

# City of Groveport

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## Meeting Minutes

**Monday, February 8, 2016**

**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: 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**

**A motion was made by Council Member Hutson, seconded by Council Member Dildine, to excuse Council Member Hilbert from the meeting. All in favor stated AYE, None opposed. Motion passed.**

**Excused:** 1 - Jean Ann Hilbert

**Present:** 5 - Shawn M. Cleary, Edward Dildine, Becky Hutson, Scott Lockett, and Ed Rarey

**V. Approval of Minutes - January 25, 2016**

Approved as submitted.

[#032-2016](#)

City Council Meeting Minutes 1-25-16

**Attachments:** [City Council Meeting Minutes 1-25-16.pdf](#)

**VI. Business of Guests****a. MORPC Presentation - Nick Gill**

*Nick Gill with the Mid-Ohio Regional Planning Commission (MORPC) presented Council with the Metropolitan Transportation Plan, the long range transportation plan for the region. MORPC goes through the process of transportation planning as designated by ODOT and the U.S. Department of Transportation every four years for the purpose of conducting a continuing, cooperative and comprehensive planning*

process for transportation in the Mid-Ohio Region. Mr. Gill provided Council with handouts of the MORPC 2016-2040 Metropolitan Transportation Plan. MORPC has reviewed over 1000 suggested projects over the last several months. The project suggestions are collected by reviewing the work all the communities are doing themselves from their Capital Improvement Plan (CIP), Comprehensive Plans and/or Thoroughfare Plans. MORPC will have the final draft document completed by early March, and then start the comment period that will last until early to mid April. MORPC will have an open house on March 15, 2016 from 4:00 p.m. to 7:00 p.m. The Metropolitan Transportation Plan will be adopted at the MORPC Committee meeting in May 2016. Council Member Dildine asked Finance Director Jeff Green to make sure Administrator Marsha Hall and City Engineer Steve Farst go through the submitted draft and prioritize Groveport's projects before MORPC finalizes the plan. Council Member Rarey expressed his concerns on the matter of students walking on the roadways before and after school hours. Mr. Gill assured Mr. Rarey that in the last ten years there has been an attitude shift in the planning of transportation regarding pedestrian and bicycle safety.

**b. Groveport Special Olympics - Penny Hilty**

Penny Hilty, Coordinator of the Groveport Special Olympics, addressed Council on the matter of the 2016 Cash Drop planned for May 21, 2016. Ms. Hilty updated Council on the growth of the organization from one (1) athlete to 21 athletes on the roster at present. There are six possible new athletes joining in the next few months. The Groveport Special Olympics took six bowlers to the state competition in October 2015 and nine swimmers to state competition at Ohio State University in December. The organization looks to add a third sport, volleyball, in April. Participants come from the Groveport area, as well as, Canal Winchester, Reynoldsburg, Franklin County and Grove City. Anyone is eligible to participate; no one is turned away. With the growing roster comes growing expenses. There is no cost to participants, it is the responsibility of the coordinators to secure funds to support the athletes in each sport. Ms. Hilty came to the meeting to ask permission to hold a cash drop in the City of Groveport on May 21, 2016 at the same time and intersections as last year. Law Director Kevin Shannon advised there is an Ordinance for the 2016 Groveport Special Olympics collections on tonight's agenda for first reading. Mayor Westcamp asked about last year's collections. Ms. Hilty felt the collections went well considering it rained and one intersection was not covered the entire time. Ms. Hilty expressed her appreciation of Council's and the City of Groveport's support.

**VII. Ordinances and Resolutions****A. 3rd Readings****ORD. 16-001**

AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.172

**Sponsors:** Cleary

**Clerk of Council Ross read by title Ordinance No. 16-001. A motion was made by Council Member Cleary, seconded by Council Member Dildine, to adopt. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

**#007-2016**

Franklin County Fee Schedule

**Attachments:** [Franklin County Fee Schedule.pdf](#)

**ORD. 16-002**

AN ORDINANCE CREATING THE POSITION OF CUSTOMER SERVICE COORDINATOR IN THE RECREATION DEPARTMENT AND ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE

**Sponsors:** Dildine

**Attachments:** [Customer Service Coordinator.pdf](#)

*Law Director Shannon requested Council to consider making a motion to postpone this Ordinance until the February 22, 2016 City Council meeting. Administrator Marsha Hall is asking for more time on this Ordinance, as well as the next Ordinance, to review the job descriptions in question with Recreation Director Kyle Lund to finalize details.*

**Clerk of Council Ross read by title Ordinance No. 16-002. A motion was made by Council Member Rarey, seconded by Council Member Lockett, to postpone until the February 22, 2016 City Council meeting. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

[ORD. 16-003](#)

AN ORDINANCE CREATING THE POSITION OF RECREATION CENTER CLERK, ACCEPTING THE POSITION DESCRIPTION AND PAY GRADE THEREFORE

**Sponsors:** Hilbert

**Attachments:** [Clerk - Recreation Center.pdf](#)

**Clerk of Council Ross read by title Ordinance No. 16-003. A motion was made by Council Member Rarey, seconded by Council Member Dildine, to postpone until the February 22, 2016 City Council meeting. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

[ORD. 16-004](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO RENAME THE PARKS AND RECREATION DEPARTMENT AND TO ADD AND/OR ABOLISH CERTAIN POSITIONS IN THE VARIOUS DEPARTMENTS IN THE CITY OF GROVEPORT

**Sponsors:** Hutson

*Council Member Rarey wanted this Ordinance to be more detailed in regards to adding and / or abolishing certain positions in the various departments in the City of Groveport. Mr. Rarey made a motion to postpone this Ordinance until the February 22, 2016 City Council meeting.*

**Clerk of Council Ross read by title Ordinance No. 16-004. A motion was made by Council Member Rarey, seconded by Council Member Hutson, to postpone until the February 22, 2016 City Council meeting. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

[ORD. 16-006](#)

AN ORDINANCE AMENDING THE CITY OF GROVEPORT CODE OF

## PERSONNEL PRACTICES AND PROCEDURES

**Sponsors:** Cleary

**Attachments:** [POLICY Section 3.05 Evaluation of Applicants.pdf](#)

Clerk of Council Ross read by title Ordinance No. 16-006. A motion was made by Council Member Cleary, seconded by Council Member Dildine, to adopt. The motion carried by the following vote:

Excused: 1 - Hilbert

Yes: 5 - Cleary, Dildine, Hutson, Lockett and Rarey

**B. 2nd Readings**

[ORD. 16-009](#)

AN ORDINANCE GRANTING A VARIANCE AS TO THE PERMITTED USES IN THE ESTABLISHED ZONING DISTRICT FOR PARCEL NO. 185-000254, CURRENTLY ZONED URBAN RESIDENTIAL (R-6), TIM SARGENT, 540 BLACKLICK ST LLC, APPLICANT

**Sponsors:** Hutson

**Attachments:** [540 Blacklick St - Use Variance Application- #2016-01 Exhibit A.pdf](#)  
[540 Blacklick St - Site Plan - #2016-01 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No. 16-009.

[#034-2016](#)

ORD. 16-009 Staff Report

**Attachments:** [ORD. 16-009 Staff Report 2016-01 Use Variance.pdf](#)

**C. 1st Readings**

[ORD. 16-011](#)

AN ORDINANCE AMENDING ORDINANCE NO. 15-067 (ADOPTED 11/09/2015), THE ANNUAL APPROPRIATION ORDINANCE FOR THE CITY OF GROVEPORT, OHIO, FOR THE CALENDAR YEAR 2016

**Sponsors:** Dildine

**Attachments:** [ORD. 16-011 Exhibit A.pdf](#)

*Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings. Finance Director Jeff Green is asking Council to consider passing this Ordinance tonight as it is an appropriations ordinance. Mr. Green*

*explained the Finance Department can only estimate the City's carryover from the previous year. After the first of the year the City has to go back and amend the appropriations to balance the budget based on what funds were actually carried over. Council received a memo in their packets listing all the amendments, a lot of which were increases to appropriations due to increases in revenue. Amendments to the 2016 Appropriations will be done two or three times a year.*

**Clerk of Council Ross read by title Ordinance No. 16-011. A motion was made by Council Member Dildine, seconded by Council Member Hutson, to suspend the rules as to the three readings. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

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

**Excused:** 1 - Hilbert

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

[#042-2016](#)

ORD. 16-011 Memo

**Attachments:** [ORD. 16-011 Memo.pdf](#)

[ORD. 16-012](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH HUNTINGTON PUBLIC CAPITAL CORPORATION FOR THE PURCHASE OF ONE (1) 2016 VERSALIFT / FORD CHASSIS BUCKET TRUCK WITH ACCESSORIES FOR THE PUBLIC WORKS DEPARTMENT UNDER THE STATE OF OHIO COOPERATIVE PURCHASE PLAN THEREBY WAIVING COMPETITIVE BIDDING PURSUANT TO GROVEPORT CITY CHARTER SECTION 9.02(B)

**Sponsors:** Hilbert

**Clerk of Council Ross read by title Ordinance No. 16-012. This Ordinance was referred to the Committee of the Whole.**

[ORD. 16-013](#)

AN ORDINANCE AUTHORIZING THE GROVEPORT SPECIAL OLYMPICS OHIO COLLECTION FOR CHARITABLE DONATIONS TO

## THE SPECIAL OLYMPICS OHIO

**Sponsors:** Lockett

**Clerk of Council Ross read by title Ordinance No. 16-013.  
This Ordinance was referred to the Committee of the Whole.**

**ORD. 16-014**

AN ORDINANCE AUTHORIZING THE TRANSFER OF CASH FUND BALANCES

**Sponsors:** Cleary

**Attachments:** [ORD. 16-014 Budget Transfers In Out - Exhibit A.pdf](#)

*Law Director Shannon requested Council to consider making a motion to suspend the rules as to the three readings for passage of this appropriations Ordinance tonight.*

**Clerk of Council Ross read by title Ordinance No. 16-014. A motion was made by Council Member Cleary, seconded by Council Member Dildine, to suspend the rules as to the three readings. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

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

**Excused:** 1 - Hilbert

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

**VIII. Reports**

**A. Mayor - Lance Westcamp**

*Mayor Lance Westcamp reported Public Works Superintendent Dennis Moore visited him before tonight's meeting to explain why he made the decision to spread a little salt late this afternoon. He wanted to be prepared for tonight's snowstorm. Mr. Moore explained the salt would work like brine, and if it started to snow at 9:00 or 10:00 p.m., crews wouldn't need to be called out until around 4:00 a.m. The Mayor thinks in the long run it will save money. He agreed with the decision and wanted Council and the public to know.*



*The Mayor recommended the appointment of Council Member Scott Lockett to the Senior Center / senior citizens as Council Representative. Donna Drury had served as Council Representative in her capacity over the years and had brought the matter to the Mayor's attention thanks to Clerk of Council Ruthanne Ross.*

**A motion was made by Council Member Rarey, seconded by Council Member Cleary, to appoint Council Member Lockett as Council Representative to the Senior Center / senior citizens. The motion carried by the following vote:**

**Excused:** 1 - Hilbert

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

**B. Administrator - Marsha Hall**

*Not present.*

[#033-2016](#)

Adm Report to Council - Feb 8

**Attachments:** [Adm Report to Council - Feb 8.pdf](#)

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

*Police Chief Ralph Portier reported he will be out of the states for a few days and Captain Blevins will be attending next week's Committee of the Whole meeting.*

**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.*

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

*Nothing to report.*

**H. Standing Committees****Trees, Streets and Decorations Committee**

*Council Member Dildine reported the Trees, Streets and Decorations Committee had met tonight. He will report on the meeting when the meeting minutes are made available to him; hopefully by next week's Committee of the Whole meeting.*

**Cemetery Committee**

*Council Member Cleary reported on the Cemetery Committee meeting. Mr. Cleary was elected Chairperson and Jan Stoots was elected Vice-Chair. The Committee is developing a list of items for clarification. The Committee may hold a special meeting to put some things in order.*

**IX. Other Business**

*None.*

**X. Adjournment**

**Council Member Dildine made a motion, seconded by Council Member Hutson to adjourn at 7:06 p.m. All in favor stated AYE, None Opposed. Motion passed.**

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**Lance Westcamp, Mayor**

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**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.**