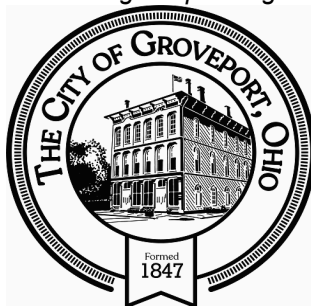


City of Groveport

655 Blacklick St.
Groveport, OH 43125
614.830.2052
www.groveport.org



Meeting Minutes

Tuesday, January 17, 2023

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 & Jack Rupp

I. Call to Order

Committee Chair Hilbert called the Committee of the Whole meeting to order at 5:30 p.m.

Staff Present: Kevin Shannon - Law Director, Jason Carr - Finance Director, Jeff Green - Development Director, Casey Adams - Chief of Police, Tom Walker - Director of Golf, Eric Reed - Parks and Facilities Superintendent, Mindy Kay - Assistant Clerk of Council

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

II. Moment of Silence

Committee Chair Hilbert asked everyone to join her in a moment of silence.

III. Pledge of Allegiance

Chief Adams led the Pledge of Allegiance.

IV. Roll Call

Absent: 2 - Dildine, and Hutson

Present: 4 - Cleary, Hilbert, Lockett, and Rupp

V. Approval of Minutes

The December 12, 2022 Committee of the Whole Minutes stand approved as submitted.

[#017-2023](#) COTW Minutes 12.12.2022

Attachments: [COTW Minutes 12.12.2022.pdf](#)

VI. Business of Guests**A. Madison Township Fire Chief Robinson**

[#018-2023](#) MTFD Monthly Report

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

VII. New Business

VIII. Unfinished Business**IX. Ordinances and Resolutions****A. 3rd Readings****[Ord. 2022-050](#)**

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, CHAPTER 143, EMPLOYEES GENERALLY OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT, OHIO

Sponsors: Hilbert

Attachments: [Ord. 2022-050 Exhibit A 143.05 Holidays.pdf](#)

Director of Finance Jason Carr explained to the Committee that this ordinance pertains to adding the Juneteenth holiday to our Codified Ordinances. He said that Administrator King has reached out to the unions regarding a Memorandum of Understanding and that there are several Central Ohio communities that already recognize Juneteenth.

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: 4 - Cleary, Hilbert, Lockett, and Rupp

[Ord. 2022-052](#)

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 THE SECOND FLOOR MUNICIPAL SPACE IN THE RAREY'S PORT AND WERT'S GROVE BUILDINGS

Sponsors: Dildine

Mr. Carr informed the Committee that we have \$1.1 million budgeted for the second-floor space in those buildings. He said that hopefully we can get the process going so that we can get started on this project before the end of the year.

A motion was made by Council Member Rupp, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Hilbert, Lockett, and Rupp

[Ord. 2022-053](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO PURCHASE A JACOBSEN HR600, 11 FT WIDE AREA ROTARY MOWER AND A JACOBSEN ECLIPSE 360 TRIPLEX GREENS MOWER FOR THE GOLF MAINTENANCE DEPARTMENT UNDER THE STATE OF OHIO COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Cleary

Mr. Carr stated that they currently have \$84,000 budgeted for the Triplex mower and \$107,000 for the other rough mower. He added that we will be buying both mowers outright instead of leasing them. Director of Golf Tom Walker said that the old rough mower is inoperable and we can't get parts for it. Council Member Cleary asked if the mowers were available or possibly on back order. Mr. Walker replied that if the purchase is approved, we could get the new rough mower by the middle of the year and the Triplex probably by next year.

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: 4 - Cleary, Hilbert, Lockett, and Rupp

[Ord. 2022-056](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO PURCHASE A VENTRAC TRACTOR AND SNOW EQUIPMENT FOR THE PARKS DEPARTMENT UNDER THE SOURCEWELL COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Rupp

Mr. Carr said that we would be purchasing this equipment outright. We currently have \$63,000 budgeted in our capital improvement plan. Parks and Facilities Superintendent Eric Reed said that the feeling is that with the two new buildings and quite an expanse of sidewalk there, our staff should split into two units for our snow control with three to four guys on each shift. With all the additional sidewalks to do, we'd like to have the Ventrac plow power broom. He added that we would also be able to put a leaf blower on it for use in the fall or any other time. It will also have a cab and a salt spreader on the back of it.

A motion was made by Council Member Rupp, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Hilbert, Lockett, and Rupp

[Ord. 2022-059](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO PURCHASE THREE (3) POLICE VEHICLES, INCLUDING ANCILLARY EQUIPMENT FOR THE POLICE DEPARTMENT UNDER A COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Hilbert

Mr. Carr explained that we have not identified a specific cooperative purchasing plan as in the other two where we were using the State of Ohio. The reason for this is the difficulty in trying to find vehicles. He said we're trying to give ourselves as many options as possible. He said that Council did authorize the purchase of three vehicles in 2022 and we did encumber those numbers in the 2022 budget. This ordinance is on top of that authorization from 2022. He added we currently have a budget of \$240,000 for the vehicles and equipment depending on where we stand with the general fund budget. He explained we have this budgeted as a lease but if we have a positive year we may just buy these outright. Police Chief Adams reported that it could be like last year where they gave us a two weeks' notice where we were told we had to buy vehicles within a certain time frame. He said that the Franklin County Chief's Association came together and are trying to get a local dealership to come in with bids. He then said that vehicles are scarce and many departments are putting in for contracts for vehicles and being denied. This could be a situation where we're going to have to jump on the opportunity to buy. Mr. Cleary inquired if three vehicles would be enough and strongly suggested that we keep our old cruisers and not sell them. Chief Adams confirmed that some vehicles such as the one Lieutenant Short is driving are constantly needing repairs and would be used as reserve or special duty vehicles to be used sparingly. If we need to put them back into full service we could. Mr. Rupp asked if it would be a lease return or a lease purchase. Mr. Carr replied that it would be a lease purchase. He went on to say that it would be anywhere from three to five years and around six percent through Huntington. He mentioned that Chief Adams was looking into other leasing companies as well.

A motion was made by Council Member Rupp, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 4 - Cleary, Hilbert, Lockett, and Rupp

B. 2nd Readings

X. Financial Report

Mr. Carr informed the Committee that we ended the 2022 fiscal year on a positive note. He said that our income tax collections were \$3.9 million higher than last year, primarily driven by higher business profits and withholding taxes. The general fund was \$4 million higher than last year, however our storm water fund balance did end the year \$100,000 lower than last year. This was primarily driven by the allocation of salaries and benefits for the Public Works Department as well as maintenance we have related to the storm water system.

[#006-2023](#)

Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business**XII. Reports****A. Mayor - Lance Westcamp****B. Administrator - BJ King****C. Director of Law - Kevin Shannon****D. Director of Finance - Jason Carr****E. Chief of Police - Casey Adams**

Chief Adams stated he will be attending the Public Safety Forum at the Groveport Board of Education Building tomorrow night. He said the forum will be discussing options on security measures, costs and policies.

[#007-2023](#)

PD Council Report

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

F. Economic Development Director - Jeff Green

Mr. Green spoke about the schedule of company visits he had sent to the Committee via email this afternoon. The first one is next week with Sour

Creek Logistics, in which Administrator King and Mayor Westcamp would also be in attendance. He said they have some pretty specific issues to discuss regarding side access. He went on to say they have a meeting with Fair Logistics on January 31st, Kraft Foods and Penske on February 2nd, as well as Shasta and Cintas on February 15th.

Mr. Carr wanted to add that W2 and 1099 forms will be going out by January 31st. He said that he and Personnel Director Joyce Myers are putting together a new kind of comprehensive benefits package for full time employees. This new package outlines the employee's total salary, how much the City contributes towards health insurance, HRA, vacation and sick days. This will be included in the same envelope as the W2 forms.

G. Public Services Director - Brian Strayer

[#008-2023](#) PS Council Report

Attachments: [PS Council Report.pdf](#)

H. Chief Building Official - Stephen Moore

[#009-2023](#) B&Z Council Report

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

I. Director of Golf - Tom Walker

[#010-2023](#) GOLF Council Report

Attachments: [GOLF Council Report.pdf](#)

J. Recreation Director - Seth Bowers

[#011-2023](#) REC Council Report

Attachments: [REC Council Report.pdf](#)

K. Community Affairs Director - Jessica Wyke

[#012-2023](#) CA Council Report

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

L. City Engineer - Steve Farst

[#013-2023](#) ENG Council Report

Attachments: [ENG Council Report.pdf](#)

M. Director of Transportation / Senior Services - Bob Dowler

[#014-2023](#) DOT Council Report

Attachments: [DOT Council Report.pdf](#)

N. Personnel Director / Human Resources - Joyce Myers

[#015-2023](#) HR Council Report

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

O. Director of Information Technology - Trevor Swackhamer**P. Clerk of Council - Ruthanne Sargus Ross****Q. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Jack Rupp**

Council Member Rupp said that he attended the School Board meeting on January 11th. They had presentations from Greater Columbus Area Helping Hands and the Leading the Way Program, which is a program that prepares students for college. He said that the Helping Hands Step Off for College Program reported they had fourteen students signed up in 2022 and thirty students so far signed up for this year. Another program they had was Mapping the Future, which is aimed at Middle School students. They had 140 students sign up for that program at Middle School South, 100 students at Middle School North, and 95 students at Middle School Central. There were also testimonials from current and graduated students that had been in the Leading the Way Program. They spoke on how that program benefited them. He added that Deputy Superintendent Paul Smathers went over the School Safety Report. The report addressed school ID's that students would wear on lanyards as part of a potential electronic hall pass system, school staff receiving conflict and de-escalation training, and the installation of a Raptor Visitor Check-In System. This system would be able to conduct background and

warrant checks when visitors check in with their ID. He said the School Board continues to work toward creating a positive culture and environment for the students in hopes to subside some of their fears in the school. He informed the Committee that the School Board is also talking about installing a Wi-Fi Radius Server so that they will no longer have an open network. At some point in the future it will require students and staff to sign in and internet use will be able to be monitored. The school also spoke of plans for AI systems for the cameras. This system will be able to recognize behavioral risks for example, if a door opens the intelligence systems will be able to record who entered or exited. If a large group forms together in a time or place they shouldn't be that activity would be flagged. This AI system would flash a notification on the screen to draw attention to security. He went on to say the one of the board members had made a motion to purchase metal detectors, which failed for lack of second just because they do not yet have enough information policy wise, and possible delays with such a large number of students and staff entering the building. They are investigating the costs of purchasing wands as well as the necessary policies that go along with those wands

XIII. Adjournment

Council Member Cleary made a motion, seconded by Council Member , to adjourn at 6:53 p.m. All in favor stated AYE, None Opposed. Motion passed.

Jean Ann Hilbert, President Pro Tem

Mindy Kay
Assistant 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.