the Golf Advisory Board. A memo from Deputy Clerk of Council Swartz, Mr. Pearson's application and the Golf Advisory Board roster is included in the Council packets.

Liquor License Request - Enclosed is a memorandum from Mr. Althouse recommending Council not request an ODLC hearing for the new liquor license at 722 W. National Road for Verma Treasure, Inc., DBA Curry & Grill.

Liquor License Renewal - All retail liquor permits in the city expire June 1 of each year and are subject to renewal. City Council has the right to object to the renewal of any permit and to request a hearing. Any such objection requires Council to pass a resolution specifying the problems at the establishment and the legal grounds for objection by May 2nd. Enclosed is a memorandum from Mr. Althouse recommending Council not object to the renewal of any Retail Liquor Permits in the City of Vandalia.

Resolutions:

Resolution 25-R-19: Phone System Replacement Project - The City of Vandalia's NEC phone system, in use for over 25 years, has reached the end of its supported life, leading to reliability issues and a lack of manufacturer support. To address this, \$170,000 was allocated in the 2025 budget for a replacement system utilizing Mitel equipment. Through the Sourcewell cooperative purchasing contract, three proposals were evaluated, and Forerunner, Inc., the City's current phone vendor, submitted the lowest-cost proposal meeting all requirements. The final project cost is \$161,468.06, covering equipment and installation, leaving \$8,531.94 of the budget available for necessary network switch equipment. IT Manager Davey recommends that Council waive formal bidding and approve the purchase from Forerunner, Inc. under the Sourcewell contract. Additionally, he requests authorization to use the remaining funds to purchase necessary network equipment from a yet-to-be-determined vendor.

Resolution 25-R-20: Support of State Issue 2 OPWC - This year on the May 6, 2025, Primary Election, the State of Ohio will have on for renewal, State Issue 2 – The Ohio Public Works Commission State Capital Improvement Program. The program was first approved back in 1987 and the funding for this program relies on an amendment to the Ohio Constitution every 10 years. The State Capital Improvement Program (SCIP) is funded by state general revenues and must be renewed by the voters. The City of Vandalia has benefited greatly from these programs receiving \$3,109,000 in funding through the SCIP over the last ten years for several much-needed projects. We recommend approving a resolution in support of State Issue 2 that will be on the ballot May 6, 2025.

Resolution 25-R-21: Public Right of Way and City Property Mowing – In March of 2024 we awarded the bid for our Right of Way and City owned property mowing contract to Property Worx. This was a two-year contract award. On March 14th they notified us that they were going to be closing their Dayton area operations and would not be able to fulfill the second year of the contract. They have reached out to another company, Schill Grounds Management, to see if they would be interested in taking over the remainder of their contract. Schill Grounds Management was the second lowest bidder back in 2024 and they agreed to take over the contract at the current prices awarded to Property Worx. Due to the timing of this notification and the need for mowing before another project could be bid out, we are recommending allowing Property Worx to assign the remainder of the contract to Schill Ground Management.

Ordinances First Reading:

Ordinance 25-04: Update to Chapter 878 Hotel/Motel Operations Registration - Staff reviewed Chapter 878 Hotel/Motel Operations Registration and are requesting revisions. After implementation of the hotel/motel registration for the last three years, staff found a few items that need addressed and clarified.

Reports from Boards and Commissions:

Variance: BZA 25-0003 Six Foot Fence in Zone A – 320-326 Dellsing Drive - The Applicant, Jonathan Frederick has requested a variance to construct a 6-foot fence on his corner lot within Zone A for the property located at 320-326 Dellsing Drive. The proposal involves allowing a 6-foot fence to encroach 24 feet into Zone A.

On March 12th, 2025, the Board of Zoning Appeals voted 4-0 to recommend approval with 1 condition, the fence shall not extend more than 20 feet into Zone A. Staff has included a drawing of the various fence locations as requested by Council at the March 17th Study Session.

The next Council meeting is on **Monday, April 7, 2025, 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 prior to 5:00 pm the day of the 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,

Kurt E. Althouse
Interim City Manager

CC: Board and Commission Members
All City Employees