

City of Groveport

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Meeting Minutes

Tuesday, January 19, 2016

6:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

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

I. Call to Order

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

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Stephen Moore - Chief Building Official, Patty Storts - Community Affairs Director, Dennis Moore - Public Works Superintendent, Kyle Lund - Parks and Recreation Director, Tom Walker - Director of Golf, Tom Byrne - Director of Facilities Management, Bob Dowler - Director of Transportation, Ralph Portier - Chief of Police

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

II. Moment of Silence

Committee Chair Cleary asked everyone to join him in a moment of silence.

III. Pledge of Allegiance

Council Member Scott Lockett led the Pledge of Allegiance.

IV. Roll Call

Present: 6 - Council Member Cleary, Council Member Dildine, Council Member Hilbert, Council Member Hutson, Council Member Lockett, and Council Member Rarey

V. Approval of Minutes - December 14, 2015

Approved as submitted.

[#011-2016](#)

COTW Minutes 12-14-15

Attachments: [COTW Minutes 12-14-15.pdf](#)

VI. Business of Guests**a. Madison Township Fire Chief Bates - Monthly Update**

Madison Township Fire Battalion Chief Jeff Fasone informed Council Chief Bates had another obligation and could not attend tonight's meeting. He was present to answer any questions Council may have on the monthly report. Chief Bates wanted his appreciation relayed to Council regarding Groveport staff's professionalism and assistance

on the recent run the fire department had at the Recreation Center on a suspicious package. The Groveport Police Department and the Recreation Center staff were a great aid in bringing the situation to a successful conclusion.

[#012-2016](#)

MTFD December Monthly Report 2015

Attachments: [MTFD December Monthly Report 2015.pdf](#)

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions

A. 3rd Readings

None

B. 2nd Readings

[ORD. 16-001](#)

AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.172

Sponsors: Cleary

Administrator Marsha Hall stated the \$15.00 Motor Vehicle License Fee will go up to \$20.00 per year.

Chair Cleary read by title Ordinance No. 16-001. A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Hilbert, Hutson, Lockett and Rarey

[#007-2016](#)

Franklin County Fee Schedule

Attachments: [Franklin County Fee Schedule.pdf](#)

[ORD. 16-002](#)

AN ORDINANCE CREATING THE POSITION OF CUSTOMER SERVICE COORDINATOR IN THE RECREATION DEPARTMENT AND ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE

Sponsors: Dildine

Attachments: [Customer Service Coordinator.pdf](#)

Administrator Marsha Hall stated it is not a creation of a new position, it is the redefinition of job duties for the Operations Manager at the Recreation Center. As part of the analysis done at the Recreation Center a discussion ensued regarding the need to pay particular attention to the front desk area and customer service.

Chair Cleary read by title Ordinance No. 16-002. 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 Lockett

No: 1 - Rarey

[ORD. 16-003](#)

AN ORDINANCE CREATING THE POSITION OF RECREATION CENTER CLERK, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE

Sponsors: Hilbert

Attachments: [Clerk - Recreation Center.pdf](#)

Administrator Hall stated this was included in the 2016 Appropriations. Instead of having a number of part-time staff at the front desk of the Recreation Center, there will be two (2) full-time staff to assist customers coming through the front desk area.

Chair Cleary read by title Ordinance No. 16-003. A motion was made by Council Member Hilbert, 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 Lockett

No: 1 - Rarey

[ORD. 16-004](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO RENAME THE PARKS AND RECREATION DEPARTMENT AND TO ADD AND/OR ABOLISH CERTAIN POSITIONS IN THE VARIOUS

DEPARTMENTS IN THE CITY OF GROVEPORT

Sponsors: Hutson

Administrator Hall stated this pertains to the City's organization chart. Removing parks from the Recreation Center because the City now has a Facilities & Parks Maintenance Department. The addition of two (2) police officers, two (2) full-time clerks and the change of the Operations Manager to Customer Service Coordinator are the changes to be made to the City's organizational chart.

Chair Cleary read by title Ordinance No. 16-004. A motion was made by Council Member Hutson, seconded by Council Member Hilbert, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Hilbert, Hutson, Lockett and Rarey

[ORD. 16-005](#)

AN ORDINANCE ACCEPTING AND DEDICATING AS A PUBLIC IMPROVEMENT THE INFRASTRUCTURE/IMPROVEMENTS CONSTRUCTED IN CONJUNCTION WITH ROHR ONE DEVELOPMENT

Sponsors: Rarey

Administrator Hall commented this is the City's standard process for Council's approval to accept public improvements for a particular development.

Chair Cleary read by title Ordinance No. 16-005. A motion was made by Council Member Hilbert, 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 Lockett

No: 1 - Rarey

[ORD. 16-006](#)

AN ORDINANCE AMENDING THE CITY OF GROVEPORT CODE OF PERSONNEL PRACTICES AND PROCEDURES

Sponsors: Cleary

Attachments: [POLICY Section 3.05 Evaluation of Applicants.pdf](#)

Administrator Hall commented it was recommended by the Personnel Board of Review to allow five (5) additional points to be added to the applicant's raw score for military veterans and reserve police officers in the evaluation process for police officer applicants.

Chair Cleary read by title Ordinance No. 16-006. 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: 6 - Cleary, Dildine, Hilbert, Hutson, Lockett and Rarey

X. Financial Report

Director of Finance Jeff Green pointed out the December Income Tax Revenue Report is actually revenue for 2016. The City is up 76% in income tax for the year.

[#013-2016](#)

Finance Report December 2015

Attachments: [Finance Report December 2015.pdf](#)

XI. Other Business

None.

XII. Reports

A. Mayor - Lance Westcamp

Mayor Westcamp thanked Chief Portier and the Groveport police officers, along with the fire department and the Columbus Police Department, in regards to the incident in Danville. He is proud of the department and the great job they do.

The Mayor also thanked Chief Portier and Madison Township Police Chief Braden. He had the honor of speaking to the 4th graders at Sedalia Elementary and had both Chiefs accompany him. The children had a lot of questions for the police officers and the Mayor appreciated the expertise these two fine men brought to the table.

B. Administrator - Marsha Hall

Nothing further to report.

[#014-2016](#)

Adm Report to Council - Jan 19

Attachments: [Adm Report to Council - Jan 19.pdf](#)

C. Director of Law - Kevin Shannon

Nothing to report.

D. Director of Finance - Jeff Green

Finance Director Green reported the City has received the signed incentive agreement back from Bell Incorporated. The 175 jobs the company had committed to has gone up to 240 jobs over the next three (3) years. There are 63 jobs coming into Groveport with Kenco and 100 to 150 jobs with a company coming into the NorthPoint Development project.

E. Chief of Police - Ralph Portier

Police Chief Ralph Portier reported the department had a good year. He thanked everyone for their support and the comments; they are taken seriously and the department is more vigilant today than ever.

[#015-2016](#)

PD Council Report 1215

Attachments: [PD Council Report 1215.pdf](#)

F. Public Works Superintendent - Dennis Moore

Nothing further to report.

[#016-2016](#)

PW January 2016 Council Report

Attachments: [PW January 2016 Council Report.pdf](#)

G. Chief Building Official - Stephen Moore

Nothing further to report.

[#017-2016](#)

B & Z January 2016

Attachments: [B & Z January 2016.pdf](#)

H. Director of Golf - Tom Walker

Council Member Rarey asked about a projected timeline on the hillside project at the golf course. Director of Golf Tom Walker reported the bids had come in on Friday and City Engineer Steve Farst and EMH&T are currently reviewing those bids. Once a contract is awarded the company has ten (10) days to proceed. Mr. Walker estimates the project to commence in the next 30 to 45 days. Administrator Hall added bids came in about \$80,000. under the engineer's estimate. The Company that is the apparent low bidder,

Decker Construction, is a large, well-known company. A good portion of the project entails getting into the building by May 19, 2016.

[#018-2016](#)

Golf Report to Mayor and Council 1-18-16

Attachments: [Golf Report to Mayor and Council 1-18-16.pdf](#)

I. Parks & Recreation Director - Kyle Lund

Parks & Recreation Director Kyle Lund reported the roof project has been officially completed. There will be a re-inspection of the punch list tomorrow to address a few items. Staff and patrons are pleased with the results. Facilities Maintenance Director Tom Byrne and Dynamix will be addressing adjusting the pressure in the building to correct the issue of condensation in the building.

[#019-2016](#)

Rec Center Council Report

Attachments: [Rec Center Council Report.pdf](#)
[The Connection Feb 2016.pdf](#)

J. Community Affairs Director - Patty Storts

Nothing further to report.

[#020-2016](#)

CA Council Report January 2016

Attachments: [CA Council Report January 2016.pdf](#)

K. Director of Facilities Management - Tom Byrne

Nothing further to report.

[#021-2016](#)

F & P 1-12-16 status

Attachments: [F & P 1-12-16 status.pdf](#)

L. City Engineer - Steve Farst

Not present.

[#023-2016](#)

Engineers Council Report_1_13_16

Attachments: [Engineers Council Report_1_13_16.pdf](#)

M. Director of Transportation - Bob Dowler

Director of Transportation Bob Dowler reported on the G.R.E.A.T. shuttle bus involved in a collision on December 30, 2015. The bus was hit square in the side. Oletz Police and Hamilton Township Fire Rescue responded to the scene. Three individuals were transported with minor injuries. Everyone was back to work within two days. PSI is handling the repairs and once the major part for the door area comes in, the shuttle bus should be back in service in about three weeks.

[#022-2016](#)

Transportation Council Report for 011916

Attachments: [Transportation Council Report for 011916.pdf](#)

N. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

O. Council Members - Ed Rarey, Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson and Scott Lockett

Council Member Scott Lockett thanked Mayor Westcamp for having faith in him by appointing him to the vacant seat on the City Council. Mr. Lockett looks forward to getting to know the Department Heads. He thanked Administrator Hall in helping him to get settled.

XIII. Adjournment

Council Member Rarey made a motion, seconded by Council Member Hilbert, to adjourn at 6:56 p.m. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Hilbert, Hutson, Lockett and Rarey

Shawn M. Cleary, 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.