

THE BLUE LETTER



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

April 16, 2023

Honorable Mayor Herbst & Esteemed City Councilmembers:

Monday, April 17, 2023, Council Meeting: The Study Session will begin at 6:30 pm. The Council meeting will begin at 7:00 pm.

Happy National Public Safety Telecommunicators Week! This past week, the City recognized our Public Safety Specialists on our social media platforms.



Congrats to Firefighter / Paramedic / Inspectors Amanda Everett, Chris Moehl, and Sean Day! These firefighters are all part-time employees who are joining the ranks after three internal candidates were promoted to the rank of Fire Lieutenant. I look forward to their ceremonial swear-in at the May 15th Council meeting.

Welcome Information Technology Systems Administrator Paul Pollard! Mr. Pollard joined our team this week. I will introduce him at a future Council meeting.

Welcome Public Works Technician Jalen Pride! Mr. Pride joined our team this week.

DDC Fly-In: I will not be present at the Council meeting as I will be representing the City of Vandalia at the Dayton Development Coalition Washington DC Fly-in. During the Fly-in, I will be meeting with staffers from the offices of Senators Brown and Vance, and Representative Carey to discuss the City's applications for Congressionally Directed Spending for both the Tri-Cities wastewater treatment plant and Robinette Park. I am hopeful that we will be able to raise approximately \$5.4 million in external funding (and eventually ~\$15 million for the wastewater treatment plant and collection systems upgrade projects).

Assistant City Manager Holloway will run the City Manager's normal portions of the meetings. I will return to the office on Friday. Please call me if you need anything. I will be working remotely and have limited access to email during this time.

Arbor Day Event On Friday, April 28 at 1 pm, the City of Vandalia will hold an Arbor Day Event at Helke Park. Mayor Herbst will present a proclamation and a Sugar Maple Tree will be planted. This event is open to the public.

[State of the City Video \(Link\):](#) If you have not yet watched the State of the City video – it is packed with useful information about our 2022 accomplishments and what we have planned for 2023.



State of the City Video

Roof / HVAC Infrastructure Project: I have enclosed the most recent progress report for the infrastructure project. The Aquatics Center is now shut down and will remain closed for the next 5 – 7 weeks. This week, contractors power washed the Municipal Building.

May Senior Center Newsletter: I have enclosed the Senior Center Newsletter for the month of May.

Earth Day Cleanup: The Vandalia-Butler Optimist Club is hosting an Earth Day Clean Up. Flyer enclosed.

Richmond Fire: This week, Chief Follick communicated with the Emergency Management Agency (EMA) regarding the Richmond, IN fire, which could be seen from parts of Montgomery County. The fire has since been extinguished. EMA reported that agencies were monitoring air quality, among other potential concerns. For the City's purposes, the issue was resolved with no need nor official order to intervene.

Business Owner Feedback: I attached a voicemail from a Vandalia business owner who called to laud the Vandalia Police Division for performing business checks. Congrats to Sergeant Vallery on a job well done.

Veterans Banner Project: The V-B Chamber of Commerce reported that all 130 banners have been sold! Thank you to Councilmember Corey Follick, the V-B Chamber, Communications Manager Rich Hopkins, ACM Holloway, IT Manager Darren Davey, and Butler Township for working to make this project a success. The silent hero of the project is Planning Commission member Dave Arnold who designed and is laying out each individual banner for the printer. Our team in the Public Works Division has installed top brackets and will be hanging up the City's portion of the banners ahead of Memorial Day. The Chamber is still accepting applications for the 2024 – 2025 project on the website: <https://www.vandaliabutlerchamber.org/vandalia-butler-veterans-banner-program/>.

Performance Evaluation Training: This week, I had the pleasure of providing performance evaluation training for our Fire Captains and Fire Lieutenants. I appreciate the active and thoughtful participation of our fire officers. Previously, the City provided performance evaluation training for all supervisors.

I have enclosed Human Resources Personnel Administration Policy 2 – 5 on Performance Management System for Classified and Unclassified Employees. All supervisors are instructed to provide 3 – 5 (at least) [SMART Goals \(link to video\)](#) for direct reports on their performance evaluation. The purpose of providing detailed and well-thought performance goals is to give the employee guidance on how to improve quality of life for Vandalia residents, corporate citizens, and visitors. Performance goals should relate to the Citywide Policy Goals, department / division goals, and the individual's professional development objectives. Supervisors will be evaluated on how they manage the performance evaluations of their teams.

In Brief: This week, I presented at the Chamber of Commerce Board meeting; met with the CMO team to hammer out details of the forthcoming Boards, Commissions, and Volunteers Appreciation Dinner

(theme: Buzzing with Activity); discussed particulars in planning out and financing the Robinette Park redevelopment project with Director Clark; worked on downtown development strategies with CMO staff; met in committee to nominate a firm to recruit the next Executive Director of the Miami Valley Risk Management Association; planned with the City's labor attorney for the forthcoming conciliation with the OPBA bargaining unit representing Vandalia Police Officers; and attended the Vandalia Rotary Board meeting.

Study Session:

Monday, April 17, 2023 Items:

Items on this evening's Council Meeting agenda

Resolution: Curbs and Sidewalks – The City opened bids for the annual concrete project on Tuesday April 12, 2023. The City previously requested competitive bidding for the concrete project; however, there were no submissions. For reasons relating to timeliness of the concrete program and subsequent asphalt overlay project, I am requesting authorization the same night that the bid results are introduced. Three bids were received ranging from \$474,000.00 - \$737,485.50 with an estimated price for the project of \$490,000. The project includes replacing deteriorated curbs and sidewalks, as well as installing ADA compliant ramps – as needed - at each intersection of the annual asphalt overlay project. In consideration of the foregoing, I recommend awarding the contract for this project to Finrock Construction company, Inc. as the lowest and best bid at their bid price of **\$474,000.00**. The 2023 capital budget includes \$1,339,000 for concrete repairs and street resurfacing.

Ordinance: Assessments - This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, and weed cutting.

Monday, May 1, 2023 Items:

Resolution: One-Ton Dump Truck with Specialty Package: The Parks & Recreation Department solicited bids for the purchase of a 2023 One Ton Dump Truck with upfit. \$85,000 is included in the capital improvement plan. Bid packets were sent directly to Smedley's Chevrolet and Beau Townsend Ford and advertised in the Daily Court Reporter. Beau Townsend Ford submitted the only bid, which is for \$72,600 including the base model vehicle with white exterior and a specialty package to include an air flow 9-foot aluminum dump body with fold down sides, steel equipment box with shelving and LED strobe lights in the grill and dump body. The 2023 one-ton dump truck will replace a 1998 Chevrolet dump truck, which will be traded in as part of the purchase for a reduction total of \$3,500, bringing the final cost of the purchase to \$69,100. I further request that City Council declare the 1998 Chevrolet Dump Truck as surplus for the purpose of disposing via trade-in as provided by law.

Resolution: ODOT Preliminary Participatory Legislation for Webster Street Resurfacing - The City and the Ohio Department of Transportation (ODOT) have previously agreed to partner in the Resurfacing of

Webster Street from Stop Eight Road to Little York Road. Final plans have been submitted to ODOT and are awaiting final approvals. The total estimated cost of the project including the engineering is \$979,414.00. Service Director Rob Cron solicited and won a \$717,131 grant for this project in Surface Transportation Program (STP) funds through the Miami Valley Regional Planning Commission. To advance the project, the City is required to pass legislation to authorize the city manager to negotiate and to enter into an agreement with ODOT to oversee and to manage the bidding and construction of the project. Currently the project is scheduled for competitive bidding in March of 2024 with construction taking place in the summer of 2024 as well.

Resolution: ODOT Preliminary Participatory Legislation for Vandalia Bikeway Connector - The City and the Ohio Department of Transportation (ODOT) have previously agreed to partner in the construction of the Vandalia Bikeway Connector. The engineering and design are nearly complete. The City is waiting for final approval of the right of way documents and will begin the right of way acquisition for the project. To advance the project, the City is required to pass legislation to authorize the city manager to negotiate and to enter into an agreement with ODOT to oversee and to manage the bidding and construction of the project. As we have discussed before, while we are the local sponsor of the project, we are sharing the local cost with Five River Metro Parks. Currently the project is scheduled for competitive bidding in May of 2024 with construction starting in the summer of 2024 and scheduled to be completed by May of 2025.

Discussion Items:

Pavement Marking – Under \$25K – As we did last year, I am recommending the City of Vandalia participate in the Miami Valley Communications Council’s cooperative bidding program for the installation of pavement markings. Approximately 15 jurisdictions participate in the program. This has been a much more cost-effective and efficient process than when the City previously owned and maintained our equipment for this work. The pavement marking project is coordinated the resurfacing project, *et al.* Bids were opened on April 4th by the Miami Valley Communications Council. Three companies submitted bids for this project. I am recommending authorizing First Star Safety to perform this year’s pavement markings at their submitted bid of \$13,879.00. \$15,000 was appropriated in the 2023 street fund for this project.

Asphalt Repairs on Dixie Drive with Montgomery County Engineer’s Office (MCEO) - Under \$25K - There is a section of roadway at the intersection of Dixie Drive and Benchwood Road that has significantly deteriorated over the last winter. The section is on Dixie Drive and spans through the intersection of Benchwood Road. Approximately half of the deteriorated area is within the City’s corporate boundary and the other half is the MCEO’s responsibility. MCEO reached out to the City about sharing the cost of the repair. They have put together a bid package and received prices for the repair. The total cost of the work is \$27,668.43 as submitted by Butler Asphalt, LLC. MCEO is requesting the City of Vandalia pay for 50% of the cost totaling \$13,834.21. This expenditure will be absorbed within the funds that were appropriated for the 2023 street resurfacing project that was appropriated by City Council. Therefore, I recommend that the City partner with MCEO and participate in making the repair. The MCEO will

administer the contract with Butler Asphalt and make payment to them. The City would then reimburse MCEO when our share once the work is completed and accepted.

Financial Reports: Director Leiter will provide financial reports and updates for March and April upon her return to work from planned leave.

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

Council Meeting:

Communications, Petitions and Awards

Proclamation – Bicycle Month - May 2023 - Mayor Herbst will present a proclamation to the Bicycle Advisory Committee.

Resolutions

Resolution 23-R-27: Curbs and Sidewalks –The City opened bids for the annual concrete project on Tuesday April 12, 2023. The City previously requested competitive bids for the project; however, there were no submissions. For reasons relating to timeliness of the concrete program and subsequent asphalt overlay project, I am requesting authorization the same night that the bid results are introduced. Three bids were received ranging from \$474,000.00 - \$737,485.50 with an estimated price for the project of \$490,000. The project includes replacing deteriorated curbs and sidewalks, as well as installing ADA compliant ramps – as needed - at each intersection of the annual asphalt overlay project. In consideration of the foregoing, I recommend awarding the contract for this project to Finrock Construction company, Inc. as the lowest and best bid at their bid price of \$474,000.00. The 2023 capital budget includes \$1,339,000 for concrete repairs and street resurfacing.

As a side note, it is likely that City Manager Wendt will request to introduce bids and to request authorization for negotiating and entering a contract for the annual asphalt overlay project on the same night at the May 15th meeting. This request is necessary because the City did not receive bids during the initial competitive bidding and the City must complete the asphalt overlay project before the project before the asphalt plants close this fall. It should also be noted that the project will likely carry into the beginning of the school year and that the City will work with the schools to minimize disruptions.

Resolution 23-R-28: Part-Time Pay Plan - In November of 2022, Council approved a 2% market adjustment to the Part-Time Pay Plan. Given market conditions, and the need for the City to remain an attractive and competitive place for part-time employees to work, City Manager Wendt is recommending that City Council increase the Part-Time Pay Plan by an additional 1% above the current rate. This change will apply to all part-time classification rates except tipped positions, which will remain the same. This change will be effective on January 1, 2023, and will cost approximately \$22,215 across the organization.

Approval of this update aligns with our City-Wide Policy Goals of *Trust and Confidence*, *Fiscal Sustainability*, *Small City Big Opportunity*, and *Vibrant*.

Resolution 23-R-29: General Services Pay Play – In November of 2022, Council approved a 2% market adjustment to the General Services Pay Plan ranges. Given market conditions, and the need for the City to remain an attractive and competitive place for full-time, non-union employees to work, City Manager Wendt is recommending that City Council increase the General Services Pay Plan ranges by an additional 1% above the current rate. This change will apply to all classifications included in the General Services Pay Plan. This change will be effective on January 1, 2023, and will cost approximately \$1,321 across the organization. The 1% adjustment is less costly than the part-time pay plan because changes will only be made to bring employees up to the new minimum rate. Approval of this update aligns with our City-Wide Policy Goals of *Trust and Confidence*, *Fiscal Sustainability*, *Small City Big Opportunity*, and *Vibrant*.

Ordinance – First Reading:

Ordinance 23-08: Solar Panel Text Amendment - City staff has proposed amendments to the City's Planning & Zoning Code to refine current regulations on Solar Energy Systems. If approved, the proposed changes would amend Chapter 1224 (Accessory Uses) and Chapter 1244 (Definitions). The proposed amendments address regulations dealing with both Roof-Mounted and Ground-Mounted Solar Panels, as well as clarifications regarding current prohibitions against standalone Solar Farms. At its meeting on March 28, 2023, the Planning Commission voted 4-1 to recommend approval of this text amendment. Although all Planning Commission members verified and approved the criteria outlined in the code, the lone dissenting member of the Planning Commission did not provide a reason for voting to reject the proposal.

Ordinance – Emergency

Ordinance 23-09: Assessments - This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, and weed cutting.

Reports from Boards and Commissions

Variance Request: Fence 1010 Industrial Park Drive - ISF Trucking has requested a variance for a fence in the front yard on the property located at 1010 Industrial Park Drive. The applicant has proposed fencing the entire perimeter of the property, placing the fence approximately 150 feet in front of the building. The proposed chain-link fence would be vinyl coated with privacy slats. On March 22, 2023, the Board of Zoning Appeals voted 5-0 to recommend approval with two conditions, which are included in the packet.

March Bill Listing – Assistant Finance Director Carnes will deliver the March Bill Listing.

The next Council meeting is on **Monday, April 17, 2023 at 7:00 pm**. The meeting will be an in-person meeting in Council Chambers. The meeting is open to Council, staff and the public to attend in-person. The meetings will be accessible for viewing on through Zoom. Please note, no comments, electronic or oral, will be allowed by people that are participating electronically through Zoom. Anyone wishing to be heard on a topic will need to appear personally at the meeting. **The Study Session will begin at 6:30 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt
City Manager

CC: Board and Commission Members

All City Employees

Attachments:

1. Roof / HVAC Infrastructure Progress Report;
2. Map – Curb and Sidewalk Replacement Program;
3. Senior Center Newsletter;
4. Optimist Club Earth Day Community Cleanup Flyer;
5. Map - Pavement Marking Program;
6. 2023 Citywide Policy Goals;
7. MyVandalia App Flyer;
8. Cassel Hills Pool Flyer; and
9. Human Resources Personnel Administration Policy 2-5 on Performance Management System.

MONTHLY REPORT

APRIL 2023



WEATHER STATISTICS

Actual High: 75°

Actual Low: 16°

Actual Precipitation: 6.47"

WORK IN MARCH

During the month of March, the following installations were completed:

- **Mechanical** – Shutdown of Municipal building, for the replacement of HVAC equipment. Hot water boiler changeover at the Recreation Center completed, and online.
- **Controls** - Shutdown of Municipal building, for the upgrade of mechanical equipment controls.
- **Facility Assessment** – Continuation of building inspections, for City wide facility assessments.

WORK UPCOMING IN APRIL

During the month of April, the following installations will begin:

- **Mechanical** – Beginning of Recreation Center shutdown, for the replacement of rooftop equipment. Work duration to be 6 weeks. Completion of final tie ins of equipment at the Municipal building.
- **Controls** – Completion of controls system upgrade, and graphics for the Municipal building. Beginning of work on the control's integration for new rooftop equipment.
- **Facility Assessment** – Continuation of building inspections, for City wide facility assessments.

SAFETY INSPECTION DATA

For the duration of the project, ESG promises to deliver an excellent product, but also an installation that is done safely. ESG will be conducting internal safety reviews on each of the individual ECMs in accordance with OSHA.

QUALITY PROGRAM DATA

During the project, ESG will ensure that all installed material and equipment, is up to the standard of the designed intent. This includes a full review of each of the submittals, as well as on-site inspections of the installations themselves.

Contact Us:

Energy Systems Group
120 North Washington Square, Suite 305
Lansing, MI 48933
734.474.6956
CDurham@esg.email



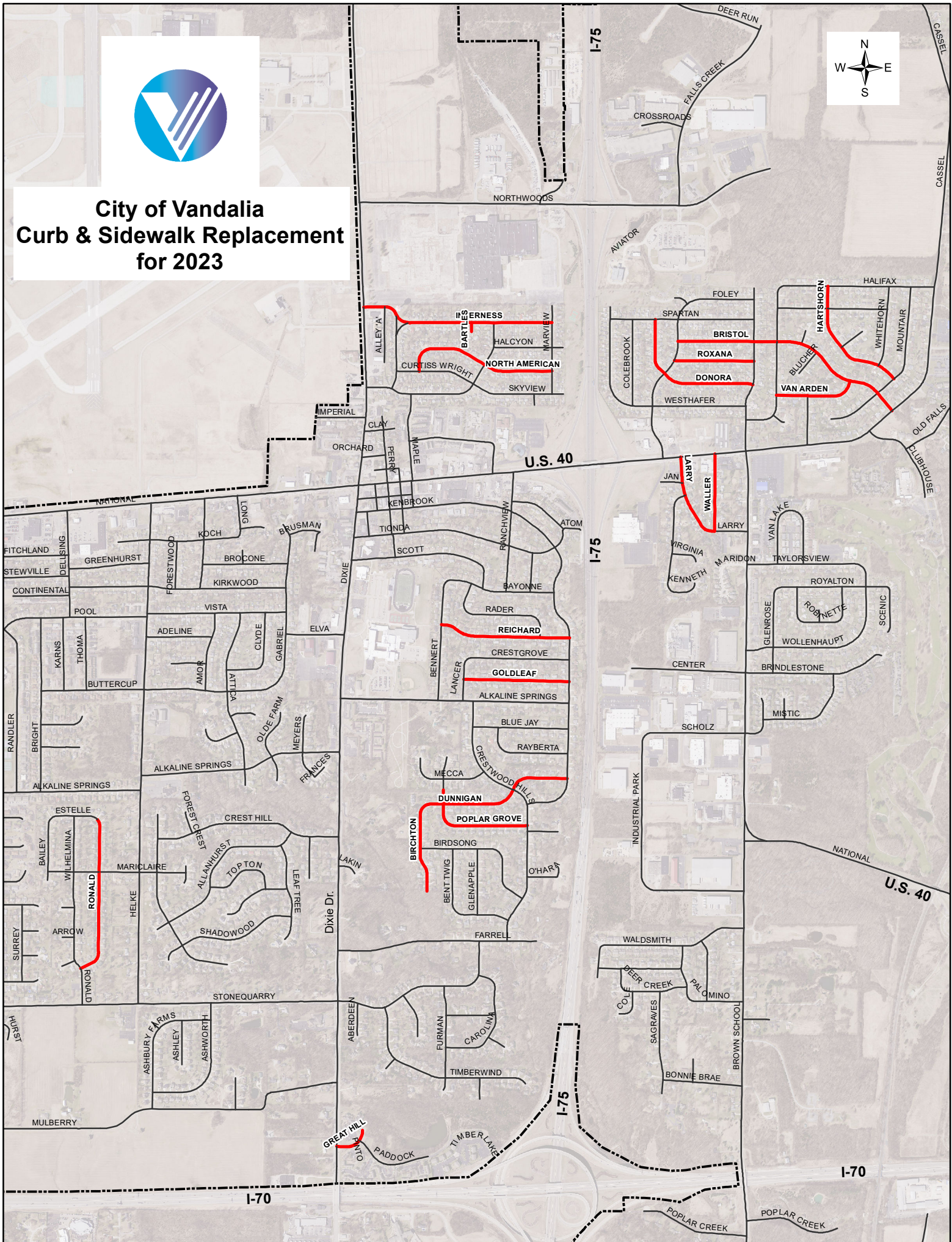
Boilers



Air Handling Unit



City of Vandalia Curb & Sidewalk Replacement for 2023



Vandalia Senior Center

May, 2023 Volume 11 Issue 5



MediGold
Medicare made *easy*

The 8th Annual Summer History Speaker Series Returns

Medigold
Medicare made easy®

There will be 12 excellent speakers who will present a variety of topics in the months of May, June, and August. All of the talks are on Mondays at 1:00 p.m. There will be sweet and salty snacks that are sponsored by Linda Ankney with Medigold. Turn to page 4 to see the rest of the presentations. Please sign up to hear each one of these impressive talks.

May 1: Joellen Ulliman from the Washington-Centerville Historical Society returns to present “A Sense of Strength”. Experience about 200 years of local history through the eyes of some of the women who shaped our community. Begin with Masee Hole, one of the first settlers in the 1790s. Travel through the 1930s and 40s with Ida Weller, champion for local farmers. Hear about more impressive women of the 1950s, 60s, and 70s.



You Are Invited to One Lincoln Park on Thursday, May 11

Dana Chesser and Jonathan Carl invite you to join them for “You, Me, & High Tea: Keeping Up Appearances” on May 11 from 1:00 to 3:00 p.m. at One Lincoln Park located at 590 Isaac Prugh Way in Kettering. You will be treated to High Tea. You will sample five different teas along with enjoying finger sandwiches, veggies, fruit, pastries, and punch. Jonathan will talk about the teas and

their benefits. He will also discuss the benefits of staying active and social. You will receive a special thank-you gift for coming. Dana will be raffling a gift basket. If you would like a tour at the end of the event, you can request one. Limit: 30

Driving directions for route #1 (24 minutes) Merge on 75 South. Exit 50B and turn onto 741 south (Springboro Rd). After 1 mile, turn left onto W. Dorothy Lane. Drive for 2 miles, cross Far Hills, and drive another 1/2 mile on E. Dorothy Lane. Turn right on Shoyer then left on Isaac Prugh. Turn right into One Lincoln Park.

Driving directions for route #2: (28 minutes) From the center turn left onto S. Dixie and onto Keewee for almost 10 miles. Turn left on Wayne Ave. Turn right on Wilmington. Turn right on Shoyer. After 2 miles, turn left on Isaac Prugh. Turn right into One Lincoln Park.

Lunch & Learn

Northwood Lunch & Learn on Tuesday, May 2, at Noon

Taylor Laughman from Northwood will bring your lunch from their kitchen. Darlene Gage returns in costume to portray Isabella Farnworth. Isabella Farnsworth is an aging movie actress who started her career in silent movies. She is now in her 50's and struggles to get acting parts in either the talkie movies or Broadway productions. She and the Gish sisters, Dorothy and Lillian, were born in Springfield, Ohio. Lillian Gish met Isabella when they both were in W. Griffith's film, *Birth of a Nation*, in 1915. Isabella has always been a bit jealous of Lillian. She spends much of her time talking about her success in the silent movie era, and acting out scenes from some of her movies. Limit: 80



Springmeade Lunch & Learn on Tuesday, May 9, at Noon

Robin Shafer from Springmeade will order your pizza. Joseph Helfrinch is a singer and storyteller. He plays both the banjo and guitar. The members of the Huber Heights Senior Center requested that he return a second time in 2022 to perform. Limit: 75

Cypress Pointe Lunch & Learn on Friday, May 12, at Noon

Jessica Ward from Cypress Pointe will bring your food. Trent Smith from Goodwill Easter Seals will present "Generation RX". He will discuss ways you can advocate for yourself with your medical providers. Trent will also tell you the best ways to store your medicine and how to dispose of unneeded medicine. You will get a toolkit that includes a medication disposal pouch, hot/cold compress, pill organizer, stress ball, and other information. Limit: 45



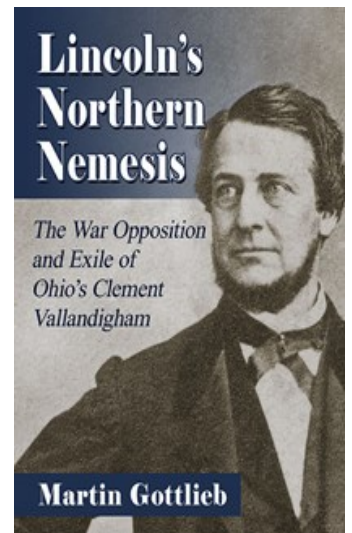
The Laurels Lunch & Learn on Tuesday, May 16, at Noon

Jacquie Dalton from The Laurels of Huber Heights along with DeAnna Fuller and Meghan Cofield from Kindred Hospital will bring your food. Debe Dockins from the Washington-Centerville Library will be coming to us by Zoom to present "First Mothers". Explore the lives of eleven mothers who raised their sons to achieve the greatest office of the land—President of the United States. Limit: 75

Lunch & Learn

Hearth & Home Lunch & Learn on Tuesday, May 23, at Noon

Gina Havenar from Hearth & Home will bring your lunch from their kitchen. Martin Gottlieb is a retired award-winning editorial writer and columnist for the Dayton Daily News. He will share his new book, *Lincoln's Northern Nemesis: The War Opposition and Exile of Ohio's Clement Vallandigham*. Clement was an Ohio opponent of the Civil War and of abolitionist. He was thrown out of the country by Abraham Lincoln because of his political views. This book tells the story of a unique event in American history: a President, his Dayton Copperhead opponent, and the high stakes of preserving or dissolving the Union. Martin will have copies of his book for sale that day. Limit: 100



Seniors Helping Seniors Lunch & Learn on

Thursday, May 25, at 11:00 A.M.

Andrew Spatt with Seniors Helping Seniors will provide your food. He will talk about how to handle disagreements that occur in a relationship from time to time. Learn some important key ways to have better relationships. Limit: 75



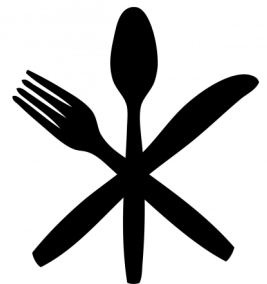
Momentum Health Lunch & Learn on Tuesday, May 30, at Noon

Andrea West from Momentum Health will bring your food. Tom Hissong is a naturalist, an impressive nature photographer, and the retired education director of Aullwood Audubon Center and Farm. He will share his photographs and tell you about *Exploring Ohio's Natural Treasures*. Join Tom Hissong when he takes you on an exploration of Ohio's scenic landscapes, trees, wildflowers, insects and butterflies, reptiles, amphibians, birds, and mammals. This program is sure to inspire you to get outside and take a hike in the beauty of Ohio. Limit: 75



Let's Eat Out on the Second Tuesday Each Month!

Sign up to eat out on Tuesday, May 9.
Meet at Las Piramides Mexican Restaurant at 5:00 p.m. The restaurant is located at 6290 Chambersburg, at the corner of Brandt Pike and Chambersburg in Huber Heights. It is right next to a shopping center.



Events

Summer History Speakers Series Continued from the Front Page

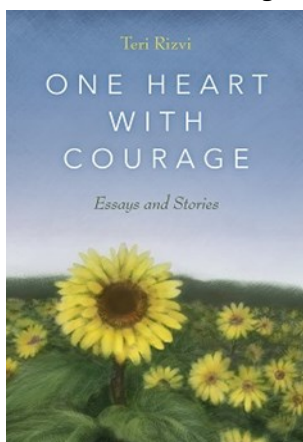
May 8: Jim Charters is a volunteer with Dayton History and speaks here every year. He will present "Dayton Inventors". Inventions in Dayton are responsible for ideas that have changed the world. At one time Dayton was known as the City of a thousand factories. James Ritty's invention of the cash register led to NCR. Kettering's automobile self-starter led to Delco. And the Wright Brothers' airplane led to nearly everything else.



May 15: Ranger Kathleen Walters from Dayton Aviation Heritage National Historical Park will present "What's That Smell?" It is probably you, if you were living in Dayton in the 1890s. Kathleen will delve into the dirty details of life in the late-nineteenth century. You will learn about hygiene practices, disease, technology, and the changing landscape of American cities in the era of the Wrights.



May 22: Betty Hoevel with Five Rivers Metroparks will share the story of John and Marie Aull in the year that would have been their 100th wedding anniversary. Betty will talk about the Aulls' May-December romance, their history, and how they contributed to the community. She will discuss the Aullwood Garden MetroPark which includes the Aulls' house and their gardens.



Meet Author, Teri Rizvi, on Tuesday, May 2, at 1:40 p.m.

Teri Rizvi graduated from Vandalia-Butler High School as did her sons. She has had a long career at the University of Dayton and is currently the Executive Director of Strategic Communications. Teri created and is the director of the Erma Bombeck Writers Workshop at U.D. She has written two books and is donating all the proceeds to the Erma Bombeck Writers' Workshop's endowment fund. Come meet Teri Rizvi and hear about her book. More information is on page 9.

The Goats Are Coming Back on Tuesday, May 16, at 1:45 p.m.

It's time to do some cuddling and feed the goats along with enjoying an hour of laughter and fun. Goat Country LLC will be bringing a herd of 6 goats this year. They will share information about their business and the goats. Don't worry the goats will be wearing diapers when they come into the art room. Pay \$3. Limit: 30



Art & More



FREE: Card Making Class on Wed., May 3

You will have from 1:00 to 3:00 p.m. to make two cards. Toni will bring in ten circle and scallop punches that range from 1" to 3". The two cards shown are examples of some of the ways the punches can be used. Flowered paper and happy birthday paper and stickers will be out along with rubber stamps, embossed papers, solid color paper, and much more. Limit: 12



Make a Patriotic Wreath on Tues., May 9, at 1:45 p.m.

Sharon Kiser and Candy Jones will teach you how to put this wreath together. You will choose whether to put on a flag or a bow. Since Sharon and Candy paid for all the materials, they are asking for \$6 as reimbursement. Limit: 12



Three Art Groups

1. Art Appreciation on the 2nd and 4th Tuesdays at 1:40 p. m.
2. Art Group on Thursdays from Noon to 3:00 p. m.
3. Colored Pencils Group on Fridays from 9:30 a. m. to Noon



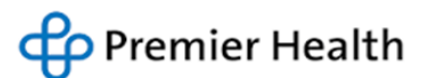
There Are THREE Times to Get Your BP and Sugar Numbers Checked

Each group will be from 11:00 a.m. to 12:00 p.m. by the fountains in the dining room.

Tuesday, May 2, by Montgomery County Public Health

Friday, May 12, by Medex Pharmacy

Tuesday, May 16, by Premier Health



Answers to Page 11

- | | | | |
|------|-------|-------|------|
| 1. C | 2. D | 3. A | 4. I |
| 5. F | 6. K | 7. J | 8. E |
| 9. H | 10. G | 11. B | |

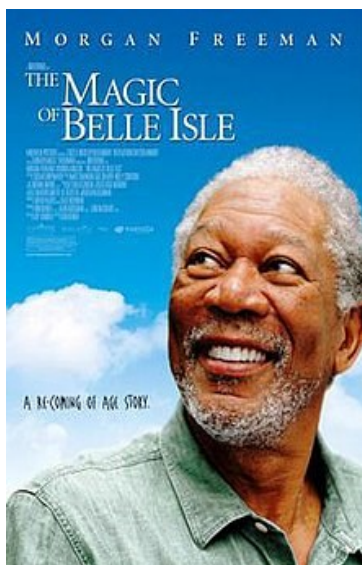
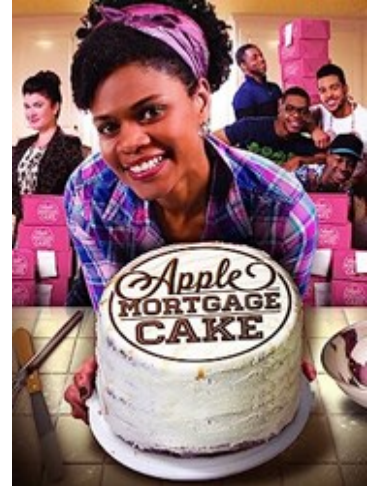
Movies

Remember to sign up for each movie so we have the correct amount of snacks and treats.

Movie on the First Friday, May 5, at 1:00 p.m.

Snacks from Ashley White with Devoted Health

Apple Mortgage Cake is the true story of Angela Logan. In 2009, she leads a chaotic life as a single mom with three teenage boys. Her car is dying; the roof is starting to collapse and the basement floods. Now she has 10 days to pay her mortgage or her house will go into foreclosure. In this same house, Angela had sat and listened to her grandmother's stories as she was baking. She decides to try to risk everything and bake her way out of this mess using her grandmother's apple cake recipe. With the goal of selling 100 cakes in ten days, the mother of three set off to work, peeling and slicing in hopes of securing a loan modification. You have to watch this great movie to see what happened. Go to the website, <https://www.maccakes.com/>, to meet Angela and her cakes. Find out what goal she is trying to reach now. PG drama 1 hr. 37 min.



Movie on the Third Friday, , at 1:00 p.m.

Snacks from Andrea West from Momentus Health of Vandalia

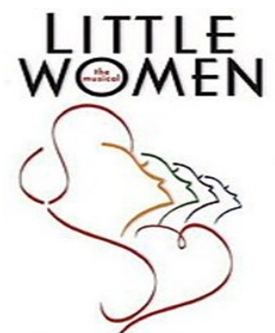
In the movie, *The Magic of Belle Isle*, Monte Wildhorn (Morgan Freeman) is a famous Western novelist. He struggles to cope with the death of his wife six years earlier. This has sapped his passion for writing and caused him to begin drinking heavily. He rents a lakeside cabin and befriends the family next door, a single mother (Virginia Madsen) and her daughters, who help him find inspiration again.

PG comedy, drama 1 hr. 49 min.



There is Still Time to Sign Up for Two Events

1. The catered dinner is on Saturday, May 6, at 4:00 p.m. Follow the directions on box #3 by the office to pay your \$14 and to sign up. The deadline is April 28.
2. The lasagna dinner and musical, *Little Women*, is at the Vandalia-Butler High School on Friday, April 28. Enter the building from the Alkaline Spring parking lot and go to the cafeteria. Dinner will be served at 6:00 p.m. The deadline is April 21 to sign up.



MON	TUES	WED	THUR	FRI
1 Hand & Foot 12:30 History Speaker 1:00 Joellen Ulliman A Sense of Strength	2 Super Sewers 9:00 Bridge 9:45 Golden Qi 10:00 BP & Sugar Ck 11-12 Travel 11:00-12:00 Lunch & Learn 12:00 Hand & Foot 1:40 Book Club 1:40 Bingo 1:45	3 Hula Hooping 9:30 Bridge 12:15 Up & Down the River 12:30 Euchre 1:00 Card Making 1:00	4 Travel, 9:00-12:00 Tech Talk 11:00 Art Group 12:00 Duplicate Bridge 12:00 Board Games 12:40 Pinochle 1:00 Bingo 1:00 Rummikub 1:00	5 Travel 9:00-11:00 Colored Pencils 9:30 Mah Jong 9:30 Exercise 10:30 Movie 1:00 Poker 1:00
8 Hand & Foot 12:30 History Speaker 1:00 Jim Charters Dayton Inventions	9 Super Sewers 9:00 Bridge 9:45 Golden Qi 10:00 Travel 11:00-12:00 Lunch & Learn 12:00 Hand & Foot 1:40 Art Appreciation 1:40 Wreath 1:45 Let's Eat Out 5:00	10 Hula Hooping 9:30 Exercise 11:00 Bridge 12:15 Up & Down the River 12:30 Euchre 1:00	11 Travel 9:00-12:00 Art Group 12:00 Duplicate Bridge 12:00 Board Games 12:40 Pinochle 1:00 Rummikub 1:00 At One Lincoln Park: You, Me, & High Tea 1:00-3:00	12 Travel 9:00-11:00 Colored Pencils 9:30 Mah Jong 9:30 Exercise 10:30 BP & Sugar Ck 11-12 Lunch & Learn 12:00 Poker 1:00 Bingo 1:45
15 Hand & Foot 12:30 History Speaker 1:00 Ranger Kathleen Walters What's That Smell?	16 Super Sewers 9:00 Bridge 9:45 Golden Qi 10:00 BP & Sugar Ck 11-12 Travel 11:00-12:00 Lunch & Learn 12:00 Hand & Foot 1:40 Goats 1:45	17 Hula Hooping 9:30 Bridge 12:15 Up & Down the River 12:30 Euchre 1:00	18 Travel 9:00-12:00 Bingo 10:30 Tech Talk 11:00 Art Group 12:00 Duplicate Bridge 12:00 Board Games 12:40 Pinochle 1:00 Rummikub 1:00	19 Travel 9:00-11:00 Colored Pencils 9:30 Mah Jong 9:30 Exercise 10:30 Poker 1:00 Movie 1:00
22 Hand & Foot 12:30 History Speaker 1:00 Betty Hoevel The Aulls & Aullwood	23 Super Sewers 9:00 Bridge 9:45 Golden Qi 10:00 Travel 11:00-12:00 Lunch & Learn 12:00 Hand & Foot 1:40 Art Appreciation 1:40	24 Hula Hooping 9:30 Exercise 11:00 Bridge 12:15 Up & Down the River 12:30 Euchre 1:00	25 Travel 9:00-12:00 Lunch & Learn 11:00 Art Group 12:00 Duplicate Bridge 12:00 Board Games 12:40 Pinochle 1:00 Rummikub 1:00	26 Travel 9:00-11:00 Colored Pencils 9:30 Mah Jong 9:30 Exercise 10:30 Poker 1:00 Bingo 1:45
29 CLOSED FOR MEMORIAL DAY	30 Super Sewers 9:00 Bridge 9:45 Golden Qi 10:00 Travel 11:00-12:00 Lunch & Learn 12:00 Hand & Foot 1:40	31 Hula Hooping 9:30 Bridge 12:15 Up & Down the River 12:30 Euchre 1:00 Birthdays 1:00 Bingo 1:30		

Exercise & Information

NEW BOOKS at the Vandalia Library

Drowning: the Rescue of Flight 1422 by T.J. Newman

The Celebrants by Steven Rowley

The Tiffany Girls by Noble Shelley

The Second Ending by Michelle Hoffman

The Nightingale Affair by Tm Mason

NEW MOVIES at the Vandalia Library

Call Jane

The Enforcer

Father of the Bride

Plane

Medieval

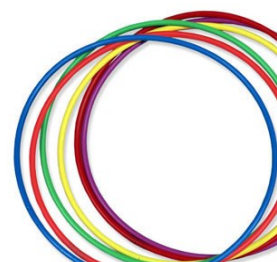


FREE Golden Qi Class on Tuesdays at 10:00 to 10:45 a.m.

Vevia Enix will teach Golden Qi which is a seated form of Tai Chi. This exercise improves balance, reduces joint pain, increases calmness, improves reasoning abilities, helps your memory, and improves the quality of your life. This class can be taken by anyone including those with balance issues. There will be no Golden Qi on April 4 and April 11.

FREE Hula Hoop Class on Wednesdays at 9:30 to 10:30 a.m.

Come and see how hula hooping can improve your health, your spine, your balance, and cardiovascular system. It can lower blood pressure, reduce stress, and cholesterol levels. These hoops are what the pros use in the gyms and rehab centers. If you want to try out hula hooping, call the office before the Wednesday you want to come so the group can bring in extra hula hoops.



FREE Exercise on the 2nd and 4th Wednesdays from 11:00 to 11:45 a.m.

A licensed physical therapist from Stonespring Transitional Care Center leads two classes each month. The therapist will adapt the exercises to the needs of the participants with different intensities, methods, and education about the exercises. Please sign up for each time.

FREE Exercise Class on Fridays from 10:30 to 11:15 a.m.

This chair exercise class is being run by the members. They might use the weights and exercise bands that are here at the center. The group will use some of the exercises they have learned at the Stonespring Wednesday class to help guide the Friday class.



Tech Talk on the First and Third Thursdays, at 11:00 a.m.

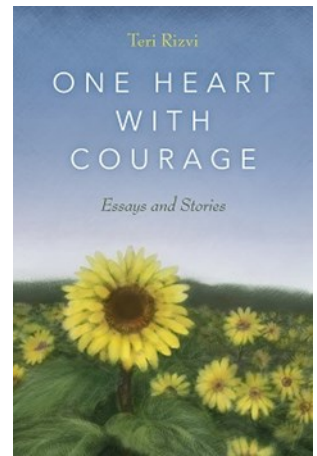
Tom Underwood and Hannah Priebe from the Vandalia Public Library will answer questions about your phone, tablet, and other devices on May 4 and May 18. Come to Tech Thursday and they will do their best to find the answers for you. It'll be first come, first served but feel free to stay - you may learn something new, just by listening in! Please sign up.



Information

Senior Center Book Club on the First Tuesday Each Month at 1:40 p.m.

The Vandalia Senior Center Book Club will be discussing the book, *One Heart with Courage*, with author, Teri Rizvi, on Tuesday, May 2. Teri Rizvi brings a powerful voice to a collection of essays that show why our dreams matter. Woven throughout her writings is a deep faith in what's possible when we open our hearts. A journalist and storyteller who has traveled widely, Rizvi writes with grace about her marriage, which spans two cultures and two religions in a world that's too often divided. Her writings illuminate our shared humanity through a series of small, everyday moments — a child's T-ball practice, a socially distanced parking lot lunch with a friend — as well as recollections of major life milestones such as joyful weddings in foreign lands. The book takes its title from a phrase that Martin Sheen uttered when he received an honorary degree from the University of Dayton: "Remember this above all: One heart with courage is a majority."



The Montgomery County Senior Day Is Back on Fri., May 26, from 9:30 p.m. to 1:00 p.m

It will be held at the Montgomery County Fairgrounds at 645 Infirmary Road off of Rt. 35 in Dayton. Tickets are \$3 and include lunch, entertainment, door prizes, and the opportunity to get information and giveaway items. You must purchase your tickets ahead of time. The tickets are available in April and May at the Senior Center office.



When Shirley Stipek moved to Kentucky to be near her daughter, she gave me a folder of clippings and photos. This photo is of a group of members making root beer floats to celebrate National Older Americans Month. It appeared in the Vandalia Drummer on May 31, 2006.



Events & Information

Bridge Hosts

Tuesday bridge at 9:45 a.m. is hosted by Pat Schlaerth. 937-890-6305

Wednesday bridge at 12:15 p.m. is hosted by Judy Laughter. 937-677-3267

Thursday bridge at 12:00 p.m. is hosted by Jim Danks. 937-667-3780



Bingo and Other Games



1. Poetry Davis from Troy Rehabilitation and Healthcare Center will call bingo on Tuesday, May 2, at 1:45 p.m. Limit: 48
2. Tambi Spirk and Nikki Waldron from Brookdale will bring food and call bingo on Thursday, May 4, at 1:00 p.m. Limit: 48
3. Mark Maudlin from Humana will call bingo on Friday, May 12, at 1:45 p.m. Limit: 48
4. Jessica Ward with Cypress Pointe will call bingo on Thursday, May 18, at 10:30 a.m. Limit: 35
5. Luke Puthoff from Shelby Skilled Nursing and Rehabilitation will call bingo on Friday, May 26, at 1:45 p.m. Limit: 48
6. Becky Devor from Randall Residence will call bingo on Wednesday, May 31, at 1:30 p.m. Limit: 48

Celebrate Birthdays on Wednesday, May 31, at 1:00 p.m.

Friendship Village will provide the cakes for the birthday party.

Please call, email, or come in to sign up. First we will take a group birthday photo. Next everyone will sing to the birthday people. Everyone at the center can have a piece of cake but the birthday people get their cake first!



Donations Needed

Please give ALL donations to Toni. Some items can be used by the center.

****Request: Don't buy Hefty cups; they have been splitting.**

Leave in the Office: **** especially need: birthday napkins & 15 oz. Coffee Mate powdered creamer**** Diet Coke, drinking cups in summer colors, non-refrigerated individual creamers, gallon & quart ziplock bags, individually labeled flavored teas, seasonal napkins, card making supplies, art supplies, greenery, new greeting cards, and items for the free tables.

Boxes in the hallway under the coat rack and by the white board: used batteries (not in containers or bags), pop tabs, used greeting cards, cell phones, glasses, cancelled stamps (leave a 1/4" border around the stamps), food for the Vandalia Food Pantry barrel & for Cares4Kids box On the fireplace in the card room/library: books & jigsaw puzzles

It is the time of year that flowers are blooming everywhere. Did you know that flowers have meanings? During Victorian times, people would create bouquets based on the message the flowers would give. Match the name to the flower to find out its meaning. Check your answers on page 5.



1.____ justice



2.____ sweetness; humility



3.____ adoration



4.____ thoughts of absent friends



5.____ declaration of love; passion



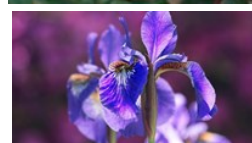
6.____ grief; jealousy



7.____ bashful; shame; happy life



8.____ I love you; love



9.____ faith, trust, wisdom, hope, valor



10.____ innocence; loyal love; I'll never tell



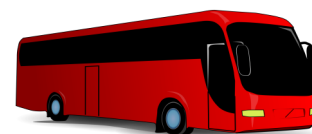
11.____ foolishness; folly

- A. Dwarf Sunflower
- B. Columbine
- C. Black-Eyed Susan
- D. Lily-of-the-Valley
- E. Red Rose
- F. Tulip
- G. Daisy
- H. Iris
- I. Zinnia
- J. Peony
- K. Marigold

Travel

- July 10-15 New Orleans: \$690 pp, \$900 single, final payment due by May 3 The good news is the New Orleans trip is going with at least 38 people which is a wonderful start. Remember to look in the June newsletter for the meeting before the trip.
- August 5-11 New York City, Philadelphia, Atlantic City: The bad news is the New York City, Philadelphia, and Atlantic City has been canceled. Unfortunately, only 8 people signed up. Bob will be contacting them for their refunds.
- September 13-19 Boston, Salem, Cape Ann: \$855 pp, \$1184 single, \$100 deposit due by May 6, final payment due by July 6. Now we need to concentrate on the Boston trip. This is a great trip with guided tours of Boston, Trinity Church, USS Constitution, Cambridge, and lunch at Quincy Market and Faneuil Hale Marketplace. Also we are going to the John F Kennedy Presidential Library and museum. There will be a guided tour of Lexington and Concord. We will also visit Salem, Gloucester, Rockport, and go up and down the coast of Massachusetts. This trip needs to fill up to go.
- October 23-28 Savannah, Jekyll Island, Beaufort: \$717 pp, \$934 single; \$100 deposit due by June 16, final payment due by August 16
- November 13-17 Nashville: \$808 pp, \$988 single, \$100 deposit due by July 6; final payment due by September 6

Flyers are in the holder by the card room door. Information is on the travel bulletin board, and on the senior center web page at <https://vandaliaohio.org/503/Travel>.



You write a separate check to Diamond Tours for each trip. Then either mail them to the Vandalia Senior Center or drop them in box #4 in the hallway by the kitchen. You also need to fill out the form at the bottom of this page and include it with your payment.

Bob Reed has office hours at the Senior Center in the dining room by the fountains.
Tuesdays: 11 a.m. to 12 p.m. Thursdays: 9 a.m. to 12 p.m. Fridays 9 a.m. to 11 a.m.
Or call 937-313-9692, Monday through Friday from 9 a.m. to 5 p.m. Leave a voicemail.

Name: _____ Name of Roommate: _____

Cell phone: _____ Trip Destination: _____

Emergency contact—Name: _____

Relationship: _____ Phone number: _____

Please Support our Generous Sponsors!!

MediGold
Medicare made *easy*®

Looking for exceptional
Medicare coverage? Contact:

Linda Ankney

Sales Representative

937-602-1580
lankney@medigold.com

MediGold.com

A \$50 CONSULTATION is Waiting for You!

3 Facts to Know:

1. Medicaid pays for long-term care only once your assets have been nearly depleted.
2. Medicaid Planning helps you qualify for financial aid sooner — preserving your assets for your family.
3. Planning can help you receive care in a place of your choice — *even in your home.*

Lovett & House has helped *thousands* of Ohio families with Medicaid planning in many counties. Attorney George Lovett is a “certified expert in estate planning, trusts, and probate law” by the Ohio State Bar Association.

Call (937) 667-8805 Now!

for a meeting in person, online or by phone

Lovett & House

Tipp City Troy Dayton Kettering Eaton Springfield Sidney



WHAT MAKES US DIFFERENT?

We love Vandalia ! We understand community is everything. Since 1976 we have tried to support our seniors with top notch service and sales

CONTACT US

1020 West National Rd

(937) 898-5841

Blue Advantage
Gold Certified

- ✓ 7-Year, 100,000-Mile Limited Powertrain Warranty
- ✓ 1-Year, 12,000-Mile Limited Comprehensive Warranty
- ✓ Financing as low as 1.9% APR
- ✓ 172-Point Inspection Vehicle History Report

Cassel Hills Pool



In an effort to improve the pool experience for members and guests, a number of changes will be implemented at Cassel Hills Swimming Pool for the 2023 season. These changes include a new admission policy, a new pool Manager, and an updated membership rate structure and daily admission fee.

Admission Policy

Members of Cassel Hills Pool and Vandalia residents will have exclusive access to the pool every Sunday, Monday, and Wednesday. Members and residents are permitted to bring up to 3 guests per visit. The easiest way to gain access into the pool on these exclusive access days is to become a member. If you choose to not purchase a membership, then you must prove your residency to gain access. The only way for an individual to be admitted into the pool is to provide a driver's license with a valid Vandalia address or provide a Resident ID card. Resident ID cards can be obtained at the Vandalia Rec Center's front desk by presenting a current state-issued photo ID or utility bill and valid ID. Resident ID cards are free. If you have any questions about acquiring a Resident ID card, call the Rec Center at 937-415-2340.

Tuesday, Thursday, Friday, and Saturday – Open Admission for All



More pool information on page 15.

Parks & Recreation Information

Cassel Hills Pool; continued

Pool Manager

Our 2023 Manager, Aaron Baker, is a familiar face. Between 2002-2008 Aaron was a life guard and an Assistant Manager at the Rec Center and Cassel Hills Pool. Aaron is now a high school teacher at Kettering Fairmont, and a cross country and track coach. He is married to a Vandalia-Butler teacher, and they reside in Butler Township with their two wonderful children. Welcome aboard Aaron and thanks for re-joining our team!

Membership Rates and Daily Admission Fees

City of Vandalia taxpayers will receive the same membership rates as Vandalia residents. So, if you work in the City of Vandalia, you will be afforded the same membership rates as citizens of Vandalia. If you do not live in Vandalia, but you work in Vandalia, you must provide a recent pay stub that has your company name and address along with a valid photo ID to receive the resident/taxpayer membership rate.

It is important to note that if you are a taxpayer and not a resident of Vandalia, you do not qualify to be admitted in to the pool on Sundays, Mondays, or Wednesdays.

Updated 2023 rates. It is important to note membership rates have not increased since 2014 and daily admission fees have not increased since 2003.

2023 Cassel Hills Pool: Membership Rates		
Category	Resident & Taxpayer	Non-Resident
Family	\$169	\$249
Dual	\$149	\$219
Youth (3-17)	\$79	\$119
Adult (18-54)	\$99	\$149
Senior (55+)	\$79	\$119

2023 Cassel Hills Pool Daily Admission	
Age 2 years & under	Free
Age 3+	\$9
	\$6 with proof of residency

Cassel Hills Pool memberships are slated to go on sale on April 10. Memberships can be purchased at the Vandalia Rec Center's front desk. If you have any questions about the pool, please call Jeff Kreill at 937-415-2339.



VANDALIA SENIOR CENTER

21 Tionda Drive South
Vandalia, Ohio 45377

Open; Monday through Friday
9:00 a.m. to 4:00 p.m.
Coordinator: Toni Williams

twilliams@vandaliaohio.org
Phone: 937-898-1232
Fax: 937-665-0796
[https://vandaliaohio.org/341/
Senior-Center](https://vandaliaohio.org/341/Senior-Center)

Vandalia Senior Club 2023 Committee:

Chair	Donna Shirley 937-898-3765
Co-Chair	Iris Siebert 937-454-1583
Treasurer	Kay Lowe 937-409-8300
Secretary	Dottie Ganter 937-898-7286

DATED MATERIAL: DO NOT DELAY

--MEMBERSHIP--

Age 55 or older

Younger Spouses are welcome!

The 2023 fees for members are:

Vandalia Resident \$15 single - \$25 dual

Non Resident \$20 single - \$35 dual

A resident is defined as someone who pays

City of Vandalia property taxes

Membership for anyone over 90 is free but

you must notify the office to continue to get the newsletter.

Your annual membership fees help offset some of
the costs of programming and support for the Senior Center.

PRINTED BY:



UPS Store 5355
893 S. Main St.
Englewood, Ohio 45322

Contact Info:
937-832-1800
store5355@theupsstore.com

CONTACT US TODAY!

WHAT WE CAN DO FOR YOU:

- Packing Services
- Notary
- Faxing
- Mailboxes
- Document Shredding
- Moving Supplies
- Document Scanning
- UPS Shipping
- USPS Shipping
- Freight Services
- International Shipping
- Overnight Shipping
- Pack & Ship Guarantee
- Postage Stamps
- Digital Printing
- Copying Services
- Banners & Posters
- Business Cards
- Postcards
- Graphic Design
- Yard Signs
- Laminating
- Binding
- Envelope Printing
- Canvas Printing
- Magnets/Stickers
- Direct Mail Services
- & SO MUCH MORE!

V-B OPTIMIST CLUB HOSTS
EARTH DAY
CLEANUP EVENT
APRIL 22ND
RAIN DATE APRIL 29TH



**Vandalia-Butler
Optimist Club**

www.Vandalia-ButlerOptimistClub.org

FOCUSING EFFORTS ON N. DIXIE DR.

MEETING AT THE BUTLER TWP. FIRE DEPT.,
3780 LITTLE YORK RD

WORK IN SMALL GROUPS ALONG DIXIE DR.
(VISIT THE V-B OPTIMIST FACEBOOK PAGE FOR UPDATES)

PLEASE R.S.V.P BY 4-17 • ABBIE.TURNER.425@GMAIL.COM

8AM

**CHECK-IN, DONUTS, JUICE/COFFEE,
GET ASSIGNMENTS**



**8:30AM
START CLEANUP**

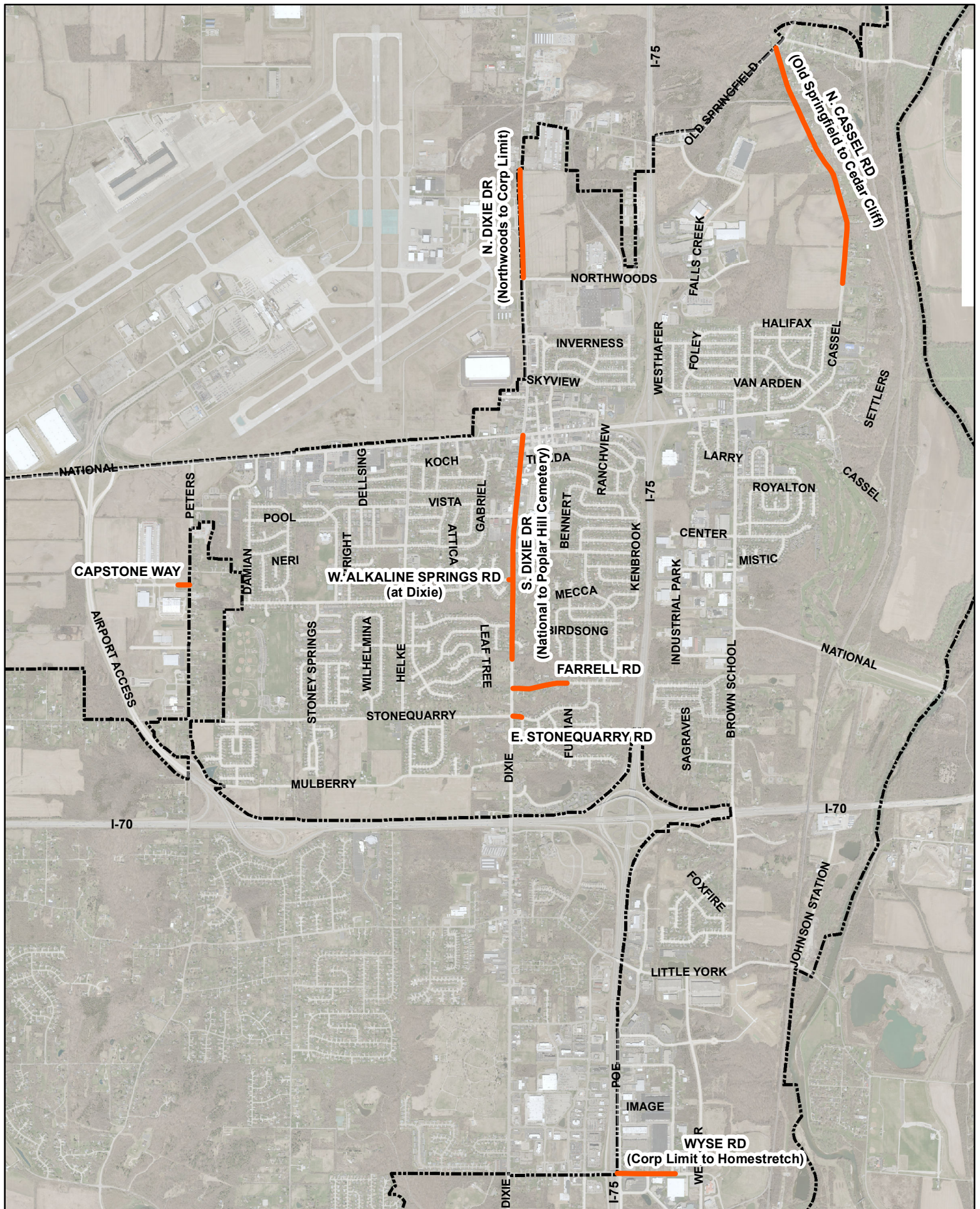
**10:30AM
STOP CLEANUP**

**11AM
RETURN TO FIRE DEPT.**





Vandalia Pavement Markings for 2023





2023 Citywide Policy Goals

Approved December 5, 2022

Live



Small City Big Opportunity: Be known regionally as a top-tier suburb through top-tier City services. Enhance social and economic investment by promoting the City's high-quality services, well-performing schools, available workforce, escalating quality-of-life, and growing sense of place. Incentivize developments that improve life in Vandalia.



Safe and Secure: Ensure that Vandalia remains a safe and secure community by investing in both traditional public safety operations and creative outreach efforts to meet the evolving needs of our residents and visitors.



Enhance Infrastructure: Protect public assets and infrastructure by making calculated and deliberate investments in roadways, utilities, park spaces.

Work



Fiscal Sustainability: Leverage the operating position of the City to seize strategic opportunities for improving quality of life, while maintaining sustainable fiscal practices.



Trust and Confidence: Promote an open approach to government through coordinated, transparent, and evidence-based engagement practices. Empower residents, business owners and community stakeholders to partner in City programs.



Sharpen the Saw: Commit to process improvements by purposefully refining practices and leveraging technology to improve internal and external customer service.

Play



Vibrant: Be a vibrant community that uses its amenities and growth mindset to create a warm and welcoming environment in which to live, work, and play.

Now there's a new and easier way to connect with the City of Vandalia!



Introducing My Vandalia, the fast, easy and free way to connect with the City for just about anything!



MY andalia^{ohio}

Request a "vacation house check."

Report property maintenance issues in an instant.

Report a pothole in seconds! Snap a photo and the app lets us know exactly where to send the crew!

Ask a question or submit a general comment.

It's your direct access line to the City!

Download the My Vandalia app today!



2023 Cassel Hills Swim Season is Upon Us!



Cassel Hills Swimming Pool Weekly Admission Schedule



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
11:30 am - 7:30 pm Members and Residents ONLY	11:30 am - 7:30 pm Members and Residents ONLY	11:30 am Members + Residents Admitted 12:30 pm Non-Residents Admitted	11:30 am - 7:30 pm Members and Residents ONLY	11:30 am Members + Residents Admitted 12:30 pm Non-Residents Admitted	11:30 am Members + Residents Admitted 12:30 pm Non-Residents Admitted	11:30 am Members + Residents Admitted 12:30 pm Non-Residents Admitted

NEW ADMISSION POLICY FOR 2023!

Member and Resident Only Days - Every Sunday, Monday and Wednesday, pool admission will be limited to CHP Members and Vandalia Residents, each of whom may bring up to three non-resident paying guests.

Non-residents who purchase a membership will be admitted on Member/Resident Only days.

General Admission Days - Tuesday, Thursday, Friday and Saturday will be General Admission Days. Any person paying the daily admission fee will be admitted until maximum capacity is reached.

On General Admission days, CHP members and residents will be admitted beginning at 11:30 am. Non-residents will be admitted at 12:30 pm.

PROOF OF RESIDENCY will be required for admission. A "Resident Card" may be obtained by visiting the front desk of the Vandalia Recreation Center. Bring State-issued ID or a utility bill with a Vandalia address and a valid ID.



Scan the QR Code for the
2023 Cassel Hills Pool Members
and Visitor's Guide.

2023 Cassel Hills Pool: Membership Rates

Category	Resident & Taxpayer	Non-Resident
Family	\$169	\$249
Dual	\$149	\$219
Youth (3-17)	\$79	\$119
Adult (18-54)	\$99	\$149
Senior (55+)	\$79	\$119

IMPORTANT!

Beginning April 10, 2023, Season Passes for Cassel Hills Swimming Pool will go on sale at the Vandalia Recreation Center!

A limited number of Non-Resident passes will be available for purchase.



City of Vandalia, Ohio

HUMAN RESOURCES - Personnel Administration Policy

2-5 Performance Management System – Classified and Unclassified Employees

2-5.0 Purpose:

The purpose of this policy is to establish a uniform philosophy and procedure for the performance management system and the conducting of performance evaluations for all employees. Performance Management is a process where an employee takes part in setting goals and expectations for their effort and accomplishments, then takes the initiative in managing their performance to meet those expectations.

The employee's immediate supervisor fulfills the role of coaching and developing the employee in their efforts and measures the employee's performance against goals and expectations.

The Performance Management System is essential for several reasons:

- Performance evaluation and discussion is an essential communication between an employee and his/her supervisor. Ideally, it is the giving and receiving of mutually constructive feedback between two people. It should be an honest exchange of views about how well the employee did with respect to goals, expectations and accomplishments as well as the day-to-day functional responsibilities. Also, to be discussed are the various behaviors and personal style characteristics that impact an employee's performance.
- The performance evaluation discussion serves as a guideline for development of an employee. The supervisor shall assess the employee's need for professional development, training or behavioral change.
- It provides a planning process intended to challenge the employee to set new goals and to reach new levels of performance for the long-range benefit of the employee as well as the City.
- It shall be used as a mechanism to determine an employee's merit pay adjustment.

The electronic performance evaluation is a formal document of discussion, which may provide a record for future reference in decisions involving assignments, layoffs, promotions or dismissals.

2-5.1 Policy:

On at least an annual basis, the employee and their supervisor should collaborate on the completion of the electronic performance evaluation. Instructions for completing the performance evaluation are included in this policy.

Important elements of the process, which a supervisor should ascertain include:

- The employee is given the opportunity for input to the process;
- Accomplishments during the current period are documented, reviewed and discussed; and
- Goals and expectations are set for future periods.

The Performance Management System is intended to be a guiding process—helping the employee by providing honest performance feedback as well as helping the City and the taxpayers by improving the performance and the efficiency of its employees.

2-5.2 Content:

Employee Self-Assessment

Employee is to complete the self-assessment section which is unrated and consists of three parts:

- 1) Answer the question "What are you proudest of from your performance over the last year?"
- 2) Answer the question "In what areas would you like to improve or grow the most?"
- 3) Employee will list three to five goals for the upcoming year. An attachment "*Writing S.M.A.R.T. Goals*" is available as an attachment to this policy and within the electronic performance evaluation system.

Job Goals/Objectives

In this section, employee will comment on each of their goals from the previous year. While weighting was suggested for each of the goals, the supervisor will set the actual weighting on each goal and then rate how well the employee reached each goal utilizing a five-point rating scale:

1. **Does Not Meet Expectations** - Performance is clearly below expectations. Corrective action should be taken.
2. **Partially Meets Expectations** - Performance is less than expected. There is a need for improvement.
3. **Meets Expectations** - Performance meets expectations. Employee performs in a satisfactory manner.
4. **Exceeds Expectations** - Performance is well above expected level.
5. **Far Exceeds Expectations** - Performance significantly exceeds expectations on a continuing basis.

Future Goals

The supervisor may set out in writing goals additional to those set by the employee for the upcoming year. The supervisor may also revise or deny some or all of the goals established by the employee. The goals/objectives should be discussed and weighted in some manner as to place importance on them.

Performance Assessment

Supervisor will assess how well a subordinate employee performed during the preceding evaluation period the following timelines shall apply:

- Department heads, division managers, Police Lieutenants, Fire Captains, and other unclassified staff:
 - Evaluation Period: January 1 – December 31 (aligned with fiscal year and budget)
 - Evaluations completed by January 31 of the following year
- Classified staff and part-time staff:
 - Evaluation Period: Annually from date of hire – anniversary
 - Evaluations completed within one month of anniversary

Supervisors shall utilize the five-point rating scale above in the following four competencies:

Quality of Work - Quality of work meets standard expectations. Has knowledge and skills to effectively perform job duties. Stays current and broadens knowledge and skills by using available resources. Seeks to learn and to develop appropriate job skills.

Time Management - Uses time effectively and efficiently. Prioritizes short and long-term tasks against business objectives.

Professionalism - Demonstrates appropriate behavior with others, well spoken, professional in appearance. Focuses on the needs of the customer-internal and external. Takes a positive approach with fellow employees and the public. Is not a source of interpersonal conflict. Attends activities and meetings as necessary. Communicates well, initiates communication, clear in communication style, constructive approach.

Accountability - Takes responsibility for actions and work; does not displace blame. Has knowledge of policies and procedures and follows them accurately. Adheres to security and safety rules and guidelines, completes required security and safety training. Maintains a safe and secure work environment. Is accountable for care and maintenance of equipment, if applicable.

Job/Categories – Managers/Supervisors

This section shall apply to managers and supervisors only. The two competencies to be rated by an employee's immediate supervisor utilizing the five-point rating scale above are:

Leadership – Demonstrates strong leadership skills, leads by example and is respected by others. Understands and translates city-wide and departmental vision, mission and standards. Effectively manages and motivates employee, provides clear communication, direction and follow-up. Delegates responsibilities appropriately to staff. Follows up as necessary.

Decision Making - Makes thoughtful, timely and researched decisions within the scope of his/her authority.

Corrective Action and Discipline

The department head and human resources manager shall determine if the employee received any corrective actions or discipline in the evaluation period and determine the appropriate category(ies) in which to

document it the performance evaluation. This would include, but is not limited to, any corrective counseling, performance improvement plan results, completion of related trainings that were mandated by the employer, or disciplinary action (e.g. written reprimand, suspension, demotion, last chance agreement) that was received by the employee during the evaluation period.

An employee should not learn of a performance behavior or deficiency for the first time during their performance evaluation. It is the responsibility of the supervisor to provide routine feedback and constructive coaching during the evaluation period.

Miscellaneous

Some performance evaluations for certain employees may include other content that is required for his/her certification, licensure or departmental accreditation standards.

2-5.3 Procedure:

Generally, the evaluation is based on the written job description and any specific accomplishments, assignments and goals developed between the supervisor and employee. The steps in the evaluation process are set out in the online program. In summary they are:

The performance evaluation system is set up to notify the employee prior to performance evaluation due date. The employee will complete the employee self-assessment section.

The performance evaluation is then electronically forwarded to the employee's immediate supervisor for comment and rating. Once complete, the performance evaluation is electronically forwarded to the immediate supervisor's supervisor for review and approval. The Chief of Police and Chief of Fire shall sign off on all division evaluations and order any corrections prior to the supervisor reviewing the evaluation with the employee.

The immediate supervisor's supervisor generally should review the immediate supervisor's scoring and comments within approximately ten days. The immediate supervisor's supervisor may choose to deny the performance evaluation. If denied, the immediate supervisor's supervisor should document any changes he/she deems appropriate. The evaluation is then returned to the supervisor, who is generally provided five days to edit as advised. The evaluation is once again sent to the immediate supervisor's supervisor for approval.

Once final approval is provided by the immediate supervisor's supervisor, the supervisor is generally provided one week to meet face-to-face with the employee and to discuss the performance evaluation.

After a face-to-face discussion, the immediate supervisor signs the evaluation electronically as evidence that the review was conducted. The employee shall have access to sign, review and/or print the evaluation.

Either the employee or the supervisor may seek counsel during the process from the Human Resources Manager.

Employees have access to their performance evaluations through the electronic provider or they may request a copy from the Human Resources Manager.

It is important to note that the evaluation should be an opportunity for open, honest and helpful communication between the supervisor and the employee. **A formal face-to-face discussion between the employee and the supervisor regarding the contents of the performance evaluation is required.** For more specific, technical instructions on how to complete the electronic performance evaluation, contact the Human Resources Manager.

Signatures

In order to assure fairness, the employee shall always be the last person to sign his or her evaluation. No person shall modify the performance evaluation once signed by the employee, including electronically. By signing, the employee acknowledges receipt and review of the performance evaluation; however, their signature does not necessarily indicate agreement with its contents. If an employee refuses to sign his/her performance evaluation, the supervisor should note the refusal on the evaluation but that shall not otherwise affect the use or validity of the evaluation.

2-5.4 Training:

From time-to-time, training will be provided for supervisors and managers on the proper administration of performance evaluations. Employees who conduct performance evaluations will themselves be appraised on their thoroughness, accuracy, and timeliness with regard to their evaluations of others.



City Manager



Date

Supersedes and Replaces All Prior Related Policies

