

City of Groveport

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Meeting Minutes

Monday, August 20, 2018

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 & Chad Grashel

I. Call to Order

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

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Dennis Moore - Public Works Superintendent, Stephen Moore - Chief Building Official, Tom Walker - Director of Golf, Kyle Lund - Recreation Center Director, Patty Storts - Community Affairs Director, Tom Byrne - Director of Parks & Facilities Management, Steve Farst - Engineer, Bob Dowler - Director of Transportation, Sue Wadley - Personnel Director, Ralph Portier - Chief of Police

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

II. Moment of Silence

Committee Chair Cleary asked everyone to join him in a moment of silence.

III. Pledge of Allegiance

Chief Portier led the Pledge of Allegiance.

IV. Roll Call

Absent: 1 - Dildine

Present: 5 - Cleary, Grashel, Hilbert, Hutson, and Lockett

V. Approval of Minutes - July 16, 2018

Approved as submitted.

[#184-2018](#)

COTW Minutes 7.16.18

Attachments: [COTW Minutes 7.16.18.pdf](#)

VI. Business of Guests**a. Madison Township Fire Chief Fasone**

Madison Township Fire Chief Fasone commented with the schools starting up there were some unanticipated issues with traffic. The construction at the new high school and the district releasing the students from various buildings at the same time have added to the problem.

Chief Fasone announced there will be an open house on Saturday, August 25th at the new Station 183 fire house.

[#185-2018](#)

MTFD Monthly Report

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

b. Wayne White - 475 Elm Street

Wayne White, 475 Elm Street, addressed Council on the improvements being planned for the City's alleys. The water that puddled in the potholes outside the neighborhood's houses from last week's rain just dried up yesterday. There has been work done on the south side of Main Street but nothing on the north side. The list for next year's Street Maintenance Program does not include any alleys. After a discussion of possible solutions to the issues, Council resolved that alley improvements can be discussed at a later time. Public Works Superintendent Dennis Moore will take a look at the alleys. Mr. White was thanked for bringing the matter to Council's attention.

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions

A. 3rd Readings

None

B. 2nd Readings

[RES. 18-005](#)

A RESOLUTION ADOPTING THE FIVE YEAR CAPITAL IMPROVEMENT FUND PLAN

Sponsors: Hilbert

Administrator Marsha Hall met with City Engineer Steve Farst to review what Council had approved for Capital Improvements for 2018 and into the next five years. Modifications have been made as needed. Ms. Hall did a rundown of the list of projects for 2019.

Chair Cleary read by title Resolution No. 18-005. A motion was made by Council Member Hutson, seconded by Council Member Lockett, to recommend approval to the City Council. The motion carried by the following vote:

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

[#197-2018](#)

Capital Summary

Attachments: [STREET MAINTENANCE ACTIVITIES Capital Summary - 2018_VF3_8_15_18_.pdf](#)
[WORKSHEET Capital Summary - 2018_VF3_8_15_18_.pdf](#)

X. Financial Report

The Finance Report will be made available to City Council at a later date.

XI. Other Business

A. Mid-Year Financial Forecast

Finance Director Jeff Green provided Council with the Mid-Year Financial Forecast to give them the opportunity to see where the City is currently and be able to look back to see how far the City has come. Mr. Green pointed out some highlights of the report. In 2016, Council had discussed setting some new financial goals for the City. It was proposed to start operating within the City's estimated receipts opposed to using the carryover and trying to build up the General Fund balance to about 2 million dollars. Last year that was accomplished with over 2 million in the balance but, there was also some income from Hendron Road and some of the other projects. This year, even with some reduced revenue, the City should be right around 2 million dollars. The Rainy Day Fund was increased from 1.5 million to 2 million and that goal should be reached in 2021. The first 20% of the income tax collections went into the Debt Service Fund. The City has built up a surplus in this Fund making it possible to pay off 1.6 million in notes for the police building and improvements at the golf course. He noted that the Recreation Center has five payments left and will be paid off in 2022. As of June 2018, Groveport's income tax revenue was down about 15% for the year. The July 2018 Financial Report will cut that number in half, down to about 7%, which is still a significant drop. Staff attributes that decrease, which will affect the City for the next couple of years, to a few things. In the past few years, the City had some large estimated tax payments from the larger companies in the industrial parks. The corporate tax revenue is not what the City counts on; it is the

withholding tax that typically makes up about 90% - 95% of Groveport's income tax collections. Also, the changes in the State's tax laws has contributed to the decrease. The one change municipalities are not quite sure about is the change in how taxes are collected with the State's new centralized collections. The report shows that the City has accomplished a lot of huge, impactful projects since 2012. The City can back off and rest in the next couple of years without losing any ground.

[#198-2018](#)

Mid-Year Financial Forecast

Attachments: [Mid-Year Financial Forecast 2018.pdf](#)

XII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp thanked Chief Portier and his staff for all their work on getting a new police officer hired today. He thanked the members who served on the police hiring process committee. The new officer will be sworn in at a Council meeting with his family in attendance. The City is looking to hire two additional officers.

The Mayor, Mr. Cleary and Mr. Shannon had the opportunity to play in the food pantry's golf outing. Mayor Westcamp commented to Tom Walker, Director of Golf, that the golf course is in wonderful shape. He appreciates Tom's staff and all they do for the City of Groveport.

Mayor Westcamp acknowledged Community Affairs Director, Patty Storts, for the program he attended last night at Heritage Park. The weather was nice but there was not much of a crowd. Staff may have to look into changing the night of the concerts to get the community to attend the performances.

B. Administrator - Marsha Hall

Nothing further to report.

[#186-2018](#)

Adm Report to Council - Aug 20

Attachments: [Adm Report to Council - Aug 20.pdf](#)

C. Director of Law - Kevin Shannon

Nothing to report.

D. Director of Finance - Jeff Green

Finance Director Jeff Green reported the final count on the CIC survey was 578 which is a great response. One important outcome of the survey was that there were 14 people who gave their contact information who either wanted to move their business to Groveport or open a new business here. The consultant is here this week and there will be a public forum tomorrow night at 5:30 p.m. at the Links at Groveport, Paddock Pub. The forum is to gather ideas and to have an open exchange of ideas. Meetings have been set up with the people interested in having their business in the downtown Groveport area. Ben Muldrow, a kind of marketing guru, is helping to develop a branding/identity for Groveport. Ben will help define what the City's marketing message is and how Groveport can get that message out to the public.

E. Chief of Police - Ralph Portier

Nothing further to report.

[#187-2018](#)

PD Council Report

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

F. Public Works Superintendent - Dennis Moore

Nothing further to report.

[#188-2018](#)

PW Council Report

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

G. Chief Building Official - Stephen Moore

Nothing further to report.

[#189-2018](#)

B&Z Council Report

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

H. Director of Golf - Tom Walker

Nothing further to report.

[#190-2018](#)

GOLF Council Report

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

I. Recreation Director - Kyle Lund

Recreation Director, Kyle Lund reminded everyone the Rec Center "Movie in the Park" event is rescheduled on Saturday, September 8, 2018 at Groveport Park. The movie "Sandlot" was rained out in July. Kids' activities start at 6:30 p.m. and the movie will start at dusk.

[#191-2018](#)

REC Council Report

Attachments: [REC Council Report.pdf](#)
[The Connection September 2018.pdf](#)

J. Community Affairs Director - Patty Storts

Nothing further to report.

[#192-2018](#)

CA Council Report

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

K. Director of Parks & Facilities Management - Tom Byrne

Parks & Facilities Management Director, Tom Byrne, updated Council on various park projects for the fall season. Most of the signs in the parks are falling apart so they will be replaced. Staff will be mulching all the parks. Orchard Park now has two picnic tables. Staff will be doing some playground edging and concrete repairs at Degenhart Park. The tennis courts project of color coding and re-striping will begin the first week of September. The parking lot has been resealed. At Heritage Park repairs to the porch of the Log House are complete and really look authentic. At Groveport Park bike paths will be resealed starting the first week of September. Over a period of time, the three parking lots will be resealed one lot at a time. Cruiser Park will have two basketball courts installed next week. The new trash cans have already been installed.

[#193-2018](#)

P&FM Council Report

Attachments: [P&FM Council Report.pdf](#)
 [Energy Summary \(003\).pdf](#)

L. City Engineer - Steve Farst

Nothing further to report.

[#194-2018](#)

ENG Council Report

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

M. Director of Transportation - Bob Dowler

Nothing further to report.

[#195-2018](#)

DOT Council Report

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

N. Personnel Director - Sue Wadley

Nothing further to report.

[#196-2018](#)

HR Council Report

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

O. Clerk of Council - Ruthanne Sargus Ross

Mr. Cleary congratulated Clerk of Council, Ruthanne Ross on earning her designation of Certified Municipal Clerk from the International Institute of Municipal Clerks (IIMC).

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

Council Member Jean Ann Hilbert announced the "Voices of Recovery" will be next Tuesday, August 28th at the First Baptist Church on Groveport Road at 7:00 p.m. The presentation will be put on by the Franklin County Sheriff's Office. The Task Force meeting will be held tomorrow night. Mrs. Hilbert and her husband, Larry, attended the graduation of Safety Town. It was a wonderful program with many children involved.

XIII. Executive Session

Law Director Shannon requested Council to consider making a motion to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) to discuss the appointment and compensation of a public employee, also imminent legal action and finally, to discuss matters as it relates to a collective bargaining agreement. To include all members of Council, the Mayor, himself, the Administrator, Finance Director and the Police Chief.

A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G) to discuss the items stated by Law Director Shannon at 6:22 p.m. The motion carried by the following vote:

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

A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to come out of Executive Session at 6:38 p.m. with no action taken. The motion carried by the following vote:

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

XIV. Adjournment

Council Member Hilbert made a motion, seconded by Council Member Hutson, to adjourn at 6:39 p.m. All in favor stated AYE, None Opposed. Motion passed.

Shawn Cleary, 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.