
[The Blue Letter](#)

October 3, 2025

Honorable Mayor & Esteemed City Councilmembers:

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 5 from 12:00 p.m. to 2:00 p.m. at Fire Station One, 8705 Peters Pike.

Leaf Collection - Leaf collection will begin on October 6th and will continue until December. The leaf pick-up schedule is on the City's website. Leaves must be raked into the street, any leaves on the grass behind the curb will not be picked up. In areas without curbs, leaves must be placed immediately along the edge of the pavement. Crews will not collect leaves piled more than one foot away from the edge of the roadway.

Large Debris drop-off Saturday, October 11th - The City of Vandalia is offering Vandalia Residents free large debris drop off from 8 am – 2 pm at the Public Works Garage, including acceptance of yard brush. Proof of residency is required. This will be the final free large debris drop off for 2025.

Vandalia Fall Festival, Saturday, October 11th - The Vandalia Fall Festival will be at the Vandalia Sports Complex from 12-6 pm. There will be live music, food trucks, a pumpkin patch, corn pit, vendors, inflatables, games, arts & crafts and more! Entry is free and all ages are welcome.

2026 Budget Workshops - Council established two budget workshops to be held in the basement of the Municipal Building. Budget workshop #1 will be held on Tuesday, October 14, 2025 from 4:00 – 7:00 pm. Budget workshop #2 will be held Monday, October 20, 2025, 4:00 – 6 pm., breaking for the Study Session and Council Meeting, returning to Budget Workshop after the Council Meeting.

Monday, October 6, 2025, Council Meeting - The Study Session will begin at 5:30 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentations:

Human Services Levy - County Commissioner Judy Dodge will present Council with information regarding the Human Service Levy.

Monday, October 6, 2025:

Items on this evening's Council Meeting agenda

Monday, October 20, 2025, Items:

Resolution: 2026 Summer Schedule - This is a resolution to set the summer schedule of City Council meetings during the months of June, July, and August 2025. The proposal is that the City Council meet once per month, on the 3rd Monday of each month. The City Council Study Session would begin tentatively at 5:30 pm with the regular business meeting commencing at 7:00 pm. The official dates for 2025 would be June 15, July 20, and August 17. In previous years, after providing adequate notice, the City Council has held special meetings on the first Monday to consider planning and zoning items to be efficient and expeditious in the processing of lawful applications. If it is the desire of the City Council, I would recommend maintaining this same practice in 2025.

Resolution: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor - This resolution will accept the Amounts and Rates for Tax Year 2025. The Montgomery County Auditor noted the Amounts and Rates are subject to change due to election results and value changes. The revenue estimates continue to be at 95% collection. The packet includes a memo detailing the Local Government Fund distribution estimates for Calendar Year 2026, provided by the Montgomery County Auditor.

Resolution: 2026 EMS Billing Rates – The Division of Fire will explain an Emergency Ordinance scheduled to come before City Council on October 20, 2026. During our annual review with MediCount, we identified that Vandalia's EMS Billing structure is not aligned with the fee structures of surrounding jurisdictions. To remain competitive in the market, we recommend making these adjustments. We will also be discussing a potential change in our billing and collection methods aimed at reducing the number of write-offs. We are recommending that MediCount be permitted to begin sending non-resident clients to collections at the end of the standard billing cycle. This change will not affect residents, who will continue to be billed under the current process.

Resolution: Poe Ave., Wyse Rd. & Miller Lane Resurfacing Design – The City of Vandalia received STP grant funding through MVRPC for the resurfacing of Poe Avenue, Wyse Road, and Miller Lane, with a total project cost estimated at \$1,228,560 and up to \$843,334 covered by the grant. As part of the City's commitment, preliminary engineering and design are our responsibility. Four firms submitted proposals, and Choice One Engineering of Sidney, OH provided the lowest and best proposal at \$51,400. With \$104,115 allocated in the 2025 Capital Improvement Budget, Director Borton recommends that Council award the design contract to Choice One Engineering.

Resolution: Johnson Station Rd Bridge Replacement – ODOT Participatory Resolution - The City of Vandalia is partnering with ODOT on the Johnson Station Road bridge replacement project, which has received \$1,382,327 in federal funding through the Municipal Bridge Program and \$200,000 for preliminary design work. To keep the project on schedule, Director Borton recommends that Council approve a resolution authorizing ODOT to manage the bidding and construction phases. Stage 2 plans have been reviewed, with final approvals expected in 2026, bidding anticipated in Autumn 2026, and construction beginning in January 2027.

Resolution: Helke Park Swing Area Safety Surfacing Project – The Parks & Recreation Department is recommending waiving the formal bidding process for the purchase and installation of Safety Surfacing for the proposed Helke Park swing area project, authorizing the purchase through the Sourcewell Cooperative Procurement program with Forever Lawn of Ohio at a cost not to exceed \$60,000. The total payment of the safety surface contract when combined with the swing area equipment contract with Landscape Structures shall not exceed the total budget amount of \$111,000 for the swing area project Helke Park.

Resolution: Helke Park Swing Area Equipment Project – The Parks & Recreation Department is recommending waiving the bid process for the capital purchase of swing area equipment for Helke Park, authorizing the purchase through the State of Ohio Procurement program Ohio State Contract #RSC026359-STS640 with Landscape Structures of Delano, Minnesota at a cost not to exceed \$51,000. The total payment of the swing area equipment contract when combined with the playground safety surface contract with Forever Lawn of Ohio shall not exceed the total budget amount of \$111,000 for the swing area project at Helke Park.

Ordinance: PC 25-0013 – Rezoning – 770 Bolton Abbey Lane – Foxfire Section 8 – RSF-2 to RSF-4 & A - The applicant, Greg Berling on behalf of Berling Campbell Development, requests a change of zoning for the property at 770 Bolton Abbey Lane. The proposal involves rezoning one parcel totaling 15.485 acres +/- from the RSF-2 Residential Single-Family district to the RSF-4 Residential Single-Family and A - Agriculture districts. If approved, the property would be developed with 35 new single-family residential homes as Section 8 of the Foxfire subdivision. On September 23, 2025, the Planning Commission voted 2-1 in favor of Staff's recommendation of approval.

Discussion Items:

Cassel Hills Golf Course Hospitality & Food Service Operation Agreement – Mr. Cron will give an update on the hospitality services agreement for food and beverage service at Cassel Hills Golf Course.

Boards & Commissions Appointment – Kelli Back – Vandalia Planning Commission - At the October 20th Council Meeting, you will be asked to consider the appointment of Kelli Back to the Vandalia Planning Commission. A memo from Deputy Clerk of Council Swartz, Ms. Back's application and the Vandalia Planning Commission roster are included in the Council packets.

Boards & Commissions Appointment – Ron Atkins – Housing Code Board of Appeals – Alternate Member – At the October 20th Council Meeting, you will be asked to consider the appointment of Ron Atkins to the Vandalia Housing Code Board of Appeals as an Alternate Member. A memo from Deputy Clerk of Council Swartz, Mr. Atkins' application and the Vandalia Housing Code Board of Appeals roster are included in the Council packets.

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

Council Meeting:

Action Items:

Boards & Commissions Appointment – Laura Rohde – Vandalia Arts Council - At the October 6th Council Meeting, you will be asked to consider the appointment of Laura Rohde to the Vandalia Arts Council. A memo from Deputy Clerk of Council Swartz, Ms. Rohde's application and the Vandalia Arts Council roster are included in the Council packets.

Boards & Commissions Appointment – Marcus O'Brien – Vandalia Planning Commission - At the October 6th Council Meeting, you will be asked to consider the appointment of Marcus O'Brien to the Vandalia Planning Commission. A memo from Deputy Clerk of Council Swartz, Mr. O'Brien's application and the Vandalia Planning Commission roster are included in the Council packets.

Resolutions:

Resolution 25-R-42: Contract with AG's Office for collection of delinquent income tax balances – This resolution authorizes the City of Vandalia to partner with the Ohio Attorney General's Office and enter into a debt collection agreement for the collection of delinquent income tax balances due.

Resolution 25-R-43: Contribution to the Vandalia Development Corporation - Staff is proposing for City Council to consider a resolution to authorize a contribution to the Vandalia Development Corporation to provide incentives for economic development.

Ordinances First Reading

Ordinance 25-24: Recreation Center & Senior Center Fees – At the September 15th Council Study Session, Recreation Director, Alicia McCracken provided information to City Council relating to Parks & Recreation Department Fees for the Vandalia Recreation Center and Vandalia Senior Center. She provided a historical breakdown, cost recovery analysis and recommendations to update user fees for Vandalia Recreation Center and Vandalia Senior Center.

Ordinances Second Reading

Ordinance 25-22: PC 25-0011 – Planned Unit Development and Preliminary Plan – Copperfield Towns - The applicant, DDC Management, requests a Planned Unit Development and Preliminary Plan for the property located at 3330 Mulberry Road. The proposal includes rezoning the 11.36-acre parcel from A – Agriculture to a PUD – Planned Unit Development. If approved, the property would be developed with 87 new townhomes. On August 26, 2025, the Planning Commission voted 3-0 to recommend approval.

Ordinance 25-23: PC 25-0012 – PUD Major Amendment – Beau Townsend Lincoln - The applicant, Sean Olson of Vancon, and on behalf of Beau Townsend Lincoln, requests a Major Amendment to the Foley and National Road PUD. The proposal would allow for significant structural alterations and a change of use for the property at 55 Foley Drive. If approved, the property would be converted to a new Lincoln dealership. On August 26, 2025, the Planning Commission voted 3-0 to recommend approval.

The next Council meeting is on **Monday, October 6, 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 who wishes 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,

Rob Cron
Acting City Manager

CC: Board and Commission Members
All City Employees

Vandalia Division of Fire

OPEN HOUSE 2025



Sunday, October 5
12 Noon to 2:00 p.m.
Vandalia Fire Station #1
8705 Peters Pike

Meet Sparky!
Fire Engine Rides!
Kona Ice!
Live Demonstrations!
Fire Extinguisher Training!
Tour the Safety House!
Hands only CPR training
Battery Safety!



Vandalia^{ohio}
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