

# City of Groveport

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[www.groveport.org](http://www.groveport.org)



## Meeting Minutes

**Monday, July 18, 2016**

**6:30 PM**

**Council Chambers**

## **Committee of the Whole**

*Mayor Lance Westcamp*

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

**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, Steve Farst - Engineer, Dennis Moore - Public Works Superintendent, Tom Walker - Director of Golf, Tom Byrne - Director of Parks & Facilities Management, Bob Dowler - Director of Transportation, 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 - Hutson

**Present:** 5 - Cleary, Dildine, Hilbert, Lockett, and Rarey

**V. Approval of Minutes - June 20, 2016**

Approved as submitted.

[#163-2016](#) COTW Minutes 6-20-16

**Attachments:** [COTW Minutes 6-20-16.pdf](#)

**VI. Business of Guests****A. Madison Township Fire Chief Robert J. Bates - Monthly Update**

*Madison Township Fire Chief Robert Bates reported the monthly stats were not available for tonight's meeting. If completed, the report will be submitted to Clerk of Council, Ruthanne Ross for City Council's next meeting agenda. Chief Bates thanked Public Works Superintendent Dennis Moore and the subcontractor for taking care of the issues with the catch basin behind the fire station on Madison Lane. The 4th of July went well, even with the weather not being cooperative, there was*

*a decent crowd that evening.*

*After reviewing the 5 responses from design builders for qualifications, 3 companies were mailed requests for proposals:*

- Robertson Construction, Newark, Ohio*
- Turner Construction, Cleveland, Ohio*
- Schueler and Associates, Lebanon, Ohio*

*The new fire engine is due to come off the line in late September. Staff will go to Wisconsin the first or second week of October to do an inspection of the vehicle. After the inspection reveals no issues the truck will be transported to Ohio.*

**VII. New Business**

*None.*

**VIII. Unfinished Business**

*None.*

**IX. Ordinances and Resolutions**

**A. 3rd Readings**

None

**B. 2nd Readings**

None

**X. Financial Report**

*There were no questions for Finance Director Jeff Green.*

[#164-2016](#) Finance Report June 2016

**Attachments:** [Finance Report June 2016.pdf](#)

**XI. Other Business**

**XII. Reports**

**A. Mayor - Lance Westcamp**

*Mayor Lance Westcamp stated he will see Chief Bates Thursday at the follow up meeting for the 4th of July Committee. The Mayor hopes Dennis Moore will be able to attend that meeting. The committee will be discusses some new items for next year's event.*

**B. Administrator - Marsha Hall**

*Administrator Marsha Hall reported Kyle Lund, Recreation Center Director and Patty Storts, Community Affairs Director are both on vacation. If Council has any questions for either of them, the Administrator would be happy to answer them.*

*In the Administrator's Report to Council, she noted the indoor pool painting project and the fact that the City had no bidders. There were no bidders because the City was trying to get the work done in the 2 week shut down period when the Recreation Center is closed for its annual maintenance. The City plans to get part of the painting work done this year and part next year. Painters would have had to work 24/7 to get the work done in 2 weeks. They questioned if that was even feasible because of the specialized equipment needed over the pool area. Everyone is working to get the matter figured out.*

*Administrator Hall agreed the 4th of July event went very well. One of the big decisions for next year is to change the parade route because of the Hendron Road project.*

*There will be a Shred-It truck at the Kidsfest on Saturday, August 13, from 9 a.m. to noon.*

[#165-2016](#)

Adm Report to Council - July 18

Attachments: [Adm Report to Council - July 18.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.*

[#166-2016](#)

PD Council Report

Attachments:     [PD Council Report 0616.pdf](#)

**F.     Public Works Superintendent - Dennis Moore**

*Nothing further to report.*

[#167-2016](#)     PW July 2016 Council Report

Attachments:     [PW July 2016 Council Report.pdf](#)

**G.     Chief Building Official - Stephen Moore**

*Nothing further to report.*

[#168-2016](#)     B&Z Council Report July 2016

Attachments:     [B&Z Council Report July 2016.pdf](#)

**H.     Director of Golf - Tom Walker**

*Nothing further to report.*

[#169-2016](#)     Golf Report to Mayor and Council 7-18-16

Attachments:     [Golf Report to Mayor and Council 7-18-16.pdf](#)

**I.     Recreation Director - Kyle Lund**

*Not present.*

[#170-2016](#)     Rec Center Council Report July 2016

Attachments:     [Rec Center Council Report July 2016.pdf](#)  
                              [The Connection August 2016.pdf](#)

**J.     Community Affairs Director - Patty Storts**

*Not present.*

[#171-2016](#)     CA Council Report 7-18-2016

Attachments:     [CA Council Report 7-18-2016.pdf](#)

**K.     Director of Parks & Facilities Management - Tom Byrne**

*Nothing further to report.*

[#172-2016](#)

P&FM Council Report July 2016

Attachments: [P&FM Council Report July 2016 status.pdf](#)

**L. City Engineer - Steve Farst**

*City Engineer Steve Farst reported the West Bixby Road project will be moving forward pretty fast paced. A public meeting will be held in the next couple of weeks with the affected residents. A relatively aggressive schedule was proposed with the Public Works Commission. Therefore, the project is to start with construction commencing this fall. The City looks to bid this project in the next 3 weeks. Legislation will be brought to Council regarding authorizing the Administrator to solicit bids and enter into a contract. Steve Farst is to notify President Pro-Tem Shawn Cleary when the public meeting is to be held.*

[#173-2016](#)

Engineer's Council Report

Attachments: [Engineer's Council Report 7-14-16.pdf](#)

**M. Director of Transportation - Bob Dowler**

*Nothing further to report.*

[#174-2016](#)

Transportation Council Report

Attachments: [Transportation Council Report for 071816.pdf](#)

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

*Clerk of Council Ruthanne Sargus Ross thanked Director of Parks & Facilities Management Tom Byrne and Jeff Fields for their help with the posting boards. Brian Morse and Nathan Notlemeyer installed the new posting boards at the municipal building and Town Hall. I especially want to thank Brian "Cowboy" Morse for all the care and consideration he took with the board in front of the municipal building.*

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

*Council Member Jean Ann Hilbert asked, in regards to the notices about disposing grease and oil, if Founders Bend was the only subdivision having problems. City Engineer Steve Farst stated " It wasn't a problem, well it was and it wasn't." The notice that was sent*

*to Founders Bend residents is part of the FOG (Fats, Oils and Grease) Program. The notice, a common practice in many municipalities, is to educate the public on the proper way to dispose fats, oils and grease. If these materials are not disposed of properly they can create maintenance problems in the City's lift stations. The flyers went out to the residents of Founders Bend, Bixford Green, Hickory Grove, Elmont Place and the Grovepointe subdivision. These northern subdivisions are served by pump stations. As part of the CMOM (Capacity, Management, Operation and Maintenance) Program Groveport is obligated to manage by the Ohio EPA as it relates to the City's sanitary sewer system. Council Member Jean Ann Hilbert suggested putting this type of information on the City's website.*

*President Pro-Tem Shawn Cleary reported Sunday morning he was at the pond behind the log cabin when he ran into a family with 6 boys. They were catching fish left and right. It was great to see a family having so much fun and enjoyment at one of the City parks. Chair Cleary thanked the department heads for their reports, they make the Committee of the Whole easier the way departments are communicating with Council, the Mayor and Administration.*

### **XIII. Adjournment**

**Council Member Hilbert made a motion, seconded by Council Member Lockett, to adjourn at 6:42 p.m. All in favor stated AYE, None Opposed. Motion passed.**

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**Shawn M. Cleary, President Pro-Tem**

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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.**