

City of Groveport

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Groveport, OH 43125
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Meeting Minutes

Monday, January 27, 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: Jeff Green - Acting Administrator, Kevin Shannon - Law Director, Jason Carr - 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

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

V. Approval of Minutes - January 13, 2020

Approved as submitted.

[#016-2020](#) City Council Minutes 1.13.2020

Attachments: [City Council Minutes 1.13.2020.pdf](#)

VI. Business of Guests**A. Introduction of New Police Officers**

Captain Kurt Blevins introduced Groveport's three new police officers and thanked Council for their support of the department. Tonight's attendance shows how important family is to the department as well.

John Westhoven was born and raised in Lancaster, Ohio, served four years in the military and served as a Lancaster police officer for 18 years.

Forest "Lee" Benner has been a mechanic his whole life, has a wife and 5 children; one son is a Lancaster police officer and one son a Fairfield County Sheriff's Office Deputy. He graduated from Eastland Career Center OPOTA Basic Police Officer Training.

Shellie Rimmer is from Cleveland, Ohio, was a corrections officer in Michigan just short of 4 years, currently serves in the army as an IT

Specialist and served a year as an officer with the Case Western Police Department.

Law Director Kevin Shannon and Mayor Lance Westcamp performed a re-swearing in of the new officers.

VII. Ordinances and Resolutions

A. 3rd Readings

[ORD. 19-078](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE SANITARY PUMP STATIONS STAND-BY GENERATORS PROJECT

Sponsors: Hutson

Clerk of Council Ross read by title Ordinance No. 19-078. A motion was made by Council Member Hutson, seconded by Council Member Grashel, to adopt. The motion carried by the following vote:

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

B. 2nd Readings

None

C. 1st Readings

[Ord. 2020-003](#)

AN ORDINANCE CREATING THE POSITION OF MAINTENANCE SUPERINTENDENT - STREET/STORM, ACCEPTING THE POSITION DESCRIPTION AND ESTABLISHING THE PAY GRADE, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Grashel

Attachments: [Maintenance Superintendent-Street.Storm.pdf](#)

Acting Administrator Jeff Green explained that this Ordinance pertains to the current foreman position in the Street Department. It renames the position and elevates the pay grade because the person holding the position now will have a lot more responsibilities. Law Director Kevin Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date.

Clerk of Council Ross read by title Ordinance No. 2020-003. A motion was made by Council Member Grashel, seconded by Council Member Lockett, to suspend

the rules as to the three readings and the effective date. The motion carried by the following vote:

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

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

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

[Ord. 2020-004](#)

AN ORDINANCE CREATING THE POSITION OF UTILITIES SUPERINTENDENT - WATER/SEWER, ACCEPTING THE POSITION DESCRIPTION AND ESTABLISHING THE PAY GRADE

Sponsors: Hilbert

Attachments: [Utilities Superintendent 2020.pdf](#)

Acting Administrator Jeff Green explained that this Ordinance does the same as the previous ordinance, but in the Water and Sewer Department. This position will be advertised because the City doesn't have enough employees within the department expressing any interest; the City has to have at least three people interested to post the position internally only.

*Council Member Lockett asked about the candidates having the valid needed certificates. Mr. Green Stated candidates need to possess a OEPA Class I Water Distribution certificate but the *Class I Wastewater Collections certificate can be obtain within 24 months after hire.*

Clerk of Council Ross read by title Ordinance No. 2020-004. This Ordinance was referred to the Committee of the Whole.

[Ord. 2020-005](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO SOLICIT BIDS AND TO ENTER INTO A CONTRACT FOR SOLID WASTE AND RECYCLING FACILITY PRICING, SOLID WASTE AND RECYCLING COLLECTION SERVICES WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, AND THE DECLARATION OF AN EMERGENCY

Sponsors: Hutson

Acting Administrator Jeff Green explained this Ordinance pertains to the first round of the SWACO bidding process. The second round will be sometime in September. SWACO plans to advertise for bids for services on January 30, 2020. This Ordinance is for the bid only, it does not obligate the City of Groveport to anything. Law Director Kevin Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date.

Clerk of Council Ross read by title Ordinance No. 2020-005. A motion was made by Council Member Hutson, 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:

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

Council Member Lockett wanted it made clear to the public that this Ordinance is to just start the process for the bid for service proposals. Nothing is being decided on about contracting for new services at this time. This just starts the lengthy process that will most likely take most of the year.

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

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

[Ord. 2020-006](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ADD AND/OR ABOLISH CERTAIN POSITIONS IN THE PUBLIC WORKS DEPARTMENT IN THE CITY OF GROVEPORT AND THE DECLARATION OF AN EMERGENCY

Sponsors: Lockett

Law Director Kevin Shannon explained that this legislation is required whenever the City is going to abolish, rename or add a new position and increasing the strength of a department. Mr. Shannon advised that when changes like this are made in City departments, it's just good practice to pass legislation to reflect those changes. Mr. Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date.

Clerk of Council Ross read by title Ordinance No. 2020-006. A motion was made by Council Member Lockett, seconded by Council Member Grashel, to suspend the rules as to the three readings and the effective date. The motion carried by the following vote:

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

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

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

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp commented he is excited about next Monday when the City's new Administrator, BJ King, starts with the City. Mr. King was in attendance at tonight's meeting and expressed his excitement about coming to work for Groveport.

Mayor Lance Westcamp announced this week the City has its Public Works Superintendent, Mr. Dennis Moore, retiring. This Thursday, January 30th, at 2:30 p.m., the City will be holding a small reception for Dennis Moore at the Public Works facility.

The reins will be handed over to Walt Wagner. Walt is excited and the Public Works crew is looking forward to working for him. Walt Wagner will do a good job for the City. Dennis Moore's last official day will be Friday, January 31st.

B. Acting Administrator - Jeff Green

Acting Administrator Jeff Green joked he has been working hard to create some piles for the City's new Administrator who is starting Monday. There is a lot going on with upcoming projects. The City received good news today regarding funding. The City applied for two projects with the OPWC and are involved in a third project. The City was funded a 100% grant for the Higgins Blvd/S.Hamilton Road/Directors Blvd Project. The Bixby Road Project was partially funded but it was indicated to the City that if some projects closed out and there was money returned, Groveport could be eligible for those additional funds. Groveport was notified today that a community had closed out projects and Groveport was first on the list. The City will be funded, part loan, part grant, the full amount requested on the application for the Bixby Road Project.

Mr. Green added the first small business class for 2020 is the basics of building the foundation for a business plan and is scheduled for February 19, 2020.

Mayor Westcamp thanked Mr. Green for stepping up and keeping the City running until the reins will be handed over to BJ King on Monday.

[#017-2020](#)

Adm Report to Council

Attachments: [Adm Report to Council - Jan 27.pdf](#)

C. Chief of Police - Ralph Portier

Chief Portier expressed his appreciation to Council for their continuous financial support and the Mayor for doing the actual hiring with the right

people, for the right reasons. He thanked Council and the Mayor for taking the time for introductions and re-swearing in the three new officers he is proud to add to his police force.

D. Director of Finance - Jason Carr

Nothing further to report.

E. Director of Law - Kevin Shannon

Nothing further to report.

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

Council Member Scott Lockett thanked Jeff Green for stepping up as Acting Administrator. There was a drainage issue on Blacklick Street that Mr. Lockett appreciated Mr. Green's quick response of handling the matter that left the residents in the area very happy. Council Member Jean Ann Hilbert thanked the Public Works crew. Her neighbor, not a City resident, had a drainage problem and they came right out to open up a manhole for the drainage company who had called in to have some work done.

G. Clerk of Council - Ruthanne Sargus Ross

Nothing further to report.

H. Standing Committees

Council Member Shawn Cleary updated Council on the bidding for the podium at the Groveport Cemetery. He would like the project completed by the end of 2020.

Mr. Cleary did receive word from Steve Farst about the crosswalks on Front Street. The City is good to go and will be waiting for the completion of all the roadwork at that intersection.

The Cemetery Committee looks to have tours of the Hendren Road Cemetery and Groveport Cemetery on different Saturdays. They want to give the public more opportunities to pursue their interests in old cemeteries.

IX. Other Business

None.

X. Adjournment

Council Member Hilbert made a motion, seconded by Council Member Hutson to adjourn at 7:04 p.m. All in favor stated AYE, None Opposed. Motion passed.

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.