

City of Groveport

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Meeting Minutes

Monday, August 21, 2023

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 Hilbert 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, Seth Bower - Recreation Center Director, Brian Strayer - Public Service Director, Tom Walker - Director of Golf, 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 Hilbert asked everyone to join her in a moment of silence.

III. Pledge of Allegiance

Chief Adams led the Pledge of Allegiance

IV. Roll Call

Absent: 2 - Cleary, and Dildine

Present: 4 - Hilbert, Hutson, Lockett, and Rupp

V. Approval of Minutes

The July 17, 2023 Committee of the Whole Minutes stand approved as submitted.

[#170-2023](#) July 17, 2023 COTW Minutes

Attachments: [COTW Minutes 7.17.2023.pdf](#)

VI. Business of Guests**A. Madison Township Fire Chief Robinson**

Chief Robinson announced that Madison Township's annual Fire Prevention Open House will be held on Sunday, October 8th from 1:00 to 4:00 at Station 181. He said they'll be doing many demonstrations with auto extrication and have one of their air evac helicopters on display. There will be plenty of activities for kids as well as their public education events. He went on to say that Madison Township will be hosting their

9-11 ceremony at the Mott's Military Museum on September 11th at 8:00. He reported that he had been working with City Engineer Steve Farst and had submitted a letter of support for the Port Road reconstruction phase coming up that they're trying to raise some funding for. He then thanked Community Affairs Director Jessica Wyche and her staff for inviting the Madison Township Fire Department to KidsFest this year. We will have our inflatable fire safety house there, a fire engine, and an ambulance, as well as all of our educational materials at a booth.

[#171-2023](#)

MTFD Monthly Report

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

VII. New Business

VIII. Unfinished Business

IX. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2023-032](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS FOR THE PURCHASE AND/OR LEASE OF GOLF CARTS AND TO FURTHER ENTER INTO ANY AGREEMENT NECESSARY TO FACILITATE SAID PURCHASE AND/OR LEASE

Sponsors: Rupp

Administrator King stated that approval of this Ordinance would allow us to start soliciting bids to purchase and/or lease, whichever proves more advantageous for us to replace our fleet of golf carts. The last time the fleet was replaced was in 2017 and we are looking at seventy-eight golf carts. Council Member Rupp inquired about the trade in value of our current carts. Golf Director Tom Walker said he anticipates the trade in value being larger because these are gas carts and they have a higher residual value. He said the new carts will be gas as well. It seems to be more efficient for our operation. The charge on an electric cart would get maybe thirty-six holes but nothing more than that. The gas carts, we fill up once about every two to three weeks and we get about forty-three miles to the gallon. He said we're going to retain six electric carts for maintenance crew use. Administrator King spoke in regards to inflationary amounts. He said we paid \$230,250 last time and we're hoping to hit that number again if we can through the budget. We're also hoping to purchase them outright so we don't have any interest costs. He

said we paid \$15,371.60 in interest costs when we did in 2017. If we purchase outright, it will shake out during the budget process, which is certainly preferable. Finance Director Carr stated that the interest rate in 2017 is lower than it would be today. Mayor Westcamp asked how much the new golf carts will cost. Mr. Walker gave a ballpark price of \$7,500 fully equipped. He added that there is currently a big resale market for golf carts so he is anticipating a pretty solid trade-in. Most of them are in good shape from an engine standpoint, but aesthetically they are not. Mr. King concluded by saying the final pricing will be shared with Council prior to entering any agreement to purchase.

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

Yes: 4 - Hilbert, Hutson, Lockett, and Rupp

B. 2nd Readings

[Ord. 2023-033](#)

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, TITLE FIVE- ADMINISTRATIVE, CHAPTER 137 -BOARD OF CEMETERY TRUSTEES, SECTION 137.02 - RULES AND REGULATIONS AND SECTION 137.03 POLICIES AND PROCEDURES

Sponsors: Cleary

Attachments: [Exhibit A Chapter 137.pdf](#)

Public Service Director Strayer said his department regularly looks at their rules and regulations and has recently had requests for some different ones. The Cemetery Committee spoke about the differences and while we were looking over the rules and regulations, we took a good look at how our operations have been affected by the changes we made the last time. He said there were some things that were making it difficult on our staff to maintain because it really wasn't addressed in the rules and regulations. We tried to tighten them up to make the cemetery easier to maintain and made them consistent with what the Cemetery Committee desired. Mrs. Hilbert asked if the grass will now go all the way to the stones. Mr. Strayer said there's a twelve-inch area in front of the headstone that you are allowed to use as your planting area. Right now, we have a lot that are growing on the sides, and when they grow on the side they potentially encroach on another plot so we're trying to really fine-tune that. He said we've also modified our spray applications of lawn treatment. In the past, we've had used different products. Our Facilities and Parks Superintendent Eric Reed has a tremendous amount of experience with turf maintenance and wanted to modify some things.

What he's doing now saves us money and uses better products. It should also minimize the burn from the weed treatments to allow the grass to grow better. Mrs. Hilbert commented that there are some bare spots and hopefully it rains in October so that we can have new growth. Mr. Strayer said they typically seed every fall.

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

Yes: 4 - Hilbert, Hutson, Lockett, and Rupp

[Ord. 2023-034](#)

AN ORDINANCE ACCEPTING THE ANNEXATION OF 1.94 ACRES, MORE OR LESS, PARCEL NUMBER 180-000921, LOCATED IN MADISON TOWNSHIP UPON ANNEXATION OF SAID TRACT TO THE CITY OF GROVEPORT (DAVID H. ARLINGTON AND DAWN A. ARLINGTON, PETITIONERS)

Sponsors: Dildine

Attachments: [Exhibit A.pdf](#)

Mrs. Hilbert stated that she couldn't find where this was located. Mr. King said that what Council could do is make a recommendation to move it forward, and if there are any questions at the next Council meeting we could table it if need be. Law Director Shannon explained that we had passed the Service Resolution as it relates to this tract. It went to the County Commissioner's Office and they approved the annexation into the City of Groveport. He said he believes this is a tract north of Groveport Road, across from the Studley property. It is a 1.94 acre tract. The statute states that the annexation shall be approved by City Council after the County Commissioners have approved it. He suggested that Council make the motion to approve it tonight, and when we get to the third reading and need more time to discuss it further, we can postpone it to the next general session of Council two weeks from that time. Mrs. Hilbert inquired if Council could let it go on without any action, to which Mr. Shannon agreed. He said Council could make no recommendation after a vote, and that we would need four votes tonight for anything to be recommended for approval. Or we could say that the Committee of the Whole has made no recommendation as of this time.

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

Yes: 3 - Hutson, Lockett, and Rupp

No: 1 - Hilbert

X. Financial Report

Finance Director Carr reported on the highlights from the Financial Report through year to date July 31, 2023. Income tax collections are fourteen percent higher than compared to last year. The General Fund balance is \$5.9 million higher when compared to last year. We've collected in the General Fund seventy-six percent of receipts. The average would be about fifty eight percent so we're ahead of the budgeted schedule. Looking at our Recreation, Aquatics and Golf Course, they've been very busy. For Golf alone, with the cart rentals, rounds played, and driving range, we're at \$132,000 higher when compared to July 2022. The Rec Center is about \$19,000 higher compared to last year when we look at all their different revenue sources.

[#172-2023](#)

Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business**XII. Reports****A. Mayor - Lance Westcamp****B. Administrator - BJ King**

Administrator King said it's going to be hot this week so please make sure your employees are staying hydrated and taking every precaution to stay healthy and take care of themselves. He then gave kudos to the department directors for our audit report. He said they're sincerely doing a great job and he looks forward to the day the audit comes back without anything negative. He then recognized recreation Director Seth Bower and his staff and invited Mr. Bower to speak. Mr. Bower reported that the rec center had received a shout out on social media for one of our lifeguards who went above and beyond with one of our members and her daughter. He said it was so nice to see and added that all of our lifeguards are doing an amazing job this summer. Mr. King added that this was a first-year employee and hopefully they'll be back next year.

C. Director of Law - Kevin Shannon**D. Director of Finance - Jason Carr**

E. Chief of Police - Casey Adams

Chief Adams reported that we had ordered two police cars back in August and put a hold on them. We received word last week that Ford did not order enough materials and are not able to fulfill our order. He said there is a state bid he's working on with Mr. King and Mr. Carr to purchase two Dodge Durangos. It is a six month wait, but we've already waited twelve so we can last. We will probably designate those to both Sergeants and let them try them out to see if they have a long range. He said he was told the 2024 Fords will be changing their body style again drastically and any bids will now be August-September with a six to twelve month wait. Mrs. Hilbert asked if we had put any money down on these cars. Chief Adams stated it was just a verbal agreement at that time. He went on to report that Light Up Ohio Blue is having a contest for 9/11. They're wanting a picture with patrol cars in a 9/11 theme. We're going to try to work something out with Mott's Military Museum to see if we can get a picture with some of their equipment to get entered into the contest, and then the pictures will get voted on around the state. He said he is working with Patrolman Bell and Lieutenant Short to get a photographer to come in and get a good quality picture for us to submit. He then shared findings from the speed trailer on Hickory Alley and Raver Alley. We had the trailer out there for two weeks on each alley. The one thing we noticed were a few cars going the wrong way on Hickory Alley. Speeds were averaging between 9 -12.5 mph on both alleyways. Mrs. Hilbert noticed one on the report that was 33mph and said how in the world do you get that fast on such a short stretch of road. Chief Adams agreed and said that it is scary. He then informed Council that nine out of the ten flock cameras are now up and operating as of Friday. The one we're waiting on a right-of-way from the State of Ohio down on 317 and Alum Creek Drive. The right-of-way was submitted to the State of Ohio back in April for them to sign off on. He added that these cameras have already started to pay off on some investigations. In regards to what happened Friday, we've been getting phone calls from the media and Lieutenant Short has been in meetings all day long with the school district going over what had happened. We sat down with school administrative staff to go over strategies for this Friday's game. He said he'd also received a phone call from the Gahanna Chief of Police asking if we needed any assistance and is working with Law Director Shannon and the school district to see if that is needed. He then informed Council that he has been working with Director of Personnel Joyce Myers and HR Assistant Annie Short in conducting five interviews, with another three to go before going to the Personnel Board of Review and moving forward with the hiring process. Mrs. Hilbert commented on

what a shame it is with all the trouble at the school games. Chief Adams said that there were actually about two hundred students remaining at Canal Winchester High School until around midnight, waiting for their parents to come pick them up. We're trying to stress to our school administrative staff to get announcements out about our City curfew and that the school is going to have to watch those kids if they remain on their property. The school needs to make these parents aware that it's not a babysitting service and they need to come pick up their children after the game is over. Mrs. Hilbert asked if Canal Winchester has a curfew. Chief Adams said he would guess yes, as most communities do. He would have to check their codified ordinances.

[#173-2023](#)

PD Council Report

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

F. Economic Development Director - Jeff Green

[#174-2023](#)

EDEV Council Report

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

G. Public Services Director - Brian Strayer

[#175-2023](#)

PS Council Report

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

H. Chief Building Official - Stephen Moore

[#176-2023](#)

B&Z Council Report

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

I. Director of Golf - Tom Walker

[#177-2023](#)

GOLF Council Report

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

J. Recreation Director - Seth Bowers

[#178-2023](#)

REC Council Report

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

K. Community Affairs Director - Jessica Wyke

[#179-2023](#) CA Council Report

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

L. City Engineer - Steve Farst

[#180-2023](#) ENG Council Report

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

M. Director of Transportation / Senior Services - Bob Dowler

[#181-2023](#) DOT Council Report

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

N. Personnel Director / Human Resources - Joyce Myers

[#182-2023](#) 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

XIII. Adjournment

Council Member Hutson made a motion, seconded by Council Member Lockett, to adjourn at 5:54 p.m. All in favor stated AYE, None Opposed. Motion passed.

Jean Ann Hilbert, 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.