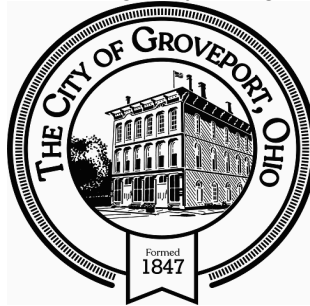


# City of Groveport

655 Blacklick St.  
Groveport, OH 43125  
614.830.2052  
[www.groveport.org](http://www.groveport.org)



## Meeting Minutes

Monday, November 9, 2020

6:30 PM

Council Chambers

### City Council

*Mayor Lance Westcamp*

*Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett & Chad Grashel*

**I. Call to Order**

by Mayor Lance Westcamp at 6:31 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Casey Adams - Acting Chief of Police, Jeff Green - Assistant Administrator / Development Director

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**

*Acting Chief Adams led the Pledge of Allegiance.*

**IV. Roll Call**

**Present:** 6 - Shawn M. Cleary, Edward Dildine, Chad T. Grashel, Jean Ann Hilbert, Becky Hutson, and Scott Lockett

**V. Approval of Minutes - October 26, 2020**

*Approved as submitted.*

[#220-2020](#) City Council Minutes 10.26.2020

**Attachments:** [City Council Minutes 10.26.2020.pdf](#)

**VI. Business of Guests**

*None.*

**VII. Ordinances and Resolutions**

**A. 3rd Readings**

[Ord. 2020-016](#)

AN ORDINANCE AMENDING THE CITY'S COMPENSATION PLAN ESTABLISHED IN ORDINANCE 2012-010 (ADOPTED 5-9-2012) AND ORDINANCE 2017-002 (ADOPTED 1-23-2017), WHICH AMENDED THE SAME, THEREBY AMENDING THE CURRENT PAY SCALE FOR EMPLOYEES OF THE CITY OF GROVEPORT

**Sponsors:** Grashel

**Attachments:** [Ord. 2020-016 Exhibit A.pdf](#)

*Law Director Kevin Shannon advised Council that staff has requested Council to consider making a motion to postpone this Ordinance indefinitely.*

**Clerk of Council Ross read by title Ordinance No. 2020-016. A motion was made by Council Member Grashel, seconded by Council Member Dildine, to postpone indefinitely. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

### [Ord. 2020-017](#)

AN ORDINANCE AMENDING THE PAY SCALE

**Sponsors:** Hutson

**Attachments:** [Ord. 2020-017 Exhibit A.pdf](#)

*Law Director Kevin Shannon advised Council that staff has requested Council to consider making a motion to postpone this Ordinance indefinitely.*

**Clerk of Council Ross read by title Ordinance No. 2020-017. A motion was made by Council Member Hutson, seconded by Council Member Cleary, to postpone indefinitely. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

### [Ord. 2020-019](#)

AN ORDINANCE SETTING THE ANNUAL COST OF LIVING ADJUSTMENT FOR THE COMPENSATION OF THE EMPLOYEES OF THE CITY OF GROVEPORT

**Sponsors:** Hilbert

**Clerk of Council Ross read by title Ordinance No. 2020-019. 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, Grashel, Hilbert, Hutson and Lockett

### [Ord. 2020-036](#)

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2021

**Sponsors:** Hilbert

**Attachments:** [Ord. 2020-036 Exhibit A.pdf](#)

**Clerk of Council Ross read by title Ordinance No. 2020-036. 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, Grashel, Hilbert, Hutson and Lockett

[Ord. 2020-037](#)

AN ORDINANCE AMENDING ORDINANCE NO. 15-007 (ADOPTED 02/23/2015), PART ONE - ADMINISTRATIVE CODE, TITLE NINE - TAXATION, OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT BY AMENDING *CHAPTER 181 - INCOME TAX, SECTION 181.15 - ALLOCATION OF FUNDS* AND FURTHER AMENDING ORDINANCE NO. 16-049 (ADOPTED 11/28/2016) WHICH AMENDED THE SAME

**Sponsors:** Hutson

**Clerk of Council Ross read by title Ordinance No. 2020-037. A motion was made by Council Member Hutson, seconded by Council Member Cleary, to adopt. The motion carried by the following vote:**

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

[Ord. 2020-038](#)

AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE RAREY'S PORT BUILDING CONSTRUCTION FUND AND THE WERT'S GROVE BUILDING CONSTRUCTION FUND

**Sponsors:** Lockett

**Clerk of Council Ross read by title Ordinance No. 2020-038. A motion was made by Council Member Lockett, seconded by Council Member Hilbert, to adopt. The motion carried by the following vote:**

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

[Ord. 2020-039](#)

AN ORDINANCE AUTHORIZING PARTICIPATION IN THE ODOT WINTER CONTRACT (018-21) FOR ROAD SALT THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Cleary

**Clerk of Council Ross read by title Ordinance No. 2020-039. A motion was made by Council Member Cleary, seconded by Council Member Dildine, to adopt. The motion carried by the following vote:**

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

**B. 2nd Readings**

[Ord. 2020-043](#)

AN ORDINANCE AUTHORIZING A CONTRACT FOR THE PROVISION

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OF HEALTH SERVICES WITH THE DISTRICT ADVISORY COUNCIL OF THE FRANKLIN COUNTY GENERAL HEALTH DISTRICT

**Sponsors:** Hutson

Clerk of Council Ross read by title Ordinance No. 2020-043.

**C. 1st Readings**

[Ord. 2020-044](#)

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:** Lockett

*Law Director Kevin Shannon advised that staff had requested Council to consider making a motion to suspend the rules as to the three readings and the effective date so the City can obtain a timely process as it relates to this grant acceptance and administration.*

**Clerk of Council Ross read by title Ordinance No. 2020-044. A motion was made by Council Member Lockett, seconded by Council Member Grashel, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

[Ord. 2020-045](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A DEVELOPMENT AND INCENTIVE AGREEMENT WITH TRI-TECH LABORATORIES, LLC PURSUANT TO O.R.C. SECTION 718.15 AS AUTHORIZED BY ARTICLE VIII, SECTION 13 OF THE OHIO CONSTITUTION, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Cleary

*Law Director Kevin Shannon advised Council that staff is seeking suspending the rules as to the three readings and effective date. This process involves certain time frames as far as State deadlines with*

*respect to funding for the entire project.*

**Clerk of Council Ross read by title Ordinance No. 2020-045. A motion was made by Council Member Cleary, seconded by Council Member Dildine, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

[Ord. 2020-046](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION TO FINANCE THE PURCHASE OF TWO (2) SCAG MOWERS FOR THE PARKS DEPARTMENT

**Sponsors:** Dildine

**Clerk of Council Ross read by title Ordinance No. 2020-046. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2020-047](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION TO FINANCE THE PURCHASE OF TWO (2) POLICE CRUISERS, INCLUDING ANCILLARY EQUIPMENT FOR THE POLICE DEPARTMENT

**Sponsors:** Hilbert

**Clerk of Council Ross read by title Ordinance No. 2020-047. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2020-048](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH AXON ENTERPRISE INC TO FINANCE THE PURCHASE OF REPLACEMENT TASERS FOR THE POLICE DEPARTMENT

**Sponsors:** Hutson

**Clerk of Council Ross read by title Ordinance No. 2020-048. This Ordinance was referred to the Committee of the Whole.**

[Ord. 2020-049](#)

AN ORDINANCE ACCEPTING AND DEDICATING AS A PUBLIC INFRASTRUCTURE THE PUBLIC IMPROVEMENTS IN CONJUNCTION WITH HICKORY GROVE SECTION 3A

Sponsors: Lockett

Clerk of Council Ross read by title Ordinance No. 2020-049. This Ordinance was referred to the Committee of the Whole.

[Res. 2020-007](#)

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

Sponsors: Grashel

Clerk of Council Ross read by title Resolution No. 2020-007. This Resolution was referred to the Committee of the Whole.

## VIII. Reports

### A. Mayor - Lance Westcamp

*Mayor Lance Westcamp reminded everyone the Veterans Day Ceremony will be on Wednesday, November 11, 2020 at 10:00 a.m. The ceremony used to start at 4:00 p.m. but this year the City will be shutting down Main Street both ways for an hour. Mr. Cleary will be reading the names of the new bricks in Warren Motts place since Mr. Motts will be the guest speaker. The event will be live streamed on the City's Facebook page.*

### B. Administrator - BJ King

*Administrator BJ King thanked Council for supporting the 2021 budget tonight. He thanked all the staff who worked on the budget.*

*Administration requested that Council consider making a motion to authorize the payout of up to 40 hours of vacation time that exceeds the permitted carryover amount. Any vacation payouts will occur based on status of vacation accruals with the pay period ending December 9, 2020.*

**A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to authorize the payout of up to 40 hours of vacation time that exceeds the permitted carryover amount. Any vacation payouts will occur based on status of vacation accruals with the pay period ending December 9, 2020. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

*Administration requested that Council consider making a motion authorizing the carry-over of up to 80 hours of vacation time, after considering the payout of 40 hours of vacation, in excess of amount permitted to be carried over per the City of Groveport's Personnel Policy. Any hour of vacation, in excess of the permitted amount, that is carried over must be used by June 30, 2021.*

**A motion was made by Council Member Hilbert, seconded by Council Member Dildine, authorizing the carry-over of up to 80 hours of vacation time, after considering the payout of 40 hours of vacation, in excess of amount permitted to be carried over per the City of Groveport's Personnel Policy. Any hour of vacation, in excess of the permitted amount, that is carried over must be used by June 30, 2021. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

[#221-2020](#)

Admin report to Council November 9 2020

**Attachments:** [Admin report to Council November 9 2020.pdf](#)

*Emergency Legislation will be on the November 23rd agenda to provide support to extend the virtual meetings deadline.*

**C. Acting Chief of Police - Casey Adams**

*Acting Chief Casey Adams reported the Department received a lot of calls about the Groveport Madison buses being shut down for the next couple of weeks. Officers were at Groveport Elementary today helping out the parents picking up their children to ensure everything was being conducted safely. Beggars' Night was a success with the time frame. It was a nice day with beautiful weather and no lost kids. He estimated about 1/3 of the usual participants were out that night. Tallman Street and Newport Village were the busy sections. Front Street and Main Street were very light. The participants were very young kids and upper middle school and high school kids. The Halloween parade for Groveport Elementary was done the first time following the original route but the streets were busy with all the traffic being pushed toward Groveport because of the Alum Creek Drive construction. The second parade used a route to the south and went very well using the sidewalk former Councilman Ed Rarey proposed years ago. With the Mayor's support the Department posted a detective's position to add another detective to the Department. Interviews were conducted last week with two applicants. Officer Josh Gilbert was selected as the new detective. Both current detectives are nearing twenty years and are coming close to their minimum times. This gives the seasoned detectives five or more years to train a new detective for the Bureau. This is an internal move, the Department has already added three officers over this year.*



**D. Director of Finance - Jason Carr**

*Finance Director Jason Carr reported that a list of delinquent stormwater accounts was submitted on November 6, 2020 that will be assessed on the 2020 tax duplicates. The delinquent stormwater accounts will be the first settlement of 2021.*

*The City joined the Regional Income Tax Agency (RITA) on January 1, 2019. RITA acts as the City's collection agent but it also is its enforcement agent as well. RITA has identified 1,471 accounts that have not filed a mandatory City income tax return for the calendar year 2019. RITA is requesting from the City's Administration authorization approving the mailing of those letters as part of the RITA's Subpoena Program. The standard verbiage on this letter "FAILURE TO RESPOND TO THIS NOTICE MAY RESULT IN THE ISSUE OF A SUBPOENA OR A TAX LIABILITY FINDING BASED ON INFORMATION SUPPLIED BY THE IRS." may be misconstrued as to what the word subpoena means. This letter is RITA's way of requesting verification as to whether that resident had any taxable income. Pending any concerns from City Council, Administration is planning to move forward with this program. The word regarding this program will be pushed out through local news media, the City's social media accounts and the City website. Mr. King agreed with Mr. Carr that the emotional responses that getting a letter that says subpoena can generate from people when they receive it are significant. This annual program is what RITA uses for delinquent accounts trying to get people caught up. The program is important because with the rate of interest and late penalties, an outstanding balance of income tax due can end up being more than the original tax liability. It is important to get the word out so people can avoid those late fees and interest that can easily become a hole people get into. The number of 1,471 may be high because of RITA having addresses on the list that are not in Groveport proper and there may be many seniors and other people who didn't understand the mandatory filing of an income tax return for the very first time in the City of Groveport.*

[#222-2020](#)

FIN Council Report

Attachments: [Finance Director Report 11\\_09\\_2020.pdf](#)

**E. Director of Law - Kevin Shannon**

*Nothing further to report.*

**F. Asst. Admin. / Development Dir. - Jeff Green**

*Assistant Administrator / Development Director Jeff Green pointed out to Council the newly installed cameras in the Council Chambers. The cameras are for the Zoom meetings and for live streaming City Council meetings. The company will finish the configuration of the system tomorrow. The cameras will give a much higher quality video. The audio won't be upgraded at this time. The City just replaced the microphones and eventually may upgrade to a digital sound system. Lapel mikes have been considered for certain people like Kevin Shannon because he tends to turn away from his mike toward the Mayor and Council when he speaks. He already speaks low and there are times when it is difficult for Ruthanne to hear what he is saying.*

**G. Council Members - Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson, Scott Lockett and Chad Grashel**

*Council Member Cleary mentioned he was looking forward to the Veterans Day ceremony and he is honored to be reading the names of the new brick honorees.*

**H. Clerk of Council - Ruthanne Sargus Ross**

*Nothing to report.*

**I. Standing Committees*****Trees & Decorations Committee:***

*Council Member Dildine reported a Trees & Decorations Committee meeting was held today to approve the dates for 2021 and approve tree replacement matters that needed to go before the Committee to be done. Also, to approve the purchase of Christmas trees for Main Street and the signage for historic downtown.*

**IX. Other Business**

*The Cemetery Committee only held two of its required four meetings in 2020 due to the COVID-19 pandemic. The matter of a motion to suspend the two meetings until next year will be discussed at next week's meeting.*

**X. Adjournment**

**A motion was made by Council Member Cleary, seconded by Council Member**

**Dildine, to adjourn at 7:09 p.m. The motion carried by the following vote:**

**Yes:** 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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Lance Westcamp, Mayor

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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.