

City of Groveport

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Groveport, OH 43125
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Meeting Minutes

Monday, February 21, 2022

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, Jeff Green - Development Director, Casey Adams - Chief of Police, Tom Walker - Director of Golf, Steve Farst - City Engineer, Ruthanne Sargus Ross - 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: 1 - Lockett

Present: 5 - Cleary, Dildine, Hilbert, Hutson, and Rupp

V. Approval of Minutes - January 18, 2022

The January 18, 2022 Committee of the Whole Minutes stand approved as submitted.

[#020-2022](#)

COTW Minutes

Attachments: [COTW Minutes 1.18.2022.pdf](#)

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

Madison Township Fire Chief Robinson reported that the Department is continuing to work with Path Master, the vendor for the Opticom system. Path Master is looking into issues the Department is experiencing with its apparatus and some intersections in the area. Path Master found that the system at College Street and Main Street was not operating correctly, so Path Master rebooted the unit. Since the

reset, that intersection and the Front Street at Main Street intersection are working correctly. Resolving the issues with the apparatus is ongoing. Over the last couple of weeks, the Fire Department had two fire engines involved in motor vehicle crashes. A semi-tractor hit one on I270, and the other was in a collision on Gender Road. One is inoperable, and the other is in service. Over the next few months, Madison Township residents will observe trucks from other agencies because MTFD is borrowing their reserve apparatus.

[#021-2022](#)

MTFD Monthly Report

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

VII. New Business

None

VIII. Unfinished Business

None

IX. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2022-001](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 17-060 (ADOPTED 12-18-2017) WHICH ESTABLISHED THE GOLF COURSE RECOVERY FUND

Sponsors: Lockett

Finance Director Jason Carr relayed that the purpose of this Ordinance is to amend the Ordinance that Council previously established. The highlights include: excluding the calculations to not include debt proceeds; the City is allocating revenue to the local Golf Course Recovery Fund, removing the cap of \$250,000 that was placed on the Fund, giving it an unlimited fund balance, and making the Fund available for any capital-related improvement or maintenance related improvement to the golf course. They will remove the restrictions of the items the City's liability insurance may not cover if there is damage. The amendments allow the City to expand the use of spending those monies.

Clerk of Council Ross read by title Ordinance No. 2022-001. A motion was made by Council Member Dildine, seconded by Council Member Hutson, to

recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Dildine, Hilbert, Hutson, and Rupp

[Ord. 2022-002](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 12-045 (ADOPTED 9-10-2012) AUTHORIZING AND DIRECTING THE ADMINISTRATOR TO REMOVE TRAFFIC CONTROL DEVICES/SIGNS NEAR THE INTERSECTION OF GROVEPORT ROAD AND SALTZGABER ROAD IN THE CITY OF GROVEPORT

Sponsors: Dildine

Administrator BJ King stated that removing these signs was necessary in order to allow trucks access to the new Hemmer warehouses being built on Saltzgaber Road. Currently trucks are prohibited by signs to make those turns. City Engineer Steve Farst added that Saltzgaber Road now has three lanes and a cul-de-sac at the south end with the function of allowing trucks to make U-turns. The cul-de-sac does connect to Toy Road but Franklin County is being encouraged to place a sign prohibiting trucks by statute from using Toy Road. During the planning for this development, the City made sure that the main entrances to these buildings were located on Saltzgaber Road.

Clerk of Council Ross read by title Ordinance No. 2022-002. A motion was made by Council Member Hutson, seconded by Council Member Dildine, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Dildine, Hilbert, Hutson, and Rupp

B. 2nd Readings

[Ord. 2022-005](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO EXECUTE A RIGHT OF WAY AND EASEMENT INSTRUMENT WITH SOUTH CENTRAL POWER ON ROHR ROAD, PARCEL NUMBER 180-000613

Sponsors: Rupp

City Engineer Steve Farst had previously informed Council that the Franklin County Engineer is designing a roundabout on Rohr Road and State Route 317. Utilities have to be moved out of the way to accommodate the roundabout. South Central Power has poles with overhead wires running east and west on Rohr Road right up on the intersection. South Central Power has devised an alignment for moving its wires to avoid the intersection. It plans to crossover from the south side of Rohr Road to the north side east of SR317. The wires will

continue west some distance away from the intersection. Groveport owns a narrow former canal land just west of Pontius Road and Rohr Road. The electric company will need to cross the City's land to move the wires.

Clerk of Council Ross read by title Ordinance No. 2022-005. 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: 5 - Cleary, Dildine, Hilbert, Hutson, and Rupp

X. Financial Report

Finance Director Jason Carr stated that January was a good month. Income taxes were higher than last year, driven by higher withholding. The General Fund balance is higher than the previous year, primarily attributed to not making transfers to the Golf Course Fund and the Recreation Fund in January. Staff anticipates doing transfers in February.

[#022-2022](#)

Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business

None.

XII. Reports

A. Mayor - Lance Westcamp

Mayor Westcamp, Administrator King, and Chief Adams attended a 4th of July Committee meeting. Community Affairs Director Jessica Wyke will handle the entertainment schedule. The Mayor doesn't see any big-name entertainment because the past shows that people tend to come down to the downtown district for the activities and fireworks. Mr. King added that Town Hall has the day's entertainment booked. As soon as the schedule is in print, Council will see the line-up.

Things at the Town Hall seem to be going pretty well, and the Mayor thinks there is a lot of traffic down at Town Hall. It's exciting to get new ideas.

B. Administrator - BJ King

Administrator BJ King reported that there are still five banner orders available for the Hometown Heroes Banner Program. The application deadline is February 25, 2022. The City's program displays twelve banners to honor its hometown military heroes in the downtown district.

Governor DeWine has signed House Bill 51 by emergency measure, effective immediately. HB 51 allows public bodies to participate in virtual meetings through June 30, 2022. IT Director Trevor Swackhamer worked with Ruthanne Ross, checking over equipment and simplifying the virtual meeting process.

C. Director of Law - Kevin Shannon

Law Director Kevin Shannon had nothing further to report.

D. Director of Finance - Jason Carr

Finance Director Jason Carr mentioned that he is receiving income tax questions and has prepared tax returns for residents. The Ohio Legislature has somewhat clarified an employee's "principal place of work" for those working remotely from their home. It will be the employer's responsibility to split the withholdings to where a person is working. Finance does not know how that will impact Groveport income tax collections but may know hopefully by year-end.

E. Chief of Police - Casey Adams

Chief Casey Adams noted that the State of Ohio issued the Department a check for over \$13,000 toward the mandatory Continuing Professional Training (CPT) hours that the State of Ohio is putting in place for 2022. The Chief hopes that 90% of the required training will be in Groveport instead of sending officers all around the State. The Department will bring in instructors and participate in online training. Chief Adams wants to have the roll call room set up for all officers to simultaneously take the same online training session.

The Chief, Mr. King, Public Service Director Brian Strayer, and the Elmont Place HOA met with Motorola Solutions about installing security cameras in the subdivision. There are questions on how and where cameras will be mounted. The HOA is enthusiastic about the project.

[#023-2022](#)

PD Council Report

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

F. Development Director - Jeff Green

Development Director Jeff Green announced that the Pawson Dog Treat Company will be moving into 532 Main Street. It is nice to see a business with some sustainability go into that location. The owners will be moving their business out of their kitchen at home into the building, that's primarily kitchen area. The City needs more of these small businesses.

[#024-2022](#)

DEV Council Report

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

G. Public Service Director - Brian Strayer[#025-2022](#)

PW Council Report

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

H. Chief Building Official - Stephen Moore[#026-2022](#)

B&Z Council Report

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

I. Director of Golf - Tom Walker

Golf Director Tom Walker informed Council that the two trees hung up on the bridge from the recent flooding have been removed thanks to the Public Works crew. Assuming the golf course doesn't flood again, it should be back open hopefully by next weekend.

J. Recreation Director - Kyle Lund[#027-2022](#)

REC Council Report

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

K. Community Affairs Director - Jessica Wyke[#028-2022](#)

CA Council Report

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

L. City Engineer - Steve Farst

City Engineer Steve Farst mentioned that the City is an MS4 community with a permit to operate a stormwater collections system from the Ohio EPA (Environmental Protection Agency). Groveport reports annually on the program. Last year the Ohio EPA adopted a new general permit that requires the City to update its Stormwater Management Plan. Groveport posts it on the website. City staff is in the process of making minor revisions to ensure the City is in sync with the new general permit. Next month, Engineering staff will turn in the revised Stormwater Management Plan to the Ohio EPA with the annual report.

[#029-2022](#)

ENG Council Report

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

M. Director of Transportation - Bob Dowler[#030-2022](#)

DOT Council Report

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

N. Personnel Director - Joyce Myers[#031-2022](#)

HR Council Report

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

O. Director of Information Technology - Trevor Swackhamer[#032-2022](#)

IT Council Report

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

P. Clerk of Council - Ruthanne Sargus Ross

Clerk of Council Ruthanne Sargus Ross had nothing further to report.

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

Council Member Jack Rupp inquired about the ongoing property

maintenance issues at 5050 Groveport Road report in the Building & Zoning Council report. Mr. King will get with Building & Zoning for an update on the matter and get back to Mr. Rupp.

Council Member Dildine remarked that the gutter on the backside of the municipal building needs repairs.

XIII. Adjournment

Council Member Hutson made a motion, seconded by Council Member Dildine, to adjourn at 6: 00p.m. All in favor stated AYE, None Opposed. Motion passed.

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.