

City of Groveport

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Meeting Minutes

Monday, May 19, 2014

6:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

*Council Members - Ed Rarey, Jean Ann Hilbert,
Donna Drury, Ed Dildine, Shawn Cleary & Becky Hutson*

I. Call to Order

by Committee Chair Dildine at 6:30 p.m.

Staff Present: Marsha Hall - Administrator, Jeff Green - Director of Finance, Stephen Moore - Chief Building Official, Linda Haley - Community Affairs Director, Steve Farst - Engineer, Dennis Moore - Public Works Superintendent, Kyle Lund - Parks and Recreation Director, Tom Walker - Director of Golf, Tom Byrne - Director of Facilities Management, Ralph Portier - Chief of Police

Not Present: Kevin Shannon - Law Director

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 Portier led the Pledge of Allegiance.

IV. Roll Call

Absent: 2 - Council Member Hilbert, and Council Member Rarey
Present: 4 - Council Member Cleary, Council Member Dildine, Council Member Drury, and Council Member Hutson

V. Approval of Minutes - April 21, 2014

Approved as submitted.

#104-2014 COTW Meeting Minutes 4-21-14

Attachments: [COTW Meeting Minutes 4-21-14.pdf](#)

VI. Business of Guests

1. Introduction of New Assistant Golf Professional

Director of Golf Tom Walker introduced Mark Williams, the new Assistant Golf Professional, to the Mayor and Council. Mark has been employed with the City of Groveport as a seasonal employee since 2008. He just received his undergraduate degree in Organizational Communication from Capital University.

2. Madison Township Fire Chief Bates - Update

Chief Bates updated Council on the April 2014 Madison Township Fire Department's monthly report. With the barbecue season starting, Chief Bates cautioned residents to take care with cooking outside. Grills placed too close to the house, flammable materials or not properly cleaned can easily catch fire. The Department is currently conducting the annual part-time and full-time interviews to have the full-time list for next year.

#113-2014 MTFD April 2014 Monthly Report

Attachments: [MTFD April 2014 Monthly Report.pdf](#)

VII. New Business

None

VIII. Unfinished Business

None

IX. Ordinances and Resolutions

A. 3rd Readings

None

B. 2nd Readings

ORD. 14-016

AN ORDINANCE ACCEPTING AND DEDICATING AS A PUBLIC IMPROVEMENT, THE SANITARY SEWER LINE CONSTRUCTED AND INSTALLED UNDER GROVEPORT ROAD AND THE MANHOLE CONSTRUCTED AND INSTALLED ON THE NORTH SIDE OF GROVEPORT ROAD

Sponsors: Rarey

City Engineer Steve Farst explained this Ordinance is accepting the sewer that is an extension of the sewer the City installed in 2011, as a public improvement. This section of the sewer was built in 2013 and has been through a one-year warranty. Any defects have been addressed and the punch list has been satisfied. Therefore, now is the time to accept the sewer as a public improvement.

The Chair read by title Ordinance No. 14-016. A motion was made by Council Member Cleary, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Dildine, Drury and Hutson

ORD. 14-017

AN ORDINANCE AUTHORIZING THE ISSUANCE OF BONDS IN THE AMOUNT OF NOT TO EXCEED \$450,000 FOR THE PURPOSE OF ENGINEERING, INSPECTING, RECONSTRUCTING, AND IMPROVING A WATERLINE, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND RETIRING NOTES PREVIOUSLY ISSUED FOR SUCH PURPOSE; AND APPROVING RELATED MATTERS IN CONNECTION WITH THE ISSUANCE OF SAID BONDS

Sponsors: Hutson

Finance Director Jeff Green stated this Ordinance goes along with ORD. 14-018, the bonds for the water plant. The City has paid the bond down some, but rolling this note into a larger one will give the City one bond.

The Chair read by title Ordinance No. 14-017. A motion was made by Council Member Hutson, seconded by Council Member Drury, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Dildine, Drury and Hutson

ORD. 14-018

AN ORDINANCE AUTHORIZING THE ISSUANCE OF BONDS IN THE AMOUNT OF NOT TO EXCEED \$2,800,000 FOR THE PURPOSE OF PAYING COSTS ASSOCIATED WITH THE ENGINEERING, ACQUISITION, CONSTRUCTION, AND IMPROVEMENT OF A MUNICIPAL WATER SYSTEM AND PLANT, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND APPROVING RELATED MATTERS IN CONNECTION WITH THE ISSUANCE OF THE BONDS

Sponsors: Rarey

Finance Director Jeff Green stated this Ordinance deals with

financing for the water plant.

The Chair read by title Ordinance No. 14-018. A motion was made by Council Member Hutson, seconded by Council Member Drury, to recommend approval to the City Council.

The motion carried by the following vote:

Yes: 4 - Cleary, Dildine, Drury and Hutson

ORD. 14-019

AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOTES IN THE AMOUNT OF NOT TO EXCEED \$900,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF CONSTRUCTING, IMPROVING, FURNISHING, AND EQUIPPING A POLICE FACILITY, AND THE CITY'S CURRENT MUNICIPAL BUILDING, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND RETIRING NOTES PREVIOUSLY ISSUED FOR SUCH PURPOSE; AND APPROVING RELATED MATTERS IN CONNECTION WITH THE ISSUANCE OF SAID NOTES

Sponsors: Hilbert

Finance Director Jeff Green stated this Ordinance was addressed in Administrator Hall's report. The original was for \$1,000,000 with the City paying \$100,000 down annually. The City will pay \$100,000 and roll the \$900,000, which will finance both projects; the police facility and the municipal building.

The Chair read by title Ordinance No. 14-019. A motion was made by Council Member Cleary, seconded by Council Member Hutson, to recommend approval to the City Council.

The motion carried by the following vote:

Yes: 4 - Cleary, Dildine, Drury and Hutson

ORD. 14-020

AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOTES IN THE AMOUNT OF NOT TO EXCEED \$500,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF CONSTRUCTING IMPROVEMENTS TO THE CITY'S MUNICIPAL GOLF COURSE, AND RETIRING NOTES PREVIOUSLY ISSUED FOR SUCH PURPOSE; AND APPROVING RELATED MATTERS IN CONNECTION WITH THE ISSUANCE OF SAID NOTES

Sponsors: Cleary

Finance Director Jeff Green stated this Ordinance applies to the notes covering improvements at the golf course. This note has been rolled over several times, but this one has a nine month term with the goal to roll and refinance the golf course debt in general.

The Chair read by title Ordinance No. 14-020. A motion was made by Council Member Drury, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Dildine, Drury and Hutson

X. Financial Report

Finance Director Green referred Council to the submitted report. The big refund Council was previously informed about did hit in April. The City's year to date percentage is up 22.5% in income tax collections. Even with the large refund the City is still 7.5% up this year. All the projects currently lined up will hopefully bring the City back to where we were before the refund by the end of 2014. Our business and corporate taxes are up 45.3% for this year already, which is very unusual. Our withholding has continued to hold steady at 17.75%, higher than last year, therefore continuing in that trend. This time next year Mr. Green expects to see even larger percentage increases. Mr. Green advised Council that Administration will be bringing back to Council some amendments to the 2014 appropriations to address the negative numbers in the April 2014 Finance Report. Council Member Hutson asked if the \$350 under Fourth of July Celebrations was for fireworks. Ms. Hall advised the line item deals with revenue from business donations.

#105-2014 Finance Report April 2014

Attachments: [Finance Report April 2014.pdf](#)

XI. Other Business

None

XII. Reports

A. Mayor - Lance Westcamp

Mayor Westcamp referred to an email from Council Member Hilbert regarding the Armed Forces Day Ceremony held Friday, May 16, 2014. Mr & Mrs. Hilbert, and Jeff Green attended the event. The Mayor congratulated Warren Motts for receiving the Milvets Heritage Award.

B. Administrator - Marsha Hall

Administrator Marsha Hall reported the progress of the Palm's Pond matters that were brought before Council at the April 28, 2014 Council meeting. The three areas of concern: signage, enforcement of the rules and the condition of Palm's Pond. Administration is aware of the lack of signage and will be increasing enforcement of the rules. Director of Facilities Management Tom Byrne and City Engineer Steve Farst are working with AEP on a permanent solution to improve the condition of the pond. During the last discussion the matter was raised regarding signs posting rules and hours of the parks at all the ponds, fishing spots and parks in Groveport. Director of Facilities Management Tom Byrne did an inventory of all the City owned ponds and fishing spots in Groveport and provided Ms. Hall with the results. The City will be providing signs posting the hours and the rules at all the City owned areas. The Administration is reviewing the rules to be certain signs state what Council wants enforced. City Engineer Steve Farst commented the City has looked into the unstable water level of the pond over the years, the pond tends to rise and does not have an outlet. The City has to interact with the Department of Fish and Wildlife to stock the pond and there is a very specific standard with respect to stocking the pond with trout. With the pond having no outlet the City has to pump it down once or twice a year to get the water down to normal level. Once the pond is full it works great for fishing activities. The issue is how to stabilize the level. The creek running between the golf course and the pond edge is too flat to place a gravity drain, it would entail extensive excavation. Another approach would be to place a small pump station to be turned on manually or automatic floats to activate the pump when the water level rises. A pump station will require the City to put in electric, which would service the whole pond and allow the installation of lighting and other benefits to the area of the shelter house. AEP has been contacted to get a cost estimate of electric service for the pump station. Mr. Byrne reported it took seven days to pump the pond down to the level it needs to be; the City has a relationship with Metro Parks that allows the water to get pumped into the wet lands behind the pond instead of the creek. Metro Parks asks only that clean water be pumped into the wetlands. Mr. Farst stated the water had been just pumped down when the condition concerning the edge of the pond was brought up at the April

28th meeting. The pump will have to be maintained and replaced periodically; a gravity drain when workable makes more sense but supplying electric service to the area gives the City additional options. The discussion turned to ideas of what the option of electric service can provide to the area. Administrator Hall inquired of resident William Milton if the discussion responded to some of his concerns. Mr. Milton stated as long as he can be kept up to date. Ms. Hall wanted to provide concrete information on the matter before he was updated on the issues. Mr. Milton thanked Council for addressing his concerns with Palm's Pond. In the next couple of weeks Administration will bring before Council legislation to address all the concerns.

#106-2014 Adm Report to Council - May 19

Attachments: [Adm Report to Council - May 19.pdf](#)
[HR May 5-9 2014.pdf](#)

C. Director of Law - Kevin Shannon

Not Present

D. Director of Finance - Jeff Green

Finance Director Jeff Green reported construction on the Ace Hardware building will begin soon, starting with footers. City Engineer Steve Farst added the Ace Hardware contractor and the City's contractor will be sharing the construction entrance and you will see intense activity for the rest of the summer. Foundations should start this week.

E. Chief of Police - Ralph Portier

Chief Portier reported on the department's Open House held Sunday, May 18, 2014. They estimate approximately 75 people attended and Channel 10 gave the department a positive spin which made the City look good. The Chief updated Council on Lt. Bary Murphy, he is now home and should be off for another week. The department has been working closely with Madison Township trying to get Tahoes at the first of the year, but were unable to obtain one. When one was found, it worked out well for Madison Township. Fifty to sixty firefighters have attended the department's stress classes, which included all of Madison

Township Fire, Columbus, Hamilton Township, Whitehall and other rural townships. The new training room is being utilized and it has been a great asset to the department. Council Member Dildine has passed info out regarding Chief Portier's class in hopes to get the word out to other agencies. Council Member Cleary reminded everyone this is the time of the year for all the graduation parties and the police department should provide extra patrol and man power.

#107-2014 PD April 2014

Attachments: [PD April 2014.pdf](#)

F. Public Works Superintendent - Dennis Moore

Public Works Superintendent Dennis Moore reported asphalt has started on Bixby Road from US 33 west to Ebright Road and will continue through Bixby Road as rain allows. The department has started its seasonal work as well.

G. Chief Building Official - Stephen Moore

Chief Building Official Stephen Moore informed Council the department has sent out 44 high grass notices. The notices have been posted on the vacant properties to speed up the process; the department will not have to wait an additional seven days. Mr. Moore thanked Council for the new space for the department. The last step is to get City Engineer Steve Farst moved into his new office.

#108-2014 B & Z May 2014 Report

Attachments: [B & Z May 2014 Report.pdf](#)

H. Director of Golf - Tom Walker

Nothing further to report.

#109-2014 Golf Report to Mayor and Council 5-15-14

Attachments: [Golf Report to Mayor and Council 5-15-14.pdf](#)

I. Parks & Recreation Director - Kyle Lund

Parks & Recreation Director Kyle Lund reported this Saturday

they hope to open up the pool if the weather and water get warm enough. In the last weeks the department has had three very successful programs; a self-defense program ran by Chief Portier that sold out, Arbor Day was well attended with 80 children going through the program and over 200 flags were retired at the American Flag Retirement Ceremony held this past weekend. Council Member Hutson commented both events were fantastic and Mr. Lund did a great job coordinating the events. Mr. Lund remarked he's already had people comment on the great job the Chief did with the basic self-defense program and there is a waiting list already for the next class. Council Member Drury thanked Mr. Lund for all the hard work he did for the Arbor Day presentation.

J. Community Affairs Director - Linda Haley

Community Affairs Director Linda Haley referred Council to the concert schedule and movie schedule flyers in their packets. Tickets will go on sale June 1, 2014 for the Groveport Home & Garden Tour scheduled for June 22, 2014 from noon to 5:00 p.m. Town Hall is starting a new program called Wacky Wednesdays geared to keep children busy on Wednesday evenings during the summer. The Nature Fair is to be held from 1:00 p.m. - 4:00 p.m. on Saturday, June 14, 2014.

#110-2014 CA 2014 Concerts & Movies

Attachments: [CA 2014 Concerts.pdf](#)
[CA 2014 Movies.pdf](#)

K. Director of Facilities Management - Tom Byrne

Director of Facilities Management Tom Byrne referred to the report he provided reflecting the numbers regarding the savings of electric service for the month of March.

#111-2014 FM 5-14-14 status

Attachments: [FM 5-14-14 status.pdf](#)

L. City Engineer - Steve Farst

City Engineer Steve Farst reported Caldwell Tank expected to mobilize to Groveport last week but will have to reschedule due to a combination of matters. The water plant contractor has

advised Mr. Farst the first several months is not an issue for them because they have products and materials to get manufactured to start the project. Mr. Farst will keep Council updated on Caldwell Tank's schedule. The water testing went very well, there were only a couple of complaints of cloudy water.

#112-2014 Engineers Report 5-14-14

Attachments: [Engineers Report 5-14-14.pdf](#)

M. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

N. Council Members - Ed Rarey, Jean Ann Hilbert, Donna Drury, Ed Dildine, Shawn Cleary and Becky Hutson

Council Member Hutson reported she attended the Arbor Day events, the Flag Retirement Ceremony, the Police Department's Open House and the ribbon cutting ceremony for Advanced Auto.

Council Member Cleary reported the Cemetery Committee met on Wednesday. The committee is trying to resource some previous minutes. Jan Stoots is looking into computer software to catalog the cemetery sites and the committee is gathering some new ideas. Mr. Cleary will keep Council updated.

XIII. Adjournment

Council Member Hutson made a motion, seconded by Council Member Cleary, to adjourn at 7:15 p.m. All in favor stated AYE, None Opposed. Motion passed.

Edward G. Dildine, President Pro-Tem

Ruthanne Sargus Ross, 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.