

THE BLUE LETTER



333 James E. Bohanan Drive • Vandalia, OH 45377 • (937) 898-5891

November 7, 2025

Mayor Herbst & City Councilmembers:

Last Thursday, we had the Ribbon Cutting for the Vandalia Bikeway Connector project at Taylorsville MetroPark.

While the weather was not the greatest, it was still a great day for Vandalia to now have this connection to the Great Miami River Trail. Contractors are continuing to address punch list items as the project nears completion. With the warmer weather this week, A&A Safety is hoping to complete the remaining permanent pavement markings.

Security Fence finished installing the vandal-protection fencing on the new bridge, roadway delineators along S.

Brown School Road, and is working on the remaining signage throughout the project. This project took several years and a lot of effort and cooperation between many organizations and people. Thanks to all our dedicated staff who put in many hours to see this project become reality.



On Saturday, October 25, we hosted the Halloween Hangout at the Vandalia Sports Complex from 11:00am-2:00pm. There were food trucks, hayrides, Trick-or-Treating, inflatables, kid's activities, Halloween costume judging, craft vendors, and more! This event had a steady crowd the entire time and over 1,000 people attended this event.

On October 28, Police Captains Walker and Krimm, Chief Sucher, and I attended the MVRMA Law Enforcement Legal Update hosted by the Miamisburg Police Department which covered case law surrounding litigation, the importance of documenting police actions taken during investigation, and recent case law.

On October 29, we hosted a Records Commission meeting in the Municipal Building's Large Conference Room to review and discuss any changes to our records retention policy and schedule. Representatives from various city departments attended to offer input and make recommendations.



Last Wednesday, I had the opportunity to attend the Career Adventures Day at the Dayton Metro Library Main Branch in downtown Dayton where they hosted various businesses and organizations who provided hands-on demonstrations and shared valuable information on career opportunities to students from across the Miami Valley. I enjoyed interreacting with students from



Morton Middle School and speaking with several local business representatives, including Inteva Products and PSA Airlines.



The Cassel Hills Golf Course irrigation project is completed. The contractor finished up Friday, October 31st. They will be back later in the month to blow the system out and will be back in the spring to check on the system as it goes into full operation for 2026. Golf staff is happy with the project, and in the end, it had little impact on golf course play.

On October 31, the City hosted an annual review of the City's Emergency Operations Plan at the Senior Citizen Center for key staff members and departments directors. Thanks to Chief Follick for organizing and presenting an overview of the EOP and keeping staff apprised of plans in case of an emergency or hazard situation.

Our staff from the Police & Fire Division's were busy last week attending several trunk-or-treat events throughout the city, including at St. Christopher's Church and Helke Elementary, as well as participating in Beggars Night with extra patrols in the neighborhoods to pass out candy and greets the trick-or-treaters who were canvassing the area in search of candy.



The South Dixie Drive water main break on the 12" trunk main has been repaired. Crews backfilled the hole, installed a new CB & storm, poured concrete for the curb, placed new asphalt in the roadway, and placed new topsoil in the tree lawn. All work for this main break is now completed, and the roadway is back open to all traffic lanes.

On November 7, Chief Sucher and Captain Walker attended the graduation ceremony for Captain Krimm and Sergeant Wehner who completed the Supervisors Training and Education (STEP) Program. STEP is a three-month leadership program with 13 days of in-person training hosted by the OACP Law Enforcement Foundation. This is the beginning of a three-phase program which includes the Police Executive Leadership College and the Certified Law Enforcement Executive program.



Fire Captain Copp presented a local organization, Breast Wishes, with a donation check from the Fire Division's annual t-shirt fundraiser on November 3rd. Special thanks to the FD staff who raised these funds to support cancer awareness month.

During the past two weeks, VPD officers made 10 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in two traffic citations and eight written warnings while regular patrol enforcement hours.

On Saturday, November 8, we will be hosting the Vandalia Pumpkin Smash at the Sports Complex from 11:00am-1:00pm. Prepare for a smashing good time at our Pumpkin Smash! Bid a gleeful farewell to your Halloween pumpkins in the most spectacular way possible. Grab your gourds and join us for a day of pumpkin-smashing mayhem. Let the smashing commence – it's the ultimate pumpkin farewell party! All pumpkin debris will be composted after the event.

As a reminder, we are in the open enrollment period for employee health insurance benefits. Be sure to log-in to our Xplore site and make your selection of benefits or elect to waive your benefits for 2026. Do not forget to review your Summary of Benefits for your medical plan to stay well informed on what is covered, and for what you may be responsible for. All of our Summary of Benefits for every line of coverage we offer can be found on our [Xplore](#) site! If you have any questions, do not hesitate to reach out to HR Manager Leann Hanf. Remember to keep up with those preventative screenings! Healthy employees are happy employees!

Please contact me directly with comments and questions.

Very Respectfully,

Kurt E. Althouse
City Manager

CC:

Board and Commission Members
All City Employees

Attachments:

1. Information Update - ACM Cron – November 7, 2025;
2. Information Update - Director Leiter – November 7, 2025;
3. Information Update - Chief Follick – November 7, 2025;
4. Information Update - HR Manager Hanf – November 7, 2025;
5. Information Update - Parks & Recreation Director McCracken – November 7, 2025;
6. Information Update - Police Chief Sucher – November 7, 2025;
7. Information Update - Director Borton – November 7, 2025;
8. October 2025 Division of Fire Monthly Statistics



To: Kurt Althouse, City Manager
From: Rob Cron, Assistant City Manager
Date: November 6, 2025
Re: Information Update for October 25 – November 7, 2025

- 📍 This past Thursday we had the Ribbon Cutting for the Vandalia Bikeway Connector project. While the weather was not the greatest, it was still a great day for Vandalia to now have this connection to the Great Miami River Trail. This project took several years and a lot of effort and cooperation between many organizations and people.



- 📍 You and I spoke with our lobbyist at Highbridge Consulting to review the PDAC application and the next steps in our request for funding from the 2026 State Capital Budget for our new Public Works Facility.
- 📍 We had a meeting with our architect, WDC Group, for the Public Works Facility. We are at the 90% design stage with just a few more details to iron out. Their consultant is still working with the Army Corps regarding the stream crossing along Northwoods Boulevard that will be the entrance to the facility. This had been a lengthy process and once resolved, the culvert and entrance drive will be put out to bid.

- Ben Borton and I met with Montgomery County Engineer's representatives and our Right of Way consultant for the "Ring Road" project. Offers have been sent to over 40 property owners along the project where acquisition will be required. Seven of those parcels are in Vandalia.
- Thank you to Chief Follick for providing a citywide Emergency Operations Plan update to all of the key personnel involved in our Emergency Operations activities.
- We have received a Vandalia Development Corporation application for assistance from a current local business that is looking to relocate and expand with Vandalia. We have a meeting scheduled for next Wednesday to consider their request.
- Gabe Newberg from the Dayton Development Coalition and I held a Business Retention and Expansion meeting with staff from E-Mek Technologies at 7410 Webster Street. E-Mek manufactures circuit boards at this location and serves a variety of companies with their products. They currently lease about 60,000 square feet of the facility at 7410 Webster Street and employ 60+ full-time employees.
- I attended the Miami Valley Regional Planning Commission Board of Director meeting on Thursday, November 6.
- Bridgette Leiter and I had a phone interview with a local resident who is a journalism student at Ohio University. She was interested in writing a story for a project on our utility rate increases.
- The Planning Commission will have five items on their November 11 meeting agenda.
 1. PUD Amendment for Flying J to allow an EV Charging Canopy
 2. Record Plan for Stonequarry Crossings Section 15 – 9085 Peters Pike
 3. Conditional Use at 9805 Peters Pike for Warehouse Use
 4. Code Amendments regarding Processes and Review Criteria for BZA & PC Boards
 5. Code Amendment amending the Thoroughfare Plan for the City
- The Board of Zoning Appeals has three items on their November 12 meeting agenda.
 1. A variance to allow chickens at 411 Birdsong
 2. A variance to the maximum Retail Floor Area at 9375 N. Dixie Drive
 3. A variance to the front yard setback at 112 Gabriel Steet
- The Block Party Trailer season is over this year. The trailer was utilized seventeen times in 2025.
- Final edits have been made to the next edition of the MyVandalia Magazine. This edition was expanded a bit to include the info graphics that were discussed during our budget workshop regarding our utility systems. This edition should hit mailboxes around the end of November.
- Rich Hopkins will soon be scheduling the taping of the December editions of Focus Vandalia. Topics will include the Tree Lighting event, Snow Plowing information, Christmas Tree recycling and a surprise edition for the week of Christmas.

Memo



To: Kurt Althouse, City Manager

From: Bridgette Leiter, Director of Finance

Date: November 3, 2025

Re: Information Update – Period Ending November 7, 2025

1. Kristen Carnes and I attended a council study session and meeting.
2. Kristen and I attended a Records Commission meeting.
3. I attended a Citywide EOP meeting.
4. A few members of the Finance staff received a flu shot this year and appreciated the opportunity and convenience of receiving the shot at our workplace.
5. Kristen and I met with Nick Kavalauskas from the Chamber, and a representative from US Bank via Zoom to discuss the City's current credit card process and potential opportunities for cost savings.
6. Rob and I participated in a phone interview with a resident who is also a current student at Ohio University studying Journalism. The main topic of conversation included reasons behind the utility rate adjustment and how the change supports Citywide infrastructure.

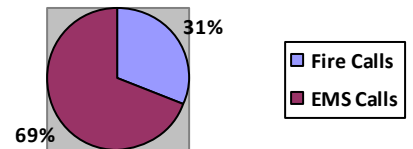


DIVISION OF FIRE INFORMATION UPDATE

TO: KURT ALTHOUSE, CITY MANAGER
FROM: CHAD FOLICK, FIRE CHIEF
DATE: 11/5/2025
SUBJECT: INFORMATION UPDATE – PERIOD ENDING NOVEMBER 7, 2025

1. Operations Update (October):

- October total incidents: **339** (Fire **105**, EMS **234**)
- October first half, avg calls per day: **11**
- Total call volume is **up 4%** from same time in 2024.
- Average total response time, first half of October = **7:01**
- Mutual Aid **provided 30** times, **received 10** times.



2. Training & Readiness:

- SIM Man training with Kettering Health
- Walk Through/Building Familiarization of 1669 Capstone Way
- Auto Extrication
- Pediatric Trauma with Care Flight
- FF Matt Buker is attending a weeklong Car Seat Tech class.

3. Public Education, Outreach and Community Risk Reduction (October):

CPR CLASSES:

10/18/2025 - 3 adults (*Community Hands-Only CPR Class*)

10/20/2025 - 17 adults (*Detmer Mechanical*)

10/21/2025 - 18 adults (*Detmer Mechanical*)

Total Customer Contacts: 38 adults

SMOKE AND CARBON MONOXIDE ALARMS:

10/07/2025 - Installed 1 smoke alarm (*Kams Dr*)

10/07/2025 - Installed 1 battery (*Kams Dr*)

10/09/2025 - Installed 4 smoke alarms (*Waldsmith Way*)

10/10/2025 - Installed 1 smoke alarm (*Foxfire Tr*)

10/14/2025 - Replaced 7 batteries (*Cheviot Hills Ln*)

10/16/2025 - Installed 2 smoke alarm and 1 CO alarm (*Kirkwood Dr*)

10/23/2025 - Installed 2 smoke alarms and 1 CO alarm (*Donora Dr*)

10/27/2025 - Installed 2 smoke alarms and 1 CO alarm (*Dunnigan Dr*)

10/30/2025 - Installed 2 smoke alarms and 1 CO alarm (*Spartan Dr*)

Totals: 14 smoke alarms installed
4 carbon monoxide alarms installed
8 batteries replaced



DIVISION OF FIRE INFORMATION UPDATE

FIRE EXTINGUISHER TRAINING:

10/02/2025 - 80 employees (*Adare Pharmaceuticals*)
10/03/2025 - 80 employees (*Adare Pharmaceuticals*)
10/09/2025 - 40 employees (*Hearth & Home Senior Assisted Living at Vandalia*)
10/14/2025 - 80 employees (*Heraeus*)
10/15/2025 - 80 employees (*Heraeus*)

Total Customer Contacts: 380 adults

4. Community engagement:

- October 24th – EMS Strike Team on site for Vandalia Butler HS home football game.
- October 25th – Crews attended the Halloween Hangout at the Rec Center.
- October 28th – CRRC Sowers presented our CRR Program to the Vandalia Optimist Club's Tuesday Luncheon.
- October 28th - Trunk or Treat event at St. Christopher School.
- October 30th – Apprentice Program presentation to Fire/EMS students at MVCTC.
- October 30th – Trunk or Treat event at Helke Elementary School.
- October 31st – City wide Beggar's Night – 7 VFD units were out with candy for the community.

5. Recognitions:

- Congrats to Lt. Chris Willoughby, and firefighter/paramedics Bradley King and Jacob Walters on completing their State Fire/EMS Instructor training and test.
- Advantage Plumbing recognized crews with Donuts for National First Responder Day October 28th.
- Capt. Copp presented local group, Breast Wishes with a donation check from our annual t-shirt fundraiser on November 3rd.

6. Meetings Attended:

- October 27th – Dispatch and Alarm Card meeting.
- October 28th/29th – Lt. Interviews (participating from VFD were Fire Marshal, Captain, and Lieutenant).
- October 29th – New Hire Orientation (3 new VFD members were on-boarded).
- October 29th – 2026 Training Discussion with Scott McLin.
- October 30th – MVCTC Senior fire class visit.
- October 31st – Citywide EOP Meeting.

Memo



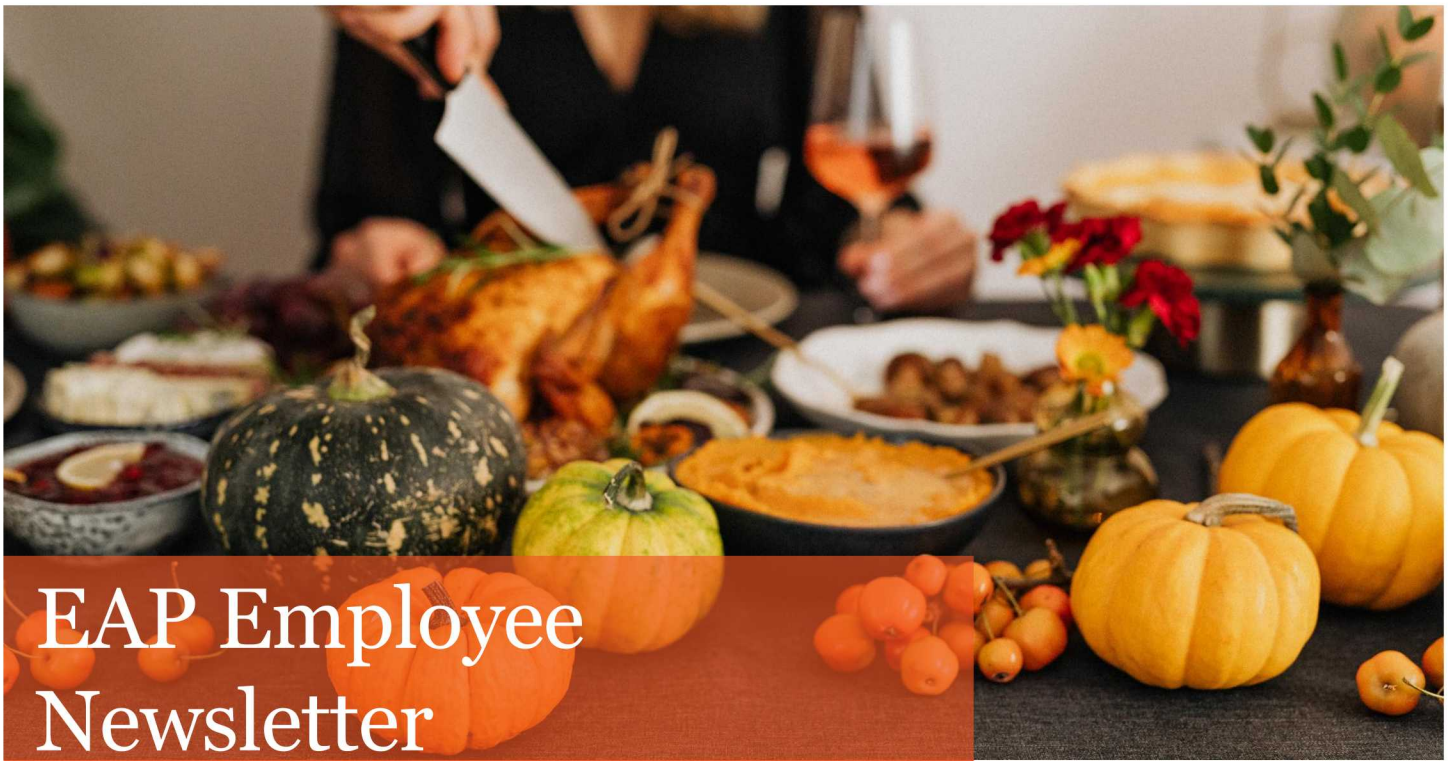
To: Kurt E. Althouse, City Manager

From: Leann Hanf, Human Resources Manager

Date: November 4th, 2025

Re: Information Update – Period Ending November 4th, 2025

1. **City of Vandalia – Benefits Site.** Remember to keep up on those preventative screenings! Healthy employees are happy employees! 😊 Do not forget to review your Summary of Benefits for your medical plan to stay well informed on what is covered, and for what you may be responsible. All of our Summary of Benefits for every line of coverage we offer can be found on our [Xplore](#) site!
2. **McGohan Brabender Advocate Team.** Do you need help navigating a claim or billing? Employees can submit their cases to McGohan Brabender's Advocate Team. This service is locally based and free of charge. <https://client.mcgohanbrabender.com/new-request-to-mbs-customer-advocate-team/>



EAP Employee Newsletter

November 2025

Your EAP Provider, EmployeeCare

937-208-6626 | eapinformation@premierhealth.com

“Movember” is to Men’s Health

Movember is an annual health awareness campaign held in November that focuses on men’s emotional and physical health—and on raising awareness about issues men often avoid like prostate and testicular cancer screening, and mental health. It began in Australia and involved growing a mustache (“mo”) as a campaign idea, but its message is universal: Break the stigma of prevention screening and early treatment. Reaching out for professional help isn’t easy, especially when you’ve learned to stay tough and keep things private. But mental health challenges can affect anyone, even the strongest. (Even Navy SEALs have access to mental health resources—and are encouraged to use them.) Many men recognize they need help but talk themselves out of it. “I should handle this alone.” “People will find out.” “It’s not that bad yet.” Delaying help can make things worse and limit options later. Stress, conflict, burnout, relationship issues—handling these alone isn’t strength. Real guts is knowing when to make the call and get free, confidential help that keeps you in the game.

Handle Workplace Conflict with the 24-Hour Rule

If conflict is normal, it makes sense to use personal strategies to help you stay above the fray. Here’s one to try: The 24-Hour Rule. When a coworker’s comment or email triggers you, resist the urge to react. Wait 24 hours before responding. Step away, take a walk, and focus on something else—put time between you and the spat. During this pause, emotions cool and rational thinking returns. What felt urgent yesterday often seems manageable today. This delay prevents impulsive reactions that damage relationships or escalate tension. The 24-Hour Rule isn’t about avoiding conflict—it’s about managing it with clarity rather than emotion. The payoff is peace of mind and a reputation for calm and thoughtful professionalism.

Productivity Tip: Use the Rule of Three

The “Rule of Three” is a simple productivity strategy where you focus on only three main tasks or goals each day to maximize success. This strategy helps reduce overwhelm while increasing true progress. At the start of your day, choose three priorities. This narrows your focus, prevents mental fatigue from scattered to-do lists, and keeps you from being pushed and pulled by interruptions. Whether you finish all three or struggle to complete any, daily practice trains your mind to prioritize naturally, tune out distractions, and focus on high-value tasks. Small wins become frequent, you feel more in control of your days, and productivity grows dramatically. In fact, you’ll achieve more than you expect consistently with less stress. That’s the power of the Rule of Three.

Source: J.D. Meier, “Getting Results the Agile Way”.

Stress-Proof Your Day

“Stress-proofing” your day ensures that you stay focused on what’s within your control and maintain a positive mindset. No matter the stress—setbacks, workload, office frustrations—start by noticing small wins, such as completed tasks, a positive conversation, kudos from a supervisor. Let these successes define your attitude. Look for the hidden gain in challenges. “What can I learn from this?” or “How can I turn this into an opportunity?” This is called “reframing the pain” and it works. Turning these tactics into new reflexes to respond to stress will lead you to enjoy your job more. When small positives happen, express internal gratitude. This behavior strengthens resilience and naturally reduces negative reactions to normal stress. A last word about perfection: Seek to do outstanding work, not perfectionism. The two are different—the latter undermines your energy, focus, creativity, and positivity.

Seeking Couples Counseling Help Doesn’t Mean Failure

Many couples view counseling or marital therapy as a last resort, but it’s one of the healthiest steps to strengthen a relationship. The truth is, even happy couples benefit from counseling. Counseling can be enjoyable, helping couples rediscover each other, improve communication, and celebrate what works. Research from the American Association for Marriage and Family Therapy shows that 60%–80% of couples experience measurable improvement after counseling, and 70%–90% could benefit from structured enrichment experiences. Options range from seminars to weeklong retreats, all providing a safe space to understand emotional needs, resolve small issues before they grow, and learn ways to build trust and deepen connection. Counseling is not about proving a partner wrong. Entering counseling with that goal as a key motivator usually leads to frustration, whereas focusing on understanding, communication, and shared growth creates lasting positive change. Like regular checkups for your health, relationship check-ins preserve emotional wellness. Seeking help early can prevent resentment, reduce stress, and increase satisfaction. Strong, healthy relationships benefit not just you and your partner, but also your overall well-being at home and work. Talk to your EAP about marital and couples’ resources or search for reputable couples growth workshops and intensives to explore opportunities for strengthening your partnership.

7 Signs Your College Student May Be Struggling

How is your child doing in college? If they’re away, it can be hard to know. Being away can be exciting but also isolating, overwhelming, and emotionally challenging. Watch for these signs: 1) Less communication—prolonged or sudden withdrawal may signal stress or homesickness; 2) Mood changes—irritability, sadness, or anxiety; 3) Academic concerns—mentions of falling behind or struggling; 4) Neglecting daily routines—skipped meals, poor sleep, or declining selfcare; 5) Loss of interest—less talk about friends, activities, or hobbies; 6) Risky behaviors—excessive drinking, drugs, or unsafe choices; 7) Expressions of hopelessness—feeling overwhelmed or trapped. If you notice these, reach out with empathy, encourage campus or professional counseling, and maintain supportive communication. Consult with the employee assistance program (EAP) for guidance and resources

For more information, or to connect with an EAP Counselor, contact us:

(937) 208-6626 | eapinformation@premierhealth.com

Source @ 2025 by DFA Publishing and Consulting, LLC

To: Kurt E. Althouse, City Manager
From: Alicia McCracken, Parks & Recreation Director
Date: 11/5/2025
Re: Information Update – Period ending November 6, 2025

RECREATION CENTER

1. The VRC transformed a 2nd conference room to cubicles. The project turned out great!



2. 269 Insurance Based Members visited the VRC 10 times or more in the month of September.
3. VRC Visits- October 2024- 12,846; October 2025- 16,366- increase of 3,520 visits from last year).
4. The P/T Rental Coordinator position has been advertised. We had 13 applications and will interview 3 candidates next week.
5. Facility Manager Kayla Sensenbaugh is working with Building Staff to repair/replace the UV system in the pool.

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

1. Recreation Director Alicia McCracken and Recreation Superintendent Aaron Messenger attend an OPRA event concerning a statewide healthy play initiative. The event was put on by DWA Recreation as they are providing grant funding. We will evaluate what we learned to see if we can apply for something for the VPRD.
2. Recreation Director Alicia McCracken and Recreation Superintendent Aaron Messenger met with Kettering Health representatives to discuss partnerships/sponsorships. We had a great brainstorm session and look forward to working with them in the future.
3. Recreation Director Alicia McCracken met with ESG rep Keith Valaquette to discuss future needs of the department. He was able to share his knowledge on projects we have completed with them.
4. Recreation Director Alicia McCracken, Recreation Superintendent Aaron Messenger, and Facilities Superintendent Rudy Wells attended a Zoom meeting with OHM to discuss a design concept for Helke Park- more details to come!
5. Several Recreation staff attended the Citywide EOP Meeting put on by the Fire Department.
6. Recreation Coordinator Maecie Burkhardt and Recreation Superintendent Aaron Messenger met on Tuesday, October 28 to discuss field sponsorships at the Vandalia Sports Complex. We are working on this plan together and we plan on implementing this new sponsorship for 2027. From now and through 2026, we are putting together all the details for this sponsorship opportunity.

7. Facility Manager Kayla Sensenbaugh, Recreation Coordinator Sara Moyer and Recreation Superintendent Aaron Messenger met on Monday, October 27 to discuss updates to our Special Events Sponsorship Packet. We are looking forward to eliciting more sponsorships this year to help all our growing special events.
8. The youth soccer season officially ended on Sunday, October 26th with the championship games of the tournament. We had 4 out of 7 leagues represented in the finals. 2 won championships and 2 were runners-up.
Boys Wings- Champions (The Ballers)



Boys Passers- Runners-up (Red Dragons)



Girls Strikers- Runners-up (Goal Getters)



Boys Strikers- Champions (Beast Mode)



9. NFL Youth Flag Football wrapped up the 2025 season last weekend!
K/1st Grade Champions- Bengals



2nd/3rd Grade Champions- Giants



4th/5th Grade Champions- Patriots



10. On Friday, October 31st, we hosted the Monster Mash Pickle Bash for our regular Senior Pickleball players. It was fun to see everyone in costume, enjoying the snacks provided, and giving away raffle baskets with VRC merchandise. It was a nice event to show appreciation for those players.
11. On Thursday, October 23rd, Recreation Coordinator Maecie Burkhardt attended Wittenberg University's Pro-Day. This event is completely put on by Wittenberg University Sport Management students. They oversee set up, tear down, and invite all the practitioners that attend the event. She had an awesome time connecting with the Sport Management students, as they were such a passionate and driven group. She really enjoyed sharing her experience and showing them another exciting career path available with a Sport Management degree that often gets overlooked!



Programs and events run during this period

12. Bug's & Boo's w/ Dr. Insecta: On Friday, October 24, Dr. Insecta hosted a Bug's and Boo's program in the VRC Gymnasium. Creepy, crawly, and totally cool! Dr. Insecta is back with his spooky Halloween show, Bugs and Boos! Participants were able to meet real bugs, learn fun facts, and enjoy a few friendly jump scares along the way! Festive Halloween treats were provided after the show. There were 10 families registered for this program.
13. Halloween Hangout: On Saturday, October 25, we hosted the Halloween Hangout at the Vandalia Sports Complex from 11:00am-2:00pm. There were food trucks, hayrides, Trick-or-Treating, inflatables, kid's activities, Halloween costume judging, craft vendors, and more! This event had a steady crowd the entire time and I estimate that we had over 1,000 people attend this event.
14. All About Apples w/ Eat Pretty Darling: On Saturday, November 1, Eat Pretty Darling hosted a preschool cooking class at the Senior Center. Little chefs explored the colors, textures, and tastes of apples while making easy, hands-on recipes like apple "donuts" and applesauce. They wrapped up with an apple tasting and a playful craft, making this a sweet and sensory-filled celebration of fall! There were 5 participants registered for this program.

Upcoming Programs & Events

15. Kids Night Out: This program will be led by Recreation Leaders on Friday, November 7. This youth program currently has 26 registered participants. During their night out at the VRC, kids will have the chance to participate in rock climbing, swimming, gym games, crafts, and more! Pizza and snacks will be provided.
16. Vandalia Pumpkin Smash: On Saturday, November 8, we will be hosting the Vandalia Pumpkin Smash at the Sports Complex from 11:00am-1:00pm. Prepare for a smashing good time at our Pumpkin Smash! Bid a gleeful farewell to your Halloween pumpkins in the most spectacular way possible. Grab your gourds and join us for a day of pumpkin-smashing mayhem. Let the smashing commence – it's the ultimate pumpkin farewell party! All pumpkin debris will be composted after the event.
17. 40th Annual Turkey Shoot- on Saturday, November 8 at 10:00 am- grab a partner and come shoot some hoops in a fun filled morning of a basketball shooting competition.
18. Pokémon Playtime: On Monday, November 10, from 5:30-7:00pm, we will be hosting a Pokémon Playtime at the Rec Center. Kids ages 5 – 14 are invited to come out and enjoy a Pokémon filled time. Children can bring in their phones, cards, or other mobile gaming systems to battle and trade Pokémon with each other! There are currently 7 participants registered for this program.
19. Pumpkin Party w/ Eat Pretty Darling: On Thursday, November 13, Eat Pretty Darling will host a youth Pumpkin Party cooking program at the Senior Center. Celebrate fall flavors in this fun kids cooking class where we bake delicious pumpkin cupcakes and whip up a savory pumpkin hummus! Kids will learn to mix, measure, and blend while exploring sweet and savory pumpkin recipes. It's a tasty way to enjoy the season and build kitchen confidence! There are currently 4 participants registered for this program.

CASSEL HILLS GOLF COURSE

1. The irrigation project is completed. They finished up Friday, October 31st. They will be back later in the month to blow the system out and will be back in the spring to check on the system. Golf staff is happy with the project and in the end. It didn't affect the golf course play.
2. Moody's pulled the motor of a down pump in the well fields. They will be working on it over the next few weeks.
3. Marty's staff has aerified tees and approaches.
4. The Golf Course hosted a Celebration of Life in the clubhouse on October 25th.

SENIOR CITIZENS CENTER

1. We had 17 new VSC members join in October for a total of 839 members through October of 2025.
2. Vantran- 194 one-way rides in October; 1,411 one-way rides YTD.

3. The Fire Alarm System installation is complete.
4. Custodial Supervisor Mark Collins and his staff completed carpet cleaning and floor waxing and buffing at the center.
5. Facility Manager Kayla Sensenbaugh and Recreation Superintendent Aaron Messenger assisted Toni Williams with the volunteer lunch on Friday, October 24. It was a great time to assist with lunch and celebrate the contributions of the senior center volunteers.

FACILITY MAINTENANCE DIVISION

1. Buildings staff completed park restroom winterization. Park restrooms are now closed for the season. Baseball concession restrooms will be available for the Veteran's Day service.
2. Staff assisted with set up and tear down and the operation of the hay ride during the Halloween Hangout event.
3. Community gardens have been tilled. We had some good compost that we added to each garden prior to tilling.



4. Staff used a rented stump grinder to aid in removing one of the larger stumps from the year's scheduled tree replacements east of I-75 on National Road. The tree wells are now ready for the replacement trees.
5. Staff is in the process of removing team benches, goals and trash receptacles from the sports complex soccer fields.
6. Parks staff completed the soil work along the west path to the Art Park amphitheater.
7. Parks staff installed the small area aerifier on the Ventrac in preparation for fall turf maintenance.
8. Parks staff watched two videos pertaining to stump grinder and brush chipper use.
9. Several loads of soil being removed from the Robinette project were brought to the garage. Some has already been used to improve the transition area between the infield and outfield of diamond #3. Public Works had also requested some of this soil and several truckloads were delivered to the bank barn area. The project is progressing well!



10. Several staff attended the Emergency Operations Policy presentation by Chief Follick.
11. Staff worked on cleaning the rear wash area drainage system at the rear of the garage.
12. Buildings Staff have worked on several lighting issues, including exterior lighting as needed at the VRC, office painting, door maintenance, and failed or improperly working mechanicals.
13. HVAC issues were addressed pertaining to the roof top VRC pool unit.

Information Update



To: Kurt E. Althouse
City Manager

From: Brandon Sucher
Police Chief

Date: November 6, 2025

Subject: Information Update Ending November 7, 2025

1. During the past two weeks, VPD officers made 10 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in two traffic citations and eight written warnings while regular patrol enforcement hours.
2. On October 27, VPD supervisory staff met with VFD to discuss updated procedures related to fire and EMS dispatching.
3. On October 28, Officer Sommer presented two *Run Hide Fight* classes to the students at Creative Images.
4. Captains Walker and Krimm and I attended the MVRMA Law Enforcement Legal Update hosted by the Miamisburg Police Department on October 28.
5. Officer Burmeister participated in a "Trunk or Treat" at St. Christopher's Church on October 28.



6. CPO Rich Sommer assisted with the Knights Inn inspection on October 29. The inspection was to obtain their operating license application through the City.
7. Captains Walker, Krimm, and I attended the monthly Montgomery County Chief's Association meeting at Sinclair Community College on October 29. The guest speaker was from Sinclair and the topic was Ohio's TechCred program which reimburses businesses and organizations for technology-focused credentials. Sinclair offers a number of courses that qualify for this program including UAS (drone) programs.

8. On October 30, Captain Krimm and I participated in second round interviews for the Public Safety Specialist hiring process. Two conditional offers were given as part of this process.
9. On October 31, VPD staff attended the citywide EOP revision meeting hosted by Chief Follick.
10. We had extra units out during Beggar's Night on October 31. We were on the lookout for ghouls and goblins. The only way to stop them was with candy. It was a tough battle, but we held them off.
11. Captain Walker attended the November Ohio Wellness Committee meeting through the Ohio Department of Public Safety's First Responder Wellness program on November 4.
12. On November 7, Captain Walker and I attended the graduation ceremony for Captain Krimm and Sergeant Wehner who completed the Supervisors Training and Education Program. STEP is a three-month program with 13 days of in-person training hosted by the OACP Law Enforcement Foundation. This is the beginning of a three-phase program which includes the Police Executive Leadership College and the Certified Law Enforcement Executive program.

Public Service Information Update

To: Kurt E. Althouse, City Manager
From: Ben Borton, Director of Public Service
Date: November 5, 2025
Subject: **Information Update for October 25 – November 7, 2025**

Development & Engineering Services (DES)

Vandalia Bikeway Connector project: Despite the wet conditions, the ribbon-cutting ceremony for this project went smoothly on October 30th. Contractors are continuing to address punch list items as the project nears completion. With the warmer weather this week, A&A Safety is hoping to complete the remaining permanent pavement markings. Security Fence finished installing the vandal-protection fencing on the new bridge, roadway delineators along S. Brown School Road, and is working on the remaining signage throughout the project.



Damian, Soter, Romanus, Desales (DSRD) Watermain Replacement project: CG Construction has completed the concrete work and plans to finish the tree lawn restoration by the end of next week. Roadway milling is scheduled for Monday (11/10), followed by placement of the new asphalt surface course on the following Monday (11/17) by Barrett Paving Materials.

Updates from sites inspected or reviewed by DES staff:

- Lion Apparel building (7200 Poe Ave): Certificate of Occupancy (CO) issued from flood damage repairs
- Beau Lincoln (55 Foley Dr): permit issued for tenant upfit

Assistant City Manager (ACM) Cron and I attended the Dayton International Airport Northeast Logistics Access (“Ring Road”) project’s monthly right-of-way (ROW) acquisition status meeting October 27th.

ACM Cron, City Planner Hammes, Zoning Coordinator Graham, and I attended the Planning Commission meeting on October 28th for the Riverdale Section 1 Final PUD Plan.

Staff met to discuss 2026 projects/scheduling and reviewed/updated priorities of upcoming water main replacement projects in light of the S Dixie Dr 12” trunk main break.

Public Works (PW) Superintendent Hayslett, PW Office Manager Sparks, Administrative Assistant Budich, and I attended the Records Commission meeting with other City staff.

I attended Ohio Public Works Commission (OPWC) District 4 state fiscal year 2027 funding application scoring meeting on November 5th. The City submitted the Pool and Randler (N) Ave Watermain Replacement project for \$500,000 in funding.

Northern Area Water Authority (NAWA) – water supply treatment:

PW Assistant Superintendent Fulton and I attended the monthly technical committee meeting and Outfall Channel project review meeting for the plant’s new outfall to the Great Miami River on November 5th.

Public Works (PW)

New Public Works Facility (810 Northwoods Blvd):

City staff met with WDC Group on October 27th to review the 90% construction drawings.

Streets:

Crews laid asphalt millings on the berm/pull-off on Old Springfield Rd by the Great Miami River to protect the edge of new asphalt from breaking.

Storm Sewer:

Crews rebuilt the deteriorating front wall of a catch basin (CB) at the intersection of Bristol Dr and E National Rd.

Crews continued collecting leaves as part of our annual leaf collection season and continued street sweeping curb gutters throughout the City.

Water:

S Dixie Dr 12” trunk main repair: Crews backfilled the hole, installed a new CB & storm, poured concrete for the curb, placed new asphalt in the roadway, and placed new topsoil in the tree lawn. All work for this main break is now completed, and the roadway is back open to all traffic lanes.

Crews installed a new breakaway kit on the fire hydrant hit in a car accident at Kenbrook Dr and S Perry St.

Crews continued installing new water meters inside residences/businesses and outside in meter pits.

Sanitary Sewer:

Crews cleaned the sanitary sewer main on Hartshorn Dr and had TCA/Veolia camera a span for inspection.

Other Services:

Crews hydro-excavated and removed the old tree root balls on E National Rd, east of I-75, thanks to the help from the Parks & Recreation Department as part of the joint effort project to replace these street trees this Autumn/Winter. Crews also installed new electrical conduit for these tree pit locations.

Crews began installing Christmas lighting on the existing street trees through the National Rd downtown area.

Crews performed 1 burial at Poplar Hill Cemetery during this period.

Crews responded and marked for 42 utility locate tickets this period for Ohio 811.

Vehicle Maintenance:

The mechanics completed the following maintenance and repair tasks:

- Replaced the windshield wiper switch assembly on main break box van
- Replaced a water valve, welded a fitting, and replaced a water hose & fittings on the hydro-excavator/vacuum truck.
- Replaced the ignition switch on the E-50 mini-excavator
- Replaced the windshield wiper on the E-35 mini-excavator
- Cleaned and sealed the leaking hydraulic tank on the single-axle dump truck #20
- Serviced one-ton dump truck #19 and light/sign truck #34
- Repaired and inspected Fire Division's Engine 2

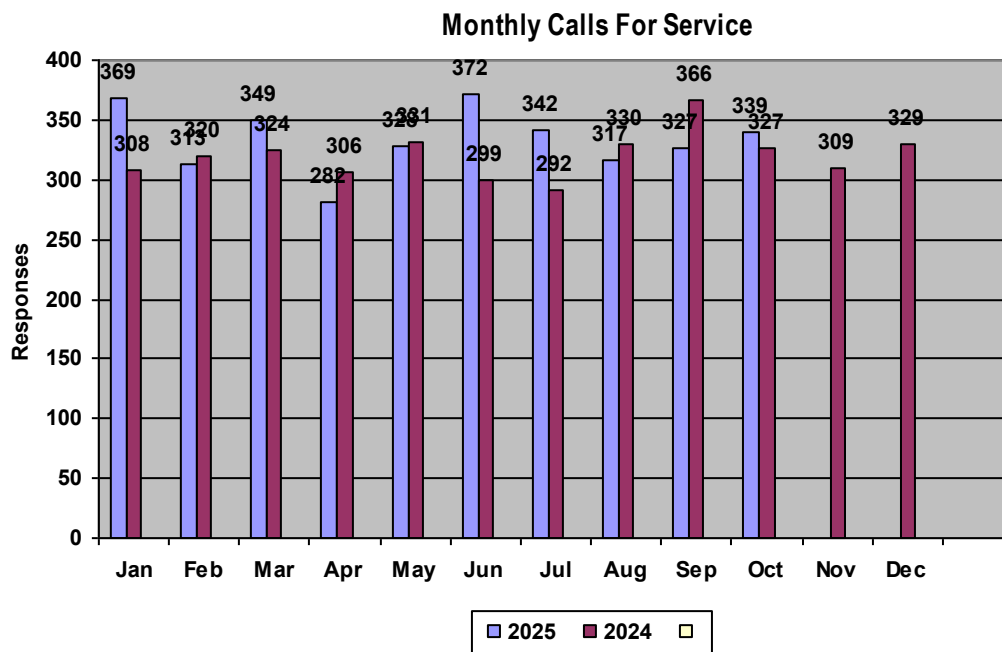


MONTHLY STATISTICS MEMORANDUM

TO: ALL PERSONNEL
FROM: CHAD FOLLICK, FIRE CHIEF
SUBJECT: OCTOBER 2025 STATISTICS
DATE: 11/5/2025

CALLS FOR SERVICE

The Division of Fire responded on **339** calls for service in October (**234** EMS calls and **105** fire calls). An average of approximately eleven **11** calls for service per day.



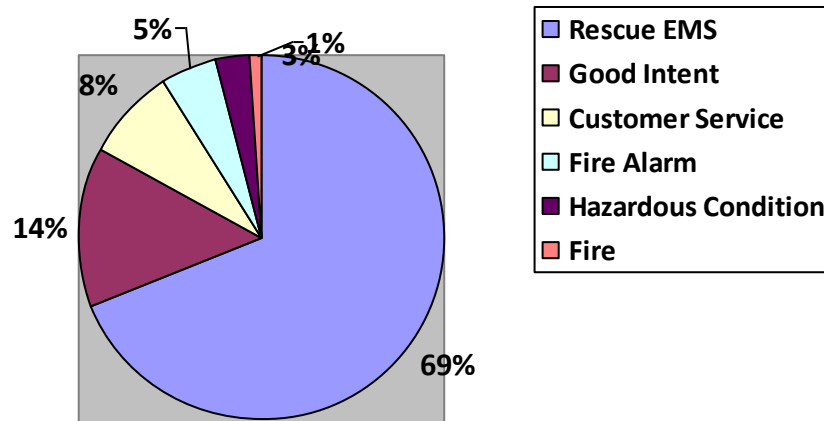
Note: After ten (10) months the Division of Fire has responded to a total of **3338** calls for service. This is approximately **130 (+4%)** more calls for service than we responded to in the same timeframe (end of October in 2024).

Overlapping Call Volume: A statistic that we can track now is how many of our calls for service overlapped (or occurred simultaneously) during this evaluation period. In October, approximately **31%** of the call volume overlapped. This is among the lowest number of overlapping calls we have experienced in several years.

Crews responded to 339 calls for service in October, the chart below outlines call types:

The Major Incident Types in October were (%) of the total call volume/month):

1. Rescue & Emergency Medical Calls (69%) - All the Division of Fire Emergency Medical calls, including any motor vehicle/pedestrian accident (with/without injuries) and/or any technical rescue response.



2. Good Intent Calls (14%) - Smoke scares, steam/fog mistaken for smoke, false alarms not malicious.
3. Customer Service Calls (8%) - These are calls for service where fire crews are directly assisting a customer with a specific issue/problem (i.e., strange odors, smoke detector/CO detector installations and/or battery change outs, etc.).
4. Fire Alarm Calls (5%) - This type of call includes malfunctioning fire alarms, intentional/unintentional false alarms, or calls where someone called to report an issue that turned out to not be an emergency (illegal burning, smells/sight of smoke or fire, or steam confused for smoke).
5. Hazardous Condition (3%) - These are calls for service where fire crews are responding to natural gas/CO investigations, fuel/oil spills, and/or arching or downed electrical lines.
6. Fires (1%) - Fire loss reported= \$15,000.

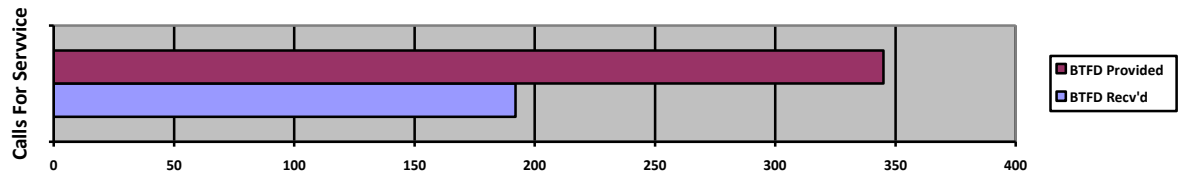
MUTUAL AID/JOINT RESPONSE DATA

In October, the Division of Fire provided mutual aid on thirty **(30)** occasions, and we received mutual aid on ten occasions **(10)** occasions.

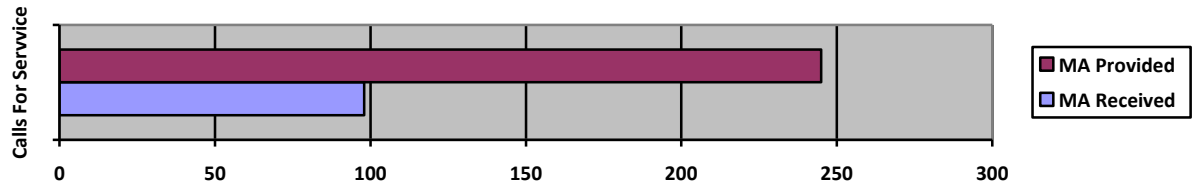
In October, we received a “joint response” from Butler Fire/EMS on twenty-three **(23)** occasions, and we provided Butler with a “joint response” resource on thirty-seven **(37)** occasions.

Department	Mutual Aid Received (1754)	Mutual Aid Provided (1616)	Joint Response Received	Joint Response Provided
Butler Fire (57-101)			23	37
Brookville (57-003)				
Bethel Miami (55-221)				
Clayton Fire (57-121)	1			
Dayton Fire (57-011)				
Dayton Airport (57-002)		2		
Englewood (57-001)	2	1		
Harrison Fire (57-107)		6		
Huber Fire (57-125)	3	6		
Riverside Fire (57-115)				
Union Fire/EMS (57-122)				
West Milton Fire (55)				
Philipsburg Fire (55-)				
Trotwood Fire (57-113)				
Tipp Fire/EMS (55-027)	4	15		
Totals	10	30		

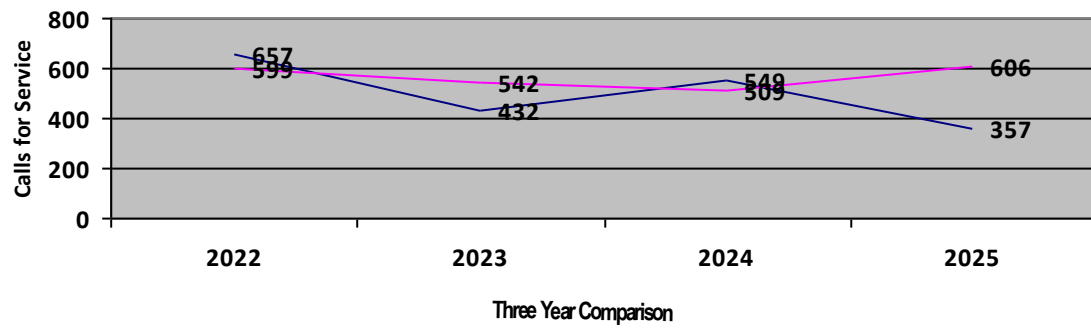
BTFD Rceived & Povided YTFD



Mutual Rceived & Povided YTFD



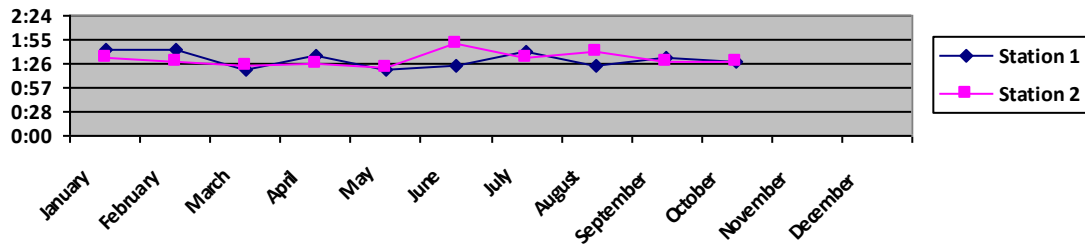
All Mutual Aid Combined



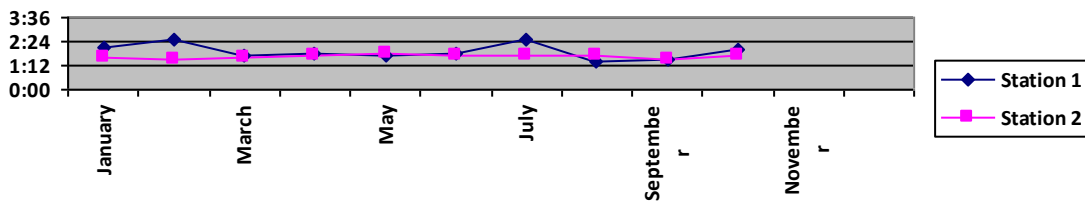
RESPONSE TIMES

The average turnout time in October for EMS was 1:29 and for fire was 1:59 the average total response time for October was 7:01.

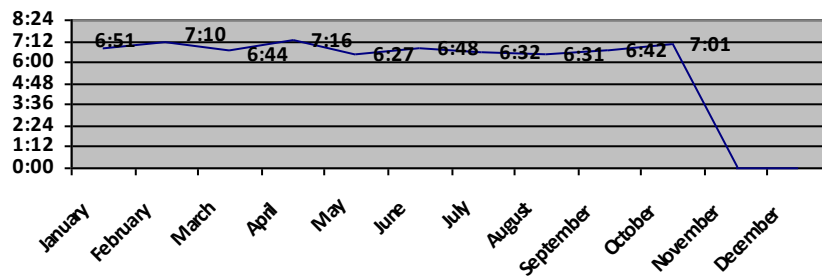
Turnout Times EMS Calls For Service By Fire Stations



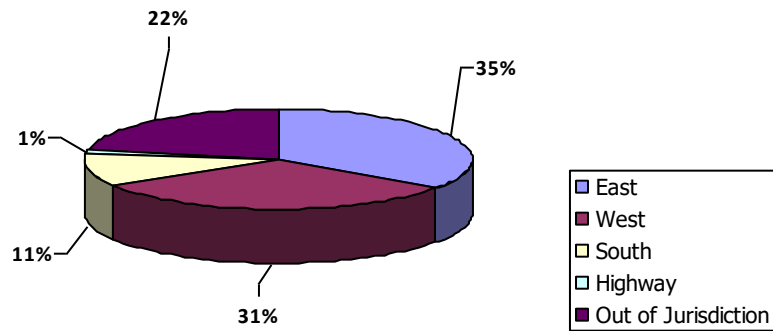
Turnout Times Fire Calls For Service By Fire Stations



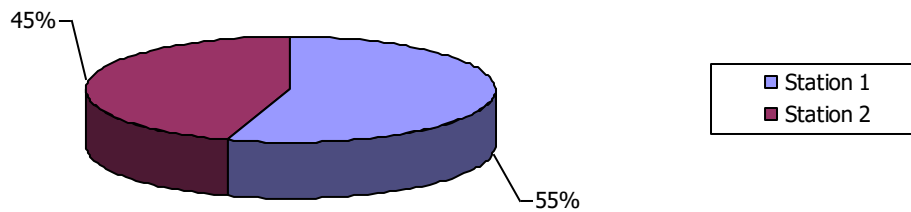
Overall Average Monthly Response Time



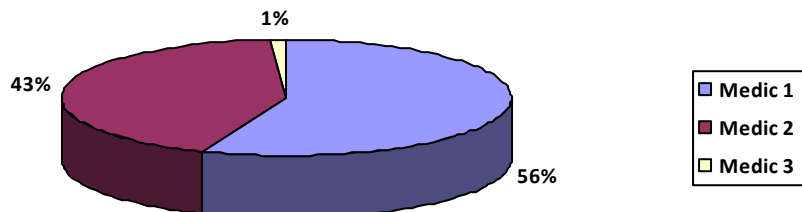
CALLS FOR SERVICE BY DISTRICT



CALLS FOR SERVICE BY FIRE STATION



TRANSPORTS BY MEDIC UNIT/MONTH

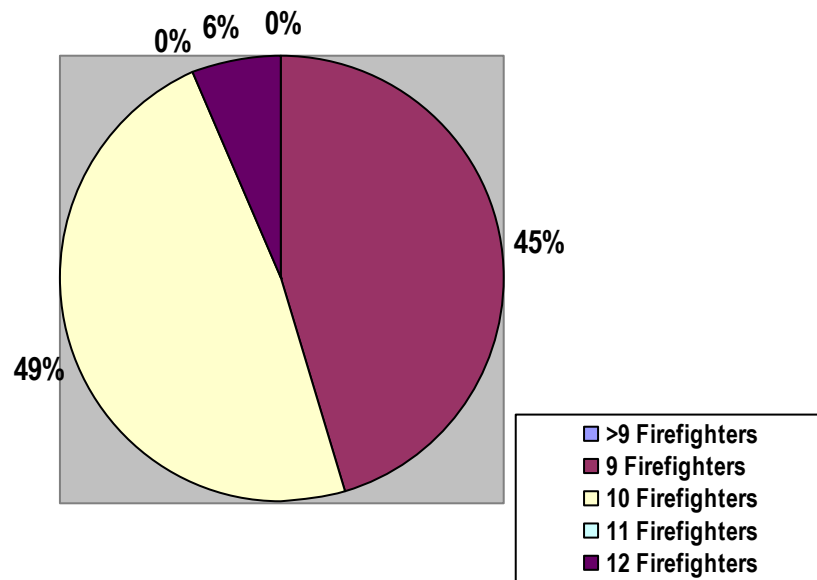


Monthly Staffing Levels

The information provided below depicts the number of personnel on duty for a full 24-hour shift, per shift for the month. Our goal is to have eleven personnel per day (6 at Fire Station 1 and 5 at Fire Station 2), our minimum is nine (9), below that we are call-in/ordering in overtime.

In October:

1. Staff **below our minimum** recommended staffing level of 9 (**0 shifts**)
2. Staff at our **minimum** recommended staffing level of 9 (**14 shifts 45%**)
3. Staffed with ten (10) personnel (**15 shifts 48%**)
4. Staffed with (11) personnel (**0 shifts**)
5. Staffed with (12) personnel (**2 shifts 6%**)



Community Engagement & Risk Reduction Team (CERRT) Monthly Report

Events:

10/02/2025 - Walk-a-Thon - Crews walked with pre-school students who do not have an adult to walk with while the remaining crew members cheered on the students and interacted with students that needed a break. **Customer Contacts: 200 students**

10/02/2025 - Homecoming Parade - Crews participated in the Homecoming Parade

10/03/2025 - Homecoming Community Tailgate - Crews supported the Vandalia and Butler Township Police Departments' tailgate event and interacted with attendees. **Customer Contacts: 20 attendees**

10/03/2025 - Homecoming Football Game - Crews threw out footballs between the third and fourth quarters and walked through the crowd several times greeting adults and students.

10/07/2025 - Passport to Safety - Fire safety presentation covering smoke alarms and what to do when the smoke alarm sounds, stay low and go, meeting place, stop, drop and roll, apparatus tour, and a firefighter dress out in PPE. **Customer Contacts: 200 students**

10/10/2025 - School Visit - Brief fire safety presentation, apparatus tour, and a firefighter dress out in PPE for Demmitt Elementary 1st graders. **Customer Contacts: 80 students**

10/10/2025 - Passport to Safety Graduation - Graduation ceremony for students completing the Passport to Safety program. **Customer Contacts: 200 students**

10/11/2025 - Fall Festival - Crews displayed apparatus and interacted with attendees. Prevention 2 assisted with fire prevention giveaways and hands-only CPR demonstrations. **Customer Contacts: 225 attendees**

10/15/2025 - Citizen Recognition - Recognition of Liam Jenkins and Dean Gehle for their actions on 09/11/25 when coming across a mulch fire in the parking lot on Aviator Court. **Customer Contact with 200 students**

10/16/2025 - Community CRA Meeting - Supported Chief Follick in conducting community meeting reference to the CRA and the future of the fire department. **Customer Contacts: 4 attendees**

10/17/2025 - Trunk-or-Treat - Crews attended trunk-or-treat event at Johnson Electric, handing out candy and fire prevention materials. **Customer Contact: 100 kids and 30 adults**

10/20/2025 - Read to Preschoolers - Read story book to preschoolers and answered questions about fire safety. **Customer Contacts: 200 students**

10/21/2025 - BP Checks - Performed BP and pulse checks before the "Lunch and Learn" at the Senior Center. **Customer Contacts: 20 seniors**

10/22/2025 - Donation - Accepted a monetary donation from the VFW Auxiliary for purchasing Halloween candy for Beggars Night. **Customer Contacts: 3 VFW members**

10/22/2025 - Trunk-or-Treat - Crews attended trunk-or-treat event at Cassel Hills Church of Christ, handing out candy and fire prevention materials. **Customer Contact: 150 kids and 40 adults**

10/23/2025 - School Visit - Brief fire safety presentation with apparatus tour for preschoolers. **Customer Contacts: 200 students**

10/23/2025 - Trunk-or-Treat - Crews attended trunk-or-treat event at Fricker's, handing out candy and fire prevention materials. **Customer Contact: 250 kids and 60 adults**

10/24/2025 - Home Football Game - Crews threw out footballs between the third and fourth quarters and walked through the crowd several times greeting adults and students.

10/24/2025 - Halloween Hangout - Crews displayed apparatus and interacted with attendees. Prevention 2 assisted with fire prevention giveaways and hands-only CPR demonstrations. **Customer Contacts: 400 kids and 100 adults**

10/28/2025 - CRR Presentation - Prevention 2 invited to address the Optimist Club at their luncheon about the CRR program, introduction into the programs offered, and answer questions. **Customer Contacts: 35 members**

10/28/2025 - Trunk-or-Treat - Crews attended trunk-or-treat event at St. Christopher, handing out candy and fire prevention materials. **Customer Contact: 150 kids and 30 adults**

10/30/2025 - Apprentice Presentation - Chief Follick, Capt. Morrett, Capt. Jacobs and CRRC Sowers addressed the MVCTC Fire/EMS students about the Apprentice program and answered questions. **Customer Contacts: 50 students**

10/30/2025 - Trunk-or-Treat - Crews attended trunk-or-treat event at Helke Elementary, handing out candy. **Customer Contact: 200 students**

10/31/2025 - Trick-or-Treat - Crews were spread out throughout the city to hand out candy to trick-or-treaters.

Total Customer Contacts: 3368

CPR CLASSES:

10/18/2025 - 3 adults (*Community Hands-Only CPR Class*)

10/20/2025 - 17 adults (*Detmer Mechanical*)

10/21/2025 - 18 adults (*Detmer Mechanical*)

Total Customer Contacts: 38 adults

** Quarterly community hands-only CPR classes scheduled for remainder of 2025 and 2026*

SMOKE AND CARBON MONOXIDE ALARMS:

10/07/2025 - Installed 1 smoke alarm (*Karns Dr*)
10/07/2025 - Installed 1 battery (*Karns Dr*)
10/09/2025 - Installed 4 smoke alarms (*Waldsmith Way*)
10/10/2025 - Installed 1 smoke alarm (*Foxfire Tr*)
10/14/2025 - Replaced 7 batteries (*Cheviot Hills Ln*)
10/16/2025 - Installed 2 smoke alarm and 1 CO alarm (*Kirkwood Dr*)
10/23/2025 - Installed 2 smoke alarms and 1 CO alarm (*Donora Dr*)
10/27/2025 - Installed 2 smoke alarms and 1 CO alarm (*Dunnigan Dr*)
10/30/2025 - Installed 2 smoke alarms and 1 CO alarm (*Spartan Dr*)

Totals: 14 smoke alarms installed
4 carbon monoxide alarms installed
8 batteries replaced

FIRE EXTINGUISHER TRAINING:

10/02/2025 - 80 employees (*Adare Pharmaceuticals*)
10/03/2025 - 80 employees (*Adare Pharmaceuticals*)
10/09/2025 - 40 employees (*Hearth & Home Senior Assisted Living at Vandalia*)
10/14/2025 - 80 employees (*Heraeus*)
10/15/2025 - 80 employees (*Heraeus*)

Total Customer Contacts: 380 adults