

City of Groveport

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Meeting Minutes

Tuesday, February 16, 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, Steve Farst - Engineer, 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, Kurt Blevins - Captain

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

Captain Blevins led the Pledge of Allegiance.

IV. Roll Call

Absent: 1 - Council Member Dildine

Present: 5 - Council Member Cleary, Council Member Hilbert, Council Member Hutson, Council Member Lockett, and Council Member Rarey

V. Approval of Minutes - January 19, 2016

Approved as submitted.

[#043-2016](#)

COTW Minutes 1-19-16

Attachments: [COTW Minutes 1-19-16.pdf](#)

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

Madison Township Fire Chief Bates updated Council on the fire department's monthly stats for January 2016. Chief Bates went over the highlights of the submitted 2015 Annual Report. The Annual Report includes two emergency service zone maps. The emergency

service zone maps show all the incidents that occurred within Madison Township in 2014 and 2015. The monthly reports will now show a breakdown of automatic aid received without Madison Township units responding. Chief Bates reported the requests for qualifications have gone out for the criteria architect for the fire station project. Packages are due by February 25, 2016.

[#044-2016](#)

MTPD Monthly Report 0116

Attachments: [MTPD Monthly Report 0116.pdf](#)
[MTPD 2015 Annual Report.pdf](#)

b. Courtney Shisler and Stephen Moore - Proposed Property Maintenance Community Service Program

Chief Building Official Stephen Moore introduced Property Maintenance Inspector Courtney Shisler and the department's ideas for a community assistance program. Ms. Shisler made a presentation to Council on the proposed property maintenance community service program. The program, "Groveport Community Connections", is a resource network that will allow the City to connect residents with local businesses for the goods and services needed to maintain their properties. It will connect residents or businesses with volunteers and service providers available to assist them in maintaining their properties when hardships exist. Benefits of the program include, but are not limited to, improve customer service, increase awareness of community standards, assist citizens in need, shorten compliance response times, express the City's commitment to its community, market local businesses and engage service organizations in our community.

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions

A. 3rd Readings

None

B. 2nd Readings[ORD. 16-012](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION FOR THE PURCHASE OF ONE (1) 2016 VERSALIFT / FORD CHASSIS BUCKET TRUCK WITH ACCESSORIES FOR THE PUBLIC WORKS DEPARTMENT 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 informed Council the current bucket truck is a mid-1980 truck that was used when the City purchased it. It has been determined the truck is beyond repair and unsafe to keep in service. Public Works Superintendent Dennis Moore relayed the type of work the new truck will be used for: signal repairs, light repairs, and tree work. The new truck will be smaller and will easily get in the spots for the type of work needed to be done.

Chair Cleary read by title Ordinance No. 16-012. 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: 5 - Cleary, Hilbert, Hutson, Lockett and Rarey

[ORD. 16-013](#)

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

Sponsors: Lockett

Council Member Cleary commented he has asked Chief Portier to make sure the volunteers have reflective gear on while collecting donations. Mr. Cleary has approximately 20 vests for the group to borrow if they don't have any readily available. They are to contact Clerk of Council Ruthanne Ross if they need to borrow Mr. Cleary's vests.

Chair Cleary read by title Ordinance No. 16-013. A motion was made by Council Member Hutson, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 5 - Cleary, Hilbert, Hutson, Lockett and Rarey

X. Financial Report

Finance Director Jeff Green stated the department had been busy in January and the first part of February getting the amendments together. With the water collections, the bank reconciliation was a nightmare. The report was completed today but Mr. Green wanted it added to next week's agenda to give Council time to review it before the meeting.

The Finance Report will be made available at the next City Council meeting.

XI. Other Business

None.

XII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp thanked the Department Heads for taking the time with the City's new Council Member Scott Lockett; he has received a lot of positive feedback. The Mayor personally met with Chief Portier and Mr. Lockett last week at the police department. Council made a great decision on moving the police department out to the new building. The new facility is a big asset to the City of Groveport.

Mayor Westcamp reported he had received a letter from Groveport Madison School District Superintendent Bruce Hoover regarding a call to action developing a coalition for safe schools and neighborhoods. To represent the City of Groveport, Captain Kurt Blevins and Council Pro-Tem Shawn Cleary will be attending the first meeting on Thursday, February 25, 2016 at 7:00 p.m. Captain Blevins is to provide Council with a full report on the meeting. The Mayor thanked the Captain for filling in for Chief Portier at tonight's meeting.

B. Administrator - Marsha Hall

Nothing further to report.

[#045-2016](#)

Adm Report to Council - Feb 16

Attachments: [Adm Report to Council - Feb 16.pdf](#)

C. Director of Law - Kevin Shannon

Nothing further to report.

D. Director of Finance - Jeff Green

Nothing further to report.

E. Chief of Police - Ralph Portier

Captain Blevins thanked the Public Works crews, he is 100% positive, that through their efforts, they have prevented lots of accidents during the inclement weather.

[#046-2016](#)

PD 01-16

Attachments: [PD 01-16.pdf](#)

F. Public Works Superintendent - Dennis Moore

Public Works Superintendent Dennis Moore was thankful for the gratitude received from the public. Mr. Moore knows his crews are proud of the work they do and it means a lot to them to be recognized for their good works. He thanked the Councils from over the years for making the materials and equipment available to make jobs turn out in a positive way. Council Member Hutson inquired about Alphonso "Rocky" Patete. Mr. Moore reported he is doing well. He goes in for a check up on February 25, 2015 and should find out the length of time he will need for recovery.

[#047-2016](#)

PW February 2016 Council Report

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

G. Chief Building Official - Stephen Moore

Chief Building Official Stephen Moore reported the one million square foot warehouse on Pontius Road is now occupied. The tenant has taken the whole building and the Building & Zoning Department has issued an occupancy permit. At present they are occupying about half of the building. Plans have been submitted for the second building that will set closer to Rohr Road. Work will commence this spring. The department has talked to VanTrust Realty about starting their second building beside the one they have on Rohr Road. The

department is working with the Groveport Madison School District and their architect on their projects.

[#048-2016](#)

B & Z February 2016

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

H. Director of Golf - Tom Walker

Nothing further to report.

[#049-2016](#)

Golf Report to Mayor and Council 2-15-16

Attachments: [Golf Report to Mayor and Council 2-15-16.pdf](#)

I. Parks & Recreation Director - Kyle Lund

Parks & Recreation Director Kyle Lund thanked the police department for their response to some minor police related incidents involving thefts and smash and grabs. The new camera security system has enabled the police to get a number of the matters resolved with apprehending the suspects.

[#050-2016](#)

RC Council Report Feb 2016

Attachments: [RC Council Report Feb 2016.pdf](#)

J. Community Affairs Director - Patty Storts

Nothing further to report.

[#051-2016](#)

CA Council Report 2-2016

Attachments: [CA Council Report 2-2016.pdf](#)

K. Director of Facilities Management - Tom Byrne

Director of Facilities Management Tom Byrne thanked Madison Township Fire Chief Bates for allowing his Fire Inspector Embree to spend three days with staff to go through all of the City's facilities.

[#052-2016](#)

FM 2-8-16 status

Attachments: [FM 2-8-16 status.pdf](#)

L. City Engineer - Steve Farst

City Engineer Steve Farst reported he has received notice of both the Hendron Road Reconstruction loan and grant application and the West Bixby project. The Public Works Commission has officially notified Groveport that the projects will receive funding. The funding agreements will take place in June 2016.

[#053-2016](#)

EngineersReport_2_10_16

Attachments: [EngineersReport_2_10_16.pdf](#)

M. Director of Transportation - Bob Dowler

Nothing further to report.

[#054-2016](#)

Transportation Council Report for 021616

Attachments: [Transportation Council Report for 021616.pdf](#)

N. Clerk of Council - Ruthanne Sargus Ross

Nothing further to report.

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

XIII. Adjournment

Council Member Hhilbert made a motion, seconded by Council Member Hutson, to adjourn at 7:03 p.m. All in favor stated AYE, None Opposed. Motion passed.

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.