

THE BLUE LETTER



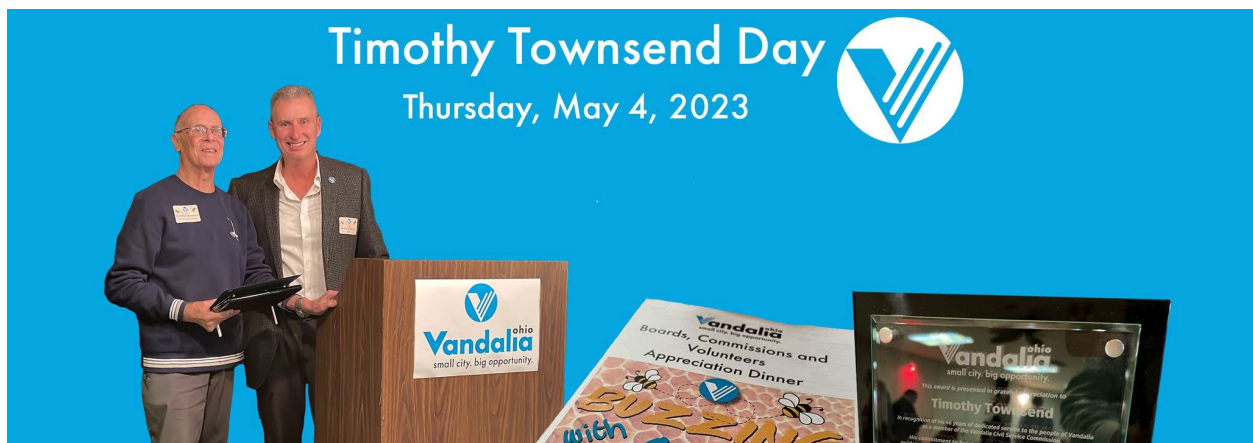
333 James E. Bohanan Drive • Vandalia, OH 45377 • (937) 898-5891

May 5, 2023

Honorable Mayor Herbst & Esteemed City Councilmembers:

Welcome Police Officer Matthew Nicely and Firefighter / Paramedic / Inspector Sean Day! Mr. Nicely and Mr. Day began full-time employment on April 26.

Boards, Commissions and Volunteers Appreciation Dinner: Thank you to our volunteers and the members of our boards and commissions. It was a pleasure to celebrate their many contributions in shaping what it is like to live and to do business in Vandalia. Congrats to Tim Townsend on his recognition by Mayor Herbst for his 4+ decades of work on the Civil Service Commission.



Council Summer Schedule: There will be no City Council meeting on June 5th.

Status Updates: Over the last two weeks, I have been holding goal status update meetings with our Senior Staff. We have set out to achieve some ambitious goals that our going to improve the way we live, work, and play.

Shred Day: Shred Day will be May 19th, 9 a.m. – 12 p.m. in the front lot of the Vandalia Municipal Building.

Foley Phase II / Enola Reconstruction: Double Jay Construction has completed the watermain and water services installations on Foley Drive. The old main, services and fire hydrant were taken out of service. The contractor is installing new storm sewers and catch basins. GIS / Engineering Tech Chad Baughman, City Engineer Ben Borton and Director Cron are providing the survey layout work for the new curbs and roadway.

Dog Leg Rd. Utility Extension Project Phase I: Outdoor Enterprise has completed the sanitary sewer main installation on Dog Leg Road. They currently have this section of roadway closed to perform the road crossings of several lines. They have completed the installation of the new 60" culvert (pictured). Once they complete the sanitary sewer service crossing and perform the asphalt repairs the roadway will be reopened. They anticipate having the roadway reopened by the end of next week – ahead of schedule.



Garage Sale Weekend is May 18-21. [Register here \(link\).](#)

Income Tax Revenues: YTD April 30, 2023, overall Income tax revenue is up 15.96% (\$1,121,647) from 2022. Withholding tax is up YTD 12.52% (\$617,831); individual tax is up YTD 11.96% (\$109,194); Business net profit tax up YTD 33.45% (\$394,621). The amount of income tax revenue budgeted for 2023 is \$18,470,500. The amount collected in 2023 (\$8,148,738) was approximately 32% higher than the estimated YTD amount based on the budget.

Annual Concrete Project: Finrock Construction has indicated that they intend to start on this year's concrete repair during the week of May 8th. We have mailed out notices to the affected property owners where work will take place.

Annual Asphalt Overlay Project: We will be opening bids for our annual Street Resurfacing project on May 9th. Due to the delay in getting the concrete project awarded (i.e., we complete curbs, gutters, and ramps prior to paving), I am going to request that Council discuss the item in study session and then consider awarding the contract during the regular session on the same evening.



Cassel Hills Pool: VRC Front Desk Staff has processed 211 individual Cassel Hills Swimming Pool membership passes. Preparations for the opening of Cassel Hills Swimming Pool continue. Recreation Superintendent Jeff Kreill is working with SwimSafe representatives and city staff to get the facility ready to go. Mr. Kreill is working with IT Manager Darren Davey to get a new phone system operational. IT has installed computers and other electronic equipment necessary for daily admissions and money handling. Please see the enclosed flyer and note the changes to our admissions policies regarding residency. Public Works crews have been making asphalt repairs at the Cassel Hills Pool parking lot in preparation for opening day on May 27th.

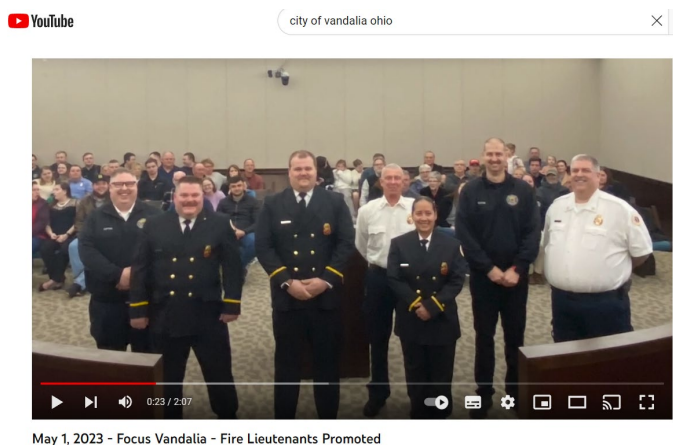
Johnson Station: Public Works assisted Tri Cities Wastewater by making the asphalt repair on Johnson Station Road where their sanitary sewer manhole surcharged and damaged the roadway. Tri Cities purchased the asphalt, and our crew performed the work.

Water Meter Installation: Public Works has started to install new water meters. Finance Clerk Erin Crisp has been scheduling appointments at the homes of residents whose meters no longer allow for remote reading. We have also started replacing the dead meters that are in the pits outside the homes. We are leaving door hangers (enclosed) to let residents know that their meter was replaced if they are not home – and to direct them to the Eye on Water App - <https://www.eyeonwater.com/>.

Veterans Banners: Public Works continues to install banner brackets on our street light poles on Dixie Drive. Banners will be going up the week as early as May 10th in coordination with Butler Township along the Dixie Drive corridor from National Road to Stop Eight Road. Crews also continue to install “Veterans Parkway” street name signs along Dixie Drive.

Signs: Public Works crews have removed the flashing “25 MPH” signs on National Road near Dixie Drive and Ranchview Drive. We have poured the foundations in preparation for installing the radar signs at these locations like the one on Dixie Drive near Lakin Court. These signs alert drivers of their actual speed to get them to slow down and comply with the 25 MPH speed limit in this area.

[Focus Vandalia \(link\):](#) See the recent Focus Vandalia on the newly promoted Fire Lieutenants.



Utility Locates: Public Works is performing 200+ utility locates each month. We are required by law by the Ohio Utility Protection Services (OUPS) to locate any of our underground utilities whenever someone calls in for this service to OUPS.

Safety Training: Public Works staff attended a “High Hazard” awareness training by Public Employment Risk Reduction Program (PERRP) through MVRMA on Thursday May 4th. Topics included equipment safety, high hazard focus, trenching & excavation, confined space and permitting, work zones, chainsaws, chipper, mowers, and hazard communication.

Hydrant Flushing: During the Month of May, the Division of Fire will be conducting annual hydrant flushing. Hydrant flushing gives the crews a chance to make sure hydrants are in good working order, address any minor maintenance needs and schedule any larger repairs or issues if found. If residents have any discolored water, they are advised to let the water run for a short time until it clears and if there are any questions or concerns, contact the Division of Fire directly on the non-emergency number.

Cardiac Monitors: The Division of Fire, as part of a capital project, has purchased new Zoll Cardiac Monitors. The new monitors have been delivered, and currently crews are attending training with Zoll representatives and educators to learn the new equipment. The new monitors should be in service by July 1st. Thank you to the City Council for investing in this critical tool so that our paramedics and EMTs can help patients get better medical outcomes.

Cassel Hills Golf Course: The split rail fence project at Cassel Hills Golf Course has been completed with new fencing on holes number 5, 7 and 8. Cassel Hills Golf Course greens fees and cart fees collection are up by \$47,500 over last year through May 1st. All leagues have started play for the season at the golf course. We have a total of 19 leagues playing throughout the summer and into fall this year.

Senior Center: Attendance at the Senior Center during the period April 18 through May 1 totaled 883 people, including evening and weekends rentals. Of the 883 total visitors, 776 were member visits for an average of 78 members per day. The Senior Center typically averages 65 members per day. Those are incredible numbers. Thank you to Senior Center Coordinator Toni Williams for all of her hard work providing enrichment to our community.

VRC Front Desk Staff Training: Our VRC front desk staff are the face of our community for many residents and visitors. We ask them to be ready to provide up-to-date information to visitors, while providing exceptional customer service. I am appreciative of the great job that they do. Administrative Coordinator Sharon Hamby will be conducting a VRC Front Desk staff training on May 10th to ensure that staff is equipped with the tools they need to respond to public inquiries.

Facilities Infrastructure Project Update: Work at the Recreation Center continues with roof tear off in the mechanical area section of the roof. An onsite inspection of the roof is scheduled for May 9. Duct installation is underway with air handler unit #1 schedule for tie into the system. The roofing portion of the project is scheduled for completion in 2 weeks depending on the weather. Controls work at the VRC is underway with ASG currently working in the boiler room and roof areas. The Justice Center RGBW



outdoor lighting installation is complete. The installation of humidifier grids has been completed at the Municipal Building and Rec Center. Service Tech will be finishing duct cleaning in the Municipal Building and will be moving to the Justice Center to begin work on ducts. LBJ has submitted a draft report to ESG for the comprehensive facility assessment document. The draft will be shared with the city for review beginning next week.

Montgomery County Law Enforcement Memorial:

The annual Montgomery County Law Enforcement Memorial Ceremony was on May 5th. Officers Andy Wehner, Brittany Blackford, and Whitney Bryson participated as part of the VPD Honor Guard. The Montgomery County Law Enforcement Memorial Ceremony is a time to remember the Montgomery County law enforcement officers who have



made the ultimate sacrifice in service to their communities, including Vandalia Police Lieutenant James Bohanan who was killed in the line of duty on December 30, 1969. This year's ceremony speakers included Ohio Supreme Court Chief Justice Sharon Kennedy and Centerville Police Officer Faupo Lauofo (partner of Centerville Officer John Kalaman who died in the line-of-duty). The Justice Center was lit up in blue light over the weekend in honor of the memorial.

Commercial Vehicle Enforcement and Mitigation: During the past three weeks, VPD officers made 18 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three traffic citations, 13 written warnings and two verbal warnings while working 12 additional enforcement hours.

Communications Manager Hopkins is working on a communications plan with our Public Service Department and Police Division prepares for the following changes:

- Establish no parking on Industrial Park Drive and Scholz Drive from 9 pm to 5 am daily;
- Prohibit vehicles longer than 50 feet in length from turning right (east) from Peters Pike on to National Rd.;
- Prohibit vehicles longer than 50 feet in length from turning right (south) from Capstone Way to Peters Pike;
- Prohibit vehicles longer than 50 feet in length from turning right (south) from Fieldstone Way to Peters Pike;
- Prohibit thru truck traffic on Helke Rd.;
- Prohibit thru truck traffic on Mulberry Rd. (The City will attempt to obtain permission to install an applicable version of 'no thru truck traffic ahead' sign in the township portion to the east – in accordance with Ohio Manual on Uniform Traffic Control Devices); and
- Prohibit through truck traffic on Stonequarry Rd. (The City will attempt to obtain permission to install



an applicable version of 'no thru truck traffic ahead' sign in the township portion to the east – in accordance with Ohio Manual on Uniform Traffic Control Devices).

The City has been in contact with VBCSD and sought comments from the businesses on Industrial Park Drive and Scholz Drive. These changes will not limit traffic movements by school buses or fire trucks.

Ohio Association of Chiefs of Police (OACP): Congrats to Chief Althouse who was sworn-in as the First Vice President of the OACP.



Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt
City Manager

CC:

Board and Commission Members
All City Employees

Attachments:

1. Information Update - ACM Holloway – May 5, 2023;
2. Information Update - Director Leiter – May 5, 2023;
3. Information Update - Chief Follick – May 5, 2023;
4. Information Update - HR Manager Pruszyński – May 5, 2023;
5. Information Update - Director Clark – May 5, 2023;
6. Information Update - Chief Althouse – May 5, 2023;
7. Information Update - Director Cron – May 5, 2023;



To: Dan Wendt, City Manager
From: Amber Holloway, Assistant City Manager
Date: May 4, 2023
Subject: Information Update



- I attended the Spring 2023 ED/GE presentations on Monday, April 24 at Montgomery County as the committee alternate. The City of Vandalia did not submit any applications for this funding cycle.
- Director Clark and I met to discuss progress on gateway, parks, and facilities sign designs.
- City Planner Hammes, you, and I met interviewed two firms who responded to our Request for Qualifications for the Downtown Market Study on Wednesday, May 3.
- I attended the Boards and Commissions Recognition Dinner on May 3. This was a great event and I appreciated the opportunity to recognize our Boards and Commissions members for their hard work, dedication, and time. Special thanks to our staff in the City Manager's Office for putting on such a great event!
- Thursday, May 4:
 - I attended the MVRPC Board of Directors meeting.
 - You, Missy, and I met with the Center for Local Government.
- Zoning & Planning Coordinator Graham reported that there will be no Board of Zoning Appeals meetings in May due to no applications.

Communications Update

- On Friday afternoon Rich attended a team captain's meeting for the 2023 Vandalia Corporate Challenge. This is a great week for City staff to have fun while competing in athletic and not-so-athletic events. The Challenge is the week of June 4-9.

- Our next Focus Vandalia shoot is Wednesday, May 24. Story topics will be the City's Resurfacing Program for 2023, the Star Spangled Celebration, and an introduction of new City Engineer Ben Borton.
- We have most of our staff lined up to assist with our May 19th Shred Day. The event runs from 9 a.m. to Noon in the front lot of the Vandalia Municipal Building.
- We had an early rush of garage sale registrations in anticipation of Garage Sale Weekend, May 18-21. The registrations have slowed the last week, but we expect the number to pick up again in the days leading up to the deadline.
- It hardly seems possible, but we are already working to recruit drivers and registration workers for the 2023 Air Show.
- Our Facebook banner will be changed out for special occasions over the next few weeks. Thursday, we changed it to reflect Tim Townsend Day. Tim has served on our Civil Service Board for nearly 46 years. Thank you, Tim, for your many years of dedicated service to the City!

Memo



To: Daniel D. Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: May 2, 2023

Re: Information Update - Period Ending May 5, 2023

1. YTD April 30, 2023, overall Income tax revenue is up 15.96% (\$1,121,647) from 2022. Withholding tax is up YTD 12.52% (\$617,831); individual tax is up YTD 11.96% (\$109,194); Business net profit tax up YTD 33.45% (\$394,621).

The amount of income tax revenue budgeted for 2023 is \$18,470,500. The amount collected in 2023 (\$8,148,738) was approximately 32% higher than the estimated YTD amount based on the budget.

2. Kristen and I attended a regularly scheduled council meeting.
3. Finance continues to provide data to the compilation team and auditors from Plattenburg and Associates for the 2022 Annual Report and audit.
4. Kristen and I attended a records commission meeting. Finance did not have any items on the agenda for discussion or vote.
5. I met with the City's bond counsel, Andy Brossart (Bradley Payne) and Chris Franzmann (Squire Patton Boggs) to review the City's current debt portfolio and discuss future projects and various financing options.
6. I appreciated the invite to the boards and commissions dinner.
7. I attended an Ohio Patrolmen's Benevolent Association Conciliation Hearing.



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER
FROM: CHAD FOLLICK, FIRE CHIEF
DATE: 5/4/2023
SUBJECT: INFORMATION UPDATE – PERIOD ENDING MAY 5, 2023

1. During the Month of May, the Division of Fire will be conducting annual hydrant flushing. Hydrant flushing gives the crews a chance to make sure hydrants are in good working order, address any minor maintenance needs and schedule any larger repairs or issues if found. If residents have any discolored water, they are advised to let the water run for a short time until clear and if there are any questions or concerns, contact the Division of Fire directly and please do not call 911.
2. On Saturday April 22, a few crew members attended an FFIC training, held by the Division of Fire. FFIC stands for 'Firefighter in Charge'. This is a role that our Full Time and a few Part Time employees find themselves in. This is a leadership roll that the FFIC training will help prepare them for.
3. Multiple crew members and admin were able to participate in attending the 2023 FDIC conference over different days last week. FDIC is a conference held every year in Indianapolis, Indiana where instructors and vendors from all over the world come to educate, network, and exhibit the latest in Fire/EMS. Our crews always bring back valuable information with them to better the department when attending this conference.
4. The Division of Fire is proud that this week's Focus Vandalia is introducing the three new Lieutenants. As mentioned over the past few weeks, our new Lieutenants Mya Mitchell, Derek Copp and Carter Schumann have been hired, sworn in, participated in onboarding trainings, and are now out working with their crews.
5. The Division of Fire, as part of a capital project has purchased new Zoll Cardiac Monitors. The new monitors have been delivered, and currently crews are attending trainings with



DIVISION OF FIRE INFORMATION UPDATE

Zoll representatives and educators to learn the new equipment. The new monitors should be in service by July 1st.

6. The Division of Fire participated at the Vandalia Butler Schools district wide pep rally on Tuesday May 2nd. As always, the Division of Fire enjoys working with the schools and the kids, by being present at these fun events.
7. During this reporting period, crews have participated in our annual Standing Orders testing. Standing Orders are the medical operating protocols for EMTs and paramedics in this region. Crews are required to demonstrate advanced airway skills, bleeding control, IV medication administration, and cardiac/respiratory arrest management, followed by passing a test for their particular certification.
8. The Division of Fire and the 911 Dispatch Center received several calls starting on Monday morning May 1st. Residents were reporting the smell of gas in the area and neighborhood close to Helke School and park. Crews found Center Point Energy performing maintenance and repairs on a gas main in this area. Fortunately, crews have found no issues inside of resident's homes who called. As of Tuesday afternoon, the Division of Fire was informed that the gas company has completed their work, and any further calls of gas odor in the area should be considered as a possible leak.



Memo

To: Daniel D. Wendt, City Manager

From: Melissa Pruszynski, Human Resources Manager

Date: May 4, 2023

Re: Information Update - Period Ending May 5, 2023

1. Please take time to welcome our two newest employees: Firefighter / Paramedic / Inspector Sean Day and Police Officer Matthew Nicley began employment April 26.
2. Then there were three! The conclusion of Step 2 of the internal Police Sergeant promotional process has reduced the candidate pool from five to three. The remaining candidates are currently in the process of their psychological assessments.

This past week interviews were held for Police Officer – we have eight outstanding applicants moving on to second round interviews. Monday through Wednesday next week we will hold interviews for the full-time Fitness Coordinator vacancy. The Public Safety Specialist posting closes Friday, May 5, and the posting for full-time Public Works Technician is open until May 19. As well, a posting for Part-Time Public Works Maintenance Technician was posted this week. Feel free to check the Employment Opportunities page for updates: <https://vandaliaohio.org/422/Employment-Opportunities>.

3. Today, you, Assistant City Manager Holloway, and I met with representatives from The Center for Local Government. CLG is a 60-member interjurisdictional local government collaborative designed to exchange information, share resources, and offer various benefit pools to their members. We are excited to be part of their organization. This membership aligns with our **Fiscal Sustainability** and **Sharpen the Saw** 2023 Citywide Policy Goals. CLG offers several different benefit and public service pools and they will also provide optimal training opportunities for our staff.
4. Thank you for the opportunity to attend the National Day of Prayer.
5. As of **January 1**, the city's new medical carrier is United HealthCare, our new vision carrier is EyeMed, and the city will continue their dental plan partnership with Superior Dental.

Just a few reminders to assist in the transition to our new healthcare vendors:

- If you need duplicate or replacement ID Cards, login to your medical, vision or dental account to print them. EyeMed does not send replacement ID cards.
- In order to eliminate billing issues, present your new healthcare ID cards to all your providers immediately.

- If you have already been pre-certified for an upcoming procedure through Underwriters - that procedure **must** be pre-certified through United Health Care.
 - Create an account at www.myuhc.com. You can use www.myuhc.com to see if your current provider is in the **Choice Plus** UHC network. Just follow the “Find a Provider” prompt to “Employer and Individual Plans.”
 - To check coverage for your current medications, you can visit www.whyuhc.com/choiceplus and click on “Your Plan Options,” then click on “Pharmacy Benefits,” and chose “Flex Base 3 Tier.” I encourage you to download the UHC **Mobile App**.
 - EyeMed offers a **Mobile App** tool! You can find this in the App Store.
 - Just a reminder that our Superior Dental has several convenient tools and resources, including a **Mobile App**, to make it easy to manage our dental plan. For example, the Direct Connect tool provides easy access to ebills and the Find-A-Dentist tool allows us to find a NETWORK dentist in our area. There are many more features located at <https://superiordental.com/employer-support>.
6. **Remember**, EmployeeCare, our **free** employee assistance program, is available to you and those living under your roof, 24 hours a day, 7 days a week. You may contact the EmployeeCare staff **confidentially**, any time, at 208-6626.
 7. **Looking for a healthcare advocate?** Do you ever wish you had a personal health care assistant? Well...now you do! One of the top-tier services we now have access to is the McGohan Brabender Advocate Team! Feel free to reach out to the **advocate team** at mbadvocates@mbbenefits.com Monday through Friday between 8:00 a.m. and 5:00 p.m.
 8. If you would like to browse City of Vandalia Employment Opportunities, the link is <https://www.vandaliaohio.org/422/Employment-Opportunities>.



To: Dan Wendt, City Manager
From: Steve Clark, Director of Parks & Recreation
Date: 5/4/2023
Re: Information Update – Period ending May 4, 2023

RECREATION CENTER

Premier Health will be offering a CarFit program on May 25 at the VRC. This program is sponsored by AARP, AAA and the American Occupational Therapy Association with a goal to help mature drivers find their safety fit. The program is fee of charge and is interactive and designed to improve older driver safety.

Alicia McCracken, John Myers and Aaron Messenger took part in the Ohio Parks and Recreation Association Budgeting Workshop held in Troy on May 2.

Recreation Coordinator Fitness Interviews are scheduled for next week. We had over 60 applications for the position and will be interviewing 13 candidates. We are excited about the talent pool for this important position in our department.

VRC Front Desk Staff has processed 211 individual Cassel Hills Swimming Pool membership passes. The recent cold and wet weather has slowed sales but as we get closer to opening day on May 27 we anticipate a surge in membership purchases.

GOLF DIVISION

The split rail fence project at Cassel Hills Golf Course has been completed with new fencing on holes number 5, 7 and 8.

Cassel Hills Golf Course greens fees and cart fees collection are up by \$47,500 over last year through May 1.

All leagues have started play for the season at the golf course. We have a total of 19 leagues playing throughout the summer and into fall this year.

SENIOR CITIZENS CENTER

Attendance at the Senior Center during the period April 18 through May 1 totaled 883 people, including evening and weekends rentals. Of the 883 total visitors, 776 were member visits for an average of 78 members per day. The Senior Center typically averages 65 members per day.

RECREATION / ATHLETICS DIVISION / SPECIAL EVENTS

Administrative Coordinator Sharon Hamby will be conducting a VRC Front Desk staff meeting on May 10. The main topic for the evening will be improving customer service and achieving positive patron results. Sharon is also updating the “daily checklist” for front desk staff.

Alicia and Sharon attended the Chamber of Commerce WINGS Conference on April 25. Both report the event is very beneficial to their careers.

The Insurance Based Membership Survey will end on May 15. We currently have 125 completed surveys (47 in person and 78 online. Staff plans to use the survey information to build upon the very successful membership option.

A Cinco de Mayo Charcuterie Board Class will be held on Friday from 6-8pm at the Senior Center. We have eight adults registered for the event being taught by the Dayton Charcuterie Gal. Participants will make their own charcuterie board themed around Cinco de Mayo.

Preparations for the opening of Cassel Hills Swimming Pool continue. Jeff Kreill is working with SwimSafe representatives and city staff to get the facility ready to go. He is working with Darren Davey to get a new phone system operational prior to opening day. IT has installed computer and other electronic equipment necessary for daily admissions and money handling.

The Corporate Challenge captains meeting will take place on Friday at the VRC. The event will have 8 business teams and is scheduled to take place June 4-9. Confirmed teams are City of Vandalia, VB Schools, Inteva, PSA Airlines, Kentner Sellers CPA's, GE Aerospace, GE TDI and Johnson Electric.

Opening day for our youth baseball/softball program was held on Saturday, April 29. It was a very successful day despite the cool weather. This was our first opening day without umpire coordinator Dave Posma in over 20 years. We are please to report that Greg Justice did a fantastic job training and scheduling umpires for the season and opening day went without a hitch.

FACILITY MAINTENANCE DIVISION

The Annual Arbor Day Celebration took place on Friday, April 28 at Helke Park. Special thanks to Mayor Herbst for presenting a proclamation and speaking with the Helke Elementary Students about the importance of trees. We planted an Autumn Fest Sugar Maple tree as part of the celebration and students in attendance each received a White Dogwood tree to take home and plant. Over 350 trees were distributed at the event. I would like to recognize Recreation Center Facility Manager Alicia McCracken for managing the event this year.

Maintenance staff prepared the site and installed a commemorative park bench in Seger Park. The park bench program is similar to our commemorative tree program which allows residents to purchase a bench that will be placed in one of our parks and includes an engraved plate on the bench.

Thanks for Public Works for training several of our staff on the use of the crack fill trailer and allowing us to use the unit to fill cracks in the parking lot at Cassel Hills Swimming Pool. This project, along with the asphalt repair work completed by Public Works allowed us to save thousands of dollars on this project.

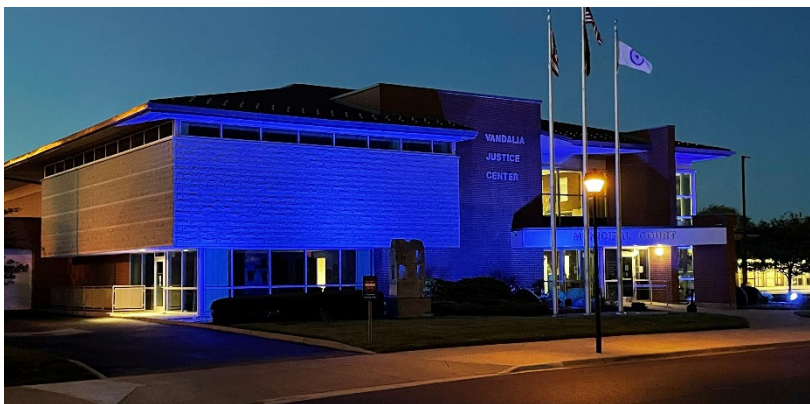
During the VRC Aquatic Center shutdown period a plumbing contractor is working on repairs in the mechanical room. This work would normally take place during the annual shutdown but has been moved to the current shutdown period to alleviate a second shutdown period this year.

Maintenance staff has been working with SwimSafe to prepare Cassel Hills Swimming Pool for the upcoming season. The pool is schedule to open for the summer season on May 27.

Custodial Supervisor Mark Collins and his staff have started to clean and wax/buff the Justice Center Police Sergeants work area, roll call and restrooms on the first floor. They plan on scrubbing and waxing the first floor hallway this weekend. This annual floor work is being completed earlier this year in anticipation of the Police CALEA onsite inspection this summer.

Facilities Infrastructure Project Updates: Work at the Recreation Center continues with roof tear off in the mechanical area section of the roof scheduled to be completed today. An onsite inspection of the roof is scheduled for May 9. Duct installation is underway with air handler unit #1 schedule for tie in

to the system today. The roofing portion of the project is scheduled for completion in 2 weeks depending on weather. Controls work at the VRC is underway with ASG currently working in the boiler room and roof areas. The Justice Center RGBW outdoor lighting installation is complete. We met last evening on site to fine tune the color programming (pictures below). The installation of humidifier grids has been completed at the Municipal Building and Rec Center. Service Tech will be finishing duct cleaning in the Municipal Building this evening and will be moving to the Justice Center to begin work on ducts in this location tomorrow. LBJ has submitted a draft report to ESG for the comprehensive facility assessment document. The draft will be shared with the city for review beginning next week.



Information Update



To: Dan Wendt
City Manager

From: Kurt E. Althouse
Chief of Police

Date: May 4, 2023

Subject: Information Update Ending May 5, 2023

1. During the past three weeks, VPD officers made 18 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in three traffic citations, 13 written warnings and two verbal warnings while working 12 additional enforcement hours.
2. Property room custodians purged 402 items by means of destruction, donation, or auction. Some highlights are the police department received a \$655 credit through Kiesler Police Supply through the auction of guns and knives. The DEA took 152 packages of drugs to include 115.35 pounds of RX drugs that came in through the lobby drop box. Three bicycles were donated to building bridges and eight cellphones were donated to Artemis.
3. Lt. Walker, Lt. Sucher, and I attended the annual Ohio Association of Chiefs of Police (OACP) conference held in Columbus. The conference began the evening of April 23 and concluded in the morning on April 25. The conference hosted many talented speakers including Dr. Gilmartin, author of *Emotional Survival for Law Enforcement: A Guide for Officers and Their Families*. During the conference, I was sworn in as the First Vice President of the OACP.



4. Newly appointed Police Officer Matthew Nicely's first day at VPD was Wednesday, April 26. In his first several days, he completed his orientation and qualified on the range. Officer Nicely's field training began April 29 and his ceremonial swearing in was held this past Monday evening during the City Council meeting.
5. Administrative Professional's Day was on Wednesday, April 26, and we want to say a special "thank you" to our administrative professionals. Nancy Mandelik, Anissa Kanzari, and Shannon Green were our guests at a luncheon hosted by the Montgomery County Association of Chiefs of Police at Sinclair Community College. Liberty Township Administrator Jesse Lightle was our guest speaker and she gave a presentation on The Importance and Value of Administrative Professionals.

6. On April 26, Lieutenant Walker and I met with Flock Safety representatives to discuss our license plate reader program after our first year of use. We discussed success stories and provided feedback for possible improvements. Flock Safety has also developed new technology that we will be exploring to see if any of their innovations could help improve our ability to protect the community.
7. I appreciate the opportunity to have attended the special recognition dinner on Wednesday evening for our citizens who serve on the Boards, Commissions, and Volunteer positions with the City. It was a great evening to recognize the many residents who graciously volunteer to serve in various capacities to make Vandalia a great community.
8. This week, panelists interviewed eight candidates for police officer positions. All eight candidates passed the first round of interviews and will have a second interview with the city manager and myself this coming week.
9. Lieutenant Walker and I attended the National Day of Prayer service at First Light Church on Thursday morning with members of our faith community. This service is a special time to pause and be grateful for our blessings and offer spiritual support for our community.
10. Yesterday, I had the opportunity to sit down with you and provide you an update on VPD's progress on our 2023 Goals and Objectives and our timelines for achieving this year's goals.
11. The annual Montgomery County Law Enforcement Memorial Ceremony was held today. Officers Andy Wehner, Brittany Blackford, and Whitney Bryson are part of VPD's honor guard and will be active participants in this year's ceremony. The Montgomery County Law Enforcement Memorial Ceremony is a time to remember the Montgomery County law enforcement officers who have made the ultimate sacrifice in service to their communities, including Vandalia Police Lieutenant James Bohanan who was killed in the line of duty on December 30, 1969. This year's ceremony speakers included Ohio Supreme Court Chief Justice Sharon Kennedy, Centerville Police Officer Faupo Lauofo (partner of Centerville Officer John Kalaman who died in the line-of-duty) and special music by Alexis Gomez, an American Idol finalist.
12. Detectives charged a 39-year-old Huber Heights woman with one count of Identity Theft. The suspect attempted to open two credit cards in a co-worker's name while the victim was on vacation.
13. Detectives charged a 48-year-old Dayton man with one count of Receiving Stolen Property. The suspect was arrested after being found in possession of a stolen motor vehicle from Dayton.



Public Works & DES Information Update

To: Dan Wendt, City Manager
From: Rob Cron, Director of Public Service
Date: May 4, 2023
Re: Information Update for April 22 – May 5, 2023

Development & Engineering Services

Double Jay Construction has completed the watermain and water services installations on Foley Drive. All of the old main, services and fire hydrants have now been taken out of service. They are currently working on the installation of the new storm sewer and catch basins. Chad Baughman, Ben Borton and I began the survey layout work this week in preparation of the new curbs and roadway.

Outdoor Enterprise has completed the sanitary sewer main installation on Dog Leg Road. They currently have this section of roadway closed to perform the road crossings of several lines. They have completed the installation of the new 60" culvert. Once they complete the sanitary sewer service crossing and perform the asphalt repairs the roadway will be reopened. They anticipate having the roadway reopened by end of next week.



Finfrock Construction has indicated that they intend to start on this year's concrete repair project next week. We have mailed out notices to the affected property owners where work will take place.

We will be opening bids for our annual Street Resurfacing project on May 9th. This item will be on the Council study session and regular meeting on May 15th for discussion.

I continue to work with our consultant regarding the right of way acquisition for the Bikeway project as well as working on our agreement with CSX for the bridge over the railroad portion of the project.

The building department has begun making final inspections on several units at the Redwood Development on Park Center Drive near Webster Street. A temporary certificate of occupancy has been issued for one of the buildings that will house their sales office.

Public Works

Our crews have been making asphalt repairs at the Cassel Hills Pool parking lot in preparation for the opening of the pool. We also assisted Tri Cities Wastewater by making the asphalt repair on Johnson Station Road where their sanitary sewer manhole surcharged and damaged the roadway. Tri Cities purchased the asphalt and our crew performed the work.

We have begun installing our new water meters. Erin Crisp in the finance department has been contacting residents with failed meters and scheduling for the replacements. We have also started replacing the dead meters that are in the pits outside the homes. We are leaving door hangers (see attached) to let residents know that their meter was replaced if they are not home.

We continue to install the banner brackets on our street light poles on Dixie Drive in preparation to install the Veterans Banners in coordination with Butler Township along the Dixie Drive corridor from National Road to Stop Eight Road.

We are also continuing to install the "Veterans Parkway" street name signs along Dixie Drive.

Crews have removed the flashing "25 MPH" signs on National Road near Dixie Drive and Ranchview Drive. We have poured the foundations in preparation for installing the radar signs at these locations similar to the one on Dixie Drive near Lakin Court. These signs alert drivers of their actual speed in an effort to get them to slow down and comply with the 25 MPH speed limit in this area.

We had a report of a sanitary sewer lateral blockage at 172 Whitehorn Drive. We have investigated and determined tree roots in the lateral are the cause of the blockage, but the blocked area is in our right of way, therefore we excavated and made the necessary repairs.

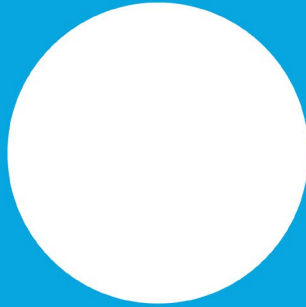
We rebuilt the backflow device on the water service at the soccer concession stand at the Sports Complex.

Crews have been working at Poplar Hill Cemetery excavating, forming and pouring foundations for new headstones. Each year we get several foundations ready in order for the stones to be set prior to Memorial Day with several of the monuments being military monuments. We have prepared a total of 17 during this period.

It is also a busy time of year for performing utility locates for all types of excavation work throughout the City. We are performing over 200 of these each month. We are required by law thru the Ohio Utility Protection Services (OUPS) to locate any of our underground utilities whenever someone calls in for this service to OUPS.

The entire Public Works Staff attended a “High Hazard” awareness training by Public Employment Risk Reduction Program (PERRP) through MVRMA on Thursday May 4th. Topics covered include, equipment safety, high hazard focus, trenching & excavation, confined space and permitting, work zones, (chainsaws, chipper, mowers), and hazard communication.

Jake Hayslett, Ben Borton, and I attended the NAWA technical committee meeting on May 3rd.



Your new water meter is installed!

The City of Vandalia has replaced your water meter! This new meter is programmed to use cellular technology to report your water usage to the City of Vandalia Utility Department.

This new meter also gives you the ability to track your water usage in real time through the free EyeOnWater phone app.

The EyeOnWater app has alerts that can help you identify a costly leak before it runs up your bill.

If you have any questions about your new meter or your water bill, call the number below.



Scan the QR Code for more information!



For more information:

937-415-2231

Download the EyeOnWater App

Available at:





Second Lieutenant
Joseph C. Beal
ARMY



**GOLD
STAR**

#1

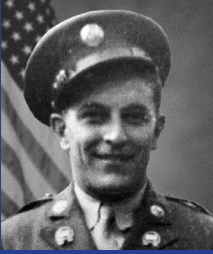


Gunner's First Mate
Ambrose Beeson
NAVY



**GOLD
STAR**

#2



Sergeant
Dean Black
ARMY



**GOLD
STAR**

#3



Corporal
John Buckmaster
MARINE CORPS



**GOLD
STAR**

#4



Private First Class
Dennis Davidson
MARINE CORPS



**GOLD
STAR**

#5



Sergeant
James Jordan
ARMY



**GOLD
STAR**

#6



Sergeant
Robert Lumm
ARMY AIR CORPS



**GOLD
STAR**

#7



Flight Officer
Ray Elwood Rogers
ARMY AIR CORPS



**GOLD
STAR**

#8



Private First Class
David Sabec
MARINE CORPS



**GOLD
STAR**

#9



Sergeant
Gary Schlecht
ARMY



**GOLD
STAR**

#10



Captain
Kay Shearer
ARMY AIR CORPS



**GOLD
STAR**

#11



Private
Hillory Shifflet
1ST REGIMENT, OHIO INFANTRY
CIVIL WAR



**GOLD
STAR**

#12



First Lieutenant
Larry Tootle
ARMY AIR CORPS



**GOLD
STAR**

#13



Dorothy VanZant
ARMY AIR CORPS



**GOLD
STAR**

#14



Corporal
Thomas Westerman
1ST REGIMENT, OHIO INFANTRY
CIVIL WAR



**GOLD
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#15



Specialist
George Youngerman
ARMY



**GOLD
STAR**

#16

Generic Flag Banner for Fill-ins

Side Banner

POW Side Banner

Center Median/Island Half Banners

Avoid identity theft and safely dispose of sensitive documents !



The City of Vandalia proudly presents

Shred Day 2023

Friday, May 19, 2023

9 a.m. to Noon

Vandalia Municipal Building
333 James Bohanan Memorial Drive

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



FREE FOR ALL VANDALIA RESIDENTS!



www.vandaliaohio.org

COMMUNITY GARAGE SALE WEEKEND



Registration available for
City of Vandalia and
Butler Township residents!



May 18 - 21, 2023

Register your sale for inclusion in an area wide
interactive map of all registered garage sales.



Vandalia^{ohio}
small city. big opportunity.

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Download the EyeOnWater App



EyeOnWater

Available at:



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.



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.