THE BLUE LETTER



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

April 8, 2022

Honorable Mayor & Esteemed City Councilmembers:

- 1. Nice Work Officer Large! A resident complimented Officer Large's performance on a recent call. I have attached the voicemail to this email. #bethebrand
- 2. Welcome Executive Assistant / Deputy Clerk of Council Angela Swartz! As I mentioned at the last Council Meeting, I am pleased to announce that Mrs. Angela Swartz will take the EA/DCC post that was vacated when Mrs. Pruszynski was promoted to HR Manager. Her first day will be Monday. Mrs. Swartz has served Montgomery County in several roles and most recently as the Secretary to the Economic and

Community Development Director and Planning Commission Secretary. Mrs. Swartz served in the United States Navy, is known for superior organizational skills, and for being a team player. I am very excited for her to join our team.

You are invited to stop by to meet and to welcome Mrs. Swartz to the team! We will host a small welcome reception at the Municipal Building in the Large Conference Room Monday on Monday, April 11 from 8:30 am - 9:30 am. Please take a few minutes to stop by if you are able.

3. My Vandalia! Download the My Vandalia

app on Google Play or in the App Store.

4. Jeans Day is FRIDAY, April 15, 2022: The Vandalia-Butler Food Pantry has notified the City that they are in need of powdered Jell-O products (not pudding) and canned Chef Boyardee items. Non-uniformed staff can

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wear jeans Friday, April 15 in exchange for donating four Jell-O or Chef Boyardee items or \$5 to the VB Food Pantry (payable at the Utility Billing window on the honor system). A flier is enclosed.

- 5. Thank you, Public Safety Specialists! April 10-16 is National Public Safety Telecommunications Week. We want to recognize and show our appreciation for the fabulous job VPD's public safety specialists do. The PSS staff the Communications Center 24/7, 365 days a year, handling the 911 and non-emergency calls from citizens as well as dispatching police, fire and EMS crews to calls for service. This job requires them to multi-task, handling several phone calls at one time, dispatching emergency crews, entering data into the Computer-Aided Dispatch (CAD) system, providing life-saving instructions on critical calls, and remaining calm in the midst of chaos. These employees are often the lifeline of our residents and our public safety employees. We thank them and are grateful for the great service they provide Vandalia. We will be recognizing a different PSS each day this coming week on our department Facebook page.
- 6. **EG/GE Advisory Committee Appointment:** I am pleased to notify you that I have been appointed by the Board of County Commissioners to serve on the Economic Development / Government Equity (ED/GE) Advisory Committee.
- 7. **Hiring:** Advertisements for Part-Time DES Administrative Assistant and Public Safety Specialist closed today, and we will be reviewing applicants. There will be upcoming recruitments for the positions of Police Officer and City Planner. City Planner Karto has resigned because he will be moving out of state and his last day will be Friday April 15. I would like to thank Mr. Karto for his thoughtful contributions toward furthering the implementation of the 2020 Vision Vandalia Comprehensive Plan, updating zoning code, executing strategic rezoning, and his influence on the Parks & Recreation Master Plan that is currently underway.
- 8. **TCA CIPP Lining Project:** TCA received favorable bids for the cured in place sewer lining project. Last year, TCA received a \$2.4 million grant for the project. TCA has not yet selected a contractor.
- 9. Part-time Recruitment: A part-time job application is enclosed. Please forward this as you see fit. VRC staff will be recruiting students at Butler High School on Thursday, April 15. They will be promoting part-time and seasonal positions at the VRC, Golf Course and Facility Maintenance. The City is in need of seasonal maintainers who are over the age of 18. This year, pay will start at \$14 per hour.
- 10. **ED/GE Applications:** ACM Holloway submitted two ED/GE applications to Montgomery County for the Spring funding cycle. The first application is for Project Whiteboard. Project Whiteboard is a national food manufacturer considering an \$80 million investment and the creation of 97 jobs. We have submitted both the 24.8-acre site in Stonequarry Crossings and a 40-acre site in Northwoods Business Park for this project.

This is a joint application with the City of Clayton. Project Quarantine, our second application, is a manufacturing and logistics company considering construction of a 115,000 SF building at 769 Center Drive. This \$19 million project has potential to bring 60 jobs to the City of Vandalia. The VDC has approved a \$25,000 grant to support this project. I anticipate forthcoming announcement about Project Quarantine; however, it is unclear if the City will win Project Whiteboard.

- 11. **Easter Egg Hunt!** The Annual Community Easter Egg Hunt will be held on Saturday, April 16 at 11am at the Sports Complex. Youngsters ages 2-10 are invited to participate.
- 12. **Income Tax**: YTD March 31, 2022, overall Income tax revenue is up 4.56% (\$192,652) from 2021. Withholding tax is up YTD 6.38% (\$220,391); individual tax is down YTD 2.41% (-\$8,605); Business net profit tax is down YTD 4.62% (-\$19,133). The amount of income tax revenue budgeted for 2021 is \$17,675,000. The amount collected YTD was \$4,417,394. **Therefore, the amount collected to date (25%) in 2022 is exactly where we should be to date based on the budgeted amount.**
- 13. **Spring Retreat:** Our spring retreat will start at 4 pm on May 9th at Shen's. Dinner will be provided. I would propose that we structure our discussion around the 2022 Policy Goals, command structure and staffing, important legislative proposals that may come to you this year, and the condition of our water and wastewater treatment plants. Please let me know if there are any topics that you would like to include on the agenda.
- 14. **Students visit Firehouse:** The Division of Fire welcomed 6th and 7th grade special needs students from Morton Middle School for a firehouse visit. Crews were able to walk the students through the fire house to see the equipment and additionally give a short educational presentation on kitchen safety at the educator's request. The kids had a great time, and we were pleased to welcome guests back into the firehouse.
- 15. Parks & Recreation Master Plan Invitations for external stakeholder interviews with PROS Consulting have been sent with virtual interviews being scheduled during the month of April. The statistically valid mailout survey is near completion and will be sent out in May.
- 16. Facilities Infrastructure Project: Kudos to Finance Director Leiter and the rest of the team for putting immense work into preparation for our bond rating. Moody's provided great feedback about the City's governance and prospects. Although not official, our sources indicate that the City will maintain its Aa2 bond rating. This is one rating better than the average City in Ohio. The Facilities Infrastructure project also kicked off last week. The roofing contractor was on site last week to remove stone materials from the VRC flat roof and is staging of roofing materials.
- 17. **Community Garden!** Maintenance staff is preparing the community garden area at Jeffers Park for the upcoming garden season. The plots have been tilled, garden markers

- placed, water supply turned on and garden materials from last year have been composted.
- 18. The Sports Complex entry median is receiving a facelift. The median has been cleared of old plant material and will be receiving new plantings in the coming weeks. As part of the process staff transplanted daylilies and sedums from Warner Park to the entry median. New trees and shrubs have been ordered and will be planted soon. The project will give a fresh new look to the Sports Complex entry.
- 19. **Commercial Truck Traffic:** During the past two (2) weeks, VPD officers made 20 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in one traffic citation, 11 written warnings, five verbal warnings, and three parking citations while working 16 additional enforcement hours.
 - The Division hosted another Commercial Motor Vehicle Enforcement (CVE) training session on Thursday, March 31. The class was open to outside agencies, and nine VPD officers attended. The goal is to train all officers in CVE by the end of 2022. A total of 25 VPD officers have completed the CVE training thus far.
- 20. Hotel / Motel Enforcement: On March 30, the Police Division held its first meeting of 2022 with local hotel management to discuss trends and crimes occurring at these establishments. The Division holds these quarterly meetings with our hotels to foster cooperation to reduce crime and resources needed to combat these problems. Lieutenant Walker, Sergeant Garry Lawson, CPO Andy Wehner, VFD representatives, and Kip Milikin covered a variety of topics and answered questions from the hotel representatives. VPD will hold at least four of these meetings in 2022 with some joint meetings involving Butler Township officials and hotel management.
- 21. Vacant / Foreclosed Properties: Mr. Baughman keeps an updated map and list of vacant and closed properties. I have enclosed them for your awareness. We will continue to monitor these in case there is a need for nuisance abatement.
- 22. **Gabriel St. Construction:** Sturm Construction began work on the Gabriel Street project during this period. They are currently working on the storm sewer installation. Staff has been providing the survey work and construction layout for the project as part of the City's contribution in the grant funding.
- 23. **Concrete Project:** We anticipate our concrete contractor, D.L. Smith, to be in as soon as next week to begin saw cutting sections of curb and sidewalk to be replaced with this year's project. Chad Baughman has passed out notices to all residents and/or businesses that may have their driveway access affected by the work.
- 24. Shred Day! Shred Day will be Friday, May 20 from 8 am noon. I have enclosed a flier.

25. **Dayton Development Coalition Fly-In:** Mayor Herbst and I participated in the 38th annual DDC Fly-In with ~165 business, economic development, and government professionals to share our vision for the Dayton Metropolitan Area with our elected officials in Washington D.C. I was sure to discuss commercial truck traffic problems and the City's pursuit of \$1.3 million in federal community project spending (earmark) to accelerate the Northeast Airport Logistics Access project.

Thank you for your thorough consideration and thoughtful dedication to improving quality of life for people in Vandalia. I do think that we are hitting a good stride where we are encouraging active discussion and working hard to engage our community. Our legislative pipeline is full of exciting proposals that will foment strategic and worthy development in our beautiful town.

Here is the image that has been burned into my retinas as I think about where we are going as a team and how we will get there.



Please contact me directly with comments and questions.

Your Partner in Service,

Dan Wendt City Manager

Attachments:

- 1. Information Update ACM Holloway April 7, 2022;
- 2. Information Update Director Leiter April 5, 2022;
- 3. Information Update Chief Follick April 7, 2022;
- 4. Information Update HR Manager Pruszynski April 7, 2022
- 5. Information Update Director Clark April 7, 2022;
- 6. Information Update Chief Althouse April 7, 2022;
- 7. Information Update Director Cron April 7, 2022 (x2);
- 8. Jeans Day Flier;
- 9. Shred Day Flier;
- 10. Foreclosures and Vacant Property List and Map; and
- 11. March 2022 Crime Statistics.

To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: April 7, 2022

Subject: Information Update



• On Friday March 25:

- Rich and I met with the Wright State MPA students working on our Resident Academy project.
- Staff from DES and Fire met to discuss plans for the proposed industrial facility at 9105
 Peters Pike.
- You and I attended the Dayton Area Managers luncheon.
- I assisted in the preparation for the Bond Rating process throughout this update period.
- I held a Zoom meeting with the Development Director for the City of Clayton to prepare for the submission of a joint ED/GE application for Project Whiteboard.
- I attended the Q1 Local Economic Development Official meeting hosted by the DDC on Thursday March 31.
- On Friday April 1st I submitted two ED/GE applications to Montgomery County for the Spring funding cycle.
 - The first application is for Project Whiteboard. Project Whiteboard is a national food manufacturer considering an \$80 million investment and the creation of 97 jobs. We have submitted both the 24.8-acre site in Stonequarry Crossings and a 40-acre site in Northwoods Business Park for this project. This is a joint application with the City of Clayton.
 - Project Quarantine, our second application, is a manufacturing and logistics company considering construction of a 115,000 SF building at 769 Center Drive. This \$19 million project has potential to bring 60 jobs to the City of Vandalia. The VDC has approved a \$25,000 grant to support this project.

• On Monday April 4:

- Julie Sullivan from the Dayton Development Coalition, a representative of JobsOhio and I had lunch with a Vandalia company.
- o You, Zak and I met to review upcoming public hearing items.

- On Thursday April 7, I attended the MVRPC Board Meeting. At this meeting, MVRPC presented on the Dayton Region Economic Development strategy plan, discussed Planning for Health, and several other interesting topics.
- City Planner Zachary Karto has submitted his notice of resignation as he will be relocating out of state. His last day will be Friday April 15. Thank you to Zak for his hard work and contributions to furthering our 2020 Vision Vandalia Comprehensive Plan.

Communication Update

- The third-place team in the 2021 Vandalia Corporate Challenge is poised for another great year in 2022! The initial team meeting for the Corporate challenge was held Friday afternoon at the Rec Center. We're looking forward to another great year of fun competition.
- We will have a long video shoot on April 21, as we will be recording for nine Focus Vandalia
 programs. Topics we will cover include CampREC, the Star-Spangled Celebration, Garage Sale
 Weekend, Shred Day, Art Park, Street Resurfacing and the Parks master plan Survey. These will
 air in May and June.
- The initial response from the newly launched MyVandalia App has been positive.
- We put out the call for staff volunteers for our Shred day event this week. Shred Day is Friday, May 20, from 9 a.m. to Noon.
- On April 25, we will post the link for residents to register their sales for Garage Sale Weekend. The week of the event, the City will release a list and map containing all of the registered sales as well as the items they will be offering. Garage Sale weekend is May 19-21.
- Rich is currently working on two employment brochures, one for Police Officer and one for City Planner. He is also working on two one-sheet fliers for part-time positions in the Division of Fire.

Memo



To: Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: April 5, 2022

Re: Information Update - Period Ending April 8, 2022

- 1. YTD March 31, 2022, overall Income tax revenue is up 4.56% (\$192,652) from 2021. Withholding tax is up YTD 6.38% (\$220,391); individual tax is down YTD 2.41% (-\$8,605); Business net profit tax is down YTD 4.62% (-\$19,133). The amount of income tax revenue budgeted for 2021 is \$17,675,000. The amount collected YTD was \$4,417,394. Therefore, the amount collected to date (25%) in 2022 is exactly where we should be to date based on the budgeted amount.
- 2. Kristen and I attended a regularly scheduled council meeting.
- 3. Finance continues to provide data to the compilation team and auditors from Plattenburg and Associates for the 2021 Annual Report and audit.
- Finance continues to provide information and continue the process to assist bond counsel and the Underwriters to secure financing through the issuance of bonds for the HVAC/roof project.
- 5. The first of several American Rescue Plan Act Fund reports are due by April 30 and will continue through April 30, 2027. The required reports include obligations and expenditure information, detail and explanations, in addition to planned expenditures. This requirement is mandated by the U.S. Department of the Treasury and is part of the compliance component for the annual audit.



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER

FROM: CHAD FOLLICK, FIRE CHIEF

DATE: 4/7/2022

SUBJECT: INFORMATION UPDATE – PERIOD ENDING APRIL 8, 2022

- 1. The Division of Fire welcomed 6th and 7th grade special needs students from Morton Middle School for a firehouse visit. Crews were able to walk the students through the fire house to see the equipment and additionally give a short educational presentation on kitchen safety at the educator's request. The kids had a great time and we were pleased to welcome guests back into the firehouse.
- 2. The Division of Fire posted to social media about being weather aware during this reporting period. The Spring-time brings a variety of weather to our area like damaging winds and severe storms. The Division of Fire finds that social media is a good platform to reach the community and advise them how and when to be safe due to anticipated inclement weather conditions.
- 3. The Division of Fire welcomed 4 new part-time employees to the fire department family. Currently these new members are going through new hire training and becoming acclimated to the Division of Fire. These new employees should be part of a shift and working with their shifted crews soon.
- 4. Additionally, continuing with hiring updates, The Division of Fire is moving forward to fill the full-time positions. Currently we are in the final stages of the pre-hiring process two candidates will be completing their mental health assessments, drug screening, and pension physicals within the next 14 days.
- 5. I have been conducting part-time meetings this week. We are returning to quarterly updates for our on-duty part-time personnel. We converted the 2022 goals, changes coming to our training program, and changes to the part-time pay plan.

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DIVISION OF FIRE INFORMATION UPDATE

- 6. Training during this reporting period has been focused on our annual Standing Orders testing. The Standing Orders are the medical operating protocols for EMTs and paramedics in this region. Crews are required to demonstrate advanced airway skills, bleeding control, IV medication administration, and cardiac/respiratory arrest management. This year's practical check-offs are a little bit different this year, half are being done at Vandalia and the other half will be done at Butler Township. We will also be integrating Butler paramedics into our cardiac arrest teams, as this is how it actually happens in the field day in and day out.
- 7. The Division of Fire's Prevention Bureau held another CPR class on April 5th. CRRC Scott Jacobs led the class for the local Sheet Metal Workers Apprenticeship Program. More requests for community outreach programs are picking back up and we are happy to continue to engage and meet the needs of our community.

Page 2 of 2



Memo

To: Daniel D. Wendt, City Manager

From: Melissa Pruszynski, Human Resources Manager

Date: April 7, 2022

Re: Information Update - Period Ending April 8, 2022

- We will host a welcome reception for Executive Assistant / Deputy Clerk of Council Angela Swartz at the Municipal Building in the Large Conference Room Monday, April 11 from 8:30 am until 9:30 am. Please take a few minutes to stop by and welcome Mrs. Angela Swartz.
- 2. Jeans Day is FRIDAY, April 15, 2022. The Vandalia-Butler Food Pantry has notified the City that they are in need of powdered Jell-O products (not pudding) and canned Chef Boyardee items. With your supervisor's approval, part-time and full-time employees can wear jeans Friday, April 15 for the low, low price of four Jell-O and/or Chef Boyardee items or a \$5.00 donation to the VB Food Pantry.
- 3. Check out the MYVandalia app! Now there's a new and easier way to connect with the City for just about anything! Through the App you can request a Vacation House Check, report property maintenance issues, or even report potholes in seconds. Download the app today either in the App Store or Google play. Please go to our Facebook page and share the corresponding flier. A copy is attached to this update.
- 4. Changes in the Superior Dental Plan: Excellence in Dentistry at 1523 N Market St, in Troy, has left the SDC's network effective March 31, 2022. As a result of this termination, members will receive out of network benefits from SDC as of 4/1/22 and will be subject to balance billing or possibly the entire cost of the service. Included in this update you will find a flier with information on receiving out-of-network services. Plan members can consult SDC's website (www.superiordental.com) for a listing of participating dentists and specialists. For additional assistance in selecting a participating dentist/specialist or in determining your eligibility for reimbursement of services received from non-participating dentists, please contact SDC's Dentist and Member Services Team at 937-438-0283 or 800-762-3159.
- 5. Health Care Travel Network Amendment Update New ID cards have been mailed out. If you have not yet received the new cards, please contact me at x2258 or missy@vandaliaohio.org. Last week this update advised that Underwriters notified the city as of April 1, 2022 PHCS will no longer be used as the wrap / travel network. The travel network is used while traveling outside of Ohio and in the counties of Boone,

Campbell and Kenton in Kentucky. It allows insured employees to have network benefits outside the SuperMed network service area if the provider is in a "wrap" network. The new network will be **First Health**. Please look for new ID cards in the mail. Remember the ID cards are sent in a very generic envelope in order to increase the security of the employee's healthcare account. So…be sure to open every piece of mail until the ID cards arrive at your home. If you have a new address, please let me know asap.

- 6. Human Resources Personnel Administration Policy 2-10: Part-Time Pay Plan Policy. Great news! At the Monday, April 4 Council Meeting, Council approved the HUMAN RESOURCES Personnel Administration Policy: 2-10 Part-Time Pay Plan. The policy was effective immediately via Resolution 22-R-35. The policy indicates that the new pay rates are effective beginning April 17, 2022. Please share with your staff immediately. If you know anyone who would like a seasonal / part-time employment candidate form, one is included in this update or follow the link and click "ok": https://www.vandaliaohio.org/DocumentCenter/View/362/Seasonal-and-Part-Time-Candidate-Profile-Form-Parks-and-Recreation-PDF?bidld.
- 7. The ad for The Part-Time DES Administrative Assistant and Public Safety Specialist close at 5:00 pm Friday, April 8. Currently there are eleven Public Safety Specialist applicants and there are five Part-Time Administrative Assistant applicants. Watch your inbox for upcoming employment opportunities including Police Officer and City Planner.
- 8. If you would like to browse City of Vandalia Employment Opportunities, the link is https://www.vandaliaohio.org/422/Employment-Opportunities.





Out-of-Network Benefits

The SDC dental plan chosen by your employer gives you the freedom to visit any licensed dentist. While staying in network allows you to maximize your benefits, the option to seek care out of network provides the most flexibility. However, you may experience balance billing when visiting a dentist not in SDC's network. If an out-of-network dentist's fee for a service is more than the amount SDC allows for that service, you will be responsible for paying the difference.

Using Your SDC Dental Benefits Out of Network

- Present SDC identification card.
- Receive services.
- 3. Depending on the dental office's payment policies, pay for services in the office or wait for a bill in the mail to remit payment.
- 4. You or your dentist submits the claim.
 - Most dentists will submit on your behalf; however, some may require you to submit the claim to SDC.
 - To submit a claim for payment, use our secure upload tool at SuperiorDental.com/membersupport or mail the bill or itemized receipt from your dentist to SDC at:

Attn: Claims Superior Dental Care 6683 Centerville Business Parkway Centerville, OH 45459

- SDC reimburses you for the covered amount.
- Don't forget to pay your dentist! If you haven't already, it is your responsibility to promptly pay your dentist in full for services received.

1-800-762-3159 SuperiorDental.com







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Ask a question or submit a general comment.

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| Today's Date | | | |
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CANDIDATE PROFILE FORM

VANDALIA PARKS AND RECREATION DEPARTMENT
PART-TIME AND SEASONAL EMPLOYMENT

| Address: City / Zip: Home Phone: Cell Phone: Email: Do you text? Circle One: YES NO STUDENTS ONLY: SCHOOL YOU ARE CURRENTLY ATTENDING: Expected Graduation Date (Month / Year) Dates of Availability to Please mark your daily availability below, using the hours of 6:00AM to 10:00PM. Sunday: Thursday: Monday: Friday: Saturday: Wednesday: Saturday: Wednesday: Please indicate your top 5 areas of interest. #1 would be your most desired position, #2 would be your 2nd most desired etc. PLEASE ONLY SELECT 5 POSITIONS. PART-TIME YEAR-ROUND POSITIONS Ages 15+ Fitness Center Attendant Climbing Wall Birthday Party Host/Hostess Ages 18+ Fitness instructor (Certification Requested for the properties of the proper | | PART-TIME AND SEAS | SUNAL EMPLOY | WIEN I |
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| AREAS OF INTEREST Please indicate your top 5 areas of interest. #1 would be your most desired position, #2 would be your 2nd most desired etc. PLEASE ONLY SELECT 5 POSITIONS. PART-TIME YEAR-ROUND POSITIONS Ages 15+ Fitness Center Attendant Climbing Wall Birthday Party Host/Hostess Ages 18+ Fitness instructor (Certification Requested in Facility Coordinator Gym Attendant Buildings Custodial Recreation Leader VRC Custodial SEASONAL POSITIONS - MONTHS VARY WITH EACH POSITION Ages 14+ Youth Sports Official Sports Complex Concessionaire Ages 16+ Park/Facility Maintenance Golf Snack Bar Attendant Golf Snack Bar Attendant Golf Snack Bar Attendant Golf Snack Bar Attendant | Tuesday: | | Saturday: | |
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| Childcare Attendant Buildings Custodial Recreation Leader VRC Custodial SEASONAL POSITIONS - MONTHS VARY WITH EACH POSITION Ages 14+ Youth Sports Official Sports Complex Concessionaire Ages 16+ Park/Facility Maintenance Golf Maintenance Golf Maintenance Sports Custodial Ages 18+ Summer Camp Counselor Summer Camp Counselor Summer Camp Counselor Ages 19+ (Age 21 Preferred) Golf Snack Bar Attendant | Ages 15+ | Climbing Wall | - | _Front Desk Attendant VRC _Fitness instructor (Certification Required) |
| Buildings Custodial Recreation Leader VRC Custodial SEASONAL POSITIONS - MONTHS VARY WITH EACH POSITION Ages 14+ Youth Sports Official Sports Complex Concessionaire Ages 16+ Park/Facility Maintenance Golf Maintenance Golf Maintenance Seas 19+ (Age 21 Preferred) Golf Snack Bar Attendant | Ages 16+ | Children Attendant | | - |
| Ages 14+ Youth Sports Official Sports Complex Concessionaire Ages 16+ Park/Facility Maintenance Golf Maintenance Ages 18+ Summer Camp Counselor Ages 19+ (Age 21 Preferred) Golf Snack Bar Attendant | | Buildings Custodial Recreation Leader | | _ Gylli Attendant |
| Youth Sports Official Sports Complex Concessionaire Ages 16+ Park/Facility Maintenance Golf Maintenance Summer Camp Counselor Ages 19+ (Age 21 Preferred) Golf Snack Bar Attendant | <u>SEASONAL</u> | POSITIONS - MONTHS VARY WITH EACH | POSITION | |
| Park/Facility Maintenance Golf Snack Bar Attendant Golf Maintenance | Ages 14+ | | Ages 18+ | _Summer Camp Counselor |
| Golf Maintenance | Ages 16+ | | Ages 19+ (Ag | ge 21 Preferred) |
| | | Golf Maintenance | v | _ Golf Snack Bar Attendant |

| POOL MANAGEMENT | Management at | t: jp@swimsafepool.com or 513-919-416 | 54. |
|--|----------------------------------|--|---|
| FIRE / EMS POSITIONS | If you are intere cjacobs@vandal | ested in a Part-Time Fire or EMS position p liaohio.org. | please contact Candice Jacobs at |
| PUBLIC WORKS | • | ested in a Seasonal Part-Time Public Work endeln@vandaliaohio.org. | s Technician position, please contact Tammy |
| | | ations for your <u>top</u> <u>three</u> desired p make you the ideal candidate for th | oositions as noted on page one. What ese three positions? |
| | | | |
| | | | |
| Please list your three m | | | D. 27 |
| <u> </u> | f Service | Name of Company | Position Held |
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| 5 | | (| - |
| lave you worked for th f yes, please list position | _ | alia previously? YES / NO ates of service: | |
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| Y SIGNING HERE, I CERTIFY TH ILL SUBJECT ME TO DISQUALI | | | ETE, AND THAT ANY MISTATEMENT OF MATERIAL FACT |
| ** Please | · · | ed Candidate Profile Form to the Vandalia erry McConnaughey at smcconnaughey@ | |
| ity of Vandalia use ONLY i | in this area. | | |
| | | | |

If you are interested in being a Lifeguard, Pool Manager, Swim Lesson Instructor, Swim Lesson Aide, Front

Desk Attendant at Cassel Hills Pool, or Pool Maintenance, please contact JP Hader at SwimSafe Pool

If you are interested in the following Part-Time positons, please contact:

AQUATICS POSITIONS

CITY OF VANDALIA MONTGOMERY COUNTY, OHIO RESOLUTION 22-R-35

A RESOLUTION APPROVING THE PART-TIME PAY PLAN FOR SEASONAL AND PART-TIME EMPLOYEES OF THE CITY OF VANDALIA, OHIO

WHEREAS, Council has received a memorandum from Human Resources Manager Missy Pruszynski dated March 16, 2022 recommending Council authorize a city-wide Part-Time Pay Plan; and

WHEREAS, staff has conducted research on various part-time wages in the region and finds the market adjustment imperative to remain competitive with other organizations in the region; and

WHEREAS, staff finds that the amended Part-Time Pay Plan will align with the *Sharpen the Saw* City-Wide Policy Goal wherein the city will attract and retain exceptional seasonal and part-time employees; and

WHEREAS, staff finds that the amended Part-Time Pay Plan will align with the *Vibrant* City-Wide Policy Goal thereby hiring exceptional part-time employees who will genuinely contribute to shaping Vandalia into a top-tier suburb; and

WHEREAS, the City Manager recommends approval of the Part-Time Pay Plan as attached in Exhibit A, "City of Vandalia, Ohio HUMAN RESOURCES - Personnel Administration Policy 2-10 Part-Time Pay Plan"; and

WHEREAS, the Council of the City of Vandalia wishes to adopt the Part-Time Pay Plan as recommended by the City Manager

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

<u>Section 1</u>. the Part-Time Pay Plan as recommended by the City Manager and attached hereto as Exhibit A, titled, "City of Vandalia, Ohio HUMAN RESOURCES - Personnel Administration Policy 2-10 Part-Time Pay Plan" is approved and adopted.

<u>Section 2</u>. the Part-Time Pay Plan shall supersede and replace the existing Part-Time Pay Plan as well as all other policies in conflict.

<u>Section 3.</u> It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this legislation were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were taken in meetings open to the public and in conformance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. The Part-Time Pay Plan shall be effective April 17, 2022.

Section 5. This Resolution shall be effective at the earliest time permitted by law.

| Passed this 4th day of April, 2022. | APPROVED: |
|-------------------------------------|-----------------------|
| | AFFROVED. |
| ATTEST: | Richard Herbst, Mayor |
| Daniel D. Wendt, Clerk of Council | |



City of Vandalia, Ohio
HUMAN RESOURCES - Personnel Administration Policy
2-10 Part-Time Pay Plan

2-10.0 Purpose:

The purpose of this policy is to establish and to maintain a competitive compensation program that allows the City of Vandalia to attract and to retain a diverse pool of well-qualified, professional, and effective public servants. The intention of the Part-Time Pay Plan is to ensure that wages are externally competitive and internally equitable; while, protecting tax payer, fee payer, and utility customer interests by ensuring that employee wages align with the greater market. Wages are just one factor that is used to gauge the competitiveness of an employee's overall compensation.

The Part-Time Pay Plan applies to all seasonal and part-time positions that are included on the Part-Time Pay Plan table. The Part-Time Pay Plan replaces all prior pay plans entirely. Any pay ranges or pay tables included in prior pay plans are deemed eliminated upon the adoption of the current Part-Time Pay Plan.

2-10.1 Plan Maintenance:

The City of Vandalia has established a Part-Time Pay Plan. Each part-time position is assigned a pay rate, based on a comparison to the broad external marketplace for similar jobs. The ranges of the structure are reviewed periodically and adjusted to the market.

The City Manager may propose modifications of the Part-Time Pay Plan to City Council. Reasons for adjusting the pay plan may include but are not limited to:

- A job title change;
- The creation or elimination of a position;
- Restructuring;
- Updated duties and responsibilities
- Adjustments relating to inflationary considerations;
- Annual or periodic update to pay rates including but not limited to the state required annual cost of living adjustment;
- External market rates and hiring trends;
- Considerations of internal equity across the City workforce; and
- Other factors as deemed appropriate by the City Manager.

The following shall apply to current employees as of April 17, 2022: part-time employees with an hourly rate in excess of the maximum rate listed in the Part-Time Pay Plan shall be held at their current hourly rate and will not be subjected to a reduction of their hourly pay rate.

The rates specified in the Part-Time Pay Plan are intended to be a guide for generally establishing starting pay rates. The City Manager has the latitude to determine the number of part-time and seasonal employees necessary to meet service delivery goals; including granting lump sum compensation actions or other pay adjustments to any part-time or seasonal employee, which exceeds the rates listed in the Part-Time Pay Plan table and are within the constraints of the budget as appropriated by City Council.

2-10.2 Part-Time Pay Plan Table:

| Part-Time Pay Plan | |
|---|----------------|
| Position | Rate |
| Firefighter/Paramedic with 5 or More Full-Time Years Experience | \$22.25 |
| Firefighter/Paramedic with 4 Years Full-Time Experience | \$21.50 |
| Firefighter/Paramedic with 3 Years Full-Time Experience | \$20.75 |
| Firefighter/Paramedic with 2 Years Full-Time Experience | |
| Fire-Inspector | \$20.00 |
| Firefighter/Paramedic with 1 Year Full-Time Experience | \$19.25 |
| Firefighter/Paramedic | \$18.50 |
| Firefighter/EMT-I | \$18.25 |
| Assistant Golf Pro | \$18.00 |
| Firefighter/EMT | \$17.00 |
| Grounds Foreman - Golf | \$16.00 |
| Administrative Assistant | Ţ.c. |
| Recreation Rental Coordinator | |
| IT Support Technician | |
| Firefighter | \$15.00 |
| Seasonal Maintainer II | |
| Crossing Guard | |
| Group Fitness Instructor | |
| Food Service Operations Assistant | |
| Facility Maintainer | \$14.00 |
| Seasonal Maintainer I | <u> </u> |
| Facility Coordinator | 440.00 |
| Income Tax Clerk | \$13.00 |
| Camp Supervisor | \$40.00 |
| Custodian | \$12.00 |
| Special Events Coordinator | |
| Front Desk Attendant | A 44.00 |
| Athletic Supervisor | \$11.00 |
| Clerk Typist | |
| Basketball Scorekeeper | |
| Rec Tech | |
| Golf Tech | ¢40.00 |
| Food Tech | \$10.00 |
| Rec Leader | |
| Camp Leader | |
| Snack Bar Attendant/Beverage Cart (Tipped Employee) | \$4.85 |
| 11. 1. (1.0.4/0.4/0.000 | L |

2-10.3 Review and Questions:

| Questions regarding this policy should be addressed to the h | Human Resources Manager. |
|--|--------------------------|
| | City Manager |
| | Date |

Supersedes and replaces all prior related policies (22-R-35, 04/4/2022).



To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 04/07/2022

Re: Information Update – Period ending April 7, 2022

Master Plan Update - Invitations for external stakeholder interviews with PROS Consulting have been sent with virtual interviews being scheduled during the month of April. Our project team met with PROS and ETC Institute representatives last week to discuss the draft version of the statistically valid survey. The survey is being finalized and will be mailed to select resident households in early May.

GOLF DIVISION

The Clubhouse hosted two events during this reporting period, one for the Keller Williams Home Town Realty awards luncheon and one for a sweet sixteen birthday celebration.

The 2022 golf season has started out extremely slow due to a continued stretch of poor weather. We are \$30,000 behind last year's collections and equal to the pandemic year collections. Ben indicates this is the worst spring for golf that he can remember in a long time.

All GPS units have arrived and reinstalled on carts. Ben is currently working with the manufacturer to get all features on the units working properly.

Maintenance staff has fertilized the greens and are mowing fairways, tees and greens on a daily basis. Marty is very hopeful the updated part time/seasonal pay plan will attract interest in his seasonal maintenance positions at the course and allow him to become fully staffed in the coming weeks.

New carpet has been installed in the Clubhouse at Cassel Hills. The Pro Shop counter and Snack Bar areas received the new carpet. The new carpet creates an entirely new look as golfers enter the facility.

SENIOR CITIZENS CENTER

The Senior Center Van Tran program provided 148 one-way trips during the month of March. This is an increase of 32 trips over March 2021. Thus far in 2022 there has been 72 trips for medical appointments, 60 for groceries, 112 for essential needs (Senior Center, Bank, Post Office), 58 for personal care, 13 for shopping (Dollar Stores), 1 for education and 45 to the Vandalia Recreation Center.

The replacement of a failed HVAC unit (furnace #4) at the Senior Center has been completed. The 2006 model year unit developed a cracked heat exchanger.

As part of the Senior Newsletter expansion initiative Toni is preparing to solicit local businesses to purchase advertising space in the publication. The funds collected for advertising in the newsletter will offset the additional cost for a larger publication.

FACILITY MAINTENANCE DIVISION

The Facilities Infrastructure project kicked off last week. The roofing contractor was on site last week to remove stone materials from the VRC flat roof and will be mobilizing this Friday for the delivery and staging of roofing materials.

Maintenance staff is preparing the community garden area at Jeffers Park for the upcoming garden season. The plots have been tilled, garden markers placed, water supply turned on and garden materials from last year have been composted.

The Sports Complex entry median is receiving a facelift. The median has been cleared of old plant material and will be receiving new plantings in the coming weeks. As part of the process staff transplanted daylilies and sedums from Warner Park to the entry median. New trees and shrubs have been ordered and will be planted soon. The project will give a fresh new look to the Sports Complex entry.

The new city logo has been placed on the podium located at the Clubhouse. This podium is used for many city events each year at various city locations. Many thanks to Public Works for preparing the new decal.

Maintenance staff attended the MVRMA sponsored Back Safety Training hosted by Public Works at the Justice Center Community Room.

Our Annual Arbor Day Celebration event will be held on Friday, April 29 at 1pm at Helke Park. A Celtis laevigata (Sugar Hackberry) will be planted as part of the event. Helke Elementary students and the Mayor will be participating in the event. Helke students will received a seedling to take home.

RECREATION CENTER

VRC staff will be heading to Butler High School on Thursday, April 15 to engage students interested in summer employment. They will be promoting part time and seasonal positions at the VRC, Golf Course and Facility Maintenance.

Spring Break Camp was held the week of March 28-April 1 at the VRC. The camp reached maximum capacity each day. Participants enjoyed swimming, rock wall climbing, presentations and crafts each day.

Recreation Center attendance for the month of March totaled 15,340 which is 3,565 more than March of 2021. Needless to say, the VRC seems to be getting back to pre-pandemic numbers.

Our next Premier Health presentation is titled "Get Back to the Activities you Enjoy". This free health talk with Dr. James Klosterman, Orthopedic Surgeon with Premier Orthopedics, will be held on Tuesday, April 12 from 6-7pm at the VRC. Dr. Klosterman will discuss information on how arthritis plays a role in joint pain as we grow older.

RECREATION/ATHLETICS DIVISION

Our Little Free Library project is moving along as two design mock-ups were received from the Butler High School Octagon Club and approved by staff. Jeff Kreill delivered paint and supplies to the club this week so work on the units is underway. Thanks to the efforts of Rudy Wells, Star Painting and Do It Best Hardware have donated over \$450 of paint and supplies for the project. Upon completion, the four units will be placed in Copperfield, Helke, Brown School Woods and Warner Parks. Little Free Library is an organization that promotes neighborhood book exchanges through the use of a public bookcases. More than 90,000 public book exchanges are registered as Little Free Libraries around the world. We currently have a unit outside the VRC that is very popular with residents.

Participation in our youth baseball/softball program for the 2022 season is right on track with the 2021 participation numbers. Registration for the Start Smart program will continue until mid-April so this should move our numbers past last year's final participation numbers.

Our first ever Adult Easter Egg Hunt will be held this Friday evening on the grounds of the VRC. We have a whopping 135 adults signed up to participate. Participants will meet in the VRC gym for instructions and then head outside with flashlights to hunts eggs. They will meet back in the gym afterwards for raffle prize drawings and more fun. Kudos to Aaron Messenger on developing such a great program!

The Annual Community Easter Egg Hunt will be held on Saturday, April 16 at 11am at the Sports Complex. Youngsters ages 2-10 are invited to participate.

Information Update

To: Dan Wendt

City Manager

From: Kurt E. Althouse

Chief of Police

Date: April 7, 2022

Subject: Information Update Ending April 8, 2022



- 1. During the past two (2) weeks, VPD officers made 20 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in one traffic citation, 11 written warnings, five verbal warnings, and three parking citations while working 16 additional enforcement hours.
- 2. April 10-16 is National Public Safety Telecommunications Week. We want to recognize and show our appreciation for the fabulous job VPD's public safety specialists do. The PSS staff the Communications Center 24/7, 365 days a year, handling the 911 and non-emergency calls from citizens as well as dispatching police, fire and EMS crews to calls for service. This job requires them to multi-task, handling several phone calls at one time, dispatching emergency crews, entering data into the Computer-Aided Dispatch (CAD) system, providing life-saving instructions on critical calls, and remaining calm in the midst of chaos. These employees are often the lifeline of our residents and our public safety employees. We thank them and are grateful for the great service they provide Vandalia. We will be recognizing a different PSS each day this coming week on our department Facebook page.
- 3. Detectives charged a 29-year old Riverside man with one count of attempted trespass in a habitation and weapons under disability, both felonies. These charges are from an attempted residential burglary where a door was kicked in from September 2021.
- 4. Lieutenant Sucher and Administrative Assistant Paskey attended the Spring 2022 Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) Conference in Orlando, Florida during the week of March 28. The conference offered training and classes on the accreditation process, compliance documents, written directives, PowerDMS, and preparing for an assessment. This is the first inperson, conference that CALEA has held since the Fall of 2019.
- On March 30, VPD held our first meeting of 2022 with local hotel management to discuss trends and crimes occurring at these establishments. The Division holds these quarterly meetings with our hotels to foster cooperation to reduce crime and resources needed to combat these problems. Lieutenant Walker, Sergeant Garry Lawson, CPO Andy Wehner, VFD representatives, and Kip Milikin covered a variety of topics and answered questions from the hotel representatives. VPD will hold at least four of these meetings in 2022 with some joint meetings involving Butler Township officials and hotel management.

- 6. The Division hosted another Commercial Motor Vehicle Enforcement (CVE) training session on Thursday, March 31. The class was open to outside agencies, and nine VPD officers attended. The goal is to train all officers in CVE by the end of 2022. A total of 25 VPD officers have completed the CVE training thus far.
- 7. On March 31, I moderated a panel of law enforcement administrators and police chiefs during a session during the Police Executive Leadership College (PELC) training in Dublin. The panel provided insight and responses to various questions surrounding policing submitted by supervisors attending the PELC training. I also served as a reviewer for several capstone projects presented by the police supervisors attending PELC.
- 8. VPD is participating in the Dayton Service Initiative launched by the Ohio State Highway Patrol and in partnership with OSP, Montgomery County Sheriff's Office, and several other local police agencies with a focus on traffic enforcement to reduce aggressive driving behaviors, address dangerous driving, and reduce traffic crashes while saving lives of motorists on our roadways. VPD coordinates with other participating agencies to work simultaneous traffic enforcement details in locations that experience the most traffic crashes. On March 6th, a VPD officer worked on Dixie Drive in the area between Elva Court and I-70 for four hours while officers, deputies, and troopers in Butler Township, Harrison Township, and Dayton simultaneously covered their sections of Dixie between 11:00 am to 3:00 pm.
- 9. Lieutenant Walker attended a virtual meeting with the Ohio Stepping Up Initiative on April 1. The goal of the initiative is to reduce the number of individuals suffering from mental health crisis who are incarcerated in jail and pool resources to provide them with the mental health services they need.
- 10. I attended the Ohio Law Enforcement Executive Summit at Deer Creek State Park Lodge on April 4-5. This Summit is a gathering of the leadership and administration from the Ohio Department of Public Safety, Ohio Attorney General's Office, Bureau of Criminal Investigations, Ohio State Highway Patrol, Buckeye State Sheriffs' Association, and Ohio Association of Chiefs of Police. The Summit is a forum with presentations on current and upcoming legislative issues impacting policing, mandated Continuing Professional Training (CPT), new traffic safety initiatives being launched, proposed crime reduction grants, medical marijuana protocols, new roadside testing for drug impairment, innovative recruitment efforts, and other relevant issues impacting policing across the State. This forum is a great time to network with other agency leaders and learn how they are addressing challenges in their jurisdictions.
- 11. I attended the monthly Montgomery County Police Memorial committee meeting on April 6. This year's officer memorial ceremony is scheduled for Friday, May 6 at 11:00 am in downtown Dayton at Riverscape. Forty law enforcement officers from across the county, including Vandalia Police Lieutenant James Bohanan, will be memorialized during the roll call reading at the ceremony. This year's keynote speaker is Ohio Attorney General Dave Yost and family survivor speaker is Amber Holloway, the wife of a Dayton Police officer who was shot in the line-of-duty last year and survived the violent encounter. VPD officers will attend this ceremony and will serve as representatives in honoring Lieutenant Bohanan. The ceremony is open to the public.
- 12. Detectives charged a 45-year old Fairborn man for felony domestic violence. The

- male assaulted his live-in girlfriend.
- 13. CPO Wehner attended the Miami Valley Crime Prevention Association Meeting held at the McAfee Building in Kettering. They discussed the upcoming Ohio Crime Prevention Association Conference in Columbus later this month along with Hero House Project, Crime Prevention Academy, and Concerns of Police Survivors (COPS).
- 14. CPO Wehner coordinated with a large, local manufacturing business and trained their administrative staff on *Run*, *Hide*, *Fight*. They were well pleased with the presentation and are considering presenting the information to their entire staff.
- 15. CPO Wehner reached out to all participating members of our Endangered Missing Adult & Children (EMAC) Program as part of the annual update to ensure all of the filed information is correct.
- 16. On April 6, a FLOCK camera produced an alert on a stolen vehicle on Poe Ave. Officers were able to canvas the area, locate the stolen vehicle, and make an apprehension without incident. Formal charges are pending. All FLOCK Safety cameras have been installed and are in service. In addition to this stolen vehicle recovery with an apprehension, a VPD officer recovered a stolen Tennessee plate last week off a vehicle that was located at a local auto dealership.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: March 24, 2022

Re: Information Update for March 12-25, 2022

Development & Engineering Services

The weather has delayed the start of the Gabriel Street project a little. Sturm Construction has been delayed on finishing the current project they are on. They have indicated that they plan to begin work on Monday. More materials were delivered this week.

Our concrete contractor, DL Smith Concrete, has notified us that they intend to be in town on the week of April 14th to begin saw cutting the sections to be replaced. Chad Baughman spoke to them about the amount of work on Bohanan Drive and the concerns with access to many of the properties including the Justice Center and the parking lot at Maple and Bohanan. They will be performing work through many of the driveways and will have to coordinate access to our facilities.

We are still working on making contact with several property owners on Dog Leg Road that we will need to acquire easements from for our utility project. I do have one signed easement returned and spoke to one individual about revising the easement as the property has transferred to him in the estate after the passing of his mother.

We had a kick-off meeting with our contractor, GroundsPro, regarding our right of way mowing contract. Rudy Well also attended the meeting as GroundsPro will also be mowing several City facilities this year.

Kip Millikin has been in contact several times with the property management people from the Kroger's site about getting the area maintained as well as getting the trash and debris cleaned up. They have assured us the area will be cleaned up prior to this weekend.

As required by ODOT, due to the Federal Funding of the project, we have mailed our information pertaining to our Vandalia Bikeway project to all property owners along the route of the project. There will be a 30 day public comment for the project from March 30 to April 30. I have attached a copy of the information that was sent.

The building department continues to stay busy. During this reporting period we:

- 1. Issued a Temporary Certificate of Occupancy for Xerion at 250 Northwoods Boulevard
- 2. Issued a Certificate of Occupancy for Buckeye Eco Care at 830 Scholz Drive
- 3. Issued a Certificate of Occupancy for Trane at 7446 Webster Street.
- 4. Received plans for a new project at Deer Run Drive. This project is for the construction of a 416,185 square foot warehouse facility at the location where Top Notch court was vacated.

Bridgette Leiter, Kristen Carnes, you and I met with representatives in preparation for our credit rating call next week.

I attended the MVRPC Technical Advisory Committee meeting on March 17th. We received our official notification letter from MVRPC on March 14th that we were approved for the Webster Street Resurfacing STP funding. This grant will be for up to \$717,131 of the \$979,414 project. The project will be engineered this year with construction on 2024.

I also attended the NAWA board meeting on March 24th.

Several staff members and elected official participated in this year's Youth in Government Day. I had the pleasure to spend the morning with Dani Holop as she was the Director of Public Service for the day. She had a great interest in many of the City projects underway and in the works. Dani will be attending The Ohio State University next year and studying City and Regional Planning

Public Works

We welcomed Walter "Wally" Ritchie as our new Public Works Superintendent on Monday March 21. Wally has a long career in Public Works and we are excited to gain his leadership and experience. We held our first large item drop-off of 2022 on Saturday March 12. This event will occur on the second Saturday of each month through October from 8:00am to 2:00pm.

We removed the Winter banners and installed the Spring banners along the National Road corridor.

Crews repaired the fire hydrant at 900 Fall Creek Drive that was damaged by a Fed Ex truck.

With the asphalt plants opening soon we have sawcut many of our watermain break patches to prepare to make permanent repairs to the roadways.

We continue to monitor the detention ponds on Stonequarry Road behind Morton Middle School. We have rented a large pump to drain the ponds to clean out around the outlet, so we can make repairs as needed. The beavers continue to cause problems with the ponds functioning correctly.

John Bubeck and Mark Blosser have been making new street name signs with our new branding and replacing the old ones along National Road.



We continue to patch potholes throughout the city and have been picking up an increased amount of trash and debris that is being dumped along city roadways.

We have made several inspections and performed one tie in and sidewalk restoration for our Foundation Drain disconnect program.

Crews performed our routine sanitary sewer lift station maintenance. We also inspected the grease trap at Dragon China restaurant where we have put them on notice for violating our routine cleaning program.

Notifications were sent out to 29 of our water customers to have their backflow devices tested and re-certified.

Crews restored the concrete sidewalk on Kenbrook Drive after repair to a water service that was damaged by a truck running over the curb box and damaging the water service to Waffle House.

We responded to a sanitary sewer issue in the backyard at 221 North American. Parts of this neighborhood are served by sanitary sewer mains in the backyards. Tree roots cause routine problems in the old clay lines. Mike Busse met with the company we use annually to treat the lines to try and minimize root infiltration issues.

Our entire Public Works staff attended back safety, slips, falls and ladder safety training sponsored by MVRMA and held at the Justice Center Community room.

We all send our condolences and ask that you keep DeWayne Hopping and his family in your thoughts as DeWayne's mother passed away last week.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: April 7, 2022

Re: Information Update for March 26 - April 8, 2022

Development & Engineering Services

Sturm Construction began work on the Gabriel Street project during this period. They are currently working on the storm sewer installation. Chad Baughman and I have been providing the survey work and construction layout for the project as part of the City's contribution in the grant funding.

We anticipate our concrete contractor, D.L. Smith, to be in as soon as next week to begin saw cutting sections of curb and sidewalk to be replaced with this year's project. Chad Baughman has passed out notices to all residents and/or businesses that may have their driveway access affected by the work.

We are still working on making contact with several property owners on Dog Leg Road that we will need to acquire easements from for our utility project. I have sent the revised easement to a new owner on Dog Leg Road and have spoken to one of the larger property owners on Dog Leg about the project and potential activity on their property.

We have several discussions and conference calls with the designers for the proposed development at the end of Capstone Way. We are working with them to provide any guidance we can to move their project forward.

The contractor for the project at 710 Deer Run Drive has moved in and begun clearing the site for their development. They have also submitted building and site plans for review.

A Temporary Certificate of Occupancy will be issued this week for the new Culver Restaurant at 6425 Miller Lane.

Public Works

With asphalt plants opening up, we have begun restoration of watermain break holes and other asphalt patching throughout the City.

We continue to monitor the detention ponds on Stonequarry Road behind Morton Middle School. We have rented a large pump to drain the ponds to clean out around the outlet, so we can make repairs as needed. The beavers continue to cause problems with the ponds functioning correctly.

We have the Kubota utility vehicle service and are ready to begin spraying vegetation along the curbs and guardrails. Several technicians have been trained on safety procedures for spraying of the chemicals.

We continue to patch potholes throughout the city and have been picking up an increased amount of trash and debris that is being dumped along city roadways.

We made one tie in on Lancer Avenue for our Foundation Drain disconnect program.

We will hold our monthly large item drop off at the Public Works facility on Saturday April 9th.

We started our annual grease trap inspections in businesses throughout the City to make sure they remain in compliance with our requirements.

Tri Cities assisted us with their camera truck to locate a sanitary lateral for the contractor on the Gabriel Street project.

Our crews began inspections on manholes and catch basins on the streets we will be resurfacing this year. We will make any required repairs before this year's project.

We repaired a broken angle valve in meter pit on 715 Damian Street.

We have had the street sweeper out on a couple days during this period on National Road and Dixie Drive.

Crews have been performing sod restoration to several areas that were damaged during snow plowing.

Wally Ritchie and I attended the NAWA Technical Committee meeting on Wednesday April 6th. Lisa Hendricks, the NAWA plant operator, gave Wally and I a tour of the facility.

We held an interview this Friday with one candidate from our civil service eligibility list for one of our vacancies at Public Works Technician.

We're having a Kid Friendly Food Drive!



Want to help out our local food pantry while increasing your own happiness by a factor of 10?

It's easy!

Simply participate in the Kid Friendly Food Drive, taking place Friday, April 15. All participants may wear jeans to work (with supervisor approval).

How does it work?

Bring in at least four of the items on the shopping list! No time to make it to the grocery? Just bring in a crisp \$5 bill... and you've punched your ticket to Jeansville!



All of the items collected will be going to the Vandalia-Butler Food Pantry to help feed hungry kids in our community.

It is a scientifically proven FACT that people who wear jeans to work while supporting a great cause are 10x happier than those who do not!

Don't believe us? Let's ask our non-paid scientist spokesperson!



"The science is very clear on this issue... people are ten times happier when they wear jeans to work AND support a great cause."

Dr. Tess Stube Scientist Sciency Institute of Science











Avoid identity theft and safely dispose of sensitive documents!



The City of Vandalia proudly presents

Shred Day 2022

Friday, May 20 8 a.m. to Noon Vandalia Municipal Building 333 James Bohanan Memorial Drive

Bring your unwanted documents to this drive-up paper shredding event! Unwanted documents may include old tax returns, processed checks, loan documents, financial reports and papers that might include Social Security or credit card account numbers. There is NO NEED to remove paper clips, staples, rubber bands or folders. All paper collected will be recycled.

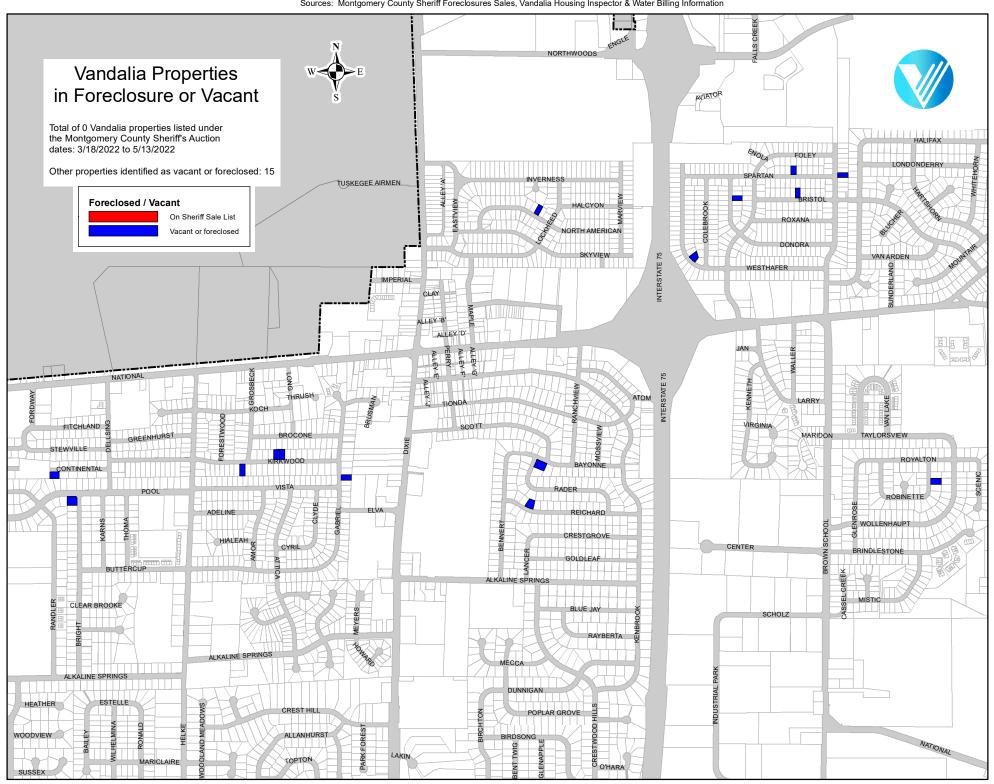




FREE FOR ALL VANDALIA RESIDENTS!







| | | | VACANT PROPERTIE | ES | |
|----------------|---------|---------|------------------|------------|-------------------------|
| TAXPINNO | LOC_NBR | LOC_DIR | LOC_STREET | LOC_SUFFIX | ADDRESS |
| | | | | | |
| B02 00303 0033 | 350 | | BAYONNE | DR | 350 BAYONNE DR |
| B02 00124 0029 | 849 | | BRISTOL | DR | 849 BRISTOL DR |
| B02 00124 0049 | 226 | N | BROWN SCHOOL | RD | 226 N BROWN SCHOOL RD |
| B02 00516 0006 | 864-870 | | CONTINENTAL | СТ | 864-870 CONTINENTAL CT |
| B02 00122 0051 | 150 | | DONORA | DR | 150 DONORA DR |
| B02 00212 0010 | 320 | | GABRIEL | ST | 320 GABRIEL ST |
| B02 00208 0016 | 409 | | KIRKWOOD | DR | 409 KIRKWOOD DR |
| B02 00208 0017 | 415 | | KIRKWOOD | DR | 415 KIRKWOOD DR |
| B02 00208 0008 | 502 | | KIRKWOOD | DR | 502 KIRKWOOD DR |
| B02 00107 0014 | 281 | | NORTH AMERICAN | BLVD | 281 NORTH AMERICAN BLVD |
| B02 00506 0001 | 848 | | POOL | AVE | 848 POOL AVE |
| B02 00405 0014 | 327 | | REICHARD | DR | 327 REICHARD DR |
| B02 00502 0015 | 1117 | | ROBINETTE | AVE | 1117 ROBINETTE AVE |
| B02 00123 0021 | 841 | | SPARTAN | AVE | 841 SPARTAN AVE |
| B02 00121 0017 | 116 | | WESTHAFER | RD | 116 WESTHAFER RD |
| _ | | | | | |
| | | | | | |
| | | | | | |

City of Vandalia Division of Police Monthly Crime Statistical Report March 2022

| CATEGORY | Jan | Feb | Mar | Apr | Мау | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Y-T-D | 2021 Y-T-D | % Change | % Clear |
|-------------------------|--------|--------|--------|-----|-----|-----|-----|----------|----------|----------|-----|-----|-------|---------------|-------------|------------|
| How Calls Received: | | | | | | | | | | | | | | | | |
| Total Calls for Service | 992 | 946 | 1103 | | | | | | | | | | 3041 | 2997 | 1.5% | N/A |
| Citizen Initiated = 956 | 87.90% | 86.26% | 86.67% | | | | | | | | | | 2644 | 2635 | 0.3% | N/A |
| Officer Initiated = 147 | 12.10% | 13.74% | 13.33% | | | | | | | | | | 397 | 362 | 9.7% | N/A |
| 9-1-1 Call = 296 | 31.45% | 27.27% | 26.84% | | | | | | | | | | 866 | 794 | 9.1% | N/A |
| Homicide | 0 | 0 | 0 | | | | | <u> </u> | <u> </u> | <u> </u> | | | 0 | 0 | 0.0% | 0.00% |
| Rape | 1 | 0 | 1 | | | | | | | | | | 2 | 4 | -50.0% | 50.00% |
| Robbery | 0 | 0 | 0 | | | | | | | | | | 0 | 1 | -100.0% | 100.00% |
| Assault | 1 | 5 | 6 | | | | | | | | | | 12 | 13 | -7.7% | 75.00% |
| Burglary/B&E Total | 5 | 5 | 5 | | | | | | | | | | 15 | 8 | 87.5% | 26.67% |
| Residence | 3 | 4 | 5 | | | | | | | | | | 12 | 4 | 200.0% | 33.33% |
| Non-residence | 2 | 1 | 0 | | | | | | | | | | 3 | 4 | -25.0% | 0.00% |
| Theft - Felony | 11 | 10 | 4 | | | | | | | | | | 25 | 26 | -3.8% | 28.00% |
| Theft - Misd | 7 | 6 | 6 | | | | | | | | | | 19 | 23 | -17.4% | 5.26% |
| Motor Veh Theft | 7 | 4 | 3 | | | | | | | | | | 14 | 9 | 55.6% | 35.71% |
| Arson | 0 | 0 | 1 | | | | | | | | | | 1 | 0 | 100.0% | 0.00% |
| Crim Dam & Vandal | 4 | 5 | 5 | | | | | | | | | | 14 | 17 | -17.6% | 42.86% |
| Drug Offenses (Fel) | 0 | 0 | 0 | | | | | | | | | | 0 | 6 | -100.0% | 100.00% |
| Drug Offenses (Misd) | 1 | 2 | 2 | | | | | | | | | | 5 | 14 | -64.3% | 80.00% |
| Domestic Violence | 11 | 5 | 8 | | | | | | | | | | 24 | 15 | 60.0% | 95.83% |
| Totals | 48 | 42 | 41 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 131 | 136 | -3.7% | 48.85% |