

**City of Sunbury**  
**Regular Council Minutes**  
**November 1, 2023**

Mayor Joe St. John opened the Sunbury City Council meeting at 7:30 p.m., November 1, 2023, with a moment of silent prayer and the Pledge of Allegiance.

**ROLL CALL**

Those answering roll call: Cindi Cooper, Damin Cappel, Tim Gose, David Martin, Murray Neff, John Grumney and Joseph St. John. Other staff in attendance were City Administrator Daryl Hennessy, Clerk of Council Amber Swain, Legal Counsel Dave Brehm, and City Engineer Dan Whited.

**Public Hearing: Zoning Code Amendment – Limited Industrial District**

Mayor St. John opened the public hearing regarding the Limited Industrial District. Mr. Brehm added that anyone wishing to speak at the public hearing will need to be sworn in. At this time everyone wishing to speak stood and was sworn in by court reporter Maria Jones. Mr. Brehm entered exhibits related to the public hearing. Mayor St. John clarified that this public hearing does not apply to any particular property, including those that are the subject of annexation later on the agenda.

Mr. Hennessy introduced the proposal to amend the City's existing zoning code. He indicated staff have been working with consultants and others to prepare the draft, which was recommended for approval by the Planning and Zoning Commission on October 23, 2023. He introduced Ms. Alisa Duffey Rogers, a planning consultant with CT Consultants, to provide an overview of the specifics contained in the proposed amendment.

Ms. Duffey Rogers proceeded to provide the details of the proposed amendment including the purpose, proposed development and design standards, new zoning code definitions, zoning certificate procedures, sign area allotment, enhanced conditions on the premises, and other miscellaneous use standards. She included in her presentation a minor change to what was recommended by the Commission that would harmonize language about roads for consistency throughout the document.

Mayor St. John emphasized to the Council that this district will prohibit housing and enable business growth as well as research facilities.

Barry Bennett addressed the Council with his concerns regarding the proposed district, including storm water runoff, light pollution, and increased noise pollution.

Motion by **St. John** to close the public hearing, seconded by **Grumney**. Upon Roll, 7 yeas.

**MINUTES**

Motion by **Martin** and seconded by **Cooper** to approve the October 18, 2023, meeting minutes. Upon roll, 7 yeas. Minutes passed.

**VISITORS**

No visitors

**COMMITTEE REPORTS**

Mr. Gose provided a brief update on the status of JR Smith Park planning and pending improvements to Reservoir Park.

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Mr. Cappel provided a brief update from the Services Committee, including plans for the 2024 Street Program, signage options for the Sunbury Parkway bridge, and beginning of demolition at the police and municipal buildings.

Mrs. Cooper provided an update on the Planning and Zoning Commission meeting, including approval of final plat plans for the Rolling Hills Subdivision, an informal presentation from Metro Development regarding a project near the high school, and an informal presentation from Huntington Bank.

**POLICE REPORT**

Chief Howard gave an update on the police department move. They are still working on some technical challenges that should be addressed once fiber is connected to the building. The department is looking into ballistic film for the police department windows and will let Council and staff know if they schedule a demonstration. He also gave a brief update on the truck upfitting, a demonstration of the LIDAR detectors for officers, and the calls for service for the month of October.

**ADMINISTRATOR'S REPORT**

Mr. Hennessy updated the Council on the municipal office move and the most recent zoning report. He also provided updates from the Service and Wastewater departments concerning repairs to streetlights and the investigation of wastewater flows on N. Columbus Street. Mr. Hennessy concluded his report by highlighting a recent video made by staff regarding Halloween safety tips and a pending video on the 2023 street program that will be released later in the week.

**ENGINEER'S REPORT**

Mr. Whited highlighted ongoing planning related to Reservoir Park improvements and JR Smith Park. He also discussed the status of the lift station generator at Sunbury Mills, the status of the WWTP design, and a brief update on the Walnut Street hazard mitigation project. Mr. Whited concluded with updates on several private developments.

**RESOLUTIONS**

**RESOLUTION 2023.26**

**A RESOLUTION AWARDING THE CONTRACT FOR THE SEDGWICK AVENUE PARK AND RESERVOIR IMPROVEMENTS PROJECT TO IRONSITE, INC.**

Motion was made by **St. John** to suspend the rules, seconded by **Gose**, passed 7-0.

Motion was made by **St. John** and seconded by **Gose** on the Resolution, passed 7-0.

**RESOLUTION NO. 2023.27**

**RESOLUTION AS REQUIRED BY O.R.C. 709.023(C) SETTING FORTH MUNICIPAL SERVICES THAT WILL BE PROVIDED TO 378.595 +/- ACRES OF LAND IN BERKSHIRE AND TRENTON TOWNSHIPS (DELAWARE COUNTY) OHIO IF ANNEXED TO THE CITY OF SUNBURY, OHIO**

Motion was made by **St. John** to suspend the rules, seconded by **Grumney**, passed 7-0.

Motion was made by **St. John** and seconded by **Grumney** on the Resolution, passed 7-0.

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**RESOLUTION NO. 2023.28**

**RESOLUTION AS REQUIRED BY O.R.C. 709.023(C) SETTING FORTH MUNICIPAL SERVICES THAT WILL BE PROVIDED TO 498.167 +/- ACRES OF LAND IN TRENTON TOWNSHIP (DELAWARE COUNTY) OHIO IF ANNEXED TO THE CITY OF SUNBURY, OHIO**

Motion was made by **Martin** to suspend the rules, seconded by **Cappel**, passed 7-0.  
Motion was made by **Martin** and seconded by **Cappel** on the Resolution, passed 7-0.

**RESOLUTION NO. 2023.29**

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT FOR COMPILATION OF BASIC FINANCIAL STATEMENTS FOR THE CITY OF SUNBURY IN COMPLIANCE WITH ACCOUNTING PRINCIPLES GENERALLY ACCEPTED IN THE UNITED STATES (GAAP)**

Motion was made by **Cappel** to suspend the rules, seconded by **Cooper**, passed 7-0.  
Motion was made by **Cappel** and seconded by **Cooper** on the Resolution, passed 7-0.

**RESOLUTION 2023.30**

**A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) IN CONNECTION WITH THE 2024 STREET IMPROVEMENT PROJECT AND TO EXECUTE CONTRACTS AS REQUIRED**

Motion was made by **Cooper** to suspend the rules, seconded by **Grumney**, passed 7-0.  
Motion was made by **Cooper** and seconded by **Grumney** on the Resolution, passed 7-0.

**RESOLUTION 2023.31**

**A RESOLUTION TO ESTABLISH A CREDIT CARD POLICY FOR THE CITY OF SUNBURY ORDINANCES** (first reading)

**ORDINANCES**

**ORDINANCE NO. 2023.01.2 SECONDED AMENDED**  
**AN ORDINANCE AMENDING THE 2023 ANNUAL APPROPRIATIONS** (second reading)

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**ORDINANCE 2023.20**

**AN ORDINANCE APPROVING AMENDMENTS TO THE CITY OF SUNBURY ZONING CODE INCLUDING CREATION OF A LIMITED INDUSTRIAL DISTRICT AND OTHER MISCELLANEOUS REVISIONS AND DECLARING AN EMERGENCY**(first reading)

**ORDINANCE 2023.21**

**AN ORDINANCE APPROVING THE FINAL PLAT FOR SUNBURY ROLLING HILLS SECTION 2 AND DECLARING AN EMERGENCY** (first reading)

**ORDINANCE 2023.22**

**AN ORDINANCE APPROVING THE FINAL PLAT FOR SUNBURY ROLLING HILLS SECTION 3 PHASE B AND DECLARING AN EMERGENCY** (first reading)

**NEW / UNFINISHED BUSINESS**

Mr. Hennessy provided a preliminary City Directory to Council that identifies contact information for city officials and staff and terms for members of boards and commissions. Several terms are expiring at the end of the year and staff will begin the process of identifying individuals who wish to be considered for appointment. Mayor St. John expressed concerns about the number of terms that will end at the same time for the Planning and Zoning Commission. Mr. Brehm advised that he will research options for staggering the terms of new appointees.

Mr. Gose updated the Council on the new Fire Rescue truck that has arrived at the fire station.

Mrs. Cooper spoke about her opportunity to speak with a local girl scout troop about how the City Council works, and what the job entails.

Mr. Martin reminded the Council and residents that early voting ends on Sunday at 5 pm.

**ADJOURNMENT**

There being no further business for the Council, **Martin** moved to adjourn. The motion was seconded by **Cooper**. Upon roll, all yeas.

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**Joseph St. John, Mayor**

ATTEST:

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**Amber Swain, Clerk of Council**