

City of Groveport

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Meeting Minutes

Tuesday, January 19, 2021

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 & Chad Grashel

I. Call to Order

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

Staff Present: Kevin Shannon - Law Director, Jason Carr - Director of Finance, Jeff Green - Assistant Administrator / Development Director, Ralph Portier - Chief of Police, Ruthanne Sargus Ross - Clerk of Council

Staff Virtually Present: Public Service Director - Brian Strayer, Stephen Moore - Chief Building Official, Tom Walker - Director of Golf, Kyle Lund - Recreation Center Director, Patty Storts - Community Affairs Director, Tom Byrne - Director of Parks & Facilities Management, Steve Farst - City Engineer, Sue Wadley - Personnel Director,

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

Council Member Ed Dildine led the Pledge of Allegiance.

IV. Roll Call

Council Members Grashel and Lockett participated in the meeting via Zoom.

Present: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson, and Lockett

V. Approval of Minutes - December 14, 2020

The December 14, 2020 Committee of the Whole minutes stand approved as submitted.

[#9-2021](#)

COTW Minutes 12.14.2020

Attachments: [COTW Minutes 12.14.2020.pdf](#)

The December 14, 2020 Minutes stand approved as submitted.

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

Chief Robertson was not present. Council Member Dildine noted the report showed Madison Township Fire made 8900 runs in 2020. The three new full-time firefighters being hired enable the department to put a third fire truck in service at the new fire station on Noe Bixby Road. With the part-time service process still moving forward, the department has the ability to have extra manpower at all three fire stations. There was a house fire on Tallman Street today. Everyone is okay and the department is working through the process of determining the cause and origin of the fire and helping the family with anything they may need.

[#10-2021](#)

MTFD Monthly Report.

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

B. Jim Brenneman – IBI Group

City Engineer Steve Farst introduced Jim Brenneman with IBI Group to go over the Bixby Road & Ebright Road Traffic Study Letter Report. IBI started off the traffic study of the Bixby Road and Ebright Road intersection with collecting traffic count data in September 15, 2020 and traffic crash data for a number of years. The intersection is a 2 two-lane, 90° roadway with no humps or curves or anything obvious that would cause an angle crash problem, but yet one had persisted. IBI wanted to dive in there and see what conclusions they could draw and what recommendations they could make. They looked at traffic volumes that they felt by September had resumed to somewhat near normal numbers, with the COVID versus the lockdown situation in the spring when traffic volumes were very low. They counted the volumes and looked at the operation of the level of service. The volumes didn't show a capacity problem, nor were they sufficient enough to meet the multi-way stop application warrant based on volumes. Traffic crash data was looked at from 2015 through 2019 plus partial 2020 available data. There were a total of 19 crashes at the intersection from 2015 to 2019, of which 17 were angle crashes. The angle crash pattern mostly involved southbound and eastbound vehicles and was repeated again with the 7 angle crashes that were logged in partial 2020. The typical crash at this intersection is an angle crash involving an eastbound driver at the stop sign, occurring on a weekday in daylight conditions on dry pavement generally in the afternoon through evening rush hour; between 3:00 p.m. and 7:00 p.m. August, October and November had the most crashes. IBI

considered that the sun angle could be an issue with the angle crashes but since they involved eastbound drivers in the afternoon it was concluded that the angle of the sun was not really an issue because the sun is in a driver's mirror. The conclusions:

- traffic volumes are not overly high
- intersection currently operates with a high level of service
- No turn lanes or additional through lanes are needed because the signing and markings are generally in good condition

Mr. Brenneman noted that there are LED lights on the stop signs for both stop approaches and that the Bixby Road approaches were resurfaced, or rebuilt, along with new pavement markings in 2019. IBI ran signal warrants and no traffic signal warrants were met. There is not enough traffic for eight hours a day to meet the vehicular warrant for a four-way stop sign. It was noted that there were five or more angle crashes in 12 months. Also noted there was not "a failure to stop" problem. Six or seven crashes from 2015 through 2019 were cited for "failure to yield" after they have already stopped.

Recommendations:

Immediate

- Install larger dual 48" Stop signs (with Solar LED flashers on the right-hand sign only) on each Bixby Road approach
- Install a larger single 48" W3-1 Stop Ahead sign on each Bixby Road approach
- Remove or prune any bushes, trees or other vegetation within the public right-of-way along Ebright Road in both directions from Bixby Road
- Continue to monitor crash frequency and severity at this intersection

Medium-Term

- Install 4-Way Stop signs if signing changes are not successful in reducing crashes

Long-Term

- Install a roundabout. Roundabouts are very safe, act as 24-7 traffic calming, the speeds have to be slower through the intersection and a roundabout is an intersection design to function as a traffic control device

The traffic crash data showed that no significant age group was overrepresented. Where drivers lived was not collected from the data.

[#24-2021](#)

Bixby_Ebright Letter Report

Attachments: [Bixby_Ebright_LetterReport_12092020_DraftFinal.pdf](#)

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions**A. 3rd Readings**[Ord. 2020-058](#)

AN ORDINANCE AMENDING SECTION 123.07, DISPOSAL OF SURPLUS PROPERTY, OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT

Sponsors: Grashel

Attachments: [Ord. 2020-058 123.07 Exhibit A.pdf](#)

Public Service Director Brian Strayer listed some of the City's surplus his department will be disposing. If Groveport holds a public auction City employees can bid on items as long as no one has an unfair competitive advantage over another party. An online auction gives everyone equal opportunity to bid on any given item.

Clerk of Council Ross read by title Ordinance No. 2020-058. A motion was made by Council Member Grashel, seconded by Council Member Dildine, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson, and Lockett

B. 2nd Readings[Ord. 2021-001](#)

AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.173

Sponsors: Hilbert

Finance Director Jason Carr informed Council that this ordinance came before Council last year that would allow the City to levy an additional \$5 on vehicle license plate registrations. The Mid-Ohio Regional Planning Commission (MORPC) estimated that the City of Groveport would collect an additional \$59,000 if Council passed this legislation. Collected revenue from this \$5 would be used for paving and road improvement repairs. It would not go into the Street Fund to pay toward salaries or any other related supplies. Passed legislation has to be filed with the Ohio Department of Public Safety by July 1st to be implemented on the State's fiscal year. If the legislation would pass, the City would not see collections until after July 1, 2021. The general consensus of Council was not favorable toward adopting this legislation at this time. If City Council chose not to pass this Ordinance during

these uncertain times, the matter could be brought before Council for reconsideration at the first City Council meeting in January 2022. 2020 was the first year the City had drawn down money from the Franklin County Engineer's Office related to the permissive tax money which enabled the City to knock out a large portion of its 2020 capital improvement plan for paving roads. There is a list of roadways that fall under this permissible tax. At the end of 2020, the City spent the fund down to a balance of \$157,000. The fund started with a balance of \$165,000 with receipts of \$430,000 this year. \$380,000 of the receipted revenue came from Franklin County leaving the \$157,000 which can be applied to certain roads but probably won't take the City very far in regard to paving some of the main roads. After discussing the matter further, the Committee of the Whole made no recommendation on this item to the City Council.

Clerk of Council Ross read by title Ordinance No. 2021-001. The Committee of the Whole made no recommendation to the City Council.

[Ord. 2021-002](#)

AN ORDINANCE AMENDING PART NINE, TITLE 3, CHAPTER 935 - **STORMWATER MANAGEMENT POLICY** FOR THE CITY OF GROVEPORT

Sponsors: Hutson

Attachments: [Ord. 2021-002 Exhibit A CHAPTER 935.08\(e\)\(5\).pdf](#)

Steve Farst explained that the City's stormwater code establishes what is known as a stream corridor protection zone which is essentially a no encroachment area that flanks the center of the stream on either side. The protection area is based on either a certain calculation, empirical equation, or the floodway which is calculated by FEMA, whichever is wider. The empirical equation has changed as recommended by the Ohio EPA and ODNR. This revision to the City's code changes that equation and also establishes a maximum width of 250' for the calculated width. The FEMA floodway width could be wider than the 250' maximum calculated width.

Clerk of Council Ross read by title Ordinance No. 2021-002. A motion was made by Council Member Hutson, seconded by Council Member Cleary, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson, and Lockett

[Ord. 2021-003](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT INTERESTED ENGINEERS OR ENGINEERING FIRMS TO SUBMIT

STATEMENTS OF QUALIFICATIONS, ESTABLISH A PRE-QUALIFIED LIST OF ENGINEERS OR ENGINEERING FIRMS AND ENTER INTO A CONTRACT WITH THE MOST QUALIFIED ENGINEER OR ENGINEERING FIRM(S) FOR VARIOUS ENGINEERING SERVICES

Sponsors: Lockett

This legislation pertains to a pre-qualification process which is recommended by the State of Ohio that a municipality should choose a consulting engineer, or engineering firm's services, based on their qualifications. Once the most qualified firms are identified, the City would solicit a scope and a fee that would be discussed and negotiated as the City deems fit for every task / project.

Clerk of Council Ross read by title Ordinance No. 2021-003. A motion was made by Council Member Lockett, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson, and Lockett

X. Financial Report

Finance Director Jason Carr reported that the City's gross income tax collections for the calendar year 2020 were 16.6% under budget or \$3,026,113. The gross income tax collections were 12.1% lower than 2019, or \$2.16 million. Income tax refunds increased 85.6% to \$295,600. On a positive note, the City's General Fund cash balance, even though income tax revenues were down, increased \$220,857 or 5.5% over last year. This is primarily driven by the money received from the CARES Act and the BWC rebate checks the City received. The City did not have to use any of the Rainy Day Fund dollars and were still able to allocate \$150,000 to that Fund giving it a balance of \$1,841,666 at the end of December. It will reach the \$2 million mark by early 2022. The City has invested approximately \$2 million in a number of different investment types with the overall interest rate of 1.06% for this portfolio. The City's benchmark is STAR Ohio which is at 0.12%, so the City has beat its benchmark.

[#11-2021](#)

Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business

None.

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

Mayor Lance Westcamp announced that Mr. King had an emergency and was unable to attend tonight's meeting.

B. Administrator - BJ King

Mr. King was not present.

[#12-2021](#)

Admin report to Council

Attachments: [Admin report to Council January 19 2021.pdf](#)

C. Director of Law - Kevin Shannon

Nothing further to report.

D. Director of Finance - Jason Carr

Nothing further to report.

E. Chief of Police - Ralph Portier

Chief Portier reported the Police Department has taken the Administrative Sergeant position and spread the position's duties over four other people. There is no intention to replace the position of Administrative Sergeant but it will potentially allow the hiring of a floating Sergeant position to assist in covering every shift. Thursday, Chief Portier, Sue Wadley, BJ King and Captain Kurt Blevins will be cleaning up lateral hiring language to conform to any State rules and/or regulations that may be applicable. This will allow the Department to hire people with experience versus straight out of the academy. The Department hired John Westhoven in December 2019 who brought in 17 years of experience. Mr. Shannon is reviewing a contract for the company that does the Department's testing for new hires. The City paid Franklin County \$9.75 for every dispatch call, that amount has increased to \$11.80 per dispatch call. The Department averages about 220 dispatch calls a month.

[#13-2021](#)

PD Council Report

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

F. Asst. Admin. / Development Dir. - Jeff Green

Nothing further to report.

[#14-2021](#)

ED Council Report

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

Nothing further to report.

G. Public Service Director - Brian Strayer

Public Service Director Brian Strayer updated Council on the schedule of fees that would allow the City to seek reimbursement for expenses associated with repairs to damaged infrastructure, to include labor, equipment costs, material costs and any contract services. Law Director Shannon added that if charges are filed, the City can seek restitution for traffic crash incidents involving damages to City property as part of the resolution to court cases in Franklin County Municipal Court.

[#15-2021](#)

PW Council Report

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

H. Chief Building Official - Stephen Moore

Nothing further to report.

[#16-2021](#)

B&Z Council Report

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

I. Director of Golf - Tom Walker

Nothing further to report.

[#17-2021](#)

GOLF Council Report

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

J. Recreation Director - Kyle Lund

Recreation Director Kyle Lund submitted an Operations Plan to Franklin County Public Health for the youth spring soccer league program. After reviewing the plan, Franklin County had no comments. If the health advisory is dropped, hopefully in the near future, the Recreation Center will offer a Youth Spring Soccer season and are working on submitting a plan for Adult Spring Softball. A few months ago there was some discussion on the City taking over Groveport Youth Athletic Association's (GYAA) programs. But Mr. Lund believes that at this point the City's stance is that it is not interested in taking over their programs.

[#18-2021](#)

REC Council Report

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

Not present.

K. Community Affairs Director - Patty Storts

Nothing further to report.

[#19-2021](#)

CA Council Report

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

L. Director of Parks & Facilities Management - Tom Byrne

Nothing further to report.

[#20-2021](#)

P&FM Council Report

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

M. City Engineer - Steve Farst

Nothing further to report.

[#21-2021](#)

ENG Council Report

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

N. Director of Transportation - Bob Dowler

Mr. Dowler was not present.

[#22-2021](#)

DOT Council Report

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

O. Personnel Director - Sue Wadley

Nothing further to report.

[#23-2021](#)

HR Council Report

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

P. Clerk of Council - Ruthanne Sargus Ross

Nothing further to report.

Q. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Chad Grashel

Council Member Grashel is feeling a little better each day and hopes to be back in Council Chambers next week.

XIII. Adjournment

Council Member Cleary made a motion, seconded by Council Member Hutson to adjourn at 6:27 p.m. All in favor stated AYE, None Opposed. Motion passed.

Jean Ann Hilbert, President Pro Tem

Ruthanne Sargus Ross, CMC
Clerk of Council