

City of Groveport

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Meeting Minutes

Monday, January 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

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 - 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

Present: 6 - Shawn M. Cleary, Edward Dildine, Jean Ann Hilbert, Becky Hutson, Scott Lockett, and Jack Rupp

V. Approval of Minutes - January 18, 2022

The January 18, 2022 City Council Special Meeting Minutes stand approved as submitted.

[#016-2022](#)

City Council Special Meeting Minutes 1.18.2022

Attachments: [City Council Special Meeting Minutes 1.18.2022.pdf](#)

VI. Business of Guests**A. Eric Ross - 3CRE Commercial Advisors**

Eric Ross, 3CRE Commercial Advisors, 1554 Polaris Parkway, Suite 325, Columbus, Ohio, 43240, came to introduce himself to the Council Members he had not met and answer any questions. Administrator King asked Eric Ross to go over their marketing of the new commercial space available in Groveport. Initially, they target specific companies like coffee shops, bakeries, and shops/businesses that came back in the City's survey. 3CRE is looking at specific companies that are unique and local or regional. The City targeted Delaney's Diner. Mr. Ross brought a few different tenants to the table. Some were very local,

up-and-coming businesses doing good things. That is where the process stands now, getting the three food industry leases signed and those businesses moving forward to occupy space in the Rarey's Port and Wert's Grove buildings. Besides that, Mr. Ross is looking for different types of retail, office space-minded businesses, etc., to fill the additional space.

A couple of the tenants currently in negotiations have concerns that several local, regional restaurant groups have expressed interest in available space. Council Member Rupp asked if Mr. Ross looks at a company's sustainability. Mr. Ross replied that this is not the first location for each business. Already having existing establishments increases their sustainability. Knowing it is an approved concept, it's somebody that can come in with somewhat of a track record.

Council Member Lockett asked if Eric Ross was the City's listing agent. In response, Mr. Ross stated that he is the representative for the leasing negotiations. Mr. Lockett wanted to know if that was different than a residential listing agent. Mr. Ross said not particularly, no. 3CRE has a contract for the leases for each of the spaces. Mr. Lockett wanted to know if Mr. Ross has a marketing plan in mind or anything he could share with Council on how he is going about this. Mr. Ross answered that, as previously stated, initially, there were targeted tenants. That is where they are now. Mr. Ross' goal now is to get these three targeted tenants to the finish line.

As of now, he has not put out the remaining available space to the open market. He doesn't think they are at that point yet. He thinks it's a better strategy for him to present some different ideas and concepts to get the approval of the Council on whether they will work or not for the City. They have brought in a burger restaurant and a chicken restaurant. So if those are the types of businesses we are looking for, then, yes, they will target some others if these leases fall through. Eric Ross does have other companies in mind. Still, he is concentrating on getting the three target ones to the finish line. Mr. Lockett asked for Mr. Ross' thoughts on the remaining 2,000 square feet in the Rarey's Port building. Mr. Ross has had some inquiries on that space. That is where Mr. Ross talked about something more retail or business service-related. Not food-related, since there are already three food businesses going in. He had a health and nutrition business show interest, but at the time, it didn't seem like the best fit. They are looking into inquiries from specialty markets and things of that nature.

Mr. Rupp asked if Mr. Ross has ever entered into a contract with another municipality similar to his agreement with the Groveport

Community Improvement Corporation (CIC). If so, what was that success rate? 3CRE Commercial Advisors has done business with other municipalities. Personally, Mr. Ross has done business with a municipality but not necessarily for the City itself.

Mr. Lockett asked about the tenants occupying spaces in the Wert's Grove building. Mr. Ross stated that they met with one of those tenants a couple of weeks ago, and there is a follow-up meeting with both tenants this Wednesday.

Council Member Lockett mentioned that Development Director Jeff Green had mentioned a couple of months ago that the City is ordering restaurant equipment from Wasserstrom. Mr. Lockett wanted to know what happens if the City doesn't do the restaurant. Mr. Green replied the City would still put the equipment in so the space would be ready to go. The community wants more restaurants in Groveport. Mr. Lockett asked what if that space wants to be rented by an insurance company and it's already outfitted for a restaurant. The City would have to disassemble the space as a restaurant, but the City still plans for Preston's: A Burger Joint to be in that space. Mr. Lockett wanted to know when the stop point was; he doesn't want to see the space outfitted as a restaurant and the City not bringing in a restaurant. Mr. Green stated that the City ordered the equipment on the basis that these restaurants were coming to Groveport. That has been part of the game plan the City has been shooting for along and is still shooting for these tenants. If all else fails, the City would have to dispose of the equipment or do something else with it. Mr. Lockett asked how much money. Mr. Green stated the equipment cost around \$25,000 to \$30,000. One of Mr. Lockett's frustrations is that the City has not locked up the leases; he asked if the City ever used letters of intent or memorandums of understanding? Mr. Ross confirmed there are letters of intent from each of the companies involved. Their commitment to this project has been there from day one. As to the construction costs, the pandemic, and other things completely unforeseeable, he understands that these businesses are facing difficult decisions now. They are not national chains or big-box companies that can absorb bad decisions. If they make a wrong decision, they are done, out of business.

He understands there is a sense of urgency to get this project where it needs to be. The good news here is that there are options after that. If they make the wrong decision, it may be detrimental, and there may not be another option out there for them. So that is a little bit of hesitation for them, he thinks on their part. The risk for these companies initially is a great deal. The build-out of the kitchen, lease rates, etc., if these two

businesses decide it is not for them, is still very attractive to anyone else out there. The space can be filled. Mr. King asked Mr. Ross if letters of intent are part of the normal process. Mr. Ross stated yes. Council Member Cleary wondered if there was any weight behind a letter of intent. Mr. Ross responded that letters of intent are not legally binding, but they are part of showing a good faith effort. If someone went to a bank for money, it would not move forward without a letter of intent from the business. Typically it is what you need to get started.

Mr. Cleary commented that Mr. Green has previously said that one of the vendors was worried about labor and workers. It bothers Mr. Cleary that they have not tapped the Groveport people yet because the establishments aren't there. Many people would like to work here; maybe it's within walking distance or a retirement job. Mr. Ross has made suggestions to the business owners to that effect. Perhaps there could be job fairs or open houses sponsored by the City showing its support in all that happens on this project and these businesses. One group has had some inner struggles within their partnership because of everything that has gone on. They are contemplating whether to go forward with it, scale back or do all those things. The meeting on Wednesday is to rescale part of the investment that the partnership would have to do and then invest in another sort of business that one of the individual partners owns outright. They can do whatever they want in terms of their money and all those kinds of things. Within the partnership, they're a little more limited. They're a little nervous about the risk exposure in the partnership part; the individual part, they can step up to the plate and do another concept. There are a lot of moving parts that are still in play. Mr. Ross is confident that they will get the businesses targeted to the finish line. Mr. Lockett asked if this works like a residential listing where another real-estate agent representing someone else could also bring them in. Mr. Ross responded absolutely.

Mr. Rupp wanted to know what happens after Mr. Ross gets the people he targeted to sign on the dotted line. What is his marketing plan, what does Eric Ross have planned for the other spaces? As mentioned before, Mr. Ross has presented one business for consideration. The business needs to fit within the profile of the economic development of the downtown area. He is looking for specialty markets, more retail, possibly apparel or along those lines, and something more business-oriented. Council Member Hilbert asked if he thought about a cigar shop. Mr. Ross thinks a cigar store would be great. There was talk about a wine shop. If there is something specific City Council would like

to see, he can look for any interest in the market. He commented that there is interest in this project for sure.

VII. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2021-063](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO EXECUTE A RIGHT OF WAY AND EASEMENT INSTRUMENT WITH AEP ON HENDRON ROAD, PARCEL NUMBER 185-001649-00

Sponsors: Dildine

This Ordinance was a request from AEP to relocate an electric line on Hendron Road. AEP is seeking easements from property owners affected and the City of Groveport owns one of the properties.

Council Member Cleary abstained due to his employment with AEP.

Clerk of Council Ross read by title Ordinance No. 2021-063. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to adopt.

The motion carried by the following vote:

Abstain: 1 - Cleary

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

[Ord. 2021-064](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION TO FINANCE THE PURCHASE OF TWO (2) STARCRAFT STARLIGHT TRANSIT 350 HD BUSES FOR THE TRANSPORTATION DEPARTMENT UNDER THE STATE OF OHIO COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Hilbert

Administrator King stated that the two buses were part of the 2022 Budget. They will replace two old buses.

Clerk of Council Ross read by title Ordinance No. 2021-064. A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to adopt.

The motion carried by the following vote:

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

B. 2nd Readings

[Ord. 2021-067](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE 2022 ANNUAL STREET MAINTENANCE PROGRAM

Sponsors: Cleary

Clerk of Council Ross read by title Ordinance No. 2021-067.

[Res. 2021-006](#)

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE A MASTER LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION

Sponsors: Hougland

Clerk of Council Ross read by title Resolution No. 2021-006.

C. 1st Readings

[Ord. 2022-001](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 17-060 (ADOPTED 12-18-2017) WHICH ESTABLISHED THE GOLF COURSE RECOVERY FUND

Sponsors: Lockett

Clerk of Council Ross read by title Ordinance No. 2022-001. This Ordinance was referred to the Committee of the Whole.

[Ord. 2022-002](#)

AN ORDINANCE AMENDING ORDINANCE NUMBER 12-045 (ADOPTED 9-10-2012) AUTHORIZING AND DIRECTING THE ADMINISTRATOR TO REMOVE TRAFFIC CONTROL DEVICES/SIGNS NEAR THE INTERSECTION OF GROVEPORT ROAD AND SALTZGABER ROAD IN THE CITY OF GROVEPORT

Sponsors: Dildine

Clerk of Council Ross read by title Ordinance No. 2022-002. This Ordinance was referred to the Committee of the Whole.

[Ord. 2022-003](#)

AN ORDINANCE AMENDING THE ZONING MAP AS TO APPROXIMATELY 1.19 ACRES, MORE OR LESS, OF THE FOLLOWING TRACT OF LAND, LOCATED SOUTH SIDE OF MAIN STREET, PARCEL NUMBER 180-000443 OWNED BY, AARON & KATHERINE CARROLL FROM URBAN RESIDENTIAL (R-6) TO SELECT COMMERCIAL PLANNED (SCP)

Sponsors: Cleary

Attachments: [Ord. 2022-003 Exhibit A.pdf](#)
[Ord. 2022-003 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2022-003. This Ordinance was referred to the Planning & Zoning Commission.

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp reported the 4th of July Committee meeting announced that the parade will be at 11 am and the fireworks will go on. Town Hall staff is lining up entertainment to start at 2 pm and run through the fireworks.

The Mayor received a very nice thank you note from Lily Franks thanking the City for the cake and flowers.

B. Administrator - BJ King

Administrator BJ King announced the new Customer Service Coordinator for the Recreation Center is Richard Cunningham. He brings a strong background of customer service training. Mr. Cunningham will fill the position vacated by Jeff Card's retirement.

The City received 20 applications for the Director of Technology position. Interviews will begin this week.

Mr. King relayed information on Recreation Center memberships for the last three years. From December 1, 2019 to January 19, 2020, the City sold 30 memberships, the City did not sell 30-day memberships. December 1, 2020 to January 19, 2021, the City sold 13 regular memberships and eleven 30-day memberships. December 1, 2021 to January 19, 2022, the City sold 57 regular memberships and 50 30-day memberships.

The City will form an internal committee made of directors to review the employee evaluation process. Mr. King will not sit on the Committee but he will attend the Committee's first meeting to layout the purpose of the Committee.

Council Member Lockett mentioned that he and Council Member Hutson had a discussion on the development project of the Hartman property. They both understood that there was to be a retail component at the front of the property along Groveport Road. Mrs. Hutson wants to go over the legislation to clarify that this component was understood by the developer. She wants to know if the plans show the retail

development. Council Member Dildine remembers the development plans showing the warehouses but that the retail would be marketed as such later. She and Mr. Lockett thought the retail would be built at the same time. Mr. King will get with Clerk of Council Ruthanne Ross to look at the legislation.

Development Director Jeff Green commented that the property is being aggressively marketed now. The City asked that Lot 1 be carved out for retail; it was never part of the site plan. Hemmer primarily does industrial development.

[#017-2022](#)

Admin Report to Council January 1.24.2022

Attachments: [Admin Report to Council January 1.24.2022.pdf](#)

C. Chief of Police - Casey Adams

Chief Casey Adams reported that the recipients of the Body Camera Grants were announced today. Groveport did apply for the grant but the departments awarded the grants didn't have body cameras or were looking to substantially upgrade their system. Groveport Police Department had asked for additional body cameras. Chief Adams will resubmit an application when it is opened up again later in the year.

Recreation Director Kyle Lund asked Chief Adams if Cruiser Park would be used this year for Pelotonia because last year the riders did not go through Groveport. This year it will not go through Groveport for the second straight year.

Sergeant Chan's last day was January 5th / 6th being on "C" Company. He did not want any big reception so there was only cake.

The security cameras at the Recreation Center are being upgraded and an inventory is being done, so they are not operative yet.

D. Director of Finance - Jason Carr

Finance Director Jason Carr referred to an email sent to department heads requesting any changes to the budget adopted by Council. If so, provide those requests to Administration by February 21, 2022, for consideration. Every year the City amends the original budget for actual carryover balances.

Chief Adams recommended that the City switch its wireless service provider from Verizon to T-Mobile. After looking into the matter, it appears that T-Mobile would provide better service for the City. T-Mobile service included police and other City vehicles and better service in general. Once the City has all the equipment, there would be

annual cost savings of approximately \$3,000 per year.

City staff considered other services. FirstNet is too slow here, and Verizon, which the City has been with for years, is too unstable in some areas of the City. When Chief Adams attended a conference, T-Mobile had a special promotion for law enforcement and he learned that there are 5G towers in Groveport.

Mayor Westcamp added that the Motts Military Museum donation check was delivered to Warren Motts today.

E. Director of Law - Kevin Shannon

Law Director Kevin Shannon had nothing to report.

F. Development Director - Jeff Green

Development Director Jeff Green had nothing further to report.

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

Council Member Jack Rupp asked if Administration had been able to reach out to the Youth Athletic Group about programs. The group has posted sign ups on social media, so they are moving forward. The Mayor still wants Administration to reach out to them.

Council Member Ed Dildine noted that Madison Township Fire Engine 181 was involved in an accident on Saturday on I270. The Groveport Fire Station truck was hit by a semi-truck so the fire engine will be out of service for a while. Everyone was okay.

Council Member Scott Lockett had talked to The Paddock Pub owner, Paul Clark, about ways the City could help him. Mr. Clark has patrons asking for Keno. Mr. Lockett talked to Law Director Kevin Shannon, who looked into the matter. Mr. Shannon determined that The Paddock Pub could have Keno in the establishment. Mr. Clark can start with the local lottery office in Gahanna. The owner/operator of a restaurant is licensed, not the premises. Therefore, it is a separate transaction between the Lottery Commission and the owner/operator of a restaurant. The City has no interest in the license; it's the same as a liquor license.

Council Member Shawn Cleary talked to Paul Clark about scheduling an event in 2023 and learned that the Paddock Pub is booked solid in June for an upcoming air show.

H. Clerk of Council - Ruthanne Sargus Ross

Clerk of Council Ruthanne Ross had nothing to report.

I. Standing Committees

None.

IX. Other Business

None.

X. Adjournment

A motion was made by Council Member Cleary, seconded by Council Member Dildine, to adjourn at 7:15 p.m. The motion carried by the following vote:

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

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.