

# City of Groveport

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## Meeting Minutes

Monday, April 20, 2020

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: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Jeff Green - Asst. Admin. / Development Dir., Kurt Blevins - Police Captain

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**

*Captain Blevins led the Pledge of Allegiance.*

**IV. Roll Call**

*Council Member Hilbert, Council Member Dildine and Council Member Lockett were present via Zoom.*

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

**V. Approval of Minutes - February 17, 2020**

Approved as submitted.

[#053-2020](#) COTW Minutes 2.17.2020

**Attachments:** [COTW Minutes 2.17.2020.pdf](#)

**VI. Business of Guests**

*None.*

**A. Madison Township Fire Chief Robinson**

*Not present.*

[#078-2020](#) MTFD Monthly Report

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

**VII. New Business**

*None.*

**VIII. Unfinished Business**

*None.*

**IX. Ordinances and Resolutions****A. 3rd Readings**[Ord. 2020-018](#)

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, TITLE FIVE, CHAPTER 137, BOARD OF CEMETERY TRUSTEES

**Sponsors:** Cleary

**Attachments:** [Ord. 2020-018 Exhibit A.pdf](#)

*Council Member Cleary relayed that at the March 4th Cemetery Committee meeting with Administrator BJ King and Finance Director Jason Carr attending as guests, a main concern raised was the pricing of Groveport's cemetery plots and services. The City's current prices are much lower than surrounding communities. These increases will bring the City in line with the actual costs and will keep the City from losing money.*

**Clerk of Council Ross read by title Ordinance No. 2020-018. 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:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson, and Lockett

[Ord. 2020-021](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A CONTRACT FOR THE PURCHASE OF PARCEL NO. 185-000224 LOCATED AT 480 MAIN STREET

**Sponsors:** Dildine

*Administrator BJ King apprised Council that the City has the opportunity to purchase the property next door to its property at Main Street and College Street for \$150,000. Purchasing this lot will allow the City to combine it with its own lot making the property more developable allowing for additional access points and parking space. Administration is working with Miller Valentine to do some rendering of*

*what could be built on the lot with the number of parking spaces. There would be an associated cost of demolishing the structure on the property. A Public Works crew would do some of the work to defer some of the costs of the demolition. Assistant Administrator / Development Director Jeff Green commented that the first series of drawings from Miller Valentine show concepts for the City owned lot. There is a significant difference in the possibilities of concepts for the lot having that additional property. It allows maximizing the size of the building on the original car lot itself and still having room for a patio with front end parking off Raver Alley.*

**Clerk of Council Ross read by title Ordinance No. 2020-021. A motion was made by Council Member Dildine, seconded by Council Member Grashel, 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**

**None**

## **X. Financial Report**

*Finance Director Jason Carr reported the City has collected 25.92% of total budgeted revenue and expended 21.07% of budgeted expenditures. Gross income tax collections for the year-to-date March 31, 2020 were 7.66% higher than last year. For April 2020 that number has dropped to 4.1% higher when compared to April 2019, with net collections through April 2020 at about 2.9% higher than last year.*

[#074-2020](#)

Financial Report

**Attachments:** [Financial Report.pdf](#)

## **XI. Other Business**

*None.*

## **XII. Reports**

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

*Mayor Lance Westcamp has been working with Mr. King on the Arbor Day event which is this Friday, April 24th. The City will be holding the event at the Cemetery inviting just the City Council and the Trees &*

*Decorations Committee. One tree will be planted at the Groveport Cemetery and two trees will be planted the Recreation Center. The City will still have some kind of a Memorial Day Ceremony because the residents purchased twelve (12) banners through the Trees & Decorations Committee. The banners, purchased in honor of a loved-one who was a veteran, will hang on Main Street. The details are still being worked out but the City will be doing a Memorial Day Ceremony to honor its veterans. No decision has been made on the 4th of July celebration as of yet. A decision should be made by the first week of June.*

**B. Administrator - BJ King**

*Administrator BJ King updated Council on where Administration stands in regard to City employees coming back to work. Governor DeWine put out information about implementing opening some businesses on May 1st with very specific safety precautions. Municipal building Directors are gearing up to have the municipal building full-time staff report back to work as normal beginning on May 4th. The municipal building will have significant safety precautions in place. The doors will remain locked; rubber gloves, hand sanitizer, and masks will be on hand; cleaning supplies will be readily available for additional cleaning; and everyone will practice social distancing. The Recreation Center will have 6 to 7 full-time staff working cleaning the facility, sanitizing, performing inventory and other work as needed.*

[#075-2020](#)

Admin report to Council April 20, 2020

Attachments: [Admin report to Council April 20 2020 Committee.pdf](#)

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

*Nothing further to report.*

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

*Finance Director Jason Carr reported that the Columbus Dispatch ran an article on Central Ohio cities and use of emergency funds. The article stated that "Groveport tries to maintain a \$2 million reserve fund. It currently has \$1.7 million, enough to operate for five months with no other funds." Mr. Carr clarified that the statement is not correct. The information the City provided to the Dispatch was that if the City included the balance of the General Fund balance at March 31, 2020,*

which was about \$3.7 million plus the Rainy Day Fund at March 31, 2020 at \$1.7 million, that gives the City \$5.4 million. The City averages \$1,000,000 a month spending in the General Fund. The two of those combined, assuming no other receipts are coming in, would give the City about five months to operate. Mr. Carr wanted to make it clear that Groveport cannot operate for five months off of \$1.7 million.

**E. Chief of Police - Ralph Portier**

*Not present. Captain Blevins had nothing to report.*

[#076-2020](#) PD Council Report

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

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

*Nothing to report.*

**G. Chief Building Official - Stephen Moore**

*Not present.*

[#079-2020](#) B&Z Council Report

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

**H. Director of Golf - Tom Walker**

*Not present.*

[#080-2020](#) GOLF Council Report

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

**I. Recreation Director - Kyle Lund**

*Not present.*

*Council Member Hilbert asked Council to consider the possibility of lending the use of the outdoor pool to residents and members who actually live in Groveport at least through June if the pool opens, and until it is known what the situation is with pools re-opening. If the City is fortunate enough to open the pool, staff needs to be able to control the situation with numbers and social distancing.*

[#086-2020](#) REC Council Report

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

*Committee Chair Hilbert asked if anyone had any questions on the remainder of the reports. There were no questions.*

**J. Community Affairs Director - Patty Storts**

*Not present.*

[#081-2020](#) CA Council Report.

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

**K. Director of Parks & Facilities Management - Tom Byrne**

*Not present.*

[#082-2020](#) P&FM Council Report

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

**L. City Engineer - Steve Farst**

*Not present.*

[#083-2020](#) ENG Council Report

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

**M. Director of Transportation - Bob Dowler**

*Not present.*

[#084-2020](#) DOT Council Report

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

**N. Personnel Director - Sue Wadley**

*Not present.*

[#085-2020](#) HR Council Report

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

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

*Nothing to report.*

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

*Council Member Cleary reported the bike path has been started in his neighborhood and it really looks nice. He announced that tonight April 20, 2020 (4-20-20), the lights at the Groveport Madison High School football stadium will be illuminated at 8:20 p.m. (20:20 military time) for 20 minutes and 20 seconds in conjunction with a statewide effort to honor the Class of 2020.*

*Law Director Kevin Shannon stated for purposes of the record that for approximately 1 minute this meeting had some issues with respect to the feed. Nothing was discussed other than the report section. The President Pro Tem grouped all the reports together, so nothing was lost in terms of conducting business tonight in the Committee of the Whole for purpose of the record.*

**XIII. Adjournment**

Council Member Clear made a motion, seconded by Council Member Hutson, to adjourn at 5:51 p.m. All in favor stated AYE, None Opposed. Motion passed.

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Jean Ann Hilbert, President Pro Tem

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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.