

City of Groveport

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Meeting Minutes

Monday, November 22, 2021

6:30 PM

Council Chambers

City Council

Mayor Lance Westcamp

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

I. Call to Order

by Mayor Lance Westcamp at 6:48 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, Kyle Lund - Recreation 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, John Hougland, Becky Hutson, and Scott Lockett

V. Approval of Minutes - November 8, 2021

The November 8, 2021 City Council Minutes stand approved as submitted.

[#299-2021](#) City Council Meeting Minutes

Attachments: [City Council Meeting Minutes 11.8.2021.pdf](#)

VI. Business of Guests

None.

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

[Ord. 2021-053](#)

AN ORDINANCE AUTHORIZING AN ANNUAL DONATION IN THE AMOUNT OF \$25,000.00 TO MOTTS MILITARY MUSEUM, A PRIVATE NON PROFIT CORPORATION, FOR A PERIOD NOT TO EXCEED FIVE YEARS, APPROPRIATING SAID SUM FROM THE GENERAL FUND IN

LEGISLATIVE 101.10.52401, COMMUNITY SERVICE GRANTS, TO
FINANCE THE DONATION

Sponsors: Hilbert

Clerk of Council Ross read by title Ordinance No. 2021-053. A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to adopt. The motion carried by the following vote:

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

[Ord. 2021-054](#)

AN ORDINANCE AUTHORIZING A CONTRACT FOR THE PROVISION OF HEALTH SERVICES WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT

Sponsors: Hougland

Clerk of Council Ross read by title Ordinance No. 2021-054. A motion was made by Council Member Hougland, seconded by Council Member Lockett, to adopt. The motion carried by the following vote:

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

[Ord. 2021-055](#)

AN ORDINANCE AMENDING ORDINANCE NO. 18-050 (ADOPTED 12/17/2018) WHICH ESTABLISHED IN SEASON GOLF RATES FOR THE GROVEPORT MUNICIPAL GOLF COURSE

Sponsors: Hutson

Attachments: [Ord. 2021-055 Exhibit A amended.pdf](#)

Law Director Kevin Shannon stated that staff requested Council to consider making a motion to amend the attached exhibit to ordinance 2021-055 to reflect the most recent exhibit submitted by the Director of Golf, Tom Walker. Administrator BJ King added that the amendment is specific to the weekend and holiday times for 18 holes only; times were previously written as "open to 11:00 a.m". The amendment is "open to 11:50 a.m". Other amendments to the exhibit were the "twilight" and "super twilight" hours.

Clerk of Council Ross read by title Ordinance No. 2021-055. A motion was made by Council Member Hutson, seconded by Council Member Hilbert, to amend the attached exhibit to reflect the weekend and holiday times for 18 holes only; from "open to 11:00 a.m" to "open to 11:50 a.m" and "twilight" and "super twilight" hours. The motion carried by the following vote:

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

A motion was made by Council Member Hutson, seconded by Council Member Dildine, to adopt as amended. The motion carried by the following vote:

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

[Ord. 2021-056](#)

AN ORDINANCE AMENDING ORDINANCE NO. 2021-032 (ADOPTED 7/12/2021) WHICH ESTABLISHED MEMBERSHIP FEES AND RULES FOR THE OUTDOOR AQUATIC CENTER, AND RELATED PROVISIONS

Sponsors: Lockett

Attachments: [Ord. 2021-056 Exhibit A amended.pdf](#)

Administrator BJ King, referenced the significant discussion at the Committee of the Whole meeting where it was recommended to change the non-resident daily pass fee from \$16 to \$14 on the attached exhibit. Finance Director Jason Carr noted that going through the budget process the City's cost for doing business is going to be going up. Not only for the Recreation Center but for the golf course and how the City does business in general.

Clerk of Council Ross read by title Ordinance No. 2021-056. A motion was made by Council Member Lockett, seconded by Council Member Hougland, to amend the attached exhibit to reflect the non-resident daily pass fee from \$16 to \$14. The motion carried by the following vote:

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

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

Yes: 5 - Cleary, Hilbert, Hougland, Hutson and Lockett

No: 1 - Dildine

B. 2nd Readings

[Ord. 2021-042](#)

AN ORDINANCE APPROVING THE FINAL DEVELOPMENT PLAN FOR 0 HAMILTON ROAD, BOBBY SYKES, APPLICANT, (PARCEL NUMBER 185-001164)

Sponsors: Dildine

Attachments: [Ord. 2021-042 Exhibit A.pdf](#)
[Ord. 2021-042 Exhibit B2.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2021-042.

[Ord. 2021-059](#)

AN ORDINANCE PROHIBITING PARKING AND AUTHORIZING THE INSTALLATION OF NO PARKING SIGNS ON THE FIRE HYDRANT SIDE OF WEST STREET IN THE CITY OF GROVEPORT

Sponsors: Hilbert

Clerk of Council Ross read by title Ordinance No. 2021-059.

Ord. 2021-060

AN ORDINANCE CREATING THE POSITION OF EXECUTIVE ASSISTANT IN THE COMMUNITY AFFAIRS DEPARTMENT, ESTABLISHING THE PAY GRADE THEREFORE, AND ABOLISHING THE POSITION OF PUBLIC RELATIONS COORDINATOR/EXECUTIVE ASSISTANT IN THE ADMINISTRATION DEPARTMENT, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Hougland

Clerk of Council Ross read by title Ordinance No. 2021-060.

Ord. 2021-061

AN ORDINANCE CREATING THE POSITION OF AQUATICS SUPERVISOR IN THE RECREATION DEPARTMENT, ACCEPTING THE POSITION DESCRIPTION AND ESTABLISHING THE PAY GRADE, AND ABOLISHING THE POSITION OF ASSISTANT AQUATICS MANAGER IN THE RECREATION DEPARTMENT

Sponsors: Hutson

Attachments: [Aquatics Supervisor Job Description.pdf](#)

Clerk of Council Ross read by title Ordinance No. 2021-061.

C. 1st 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

Clerk of Council Ross read by title Ordinance No. 2021-063. This Ordinance was referred to the Committee of the Whole.

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

Clerk of Council Ross read by title Ordinance No. 2021-064. This Ordinance was referred to the Committee of the Whole.

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp reported on a 4th of July meeting held last Friday (November 19, 2021). New and exciting ideas are coming out of the Community Affairs Department with the new director. There will be a follow-up meeting next week. The Committee hopes to bring back the all-day event.

The Mayor encouraged Council members to sign up to read storybooks to the elementary children at Town Hall. Bringing in the students helps showcase the Town Hall, which Mr. Shannon refers to as Groveport's crowned jewel.

He wished everyone a Happy Thanksgiving.

B. Administrator - BJ King

Administrator BJ King is looking forward to the Heritage Holiday event on December 11 from 5 pm to 8 pm.

Bixby Road is open and looks good. The contractor should complete the traffic signal upgrades/pre-emption at the Front Street and Main Street intersection and College Street and Main Street within two weeks.

The City will finance some 2022 Budget projects through bond anticipation notes. Projects include cart path replacement and a maintenance facility at the golf course, plus a truck and a front-end loader for Public Works.

Mr. King wished everyone a happy and enjoyable Thanksgiving.

Administrator King introduced the City's new Personnel Director, Joyce Myers. Mrs. Myers' start date is Monday, December 6, 2021.

[#300-2021](#)

Admin Report to Council

Attachments: [Admin report to Council November 22 2021.pdf](#)

C. Chief of Police - Casey Adams

Chief Casey Adams reported that all the officers completed tactical first aid and CPR training. Many of the officers had inadequate or expired equipment. Officers will be issued new CPR masks. The City will

provide new first aid bags with updated supplies for each shift. The recommendation is that officers take this training every other year.

Sergeant Lou Chan's mother passed last week. The Department will send officers to the funeral home.

Shellie Rimmer visited the Department and indicated that the military should release her on November 27, 2021. She lost her residence while deployed, so she is looking for a place to live. Officer Rimmer will be on first shift to slowly bring her back to working in the community. She was deployed right after completing her FTO training, and she realizes that she needs to acclimate herself back into police work and society.

The first "PoPoronie Pizza Night" fundraiser at Little Italy is on Monday, November 29, 2021. Looking for a way to give back to the community, the officers volunteer their time and purchase their t-shirts for the event. 10% of sales will go to Groveport Madison Human Needs. The event is 5 pm to 9 pm.

D. Director of Finance - Jason Carr

Finance Director Jason Carr reported that the City had collected 89% of its income budget this year, about 14% higher than in 2020. The City has a higher base balance in the General Fund, and income tax collections are 89%. Therefore, the City will not lease the police vehicles; it will buy them outright. It will save a little money on interest costs. There are no other significant changes from the prior month.

[#301-2021](#)

Financial Report

Attachments: [Financial Report.pdf](#)

E. Director of Law - Kevin Shannon

Law Director Kevin Shannon reported on his review of the requirements of the auxiliary police board specifically for this meeting because of specific deadlines. The Mayor indicated that he wanted to reappoint Ed Dildine and Shawn Cleary to the (VPODF) Volunteer Peace Officers' Dependents Fund Board. The Ohio Department of Commerce requires that appointment by the first Monday of December.

The next election is the two members of the City's auxiliary police unit. Groveport's only auxiliary officer will serve on the board. The members must meet in December to elect the fifth member. The four members must elect the fifth member before December 31, 2021, who must be an elector of the City of Groveport.

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to accept Mayor Westcamp's recommendation to appoint Ed Dildine and Shawn Cleary to serve on the Volunteer Peace Officers' Dependents Fund Board for the term of one year ending December 31, 2022. The motion carried by the following vote:

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

Mayor Westcamp made a recommendation to appoint Jim Chilton to serve on the Personnel Board of Review effective January 1, 2022, to fill the unexpired term (December 31, 2022) of Jack Rupp.

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to accept Mayor Westcamp's recommendation to appoint Jim Chilton to serve on the Personnel Board of Review effective January 1, 2022, to fill the unexpired term (December 31, 2022) of Jack Rupp. The motion carried by the following vote:

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

F. Development Director - Jeff Green

Development Director Jeff Green and the City's Counsel at Bricker & Eckler are finalizing some clarification to the lease for Delaney's Diner. Architects are working with tenants on the interior designs. The City is still addressing viable options for the lack of parking in the downtown area. Staff will bring something back to Council in December or early January 2020.

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

Council Member Hougland wished everyone a Happy Thanksgiving. Mr. Hougland jokingly let everyone know that they were invited to Mayor Westcamp's house for dinner that day. The Mayor readily quipped, "One good thing is they would have a good meal."

Council Member Lockett asked Recreation Director Kyle Lund to put together a packet of all the details and requirements of lifeguard training. He would like himself and Mr. Lund to approach the Groveport Madison High School to offer the training as physical education or elective credit possibly. Mr. Lockett works with students from Eastland and Fairfield Career Centers. Many of them are in dire need of physical education credits. He has been trying to promote some creative ways for students to earn those credits.

Council Member Hutson wished everyone a wonderful Thanksgiving.

Council Member Dildine wished everyone a Happy Thanksgiving. He asked that everyone keep the safety of the firefighters in mind. There has been a rash of fires involving all shifts. Firefighters' jobs are dangerous, and he asks that they and all the families affected by these fires be kept in our thoughts this holiday season.

Council Member Hilbert is thankful for the year the City had in 2021. She wished everyone the best for Thanksgiving.

H. Clerk of Council - Ruthanne Sargus Ross

Clerk of Council Ruthanne Sargus Ross had nothing further to report.

I. Standing Committees

None.

IX. Other Business

Executive Session

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) with respect to the employment of public employees, to include all members of Council, the Mayor, the Finance Director, the Administrator, and himself.

A motion was made by Council Member Dildine, seconded by Council Member Hutson, to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G) with respect to the employment of public employees, to include all members of Council, the Mayor, the Finance Director, the Administrator, and the Law Director at 7:26 p.m. The motion carried by the following vote:

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

A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to come out of Executive Session at 7:42 p.m. with no action taken. The motion carried by the following vote:

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

X. Adjournment

A motion was made by Council Member Hilbert, seconded by Council Member Cleary, to adjourn at 7:43 p.m. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Hilbert, Hougland, 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.