

City of Groveport

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Meeting Minutes

Monday, June 15, 2015

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 & Becky Hutson*

I. Call to Order

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

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Stephen Moore - Chief Building Official, Patty Storts - Community Affairs Director, Steve Farst - Engineer, Dennis Moore - Public Works Superintendent, Kyle Lund - Parks and Recreation Director, 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 Cleary asked everyone to join him in a moment of silence.

III. Pledge of Allegiance

Scott McKenzie led the Pledge of Allegiance.

IV. Roll Call

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

V. Approval of Minutes - May 18, 2015

Approved as submitted.

[#114-2015](#)

COTW Meeting Minutes 5-18-15

Attachments: [COTW Meeting Minutes 5-18-15.pdf](#)

VI. Business of Guests**a. Energy Audit Rebate Check Presentation - American Electric Power**

Director of Facilities Management Tom Byrne stated the City hired the Dynamix Engineering Company to oversee the City's energy savings project. Todd Mace, President of Dynamix, commented what a joy it has been to work with the City and its staff. As part of the energy savings project Dynamix was able to review all the measures taken to save energy. Once the calculations were compiled, the

savings were submitted to American Electric Power (AEP). Mr. Mace acknowledged Chris Reichert, Project Engineer and Scott McKenzie, Energy Specialist, who accompanied him to tonight's meeting. Tracie Campbell, Marketing and Advertising Coordinator for the Energy Efficiency Program for AEP Ohio and Kelli Beuzard, Customer Account Representative represented AEP Ohio for tonight's presentation. Ms. Beuzard stated the City of Groveport has completed measures that will continue to save money on energy usage for years to come. Groveport's efforts have resulted in savings of 872,142 kilowatts, equivalent to the greenhouse gas emissions of 125 cars per year or CO2 emissions from 54 homes for one year. Savings benefits will continue as long as the energy savings measures are in place. In appreciation of Groveport's efforts and what it takes to make a difference, on behalf of AEP Ohio President and COO Pablo A. Vegas and nearly 2800 employees of AEP Ohio, Ms. Beuzard presented Mayor Lance Westcamp with an incentive check in the amount of \$45,633.96. On behalf of the City of Groveport, Mayor Westcamp thanked Ms. Campbell and Ms. Beuzard. He gave credit to the six (6) Council Members who took the incentive to make the right decision for Groveport going with Dynamix to implement an energy program. Council Members expressed their appreciation to staff and all those involved in the energy program.

b. Madison Township Fire Chief Bates - Monthly Update

Chief Bates updated Council on the Madison Township Fire Department monthly report. The month of May has been the busiest month recorded for the department. The department brought up the part-time staff to their authorized rank. New part-time employees will be hired in to go through orientation. Bob McDonald will be retiring this month. In the next couple of weeks the department will be doing live fire training. Chief Bates commented on the fire on Groveport Road taking place on June 1, 2015. Madison Township Fire Department, along with their automatic aid partners, made a marvelous rescue of two (2) people in the basement of the fully involved house fire. Those involved will be recognized at the Wednesday night Madison Township Trustees' meeting. The department is working with City staff on the 4th of July Celebration. Chief Bates looks for a fantastic fireworks display.

Administrator Marsha Hall reported Community Affairs Director Patty Storts was able to find a company to supply the fireworks this year. This cost is the same as last year but entails double the fireworks to be displayed. Coordinated music will be played along with the fireworks taking place on Wirt Road.

Chief Bates added the fireworks will be set off electronically instead of by hand, providing less downtime between displays.

[#115-2015](#)

MTFD May 2015 Monthly Report

Attachments: [MTFD May 2015 Monthly Report.pdf](#)**c. Greater Groveport Food Pantry**

Administrator Marsha Hall had provided Council with the Greater Groveport Food Pantry's proposal. The Food Pantry is requesting the use of the 595 Cherry Street building rent and utility free. The Food Pantry will renovate the interior of the building and will maintain the interior as part of the agreement with Groveport. They are asking the City to maintain the exterior of the building and the surrounding property. The pantry has received a cost estimate of \$5000 to \$6000 for the interior renovations. A number of contractors have been obtained to assist with the project by donating their time. Franklin Heating & Cooling will provide the work for the HVAC. They will meet the Ohio Building Code requirements for ADA. There will be less ADA requirements for use by the food pantry than would have been required of the City to use the facility as a public building. If Council considers any type of use agreement with the Greater Groveport Food Pantry, legislation would have to come before Council. It would be helpful to Ms. Hall if Council lets her know what Council wants in the use agreement. Council Member Hutson inquired what utility costs run for the building. Finance Director Jeff Green stated the City estimates it will run around \$150 to \$200 for a peak month for use by the food pantry. Council Member Cleary asked if there was any need for a dumpster at the site and who would be responsible for the costs of trash pickup. Becky Soles, Director of the Greater Groveport Food Pantry commented they thought to just use the dumpster at KidSpace. Ms. Hall stated the City will be going into a new contract for trash pickup and a list is provided to the company of all the locations trash will be picked up at no costs for the City. The 595 Cherry Street location can be added to that list. Mr. Cleary asked about the liability in the case of a fall and/or injury taking place in the building. Law Director Kevin Shannon stated the building is Groveport's facility being leased to the Greater Groveport Food Pantry. Therefore, the City's liability insurance would cover any type of issue. The circumstances of each incident would be considered to see if there was any negligence on the part of the lessee, but the City would be involved if there was any type of claim filed. Mr. Green added the only things the City's insurance probably won't cover are items belonging to the food pantry with which the City has no insurable interest. The food pantry does not currently hold any liability insurance. Council Member Hutson asked if Groveport would be liable in a case of a health issue, such as the botulism case in Lancaster. Mr. Shannon explained the City would be responsible for

its facility, such as if someone fell, but as far as an issue with a health matter from the food items being donated, he does not see any liability on the City's part. Council Member Rarey wanted to move forward on the matter. Mr. Shannon stated the City will have to enter into a lease agreement with the food pantry and Council will have to approve legislation regarding the same with the terms of the length of the lease stated in the provisions, as well as the standard provisions as far as damages to the property and so forth. Mr. Shannon will put together a lease agreement draft and the legislation to be put before Council.

Becky Soles, Director of the Greater Groveport Food Pantry addressed Council on a golf outing fundraiser at the Links of Groveport. The food pantry requested Council consider waiving the green fees for the golf outing tentatively scheduled for Friday, August 21, 2015. The green fees are \$15 and the golf cart fees \$12. Mr. Shannon advised Council could not decide on the matter at this meeting since it is a work session. The matter can be decided by motion at a regular City Council meeting. After discussion on the matter, this item will be addressed again at the June 22, 2015 City Council meeting.

[#116-2015](#)

Greater Groveport Food Pantry Proposal for 595 Cherry St.

Attachments: [Greater Groveport Food Pantry Proposal for 595 Cherry Street.pdf](#)

VII. New Business

None.

VIII. Unfinished Business

None.

IX. Ordinances and Resolutions

A. 3rd Readings

[RES. 15-002](#)

A RESOLUTION ADOPTING THE TAX BUDGET FOR THE CALENDAR YEAR 2016

Sponsors: Hutson

Attachments: [RES. 15-002 Tax Budget attachment.pdf](#)

Finance Director Jeff Green stated this is the exercise the City goes through every year. It will be followed by an ordinance adopting the

amounts and rates.

Chair Cleary read by title Resolution No. 15-002. A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

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

B. 2nd Readings

ORD. 15-029

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO CONVEY A DRIVEWAY EASEMENT TO THE GROVEPORT HERITAGE AND PRESERVATION SOCIETY TO ACCESS PARCEL NUMBERS 185-000437 AND 185-000438 THROUGH PARCEL NUMBERS 185-000305 AND 185-002902

Sponsors: Drury

Administrator Hall stated this is the easement to grant access off of Wirt Road. The City is retaining that parcel for any future roadway improvements and the City's walking path. The land is also part of the canal lands.

Chair Cleary read by title Ordinance No. 15-029. A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to recommend approval to the City Council. The motion carried by the following vote:

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

ORD. 15-030

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO DONATE PARCELS 185-000437 AND 185-000438 TO THE GROVEPORT HERITAGE AND PRESERVATION SOCIETY

Sponsors: Rarey

Chair Cleary read by title Ordinance No. 15-030. A motion was made by Council Member Hilbert, seconded by Council Member Rarey, to recommend approval to the City Council. The motion carried by the following vote:

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

X. Financial Report

Finance Director Jeff Green stated the City is up for the year.

[#117-2015](#)

Finance Report May 2015

Attachments: [Finance Report May 2015.pdf](#)

XI. Other Business

XII. Reports

A. Mayor - Lance Westcamp

Mayor Westcamp commented he hoped the Groveport Special Olympics had a good day with their collection activities last Saturday. He reported the last 4th of July Committee meeting is on Thursday. Once that meeting takes place, Mr. Bob Garvin will be on the next City Council meeting agenda to provide Council with updates.

B. Administrator - Marsha Hall

Administrator Marsha Hall had nothing further to report.

[#118-2015](#)

Adm Report to Council - June 15

Attachments: [Adm Report to Council - June 15.pdf](#)

C. Director of Law - Kevin Shannon

Nothing further to report.

D. Director of Finance - Jeff Green

Nothing further to report.

E. Chief of Police - Ralph Portier

Nothing further to report.

[#119-2015](#)

PD 06-15-15

Attachments: [PD 06-15-15.pdf](#)

F. Public Works Superintendent - Dennis Moore

Council Member Dildine wanted Public Works Superintendent Dennis Moore to look into the debris clogging the storm drain at Madison Street by the post office driveway. Council Member Hilbert asked if Mr. Moore's crew were still planting replacement trees. Mr. Moore stated they have been replacing some of the trees. Council Member Cleary wanted Mr. Moore to check the drain in Bixford Green at Peach Canyon Drive. Council Member Rarey brought the matter of a fallen tree at the cemetery that had damaged some of the tombstones to Mr. Moore's attention. Mr. Moore will look into the matter. Council Member Hutson asked if Public Works could provide an extra log for the pond to accommodate the increased population of turtles living in the pond.

[#120-2015](#)

PW June 2015 Council Report

Attachments: [PW June 2015 Council Report.pdf](#)

G. Chief Building Official - Stephen Moore

Chief Building Official Stephen Moore reported Craft Wholesalers Inc. has moved into the old Sofa Express building. They are occupying the offices and a portion of the warehouse. Mr. Moore updated Council on the rain barrel and rain garden programs. He thanked Tom Byrne and his crew on creating the three rain gardens in the City. Heritage Park, Degenhart Park and Cruiser Park now all have a rain garden. Signage will be put in place at each rain garden with brochures explaining the purpose of a rain garden. The rain gardens and the rain barrels are a part of the grant the City received from the EPA. Out of the 100 rain barrels the City received, 53 have been sold

Council Member Cleary thought the KMart building would not sit empty for long. Mr. Green responded the building is one of the oldest in the City. It has lower clear heights and doesn't match the standards most companies are looking for in a structure.

[#121-2015](#)

B & Z June 2015

Attachments: [B & Z June 2015.pdf](#)

H. Director of Golf - Tom Walker

Not present.

[#122-2015](#)

Golf Report to Mayor and Council 6-15-15

Attachments: [Golf Report to Mayor and Council 6-15-15.pdf](#)

I. Parks & Recreation Director - Kyle Lund

Parks & Recreation Director Kyle Lund reported the Recreation Center numbers are up. The vending machines are working out well with no issues. There have been no issues with coolers so far but there has been trash staff has been picking up. There were some people jumping the fence. Council Member Dildine wanted Mr. Lund to check some of the railings and ladders at the outdoor pool that were too loose. Council Member Cleary wants to place in the 2016 budget back stop fencing at the three dirt based ball diamonds. Mr. Lund informed Council the field closest to Field 5 at the park entry will be completely taken out and seeded over at some point.

[#123-2015](#)

Rec Center Council Report

Attachments: [Rec Center Council Report.pdf](#)

J. Community Affairs Director - Patty Storts

Community Affairs Director Patty Storts reported on the 2015 Home and Garden Tour. Ms. Storts provided Council with brochures and personally invited everyone to attend this year's event. There will be a preview night on Saturday, June 27th, 4:00 p.m. to 7:00 p.m. for staff, Council and the Mayor who are unable to attend the tour. The tour is Sunday, June 28th, 12:00 p.m. to 5:00 p.m.

[#124-2015](#)

CA Council Report

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

K. Director of Facilities Management - Tom Byrne

Nothing further to report.

[#125-2015](#)

FM 6-15-15 status + photos

Attachments: [FM 6-15-15 status + photos.pdf](#)

L. City Engineer - Steve Farst

City Engineer Steve Farst provided Council a hardcopy of his report. Mr. Farst reported as of June 11, 2015 the old water treatment plant is retired. The new water treatment plant process equipment is operating and is sending processed water into the City's water distribution grid. Plant process will continued to be adjusted and

refined within the plant "proving" time through end of June. Site work and underground piping work will continue through June into early July, as construction wraps up. Council's tour of the plant will be in August. Work on the water tank has started, exterior paint has been applied and work is on schedule. The Street program had its kickoff meeting on May 21st and his report includes the press release that describes the scope of work and the initial schedule identifying the streets and improvement areas. The contractor is placing signage to notify residents when there will be no curb side parking on their street. Work on the walking path along Wirt Road will commence after the 4th of July. The first phase starts on the left side, extending the existing concrete sidewalk on College Street, south to the northwestern corner of Wirt Road and College Street. There will be a crosswalk across College Street. On the eastside in the canal land, an asphalt path will run to the east, ending directly across from the log cabin. Signage will be put into place warning drivers of the crosswalk at Wirt Road and College Street. Council Member Dildine wanted an update on the police parking lot repaving. Ms. Hall replied the hold up is one of the four property owners has disputed he was not aware of the easement when he purchased the property. That easement is a recorded easement. All other property owners are in agreement..

[#127-2015](#)

EngineersReport_6_15_15

Attachments: [EngineersReport 6 15 15a.pdf](#)
[PublicNotice 6 15 15.pdf](#)

M. Director of Transportation - Bob Dowler

Jeff Green reported the City is having a luncheon meeting next Tuesday at the Links of Groveport with the City's companies, COTA, Parking Solutions (the contractors helping the City to develop the specs of the program), and MORPC. The logo is being developed for the GREAT Program. Council Member Cleary thanked all the staff for their nicely done monthly reports.

[#126-2015](#)

DOT Council Report 061515

Attachments: [DOT Council Report 061515.pdf](#)

N. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

O. Council Members - Ed Rarey, Jean Ann Hilbert, Donna Drury, Ed Dildine, Shawn Cleary and Becky Hutson

Council Member Dildine informed everyone he will not be attending next Monday's City Council meeting.

XIII. Adjournment

A motion was made by Council Member Dildine, seconded by Council Member Hutson, to adjourn at 7:45 p.m. Motion carried by the following vote:

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

Shawn M. Cleary, President Pro-Tem

Ruthanne Sargus 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.