

# City of Groveport

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## Meeting Minutes

Monday, March 20, 2017

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*

**I. Call to Order**

by Committee Chair Dildine at 5:30 p.m.

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Dennis Moore - Public Works Superintendent, Stephen Moore - Chief Building Official, Tom Walker - Director of Golf, Patty Storts - Community Affairs Director, Tom Byrne - Director of Parks & Facilities Management, Steve Farst - Engineer, Bob Dowler - Director of Transportation, Sue Wadley - Personnel Director, Ralph Portier - Chief of Police

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**

Warren Motts led the Pledge of Allegiance asking everyone to remember all of our service men and women who are serving throughout the world protecting us and allowing us the great freedoms we have today.

**IV. Roll Call**

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

**V. Approval of Minutes - February 21, 2017**

Approved as submitted.

[#349-2017](#) COTW Minutes 2-21-17

**Attachments:** [COTW Minutes 2-21-17.pdf](#)

**VI. Business of Guests****a. Warren Motts - Motts Military Museum**

*Warren Motts updated Council on the latest news from Motts Military Museum. He thanked Groveport for all their support for procuring the land next door; without that land the museum couldn't keep expanding. To date, approximately \$110,000 in private donations has been raised for the 911 Building project. Mr. Motts has yet to approach*

*the corporation businesses for donations. The 911 fundraiser will be held on May 13, 2017. Bob Kendrick will be the announcer and the Madison Township Fire Department will be helping again this year. The Higgins boat restoration is complete and is now under cover in a building for display. The restoration was partially funded by a grant of \$25,000 from Ohio Attorney General Mike DeWine's office. Lori Motts-Byrd, Warren's daughter, is doing a special project on war dogs of Vietnam. The project is about the war dogs and their handlers of the Vietnam War and will include a statue to be erected in their honor. The museum's American Freedom Train exhibit will be displaying an oil painting of the 1947 and 1976 engines of the Freedom Train. Last year, 4207.5 hours of volunteer service was donated to the museum. Volunteers are honored at a party every year. Mr. Motts was honored to have done both the Memorial Day ceremony and the Veterans Day ceremony for the City of Groveport. This year the American Legion will be doing the Memorial Day service asking Warren Motts to be their guest speaker. The museum is now host to many group meetings; the Prisoners of War, the Purple Heart Society and the 7th U.S. Cavalry all hold their meetings at the museum. Mr. Motts' son, Wayne Motts, has been on the American Heroes Channel talking about Gettysburg and the sharpshooters. Wayne Motts does the budget for the Motts Military Museum and is currently the CEO of the National Civil War Museum in Harrisburg, Pennsylvania. Motts Military Museum is involved with the Ohio Historical Society's (now known as the Ohio History Connection) Veterans Recognition Day, held annually, displaying artifacts and vehicles. The museum's brick ceremony had 320 people in attendance. Mr. Motts stated he wasn't sure if the Fallen 15 run was going to take place again this year; last year it was on 9/11. Administrator Marsha Hall commented the Fallen 15 are planning on having the event but not on September 11th. The museum had a visit from a group of exchange students from Normandy, France who were visiting Canal Winchester. Veteran Don Jakeway was asked to join the group because he had jumped into Normandy to liberate their parents and grandparents. Mr. Jakeway related stories of jumping into the night at the age of 18, the same age of these students. The kids were enthralled. The museum gave a tour to the Serbian Ambassador to the United States and a group of Serbian officers. The Museum is getting a lot of media coverage on events and happenings. Veteran Warren E. Motts saluted the casket of former Astronaut and US Senator John Glenn.*

**b. Madison Township Fire Chief Bates - Monthly Update**

*Madison Township Fire Chief Bates reported the monthly report was not available for the Council packets; it was submitted via email earlier today. Council will notice some changes to the report. The type of equipment sent on certain types of calls has caused some data to be*

*moved from one category to another.*

**VII. New Business**

None

**VIII. Unfinished Business**

None

**IX. Ordinances and Resolutions**

**A. 3rd Readings**

[ORD. 17-009](#)

AN ORDINANCE AUTHORIZING THE GROVEPORT SPECIAL OLYMPICS OHIO COLLECTION FOR CHARITABLE DONATIONS TO THE SPECIAL OLYMPICS OHIO

**Sponsors:** Hutson

**The Chair read by title ORD.17-009. A motion was made by Council Member Hilbert, seconded by Council Member Cleary, to recommend approval to the City Council. The motion carried by the following vote:**

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

[ORD. 17-011](#)

AUTHORIZING THE ISSUANCE OF NOTES IN THE AMOUNT OF NOT TO EXCEED \$1,600,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF (I) CONSTRUCTING, IMPROVING, FURNISHING, AND EQUIPPING A POLICE FACILITY, AND THE CITY'S CURRENT MUNICIPAL BUILDING, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, (II) DESIGNING, ENGINEERING, AND CONSTRUCTING VARIOUS IMPROVEMENTS TO THE CITY'S MUNICIPAL GOLF COURSE, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND RETIRING NOTES PREVIOUSLY ISSUED FOR SUCH PURPOSE; AND APPROVING RELATED MATTERS

**Sponsors:** Dildine

*Administrator Marsha Hall explained this ordinance is not authorizing the City to borrow more money; it is the third year for the bonds that were issued for work that has already been completed. The City pays it down every year but it has to be rolled over annually.*

**The Chair read by title ORD.17-011. 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:** 5 - Cleary, Dildine, Hilbert, Hutson, and Lockett

[ORD. 17-012](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LICENSING AGREEMENT WITH JOELLEN AND DAVID STEBELTON (THE STEBELTONS)

**Sponsors:** Hilbert

*David Stebelton, 240 Front Street, addressed Council to ask permission to keep a portable shelter for his motorcycle at the end of his driveway, which is located on an easement, until such time that he can have a permanent garage built behind his house. He realizes the City, at some point in time, may need access to that area. The structure is portable and can be easily moved with minimal notice. Mr. Stebelton appreciates Council's time and consideration on the matter. Law Director Kevin Shannon advised it is a fairly simple process. As previously stated, the structure is already on a driveway easement the City granted to the Stebeltons about 6 or 7 years back. The proper way to deal with this unique situation would be for the Stebeltons to enter into a licensing agreement with the City of Groveport, giving them permission to put the structure on City property. The agreement has a provision covering the event the City would need access to the property as to the minimum amount of time to notify the Stebeltons and their responsibility to restore the driveway easement area to its original condition.*

**The Chair read by title ORD.17-012. A motion was made by Council Member Cleary, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:**

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

**B. 2nd Readings**

[ORD. 17-013](#)

AN ORDINANCE APPROVING THE RECODIFICATION, EDITING, AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GROVEPORT, OHIO AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Hutson

*Law Director Shannon explained this Ordinance pertains to the annual update of the City's Codified Ordinances. The State of Ohio law has made changes to traffic and criminal codes, as has the City itself. Walter H. Drane is the codification entity that goes through the process of having everything updated in our code. Next week City*

*Council will be asked for emergency action so the City can start taking any action with the City's code.*

**The Chair read by title ORD.17-013. A motion was made by Council Member Hilbert, seconded by Council Member Cleary, to recommend approval to the City Council. The motion carried by the following vote:**

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

#### ORD. 17-014

AN ORDINANCE PROHIBITING PARKING AND AUTHORIZING THE INSTALLATION OF NO PARKING SIGNS ON THE NORTH SIDE OF CANAL STREET IN THE CITY OF GROVEPORT, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Lockett

*Administrator Hall stated this Ordinance was a request from the Police Department and on behalf of the Madison Township Fire Department, for the north side of Canal Street between Walnut Street and College Street. With vehicles parked on both sides, large vehicles are having trouble getting through the streets.*

**The Chair read by title ORD.17-014. 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

#### ORD. 17-015

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, TITLE FIVE, CHAPTER 137, BOARD OF CEMETERY TRUSTEES

**Sponsors:** Cleary

**Attachments:** [ORD. 17-015 Part One Admin, Title Five, Section 137 Exhibit A.pdf](#)

*Administrator Hall stated this Ordinance pertains to the Cemetery Rules the City has always followed. Codifying these rules gives the City the ability to enforce said rules if there is any type of damage and/or issues at the cemetery.*

**The Chair read by title ORD.17-015. 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:**

**Abstain:** 1 - Hilbert

**Yes:** 4 - Cleary, Dildine, Hutson, and Lockett

## **X. Financial Report**

The Finance Report will be made available to City Council at a later date.

**XI. Other Business****a. Santa's Arrival 2017**

*Community Affairs Director Patty Storts addressed the issue of the Christmas Tree Lighting and Santa's Arrival event becoming too large for Town Hall. Last year she had concerns about the number of people attending and Town Hall being incapable of handling large crowds. Ms. Storts, in collaboration with Recreation Director Kyle Lund, presented Council with two options for the 2017 event. The submitted report outlines the pros and cons of the two locations, Groveport Park or Heritage Park. Ms. Storts welcomes any ideas Council may have for other options. The tree next to the Birch Tavern is okay but it is starting to show its age with some weak branches and bare sections on the tree's trunk. After much discussion on the two options submitted: where a new tree could be planted, and the pros and cons of both parks, Council gave Ms. Storts the go ahead to move forward with planning the event at Heritage Park.*

[#361-2017](#)

Santa's Arrival 2017

Attachments: [Santa's Arrival 2017 Memo.pdf](#)

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

*Mayor Lance Westcamp thanked Chief Portier for organizing another great police awards night. The Mayor and Chief Portier discussed the possibility of moving the event closer to National Police Week next year.*

**B. Administrator - Marsha Hall**

*Administrator Marsha Hall explained staff's recommendations for Groveport Water System rates. While the ending balance (contingency) each year is trending downward, staff is hopeful that actual expenses for 2017 will keep decreasing. For that reason staff is recommending no water rate increase for 2018.*

*In 2018, the situation will be reviewed for a potential small increase in 2019 to add to the City's contingency to account for both any possible large water line repairs that may be needed and inflation in the cost of supplies, etc. Small annual increases of 2 or 3 percent to account for increased costs are better for both the City and the consumer than no*

*increases for multiple years then charging a series of large increases.*

[#350-2017](#)

Adm Report to Council - Mar 20

Attachments: [Adm Report to Council - Mar 20.pdf](#)  
[Water System Rates.pdf](#)

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

*Nothing further to report.*

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

*Finance Director Jeff Green apologized for not having the annual report for Council's packet. Staff has been preparing for the arrival of the auditors. He looks to have another good audit for 2016.*

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

*Chief of Police Ralph Portier reported the department spent some time at the Ohio Prep Fest on Saturday and Sunday. The Groveport Police Department is the only police department in the State of Ohio who has ever been asked to do demonstrations on weapons, self-defense techniques, etc.*

[#351-2017](#)

PD Council Report

Attachments: [PD Council Report 0217.pdf](#)

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

*Nothing further to report.*

[#352-2017](#)

PW Council Report

Attachments: [PW March 2017 Council Report.pdf](#)

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

*Nothing further to report.*

[#353-2017](#)

B & Z Council Report

Attachments: [B & Z Council Report March 2017.pdf](#)

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



*Nothing further to report.*

[#354-2017](#) Golf Council Report

Attachments: [Golf Council Report 3-20-17.pdf](#)

**I. Recreation Director - Kyle Lund**

*Not present.*

[#355-2017](#) Rec Center Council Report

Attachments: [Rec Center Council Report.pdf](#)  
[The Connection April 2017.pdf](#)

**J. Community Affairs Director - Patty Storts**

*Nothing further to report.*

[#356-2017](#) CA Council Report

Attachments: [CA March 2017 Council Report.pdf](#)

**K. Director of Parks & Facilities Management - Tom Byrne**

*Nothing further to report.*

[#357-2017](#) P&FM Council Report

Attachments: [P&FM Council Report.pdf](#)  
[Energy Report \(005\).pdf](#)

**L. City Engineer - Steve Farst**

*City Engineer Steve Farst reported on a visit from representatives of TransCanada Columbia Gas Transmission who is planning a B-System Pipeline Project for 2018. Mr. Farst provided copies of a map of the haul roads (public streets) the company wants to use to access the corridor in which their pipeline is situated. The company is to retire a 24" pressure gas pipeline that generally runs southeast to northwest along Bixby Road and replace it with a new 24" pressure pipeline in the same alignment with a few slight variations. The meeting was to get with Groveport officials to show what the company had in mind for haul roads and routes to gain access to the pipeline. The project is to commence in January 2018 with crossing the creeks and rivers in this area. The project will then start the cross country*

pipeline replacement work from February through October 2018. City staff doesn't have all their questions answered yet. Mr. Farst asked what the axle loads would be and the representatives did not know. They did know that the gross vehicle weight (GVW) can be up to 100,000 pounds on some equipment. These are very large vehicles. In consideration of this project, the City's concern is investing the money in repaving East Bixby Road from the intersection of Ebright Road east to US 33. If the City spends the money to resurface Bixby Road this year, then this company will come in next year and haul on the road. The road is currently in very bad shape but considering the loads this company will be carrying, staff wanted to bring the matter before Council to recommend postponing the resurfacing of that section of East Bixby Road until 2019. The Public Works Department is doing an excellent job maintaining the road. The project will run up SR 317 and across SR 317 on Bixby Road to the entrance of the Three Creeks Metro Park by Griffin Wheel. Therefore, that side of Bixby Road will also be impacted. The company will be going into Hickory Grove and Elmont Place as well, where it has easements in place.

[#358-2017](#)

Engineers Council Report

Attachments: [Engineers Council Report 3.16.17.pdf](#)

**M. Director of Transportation - Bob Dowler**

*Director of Transportation Bob Dowler reported there were a series of articles in the Columbus Dispatch that ran March 19th, 20th and 21st called Dividing Lines. One article on getting workers to their jobs mentioned Mr. Dowler and Jeff Green in regards to the Greater Rickenbacker Employee Access Transit.*

[#359-2017](#)

Transportation Council Report

Attachments: [Transportation Council Report for 032017.pdf](#)

**N. Personnel Director - Sue Wadley**

*Nothing to report.*

[#360-2017](#)

HR Council Report

Attachments: [HR Council Report 3.15.17.pdf](#)

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

*Nothing to report.*

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

*Council Member Cleary reported he is supporting the Kyle Nester family in Kyle's effort to become the legal guardian of his 15 year old sister, Madison. The community is selling t-shirts for \$10.00, with \$5.00 going to the Nester family. The funds are in support of the Groveport Madison High School senior's decision to seek guardianship of his sister after the recent deaths of both of their parents. Mr. Cleary invited Council to participate in purchasing t-shirts to wear at the next City Council meeting.*

*Council Member Dildine reported he received an email from a gentleman in Texas wanting to locate the grave sites of his great-great-grandfather (d. 10/26/1895) and great-great-grandmother (d. 04/06/1915). The Department of Veteran's Affairs provides headstones for the graves of unmarked veterans, his great-great-grandfather was a veteran of both the 2nd and 90th Ohio Volunteer Infantry during the Civil War. The gentleman wants to locate the actual site before applying for the headstone. The matter was forwarded to Council Member Cleary, Cemetery Committee Chair and Public Works Superintendent Dennis Moore, who has access to old cemetery records.*

**XIII. Adjournment**

Council Member Cleary made a motion, seconded by Council Member Hutson, to adjourn at 6:42 p.m. All in favor stated AYE, None Opposed. Motion passed.

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Edward G. Dildine, 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.