

# City of Groveport

655 Blacklick St.  
Groveport, OH 43125  
614.830.2052  
[www.groveport.org](http://www.groveport.org)



## Meeting Minutes

Monday, December 14, 2015

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 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, Steve Farst - Engineer, Dennis Moore - Public Works Superintendent, 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 Drury led the Pledge of Allegiance.

**IV. Roll Call**

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

**V. Approval of Minutes - November 16, 2015**

Approved as submitted.

[#258-2015](#)

COTW Minutes 11-16-15

**Attachments:** [COTW Minutes 11-16-15.pdf](#)

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

*Madison Township Fire Chief Bates provided additional information on the training stats for the fire department held at the Fire Academy during the month of November. The new fire engine has been ordered with an expected delivery date of September 2016. Council Member Dildine added the fire department's local union has adopted three (3) families for this Christmas. Each shift will provide for one*

family.

[#259-2015](#)

MTFD November Monthly Report

**Attachments:** [MTFD November Monthly Report 120915.pdf](#)

**VII. New Business**

None.

**VIII. Unfinished Business**

None.

**IX. Ordinances and Resolutions**

**A. 3rd Readings**

[RES. 15-006](#)

A RESOLUTION AUTHORIZING THE USE OF A PORTION OF BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF GROVEPORT, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED **\$914,000.00**, TO BE ISSUED FOR THE PURPOSE OF CONSTRUCTING PARKING LOT AND ADJACENT HILLSIDE IMPROVEMENTS, ALONG WITH COURSE MODIFICATIONS, IMPROVEMENTS AND APPURTENANCES THERETO IN CONNECTION WITH THE CITY'S MUNICIPAL GOLF COURSE PROJECT, TO REIMBURSE THE CITY'S GENERAL, PERMANENT IMPROVEMENT, OR BOND CONSTRUCTION FUND FOR MONIES PREVIOUSLY ADVANCED FOR SUCH PURPOSE

**Sponsors:** Hutson

**Chair Cleary read by title Resolution No.15-006.**

**B. 2nd Readings**

[ORD. 15-073](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR CONSTRUCTION OF THE WIRT ROAD PHASE II PEDESTRIAN BIKE PATH

**Sponsors:** Drury

*Administrator Hall stated there are easement and right-of-way issues to be resolved before the start of this project. City Engineer Steve*

*Farst added the design is being done and the City will start the bid process after the first of the year. The City plans to look into combining this project with the Street Maintenance program to make the project more attractive to potential contractors.*

**Chair Cleary read by title Ordinance No.15-073. A motion was made by Council Member Hilbert, seconded by Council Member Rarey, to recommend approval to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

[ORD. 15-074](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION AND PURCHASE TWO (2) POLICE CRUISERS AND ANCILLARY EQUIPMENT, ONE (1) 1-TON DUMP TRUCK FOR THE PARK MAINTENANCE DEPARTMENT, ONE (1) SINGLE-AXLE 25-TON DUMP TRUCK FOR THE PUBLIC WORKS DEPARTMENT, AND ONE (1) ROUGH MOWER FOR THE GOLF COURSE UNDER THE STATE OF OHIO COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Hilbert

*Administrator Hall stated the equipment purchases in this Ordinance are to replace existing equipment with the exception of the 1-Ton Dump Truck for the Park Maintenance Department. Council Member Rarey asked if the City had personnel to occupy these vehicles at all times. Ms. Hall responded the police department's vehicles are handled by the Chief. Equipment in other departments is not assigned to specific employees. Chief Portier stated vehicles are put on two shift rotations, each officer is not assigned their own cruiser. The department will be replacing vehicles in lieu of adding new vehicles; even with hiring additional officers. The officers will be doubling up on the cruisers. Chief Portier assured Mr. Rarey the City has more than adequate officers on duty on all shifts. Groveport has a high number per capita of officers on duty at all times.*

**Chair Cleary read by title Ordinance No.15-074. A motion was made by Council Member Hilbert, seconded by Council Member Drury, to recommend approval to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

[ORD. 15-075](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION AND PURCHASE ONE (1) PICK-UP TRUCK FOR THE BUILDING AND ZONING DEPARTMENT, ONE (1) CUSHMAN TRUCKSTER AND (1) TIGER CUB MOWER FOR THE PARKS MAINTENANCE DEPARTMENT

**Sponsors:** Hutson

*Administrator Hall stated the equipment purchases in this Ordinance are also replacing existing equipment. These pieces of equipment are in a separate Ordinance because they are at a lower cost and do not require a formal bid through the State of Ohio.*

**Chair Cleary read by title Ordinance No.15-075. 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, Drury, Hilbert, Hutson and Rarey

[ORD. 15-076](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE 2016 STREET MAINTENANCE PROGRAM

**Sponsors:** Rarey

*Administrator Hall stated this is the \$350,000 the City started putting aside a year ago for street maintenance of the City's old town streets. The old streets don't need full reconstruction, just maintenance to save the streets. Ms. Hall and Steve Farst named some of the work to be done on the streets to be included in the project: crack sealing on subdivision streets; finish Cherry Street; resurfacing Walnut Street and College Street south of Main Street and rehabilitate the pavement on Bixby Road. The City will also look into work on the cul-de-sac on Lambert Street.*

**Chair Cleary read by title Ordinance No.15-076. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to recommend approval to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

[ORD. 15-077](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT

BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE PAINTING OF THE INDOOR POOL CEILING AND WALLS

**Sponsors:** Cleary

*Administrator Hall stated this was included in the 2016 budget and the City will be seeking reimbursement along with the rest of the work that has been done at the Recreation Center.*

**Chair Cleary read by title Ordinance No.15-077. A motion was made by Council Member Hilbert, seconded by Council Member Drury, to recommend approval to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

[ORD. 15-078](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR WELL FIELD IMPROVEMENTS

**Sponsors:** Dildine

**Chair Cleary read by title Ordinance No.15-078. 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, Drury, Hilbert, Hutson and Rarey

[ORD. 15-079](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ISSUE REQUESTS FOR QUALIFICATIONS AND ENTER INTO A CONTRACT WITH THE MOST DESIRABLE COMPANY OR FIRM, TO ENGINEER, DESIGN, AND ESTIMATE CONSTRUCTION COSTS FOR A FACILITY TO HOUSE THE PARKS MAINTENANCE AND TRANSPORTATION DEPARTMENTS ON THE PROPERTY LOCATED AT 5101 SOUTH HAMILTON ROAD

**Sponsors:** Hilbert

*Administrator Hall stated this was included in the 2016 budget. The older buildings will be demolished and in 2017 a new facility will be constructed to house various department offices.*

**Chair Cleary read by title Ordinance No.15-079. 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, Drury, Hilbert, Hutson and Rarey

[ORD. 15-082](#)

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A CONTRACT WITH KAREN E. SHEFFER TO SERVE AS MAGISTRATE FOR THE CITY OF GROVEPORT, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Hilbert

*Law Director Kevin Shannon advised this Ordinance is to renew the contract with Karen Sheffer as Magistrate of the Groveport Mayor's Court. Ms. Sheffer has not asked for any increase, therefore the contract will be the same as the last contract.*

**Chair Cleary read by title Ordinance No.15-082. 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, Drury, Hilbert, Hutson and Rarey

[ORD. 15-083](#)

AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE COLUMBUS WATER MAINTENANCE FUND

**Sponsors:** Rarey

*Finance Director Jeff Green stated this Ordinance will allow the Finance Department to set up a new fund and fully segregate the water surcharge the City collects from residents on the City of Columbus water system.*

**Chair Cleary read by title Ordinance No.15-083. 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, Drury, Hilbert, Hutson and Rarey

[RES. 15-007](#)

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE A MASTER LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION

**Sponsors:** Dildine

*Administrator Hall stated this Resolution allows the City to make the*

*capital purchases in 2016 through a lease agreement with Huntington Public Capital Corporation.*

**Chair Cleary read by title Resolution No.15-007. A motion was made by Council Member Dildine, seconded by Council Member Drury, to recommend approval to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

## **X. Financial Report**

[#260-2015](#) Finance Report

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

*Mr. Green stated the City will be ending the year with an increase of approximately 31% in income tax.*

## **XI. Other Business**

*None.*

## **XII. Reports**

### **A. Mayor - Lance Westcamp**

*Mayor Lance Westcamp thanked Community Affairs Director Patty Storts for the successful Tree Lighting event. Final count was close to 400 participants enjoying the festivities. Mayor Westcamp publicly thanked Council Member Donna Drury for all her years of service to the City of Groveport and her service on the Groveport City Council. Donna Drury has done a wonderful job representing the residents of Groveport. Again the Mayor personally and publicly thanked Mrs. Drury. The Mayor thanked outgoing Madison Township Trustee Gary McDonald for his four years of service. Mr. McDonald worked well with the City of Groveport and the City appreciates all he has done for Groveport.*

### **B. Administrator - Marsha Hall**

*Administrator Hall presented Council Member Ed Rarey with a Christmas present by announcing that the City was notified last Friday that Groveport will receive funding through Ohio Public Works for the Hendron Road sidewalk project. Mr. Rarey has long wanted sidewalks on Hendron Road and Wirt Road. The project includes a*

*new waterline, a new street, a sidewalk on one side and a bike path on the other with the continuation of the City's decorative street lighting. The City will also receive Ohio Public Works funding for the West Bixby Road project.*

[#261-2015](#)

Adm Report to Council - Dec 14

**Attachments:** [Adm Report to Council - Dec 14.pdf](#)

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

*Nothing further to report.*

**D. Director of Finance - Jeff Green**

*Mr. Green shared a plaque the City received from the Ohio Legislature; a commendation for the City of Groveport for the creation of the G.R.E.A.T. program.*

**E. Chief of Police - Ralph Portier**

*Chief of Police Ralph Portier reported on the City's disaster plan training the department conducted with the Public Works and Recreation Center employees. The training is 90% completed and everyone has done a good job. Council Member Hilbert commented on the Chief's wife receiving an award. Chief Portier reported his wife, Peggy Portier was the winner of the Tri-County Realtor's Humanitarian of the Year award.*

[#262-2015](#)

PD Council Report

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

**F. Public Works Superintendent - Dennis Moore**

*Public Works Superintendent Dennis Moore wished everyone Happy Holidays.*

[#263-2015](#)

PW December 2015 Council Report

**Attachments:** [PW December 2015 Council Report.pdf](#)

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

*Nothing further to report.*

[#264-2015](#)

B &amp; Z December 2015

**Attachments:** [B & Z December 2015.pdf](#)**H. Director of Golf - Tom Walker***Nothing further to report.*[#265-2015](#)

Golf Council Report 12-15

**Attachments:** [Golf Council Report 12-15.pdf](#)**I. Parks & Recreation Director - Kyle Lund***Not present.*[#266-2015](#)

Rec Center Council Report

**Attachments:** [Rec Center Council Report.pdf](#)  
[The Connection.pdf](#)**J. Community Affairs Director - Patty Storts***Nothing further to report.*[#267-2015](#)

CA Council Report

**Attachments:** [CA Council Report.pdf](#)**K. Director of Facilities Management - Tom Byrne**

*Director of Facilities Management Tom Byrne submitted the numbers for savings in the end of the year energy project report. The City is 23% ahead of the projections. The City had \$190,378.23 in total savings from November 2014 to October 2015.*

[#268-2015](#)

FM Council Report

**Attachments:** [FM Council Report.pdf](#)  
[Energy Report \(003\).pdf](#)**L. City Engineer - Steve Farst***Nothing further to report.*

[#269-2015](#)

Engineer Council Report

**Attachments:** [Engineer Council Report\\_12\\_10\\_15.pdf](#)**M. Director of Transportation - Bob Dowler**

*Director of Transportation Bob Dowler reported the department has purchased children's car seats for the shuttle buses. One female rider brought her two children on the shuttle bus to meet up with her husband who works at the same place on the shift immediately prior to her shift. Her husband drove their car to work leaving her to use public transportation. There were some concerns about the children not being properly secured in the shuttle buses. The department worked with the Gahanna School District to obtain a couple of car seats to make sure they would be properly fitted on the shuttle bus seats. Now the G.R.E.A.T. shuttle buses are fitted with proper child safety seats.*

[#270-2015](#)

DOT Council Report

**Attachments:** [DOT Council Report for 121415.pdf](#)**N. Clerk of Council - Ruthanne Sargus Ross**

*Clerk of Council Ruthanne Ross submitted the 2016 Council Meeting Schedule for Council's review. Chair Cleary congratulated Mrs. Ross on the accolades from Paul Craig on her Athenian Dialogue Assessment paper on Killing Patton. Mr. Cleary, along with all the other Council Members, thanked Mrs. Ross for representing the City of Groveport so well.*

[#271-2015](#)

2016 Meeting Schedule

**Attachments:** [2016 MEETING SCHEDULE.pdf](#)**O. Council Members - Ed Rarey, Jean Ann Hilbert, Donna Drury, Ed Dildine, Shawn Cleary and Becky Hutson**

*Council Member Dildine thanked Council Member Drury for all her years of service to Groveport. He appreciates her service and commitment to serve the residents of Groveport. Council Member Hilbert acknowledged her long time service on Council with Mrs. Drury and she thanked the staff for a wonderful year. Mrs. Hilbert wished everyone a Merry Christmas and Happy New Year. Chair Cleary thanked staff for making it so easy for the City Council and he looks forward to making 2016 even better for the City. He thanked*

*Madison Township Trustee Gary McDonald for his service. Council Member Drury thanked everyone for the honor of serving the community with the wonderful group of people on Council. Mrs. Drury commented the staff has been great to work with and the City more than likely would not have come as far as it has without this staff.*

**XIII. Adjournment**

**Council Member Hutson made a motion, seconded by Council Member Dildine, to adjourn at 7:11 p.m. Motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Drury, Hilbert, Hutson and Rarey

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**Shawn M. Cleary, President Pro-Tem**

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**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.**