

# City of Groveport

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## Meeting Minutes

**Monday, October 24, 2022**

**6:30 PM**

**Council Chambers**

### **City Council**

***Mayor Lance Westcamp***

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

**I. Call to Order**

Mayor Lance Westcamp called the City Council meeting to order at 6:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Casey Adams - Chief of Police, Jeff Green - Development Director, Ruthanne Sargus Ross - Clerk of Council

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 Adams led the Pledge of Allegiance.*

**IV. Roll Call**

A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to excuse Council Member Ed Dildine from tonight's meeting. The motion carried by the following vote:

Excused: 1 - Dildine

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

**V. Approval of Minutes - October 10, 2022**

*The October 10, 2022 City Council Minutes stand approved as submitted.*

[#233-2022](#) City Council Meeting Minutes

Attachments: [City Council Meeting Minutes 10.10.2022.pdf](#)

**VI. Business of Guests****VII. Ordinances and Resolutions****A. 3rd Readings**

[Ord. 2022-034](#)

AN ORDINANCE AMENDING THE PAY GRADE FOR THE GROUP SWIM INSTRUCTOR CLASSIFICATION IN THE RECREATION

DEPARTMENT AND ESTABLISHING COMPENSATION FOR THE  
STATED CLASSIFICATION

**Sponsors:** Lockett

**Attachments:** [Ord. 2022-034 Exhibit A.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2022-034. A motion was made  
by Council Member Lockett, seconded by Council Member Cleary, to adopt.  
The motion carried by the following vote:

**Excused:** 1 - Dildine

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

**B. 2nd Readings**

[Ord. 2022-035](#)

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION  
ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE  
CALENDAR YEAR 2023

**Sponsors:** Rupp

**Attachments:** [2023 Budget\\_EXHIBIT A 22-035.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2022-035.

[Ord. 2022-037](#)

AN ORDINANCE ACCEPTING AND DEDICATING AS PUBLIC  
IMPROVEMENTS THE WATER MAIN AND SANITARY SEWER MAIN  
CONSTRUCTED IN CONJUNCTION WITH THE PAUL HEMMER  
COMPANY'S GROVEPORT LOGISTICS CENTER DEVELOPMENT

**Sponsors:** Hutson

Clerk of Council Ross read by title Ordinance No. 2022-037.

**C. 1st Readings**

[Ord. 2022-038](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO APPLY  
FOR AND ACCEPT A GRANT FROM THE MID-OHIO REGIONAL  
PLANNING COMMISSION FOR THE COLUMBUS URBANIZED AREA  
FEDERAL TRANSIT ADMINISTRATION (FTA) FUNDING FROM THE  
ENHANCED MOBILITY FOR OLDER ADULTS AND INDIVIDUALS  
WITH DISABILITIES PROGRAM (SECTION 5310), AND FURTHER  
AUTHORIZING THE ADMINISTRATOR TO EXECUTE ANY  
AGREEMENTS NECESSARY TO RECEIVE SAID GRANT FUNDING,  
AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Hilbert

*Law Director Kevin Shannon stated that staff had requested Council to consider making a motion to suspend the rules as to the three readings and the effective date so the City can meet the deadline for the grant.*

**Clerk of Council Ross read by title Ordinance No. 2022-038. A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:**

**Excused:** 1 - Dildine

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

*Administrator King commented that the 5310 grant typically is for purchasing vehicles, but no vehicles are available. The City is applying for funds to maintain the City's current 5310 vehicles in its fleet.*

*Mr. Lockett asked if any City staff actively searches for available grants. Mr. King assured him that City staff always looks for grant opportunities.*

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

**Excused:** 1 - Dildine

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

#### [Ord. 2022-039](#)

AN ORDINANCE AMENDING PART FIFTEEN - FIRE PREVENTION CODE OF THE CITY OF GROVEPORT CODIFIED ORDINANCES, CHAPTER 1519, FIREWORKS

**Sponsors:** Lockett

**Attachments:** [Ord. 2022-039 Exhibit A.pdf](#)

**Clerk of Council Ross read by title Ordinance No. 2022-039. This Ordinance was referred to the Committee of the Whole.**

#### [Ord. 2022-040](#)

AN ORDINANCE ACCEPTING / AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN EASEMENT AGREEMENT WITH GROVEPORT VENTURE, LLC AND TO ACCEPT THE GRANT OF STORM SEWER EASEMENTS FOR A STORM SEWER SYSTEM LOCATED AT 3755 HAYES ROAD, PARCEL NUMBER 185-003034

**Sponsors:** Cleary

**Clerk of Council Ross read by title Ordinance No. 2022-040. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2022-041](#)

AN ORDINANCE ACCEPTING / AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN EASEMENT AGREEMENT WITH GROVEPORT VENTURE, LLC AND TO ACCEPT THE GRANT OF STORMWATER MANAGEMENT DRAINAGE EASEMENTS FOR SITE STORMWATER MANAGEMENT BASINS LOCATED AT 3755 HAYES ROAD, PARCEL NUMBER 185-003034

**Sponsors:** Dildine

**Clerk of Council Ross read by title Ordinance No. 2022-041. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2022-042](#)

AN ORDINANCE ACCEPTING / AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN EASEMENT AGREEMENT WITH GROVEPORT VENTURE, LLC AND TO ACCEPT THE GRANT OF CONSERVATION EASEMENT FOR PROTECTION OF A STREAM CORRIDOR PROJECTION AREA AT 3755 HAYES ROAD, PARCEL NUMBER 185-003034

**Sponsors:** Hutson

**Clerk of Council Ross read by title Ordinance No. 2022-042. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2022-043](#)

AN ORDINANCE AMENDING ORDINANCE NO. 18-050 (ADOPTED 12/17/2018) ESTABLISHING GOLF RATES AND FEES FOR THE GROVEPORT MUNICIPAL GOLF COURSE

**Sponsors:** Hilbert

**Attachments:** [Ord. 2022-043 Exhibit A.pdf](#)

**Clerk of Council Ross read by title Ordinance No. 2022-043. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2022-044](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO DONATE THE PROPERTY LOCATED AT 595 CHERRY STREET, PARCEL NUMBER 185-000230 TO THE GREATER GROVEPORT FOOD PANTRY

**Sponsors:** Rupp

**Clerk of Council Ross read by title Ordinance No. 2022-044. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2022-045](#)

AN ORDINANCE GRANTING A VARIANCE AS TO THE PERMITTED

USES IN THE ESTABLISHED ZONING DISTRICT FOR THE PROPERTY LOCATED AT 4180 BIXBY ROAD, PARCEL NO. 185-000901, CURRENTLY ZONED RURAL (R), JIM VOORHIS, APPLICANT.

**Sponsors:** Cleary

**Attachments:** [Ord.2022-045 Exhibit A.pdf](#)  
[Ord.2022-045 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2022-045. This Ordinance was referred to the Planning & Zoning Commission.

#### Ord. 2022-046

AN ORDINANCE GRANTING A VARIANCE AS TO THE PERMITTED USES IN THE ESTABLISHED ZONING DISTRICT FOR THE PROPERTY LOCATED AT 0 HENDRON ROAD, PARCEL NO. 185-000917, CURRENTLY ZONED SUBURBAN OFFICE (SO), KARL HOALST, APPLICANT.

**Sponsors:** Dildine

**Attachments:** [Ord.2022-046 Exhibit A.pdf](#)  
[Ord.2022-046 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2022-046. This Ordinance was referred to the Planning & Zoning Commission.

## **VIII. Reports**

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

*Mayor Westcamp, Administrator King, Chief Adams, and Personnel Director Joyce Myers finished police applicant interviews today for three new police officers. There were three very qualified applicants to serve on the Groveport Police Department. Chief Adams offered employment to the three, and all have accepted. The Mayor thanked Mr. King, Chief Adams, and Mrs. Myers for doing a wonderful job.*

*Mayor Westcamp inquired if Administrator King had heard anything about the fence on Main Street. Mr. King commented there was a field meeting today that City Engineer Steve Farst attended to discuss the installation utilities. Mr. King will follow up with the Mayor and Council tomorrow morning.*

### **B. Administrator - BJ King**

*Administrator BJ King reported that every department has been coming up with two to three goals they would like to accomplish within*

*their department in 2023. Once Mr. King receives all the goals, he will provide Council with the list. The goals will be something for the departments to work toward next year and beyond.*

*Mr. Lockett asked about the corner of Front Street and the alley behind the Mann's house where AEP or their contracting agent installed a new utility pole for routine maintenance. The residents affected by the project would have liked to receive more notice of the electric outage for the better part of the day. Mr. King said AEP is responsible for notifying residents of power outages. Mr. Cleary added that AEP customers could go online to register their account for text messages. When any utility work occurs within a City right-of-way, companies must submit for a right-of-way permit and notify Public Service. No one had a record of a permit. The City could push out a message advising account holders to sign up for text messages for updates that affect their electric service. If the City gets notifications of service/utility disruptions, residents get notifications through social media.*

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Admin report to Council

Attachments: [Admin Report to Council October 24, 2022.pdf](#)

### **C. Chief of Police - Casey Adams**

*Chief Adams commented that the Department offered three individuals a conditional offer of hire. Other processes include polygraphs, physical and psychological exams, uniform ordering, etc. All three are different regarding education level, one is from this area, and the other two are not locals. One brings nine years of experience, while the other two are straight out of the academy. The Chief was impressed with some of the questions and their knowledge of the history of Groveport. One did a lot of research on Groveport's history. All of them want to engage and be a part of the community. The City advertised job postings with ziprecruiter.com., the Ohio Association of Chiefs of Police, the Ohio Municipal League, and the Southeast Messenger. Rick Palsgrove's article on the matter got the word out also. Chief Adams contacted community colleges, universities, and everywhere he could recruit applicants. It is hard to find candidates. The list started with thirty names and went down to eight or nine. Two questions asked of applicants were why Groveport and if they were looking elsewhere. Applicant responses for choosing Groveport were because of what was learned about the culture within the City and the police department. They aren't looking elsewhere because they want to join Groveport Police because of what they have heard about the City.*

*Chief Adams expressed excitement with bringing the three new officers*

on board. He assured that they would meet Council's expectations in continuing the community policing philosophy that has always been a part of the Groveport Police Department.

Mr. Cleary commented on how nice it was to see Groveport officers reading to students at Groveport Elementary on social media. Chief Adams remarked that Lieutenant Short had a company donate a stack of books for Kindergarten through 6th grade.

The Police Department has its schedule for Monday, October 31, 2022, Trick or Treat Night. Chief Adams met with Eastland Career Center's school wide Advisory Committee last Thursday. He was impressed with their up-to-date technology. The Center asks that cities and companies recruit their students. Volunteers from Eastland and Fairfield Career Centers will patrol the Main Street at Front Street area during Trick or Treat. Sergeant Yockey will handle scheduling for beggar's night. The Department will have the man power out and be very visible as usual. The Chief will be in costume this year for Halloween that will take place regardless of weather.

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

Finance Director Jason Carr informed Council of an item from this year's audit pertaining to the Then and Now Certifications. A Then and Now Certification is caused when an invoice precedes the date of an open purchase order. If the expense exceeds \$3,000, the Finance Director must certify the amount and bring it before the City Council. The expenditure incurred was for Advanced Turf Solutions for \$3,171 on the Cart Path Replacement Program. The City had encumbered the entire project through the contract due to cart paths. However, the City found it cheaper to buy grass seed, hay, and things of that nature to do the basic work and pulled that cost out. When the City pulled that material from the contract, there was no purchase order. Mr. Carr requested a motion to re-certify the expenditure identified in the Finance Director's Report per Ohio Revised Code Section 5705.41(D). This motion will memorialize this item in the minutes and address an audit issue the City had this past year.

**A motion was made by Council Member Hilbert, seconded by Council Member Rupp, to re-certify the expenditure identified in the Finance Director's Report in accordance with Ohio Revised Code Section 5705.41(D). The motion carried by the following vote:**

**Excused:** 1 - Dildine

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

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Finance Director Report



**Attachments:**     [Finance Director Report 10 24 2022.pdf](#)

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

*Law Director Kevin Shannon had nothing further to report.*

**F.        Development Director - Jeff Green**

*Development Director Jeff Green was not present.*

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

*Council Member Rupp and Lieutenant Short started participating in the Madison Township Fire Department's promotional interviews. Interviews should finish on Wednesday. It's a great show of the collaboration between Madison Township and the City of Groveport.*

*Council Member Cleary announced that he would be in Birmingham for two days, but he will be available by phone. Also, he has 18 years and counting of passing out hot dogs at his house on Beggar's Night. Anyone is welcome to stop by.*

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

*Clerk of Council Ruthanne Ross had nothing further to report.*

**I.        Standing Committees**

**Cemetery Committee**

*Council Member Cleary reported that the Cemetery Committee had been looking into software to bring cemetery records management into the twenty-first century. The City has found reasonably priced software that provides many different options. The application manages the ownership and interment of the lots. There is an anticipation to be able to apply one module to record the names and locations of the bricks in the City's Veterans Park. Records management is something the Committee has been looking into for a long while. Gathering the records alone has been difficult with the different Administrations and staff involved with cemetery records. The software will be instrumental in getting all the documents in order. Mr. Cleary remarked it would be challenging, but with the help of the Heritage Society and lightheartedly quipped, maybe Ruthanne could do it from home after she retires.*

**IX. Other Business**

*None.*

**X. Adjournment**

**A motion was made by Council Member Cleary, seconded by Council Member Hilbert, to adjourn at 7:03 p.m. The motion carried by the following vote:**

**Excused:** 1 - Dildine

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

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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.