

City of Groveport

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Meeting Minutes

Monday, November 18, 2013

6:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

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

I. Call to Order

by Committee Chair Dildine at 6:30 p.m.

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Stephen Moore - Chief Building Official, Linda Haley - Community Affairs Director, Steve Farst - Engineer, Kyle Lund - Parks and Recreation Director, Tom Walker - Director of Golf, Tom Byrne - Director of Facilities Management, Ralph Portier - Chief of Police

Guests Present: The Guest Book is on file with the Clerk of Council.

II. Moment of Silence

Committee Chair Dildine 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

[#122-2013](#) COTW Meeting Minutes 10-21-2013

Attachments: [COTW Meeting Minutes 10-21-2013](#)

Approved as submitted.

[#123-2013](#) COTW 2014 Budget Workshop Meeting Minutes 11-06-2013

Attachments: [COTW 2014 Budget Workshop Meeting Minutes 11-06-2013](#)

Approved as submitted.

VI. Business of Guests

A. Madison Township Fire Chief Bates - Update

Chief Bates updated Council with the October 2013 Monthly Report. He reported the 6 month annual staff meeting was held in October as well as the budget review with internal staff.

[#124-2013](#)

October 2013 Monthly Report

Attachments: [October 2013 Monthly Report](#)

B. Bruce Hoover - Groveport Madison Local Schools

Bruce Hoover, Groveport Madison Local Schools, thanked Council, in particular Council Members Cleary and Drury, for attending the October 23, 2013 Board Meeting. He thanked Council for their support.

VII. New Business

None

VIII. Unfinished Business

None

IX. Ordinances and Resolutions

A. 3rd Readings - None

B. 2nd 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](#)

Chair Dildine read by title Ordinance No. 13-053. A motion was made by Council Member Hilbert, seconded by Council Member Drury, to recommend for approval at the November 6, 2013 Committee of the Whole "2014 Budget Workshop".

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

Council Member Rarey expressed concerns regarding the person to fill this position be qualified in the field of engineering. Administrator Hall advised the job description is very specific on the required qualifications; education, certification in the State of Ohio and experience with related software. The job description details qualifications, functions and experience in the field. Emergency legislation is being requested so the City can move forward with filling the position in a timely manner.

Chair Dildine read by title Ordinance No. 13-054. A motion was made by Council Member Rarey, seconded by Council Member Cleary, to recommend for approval. 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

Administrator Hall advised this pay scale reflected the new position of City Engineer.

Chair Dildine read by title Ordinance No. 13-055. A motion was made by Council Member Cleary, seconded by Council Member Stoots, to recommend for approval. Motion carried by the following vote:

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

X. Financial Report

Report will be made available at the next Council meeting.

XI. Other Business

None

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

Nothing to report.

B. Administrator - Marsha Hall

Administrator Hall provided additional information to Council on the increase of the City's health care premiums. Ms. Hall requests Council's guidance on where the City wants to go with the energy audit. It will take some time to get started on the contract for Council's approval and the City wants to customize some features of the software to interact with current software used by City departments. Council Member Hilbert stated she will sponsor legislation on this matter. After discussions on savings, efficiency and improvements in work flow and productivity, Council concurred the Dynamix Energy Services program would be an asset to the City. Council Member Stoots commented to be fully effective the program needs to be implemented by every employee. Council Member Stoots inquired of the Senior Village groundbreaking that was postponed. Ms. Hall responded the City is still working out a couple of items and Council will be advised on any updates. Council Member Rarey inquired of the sidewalk program, Ms. Hall assured Council the City will apply for two grants, one for the roadway and one for sidewalk so the work can be done simultaneously. Wirt Road engineering will be given to the City Engineer as their first project.

[#125-2013](#)

Adm Report to Council - Nov 18

Attachments: [Adm Report to Council - Nov 18](#)

[#126-2013](#)

Proposed Nov 2013 Pay Scale

Attachments: [Proposed Nov 2013 Pay Scale](#)

C. Director of Law - Kevin Shannon

Nothing to report.

D. Director of Finance - Jeff Green

Finance Director Green reported the City has entered into an agreement with Ice Miller, LLC. They have a division called Whiteboard that works with community activities, grants and such. Whiteboard works with ISP/carriers, OarNet, State of Ohio and the MARC's project with Agile Networks in the Columbus and Rickenbacker region in creating opportunities for communities to efficiently and cost-effectively create new, combined fiber and wireless network infrastructure, or expand what communities currently own. The City has signed a memorandum of understanding with Whiteboard to apply for the Local Government Innovation Fund (LGIF) to investigate the feasibility of a regional fiber network around the Rickenbacker region. Whiteboard feels that the City of Columbus, the Village of Obetz and Groveport are in a favorable position to create a significant regional network on the south side of Columbus and Franklin County. Combined resources, assets and a willingness to collaborate will move the communities into an action phase, not just a planning process. Whiteboard will evaluate and collect the information necessary to apply for LGIF grant funding; coordinate the review of each government's costs to provide current voice and data communications, disaster recovery, data storage, shared services, fiber network and others, that could be dramatically reduced by an expanded and shared network; assist IT and other local government departments in finding options to combine services, assets, etc. to reduce costs; and assist in evaluating the fiber in each community available for combined use to share services and resources. Whiteboard will provide each community guidance and assistance in the necessary steps to support and apply for the LGIF grant. The Memorandum of Understanding states the collaboration between the City of Columbus, Village of Obetz and City of Groveport and documents an outline of how the parties intend to collaborate should the LGIF grant be awarded. Council Member Jean Ann Hilbert commented it was about time.

E. Chief of Police - Ralph Portier

Chief Portier reported he has put out a new protocol for high water.

F. Public Works Superintendent - Dennis Moore

Not present.

[#127-2013](#)

Public Works Department Council Report

Attachments: [Public Works Department Council Report](#)**G. Chief Building Official - Stephen Moore***Nothing to report.*[#128-2013](#)

B & Z COUNCIL REPORT November 2013

Attachments: [B & Z COUNCIL REPORT November 2013](#)[#129-2013](#)

B & Z 2013 Mowing

Attachments: [B & Z 2013 Mowing](#)**H. Director of Golf - Tom Walker***Director of Golf, Tom Walker updated Council on the completion of the retaining wall on hole thirteen for the most part, only clean up remains to be done. They are in the final stages of the Master Plan and hope to have a presentation ready for the December Committee of the Whole meeting.*[#130-2013](#)

Golf Course Report to Mayor and Council 11-13-13

Attachments: [Golf Course Report to Mayor and Council 11-13-13](#)**I. Parks & Recreation Director - Kyle Lund***Nothing to report.*[#131-2013](#)

Rec Center CR 11-2013

Attachments: [Rec Center CR 11-2013](#)[#132-2013](#)

Senior Center Nov-Dec Newsletter

Attachments: [Senior Center Nov-Dec Newsletter](#)**J. Community Affairs Director - Linda Haley***Community Affairs Director, Linda Haley reported Town Hall will be posting in-house for Administrative Assistant to replace Chelle Coleman, who has been appointed Clerk of Court of the Groveport Mayor's Court. Welcome Santa will begin the first*

Friday of December and the Groveport Methodist Church will be doing the welcome at the City's Tree Lighting.

[#133-2013](#)

Community Affairs Council Report 11 7 13

Attachments: [Community Affairs Council Report 11 7 13](#)

K. Director of Facilities Management - Tom Byrne

Directors of Facilities Management, Tom Byrne reported the pre-construction meeting at the new police facility will be held this Friday, November 22, 2013. The City will be entering into a contract with Central Ohio Builders as the General Contractors, hoping to begin work in the next couple of weeks. Mayor Westcamp commented the police barn is looking good with the updated maintenance. Council Member Cleary inquired as to when the police facility would be completed. Mr. Byrne responded they are projecting by end of January 2014.

[#134-2013](#)

Facilities Management - CR - Nov 2013

Attachments: [Facilities Management - CR - Nov 2013](#)

L. Engineer - Steve Farst

Nothing to report.

M. Clerk of Council - Ruthanne S. Ross

Ms. Ross commented on the changes to the agenda format. Department reports will now be presented under the department head's name. Council expressed their approval of the change.

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

Council Member Cleary commented with tornadoes showing up in November, he thanked the Chief and Ms. Hall for having the emergency plan in place. Council Member Stoots mentioned to Ms. Hall, a tree, owned by the City, in her neighbor's yard was down due to the storm and asked if Dennis Moore needed to be contacted to have it removed.

XIII. Adjournment

Council Member Cleary made a motion, seconded by Council Member Rarey, to adjourn at 7:08 p.m. All in favor stated AYE, None Opposed. Motion passed.

Edward G. Dildine, President Pro-Tem

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.