

# City of Groveport

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## Meeting Minutes

Monday, November 24, 2025

6:30 PM

Council Chambers

City Council

**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, Michael Loges - Development Director, Mindy Kay - 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**

**Present:** 7 - Edward Dildine, Edward Dildine, Becky Hutson, Scott Lockett, Jack Rupp, Jean Ann Hilbert, and Shawn Cleary

**V. Approval of Minutes**

*The November 10, 2025 City Council Minutes stand approved as submitted.*

[#228-2025](#) November 10, 2025 City Council Meeting Minutes

**Attachments:** [2025.11.10 City Council Meeting Minutes.pdf](#)

**VI. Business of Guests**

**VII. Ordinances and Resolutions**

**A. 3rd Readings**

[Ord. 2025-034](#)

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2026

**Sponsors:** Cleary

**Attachments:** [Ord. 2025-034 Exhibit A.pdf](#)

**A motion was made by Council Member Cleary, seconded by Council Member Dildine, to adopt. The motion carried by the following vote:**

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

**B. 2nd Readings**

[Ord. 2025-035](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ADD THE POSITION OF BUILDING CLERK IN THE BUILDING & ZONING DEPARTMENT

**Sponsors:** Lockett

**This Ordinance was read by title**

[Ord. 2025-036](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE TWO (2) POLICE VEHICLES FOR THE POLICE DEPARTMENT UNDER THE SOURCEWELL COOPERATIVE PURCHASE PLAN, INCLUDING THE PURCHASE OF ANCILLARY EQUIPMENT THROUGH PARR PUBLIC SAFETY, THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Dildine

**Attachments:** [Ord. 2025-036 Exhibit A.pdf](#)

**This Ordinance was read by title**

[Ord. 2025-037](#)

AN ORDINANCE ADOPTING THE 2026 GENERAL FEE SCHEDULE FOR THE CITY OF GROVEPORT

**Sponsors:** Rupp

**Attachments:** [Ord. 2025-037 Exhibit A.pdf](#)

**This Ordinance was read by title**

[Ord. 2025-038](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ADD THREE SEASONAL POSITIONS IN THE PUBLIC SERVICES DEPARTMENT

**Sponsors:** Hutson

**This Ordinance was read by title**

[Ord. 2025-039](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ADD

THE POSITION OF CITY ENGINEER IN THE ENGINEERING DEPARTMENT

**Sponsors:** Hilbert

**This Ordinance was read by title**

[Ord. 2025-040](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO CREATE THE POSITION OF TRANSPORTATION COORDINATOR FOR THE TRANSPORTATION DEPARTMENT

**Sponsors:** Cleary

**Attachments:** [Ord. 2025-040 Exhibit A.pdf](#)

**This Ordinance was read by title**

[Ord. 2025-041](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE A FORD F600 CAB AND CHASSIS UNDER THE FRANKLIN COUNTY BOARD OF COMMISSIONERS COOPERATIVE CONTRACT, A WESTERN PLOW UNDER THE SOURCEWELL COOPERATIVE PURCHASE PROGRAM, AND AN ACE TRUCK DUMP BODY AND RELATED EQUIPMENT UNDER THE SOURCEWELL COOPERATIVE PURCHASE PROGRAM THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Lockett

**This Ordinance was read by title**

[Ord. 2025-042](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 2025-021 SETTING COMPENSATION FOR COUNCIL MEMBERS AND FURTHER CONTINUING THE OPTION OF OBTAINING FAMILY VISION, DENTAL INSURANCE, AND LIFE INSURANCE FRINGE BENEFITS

**Sponsors:** Dildine

**This Ordinance was read by title**

[Ord. 2025-043](#)

AN ORDINANCE AMENDING THE PAY GRADE TO INCLUDE THE ADDITION OF THE TRANSPORTATION COORDINATOR CLASSIFICATION IN THE TRANSPORTATION DEPARTMENT

**Sponsors:** Rupp

**Attachments:** [Ord. 2025-043 Exhibit A.pdf](#)

**This Ordinance was read by title**

[Ord. 2025-044](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO CONTRACT WITH STEDMAN FLOOR COMPANY, INC FOR THE REPLACEMENT OF CARPET AND FLOORING AT THE GROVEPORT MUNICIPAL GOLF COURSE FACILITY IN ACCORDANCE WITH OHIO REVISED CODE SECTION 125.04(C), THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Hutson

**This Ordinance was read by title**

[Ord. 2025-045](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PURCHASE A JOHN DEERE BACKHOE FOR THE PUBLIC SERVICES DEPARTMENT UNDER THE SOURCEWELL COOPERATIVE PURCHASE PLAN, THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Hilbert

**This Ordinance was read by title**

[Ord. 2025-046](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO CONTRACT WITH ACCURATE MECHANICAL, INC FOR THE REPLACEMENT OF HEATING AND COOLING EQUIPMENT AT THE MUNICIPAL BUILDING UNDER THE OHIO STATE TERM SCHEDULE COOPERATIVE PURCHASE PLAN, THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Cleary

**This Ordinance was read by title**

[Ord. 2025-047](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE ELMONT FORCE MAIN PHASE 3, PART 2 REPLACEMENT PROJECT, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Lockett

**This Ordinance was read by title**

[Ord. 2025-048](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER IN CONJUNCTION WITH THE 2026 STREET MAINTENANCE PROGRAM, GROVEPORT PARK LOWER PARKING LOT RESURFACING, AND GROVEPORT PARK SHARED USE PATH RECONSTRUCTION

**Sponsors:** Dildine

**This Ordinance was read by title**

**C. 1st Readings**

[Ord. 2025-049](#)

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A RETIREMENT/SEPARATION AGREEMENT WITH CASEY ADAMS, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Cleary

**A motion was made by Council Member Cleary, 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 - Dildine, Hutson, Lockett, Rupp, Hilbert and Cleary

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

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

**VIII. Reports**

**A. Mayor - Lance Westcamp**

**B. Administrator - BJ King**

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

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

Director Carr discussed two items:

1. Emergency legislation for budget amendments will need to be passed on December 15th. After taking a poll of attendance, it was determined that a special council meeting would be scheduled for December 8th to handle this matter, as both Mr. Dildine and Administrator King would be

absent on the 15th.

2. The city received an appeal to the Income Tax Board of Review regarding a denial of a net profit tax refund from tax year 2021. Director Carr explained that the city currently does not have an Income Tax Board of Review established. According to code section 182.18, two members must be appointed by the legislative authority and one member by the mayor. The city has 60 days (until January 21, 2026) to make a ruling on this appeal. It was agreed that appointments would be made at the December 8th special meeting.

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

Law Director Shannon addressed the annual liquor license permit renewals. He reported that Chief Adams had no issues with any of the current liquor permit holders in the city. Mr. Shannon explained that if council wished to object to any renewals, action would need to be taken prior to January 2, 2026. Otherwise, no further action is required.

In response to questions, Mr. Shannon explained that the city holds liquor licenses for the Paddock Pub and Little Italy, which are attached to city-owned buildings. He clarified that if the buildings were sold, the transfer of the liquor licenses would be negotiated as part of the sales agreement.

[#229-2025](#)

Renewal of Retail Liquor Permit

**Attachments:** [Renewal of Retail Liquor Permit.pdf](#)

**F. Development Director - Michael Loges**

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

Council members Rupp, Lockett, Hutson, and Dildine wished everyone a safe and happy Thanksgiving.

Mr. Cleary expressed condolences on the passing of Sue Wetzel, noting that she had been a strong supporter of the City of Groveport. He also provided an update on the toy drive, mentioning that bins at the Paddock Pub were filling up with donations. He and Mr. Rupp planned to meet at Walmart at 2:00 PM to purchase additional toys with the monetary donations received.

Ms. Hilbert mentioned attending a grand opening where she saw Mayor Westcamp and Administrator King. She noted that the business had

moved its headquarters to Groveport, which was impressive. She also commented on Scoops With Smiles ice cream shop providing for 150 families, which she found amazing. She wished everyone a safe and happy Thanksgiving.

#### H. Clerk of Council - Mindy Kay

#### I. Standing Committees

Mr. Cleary reported on the most recent Cemetery Committee meeting:

1. They are planning an open house at the Groveport Cemetery on Wirt Road, working with the Heritage Society.
2. Upcoming legislation regarding cremation requirements will mandate that cremated remains be placed in vaulted urns for burial.
3. The committee will also consider an "ashes to ashes" option for direct ground burial.
4. For exhumations, the committee decided to use contractors rather than city staff, with costs to be paid by those requesting the exhumation.

#### IX. Other Business

*Law Director Kevin Shannon requested Council to consider making a motion to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G) to consider the employment of a public employee or official. To include all members of Council, the Mayor, himself, the Administrator, and the Finance Director.*

**A motion was made by Council Member Dildine, seconded by Council Member Hutson, to go into Executive Session at 6:55pm. The motion carried by the following vote:**

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

**A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to come out of Executive Session at 7:26pm. The motion carried by the following vote:**

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

Mr. Shannon indicated a request to add legislation that was not previously on the agenda under first reading. He read the ordinance aloud for Council and staff.

**A motion was made by Council Member Dildine, seconded by Council Member Hutson, to amend the agenda to add Ord. 2025-049 under first readings. The motion carried by the following vote:**

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

## **X. Adjournment**

Council Member Cleary made a motion, seconded by Council Member Dildine to adjourn at 7: 30 p.m. All in favor stated AYE, None Opposed. Motion passed.

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Lance Westcamp, Mayor

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Mindy Kay, 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.