

City of Groveport

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Groveport, OH 43125
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Meeting Minutes

Wednesday, January 28, 2026

4:00 PM

Special Meeting

Council Chambers

City Council

Mayor Lance Westcamp

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

I. Call to Order

Mayor Lance Westcamp called the City Council Special Meeting to order at 6:30 p.m.

Staff Present: Kevin Shannon - Law Director, Jason Carr - Director of Finance, Casey Adams - Chief of Police, Michael Loges - Development Director, Mike Poirier - Chief Building Official, Brent Ebright - Communications Manager, Annie Short - Personnel Director, Chris Snyder - IT Director, Mindy Kay - Clerk of Council

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

II. Moment of Silence

The Mayor 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: 4 - Shawn Cleary, Scott Lockett, Abdullah Ansar-Barsa, and Jean Ann Hilbert

V. Approval of Minutes

The December 8, 2025 City Council Minutes stand approved as submitted

[#017-2026](#)

December 8, 2025 City Council Special Meeting Minutes

Attachments: [2025.12.08 City Council Special Meeting Minutes.pdf](#)

VI. Notice of Special Meeting

Clerk of Council Kay read of the Notice of Special Meeting

[#018-2026](#)

Notice of Special Meeting

Attachments: [2026.01.28 NOTICE OF SPECIAL MEETING OF COUNCIL.pdf](#)

VII. Certification of Notice

Clerk of Council Kay read of the Certification of Special Meeting

[#019-2026](#)

Certification of Notice

Attachments: [2026.01.28 Certification of Notice of Special Meeting.pdf](#)

VIII. Business of Guests

Mr. Lockett introduced a request he had received from an interested community member regarding the possible renaming of the second-floor space of the Rarey's Port building, from "Kids Space" to "Groveport Activity Center." Mr. Lockett indicated his intent was to put the matter on the table for consideration and to discuss how best to proceed.

Law Director Shannon suggested that, since City Administrator King would be returning the following day, it would be appropriate to defer the matter rather than act immediately. Mrs. Hilbert recommended the item be referred to the Committee of the Whole, where Mr. King could be present and the discussion could be properly facilitated. The suggestion was well received, and it was agreed the item would be placed on the agenda for the upcoming Committee of the Whole meeting on February 16th. Council was encouraged to approach the discussion with a list of pros and cons, and the community member who submitted the speaker form was invited to reserve her comments for that Committee meeting, which would also allow additional interested parties to participate.

IX. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2025-033](#)

AN ORDINANCE AMENDING PART ELEVEN - PLANNING AND ZONING CODE, TITLE ONE, CHAPTER 1102, SECTION 1102.02 AND TITLE SEVEN, CHAPTER 1177, SECTION 1177.08

Sponsors: Rupp

Attachments: [Ord. 2025-033 Exhibit A.pdf](#)

Law Director Shannon requested that Council consider postponing action on this ordinance until the February 23rd Council meeting. He explained that there is a pending civil action directly related to the matter of RVs parked within city limits, with an injunctive relief hearing scheduled for the following Thursday at 9:30 AM in Environmental Court. The hearing had originally been set for the prior day but was bumped due to weather-related court closures. Mr. Shannon noted he had contacted the opposing party as a courtesy to inform them of the new date, and advised it would be premature to advance the ordinance before the hearing was resolved.

A motion was made by Council Member Hilbert, seconded by Council Member

Cleary, to postpone to the February 23, 2026 City Council Meeting. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

[Ord. 2025-054](#)

AN ORDINANCE CREATING THE POSITION OF FULL TIME PLANNING & ZONING MANAGER, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE

Sponsors: Hilbert

Attachments: [Ord. 2025-054 Exhibit A.pdf](#)

Council Member Hilbert noted the position had already been incorporated into the current year's budget. Law Director Shannon invited Economic Development Director Loges to present two amendments that had been identified prior to the meeting.

The first amendment corrected a departmental reference: the ordinance had been submitted listing the Administration Department, when the correct department is the Planning and Development Department. The second amendment addressed the absence of the position description attachment (Exhibit A), which had since been prepared with administrative assistance and was included for Council's review.

Mr. Cleary raised a question regarding the use of the title "Manager," noting the term typically implies supervisory authority over other staff. Law Director Shannon and Finance Director Carr clarified that the City uses the title "Manager" as distinct from "Director," and that this designation was consistent with other manager-level positions within the city, such as the Communications Department Manager. It was noted that the pay grade of 6 was commensurate with comparable positions in the region, and that the title did not preclude future supervisory responsibilities.

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to amend this ordinance to state that this position is within the Planning & Development Department and not the Administrative Department. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to amend this ordinance to include the job description, Exhibit A. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

A motion was made by Council Member Hilbert, seconded by Council Member Cleary, to adopt. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

B. 2nd Readings[Ord. 2026-001](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO PURCHASE TWO (2) TORO REELMASTER TRACTORS AND ANCILLARY EQUIPMENT FOR THE GOLF COURSE UNDER THE SOURCEWELL COOPERATIVE PURCHASE PLAN, THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Hilbert

This Ordinance was read by title

[Ord. 2026-002](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH CLUB CAR FOR THE PURCHASE OF SEVENTY EIGHT (78) GPS UNITS FOR THE MUNICIPAL GOLF COURSE CART FLEET, THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Cleary

This Ordinance was read by title

X. Other Business Deemed Appropriate and Necessary by Council

Law Director Kevin Shannon requested Council to consider making a motion to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, to confer with legal counsel regarding pending and/or imminent litigation, and (5) matters required to be kept confidential by Federal Law or Regulation or State statute, to include the Mayor, Council, Finance Director, Personnel Director and himself.

A brief exchange occurred regarding whether results of past litigation could also be discussed in executive session. Law Director Shannon clarified that executive session is limited to imminent or pending matters and that the prior litigation matter did not meet that threshold. He offered to discuss it with Mr. Cleary separately outside of session, and indicated that if any Council action was required, it could be brought to the floor upon returning to open session.

A motion was made by Council Member Cleary, seconded by Council Member Hilbert, to go into Executive Session at 4:14pm. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

A motion was made by Council Member Cleary, seconded by Council Member Lockett, to come out of Executive Session at 4:53pm. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

Law Director Shannon requested that Council consider moving to waive the attorney-client privilege with respect to the independent investigation conducted by Anne Dupre regarding the sergeant's promotion exam.

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to waive attorney client privilege. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

Council Vacancy Appointments

Law Director Shannon provided procedural guidance to Council prior to the appointments, clarifying that any candidate requires four affirmative votes - a majority of the full Council, not merely a majority of those present - in order to be appointed.

Mr. Cleary acknowledged that filling the vacancies was among the most difficult decisions he had encountered in his twenty years of service, and commended all members for the thoroughness with which they approached the interview process. He encouraged those not appointed to remain engaged with City government and to consider seeking election in the future.

A motion was made by Council Member Ansar-Barsa, seconded by Council Member Hilbert, to appoint Karen Fraser to the first vacant Council seat. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

A motion was made by Council Member Lockett, seconded by Council Member Cleary, to appoint Jamie Hise to the second vacant Council seat. The motion carried by the following vote:

Yes: 4 - Cleary, Lockett, Ansar-Barsa and Hilbert

Law Director Shannon offered to administer the oath of office immediately so that the newly appointed members would have legal standing to participate in any emergency session, with the option of a more formal ceremonial swearing-in at the next regular Council meeting. Council agreed to proceed with an immediate oath, to be followed by a ceremonial swearing-in at a later date. Both Karen Fraser and Jamie Hise were sworn in accordingly and took their seats at the dais.

Public Safety — Winter Weather Conditions

Mr. Cleary commended the City's road crew for their efforts during the recent winter weather event, while cautioning that sunshine and freezing temperatures were creating hazardous black ice conditions on area roads. He noted that Groveport schools had already cancelled classes for the following day and urged residents to check on their neighbors who may not have been able to dig out. Mr. Cleary also confirmed with staff that the road crew was back on a regular schedule. Mayor Westcamp echoed the commendation, noting that Sergeant Poffenbarger had reported very few vehicles on the roads during the storm, indicating residents had largely heeded safety guidance, and that no auto accidents had been observed within the City.

XI. Adjournment

Council Member Cleary made a motion, seconded by Council Member Hilbert to adjourn at 5:04 p.m. All in favor stated AYE, None Opposed. Motion passed.

Lance Westcamp, Mayor

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.