

# City of Groveport

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



## Meeting Minutes

**Monday, January 23, 2017**

**6:30 PM**

**Council Chambers**

### **City Council**

***Mayor Lance Westcamp***

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

**I. Call to Order**

by Mayor Westcamp at 6:30 p.m.

Staff Present: Marsha Hall - Administrator, Kevin Shannon - Law Director, Jeff Green - Director of Finance, Ralph Portier - Chief of Police

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**

Chief Portier led the Pledge of Allegiance.

**IV. Roll Call**

**Excused:** 1 - Ed Rarey

**Present:** 5 - Shawn M. Cleary, Edward Dildine, Jean Ann Hilbert, Becky Hutson, and Scott Lockett

A motion was made by Council Member Dildine, seconded by Council Member Hutson, to excuse Council Member Rarey from tonight's meeting. All in favor stated AYE, None Opposed. Motion passed.

**V. Approval of Minutes - January 9, 2017**

Approved as submitted.

[#308-2017](#) City Council Meeting Minutes 1-9-17

**Attachments:** [City Council Meeting Minutes 1-9-17.pdf](#)

**VI. Business of Guests**

None

**VII. Ordinances and Resolutions****A. 3rd Readings**

None

**B. 2nd Readings**

None

**C. 1st Readings**

[ORD. 17-002](#)

AN ORDINANCE AMENDING THE CITY'S COMPENSATION PLAN ESTABLISHED IN ORDINANCE 2012-010 (ADOPTED 5-9-2012) THEREBY AMENDING THE CURRENT PAY SCALE FOR EMPLOYEES OF THE CITY OF GROVEPORT, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Cleary

**Attachments:** [Compensation Plan Groveport Amendment 2017.pdf](#)

*Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. Staff is asking for emergency legislation so that the new pay scale will be in effect prior to advertising for lifeguards and seasonal employees in early February.*

**Clerk of Council Ross read by title Ordinance No. 17-002. A motion was made by Council Member Hilbert, 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:**

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

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

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

[#309-2017](#)

Wage Study - 2017

**Attachments:** [Wage Study - 2017.pdf](#)

[ORD. 17-003](#)

AN ORDINANCE AMENDING THE PAY GRADE FOR THE BUILDING CLERK CLASSIFICATION IN THE DEPARTMENT OF PLANNING AND DEVELOPMENT, DIVISION OF BUILDING AND ZONING AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Dildine

*Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. Staff is asking for emergency action because currently the pay grade for the building clerk is not commensurate with the tasks that are currently being performed; which needs to be remedied immediately.*

Clerk of Council Ross read by title Ordinance No. 17-003. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

*Council Member Cleary commented that moving a position classification from a grade 7 to a grade 11 seemed unusual. Administrator Hall stated staff looked at the position's actual work and responsibilities being performed and the work performed by other positions in grade 11. The building clerk position should probably never have been classified as a grade 7. The position does the same work as the Clerk of Council position for Planning & Zoning and the Board of Zoning Appeals, as well as, the administrative assistant duties for the Building & Zoning Department. For these reasons the position was placed in the same pay grade as the Clerk of Council. Mr. Shannon added it is not a question of a promotion, it is correcting an inequity with respect to the position's pay versus the position's duties.*

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

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

#### ORD. 17-004

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE RESIGNATION OF THE CHIEF OF POLICE TO FACILITATE HIS RETIREMENT UNDER THE OHIO POLICE AND FIRE PENSION FUND AND FURTHER APPROVING THE MAYOR'S RE-APPOINTMENT OF HIM TO THE POSITION OF GROVEPORT CHIEF OF POLICE, AND THE DECLARATION OF AN EMERGENCY

**Sponsors:** Hilbert

*Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. Staff is asking for emergency legislation in order to facilitate the re-appointment of Chief Portier as soon as Council approves this Ordinance, so that there is no issue with respect to administrative duties being preformed, transition issues, etc.*

**Clerk of Council Ross read by title Ordinance No. 17-004. A motion was made by Council Member Hilbert, 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:**

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

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

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

## **VIII. Reports**

### **A. Mayor - Lance Westcamp**

*Mayor Lance Westcamp thanked Council for moving forward on the matter of Chief Portier's retirement and re-appointment. Everyone realizes this is the best for the City of Groveport and Chief Portier has done a wonderful job. The Mayor didn't want to take the chance of losing him.*

### **B. Administrator - Marsha Hall**

*Administrator Marsha Hall informed Council the City has hired Sue Wadley as the new Personnel Director. Ms. Wadley comes with a lot of experience, including 6 years with the City of Gahanna and 7 years with Licking County Government, as Personnel Director. Sue will start her employment with Groveport on February 6, 2017. Ms. Hall will introduce Ms. Wadley to Council at the first opportunity.*

[#310-2017](#)

Adm Report to Council - Jan 23

**Attachments:** [Adm Report to Council - Jan 23.pdf](#)

### **C. Chief of Police - Ralph Portier**

*Chief Portier thanked Council and the Mayor for supporting him. Groveport is an enjoyable place to be. A decision had to be made, and in the long run this helps his family. It also allows him to stay a while longer with Groveport.*

**D. Director of Finance - Jeff Green**

*Nothing further to report.*

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

*Nothing further to report.*

**F. Council Members - Ed Rarey, Jean Ann Hilbert, Ed Dildine, Shawn Cleary, Becky Hutson and Scott Lockett**

*Nothing to report.*

*Law Director Shannon requested Council to consider making a motion to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G) to discuss (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, to include the Mayor, all of Council, the Administrator, the Police Chief and himself.*

**A motion was made by Council Member Lockett, seconded by Council Member Hilbert, to go into Executive Session at 6:42 p.m. pursuant to Ohio Revised Code Section 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, to include the Mayor, all of Council, the Administrator, the Police Chief and the Law Director. The motion carried by the following vote:**

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

**A motion was made by Council Member Cleary, seconded by Council Member Hutson, to come out of Executive Session at 7:21 p.m. with no action taken. The motion carried by the following vote:**

**Excused:** 1 - Rarey

**Yes:** 5 - Cleary, Dildine, Hilbert, Hutson and Lockett

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

*Nothing to report.*

#### **H. Standing Committees**

*Council Member Cleary reported the Volunteer Peace Officers' Dependents' Fund Board (VPODF) will be holding a meeting on Thursday, January 26, 2017 at 6:00 p.m. in the Council Conference Room.*

#### **IX. Other Business**

None

#### **X. Adjournment**

Council Member Cleary made a motion, seconded by Council Member Hutson to adjourn at 7:22 p.m. All in favor stated AYE, None Opposed. Motion passed.

---

Lance Westcamp, Mayor

---

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.