

City of Groveport

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Groveport, OH 43125
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Meeting Minutes

Monday, June 28, 2021

6:30 PM

Council Chambers

City Council

Mayor Lance Westcamp

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

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, Casey Adams - Chief of Police, Jeff Green - Development Director, Ruthanne Sargus Ross - Clerk of Council

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 Adams led the Pledge of Allegiance.

IV. Roll Call

A motion was made by Council Member Hilbert, seconded by Council Member Lockett, to excuse Council Member Cleary from tonight's meeting. The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

V. Approval of Minutes - June 21, 2021

The June 21 , 2021 Special City Council Minutes stand approved as submitted.

[#172-2021](#)

City Council Special Meeting Minutes

Attachments: [City Council Special Meeting Minutes 6.21.2021.pdf](#)

VI. Business of Guests**A. Matt Yerkes - Cultivate**

Matt Yerkes, Executive Director at Cultivate, 3989 Broadway, Grove City, Ohio introduced himself and the concept of Cultivate to Council. Cultivate is a 501C3 non-profit to serve entrepreneurs. The entrepreneurship support program includes workshops, e-learning, advising sessions & partner referrals. Cultivate proposal to Groveport Council is to provide incubator spaces to the new businesses needing

a small space to launch their business. Cultivate is designed to meet various needs of any type of start-up business. Some may need office space while others may only need a desk in a cubicle. Others may just need a physical address with access to office equipment and/or meeting rooms. Cultivate will provide the City with a monthly report on the goals they have set and the impacts Cultivate has made working toward those goals. The "goals" are based on entrepreneurs that are served from Groveport which includes businesses from the surrounding communities that visit Groveport for these services.

i. Goal of 250 event participants

ii. Goal for minimum 40 advising sessions

iii. Goal for 25 partner referrals

Starting in August, Mr. Yerkes would devote 20 hours a month to Groveport to begin implementation of an entrepreneurship program with the first event in September 2021 and establish advising/bookings in Groveport as soon as room is provided. Cultivate would utilize other City venues, the event center at the Groveport Municipal Golf Course and rooms in Town Hall. When Matt Yerkes is not meeting with entrepreneurs his time would be used to assist in the planning and design of the two business spaces. This includes making suggestions and advising on the space configuration, supporting technology, rent pricing, and amenities for both facilities.

[#175-2021](#)

Cultivate Proposal_001

Attachments: [Cultivate Proposal 001.pdf](#)

VII. Ordinances and Resolutions

A. 3rd Readings

[Ord. 2021-020](#)

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, CHAPTER 153, PUBLIC SERVICE DEPARTMENT OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT, OHIO

Sponsors: Dildine

Attachments: [Ord. 2021-020 Exhibit A Chapter 153.pdf](#)

Clerk of Council Ross read by title Ordinance No.2021-020. A motion was made by Council Member Dildine, seconded by Council Member Hutson, to adopt.

The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

B. 2nd Readings[Ord. 2021-024](#)

AN ORDINANCE DESIGNATING ONE-WAY TRAVEL ON CANAL STREET AND SHOEMAKER ALLEY BETWEEN WEST STREET AND COLLEGE STREET

Sponsors: Dildine

Law Director Kevin Shannon requested Council to consider making a motion to postpone this legislation indefinitely so the City can take the time to look into all the roadways in the old parts of the City to determine the best course of action with a full scale approach in designating one-way traffic on its streets and alleys.

Clerk of Council Ross read by title Ordinance No.2021-024. A motion was made by Council Member Dildine, seconded by Council Member Hilbert, to postpone indefinitely . The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

[Ord. 2021-025](#)

AN ORDINANCE AMENDING PART NINE - STREETS, UTILITIES AND PUBLIC SERVICES CODE, TITLE FIVE - OTHER PUBLIC SERVICES, CHAPTER 941 PARKS, OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT

Sponsors: Hilbert

Attachments: [Ord. 2021-025 Chapter 941 Park Rules 2021.pdf](#)

Clerk of Council Ross read by title Ordinance No.2021-025.

[Ord. 2021-026](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH GROVEPORT MADISON SCHOOL DISTRICT TO PROVIDE A SCHOOL RESOURCE OFFICER AND THE DECLARATION OF AN EMERGENCY

Sponsors: Hutson

Attachments: [Ord. 2021-026 SRO 2021 Exhibit A.pdf](#)

Law Director Kevin Shannon requested Council to consider making a motion to suspend the rules as to the three readings and the effective date. After a review of the attached SRO agreement, Chief Adams and Mr. Shannon have no issues at this time.

Clerk of Council Ross read by title Ordinance No.2021-026. A motion was made by Council Member Hutson, 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:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Houglan

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:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Houglan

[Ord. 2021-028](#)

AN ORDINANCE AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A LICENSING AGREEMENT WITH CHRISTINA LEWIS (THE FLOWER BOUTIQUE / BARBER SHOP)

Sponsors: Cleary

Clerk of Council Ross read by title Ordinance No.2021-028.

C. 1st Readings

None

VIII. Reports

A. Mayor - Lance Westcamp

Mayor Lance Westcamp spoke with Administrator BJ King and Chief Casey Adams earlier this morning and it looks that everything is set and ready to go for this weekend's 4th of July activities. The Mayor expressed appreciation to Chief Adams for his walk down Main Street to personally inform all the business owners of what would take place on Main Street on Saturday, July 3rd to accommodate the 4th of July event. Chief Adams also visited all the residents on Wirt Road. After the parade, City officials and staff will go to Madison Christian Church to the Flags of Honor events and then return to the 4th evening events.

Mayor Westcamp announced that there was a resignation on the Personnel Board of Review (PBR). Scott Clinger had to resign his seat on the Personnel Board because he serves on the Board of Zoning Appeals (BZA). The PBR has a meeting in July. Mayor Westcamp recommended to Council that Luke Watkins fill the unexpired term of

Scott Clinger.

A motion was made by Council Member Hilbert, seconded by Council Member Hutson, to appoint Luke Watkins to fill the unexpired term (expires 12.31.2023) of Scott Clinger. The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Houglan

B. Administrator - BJ King

Administrator BJ King had nothing to add to his report. He will save comment for the Executive Session at the end of tonight's meeting.

[#173-2021](#)

Admin Report to Council

Attachments: [Admin report to Council June 28 2021.pdf](#)
[2021 Capital Projects 1 20 2021.pdf](#)

C. Chief of Police - Casey Adams

Chief Casey Adams checked with two different vendors about School Resource Officer (SRO) uniforms. The vendors, who have heard from other agencies wanting a softer look in their school, are currently looking into options. Officer Kurt Boso and Lieutenant Joshua Short will meet with one vendor who will supply different colored shirts to wear as test samples. The uniforms, the shirts along with some pants that are less tactical looking, will be provided to the Police Department for free for Officer Boso to wear and keep at no charge. The pants will look a little more formal like khaki pants.

As Mayor Westcamp noted Chief Adams visited business owners and residents on Main Street, Cron Drive and Wirt Road and everyone is looking forward to seeing that the City is back open for business.

D. Director of Finance - Jason Carr

Finance Director Jason Carr advised that the Ohio Municipal League issued an email in regard to House Bill 197. HB 197 essentially allows the tax payers that do not live in Groveport but work in Groveport to request a refund of those income taxes for tax year 2021. The impact to the City of Groveport has not yet been determined as this information just came out this evening. This item may need to be considered on the City's income tax revenues for budget year 2022.

Mr. Carr attended two virtual trainings related to the American Recovery Program Federal funds the City is to receive; one through the Ohio Office of Budget and Management (OBM) and one through the

Department of Treasury. The City is considered a non-entitlement unit, meaning Groveport has a population under 50,000 residents. The State of Ohio has allowed townships to participate in these funds reducing the City's allocation. The training did indicate that the City should receive a payment in late August, early September. Mr. Carr, Administrator King, and City Engineer Steve Farst will work together to be sure the City is compliant when spending federal funds and how the funds will be spent.

[#174-2021](#)

Finance_Director_Report

Attachments: [Finance Director Report 06 28 2021.pdf](#)

E. Director of Law - Kevin Shannon

Law Director Kevin Shannon advised Council that the City has received a request from the Division of Liquor Control as it relates to the renewal of a liquor permit for the Marathon Station at the corner of London-Groveport Road and Alum Creek Drive. Therefore, since Chief Adams had no issue with the renewal of this permit and Council made no comment on the matter, the City will not take any action on the matter. Clerk of Council Ross was directed to mail the notice back to the Division of Liquor Control indicating that the City of Groveport will not be taking any action on this item. Mr. Shannon summarized that whenever an entity chooses to establish a business that sells alcoholic beverages; beer, wine; spirituous liquor, etc.; the Ohio Department of Commerce, Division of Liquor Control sends notice to the local municipality asking if there are any objections to the issuance of a liquor permit. Once a permit is issued, the business has to apply for a renewal of the permit each year thereafter. When the business applies for a renewal, the Division of Liquor Control sends a notification to the municipality with information on the renewal indicating if the City would wish to object to the renewal based upon incidents that have occurred at the establishment. After getting input from law enforcement, etc., the City can seek to have a hearing before the Division of Liquor Control as to whether or not this permit should be renewed. Any liquor permits needed for the businesses locating in the two new City owned buildings will apply for the permits themselves.

F. Development Director - Jeff Green

Development Director Jeff Green mentioned that there are two available liquor permits in Groveport. MMELO will be applying for one

of the liquor permits and Preston's will be applying for the other. Mr. Green, BJ King, and Jason Carr met last week to talk about the two new buildings, in particular the 2nd floor spaces, as it relates to the City's financing of the buildings. The City is using taxable bonds for the first floor and non-taxable bonds for the second floor. The City has designated the second floor as government office space, and is now looking at how creative it can be within that designation.

Mr. Green is working to update the City's comprehensive plan and strategies for economic development that will include, not just the downtown area, but the industrial development, commercial development outside the downtown area, small business development and Main Street development. The Cultivate proposal fits squarely within the economic development realm.

Cultivate would form a partnership with not only the City of Groveport, but the Groveport Community Improvement Corporation (CIC) as well. The CIC will be the landlord of these buildings. The CIC has been active in downtown development. Mr. Green thinks the Cultivate Groveport Business Incubator is a good fit in the Wert's Grove Building (West). The City will have to be a little more creative about the Rarey's Port Building (East) because the proposal talks about actual professional office space.

The City does need to make decisions about moving ahead with Cultivate to start the initial stages of getting the program started with small businesses and offering some of the training and assistance programs. Cultivate also has a partnership with EDCI, the Economic and Community Development Institute. EDCI helps small startup businesses with access to capital.

The picture banners of the Wert's Grove and Rarey's Port buildings will be on the respective sites this week in time for the 4th of July Parade on Saturday. As of today, the City hadn't heard back from the sign company about the wooden signs that were to be displayed.

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

Council Member Lockett reported that the Senior Center was able to hold its Special Olympics event behind the Recreation Center. A good time was had by all. Twelve participants and their family members were anticipated but the number the event drew was double that. The pond location and size were ideal for this event. Everyone had an awesome time.

H. Clerk of Council - Ruthanne Sargus Ross

Clerk of Council Ross had nothing further to report.

I. Standing Committees

None.

IX. Other Business**A. Executive Session**

Law Director Kevin 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 employment of a public employee and (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. To include all members of Council, the Mayor, himself, the Finance Director, and the Administrator.

A motion was made by Council Member Hilbert, seconded by Council Member Dildine, to go into Executive Session pursuant to Ohio Revised Code Section 121.22(G) to discuss (1) To consider the employment of a public employee and (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment at 7:15 p.m. To include all members of Council, the Mayor, the Law Director, the Finance Director, and the Administrator. The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

A motion was made by Council Member Dildine, seconded by Council Member Hutson, to come out of Executive Session at 7:59 p.m. with no action taken. The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

X. Adjournment

A motion was made by Council Member Hougland, seconded by Council Member Hilbert, to adjourn at 8:00 p.m. The motion carried by the following vote:

Excused: 1 - Cleary

Yes: 5 - Dildine, Hilbert, Hutson, Lockett and Hougland

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.