

City of Groveport

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Meeting Minutes

Monday, July 20, 2026

5:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

*Council Members - Shawn Cleary, Jean Ann Hilbert, Scott Lockett, Abdullah
Ansar-Barsa, Karen Fraser, Jamie Hise*

I. Call to Order

Committee Chair Cleary called the Committee of the Whole meeting to order at 5:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Annie Short - Personnel Director, Mark McDonough - Chief of Police, Mindy Kay - Clerk of Council

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

II. Moment of Silence

Committee Chair Cleary asked everyone to join him in a moment of silence.

III. Pledge of Allegiance

Chief McDonough led the Pledge of Allegiance.

IV. Roll Call

Present: 6 - Cleary, Hilbert, Lockett, Ansar-Barsa, Fraser, and Hise

V. Approval of Minutes

The June 15, 2026 Committee of the Whole Meeting Minutes stand approved as submitted.

[#160-2026](#)

June 15, 2026 Committee Of The Whole Meeting Minutes

Attachments: [2026.06.15 Committee of the Whole Meeting Minutes.pdf](#)

VI. Business of Guests**A. Madison Township Representative**

[#161-2026](#)

MTFD Monthly Report

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

VII. New Business**VIII. Unfinished Business**

IX. Ordinances and Resolutions

A. 3rd Readings[Ord. 2026-027](#)

AN ORDINANCE AMENDING MULTIPLE SECTIONS OF THE PERSONNEL PRACTICES AND POLICIES HANDBOOK OF THE CITY OF GROVEPORT

Sponsors: Hilbert

Attachments: [Ord. 2026-027 Exhibit A.pdf](#)
[Ord. 2026-027 Exhibit B.pdf](#)

Administrator King acknowledged the contributions of Personnel Director Annie Short and all department directors, who had reviewed the updated handbook and provided input. The primary purposes of the revisions are to bring the handbook into alignment with the City's codified ordinances and with applicable federal law.

Mrs. Hilbert expressed her satisfaction with the changes and said this is a great tool to have on hand. Council members expressed strong support for the ordinance. It was noted that the handbook had not been drafted with emergency language, and therefore would not take effect immediately upon adoption at the next Council meeting. Mr. King indicated that during the intervening 30-day period, he and Mrs. Short would meet with department heads and managers to review the revised policies and distribute copies. Staff will acknowledge receipt via a sign-off mechanism embedded in the electronic version of the handbook, ensuring each employee has read and been informed of the changes. The ordinance is expected to take effect by the end of August.

A motion was made by Council Member Hilbert, seconded by Ansar-Barsa, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Shawn Cleary, Jean Ann Hilbert, Scott Lockett, Abdullah Ansar-Barsa, Karen Fraser, and Jamie Hise

B. 2nd Readings[Ord. 2026-028](#)

AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GROVEPORT, OHIO AND THE DECLARATION OF AN EMERGENCY.

Sponsors: Ansar-Barsa

Attachments: [Ord. 2026-028 Exhibit A.pdf](#)
[Ord. 2026-028 Exhibit B.pdf](#)

Law Director Kevin Shannon explained that Section 1 formally incorporates into the codified ordinances all amendments passed by Council throughout the year. Section 2 addresses updates to the traffic code and general offense/criminal code, including revised definitions and lists of offenses-all of which mirror the Ohio Revised Code, consistent with standard municipal practice.

Mr. Shannon noted that the codification must remain on file for the required statutory period before the ordinance can be enacted as an emergency measure, and recommended the Committee advance it with a recommendation for approval at the next meeting.

A motion was made by Ansar-Barsa, seconded by Council Member Hilbert, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Shawn Cleary, Jean Ann Hilbert, Scott Lockett, Abdullah Ansar-Barsa, Karen Fraser, and Jamie Hise

[Ord. 2026-029](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 2005-053 AUTHORIZING THE CITY OF GROVEPORT'S PICK UP OF THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF THE CITY OF GROVEPORT PURSUANT TO IRC SECTION 414(h)(2).

Sponsors: Lockett

Council referenced a concise memo prepared by Finance Director Jason Carr that outlined all relevant requirements.

A motion was made by Council Member Lockett, seconded by Council Member Fraser, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Shawn Cleary, Jean Ann Hilbert, Scott Lockett, Abdullah Ansar-Barsa, Karen Fraser, and Jamie Hise

[Ord. 2026-030](#)

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, CHAPTER 143, EMPLOYEES GENERALLY OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT, OHIO

Sponsors: Cleary

Attachments: [Ord. 2026-030 Exhibit A.pdf](#)

Administrator King introduced the ordinance, with Personnel Director Short providing additional detail. The central change pertains to the City's retire-rehire policy. Following consultations with several peer municipalities, the revised policy requires that any employee who retires and is subsequently rehired must return to Step 1 of the applicable pay

scale. Mr. King noted this more closely aligns with practices at other cities, and that while it represents a reduction from the prior policy, the rehire benefit remains comparatively generous and uncommon in the public sector.

Discussion addressed several related provisions. Mrs. Short confirmed that a rehired retiree would advance through pay steps in the same manner as any new hire. Mr. Hise raised the question of when a retired-rehired employee would begin collecting PERS retirement benefits, and Mr. Shannon noted the waiting period is approximately 60 to 90 days. Mr. King clarified that the PERS benefit received represents funds already earned and contributed by the employee.

Council Member Hise also inquired about language in the ordinance governing employee use of the aquatic center as a fringe benefit, specifically whether employees must be off the clock to use the facility. Director Short confirmed that the ordinance expressly states aquatic center use must occur outside scheduled work hours unless specifically authorized as part of an assigned job duty. Director Shannon noted that identical language exists in the ordinance with respect to the City's golf course. Council Member Cleary further raised the topic of a past incident involving employees using the pool after hours in which an injury occurred due to horseplay. Mr. Shannon clarified that the current provision is distinguishable from that prior event, as it pertains to personal, off-duty use of a facility as an employment fringe benefit rather than a City-organized event, and that employees using the facility under these circumstances would not be considered to be acting in the scope of their employment.

A motion was made by Council Member Cleary, seconded by Council Member Hise, to recommend approval to the City Council. The motion carried by the following vote:

Excused: 1 - Scott Lockett

Yes: 5 - Shawn Cleary, Jean Ann Hilbert, Abdullah Ansar-Barsa, Karen Fraser, and Jamie Hise

[Ord. 2026-031](#)

AN ORDINANCE CREATING THE POSITION OF FULL TIME ASSISTANT FINANCE DIRECTOR, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Hilbert

Attachments: [Ord. 2026-031 Exhibit A.pdf](#)

Mr. King noted that the creation of this position reflects the strategic

direction of the Finance Department as discussed in consultation with Director of Finance Jason Carr. The position is intended to expand departmental expertise and provide Director Carr with additional capacity to manage a growing workload. Mr. King expressed strong support for the measure as an investment in the City's professional development and long-term organizational health.

A motion was made by Council Member Hilbert, seconded by Council Member Hise, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Shawn Cleary, Jean Ann Hilbert, Scott Lockett, Abdullah Ansar-Barsa, Karen Fraser, and Jamie Hise

X. Financial Report

[#162-2026](#) Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business

XII. Reports

A. Mayor - Lance Westcamp

B. Administrator - BJ King

Administrator King provided the following updates:

Citizens Academy: Mr. King reported that he and Clerk of Court Rachel Ricker had met to review department presentations for the upcoming Citizens Academy. Registration will open on August 1, with the program beginning in early to mid-September. Video interviews with past participants are being prepared for promotional use. The program will be limited to 20 city residents with no returning participants. Mayor Westcamp expressed confidence that enrollment would be filled.

Personnel Handbook: Mr. King reiterated his appreciation for the collaborative process used in reviewing and updating the personnel handbook, commending Personnel Director Short and all department heads for their engagement.

Downstairs Office Remodel: The renovation of the downstairs office space is expected to be completed in approximately two weeks. Work includes dropped ceilings, stained and installed doors, and the installation of sidelines. A professional deep cleaning has been

contracted, and Public Services Director Brian Strayer is coordinating the delivery of furniture.

Street and Infrastructure Projects: Mr. King noted that Main Street is expected to reopen to two-way traffic by the end of the month. A progress meeting was scheduled for the following morning. Regarding the Wirt Road reconstruction project, the consistent project update has been that the new roadway will be open prior to Thanksgiving. The alley improvement program, including Madison Lane, was also reported to be substantially complete. He credited favorable weather conditions for keeping all projects on schedule.

Addison Property: Mr. King briefly referenced a matter related to the Addison property and noted that there are still active purchase options being considered. He indicated that the matter could not be discussed further in open session and committed to contacting each council member individually to provide an update.

C. Director of Law - Kevin Shannon

D. Director of Finance - Jason Carr

E. Chief of Police - Mark McDonough

Chief McDonough had no formal report. However, Mrs. Hilbert raised a concern regarding a vehicle observed traveling eastbound on Main Street during the construction closure on the evening of Saturday, July 18, noting the vehicle narrowly avoided a collision. Chief McDonough confirmed that traffic enforcement efforts continue in the area and acknowledged that the concern raised by Mrs. Hilbert had previously been passed along to the department.

[#163-2026](#)

PD Council Report

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

F. Economic Development Director - Michael Loges

[#164-2026](#)

EDEV Council Report

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

G. Public Services Director - Brian Strayer

[#165-2026](#) PS Council Report

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

H. Chief Building Official - Mike Poirier

[#166-2026](#) B&Z Council Report

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

I. Director of Golf - Danny Sorgini

[#167-2026](#) GOLF Council Report

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

J. Recreation Director - Seth Bower

[#168-2026](#) REC Council Report

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

K. Community Affairs Director - Jessica Wyke

[#169-2026](#) CA Council Report

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

L. City Engineer - Steve Farst

Council Member Hise noted that favorable weather had significantly aided project scheduling and continuity across all active construction projects. Mr. King confirmed that Mr. Farst would be the appropriate contact for the committee's request to address the overgrown condition of the roundabout at Rohr Road and State Route 317, which falls under county jurisdiction.

[#170-2026](#) ENG Council Report

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

M. Director of Transportation / Senior Services - Bob Dowler

[#171-2026](#)

DOT Council Report

Attachments: [DOT Council Report.pdf](#)**N. Personnel Director / Human Resources - Annie Short**[#172-2026](#)

HR Council Report

Attachments: [HR Council Report.pdf](#)**O. Director of Information Technology - Chris Snyder**[#173-2026](#)

IT Council Report

Attachments: [IT Council Report.pdf](#)**P. Communications Manager - Bodhi Ebright**[#174-2026](#)

COM Council Report

Attachments: [COM Council Report.pdf](#)**Q. Clerk of Council - Mindy Kay****R. Council Members - Jean Ann Hilbert, Shawn Cleary, Scott Lockett, Abdullah Ansar-Barsa, Karen Fraser, Jamie Hise**

Mr. Hise noted that a prior request from a Girl Scout troop to construct litter boxes for the parks had not yet been formally addressed, as the group had been expected to make a presentation to the committee. The matter was noted for follow-up. He also commended all City department heads and staff for the volume of work reflected in the monthly reports, expressing appreciation for the effort and activity across all departments.

Mr. Cleary observed that the closing of a local business with approximately 92 employees was a matter of public note, and shared historical context regarding the company's founding and its history of employing Groveport residents. Mr. King confirmed that Economic Development Director Michael Loges was actively working to assist displaced employees and was arranging tours of the facility for prospective businesses.

Mr. Cleary also reminded those present to remain alert to the potential for severe weather the following day.

XIII. Adjournment

Council Member made a motion, seconded by Council Member , to adjourn at 6: p.m. All in favor stated AYE, None Opposed. Motion passed.

Shawn Cleary, President Pro Tem

Mindy Kay, 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.