



Safety & Service Committee Meeting
Tuesday, March 4, 2025 - 5:30 PM
AGENDA

1. Call to Order/Roll Call
2. Action on Minutes
 - a. July 2, 2024; August 6, 2024; September 3, 2024; October 1, 2024; October 23, 2024; January 7, 2025
3. Sidewalk - 105 W. Jersey Street
4. Main Street large street trees
5. Other Business
6. Adjourn



Safety & Service Committee
Tuesday, July 2, 2024 - 5:45 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Ryan Green called the Safety and Service Committee meeting for July 2, 2024 to order at 5:53 pm

Members Present - Ryan Green, Dave Selan, Jeff Barr
Absent - None

Staff present - Dave Delande, Jack Liggett, Rusty Smart, Don Barnard, Bob Orsini, Tiffany Hollis, Wess Kobel, Teresa Monroe.

Public present - Nick Hubbell

2. City messaging to public on traffic lights; Kroger/Wendy's/Bigelow

Estimate to fix the Clark Drive (Kroger) traffic signal was presented back in May, they elected to not go forward at that time. If the Clark Drive signal is fixed, will it communicate with the lights at Wendy's and Bigelow Drive; Jack Liggett said testing that has been done says it will. Discussion on the Bigelow traffic signal and whether or not the larger traffic study has been commissioned to assess if it should be turned on, unknown at this time. Jack said estimates to fix the Clark Drive signal were \$50,000. Committee direction is that the Finance Director will verify that we have the money appropriated somewhere and could be transferred for this, if so, fix the light. Mr. Barnard said he thought they were waiting on this because the light was functioning, it wasn't a safety issue, it slows things down a little but not a safety issue. Mr. Liggett said that was true, it is on a timer but they get many complaints about it. Committee direction is to check funds and see if money is available to use for repair of the light.

3. City road paving priority - discussion

The old TAM study from 2014 was sent out for review. Dave Selan said he would like to get a street map of the city and work with Jack Liggett to color code roads by their need, whether full-depth reclamation or mill and fill etc. to give a visual understanding on the state of our roads.

4. Weight limit on roadways

A discussion on truck traffic through town and setting and enforcing roadway weight limits for trucks evolved into adding signage for "No through trucks" at Saratoga, Hillview, Bigelow and Kyber. Jack Liggett said he would look at the sign budget and report back.

5. Snow maintenance in the downtown

Ryan Green said that the businesses that are open during snowfall events will shovel their sidewalks, it is the vacant or closed ones that don't get done. It is a safety issue, people have to cross snowy sidewalks to get to open businesses. Discussion on enforcing what we already have on the books, that sidewalks have to be shoveled. Decision to speak with the Chamber of Commerce members first.

6. Future Safety & Service meeting schedule vs. Finance schedule

Everyone to be thinking about an alternate schedule for not splitting the meetings.

7. Other Business

None

8. Adjourn

ACTION: Dave Selan moved to adjourn; Ryan Green seconded and all were in favor.
AYES: Ryan Green, Dave Selan, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 - 0

The meeting ended at 6:30 pm



Safety & Service Committee
Tuesday, August 6, 2024 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Ryan Green called the Safety and Service Committee meeting for August 6, 2024 to order at 5:35 pm

Members Present - Ryan Green, Dave Selan, Jeff Barr
Absent - None

Staff present - Sean Stanearth, Dave Delande, Rusty Smart, Bob Orsini, Teresa Monroe.

Public present - Nick Hubbell

2. Action on Minutes

a. June 4, 2024

ACTION: Ryan Green moved to approve; Dave Selan seconded and all were in favor.

AYES: Ryan Green, Dave Selan, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

3. City road grading mapping progress

Dave Selan said the Mayor started with the top twenty roads with Jack Liggett, once that information is given to him he will color code the neighborhoods; green (good for now), yellow (mill & fill), orange (full depth repair) and red (complete street reconstruction). Of the top twenty, West Douglas and South Kasson are labeled for complete reconstruction, full depth repair is East College, Main to Track and then mill & fill are the remaining. Continue discussion next meeting.

4. Truck traffic on Jersey/Saratoga - No through trucks signage

The goal for the no through trucks is safety and wear and tear of city streets. Discussion on enforceability and cost of signs and poles, would start with the neighborhoods. Sean Stanearth said let staff come up with a plan to address the committee goal. Mr. Orsini said his goal would be to protect people first, roads second and address big dump trucks zig-zagging through neighborhoods or taking side roads to avoid traffic. Jack and Chief to work on a plan and cost for signage in problem areas. Chief Smart said the through streets are going to be behind TSC and Rolling Meadows. Sean said staff should have something to present in the next month, they will get a proposal together on which streets, cost and enforceability and give an overview.

5. Utilities Map - discussion

Ryan Green said he would like to have a map that showed where utilities are located. Sean discussed the city iWorq system and department progress on GIS mapping, not sure

how user friendly it would be for the public.

6. Other Business

1. Ryan Green said school is coming up, some of the sidewalks are cut up with projects going on, some are a mud/gravel mix or have barriers, we will shortly have school kids walking and doesn't want them walking around onto the street. Sean Stanart said he will follow up with Coughlin on the area construction, they did reply to an email eighteen days ago saying the contractor is on notice to start the work, the mounds have been brush hogged. Discussion on the potential for a crossing guard program, unsure of liability.
2. Dave Selan asked about the traffic light timing control at the Clark Drive/Kroger intersection. This was moved to Finance Committee and is moving forward, will be paid out of CIP.

7. Adjourn

- ACTION:** Ryan Green moved to adjourn; Jeff Barr seconded and all were in favor.
AYES: Ryan Green, Dave Selan, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 - 0

The meeting ended at 6:10 pm.



Safety & Service Committee
Tuesday, September 3, 2024 - 5:45 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Ryan Green called the Safety and Service Committee meeting for September 3, 2024 to order at 6:01 pm

Members Present - Ryan Green, Dave Selan,
Absent - Jeff Barr

Staff present - Sean Staneart, Rusty Smart, Dave Delande, Bob Orsini, Tiffany Hollis, Don Barnard, Mike Keller (EMH&T), Teresa Monroe.

Public present - Nick Hubbell

2. Concord Crossing Watershed Study

Sean Staneart said that during the spring and in years past, we have had tremendous rainfall and always seem to have flooding issues in the areas of Track Street, the condo/bike/pedestrian crossing and downstream events with property owners. Sean said this study is a preliminary plan and will evaluate the area in general, this will not be the engineered drawings that we will then act upon, this is studying the area and looking at where some options and possibilities are. Mike Keller with EMH&T, the city engineering firm, presented on their Concord Crossing Watershed Study and proposed a scope of work for flooding areas of concern. Proposal fee is \$37,960 to investigate the previous ponds and storm water management out there, do some survey field analysis to make sure elevations are correct, then would run different model options to see where the problems are. The study would be a six to eight week effort, it would identify potential improvements and cost, they would work with administration on different funding opportunities. For now, the underdrain put it in at the mastodon park gives the water a place to go, it will drain slow, it is an improvement but it is not the fix. Sean Staneart said with this underdrain, there will be a conversation with Schlabach, he believes they are somewhat responsible for at least the roadway, so about two feet of water retention, however he agrees there is more than two feet of water that has increased the flooding to the dog park, but he will be seeking them out to help cover some of the cost. Sean Staneart said if the watershed study is something this committee wants to pursue, he will take it to finance committee to see if there are funds.

3. Main Street Pedestrian Bump outs

Mike with EMH&T continued with a visual concept of the downtown and crossings with bump outs for traffic calming. Further discussion is needed on what is wanted in the downtown and, how large a project this is depends heavily on whether the income tax levy is passed or not.

Committee expressed that the watershed study is more important at this time.

4. Signage - No Thru Trucks

a. Sign Map

Sean Staneart said he engaged the Chief of Police, Finance Director and Service Director to put together a proposal regarding truck traffic. A Johnstown street map showing existing and future "No Through Trucks" signage was provided, the cost associated with each sign is roughly \$100. Sean

said the current sign budget is zero. Chief Smart said there are two issues; enforceability of the signs with the police department spread as thin as it is and that legal staff is in agreeance that we need to have proper legislation on no through trucks, which was provided. Chief Smart will reach out to the Law Director on getting in place especially because we have some signage already. Will look at the other roads at a later date.

5. Other Business

None

6. Adjourn

ACTION: Ryan Green moved to adjourn; Dave Selan seconded and both were in favor.

AYES: Ryan Green, Dave Selan

NOES: None

ABSTAIN: None

Passed 2 - 0

The meeting ended at 6:35 pm.



Safety & Service Committee
Tuesday, October 1, 2024 - 5:45 PM
MINUTES

1. Call to Order/Roll Call

Present - Ryan Green, Dave Selan, Jeff Barr
Absent - none

Staff present - Sean Stanart - City Manager, Dave Delande - Finance Director, Jack Liggett - Service Director, Rusty Smart - Chief of Police, Teresa Monroe - Clerk of Council

Public present - Nick Hubbell, Jesse Coppel

2. Downtown Snow Removal

Former discussions on snow removal in the downtown business area previously resulted in sending the topic to the Economic Development committee to have deeper conversations with the Chamber of Commerce, currently in their court to find a solution to ensure all business sidewalks are shoveled in the downtown area. Continued discussion on enforcement as an option; the violation for not shoveling your sidewalk falls under police enforcement.

3. No through truck update

a. Sign map/Legislation draft

Review of street map showing existing No Through Truck signs and potential locations for additional signs. Chief Smart provided a draft ordinance to amend part three of the traffic code, his recommendation is to do the subdivisions, he thinks the others, Edwards, Jersey and Concord, would be hard to enforce. Committee edits and recommendation to send legislation to full council.

4. Concord Watershed update

The six inch underdrain has been installed and is working, it is medium range fix not a long term solution. It is being proposed that the city pay seventy percent of the cost and Schlabach thirty.

5. Clark Drive traffic light update

Sean Stanart said the last update is that staff has been authorized to purchase the control box parts that will allow the light to function properly. Jack Liggett said he missed that, he may have been absent that meeting, no one let him know. He said he will gladly order the part. Discussion on seeing how the timing works with the Wendy's signal before talking further about turning on the Bigelow Drive signal.

6. Other Business

1. Jack Liggett provided an update on a major storm sewer collapse at S. Main and Douglas, there is a ten inch line that travels at a minimum from Kasson Street to Main Street, there are no maps that are showing that storm sewer but they ran some dye and a small camera where they could through the line, and sections of it are in bad shape, it needs to be lined to help reenforce it. Jack said that line runs underneath peoples patios, under the corners of garages that have been built and houses. Jack said he does not have a price on that at this time, but coming into budget season, it is something they need to talk about.

2. Jack updated on another line, a storm sewer that runs from the old Northview Nursing Home up toward Pershing, it also is not on any maps, so he walked it because they had trouble jetting it out and ran a camera through it, there is broken pipe everywhere in there, just caverns opened up, and walking it, they found a number of holes in several yards. When a tile breaks down, it sucks the dirt down and that is likely what clogged the line. He said it is a six inch line and will not get lined, they will dig it out and replace it, he will get pricing on that also.

3. Jack said the cobra head street light on Bigelow Drive by McDonalds has been hit, it is an eight

inch cast steel pole and still feels sturdy but there is a four inch hole in it and bulb/globe is broken. Jack is getting a cost from MP Dory on replacing the pole and can bring that to Finance Committee. Committee concern for public safety and the pole potentially coming down, opinion is to take the pole down.

4. Ryan noted a few damaged AEP light poles that are not operating and have wires hanging, Jack to reach out to AEP again.

5. Ryan asked about a gravel path in Concord East and was a curb and sidewalk going in, that one side is noticeably higher than the other. Sean said he would have to check the plans.

7. Adjourn

ACTION: Ryan Green moved to adjourn; Dave Selan seconded and all were in favor.

AYES: Ryan Green, Dave Selan, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

The meeting ended at 6:37 pm.



Special Safety & Service Committee
Wednesday, October 23, 2024 - 4:00 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Ryan Green called the Safety and Service Committee meeting for Tuesday, October 23, 2024 to order at 4:06 pm

Members Present - Ryan Green, Dave Selan, Jeff Barr
Absent - None

Staff present - Sean Stanearth, Jack Liggett, Teresa Monroe.

Public present - None

2. OPWC applications

Sean Stanearth said that the Safety & Service Committee needs to identify the roadway projects for OPWC then send to Finance Committee to see how it can be paid for and then to council. If Council approves, a resolution would need to be submitted to OPWC by November 1st. Discussion on the West Douglas roadway project, complete restoration, at an estimate of \$1.3 million and a second application for a mill and fill package on a combination of shorter roads at \$500,000. Discussion on the combination of presented streets for mill and fill and sidewalk additions. Discussion on vacating Drury Lane. Committee recommendation to forward both OPWC projects to the Finance committee for funding discussion.

ACTION: Ryan Green moved to forward both projects to finance committee for review; Dave Selan seconded and the vote was as follows:

AYES: Ryan Green, Dave Selan, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Other Business

1. Ryan Green said the city previously received some grant money toward an amphitheater and splash pad, if we can come together on a project we want to use that money for, we may be able to get it reappropriated. Discussion on what the money could potentially be used for, parameters are unknown. Jeff Barr said he thinks the city should engage in discussion with JYAA to purchase Belt Park, bring into the city and then lease back, so grant dollars could be used there for parks and recreation. Review of grant funds received, ultimately the balance for the amphitheater and splash pad projects are too much for the city to pay the remainder of. Sean Stanearth said he has started some dialogue with JYAA.

4. Adjourn

ACTION: Jeff Barr moved to adjourn; Dave Selan seconded and all were in favor.

AYES: Ryan Green, Dave Selan, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

The meeting ended at 5:13 pm.



Safety & Service Committee
Tuesday, January 7, 2025 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Ryan Green called the Safety and Service Committee meeting for January 7, 2025 to order at 5:37 pm

Members Present - Ryan Green, Dave Selan, Jeff Barr
Absent - None

Staff present - Sean Stanearth, Jack Liggett, Rusty Smart, Dave Delande, Teresa Monroe.

Public present - Nick Hubbell

2. North & South Main St. large street trees

Jack Liggett brought forward a concern that several of the large trees on North and South Main Street have come down over the years. Committee has desire to pursue cost of removal and planting new trees. Discussion on trees identified as a risk or nuisance, on city codes 945.02 and 945.06 and property owner responsibility if a tree is deemed a hazard or risk. Staff to research getting a certified arborist to come do an assessment of the health and safety of the trees, and to research if the prior arborist report from around 2021 can be found. more discussion at next meeting.

3. Snow removal

Jack Liggett provided the snow removal street priority map. Priority is given to main routes and routes that lead to schools.

As discussed previously, it is hopeful that the Chamber of Commerce will take a look at getting a plan for snow removal in the downtown corridor before the city considers enforcement.

4. Emergency Alerts

Discussion on a protocol for city alerts, an additional admin for the alert system will be added and trained.

5. Update on Clark Drive traffic signal function

Jack Liggett said he called MP Dory today, a third of the parts have come in, the hope is they will see the rest by the end of the week or beginning of next.

6. Other Business

- 1. Waiting on notification for the OPWC applications submitted, some time in first quarter.
- 2. Inquiry on PD staff and staff absence, Chief Smart said he is back to full staff.

7. Adjourn

ACTION: Ryan Green moved to adjourn; Dave Selan seconded and all were in favor.
AYES: Ryan Green, Dave Selan, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 - 0

The meeting ended approximately 6:15 pm.