

City of Groveport

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Meeting Minutes

Monday, December 16, 2013

6:30 PM

Council Chambers

City Council

Mayor Lance Westcamp

*Council Members - Ed Rarey, Jean Ann Hilbert,
Donna Drury, Ed Dildine, Shawn Cleary & Jan Stoots*

I. Call to Order

by Mayor Westcamp at 6:30 p.m.

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Ralph Portier - Chief of Police

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 Portier led the Pledge of Allegiance.

IV. Roll Call

Present: 6 - Council Member Cleary, Council Member Dildine, Council Member Drury, Council Member Hilbert, Council Member Rarey, and Council Member Stoots

V. Approval of Minutes - November 25, 2013

[#159-2013](#) Council Meeting Minutes 11-25-2013

Attachments: [Council Meeting Minutes 11-25-2013](#)

Approved as submitted.

VI. Business of Guests - None

VII. Ordinances and Resolutions

A. 3rd Readings

[ORD. 13-053](#)

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2014

Sponsors: Jean Ann Hilbert

Attachments: [2014 Appropriations](#)

Law Director Shannon requested Council to consider making a motion to adopt with previous amendments.

The Clerk of Council read by title Ordinance No.13-053. A motion was made by Council Member Rarey, seconded by Council Member Stoots, to adopt as previously amended. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-054](#)

AN ORDINANCE CREATING THE POSITION OF CITY ENGINEER, ACCEPTING THE POSITION DESCRIPTION AND ESTABLISHING THE PAY GRADE, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Cleary

Law Director Shannon requested Council to consider making a motion to adopt as emergency legislation to allow the Ordinance to go into effect immediately.

The Clerk of Council read by title Ordinance No. 13-054. A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to adopt as emergency legislation. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-055](#)

AN ORDINANCE AMENDING THE PAY SCALE, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Stoots

Attachments: [Jan 2014 Pay Scale.pdf](#)

Law Director Shannon requested Council to consider making a motion to adopt as emergency legislation to allow the Ordinance to go into effect at the earliest time provided by law. Mr. Shannon explained the City Charter allows adopting an Ordinance as emergency legislation after the three readings to go into effect immediately.

The Clerk of Council read by title Ordinance No. 13-055. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to adopt as emergency legislation. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

B. 2nd Readings

[ORD. 13-056](#)

AN ORDINANCE CREATING THE POSITION OF AQUATICS COORDINATOR, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE, AND AUTHORIZING ONE (1) ADDITIONAL FULL-TIME POSITION IN THE PARKS AND RECREATION DEPARTMENT

Sponsors: Stoots

The Clerk of Council read by title Ordinance No.13-056.

[ORD. 13-057](#)

AN ORDINANCE CREATING THE POSITION OF BUILDING MAINTENANCE TECHNICIAN, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE, POSITION IN THE PARKS AND RECREATION DEPARTMENT

Sponsors: Rarey

The Clerk of Council read by title Ordinance No.13-057.

C. 1st Readings

[ORD. 13-058](#)

AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GROVEPORT, OHIO AND THE DECLARATION OF AN EMERGENCY

Sponsors: Drury

Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. This Ordinance puts the City up to date with respect to our codification up to 2012.

The Clerk of Council read by title Ordinance No.13-058. A motion was made by Council Member Stoots, seconded by Council Member Hilbert, to suspend the rules as to the three readings and the effective date. Motion carried by the following vote:

Yes: 5 - Cleary, Dildine, Drury, Hilbert and Stoots

No: 1 - Rarey

A motion was made by Council Member Hilbert, seconded by Council Member Drury to adopt as emergency legislation.

Motion carried by the following vote:

Yes: 5 - Cleary, Dildine, Drury, Hilbert and Stoots

No: 1 - Rarey

[ORD. 13-059](#)

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A CONTRACT WITH KAREN E. SHEFFER TO SERVE AS MAGISTRATE FOR THE CITY OF GROVEPORT, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Cleary

Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. There are no changes in the contract from the 2013 contract.

The Clerk of Council read by title Ordinance No.13-059. A motion was made by Council Member Hilbert, seconded by Council Member Rarey, to suspend the rules as to the three readings and the effective date. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to adopt as emergency legislation.

Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-060](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO APPLY FOR AND ACCEPT A GRANT FROM THE FRANKLIN COUNTY COMMISSION ON AGING SENIOR OPTIONS GRANT PROGRAM FOR THE SENIOR TRANSPORTATION PROGRAM, AND FURTHER AUTHORIZING THE ADMINISTRATOR TO EXECUTE ANY AGREEMENT NECESSARY TO RECEIVE SAID GRANT FUNDING, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Drury

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

The Clerk of Council read by title Ordinance No.13-060. A motion was made by Council Member Hilbert, seconded by Council Member Drury, to suspend the rules as to the three readings and the effective date. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

A motion was made by Council Member Dildine, seconded by Council Member Stoots, to adopt as emergency legislation. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-061](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT PROPOSALS AND TO ENTER INTO A CONTRACT WITH THE COMPANY OR FIRM THAT SUBMITS THE MOST BENEFICIAL AND/OR ACCEPTABLE PROPOSAL TO THE CITY FOR JANITORIAL SERVICES AT THE FOLLOWING CITY FACILITIES: MUNICIPAL BUILDING, TOWN HALL, RECREATION CENTER, POLICE DEPARTMENT, GOLF COURSE CLUB HOUSE, KIDS SPACE AND PUBLIC WORKS FACILITY, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Dildine

Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. Administrator Hall explained the reason for requesting emergency legislation is two fold; it allows for the City to get the RFPs out and the Recreation Center has been operating off a temporary contract and the City does not want that contract to exceed \$50,000.

The Clerk of Council read by title Ordinance No.13-061. A motion was made by Council Member Dildine, seconded by Council Member Drury, to suspend the rules as to the three readings and the effective date. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

A motion was made by Council Member Dildine, seconded by Council Member Stoots, to adopt as emergency legislation. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-062](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A ENERGY PROGRAM CONTRACT WITH DYNAMIX AND WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

Sponsors: Hilbert

The Clerk of Council read by title Ordinance No.13-062. This Ordinance was referred to the Committee of the Whole.

[ORD. 13-063](#)

AN ORDINANCE AMENDING ORDINANCE 12-051 (ADOPTED 11/13/2012), THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2013 AND FURTHER AMENDING ORDINANCES 13-007 (ADOPTED 3/25/13), 13-014 (ADOPTED 5/13/13), 13-029 (ADOPTED 6/24/13), 13-032 (ADOPTED 7/8/13), 13-035 (ADOPTED 8/12/13) AND 13-044 (ADOPTED 9/23/13), WHICH AMENDED THE SAME

Sponsors: Hilbert

Attachments: [2013 Final Appropriations Exhibit A](#)

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

The Clerk of Council read by title Ordinance No.13-063. A motion was made by Council Member Hilbert, seconded by Council Member Stoots, to suspend the rules as to the three readings. Motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

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

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

[ORD. 13-064](#)

AN ORDINANCE AUTHORIZING THE TRANSFER OF CASH FUND BALANCES FROM THE GENERAL FUND TO THE STREET FUND, SENIOR TRANSPORTATION FUND AND SEWER FUND

Sponsors: Dildine

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

The Clerk of Council read by title Ordinance No.13-064. A motion was made by Council Member Dildine, seconded by

Council Member Stoots, to suspend the rules as to the three readings. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

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

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Westcamp thanked the staff for getting everything settled up for the end of the year and acknowledged Jan Stoots for her public service to the City of Groveport and its citizens. He welcomed new Council Member Becky Hutson. The Mayor wished everyone a happy holidays.

B. Administrator - Marsha Hall

Administrator Hall thanked Council for working with her and the staff in the past two years and looks forward to working with everyone in 2014.

[#160-2013](#)

Adm Report to Council - Dec 16

Attachments: [Adm Report to Council - Dec 16](#)

C. Chief of Police - Ralph Portier

Chief Portier thanked the Mayor and Council for their support. He commented on the visit from Superintendent of the Ohio State Highway Patrol, Col. Paul Pride, whom thanked the Groveport Police Department personally in their assistance in apprehending a driver involved in a hit and run fatality which occurred near Lithopolis in November. Chief Portier wished everyone happy holidays.

[#161-2013](#)

PD - November 2013

Attachments: [PD - November 2013](#)

D. Director of Finance - Jeff Green

Finance Director Jeff Green referred Council to the November 2013 Finance Report provided in their packets. Mr. Green reported 2013 has been a great year for the City. The City is ending 2013 up 44.33%. Council Member Hilbert thanked Mr. Green and Anna Krigbaum for the great job they have done. Mr. Green remarked on the great job Amy Hartung has done with the new water meter project.

[#162-2013](#)

November 2013 Finance Report

Attachments: [November 2013 Finance Report](#)

E. Director of Law - Kevin Shannon

Law Director Kevin Shannon reported to Council the City has received the end of the year notice from the Ohio Department of Commerce, Division of Liquor Control concerning the City's liquor licenses. There are no issues with any Groveport establishments who have current liquor licenses at this time, therefore nothing is required by the City in regard to the notice from the Ohio Department of Commerce, Division of Liquor Control. Mr. Shannon wished everyone happy holidays and acknowledged Jan Stoots for her service to the City.

F. Council Members - Ed Rarey, Jean Ann Hilbert, Donna Drury, Ed Dildine, Shawn Cleary & Jan Stoots

Council Member Jan Stoots thanked everyone for helping her in her decision making and her public service on Council. She will be going back to work at the Recreation Center part-time.

Council Member Shawn Cleary commented he will miss Mrs. Stoots and thanked her. He expressed his concerns on the Master Plan at the golf course, he commented it is an excellent course, especially holes 7, 8 and 9 which are the course's signature holes. He thanked Dennis Moore's crew on the clearing of the City's roadways during the inclement weather. He acknowledged thanks to all of the staff.

Council Member Donna Drury wished Jan Stoots the best, it was great serving with her. She wished everyone a Merry Christmas. Mrs. Drury commented on a Facebook post from an out-of-towner who commented Groveport's streets are always clean after it snows.

Council Member Jean Ann Hilbert wished everyone a Merry Christmas and safe holidays.

Council Member Ed Rarey acknowledged all the people he has had the privilege of working with over the years and looks for great things happening in Groveport. He looks very favorable into the future with the City moving forward. Mr. Rarey wished everyone a Merry Christmas and a very, very Happy New Year. He is sorry to see Jan Stoots leave, but welcomes Becky Hutson aboard.

Council Member Ed Dildine thanked Jan Stoots in her due diligence in doing the homework on any issues put before Council. He stated it has been an honor to serve as President Pro-Tem this year and feels we have had a great couple of years since Administrator Marsha Hall has come on board. He is excited to see what is to be in the City's future. He wished everyone a Merry Christmas and Happy New Year.

G. Clerk of Council - Ruthanne S. Ross

Clerk of Council Ruthanne Ross thanked Jan Stoots for her support and looks forward to working with Becky Hutson. She wished everyone a Merry Christmas and Happy New Year.

H. Standing Committees - None

IX. Other Business

[#152-2013](#)

New City Flag Design

Attachments: [New City Flag Design](#)

Law Director Shannon requested Council consider to make a motion to adopt the proposed design and creation thereof for the new City of Groveport flag.

A motion was made by Council Member Dildine, seconded by Council Member Stoots, to adopt the proposed design and implement the creation thereof the new City of Groveport flag. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Drury, Hilbert, Rarey and Stoots

X. Adjournment

Council Member Rarey made a motion, seconded by Council Member Hilbert to adjourn at 7:09 p.m. All in favor stated AYE, None Opposed. Motion passed.

Lance Westcamp, Mayor

Ruthanne S. Ross, 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.