

City of Groveport

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Groveport, OH 43125
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Meeting Minutes

Monday, October 18, 2021

5:30 PM

Council Chambers

Committee of the Whole

Mayor Lance Westcamp

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

I. Call to Order

by Committee Chair Hilbert at 5:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Jeff Green - Development Director, Casey Adams - Chief of Police, Public Service Director - Brian Strayer, Stephen Moore - Chief Building Official, Tom Walker - Director of Golf, Kyle Lund - Recreation Center Director, Tom Byrne - Director of Parks & Facilities Management, Steve Farst - City Engineer, Bob Dowler - Director of Transportation, Sue Wadley - Personnel Director, Ruthanne Sargus Ross - Clerk of Council

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

II. Moment of Silence

Committee Chair Hilbert asked everyone to join her in a moment of silence.

III. Pledge of Allegiance

Jeff Green led the Pledge of Allegiance.

IV. Roll Call

Present: 6 - Cleary, Dildine, Hilbert, Houglan, Hutson, and Lockett

V. Approval of Minutes - September 20, 2021

The September 20, 2021 Committee of the Whole Minutes stand approved as submitted.

[#262-2021](#)

COTW Minutes 9.20.2021

Attachments: [COTW Minutes 9.20.2021.pdf](#)

VI. Business of Guests**A. Madison Township Fire Chief Robinson**

Madison Township Fire Chief Derek Robinson reported the Madison Township Police and Fire Departments would be out on Thursday, October 28th, for Beggars' Night. They will move around the neighborhoods, passing out candy.

On behalf of Madison Township and the Fire Department, Chief

Robinson thanked Knowlton Development Corporation (KDC) for donating \$6,245 to purchase a child safety education inflatable house. KDC, located in the old KMart building, approached the Fire Prevention Bureau and asked how they could help with fire safety education. The inflatable house will enable the Department to go to various events to educate children on fire safety. Fire Marshall Hite met with Jeff Keller, Regional Facility Compliance Director for KDC, and came up with the inflatable house being an excellent tool for educating children.

Firefighters are wearing green shirts this week instead of the usual pink shirts recognizing October as breast cancer month. The green shirts support the Brock Strong Foundation in honor of Brock Johnson's birthday this week.

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MTFD Monthly Report

Attachments: [MTFD Monthly Report.pdf](#)

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions

A. 3rd Readings

None

B. 2nd Readings

[Ord. 2021-050](#)

AN ORDINANCE AUTHORIZING THE ISSUANCE OF BONDS IN AN AMOUNT NOT TO EXCEED \$1,200,000 FOR THE PURPOSE OF CONSTRUCTING, FURNISHING, EQUIPPING AND IMPROVING THE RAREY'S PORT AND WERT'S GROVE BUILDINGS, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND APPROVING RELATED MATTERS

Sponsors: Lockett

Administrator BJ King commented that this ordinance would authorize

the City to loan itself \$1.2 million with interest to finish out the interiors of the two new buildings. The 2022 budget submitted does include the \$1.2 million loan. Until Administration has the final numbers, Council has the option not to make a recommendation.

Clerk of Council Ross read by title Ordinance No. 2021-050. The Committee of the Whole made no recommendation.

[Ord. 2021-051](#)

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2022

Sponsors: Cleary

Attachments: [2022 Budget EXHIBIT A 21-051.pdf](#)

Administrator BJ King thanked the Department Heads and Jason Carr for their work on the proposed 2022 budget. Last year the Administration asked departments to reduce their budgets. This year the departments somewhat reduced their budgets as well. There is approximately a 16% reduction in the proposed budget over the reduced 2021 budget with no decrease in services. Finance Director Jason Carr added that his submitted report gives additional details on budget items.

Clerk of Council Ross read by title Ordinance No. 2021-051. A motion was made by Council Member Cleary, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

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

[Ord. 2021-052](#)

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

Sponsors: Dildine

Law Director Kevin Shannon stated that there are no changes to the contract from the previous years.

Clerk of Council Ross read by title Ordinance No. 2021-052. A motion was made by Council Member Dildine, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

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

X. Financial Report

Finance Director Carr noted that there is not much change from the August 2021 financial report. Income taxes through September were 10% higher, with the most significant growth seen in the withholdings. The offset is that the net profit tax is still lower.

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Financial Report

Attachments: [Financial Report.pdf](#)

XI. Other Business

None.

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

Mayor Lance Westcamp announced a meeting on Thursday, October 21, 2021, to finalize the Veterans Day ceremony in the City of Groveport. The event is on November 11, 2021, at 11:00 a.m.

The Mayor thanked Rick Palsgrove, Groveport Messenger, for the great article on Officer Ryan Ripson. What a great honor for Officer Ripson, and the Groveport Police Department, to receive the Central Ohio Crime Stoppers' 2021 Officer of the Year Award.

Mayor Westcamp thanked Sue Wadley, Personnel Director, for her service with Groveport and wished her the best in her new endeavor.

B. Administrator - BJ King

Administrator King had nothing further to report.

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Admin report to Council October 18 Committee

Attachments: [Admin report to Council October 18 Committee.pdf](#)

C. Director of Law - Kevin Shannon

Law Director Kevin Shannon had nothing further to report.

D. Director of Finance - Jason Carr

Finance Director Carr corrected a typo on his budget memo. The

allocation for income taxes has not changed from the prior year. The City will fund the Rainy Day Fund first, then allocate 85% to the General Fund, 5% Debt Service, and 10% to Capital Projects.

[#265-2021](#)

Finance Director 2022 Budget Memo

Attachments: [2022 Budget Memo Finance.pdf](#)

E. Chief of Police - Casey Adams

Chief Adams received a phone call from Ohio's new State Representative for House District 26, Latyna Humphrey. Ms. Humphrey invited Chief Adams to the State House; she wants to talk to all the police chiefs in District 26.

Chief Adams did another walkthrough with the business owners on Venture Place. They are pleased with the improvements but still have concerns about the traffic turning northbound on SR 317 from Venture Place.

The Department has 15 officers assigned for Thursday, October 28th, for Beggars' Night. The new Polaris side-by-side Groveport purchased out of the OVI Fund will be a nice addition. It will be out on Main Street and allow officers to get in and out of streets and alleys better than police cars. Groveport Elementary will have its annual Halloween parade on October 29th at 2 pm.

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PD Council Report

Attachments: [PD Council Report.pdf](#)

F. Development Director - Jeff Green

Development Director Jeff Green had nothing further to report.

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ED Council Report

Attachments: [ED Council Report.pdf](#)
[1847 MAIN PROJECT UPDATE 10-14.pdf](#)

G. Public Service Director - Brian Strayer

Public Service Director Brian Strayer reported that the department has focused on Main Street this year to improve infrastructure. Next year the Public Works Department will replace the lenses on the street lights. Over time the plastic discolors and dims the lights.

Saturday, September 18, 2021, was National Cleanup Day where the City had 51 volunteers help cleanup Groveport. Public Works coordinated with several other City departments making for a successful event. A total of 107 bags of trash were collected.

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PW Council Report

Attachments: [PW Council Report.pdf](#)

H. Chief Building Official - Stephen Moore

Chief Building Official Stephen Moore had nothing further to report.

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B&Z Council Report

Attachments: [B&Z Council Report.pdf](#)

I. Director of Golf - Tom Walker

Director of Golf Tom Walker added that the cart paths are now complete on holes three and thirteen.

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GOLF Council Report

Attachments: [GOLF Council Report.pdf](#)
[2022 Proposed Golf Rates.pdf](#)

J. Recreation Director - Kyle Lund

Recreation Director Kyle Lund mentioned plans are in the works for the Heritage Holiday event. Mr. Dildine would like to see more light shining on the front of the Log Cabin. It is too dark in the middle of the cabin during the holidays.

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REC Council Report

Attachments: [REC Council Report.pdf](#)

K. Community Affairs Director - Jessica Wyke

Jessica Wyke was not present.

L. Director of Parks & Facilities Management - Tom Byrne

Parks & Facilities Management Director Tom Byrne commented that

today the flags flew at half-staff in honor of Colin Powell. Mr. Byrne will address the holiday lighting for the Log Cabin and the light fixture at the base of the flagpole at Heritage Park.

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P&FM Council Report

Attachments: [P&FM Council Report.pdf](#)

M. City Engineer - Steve Farst

City Engineer Steve Farst and Administrator King participated in a meeting on the issue of Toy Road. There are two cul-de-sacs back to back on the far west end where the County will add mounds and reflectors. There is a follow-up meeting on Friday.

Mr. Farst and Chief Building Official Stephen Moore participated in a pre-construction meeting for Redwood on Hendron Road. Work clearing the site is to start this week.

[#276-2021](#)

ENG Council Report

Attachments: [ENG Council Report.pdf](#)

N. Director of Transportation - Bob Dowler

Transportation Director Bob Dowler reported that he received notification that the annual Franklin County Senior Options Grant application is open. Staff will bring the legislation before City Council to authorize application and acceptance of the grant in the next couple of weeks.

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DOT Council Report

Attachments: [DOT Council Report.pdf](#)

O. Personnel Director - Sue Wadley

Personnel Director Sue Wadley thanked Council; it was her pleasure to serve the City Council, City staff, and the residents of Groveport. She thanked Council for the support given to City employees and Department Heads. Council Members thanked Sue Wadley for her service.

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HR Council Report.

Attachments: [HR Council Report.pdf](#)

P. Clerk of Council - Ruthanne Sargus Ross

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

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

Council Member Cleary announced he would be serving hot dogs at his house on Beggars' Night. Mrs. Hilbert mentioned the Blacklick Haunted Park event is this weekend.

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) (4) to discuss the status of negotiations for a collective bargaining agreement for City employees. To include all members of Council, the Mayor, the Finance Director, the Administrator, and himself.

A motion was made by Council Member Cleary, seconded by Council Member Dildine, to go into Executive Session at 6:07 p.m. pursuant to Ohio Revised Code Section 121.22(G) (4) to discuss the status of negotiations for a collective bargaining agreement for City employees. To include all members of Council, the Mayor, the Finance Director, the Administrator, and the Law Director. The motion carried by the following vote:

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

Council came out of Executive Session at 6:25 p.m. with no action taken.

XIII. Adjournment

Council Member Cleary made a motion, seconded by Council Member Lockett, to adjourn at 6:25 p.m. All in favor stated AYE, None Opposed. Motion passed.

Jean Ann Hilbert, President Pro Tem

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.