

City of Groveport

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Meeting Minutes

Monday, November 16, 2020

5:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett & Chad Grashel

I. Call to Order

by Vice-Chair Hutson at 5:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Jeff Green - Assistant Administrator / Development Director, Casey Adams - Acting Chief of Police,

Staff Virtually Present: Public Services Director - Brian Strayer , Stephen Moore - Chief Building Official, Tom Walker - Director of Golf, Kyle Lund - Recreation Center Director, Patty Storts - Community Affairs Director, Tom Byrne - Director of Parks & Facilities Management, Steve Farst - City Engineer, Bob Dowler - Director of Transportation, Sue Wadley - Personnel Director

Guests Present: The Guest Book is on file with the Clerk of Council.

II. Moment of Silence

Committee Vice-Chair Hutson asked everyone to join her in a moment of silence.

III. Pledge of Allegiance

Acting Chief Adams led the Pledge of Allegiance.

IV. Roll Call

*Council Member Lockett participated in the meeting via Zoom.
Council Member Hilbert joined the meeting via Zoom at 5:42 p.m.*

Absent: 1 - Dildine

Present: 5 - Cleary, Grashel, Hilbert, Hutson, and Lockett

V. Approval of Minutes - October 19, 2020

Approved as submitted.

[#223-2020](#) COTW Minutes 10.19.2020

Attachments: [COTW Minutes 10.19.2020.pdf](#)

VI. Business of Guests

A. Madison Township Fire Chief Robinson

Madison Township Fire Chief Derek Robinson announced that Doctor Greg Wise has decided to step down as the Department's Medical Director. Dr. Wise has served the Madison Township Fire Department for 31 years providing education, guidance and direction as Medical Director for Madison Township and its EMS services. Essentially the fire department works under a Medical Director's medical license. Dr. Wise performed this service free of charge to Madison Township and Chief Robinson remarked it has been a tremendous blessing to have him as part of their organization. The Department has teamed up with Doctor Eric Cortez for the new Medical Director. Friday, Chief Robinson, Madison Township Administrator Susan Brobst and a few union representatives will be honoring Dr. Wise for his service. The Department will keep Dr. Wise on as an emeritus Medical Director to honor him and to continue to utilize his resources.

Madison Township has purchased two Lucas devices, the automatic CPR performing device is used on someone in cardiac arrest that provides the compressions, with the CARES Act funds. The devices serve in two great capacities presently. It allows EMS personnel to not be directly over a patient where they could potentially expel saliva, vomit or some other contaminating viral fluid. The other is that it is proven that nothing provides the appropriate compressions to circulate the blood and oxygen of the patient more than this machine. The Township bought two Lucas devices to put on the fire engines. The ambulances are already equipped with them.

Mayor Westcamp personally thanked Chief Robinson and his crew for attending the City's Veterans Day ceremony. It is always an asset to the City to have them present on that special day. Chief Robinson thanked the Mayor for the invitation. The Department staff wouldn't miss the ceremony and is truly humbled and honored to be a part of the event. Chief Robinson commented the City does a great job with the event that honors so many.

Dr. Eric Cortez is with Ohio Health and currently has five other departments in the area including Norwich Township, Prairie Township and Jackson Township all in the area of the southwest quadrant of Franklin County. He served as assistant EMS medical director for Columbus Division of Fire for five years. A resident of Canal Winchester, Sharon Heaton who works for Ohio State, has offered free of charge to do some quality assurance by reviewing the firefighters' EMS reports that are submitted to the State to check for any feedback, positive or negative, to help the firefighters do their jobs better.

[#224-2020](#)

MTFD Monthly Report

Attachments: [MTFD Monthly Report.pdf](#)

VII. New Business

None

VIII. Unfinished Business

None

IX. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2020-043](#)

AN ORDINANCE AUTHORIZING A CONTRACT FOR THE PROVISION OF HEALTH SERVICES WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT

Sponsors: Hutson

Administrator BJ King noted this legislation is the annual contract with the Franklin County Health Department services.

Vice-Chair Hutson read by title Ordinance No. 2020-043. A motion was made by Council Member Hutson, seconded by Council Member Grashel, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary,Grashel,Hutson, and Lockett

B. 2nd Readings

[Ord. 2020-046](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION TO FINANCE THE PURCHASE OF TWO (2) SCAG MOWERS FOR THE PARKS DEPARTMENT

Sponsors: Dildine

Vice-Chair Hutson read by title Ordinance No. 2020-046. A motion was made by Council Member Cleary, seconded by Council Member Grashel, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary,Grashel,Hutson, and Lockett

[Ord. 2020-047](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION TO FINANCE THE PURCHASE OF TWO (2) POLICE CRUISERS, INCLUDING ANCILLARY EQUIPMENT FOR THE POLICE DEPARTMENT

Sponsors: Hilbert

Vice-Chair Hutson read by title Ordinance No. 2020-047. A motion was made by

Council Member Cleary, seconded by Council Member Grashel, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Grashel, Hutson, and Lockett

[Ord. 2020-048](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH AXON ENTERPRISE INC TO FINANCE THE PURCHASE OF REPLACEMENT TASERS FOR THE POLICE DEPARTMENT

Sponsors: Hutson

The six tasers the Police Department currently has are 17 years old, three of which are inoperable. The Department will be trading in these three tasers to get three updated tasers. There will be extra training with these newest models for Sergeant Josh Short and Officer Danny Amabile, the Department's training officers, and will include training cartridges and the regular cartridges to use with the new tasers.

Vice-Chair Hutson read by title Ordinance No. 2020-048. A motion was made by Council Member Grashel, seconded by Council Member Cleary, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Grashel, Hilbert, Hutson, and Lockett

[Ord. 2020-049](#)

AN ORDINANCE ACCEPTING AND DEDICATING AS A PUBLIC INFRASTRUCTURE THE PUBLIC IMPROVEMENTS IN CONJUNCTION WITH HICKORY GROVE SECTION 3A

Sponsors: Lockett

Council Member Lockett advised that he could not hear from his end of the Zoom meeting. He advised audio was breaking up, He can't hear Ruthanne at times and Mrs. Hutson breaks up periodically. Other Zoom participants said it was the same for them. Law Director Kevin Shannon clarified for the record that Mr. Lockett, as sponsor of this legislation, wanted to make a motion to recommend approval of Ordinance 2020-049. Mr. Shannon asked everyone to please speak directly into their microphone.

Vice-Chair Hutson read by title Ordinance No. 2020-049. A motion was made by Council Member Lockett, seconded by Council Member Hilbert, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Grashel, Hilbert, Hutson, and Lockett

[Res. 2020-007](#)

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE A MASTER LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL

CORPORATION

Sponsors: Grashel

Vice-Chair Hutson read by title Resolution No. 2020-007. A motion was made by Council Member Grashel, seconded by Council Member Cleary, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Grashel, Hilbert, Hutson, and Lockett

X. Financial Report

Director of Finance Jason Carr advised there was nothing in October's financial report that was materially different than the September 2020 financial report.

[#225-2020](#) Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business

None.

XII. Reports**A. Mayor - Lance Westcamp**

Mayor Lance Westcamp thanked everyone that was involved in the 2020 Veterans Day Ceremony. The event went well and a lot of people attended. The Mayor publicly thanked Casey Adams for filling in as Acting Chief of Police for the City of Groveport. He goes back to the rank of sergeant tomorrow but he has done an excellent job representing the City of Groveport and the Mayor and this Council appreciate it. Chief Ralph Portier comes back to work tomorrow, Tuesday, November 17th, to work an agreed upon schedule of 9 to 4.

B. Administrator - BJ King

Administrator BJ King advised Administration is continuing to track what is happening in the State of Ohio in regard to how the different counties are being ranked for COVID-19 risk factors. Governor DeWine made an informal statement today that he is interested in a "slow down" opposed to a "shut down" at this time. The Governor is scheduled to speak tomorrow. Administration will keep the Mayor and Council updated. Legislation will be before Council at the next regular City

Council that is to urge the Governor to extend the deadline for operating public meetings electronically.

[#226-2020](#)

Admin report to Council November 16 2020

Attachments: [Admin report to Council November 16 2020.pdf](#)

C. Director of Law - Kevin Shannon

Nothing further to report.

D. Director of Finance - Jason Carr

Nothing further to report.

E. Acting Chief of Police - Casey Adams

Acting Chief Casey Adams commented that he and the Department greatly appreciate Council's support. He could not have done the job without the administrative staff and the officers. Council Member Cleary thanked Acting Chief Adams for the job done and commended him for his fantastic level of communication.

[#227-2020](#)

PD Council Report

Attachments: [PD Council Report.pdf](#)

F. Asst. Admin. / Development Dir. - Jeff Green

Assistant Administrator / Development Director Jeff Green informed Council the City was able to purchase the equipment and programs needed to live stream Council meetings on the City's website. Granicus, the legislative software the City uses for agendas and minutes, will archive the videos where the agendas and minutes are kept. This gives complete transparency to City Council. Upgrades will be made along the way but the City has come a long way in getting the live streaming component added to its meetings. Participants who were zooming into the meeting were having issues hearing everyone at all times. For the purpose of the record, Law Director Kevin Shannon wanted to clarify that for the purposes of all the readings of the ordinances and the votes for recommendations of approval, all the Council Members were able to hear the reading of the title of the ordinance and to hear the motion to vote accordingly. He asked if anyone could not hear the motion and/or the roll call vote at any one

time. Council Members Hilbert and Lockett, confirmed for the record, that yes, they were able to hear the reading of the title of the ordinance, and to hear the motion to vote accordingly and the roll call votes. Staff will look into the matter of the sound system working in conjunction with the Zoom application and live streaming.

[#228-2020](#)

ED Council Report

Attachments: [ED Council Report.pdf](#)

G. Public Service Director - Brian Strayer

Public Service Director Brian Strayer reported that his crews are working hard to get all the collected leaves picked up. With people still working from home there is nearly just as much brush cleanup as well, so it is really working his crews but they are doing what is needed to get the job done. The Department is getting ready for snow and ice, which is right around the corner, with training and equipment maintenance.

[#229-2020](#)

PW Council Report

Attachments: [PW Council Report.pdf](#)

H. Chief Building Official - Stephen Moore

Nothing further to report.

[#230-2020](#)

B&Z Council Report

Attachments: [B&Z Council Report.pdf](#)

I. Director of Golf - Tom Walker

Nothing further to report. Mr. Walker was given accolades for the good shape the golf course is in right now.

[#231-2020](#)

GOLF Council Report

Attachments: [GOLF Council Report.pdf](#)

J. Recreation Director - Kyle Lund

In response to the issue at the Recreation Center, Mr. Lund relayed that it was sewer gas that was causing the problem. Staff irrigated the lines and it took about a half an hour for the place to air out.

[#232-2020](#) REC Council Report

Attachments: [REC Council Report.pdf](#)

K. Community Affairs Director - Patty Storts

Community Affairs Director Patty Storts received praise from Mrs. Hilbert for the Hometown Heroes Program. The families involved were so appreciative of the banners. Ms. Storts thanked her and noted that the program is part of the Trees & Decorations Committee also. Mrs. Hilbert also commended the Key Club on their work of indexing the bricks in Veterans Park; it was an amazing, awesome project. Ms. Storts commented that she never realized how many names are displayed in the Veterans Park Honor Court plaza.

[#233-2020](#) CA Council Report

Attachments: [CA Council Report.pdf](#)

L. Director of Parks & Facilities Management - Tom Byrne

Director of Parks & Facilities Management Tom Byrne apologized for not submitting a report this month; he has been on a "COVID-19 vacation" but everyone is back now and everyone is healthy. He will have a good report for Council at the next Committee of the Whole meeting.

M. City Engineer - Steve Farst

Nothing further to report.

[#234-2020](#) ENG Council Report

Attachments: [ENG Council Report.pdf](#)

N. Director of Transportation - Bob Dowler

Director of Transportation Bob Dowler invited the Mayor and Council to join them in front of the Senior Center next Tuesday between 2 and 3:30. The Department has connected with Brookdale Lakeview Senior Living and Hospice who will be handing out pies to residents who have pre-ordered one.

[#235-2020](#) DOT Council Report

Attachments: [DOT Council Report.pdf](#)

O. Personnel Director - Sue Wadley

Nothing further to report.

[#236-2020](#) HR Council Report

Attachments: [HR Council Report.pdf](#)

P. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

Q. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Chad Grashel

Council Member Hilbert thanked Committee Vice-Chair Becky Hutson for presiding over the past couple of meetings while she has been mending. Hopefully, she will be back next month. Mrs. Hilbert really appreciated Mrs. Hutson and the great job she has been doing. Council Member Grashel thanked staff for everything they have done in the last few weeks and to Casey Adams for everything he has done as well.

XIII. Adjournment

A motion was made by Council Member Cleary, seconded by Council Member Grashel, to adjourn at 6:08 p.m. The motion carried by the following vote:

Yes: 5 - Cleary,Grashel,Hilbert,Hutson, and Lockett

Jean Ann Hilbert, President Pro Tem

Ruthanne Sargus Ross, CMC
Clerk of Council

PLEASE NOTE: THESE MINUTES ARE NOT VERBATIM. A RECORDING OF THE MEETING IS AVAILABLE IN THE CLERK'S OFFICE DURING REGULAR BUSINESS HOURS.