

# City of Groveport

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## Meeting Minutes

**Monday, November 20, 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, Casey Adams - Chief of Police, Steve Farst - City Engineer, Brian Strayer - Public Service Director, 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:** 1 - Cleary

**Present:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

**V. Approval of Minutes**

*The October 23, 2023 City Council Minutes stand approved as submitted.*

[#240-2023](#) October 23, 2023 COTW Meeting Minutes

**Attachments:** [COTW Minutes 10.23.2023.pdf](#)

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

[#248-2023](#) MTFD Monthly Report

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

**VII. New Business**

**VIII. Unfinished Business****IX. Ordinances and Resolutions****A. 3rd Readings**

[Ord. 2023-043](#) AN ORDINANCE AMENDING ORDINANCE NO. 15-007 (ADOPTED 02/23/2015), PART ONE - ADMINISTRATIVE CODE, TITLE NINE - TAXATION, OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT BY AMENDING *CHAPTER 182 - INCOME TAX*, AND FURTHER AMENDING ORDINANCE NO. 16-049 (ADOPTED 11/28/2016), ORDINANCE NO. 18-070 (ADOPTED 12/17/2018), ORDINANCE NO. 2020-037 (ADOPTED 11/9/2020), AND ORDINANCE NO. 2021-038 (ADOPTED 08/09/2021) WHICH AMENDED THE SAME

**Sponsors:** Dildine

Finance Director Carr stated that the purpose of this ordinance is to conform with the recommended changes of House Bill 33. To clarify, for consistency between Chapter 182 and Chapter 181. Those were the two changes embodied in the ordinance.

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

**Yes:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

[Ord. 2023-044](#)

AN ORDINANCE ACCEPTING AND DEDICATING AS PUBLIC IMPROVEMENTS THE WATER MAIN AND SANITARY SEWER IMPROVEMENTS CONSTRUCTED IN CONJUNCTION WITH THE REDWOOD DEVELOPMENT ON HENDRON ROAD

**Sponsors:** Cleary

Administrator King said this is a standard ordinance that we do to accept any public improvements that occur in sub division-type buildings. He recommended approval to Council.

**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 - Dildine, Hilbert, Hutson, Lockett, and Rupp

[Res. 2023-006](#)

A RESOLUTION ADOPTING THE 2023/2024 FRANKLIN COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN

## UPDATE

**Sponsors:** Hilbert

City Engineer Farst informed Council that this is actually a five-year update. Essentially, any local jurisdiction in Franklin County that wishes to be eligible for any future funding for federal emergency issues that make damages and so forth, has to have participated in the update and their local government having adopted it. He added that he and Chief Building Official Moore have been working with a consultant with the county emergency management agency for about five months now, providing some input and ideas. We're at the stage where they are asking all local governments to adopt the plan, and then it is going to FEMA. FEMA will review and eventually approve it.

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

**Yes:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

**B. 2nd Readings**[Ord. 2023-048](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE 2024 STREET MAINTENANCE PROGRAM, MAPLE STREET STORM IMPROVEMENTS AND MAPLE STREET RESURFACING PROJECT

**Sponsors:** Dildine

Mr. King explained that this would authorize us going out to bid for the annual street maintenance program. He said that Public Services Director Strayer and Mr. Farst have been working to identify additional roads, but Maple Street certainly needs to be done. We looked into repaving it last year. There is a lot of rutting and the storm pipes underneath it need to be replaced. It was not in the budget last year, so we are identifying that to make sure it happens. Mr. Farst added that we're in the process of evaluating various streets and getting costs for different pavements and maintenance activities. When we have finished our evaluation, we will come to Council. When we get all our information together and the ordinance is in effect, we will get a bid package together.

**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 - Dildine, Hilbert, Hutson, Lockett, and Rupp

[Ord. 2023-049](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE ELMONT FORCE MAIN PHASE 3, PART 1 REPLACEMENT PROJECT

**Sponsors:** Cleary

Mr. King stated this is similar to the ordinance we just did. We've continued over the years to replace sections of the Elmont Force Main. This is for the next section we are looking to replace.

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

**Yes:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

[Ord. 2023-050](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE PICKLEBALL COURTS PROJECT

**Sponsors:** Lockett

Mr. King informed Council that this project is built into the approved 2024 budget. We do have a lot of pressure on us for Pickleball, as many other communities do. We're hoping to get this out as soon as possible because, from what we understand, surrounding municipalities have already put out their bids and we're trying to get ahead of the curve and get a contractor scheduled to build these. Council Member Hutson asked if the new courts would be accommodating to tennis as well. Mr. King said they would be specifically for pickleball. Council Member Hilbert confirmed with Mr. King that the courts at Degenhart would be strictly for tennis. Council Member Lockett stated the courts at Degenhart won't be resurfaced at this time, so they will still be striped for pickleball but only used for tennis.

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

**Yes:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

## **X. Financial Report**

Mr. Carr gave brief highlights from the financial report for the year to date

October 31, 2023. Our general fund is still higher than the same time last year by \$5.7 million. For income tax collections, the positive is through October we've collected one hundred percent of our budget at \$18.7 million. The negative is that we have slowly seen collections go down since July. If you look at the comparison from October 2022, we collected \$204,644,000 and in October 2023 we collected \$1,885,000. He went on to say the Golf Course had a very positive year. We did increase rates at the beginning of the year but that did not impact collections on play. He referred to the Director of Golf's report and stated the number of rounds played corresponds to the collections.

[#249-2023](#)

Financial Report

Attachments: [Financial Report.pdf](#)

**XI. Other Business**

**XII. Reports**

**A. Mayor - Lance Westcamp**

Mayor Westcamp had no report to share but wanted to wish everyone a Happy Thanksgiving.

**B. Administrator - BJ King**

Mr. King wished everyone a Happy Thanksgiving and reminded all about Heritage Holiday on December 3rd from 3:00-6:00.

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

Mr. Shannon wished everyone a Happy Thanksgiving.

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

Mr. Carr reported that he, Mr. Farst and Mr. Moore will be doing audits of the utility system, specifically looking at water storm collections. We recently conducted a review and will be sending letters out to residents of those accounts that should have been paying storm water and may not have. One of the biggest areas is the Hickory Grove section, the reason being all the new houses that are being built. Even though the development is there, there have been timing differences between occupancy and the time of assessing the storm water charge. He said the letters will be going out this week, and if anyone gets a phone call

about it, to have them contact him, Mr. Farst, or Accounting Clerk Jason Cooper. Council Member Rupp asked how many letters are expected to be going out, to which Mr. Carr replied about seventy-five. He said it can be challenging because people are not coming to us saying they need storm water. If someone needs water or sewer, the buzzer goes off and we hook them up with storm water, but there are a lot of times we don't even receive notification. Realtors don't instruct homeowners that there is a charge. That's why we periodically do this, to make sure we're collecting what we should be collecting. Mrs. Hilbert asked if it goes directly on the bill. Mr. Farst explained that these homes were directly built by Columbus, so we have no part on that. The water and sewer bills go straight to those homeowners. Mrs. Hilbert stated that we do have their addresses. Mr. Carr said we do have their addresses; however, we are not always notified. The homeowner may notify the City of Columbus that they need services, but the City of Columbus is not notifying us. That is why we have to do it in-house and go through this process several times a year. Mr. Rupp clarified with Mr. Carr that it is a separate billing process for storm water. Mr. Carr said the storm water bills go out January first and July first. Mrs. Hilbert inquired what the charge is per year, to which Mr. Carr replied twenty-four dollars. He said the amount had not changed since its implementation around 2008.

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

Chief Adams said we have started our new hiring process on November first to fill one vacancy. He reported that he and Personnel Director Joyce Myers worked together to put a lot of advertising out near Cambridge, Zanesville, Lancaster, and down to southern Ohio. We also just found out there is a new provision in State law just so we can get more law enforcement officers in Ohio. If you apply from out of state, they will gauge your credentials and all you have to do is take the test to be certified. It used to be that you'd have to take some sort of abbreviated academy but they've done away with that. He said we now have applicants from Florida and one from Toledo. We are not seeing too many people who have already applied, so hopefully advertising further out east brings us some more fresh names. He then spoke about the RX prescription drug drop off box in the lobby. He explained that there is a fentanyl/opioid reimbursement through the Attorney General's office that paid for it in total. It's been set up, has alarms on it and is being monitored. Citizens can come to the Police Station and drop off expired or unwanted prescription drugs Monday through Friday 8:00am to 5:00pm. Mr. Rupp asked if they will take medicines with syringes. Chief Adams said it will not take syringes, but we do have sharps containers if needed. He said we've taken a couple here and there but prefer for people not to bring in

a large amount. Mr. King inquired about dropping off inhalers. Chief Adams and Mrs. Hilbert agreed that inhalers are on the list of things they do not take. Chief Adams said he will have Lieutenant Short put something out on Facebook and on the Police Department webpage.

[#250-2023](#)

PD Council Report

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

**F. Economic Development Director**

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

Mr. Strayer wanted to congratulate Pat Wares on his retirement. He said we did backfill his position with Jim Roe, an established employee in the Street Department. We will be advertising to fill his position around the first of December. He then mentioned the recycling efforts at Apple Butter Day. He reported that we were able to divert a ten-yard dumpster, which is almost 5,600 lbs, from going to a landfill. This is a successful start and we are going to continue by hopefully getting a grant to purchase our own recycling bins with signs informing people what can and cannot be recycled.

[#251-2023](#)

PS Council Report

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

**H. Chief Building Official - Stephen Moore**

[#252-2023](#)

B&Z Council Report

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

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

[#253-2023](#)

GOLF Council Report

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

**J. Recreation Director - Seth Bowers**

[#254-2023](#)

REC Council Report

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



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

[#255-2023](#) CA Council Report

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

**L. City Engineer - Steve Farst**

[#256-2023](#) ENG Council Report

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

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

[#257-2023](#) DOT Council Report

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

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

[#258-2023](#) 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**

Mr. Rupp said he attended the school board meeting. They spent a lot of time reviewing their policies. Most of the policies they were reviewing were not legislated by the Ohio Revised Code or the Administrative Code. They went over about ten policies and were able to pull some from their old policy program and blend them in. He said they plan on approving the policies in their December meeting. He then spoke about an educational trust program the school is working on. They were looking to start it off with a gala and have moved that back from December to January.

Council wished everyone a Happy Thanksgiving.

Law Director Shannon asked Council to consider making a motion to go into executive session pursuant to Ohio Revised Code 121.22 (G) to discuss economic development matters, and to include all members of Council, the Mayor, himself, Mr. King, Mr. Carr, Mr. Farst and Mr. Strayer.

**A motion was made by Council Member Dildine, seconded by Council Member Hutson, to go into Executive Session at 5:52 pm. The motion carried by the following vote:**

**Yes:** 5 - Dildine, Hilbert, Hutson, Lockett, and Rupp

Council come out of executive session at 6:35 p.m. with no action taken.

### **XIII. Adjournment**

Council Member Dildine made a motion, seconded by Council Member Hutson , to adjourn at 6:36 p.m. All in favor stated AYE, None Opposed. Motion passed.

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Jean Ann Hilbert, 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.