

City of Groveport

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Meeting Minutes

Monday, March 23, 2020

6:30 PM

Council Chambers

City Council

Mayor Lance Westcamp

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

I. Call to Order

by Mayor Lance Westcamp at 6:30 p.m.

Staff Present: BJ King - Administrator, Kevin Shannon - Law Director, Jason Carr - Director of Finance, Kurt Blevins - Police Captain, Jeff Green - Asst. Admin. / Development Dir.

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

Captain Blevins led the Pledge of Allegiance.

IV. Roll Call

Council Member Hilbert and Council Member Lockett were present via Apple Zoom App utilizing City Official-issued iPads.

Present: 6 - Shawn M. Cleary, Edward Dildine, Chad T. Grashel, Jean Ann Hilbert, Becky Hutson, and Scott Lockett

V. Approval of Minutes - March 9, 2020

Approved as submitted.

[#066-2020](#) City Council Minutes 3.9.2020

Attachments: [City Council Minutes 3.9.2020.pdf](#)

VI. Business of Guests**VII. Ordinances and Resolutions****A. 3rd Readings**

[Ord. 2020-012](#)

AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.173

Sponsors: Hutson

Law Director Kevin Shannon requested Council to consider making a motion to postpone the third reading of this legislation to the April 27, 2020 City Council meeting.

Clerk of Council Ross read by title Ordinance No. 2020-012. A motion was made by Council Member Hutson, seconded by Council Member Cleary, to postpone the third reading of this Ordinance until the April 27, 2020 City Council meeting. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

[Ord. 2020-013](#)

AN ORDINANCE AMENDING PART ELEVEN - PLANNING AND ZONING CODE, TITLE SEVEN - SUPPLEMENTAL LAND USE REGULATIONS, CHAPTER 1177 OFF-STREET PARKING AND LOADING, 1177.08 LIMITATION OF PARKING IN RESIDENTIAL ZONING DISTRICT AND THE DECLARATION OF AN EMERGENCY

Sponsors: Dildine

Attachments: [1177.08 Limitation of Parking in Residentail Zoning Districts.docx](#)

Law Director Kevin Shannon requested Council to consider making a motion to postpone the third reading of this Ordinance so Council can have a full and robust discussion on the matter at a Committee of the Whole meeting. Mr. Shannon recommended that this Ordinance be postponed until the second City Council meeting in May, that being May 26, 2020.

Clerk of Council Ross read by title Ordinance No. 2020-013. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to postpone the third reading of this ordinance until the May 26, 2020 City Council meeting. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

NO ACTION WILL BE TAKEN ON Ord. 2020-013 AT THIS TIME. IT WILL BE READ BY TITLE ONLY. THIS ITEM WAS REFERRED TO THE COMMITTEE OF THE WHOLE FOR FURTHER DISCUSSION.

[Ord. 2020-014](#)

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

Sponsors: Lockett

Clerk of Council Ross read by title Ordinance No. 2020-014. A motion was made by Council Member Lockett, seconded by Council Member Dildine, to adopt. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

B. 2nd Readings[Ord. 2020-010](#)

AN ORDINANCE AMENDING THE ZONING MAP AS TO APPROXIMATELY 9.158 ACRES, MORE OR LESS, OF THE FOLLOWING TRACT OF LAND, LOCATED WEST OF EBRIGHT ROAD, PARCEL NUMBER 185-001601 OWNED BY, MARONDA HOMES INC OF OHIO FROM PLANNED LOW DENSITY RESIDENTIAL (PR-6) TO SUBURBAN RESIDENTIAL (R-4)

Sponsors: Grashel

Attachments: [Ord. 2020-010 Exhibit A.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-010.

[#069-2020](#)

Ord. 2020-010 Staff Reports

Attachments: [Ord. 2020-010 Staff Reports.pdf](#)

[Ord. 2020-011](#)

AN ORDINANCE AMENDING THE ZONING MAP AS TO APPROXIMATELY 23.235 ACRES, MORE OR LESS, OF THE FOLLOWING TRACT OF LAND, LOCATED EAST OF HENDRON ROAD, PARCEL NUMBERS 185-002762 AND 185-002763 OWNED BY, VALERIE J SHOLTES, JAMES SEELIG AND ELISSA A VILLIERS FROM RURAL (R) TO PLANNED HIGH DENSITY RESIDENTIAL (PR-18)

Sponsors: Hilbert

Attachments: [Ord. 2020-011 Exhibit A.pdf](#)

[Ord. 2020-011 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-011.

[#070-2020](#)

Ord. 2020-011 Staff Reports

Attachments: [Ord. 2020-011 Staff Reports.pdf](#)

[Ord. 2020-015](#)

AUTHORIZING THE ISSUANCE OF NOTES IN THE AMOUNT OF NOT TO EXCEED \$560,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF DESIGNING, ENGINEERING, AND CONSTRUCTING VARIOUS WATER SYSTEM IMPROVEMENTS, WITH RELATED SITE IMPROVEMENTS AND APPURTENANCES THERETO, AND RETIRING NOTES PREVIOUSLY ISSUED FOR SUCH PURPOSE; AND APPROVING RELATED MATTERS

Sponsors: Dildine

*Law Director Kevin Shannon requested Council to consider making a motion to amend the title of this Ordinance. At the end of the title, after "RELATED MATTERS" put a comma with the added verbage "AND THE DECLARATION OF AN EMERGENCY" and further amend Section 18, the effective date. All the previous language will be redacted and the following language to be inserted therein. To read as follows: "That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health and safety of the City and its inhabitants for the reason that the Outstanding Notes heretofore issued are about to mature and it is necessary to make immediate provision for their repayment in order to preserve the credit of the City; **WHEREFORE**, this Ordinance shall be in full force and effect after passage by Council and signature of the Mayor."*

Clerk of Council Ross read by title Ordinance No.2020-015. A motion was made by Council Member Dildine, seconded by Council Member Hutson, to amend the title to include "AND A DECLARATION OF EMERGENCY" and add emergency language. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

A motion was made by Council Member Dildine, seconded by Council Member Grashel, to suspend the rules as to the three readings. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

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

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

[Ord. 2020-016](#)

AN ORDINANCE AMENDING THE CITY'S COMPENSATION PLAN ESTABLISHED IN ORDINANCE 2012-010 (ADOPTED 5-9-2012) AND ORDINANCE 2017-002 (ADOPTED 1-23-2017), WHICH AMENDED THE SAME, THEREBY AMENDING THE CURRENT PAY SCALE FOR EMPLOYEES OF THE CITY OF GROVEPORT

Sponsors: Grashel

Attachments: [Ord. 2020-016 Exhibit A.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-016.

[#050-2020](#)

Wage Study Report To Council

Attachments: [Wage Study Report To Council.pdf](#)

[Ord. 2020-017](#)

AN ORDINANCE AMENDING THE PAY SCALE

Sponsors: Hutson

Attachments: [Ord. 2020-017 Exhibit A.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-017.

[Ord. 2020-018](#)

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, TITLE FIVE, CHAPTER 137, BOARD OF CEMETERY TRUSTEES

Sponsors: Cleary

Attachments: [Ord. 2020-018 Exhibit A.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-018.

[Ord. 2020-019](#)

AN ORDINANCE SETTING THE ANNUAL COST OF LIVING ADJUSTMENT FOR THE COMPENSATION OF THE EMPLOYEES OF THE CITY OF GROVEPORT

Sponsors: Hilbert

Clerk of Council Ross read by title Ordinance No.2020-019.

C. 1st Readings

[Ord. 2020-020](#)

AN ORDINANCE APPROVING THE FINAL PLAT FOR EBRIGHT ROAD, HICKORY GROVE SECTION 3B, EMH&T APPLICANT, PARCEL NUMBERS 185-001601 AND 185-001602

Sponsors: Lockett

Attachments: [Ord. 2020-020 Exhibit A.pdf](#)

[Ord. 2020-020 Exhibit B.pdf](#)

Clerk of Council Ross read by title Ordinance No.2020-020. This Ordinance was referred to the Planning & Zoning Commission.

[Ord. 2020-021](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A CONTRACT FOR THE PURCHASE OF PARCEL NO. 185-000224 LOCATED AT 480 MAIN STREET

Sponsors: Dildine

After all the ordinances were read by title, Council Member Dildine

wanted to be sure that the second reading ordinances would be postponed until after being placed on an agenda for the Committee of the Whole. Mr. Shannon confirmed that the ordinances up for third readings will be postponed until after they are openly discussed at a Committee of the Whole meeting.

Clerk of Council Ross read by title Ordinance No.2020-021. This Ordinance was referred to the Committee of the Whole.

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp can't say enough about the staff, department heads, City employees and Administrator BJ King with everything the City has been going through the last couple of weeks. The Mayor hopes the residents know that the City is looking after their health and safety. It is a time for all of us to pull together. Administrator King has done a wonderful job with the staff keeping everyone informed, including himself and Council, with all the shutdowns and everything being done to make Groveport safe. He can't say enough about how he hopes the residents believe in what the City is trying to tell them regarding how serious the corona virus is. Residents need to stay home, and stay away from people. The statistics reported everyday tell us this is the best course of action to protect our residents and employees.

Mayor Westcamp announced the passing of Deb Scholl-Saulnier. Deborah "Deb" Scholl-Saulnier died Monday, March 23, 2020. She was employed by the City of Groveport and served as the Senior Citizens Coordinator at Groveport Senior Center. Our thoughts and prayers go out to her family. It is a sad time for the City of Groveport.

B. Administrator - BJ King

Administrator BJ King agreed with Mayor Westcamp regarding the support of City Council and City staff during these times. There is no playbook on how to handle this pandemic crisis. Administration has been dealing with it on a daily basis watching press conferences and looking for what the next orders coming out will be. He commended staff for all pulling together and helping out when needed. Administration has completed one round of interviews for the Public Services Director position. The hiring process has been put on hold for the time being. Applicants have been notified of the hold and that the City has every intention of filling the position. The legislation for the

Utilities Superintendent position is now in effect and the City plans to advertise the position with the expectations that the City will start interviews once the health crisis is over. Mayor Westcamp noted that Administration will keep Council and everyone updated on when City Council meetings will be held or canceled. Mr. King added that the Ohio State Legislature is considering HB 557 this week and if approved, public bodies may have additional capabilities to hold teleconferences and video conferences as City Council meetings.

[#068-2020](#)

Admin report to Council

Attachments: [Admin report to Council March 23 2020.pdf](#)

C. Chief of Police - Ralph Portier

Chief Portier was not present. Captain Blevins reported that right now there is a lot of calm in Groveport and not a whole lot of panic. Kroger, Dollar General, and other small food stores like Norm's Market and gas station stores have seen higher volumes of patrons. Kroger has had unprecedented crowds buying products leaving the shelves bare. According to officers everyone has been nice and things have been progressing orderly. Sergeant Adams has done a great job monitoring the stores and the early morning hours designated for the elderly shoppers at Kroger and Dollar General. Officers are present during the senior hours to offer assistance to store employees to assure no one unauthorized enters the building. Mayor Westcamp had Captain Blevins verify that Governor DeWine's "Stay at Home" order goes into effect at 11:59 p.m. tonight.

D. Director of Finance - Jason Carr

Finance Director Jason Carr reported that the City's current investment portfolio is yielding 1.82% which is higher than the City's benchmark, STAROhio, which was 1.71%. However, today's STAROhio rate is at 0.5%. We expect the City's interest rate to decrease but not as significantly as STAROhio. The decrease is based on the federal fund rates dropping to zero.

The City's income tax revenue is the same as the prior year at this time. Mr. Carr and Administration have discussed how recent changes with the coronavirus may impact the City's budget. Much of the City's income tax revenue is generated by the City's corporate park and warehouses. As City staff learns more about the impact on the local businesses, staff will communicate to Council changes to the City's

income tax collections. The City is expecting the State of Ohio to defer filing 2019 annual return and estimated payment dates, similar to the Internal Revenue Service changing the date to July 15, 2020.

Jason Cooper is the City's new Accounting Clerk in the Finance Department. His first day was March 18th. Jason Cooper is excited to be with the City and the Finance Department is really happy to have him. Unfortunately, he is unable to be here tonight based on the Mayor's recent declaration.

Finance is implementing a new payment option to residents related to utilities. Residents will be able to sign up for ACH option which debit their respective bank account. The cost to implement this service is relatively small. Hopefully, the Finance Department will be able to implement that option with the billing cycle going out on April 1st; if not, it will be implemented July 1st. It will be advertised in the newspaper, in a mailing and on the City's website. The Finance Department has been directed by the Administration to enforce penalty fees, door tag fees and shut-off fees, but will not disconnect water service until further notice.

[#067-2020](#)

Financial Report

Attachments: [Groveport February 2020 Financial Report.pdf](#)

E. Director of Law - Kevin Shannon

Law Director Kevin Shannon advised Council, the Mayor and staff earlier today on his opinion regarding the ability to hold tonight's meeting. The key aspect is having a fully-integrated meeting and having all Council Members being able to participate by being heard and seen not only by their colleagues but also by the public should they choose to attend the meeting, provided there are no violations with respect to the number of persons permitted to attend the meeting under the current ODH Order. He thanked Chris Crawford from CSC and staff for putting this video conference together in a very short period of time. As long as it makes sense that what the City is doing is a reasonable and prudent type of measure to protect not only the health and safety of our Council Members but also the public at-large, the City has gone beyond what the Ohio Attorney General required in his opinion.

F. Asst. Admin. / Development Dir. - Jeff Green

Asst. Admin. / Development Director Jeff Green reported that the health crisis has not slowed down economic development at all. He has a

conference call tomorrow for a major addition to a company in the industrial park. The GAP addition is still moving forward and the City's Building and Zoning Department is unbelievably busy right now with new development. Downtown development will see a little bit of delay but Mr. Green is keeping in contact with one business prospect. He has received information back from the firm he has been working with on one of the City's sites that he will hopefully get to share with Council when everyone can meet again. Mr. Green thanked Council for all their support.

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

Council Member Cleary commended Groveport Madison Local Schools on everything being done for the students and community. Council Member Grashel thanked Administrator King and staff for keeping Council informed, and their response to this pandemic has been fantastic. All the information letting them know what has been going on without actually being in the office has been great. The Police Department has been fantastic with all the uncertainty we've had with not only the virus, but with all the flooding issues as well. Council Member Hutson praised our small community and the school district for providing lunches and making sure the children could continue to learn, and for keeping everyone safe during the flooding. Council Member Lockett thanked everyone for putting this video conference meeting together. He feels bad he can't be here but he really appreciates the effort it took to let him participate. Council Member Hilbert appreciates getting to participate and thanked Mr. King for keeping her well informed of everything going on.

H. Clerk of Council - Ruthanne Sargus Ross

Nothing to report.

I. Standing Committees

None.

IX. Other Business

None.

X. Adjournment

A motion was made by Council Member Cleary, seconded by Council Member Grashel, to adjourn at 7:01 p.m. The motion carried by the following vote:

Yes: 6 - Cleary, Dildine, Grashel, Hilbert, Hutson and Lockett

Lance Westcamp, Mayor

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.