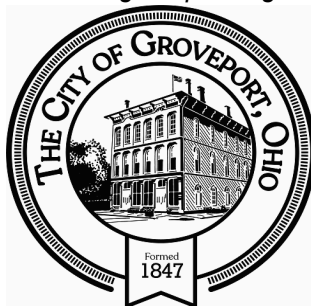


# City of Groveport

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## Meeting Minutes

**Monday, February 19, 2024**

**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 & Jack Rupp*

**I. Call to Order**

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

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Finance Director, Michael Loges - Development Director, Tom Walker - Director of Golf, Seth Bowers - Recreation Center Director, Brian Strayer - Public Services Director, Joyce Myers - Personnel Director, Casey Adams - 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 Dildine asked everyone to join him in a moment of silence.*

**III. Pledge of Allegiance**

*Chief Adams led the Pledge of Allegiance.*

**IV. Roll Call**

**Present:** 6 - Dildine, Hutson, Lockett, Rupp, Hilbert, and Cleary

**V. Approval of Minutes**

*The January 16, 2024 Committee of the Whole Minutes stand approved as submitted.*

[#029-2024](#)

January 16, 2024 Committee of the Whole Meeting Minutes

**Attachments:** [2024.01.16 Committee of the Whole Meeting Minutes.pdf](#)

**VI. Business of Guests****A. Introduction of New Employees**

Director of Golf Tom Walker introduced our new Assistant Golf Professional Audrey Nelson, who is joining us with years of golf experience and is an LPGA member. He then introduced our new Assistant Golf Course Superintendent Zachary Newell, who was a Golf Course Superintendent in Kentucky. Public Services Director Brian Strayer introduced our new Maintenance Worker (Parks) Priscila Thornton. Council expressed how glad they are to have them join our

team.

**B. Madison Township Fire Chief Robinson**

Chief Robinson thanked Council and staff on the behalf of Madison Township for keeping them in the loop on the Super Loads coming through the area. He said it is a pretty big deal when it comes to traffic and congestion and appreciates our collaboration. He also thanked the City and Community Affairs team in advance for hosting the First Responder's Luncheon and informed Council that the Madison Township Police Department is holding a women's self defense class on March 23rd.

[#030-2024](#)

MTFD Monthly Report

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

**VII. New Business**

**A. Council Salary Discussion**

Mr. Cleary stated that he is bringing this topic up not to say we want more and more money, but to make sure we are staying competitive. He said he thinks we fall in the middle salary wise and mentioned that there are other municipalities whose Council Members receive full benefits. He suggested that if a salary increase is in our imminent future, we need to act sooner than later. Mrs. Hilbert inquired about the timeline. Law Director Kevin Shannon stated that according to the Charter, recommendations have to be made by July 1st in order for there to be enough time to get to the ballot. Mr. Dildine then read from the Charter that this can only be done on an odd numbered year, thus nothing can be done until next year. Council concluded to discuss salary changes during their budget meeting.

**VIII. Unfinished Business**

**IX. Ordinances and Resolutions**

**A. 3rd Readings****[Ord. 2024-003](#)**

AN ORDINANCE RECLASSIFYING THE FITNESS COORDINATOR POSITION TO FITNESS MANAGER IN THE RECREATION DEPARTMENT

**Sponsors:** Cleary

Administrator King said as we reviewed what was approved as far as salary schedule and looking at comparable positions, this one had slipped through the cracks. In our recreation Department we have a Front Desk Manager, an Aquatics Manager, and other managers. In review of the duties of the Fitness Coordinator position, they seem to align with a manager-type position. Recreation Director Seth Bower further explained the duties of the position and the Rec Center's desire to expand fitness programs.

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

**Yes:** 6 - Dildine, Hutson, Lockett, Rupp, Hilbert, and Cleary

**[Ord. 2024-006](#)**

AN ORDINANCE AMENDING ORDINANCE NO. 2022-043 (ADOPTED 11/28/2022) ESTABLISHING GOLF RATES AND FEES FOR THE GROVEPORT MUNICIPAL GOLF COURSE.

**Sponsors:** Hilbert

**Attachments:** [Ord. 2024-006 Exhibit A.pdf](#)

Mr. King gave kudos to Director of Golf Tom Walker for his work in reviewing what surrounding Golf Courses are going to be charging for the upcoming season. Mr. Walker explained that the amendment for the golf cart rate is partly due to the market and partly due to the replacement of our entire golf cart fleet. Our rates were on the low side compared to other Golf Courses in the area and this will get us to where we should be. The resident fee is only changed by the cart fee and the non-resident fee is where the greens fees will be going up. Mr. Rupp inquired how one proves themselves to be a resident. Mr. Walker said they are required to either present their resident ID card or their badge from the Rec Center. Council and Staff then discussed the possibility of rates changing and concluded to reevaluate this time next year.

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

**Yes:** 6 - Dildine, Hutson, Lockett, Rupp, Hilbert, and Cleary

[Ord. 2024-007](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ADD THE POSITION OF MAINTENANCE WORKER-PARKS IN THE PUBLIC SERVICES DEPARTMENT

**Sponsors:** Hutson

Mr. King stated this position was budgeted for in the approved 2024 budget. Mr. Strayer explained that over the past few years we have started to do more and more outside of mowing grass, which takes away the labor from mowing grass. In 2023 we had to steal 324 hours from either streets and utilities to keep up with the mowing. Our staff is currently doing things that they weren't used to doing, such as renovating the landscape at our buildings, the entry features, structure maintenance, renovating and replacing playground equipment. If we had more labor we could have completed the playground at Blacklick Park more quickly. Having this position will also allow us to avoid contracting work out and keep things in house. There is plenty of work for more than one person but at this time we are only asking for one more person. Mr. Rupp asked Finance Director Jason Carr when we move employees and share labor between departments, if the cost moves to that department. Mr. Carr stated that he and Mr. Strayer have had those discussions, and didn't think it was significant enough to assess and track those costs in that manner when putting together the 2024 budget. He said they could, however, work together to cost it out. There are work orders for all the jobs that get done, so we would have to coordinate and go back and reallocate costs after payroll. It is possible, but in the past, we didn't think it was significant enough to do. Mr. Rupp said he thinks that is fine occasionally, but it would take bearing if the job lasts a significant amount of time.

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

**Yes:** 6 - Dildine, Hutson, Lockett, Rupp, Hilbert, and Cleary

**B. 2nd Readings**

**X. Financial Report**

Mr. Carr highlighted that we invested \$4.5 million of non-negotiable certificates of deposit that mature in 2026 and 2027. Those interest rates are between 4% and 4.5%. We did see an increase, comparing to the January 2023 income tax, of about 1.1 million. However, there were estimated tax payments totaling 1.5 million. Therefore, there is a

risk that the City may have to refund a portion of this estimate sometime calendar year 2024. He said he will continue to track those estimated tax payments throughout the year.

[#031-2024](#)

Financial Report

Attachments: [Financial Report.pdf](#)

**XI. Other Business**

**XII. Reports**

**A. Mayor - Lance Westcamp**

Mayor Westcamp recognized the Community Affairs team for putting on such a great event with the First Responder's Luncheon. He then said there are still military banners available for purchase if anyone is interested.

**B. Administrator - BJ King**

Mr. King reminded everyone of Chief Building Official Stephen Moore's upcoming retirement celebration and that he will be attending the Ohio City manager's Association Conference February 28 - March 1.

**C. Director of Law - Kevin Shannon**

**D. Director of Finance - Jason Carr**

Mr. Carr reported that we had collected \$13,140 on the headstone damage at the Cemetery. He then informed Council that the Ohio Supreme Court ruled in favor of municipalities, pertaining to people working from home but living outside the City limits seeking refunds. RITA was withholding refunds that had not been distributed. Those claims will basically get denied.

**E. Chief of Police - Casey Adams**

Chief Adams spoke about Friday's meeting with members of Madison Township's attendance, as well as the Franklin County Sheriff's Department, the Columbus Police Department, and ODOT. He said they had discussed the shipments coming through and informed Council that we are up to about 40 loads. A lot of these can go right up 317 to 33. At this point in time, many of the shipments are still sitting

because permits have not yet been issued. Chief Adams said they are going to start with the smaller loads and see how the route goes. We can anticipate the larger loads in late summer or early fall. Mr. Cleary expressed his concerns about damage to our roads. Mr. King assured Council that the conditions of the roads will be well documented. He added that if the bolts on the mast arms need to be removed or loosened, they will be replaced with new bolts every time. Council and Staff then discussed the routes, timelines, and height restrictions. Chief Adams then reported that Groveport PD will be hosting a women's self defense class at the Rec Center Monday, March 5th and have plans to host these classes more regularly from now on.

[#032-2024](#)

PD Council Report

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

**F. Economic Development Director - Michael Loges**[#033-2024](#)

EDEV Council Report

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

**G. Public Services Director - Brian Strayer**

Mr. Strayer stated we will hopefully be receiving our two new snow trucks in mid-February. We will be auctioning one of our old snow trucks and keep one as a backup.

[#034-2024](#)

PS Council Report

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

**H. Chief Building Official - Stephen Moore**[#035-2024](#)

B&amp;Z Council Report

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

**I. Director of Golf - Tom Walker**

Mr. Walker spoke about the Golf Course's transition to a new point of sale and tee sheet software on March 15th. We will now be taking tee times in person, online and on the app. This will free up employees from taking phone calls and allow them to take care of the customers in front of them. It will also allow customers to view tee time availability

and us to send out reminders, updates, playing conditions and more.

[#036-2024](#)

GOLF Council Report

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

**J. Recreation Director - Seth Bower**

[#037-2024](#)

REC Council Report

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

**K. Community Affairs Director - Jessica Wyke**

[#038-2024](#)

CA Council Report

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

**L. City Engineer - Steve Farst**

[#039-2024](#)

ENG Council Report

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

**M. Director of Transportation / Senior Services - Bob Dowler**

[#040-2024](#)

DOT Council Report

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

**N. Personnel Director / Human Resources - Joyce Myers**

[#041-2024](#)

HR Council Report

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

**O. Director of Information Technology - Trevor Swackhamer**

**P. Clerk of Council - Mindy Kay**

**Q. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Jack Rupp**



Mr. Rupp filled everyone in on the school board meeting he had attended with Mayor Westcamp. He said the Superintendent's contract was approved and added that they had a lengthy agenda but wanted to highlight three reports from it. The first report being a program studies course where they are offering CCP, or transferrable, and AP course credits. The second report was on positive behavior, intervention, and support. It went into detail about how they can encourage positive behaviors out of students and implementation of a discipline due process to make sure students are treated fairly. The third report pertained to the school's Ohio Report Card walk through and where our school stands in comparison to schools in the area and in all of Ohio.

Mr. Dildine gave a shout-out to the Paddock Pub on Valentines Night. He said they were extremely busy but the service was great and timely.

### **XIII. Adjournment**

Council Member Cleary made a motion, seconded by Council Member Hilbert, to adjourn at 6:22 p.m. All in favor stated AYE, None Opposed. Motion passed.

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Edward Dildine, President Pro Tem

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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.