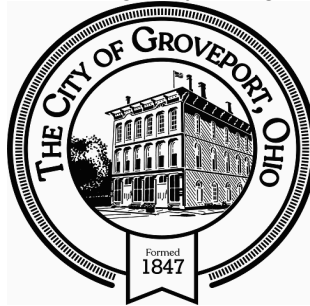


City of Groveport

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Meeting Minutes

Monday, August 24, 2020

6:30 PM

Council Chambers

City Council

Mayor Lance Westcamp

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

I. Call to Order

by Mayor Lance Westcamp at 6:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Casey Adams - Acting Chief of Police
Jeff Green - Assistant Administrator / Development Director

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

Acting Chief Adams led the Pledge of Allegiance.

IV. Roll Call

Present: 6 - Shawn M. Cleary, Edward Dildine, Chad T. Grashel, Jean Ann Hilbert, Becky Hutson, and Scott Lockett

V. Approval of Minutes - August 10, 2020

[#173-2020](#) City Council Minutes 8.10.2020

Attachments: [City Council Minutes 8.10.2020.pdf](#)

VI. Business of Guests

None.

VII. Ordinances and Resolutions**A. 3rd Readings**

[Ord. 2020-031](#)

AN ORDINANCE ESTABLISHING CREDIT/DEBIT CARD CONVENIENCE FEES FOR PAYMENTS RECEIVED BY THE RECREATION AND COMMUNITY AFFAIRS DEPARTMENTS AND THE DECLARATION OF AN EMERGENCY

Sponsors: Hilbert

Clerk of Council Ross read by title Ordinance No.2020-031. A motion was made

by Council Member Hilbert, seconded by Council Member Dildine, to adopt as emergency legislation. The motion carried by the following vote:

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

B. 2nd Readings

None

C. 1st Readings

[Ord. 2020-034](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE MILLER VALENTINE GROUP FOR PROFESSIONAL DESIGN AND CONSTRUCTION SERVICES, WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTIONS 9.02(B), 7.03 AND THE DECLARATION OF AN EMERGENCY

Sponsors: Lockett

Law Director Kevin Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date.

Clerk of Council Ross read by title Ordinance No.2020-034. A motion was made by Council Member Lockett, 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 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

This matter was not put out to bid because Administration has been satisfied with the past work Miller Valentine has done for the City. The proposed cost for both projects is about \$100,000 with a completion time of 8 weeks for the first phase. Phase 2 will convert the preliminary designs to actual designs and working on potential tenant finishes. Phase 3 will be the construction documents.

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

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

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

Mayor Lance Westcamp thanked Acting Chief Casey Adams for stepping up to the plate to carry out the duties of the police chief during Chief Portier's absence. Law Director Kevin Shannon explained the police department is under the supervision of the Mayor and all other employees, as far as personnel related decisions, are under the supervision of the Administrator. The City's compensation Plan talks about Council establishing a temporary assignment and pay as it deems necessary. Staff will come back to Council at a later time with a suggested change in language to reflect what actually happens; such as the supervisory functions following under the Mayor for the police department and all other employees under the Administrator. But for tonight's purposes, so Acting Chief Adams can get paid, Mr. Shannon requested Council to consider making a motion to authorize the Mayor to set the salary for Acting Chief of Police Casey Adams during the period of Chief Portier's absence.

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to authorize Mayor Westcamp to set the salary for Acting Chief of Police Casey Adams during Chief Portier's absence. The motion carried by the following vote:

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

B. Administrator - BJ King

Administrator BJ King updated Council on the new refuse and recycling contract that will take effect in January 2021. Administration is putting together a release that will explain the cost increase, the bidding process and that the current contract is about to expire.

Last week members of the Apple Butter Committee met with Mr. King and Community Affairs Director Patty Storts to hold a virtual meeting with the Franklin County Health Department to talk through what the City can do and cannot do for the event. The Apple Butter Day event will take place this year but it will be very scaled back; essentially a drive-thru purchase of apple butter. The Saturday before Apple Butter Day, the Committee and volunteers will be making apple butter but there will be no advertising nor any public gathering. People will be able to call ahead and reserve a time slot to purchase their apple butter through the drive thru. There will be a 2 jar maximum purchase and at 4:00 p.m. to 6:00 p.m. have a first come for served type of sale on any

remaining apple butter. The price will be reduced to \$5.00 a jar so no change will have to be exchanged reducing the need of money being passed back and forth. The Franklin County Board of Health is in support of this plan. The important point is to keep the streak of Apple Butter Day events going without interruption even though this year's event will be significantly different. There will be no fireworks this year and the fireworks display company is willing to credit the City's \$6,000 deposit to next year's fireworks display. Wirt Road will still be closed off to accommodate the drive-thru traffic.

Mr. King raised the matter of water bills. Earlier this year at the start of the pandemic, Council had passed a motion that was consistent with Governor DeWine's order to suspend water shut-offs and the accrual of late fees. The motion stated that the stated suspensions would go until the Governor's order expired or December 31, 2020, whichever ever came first. The Governor's order expired at the end of July. Mr. King and Finance Director Jason Carr discussed that since last week the City has received three or four hardship applications. The Council has the option of extending that motion until the end of the year. The next billing cycle will have the payment due date of November 1st, with shut-offs and late fees being assessed in mid-November.

A motion was made by Council Member Hutson, seconded by Council Member Dildine, to extend the suspension of shut-offs and assessing utility late fees until December 31, 2020. The motion carried by the following vote:

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

[#174-2020](#)

Admin report to Council August 24 2020

Attachments: [Admin report to Council August 24 2020.pdf](#)

C. Chief of Police - Ralph Portier

Acting Chief of Police Casey Adams asked everyone to keep Chief Portier and his wife and family in their thoughts and prayers along with the Groveport officers during this transition time. He extended his appreciation for everyone's well wishes and support for not just himself but for the police department as well. He has hit the ground running with meetings with Mr. King and Mr. Shannon in the past week. Tomorrow he will be meeting with Mr. Carr and a couple of other department heads whose support he will need to make this time a success during the time Chief Portier is gone. He has Sergeant Short addressing the complaints about the construction area on Main Street at College Street with speeders zooming up and down Elm Street and College Street. Sergeant Short put the speed trailer in place to monitor the area for the next 7 to 10 days.

D. Director of Finance - Jason Carr

Finance Director Jason Carr reported the City has received its liability insurance renewal for 2020-2021. Groveport is part of CORMA which is the Central Ohio Risk Management Association. The pool saw an increase of 9.65%. The City's proportion share was only an increase of 5%. That attributes to how the City managed its claims over the past year and why Groveport saw an increase that was less than the total average. This year's premium looks to be about \$145,000.

E. Director of Law - Kevin Shannon

Nothing further to report.

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

Nothing to report.

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

Council Member Cleary wanted to know if the Veterans Day ceremony in November was still being planned. Administrator King commented that staff will brainstorm to come up with what can be done for the event. The model of what was done for Memorial Day is a good basis to start the planning. The City will check with the Franklin County Board of Health closer to the November 11th date. October 1st is the deadline for new brick orders. The City will look into live streaming the ceremony.

H. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

I. Standing Committees

*The Cemetery Committee is scheduled to meet next Wednesday, September 2nd at 4:00 p.m.
The Trees & Decorations Committee is scheduled to meet Monday, September 14th at 5:30 p.m.
Administrator King will look into the matter of how COVID-19 will affect Beggars Night.*

IX. Other Business

None.

X. Adjournment

A motion was made by Council Member Cleary, seconded by Council Member Hutson, to adjourn 7:01 p.m. The motion carried by the following vote:

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

Lance Westcamp, Mayor

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.