

# City of Groveport

655 Blacklick St.  
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[www.groveport.org](http://www.groveport.org)



## Meeting Minutes

**Monday, August 10, 2020**

**6:30 PM**

**Council Chambers**

### **City Council**

***Mayor Lance Westcamp***

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

**I. Call to Order**

by Mayor Lance Westcamp at 6:30 p.m.

Staff Present: Kevin Shannon - Law Director, Jason Carr - Director of Finance, Jeff Green - Assistant Administrator / Development Director

Staff Virtually Present: BJ King - Administrator and Ralph Portier - Chief of Police

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 Portier led the Pledge of Allegiance.

**IV. Roll Call**

**Present:** 6 - Shawn M. Cleary, Edward Dildine, Chad T. Grashel, Jean Ann Hilbert, Becky Hutson, and Scott Lockett

**V. Approval of Minutes - July 27, 2020**

Approved as submitted.

[#157-2020](#) City Council Minutes 7.27.2020

**Attachments:** [City Council Minutes 7.27.2020.pdf](#)

**VI. Business of Guests**

*None.*

**VII. Ordinances and Resolutions****A. 3rd Readings**

**None**

**B. 2nd Readings**[Ord. 2020-031](#)

AN ORDINANCE ESTABLISHING CREDIT/DEBIT CARD CONVENIENCE FEES FOR PAYMENTS RECEIVED BY THE RECREATION AND COMMUNITY AFFAIRS DEPARTMENTS AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Hilbert

Clerk of Council Ross read by title Ordinance No. 2020-031.

**C. 1st Readings**[Ord. 2020-033](#)

AN ORDINANCE AUTHORIZING A DONATION IN THE AMOUNT OF \$5,000.00 TO THE CENTER FOR GROVEPORT-MADISON HUMAN NEEDS (HUMAN NEEDS), A PRIVATE NON-PROFIT CORPORATION, APPROPRIATING SAID SUM FROM THE LOCAL CORONAVIRUS RELIEF FUND IN LEGISLATIVE 223.12.52420, TO FINANCE THE DONATION

**Sponsors:** Hutson

*Law Director Kevin Shannon stated that staff has requested Council to consider making a motion to suspend the rules as to the three readings and vote on this matter tonight so, if Council approves the motion, this Ordinance can go into effect tonight.*

Clerk of Council Ross read by title Ordinance No. 2020-033. A motion was made by Council Member Hutson, seconded by Council Member Hilbert, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

**VIII. Reports****A. Mayor - Lance Westcamp**

*Mayor Lance Westcamp commented that not much more is known about the City's Apple Butter Day event than was known a couple of*

weeks ago. Administrator BJ King has a meeting date set up for next Tuesday, August 18th at 11:00 a.m. with the Apple Butter Day Committee members and Mr. Dildine if he is available.

**B. Administrator - BJ King**

Administrator BJ King commented that he looks forward to working with the Department Heads on next year's budget.

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

Chief Portier will be in the office through Thursday of this week. Friday he starts his self-quarantine in preparation of his surgery next week. Mrs. Portier will keep the Mayor informed on the Chief's progress and Mayor Westcamp can update Administration. He expects to be out of the office for at least 6 weeks. He looks to return to work the first of October or no later the mid-October.

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

Director of Finance Jason Carr had submitted the Mid-Year Forecast to Council in the agenda packet. Based on the Financial Policy, the Department has provided the report to Council for a number of years now. This forecast is kind of a precursor to the 2021 budget process. Currently the City is reflecting about a 10 to 15% increase in income tax revenue compared to last year. The City has an ordinance that allocates a portion of the income tax as 80% to the General Fund, 10% to the Debt Service Fund, and 10% to Capital Projects Fund. For 2021 the Administration recommends the income tax be allocated as follows for the 2021 budget: 85% General Fund, 5% Debt Service, and 10% Capital Projects. The increase to the General Fund is to help off-set the lost revenue in the Recreation Fund, and potentially the Golf Course; both may need larger transfers from the General Fund to account for the lost revenues due to COVID-19.

[#158-2020](#)

Groveport\_Mid\_Year\_Forecast\_2020

Attachments: [Groveport\\_Mid\\_Year\\_Forecast\\_2020.pdf](#)

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

Nothing to report.

**F. Asst. Admin. / Development Dir. - Jeff Green**

*Nothing to report.*

**G. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Chad Grashel**

*Council Member Cleary commented on how nice the white trim looks on the crosswalks at Main Street at Front Street. City Engineer Steve Farst has been following up with the contractor to get everything done on the project.*

**H. Clerk of Council - Ruthanne Sargus Ross**

*Nothing to report.*

**I. Standing Committees**

*None.*

**IX. Other Business**

*None.*

**X. Adjournment**

**A motion was made by Council Member Cleary, seconded by Council Member Hutson, to adjourn at 6:41 p.m. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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Lance Westcamp, Mayor

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Ruthanne Sargus Ross, CMC  
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.