

CITY OF SUNBURY
SERVICES COMMITTEE MEETING MINUTES
October 4, 2023

Sunbury's Services Committee ("Committee") met for a regular meeting on October 4, 2023, at 6:30 pm on the third floor of Town Hall, 51 E. Cherry Street, Sunbury, Ohio. Damin Cappel called the meeting to order and asked for a roll call.

Roll Call

Members in attendance included: Damin Cappel, Cindi Cooper, and Murray Neff. Mayor St. John arrived later. Others in attendance included Daryl Hennessy, City Administrator, Amber Swain, Clerk of Council, and Dan Whited, City Engineer.

Approval of Minutes

The minutes of the September 6, 2023, Committee meeting were reviewed, and a motion to approve by Mr. Cappel. The motion was seconded by Mr. Neff and approved unanimously.

Visitors

There were no visitors who wished to speak to the Committee.

Unfinished Business

Mr. Hennessy gave an update on services department staffing, announcing that Services Supervisor Adam Wrinkle has submitted his resignation. The City has recently hired two more employees to fill vacancies in the department. The announcement for the Services Supervisor position will be posted early next week. Discussion between City staff and the Committee took place over hiring seasonal workers for the fall and winter seasons to help fill gaps.

Mr. Hennessy gave an update on the 2023 Street Program, going over in detail when the contractor, Strawser, is expected to complete the work. Restrictions have been placed on when the paving of N. Miller may occur to limit the impact on General Rosecrans Elementary School. Traffic striping and signal loops will be installed later this month to complete the project.

Mr. Whited went over the proposed 2024 Street Program and began to identify potential streets and treatment options for the Committee's consideration. He went over the PASER evaluation system and recommended that the City implement a more disciplined street rating system going forward. The Committee agreed to form a working group to refine the 2024 Street Program proposal and bring it back to next month's meeting for additional consideration.

Mr. Hennessy reviewed the fall 2023 leaf collection program with the Committee. This year's program is similar to previous years. The leaf drop will be monitored and if an extension is needed to the schedule it will be implemented. As a reminder, Mr. Hennessy advised that after leaf pick up is completed, street sweeping will be scheduled.

New Business

Mr. Hennessy gave a brief update to the Committee on the building renovations project. Demolition is scheduled to begin the week of October 30. The police will be moving to a temporary location, and the administrative staff will be moving into the basement of the municipal offices during the renovation period.

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Mr. Hennessy went over the handout for the Sunbury Estates Trees, with details about the plan moving forward. The plan will be shared with residents, who will be given another opportunity to provide additional feedback.

Mr. Hennessy went over the results that were received from the community regarding traffic calming options on a portion of Sunbury Meadows Drive. City staff are working on an exhibit to share with residents showing the revised plan for traffic calming and to seek additional feedback.

Mr. Whited gave a brief update on the Reservoir Park project. An optional pre-bid meeting was scheduled for late September. Given the limited interest in the project, the bid date was extended a couple of weeks and the results of the bid opening will be shared with Council once available.

Adjournment

There being no further Committee business, Mr. Cappel moved to adjourn the meeting. The motion was seconded by Mr. Neff and approved unanimously.