### THE BLUE LETTER



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

November 5, 2021

Honorable Mayor & Esteemed City Councilmembers:

Thank you for the great budget workshop this week. I appreciate your thoughtfulness, insight, and collaborative deliberation of our team's proposed operating, maintenance, and capital outlays. Vandalia is on the brink of a wide-scale revitalization that I believe will result in economic development and escalating quality-of-life for our residents.

Congratulations to Councilmembers Farst, Blakesly, and Lewis on your reelection. I am proud to work for you. I appreciate your leadership, experience, and dedicated accountability to our community.

November is a great time to be thankful and to reflect on the great work going on in our community. This week's staff updates are full of examples of our team's relationship with our residents, visitors, churches, and businesses.

As of late, the Division of Fire hosted the wrestling team in the apparatus bay, and held a COVID-19 vaccination booster clinic at Station 1. The Division of Police juggled handing out candy and developing relationships in our neighborhoods. This group of Police Officers continually makes a priority of nuisance issues, and partners with organizations to provide temporary housing to the needy and strengthen food security among the vulnerable. Of course, Public Works is toggling leaf collection, while hanging Christmas lights! In DES, Engineering Technician Chad Baughman has been putting forth exceptional effort to ensure that Helke Rd. is done right. In Parks & Rec, we are assembling a steering committee for the master plan and we are gearing up for this year's finale event - the Tree Lighting event! The Tree Lighting will not disappoint; it will be a true community event spotlighting the Butler High School Chamber Choir and the Morton Middle School Bell Choir, community vendors and – SANTA! The Senior Center recently held their volunteer luncheon. As you know, these volunteers are amazing especially the VanTran

drivers who make sure our senior population's essential transportation needs are met. There are so many moving people who work to make Vandalia a beautiful place to live.

- Seven Sees Your Town: Communications Manager Hopkins spent time Tuesday with WHIO Meteorologist Kirstie Zontini, who handles the "Seven Sees Your Town" segments. The program spotlights local communities. We gave WHIO a tour of our Art Park with Councilmember Farst, visited Jim's Donuts, Warehouse 4 Coffee and the Recreation center. I have it on good authority that Mr. Lundy Neely stole the show! We also discussed the annual Tree Lighting event in December. The Vandalia segment is scheduled to air on Wednesday, November 17.
- 2. **State of Ohio Capital Budget:** Today, I spoke with Representative Phil Plummer about the City's upcoming request for funds to construct a stage and appurtenances thereto in Art Park. The City of Vandalia has not received capital budget funds in recent memory. Representative Plummer has been exceptionally supportive of this proposal.
- 3. **Helke Rd.:** The Helke Road Watermain and Road Reconstruction has been slowed a little by the wet weather. Next week looks much better. Tentatively they plan to finish concrete work Saturday-Tuesday of next week and begin prepping for asphalt. Asphalt is scheduled for the week of November 15<sup>th</sup>.
- 4. Commercial Truck Traffic: The City has conducted a video traffic count at the intersection of Dixie & National. Director Cron is in the process of interpreting the data. In collaboration with Oaks Engineering, the City will continue to measure the impact of development around the airport by taking subsequent measurements as new facilities open. Once the US-40 widening project is complete, the City intends to take simultaneous counts at National / Airport Access and National / Dixie to capture a more complete understanding of commercial vehicle traffic. I will share updates as they become available.

This week, Montgomery County Engineer, Paul Gruner, submitted a Dayton Region Priority Development and Advocacy Committee (PDAC) application to the Dayton Development Coalition. During the City's recent meeting with Congressman Turner's office, his team strongly suggested that we take this step toward pursing a federal earmark funding. Our team's goal is to obtain up to \$2 million for right-of-way acquisition in order to accelerate the construction of the Lightner – Dixie – Northwoods ring road improvements to redirect commercial truck traffic around the airport.

Next week, I will be meeting with ODOT District 7 Deputy Director Randy Chevalley and his team to discuss several future opportunities for collaborating.

During the past two weeks, VPD officers made 12 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three traffic citations and nine



written warnings while working 16 additional enforcement hours.

- 5. **Employee Appreciation:** It isn't just about the public service. It is also about the camaraderie and eating too. Please join us for an **ALL YOU CAN EAT** pancake breakfast at our next Employee Appreciation event will be Wednesday, November 17 from 8:00 a.m. until 9:30 a.m. at the Senior Center. Please R.S.V.P by Tuesday, November 9 by emailing Sherri Howard at <a href="mailto:showard@vandaliaohio.org">showard@vandaliaohio.org</a>. The event flyer is enclosed.
- 6. Vaccination Mandate: Rather than being subject to the regulations of the Occupational Safety and Health Administration (OSHA), the City of Vandalia is regulated by the Public Employer Risk Reduction Program (PERRP). Because of this, Law Director McDonald has confirmed that the City is not subject to the federal vaccine mandate, which takes effect on January 4, 2021. If all things hold equally, I will not be mandating that employees confirm their vaccination status nor will I foist compulsory testing upon employees within my chain of command.
- 7. **Fire Division Mobile Vaccinations:** The Division of Fire Mobile Vaccination Team mobilized to provide Moderna COVID boosters on 11/5/21. Firefighter / Paramedic / Inspector Mya Mitchell administered my booster. I was given a sticker which made it all worth it. Both Pfizer and Moderna boosters are available via MVT now.
- 8. **Operating Position:** Income tax receipts are up YTD by 7.55% (\$1,057,658.33) over 2020. Withholding tax is up 6.74% (\$727,545.63) YTD, individual tax up YTD 7.43% (\$90,468.96), and business net profit up YTD 12.09% (239,643.74.)
- 9. Gabriel St. Bids: The City opened bids for the Gabriel Street Reconstruction project on Wednesday this week. Seven contractors submitted bids for the project. Bids ranged from \$739,492.00 to \$941,736.15. Our team anticipated \$781,666 for this project in the 2021 Capital Improvement Budget. Congratulations to Public Service Director Rob Cron for securing nearly \$400,000 towards this project from The Ohio Public Works Commission. Our recommendation for award of the contract will be on the November 15th Study Session and Council Meeting agendas.
- 10. Police Officer Recruitment: This week, Chief Althouse, Lieutenant Walker, and I had the pleasure of interviewing a competitive slate of Police Officer candidates. We have decided to move forward with a background investigation of one candidate with the intention of backfilling a position that was recently vacated when a Police Officer was assigned to special duty.
- 11. **Safety Day at Heraeus:** Firefighter Matt Buker, participated in a "safety day" at Heraeus on 11/4/21. Crews provided instruction in first aid, stop the bleed, CPR, and Fire Extinguishers during this event.



- 12. **Good Neighbor House:** CPO Wehner worked with Good Neighbor House, which is a non-profit organization from Dayton, who provides numerous services to citizens throughout the area. Vandalia was selected as a new location to set up a temporary food pantry location in neighborhoods where food may be needed. This location would consist of a 3'x3' size box with non-perishable food items placed inside daily. Potential locations are at the corner of Continental Ct. / Dellsing Dr. and Timberlake Apts. near Paddock.
- 13. Inclusive Programming: Recreation Coordinator Aaron Messenger met with representatives from the Montgomery County Board of Developmental Disabilities to discuss possible partnerships and program ideas. MCBDD continues to have interest in working with the City to include inclusive playground equipment into our upcoming projects at the Sports Complex, Helke Park and Robinette Park. They also discussed several program and special event ideas and plan to partner on our Annual All-Inclusive Recreation Day for 2022. MCBDD has received a grant for adult changing stations and would be interested in discussing installing a unit at one of our parks and recreation facilities. We plan to have further dialogue with MCBDD in the near future.
- 14. **Public Works Technician Recruitment:** I anticipate that 2 3 Public Works Technicians will retire within the next six months. This week, the Civil Service Commission approved an eligibility list. Preliminary interviews will be scheduled in the coming weeks.
- 15. **Golf Irrigation:** Golf Pro Ben Lickliter is in the process of contacting irrigation consultant companies to discuss the process of replacing the irrigation system at the golf course. The team is looking for a firm that will provide a turn-key approach to the process including design, bidding, management of construction process and final approval.
- 16. **Finance Administrative Assistant Recruitment:** This week, our team conducted first-round interviews of several qualified candidates. I look forward to interviewing finalists in the coming weeks.
- 17. Hotel / Motel Registration: Earlier this year, City Council took great strides to crack down on nuisance behavior at the motels in town. Our team is working to launch the new permitting program, which will go into effect on January 1, 2022. On November 4, the City hosted a quarterly meeting at the Justice Center with the three hotel owners. Public Works Director Cron presented information regarding the new requirement for our hotels to be registered with the City to remain in compliance with City ordinances and remain operational. These meetings are held quarterly to help foster a partnership with hotel management and work to resolve problems together.
- 18. **Leaf Collection:** There is a great color forecast out there! The map and schedule are available here: <a href="https://vandaliaohio.org/leaves">https://vandaliaohio.org/leaves</a>. Learn more about the program here:



#### https://www.youtube.com/watch?v=tv23DfqNszY.

19. **Small Business Relief Grant:** The City continues to receive interest in the COVID-19 Small Business Relief Grant from entrepreneurs and proprietors. The application is available on the website: <a href="https://www.vandaliaohio.org/smallbizrelief">https://www.vandaliaohio.org/smallbizrelief</a>. To ensure that our business partners receive accurate information about the program restrictions, entrepreneurs and proprietors should be directed to contact ACM Holloway.



- 20. **VPD Chaplain Pastor Robert Hussong** from NorthPoint Church served our staff Thursday by grilling hamburgers throughout the day for all three shifts. We appreciate the support Chaplain Hussong offers VPD employees and volunteering as a resource for our citizens should they experience a crisis requiring emotional and spiritual support.
- 21. Parks and Recreation Master Plan: Our selection committee has interviewed one of two finalists for the Parks & Recreation Master Plan. I anticipate making a recommendation to you on November 15, 2021.
- 22. **Open Enrollment:** Open enrollment continues through November 15, 2021. Open enrollment can be completed online by visiting: <a href="cov.ease.com">cov.ease.com</a>. To date, 39% of eligible employees have completed enrollment, 9% are currently in progress, and 52% have not begun. In order to obtain health insurance, all eligible employees must make their electronic submissions by the **November 15 deadline**. Employees must also use the system to waive coverages. Our team has held several help sessions at various locations and times. The next and final help session will take place at 6:30 a.m. 8:30 a.m. in the Community Room of the Justice Center. Employees may contact Assistant City Manager Amber Holloway for assistance.

Your Partner in Service,

Dan Wendt City Manager

#### Attachments:

- 1. Information Update ACM Holloway October 7, 2021;
- 2. Information Update Director Leiter October 7, 2021;
- 3. Information Update Chief Follick October 7, 2021;
- 4. Information Update Director Clark October 7, 2021;



- 5. Information Update Chief Althouse October 7, 2021;
  6. Information Update Director Cron October 7, 2021;
- 7. Employee Appreciation Flier Pancake Breakfast;
- 8. Court Facial Covering Memorandum November 3, 2021;

CC:

**Board and Commission Members** All City Employees



To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: November 4, 2021 Subject: Information Update



#### On Friday 10/22:

- I attended the I70/75 Economic Development Summit at Sinclair. This was a great event.
- Rich and I held our monthly meeting.
- On Monday 10/25, Zak and I met virtually with the applicant for the proposed warehouse development on Top Notch Court.
- On Tuesday 10/26, I attended the Tri-Cities awards ceremony where Governor DeWine presented a \$2.4 million grant for the organization.
- I attended the Employee Appreciation Dessert bar on October 27. This was a wellattended event. Thank you to Rich and Sherri for their hard work in putting it on.
- On Friday October 29, Rich and I met to review certain pages of the website.
- Zak participated in the interview of a potential consultant for the Parks & Rec Master Plan on November 3.
- With the help of the VB Chamber of Commerce, we continue to spread the word about our Small Business Relief Grant program. The application deadline is December 1, 2021 at 5:00 p.m. We have approved 6 grants totaling \$42,500 so far with 1 remaining in the review pipeline.
- We have successfully launched our new Open Enrollment platform. The feedback has been very positive so far with 35% of employees completing the enrollment process. Open Enrollment ends on November 15, 2021.

#### **Communications Update**

Rich spent time Tuesday with WHIO Meteorologist Kirstie Zontini, who handles the
"Seven Sees Your Town" segments. The program spotlights local communities. We gave
WHIO a tour of our Art Park with Councilmember Farst, visited Jim's Donuts, Warehouse
4 Coffee and the Recreation center. We also discussed the annual Tree Lighting event in
December. We were told the Vandalia segment will air on Wednesday, November 17.
Don't miss it!

# **City of Vandalia Finance Department**

## Information Update

**To:** Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: November 4, 2021

Re: Information Update - Period Ending November 5, 2021

- 1. Overall Income tax receipts are up YTD by 7.55% (\$1,057,658.33) over 2020. (Withholding tax is up 6.74% (\$727,545.63) YTD, individual tax up YTD 7.43% (\$90,468.96), and business net profit up YTD 12.09% (239,643.74.)
- 2. Kristen Carnes and I attended the second council budget workshop to discuss the 2022 Proposed Budget.
- 3. Interviews have been set for the vacant position of Administrative Assistant.
- 4. Kristen Carnes attended the records commission meeting.
- 5. Kristen Carnes and I attended a council meeting.
- 6. Emily Huwer, Kristen Carnes and I met with Rich Hopkins and Darren Davey to discuss changes to the Finance/Tax pages on the City's website.
- 7. Members of the Finance team enjoyed and appreciated the invite to the Employee Dessert Bar.
- 8. Kristen Carnes attended the awards ceremony for the announcement and presentation of funding for the \$2.4 million grant received from the State of Ohio to Tri-Cities Wastewater Authority.



#### DIVISION OF FIRE INFORMATION UPDATE

**TO:** DANIEL WENDT, CITY MANAGER

**FROM:** CHAD FOLLICK, FIRE CHIEF

**DATE:** 11/4/2021

**SUBJECT:** INFORMATION UPDATE – PERIOD ENDING NOVEMBER 5, 2021

- October 23<sup>rd</sup> Community Risk Reduction Coordinator, Scott Jacobs taught a CPR class at the Rec Center for City Rec Center Employees on CPR, AED, and First Aid. All who participated successfully completed the training.
- October 27<sup>th</sup> the Division of Fire participated in a Hurst Rescue Tool demo. The
   Division of Fire is researching different rescue tools for an upcoming capital project.
- 3. On Thursday October 28<sup>th</sup> the Division of Fire participated in the Rec Center's Halloween Hangout event. Due to bad weather the event was moved indoors but that didn't keep the crews from having fun hanging out with the kids who showed up for the event!
- October 29<sup>th</sup> Crews were called to respond mutual aid with Butler Township Fire
   Department to assist with a garage fire. Garage was heavily damaged, no one was injured.
- 5. Engine 2, Medic 2, Drone team, and the Shift Commander responded mutual aid to Harrison Township, in the late afternoon on 10/31/21 on the report of a structure fire. Crews arrived to find a fire working inside of a Family Dollar store in a strip mall along Dixie Drive, south of Needmore Road. The heavy volume of fire and lightweight construction of the building kept firefighters from entering to make an aggressive attack, fortunately everyone in the store made it out upon realizing that there was smoke in the store. Crews operated in a defensive mode for nearly two hours as fire came thru the roof of the store. Fire Marshal Eckert did respond to the

#### DIVISION OF FIRE INFORMATION UPDATE



scene to assist the Incident Commander by flying one of the Drones carried on the Shift Commanders vehicle. The strip mall sustained significant fire/structural damage, especially in the Family Dollar store. The other stores in the strip, sustained water and smoke damage. No one was injured and the fire is under investigation. The fire is suspicious in nature and a juvenile was taken into custody at the scene.

- 6. While crews were tied up with the fire, crews from Station 1 and Chief 1, were passing out candy during trick or treat.
- 7. Our Community Outreach Coordinator, assisted by Firefighter Matt Buker, participated in a "safety day" at Heraeus on 11/4/21. Crews provided instruction in first aid, stop the bleed, CPR, and Fire Extinguishers during this event.
- 8. Currently the Division of Fire has been working to fill a vacancy for a Career Firefighter/Paramedic. As stated in the previous update, 1st round of interviews has been completed and the Division of Fire is moving forward with holding an Assessment Center on Friday Nov 5 for those candidates who qualified to move forward in the process.
- Our Mobile Vaccination Team mobilized to provide Moderna COVID boosters on 11/5/21. Both Pfizer and Moderna boosters are available via MVT now.

CEF/clj Page 2 of 2



To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 11/4/2021

Re: Information Update – Period ending November 4, 2021

#### RECREATION/ATHLETICS DIVISION

Recreation Coordinator Aaron Messenger met with representatives from the Montgomery County Board of Developmental Disabilities to discuss possible partnerships and program ideas. MCBDD continues to have interest in working with us to include inclusive playground equipment into our upcoming projects at the Sports Complex, Helke Park and Robinette Park. They also discussed several program and special event ideas and plan to partner on our Annual All Inclusive Recreation Day for 2022. Also, MCBDD has received a grant for adult changing stations and would be interested in discussing installing a unit at one of our parks and recreation facilities. We plan to have further dialogue with MCBDD in the near future.

The Halloween Hangout special event, held on October 28, was very successful despite the poor weather which forced the planned outside event into the VRC. Over 250 kids attended, which included a candy give-away by local business and community groups, games and crafts. Kudos to Aaron Messenger on planning and coordinating such a great community event for kids. This event took the place of the Lions Club Halloween Parade which was cancelled for the first time in over 50 years.

The Annual Christmas Tree Lighting Ceremony will take place at 6:00pm on Sunday, December 5 on the grounds of the Recreation Center. There will also be a Holiday Market running from 4pm – 7:30pm inside the VRC Gymnasium where folks will be able to get a head start on their holiday shopping. The event will include refreshments, performances by the Butler High School Chamber Choir and Morton Middle School Bell Choir, and a chance to tell Santa Claus your Christmas wish! Mayor Richard Herbst will pull the switch to light the official 2021 City of Vandalia Christmas Tree!

The Super Bowl for our NFL Flag Football program will take place this Sunday, November 7 at Butler High School Memorial Stadium. Their will be four championship games with the first game beginning at 12:30pm.

#### **FACILITY MAINTENANCE DIVISION**

Facility Maintenance staff are currently winterizing outdoor drinking fountains, park restrooms as well as Cassel Hills Pool.

The Sports Complex baseball field pathway asphalt overlay project is scheduled to take place the week of November 15. Maintenance staff has been edging and prepping the pathway areas to receive the asphalt overlay.

The soccer fields at Helke Park and the Sports Complex were treated for broad leaf weed control and fertilized as part of our agreement with Butler United Soccer Club.

Met with Energy Systems Group to discuss roofing options as part of the detailed engineering evaluation of City facilities. We plan to meet with ESG again next week to discuss HVAC options as part of the evaluation process. ESG plans to have recommendations ready to present to city staff the week of November 15.

Maintenance staff trimmed low limbs along the walkway to the Kroger Shopping Center that connects with Robinette Park as a result of a concern shared by a resident. The trees staff trimmed are not on City property so we plan to reach out to the development owner to discuss the need to keep the trees trimmed in the future.

Several members of our Facility Maintenance staff participated in the online Ohio Department of Natural Resources virtual Tree Pruning Workshop last week.

#### RECREATION CENTER

The Annual Family Turkey Shoot will be held on Saturday, November 13 sat the VRC beginning at 11am. The event involves family members shooting basketball for points with the high scoring family duo in each age group receiving a gift card to help with the purchase of a Thanksgiving Turkey.

Staff is working to secure a price quote to replace the VRC west entry doors with a touchless door system. Funds for this project have been approved through the American Rescue Plan Act. Staff is also working to secure price quotes for touchless bottle filling stations, sinks and toilets for the VRC as part of the ARPA funding project list.

#### **GOLF DIVISION**

Ben Lickliter is in the process of contacting irrigation consultant companies to discuss the process of replacing the irrigation system at the golf course. We are looking for a firm that will provide a turn-key approach to the process including design, bidding, management of construction process and final approval.

October was a surprisingly good month surpassing October of 2020 green fees and carts by \$600 and \$9,500 ahead of 2019.

The fairways, tees and approaches at Cassel Hills Golf Course were aerated on Monday, November 1. The course was closed for the day while crews completed the work.

City staff will be meeting with Vancon General Contractors, Booso Septic Service and Sarver Excavating this afternoon to discuss the planned restroom facility for the course. Vancon is working to get all permits in place in order to begin the construction phase.

#### **SENIOR CITIZENS CENTER**

The failed HVAC unit #4 at the Senior Center is currently being replaced. The contractor should have everything in place by the end of the week.

Van Tran volunteer driver hours for the month of October totaled 197.6 hours, valued at \$2,470. A total of 180 one-way rides occurred during the month of October. We are very thankful for the ten individuals who volunteer their time to this vital senior program. Volunteer drivers include Ann Kaylor, Judy Laughter, Bob Riethman, Art Barnes, Roger Rizzardi, Rob Bradley, Diana Hertlein, Jimmie Geaslen and Mary Zellmer. Donna Shirley serves in an administrative role, scheduling and tracking the trips.

The Annual Senior Volunteer Luncheon was held on Friday, October 29 at the Senior Center. This event recognizes all those who volunteer their time to assist at the Senior Center. Over 25 volunteers attended the event with each receiving a 2022 planning calendar and a great Chick-fil-A meal. Toni does an outstanding job recognizing those who help make the Vandalia Senior Center a special place.

## Information Update



To: Dan Wendt

City Manager

From: Kurt E. Althouse

Chief of Police

Date: November 4, 2021

Subject: Information Update Ending November 5, 2021

- 1. During the past two weeks, VPD officers made 12 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three traffic citations and nine written warnings while working 16 additional enforcement hours.
- 2. Detectives charged a 41-year-old man with felony drug possession after officers discovered methamphetamine in his possession.
- 3. Detectives charged a 38-year old Dayton man with felony theft and having weapons while under disability. Officers responded to Burger King to investigate the suspect employee for stealing over \$1,000 in money from order transactions. When the suspect returned to work later that day, officers responded to trespass him. It was discovered he brought a concealed handgun to Burger King in his backpack.
- 4. PSS Haley Rue attended 16 hours of instruction in *911 Homicide Calls: Is the Caller the Killer?* On October 21 and 22 hosted by the Wood County Sheriff's Office. This class is presented by retired Moraine Deputy Chief Tracy Harpster who spent years analyzing 911 calls to develop a model that highlights the indicators provided by individuals during 911 homicide phone calls that may suggest involvement.
- On October 22, Officer Nelson Clymer and CIT Clinician Kristina Hill graduated from the Crisis Intervention Team (CIT) Academy. This 40-hour training is presented by the Montgomery County Alcohol Drug Addiction and Mental Health Services Board (ADAMHS). The training is an investment in our patrol and PSS staff to provide them with skills to help resolve incidents with those experiencing a crisis due to addiction or mental health. The goal is for all VPD personnel to attend the CIT Academy.
- 6. VPD promoted and participated in National Drug Take Back Day on October 23 sponsored by the Drug Enforcement Administration. Citizens were reminded of our drop off location just outside of the Communications Center where they can drop off unwanted drugs 24/7.
- 7. Lieutenant Walker, Lieutenant Sucher, and I attended the grant award announcement featuring Governor DeWine on Tuesday, October 26 in Taylorsville MetroPark. This grant will help fund waste water infrastructure improvements by

- the Tri-Cities North Regional Wastewater Authority. This provided a good opportunity to network with other city officials and local media.
- 8. On October 27, eight citizens graduated from the Citizen's Police Academy. Lieutenant Walker, Lieutenant Sucher and I attended the graduation ceremony along with you and Township officials. This was the first joint academy with the Butler Township Police Department and we hope to continue this partnership in the future. Thank you for attending and providing remarks at the event.
- 9. CPO Wehner worked with Good Neighbor House, which is a non-profit organization from Dayton, who provides numerous services to citizens throughout the area. Vandalia was selected as a new location to set up a temporary food pantry location in neighborhoods where food may be needed. This location would consist of a 3'x3' size box with non-perishable food items placed inside daily. Potential locations are at the corner of Continental Ct./Dellsing Dr. and Timberlake Apts. near Paddock.
- 10. On October 28, I participated in the virtual Ohio Law Enforcement Executive Summit as a district representative for the Ohio Association of Chiefs of Police (OACP). This collaboration is comprised of leadership from the Ohio Department of Public Safety, Ohio State Highway Patrol, Buckeye State Sheriffs' Association, Ohio Attorney Generals' Office, and OACP. The Summit hosted topics on a pilot E-Warrants statewide system, DREAM Youth Program, Legislative Review, mandatory Continuing Professional Training requirements in 2022, and updates from Governor DeWine's Office.
- 11. CPO Wehner represented the Division at the Rec Center's Halloween Hangout on October 28. The event was moved indoors due to weather. OSHP Trooper Mullins joined Officer Wehner in handing out over 1,000 pieces of candy. The event had a huge turnout with lines extending from the gym, through the Rec Center, and into the parking lot.
- 12. On October 31, CPO Wehner, Lieutenant Walker, three Explorers, and I joined the on-duty officers in passing out candy for our annual Beggar's Night. Officers were split up to ensure as many neighborhoods and children were visited as possible. Over \$800 worth of candy was handed out between Halloween Hangout and Beggar's Night!
- 13. CPO Wehner attended the Miami Valley Crime Prevention Association Meeting on November 3 at the McAfee Company in Kettering. They discussed upcoming trends and ways to provide more training to our communities. There was also a reminder for the upcoming "Back the Blue" event on November 13 at The Whiskey Barrel in Springboro.
- 14. Four police officer applicants successfully completed the first interview round on October 20. One applicant withdrew from the process and three applicants proceeded to the second interview on November 3. Two candidates passed the second interview and a background investigation has begun on the top candidate.
- 15. CPO Wehner gave a tour of the Police Department on November 4 to a local Girl Scout group. There were 11 scouts and two leaders in attendance. One of the leaders is a teacher at St Christopher School who made the request.

- 16. On November 3, Lieutenant Walker, all six sergeants, SSM Kanzari, and I attended a leadership seminar titled "Leadership for Building Effective Teams" at the Sharonville Convention Center. Dr. Robert C. Ginnett was the instructor and was a wealth of knowledge from studying processes for what makes effective teams.
- 17. Lieutenant Sucher completed a course at the Ohio Peace Officers' Training Academy (OPOTA) on November 2 and 3 on handling internal investigations. A deputy chief from the City of Columbus taught the course.
- 18. On November 4, we hosted a quarterly meeting at the Justice Center with our three hotel owners. Public Works Director Cron presented information regarding the new requirement for our hotels to be registered with the City to remain in compliance with City ordinances and remain operational. These meetings are held quarterly to help foster a partnership with hotel management and work to resolve problems together.
- 19. Yesterday, I had the privilege of sitting on a panel of police administrators at the Police Executive Leadership College (PELC) in Dublin. As panelists, we were asked questions from police supervisors, who were attendees in PELC Class 80, about current, relevant topics impacting law enforcement and our communities.
- 20. Today, I, along with several other local police chiefs, met with County Administrator Michael Colbert to discuss ongoing concerns and issues with the Animal Resource Center and their lack of response to dog-at-large calls as well as housing stray dogs.
- 21. VPD Chaplain Pastor Robert Hussong from NorthPoint Church served our staff Thursday by grilling hamburgers throughout the day for all three shifts. We appreciate the support Chaplain Hussong offers VPD employees and volunteering as a resource for our citizens should they experience a crisis requiring emotional and spiritual support.



#### **Public Works & DES Information Update**

**To:** Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: November 4, 2021

**Re:** Information Update for October 23 - November 5, 2021

#### **Development & Engineering Services**

The Helke Road Watermain and Road Reconstruction has been slowed a little by the wet weather. Next week looks much better. Tentatively they plan to finish concrete work Saturday-Tuesday of next week and begin prepping for asphalt. Asphalt is scheduled for the week of November 15<sup>th</sup>.

We opened bids for the Gabriel Street Reconstruction project on Wednesday this week. Seven contractors submitted bids for the project. Bids ranged from \$739,492.00 to \$941,736.15. We appropriated \$781,666 for this project in the 2021 Capital Improvement Budget. We were awarded up to nearly \$400,000 towards this project from The Ohio Public Works Commission. Our recommendation for award of the contract will be on the November 15th Study Session and Council Meeting agendas.

I participated in the Scope of Services meeting with representatives from Montgomery County Engineer's office and ODOT regarding the TRAC Funded Engineering of the NE Logistics Roadway project that includes Lightner Road, North Dixie Drive and Northwoods Boulevard. The County Engineer's office will be putting out RFQ's for the engineering work in the next couple weeks. We will also be part of the selection committee for a firm to perform the engineering.

The contractor for the Redwood Development is working public portion of Park Center Drive. They will begin installing gravel base next week with curbs and asphalt shortly thereafter. We have mailed out letters and the applications to our three hotels within the City advising them of our new Ordinance requiring all hotel/motels to register and comply with the ordinance to remain in operation.

Chris Mastrino, Becky Anderson and I met with Rich Hopkins to review the DES/PW section of our website and discuss any edits that need to be made.

We met with our Right of Way mowing contractor about the extension of their contract. They will also be providing pricing on mowing of a few of our City Facilities for us to consider.

#### **Public Works**

We have completed the second round of our four scheduled rounds of leaf collection in all ten zones. We will make one complete additional round of the City beyond the schedule if weather permits

Crews continue to perform asphalt repair work throughout the City as the weather permits. We will be working on asphalt repairs for the next few weeks so long as the asphalt plants stay open.

We assisted Veolia crews in vacuuming out our lift stations.

We performed two burials at Poplar Hill Cemetery during this period.

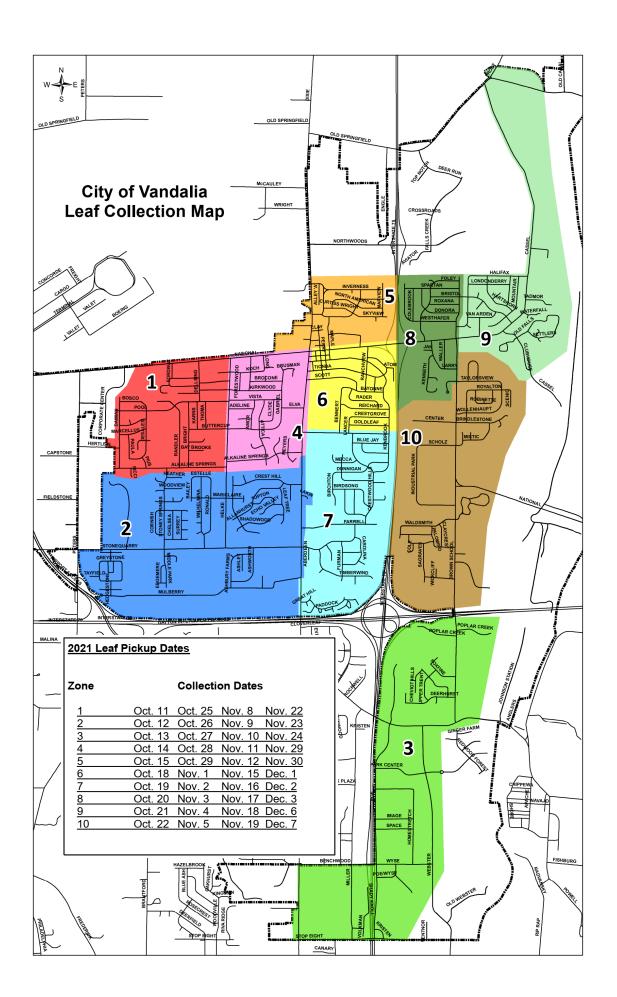
Crews began putting up and testing our Christmas lights in the trees along National Road. Lights will be ready to go by Thanksgiving.

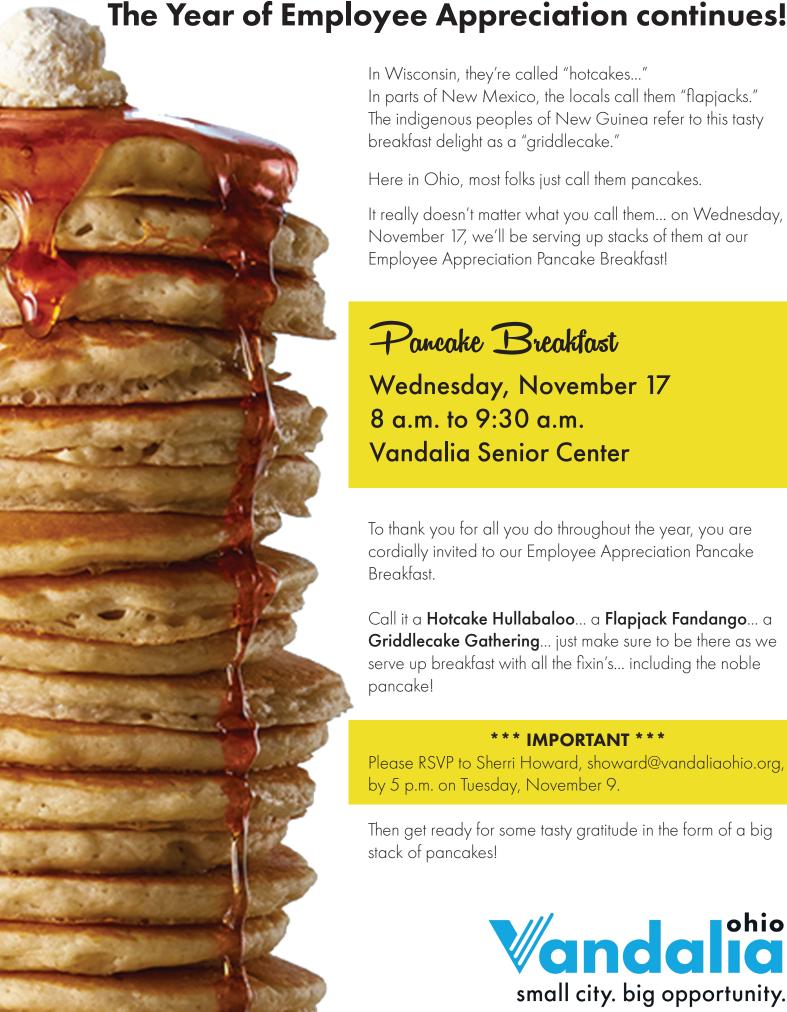
The mechanics have been winterizing and servicing equipment. We also have prepped a couple of our trucks just in case we get some early winter weather.

Steve Nickels and I attended the NAWA Technical Committee meeting on November 3rd.

Several staff members from both departments enjoyed the Employee Appreciation Dessert Bar. Thank you for holding this event and the opportunity to network with employees from other departments.

Congratulations to Don Whitaker, who has announced his plans to retire from the City effective on November 30<sup>th</sup>. We thank Don for his 27+ years of dedicated service to the City of Vandalia and its residents.





In Wisconsin, they're called "hotcakes..." In parts of New Mexico, the locals call them "flapjacks." The indigenous peoples of New Guinea refer to this tasty breakfast delight as a "griddlecake."

Here in Ohio, most folks just call them pancakes.

It really doesn't matter what you call them... on Wednesday, November 17, we'll be serving up stacks of them at our Employee Appreciation Pancake Breakfast!

### Pancake Breakfast

Wednesday, November 17 8 a.m. to 9:30 a.m. Vandalia Senior Center

To thank you for all you do throughout the year, you are cordially invited to our Employee Appreciation Pancake Breakfast.

Call it a Hotcake Hullabaloo... a Flapjack Fandango... a Griddlecake Gathering... just make sure to be there as we serve up breakfast with all the fixin's... including the noble pancake!

#### \*\*\* IMPORTANT \*\*\*

Please RSVP to Sherri Howard, showard@vandaliaohio.org, by 5 p.m. on Tuesday, November 9.

Then get ready for some tasty gratitude in the form of a big stack of pancakes!



#### VANDALIA MUNICIPAL COURT

Justice Center

245 James Bohanan Drive, Second Floor
P.O. Box 429

Vandalia, Ohio 45377

(937) 898-3996 Fax (937) 898-6648

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VANDALIA MUNICIPAL COURT

www.vandaliacourt.com

### CYNTHIA M. HECK Judge

JOSEPH ARMANINI Magistrate KAREN GOFFENA Clerk of Courts JOHN CUMMING Magistrate

TO:

Court Staff

CC:

Dan Wendt Prosecutors Public Defenders

FROM: Judge Heck

DATE: November 3, 2021

Effective immediately, facial coverings will be optional for fully vaccinated employees and individuals entering the Court building, upon proof of full vaccination status. Please note, as a common courtesy, If you encounter an employee in their personal office requesting a facial covering be worn in their presence, you will be expected to honor their request. Of course, the rate of infection will continue to be closely monitored and facial covering requirements may be subject to change. Those exempted unvaccinated employees are still required to wear a facial covering at all times and after November 15, 2021, provide a negative COVID-19 test result once a week to the Clerk of Court.

If you are fully vaccinated and have been exposed to the coronavirus and do not have any COVID-19 symptoms, you are no longer required to quarantine; however, you will be required to produce a negative COVID-19 test (an at home test is acceptable) AND you must wear a facial covering while in the Court building for ten (10) days from date of exposure.

Please note that the Supreme Court of Ohio has designated court workers as high-risk essential employees which makes you eligible for a booster shot six (6) months after you've been fully vaccinated.

Also, as a reminder, you are expected to maintain six (6) foot socially distant especially if you choose to no longer wear a facial covering. Employees are certainly welcome to continue wearing facial coverings when subject to one-on-one with the public or based on their personal health and well-being.