

CIRCLEVILLE SERVICE COMMITTEE MEETING MINUTES 3/12/2024

Circleville City Service Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. Tuesday, March 12, 2024, at 7:00 p.m. Present at Roll Call: Chair Tom Duvall and members Sheri Theis and Zach Brooks. Other Council members present: Barry Keller and Tom Klitzka, John Moats. Invited guest present: Mark Bidwell, Jim Stanley, and Brian Frost.

Duvall called the meeting to order at 7:06 p.m.

Theis motioned to approve the February 13, 2024, minutes. Brooks seconded. Motion carried.

NEW BUSINESS

a) A RESOLUTION AUTHORIZING UPTOWN CIRCLEVILLE MAIN STREET PROGRAM TO USE CITY STREETS FOR THEIR FIRST FRIDAY EVENT.

Discussion: Duvall stated this is a recurring resolution. This event is on North Court Street from the intersection of Court and Main Street to Pickney Street. The events take place on the First Friday beginning in April and going through October. The event sponsor is required to maintain a two-million-dollar Certificate of Liability Insurance.

MOTION-ROLL CALL-VOTE: Brooks motioned to forward the Ordinance to the next Council meeting on March 19, 2024, with a recommendation for approval. Theis seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

b) Creation of City Planner position within the Service Department.

Discussion Stanley spoke to say it's time for the City to implement that position with the amount of work coming into the City. Currently this work is being handled by the Zoning Inspector. Keller spoke to say this position is long overdue and needed. An ordinance will need to be created for the position.

c) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO APPLY FOR, ACCEPT, AND ENTER INTO AN OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA), OHIO WATER DEVELOPMENT AUTHORITY (OWDA), AND WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) CONSTRUCTION LOAN FOR THE UTILITY IMPROVEMENTS FOR MONTCLAIR AVENUE AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this will replace sanitary sewer lines, one home septic system, water lines, and repair streets. The max loan with OWDA is estimated to be 1.4million. They have a Grant ask in with the Ohio Department of Development (ODD). The final cost will be determined on the ODD Grant outcome. The city would like to start this project in July.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on March 19, 2024, with a recommendation for passage. Brooks seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

d) A RESOLUTION AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 STATE HIGHWAY IMPROVEMENT FUND 204 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 SAFETY FORCES .5% TAX FUND 212 FIRE LOSS PREVENTION FUND 251 COVID RELATED FEDERAL GRANTS FUND 257 SAFER GRANT FUND 258 CAPITAL IMPROVEMENT FUND 306 WASTEWATER OPERATING FUND 808 WATERWORKS IMPROVEMENT AND EXTENSION FUND 819 SANITARY SEWER OPERATING FUND 909 AND SANITARY SEWER IMPROVEMENT & EXTENSION FUND 920 OF THE CITY OF CIRCLEVILLE

Discussion: Bidwell spoke to explain this housekeeping ordinance is for: technology upgrades, street marketing, major street improvements, city match for OPWC, legal expenses, insured refunds, downtown tree/sidewalk replacement, personnel fire services, fire house roof, Clark Drive OWDA funds, line extensions and improvements, vehicle maintenance and operation, lands and buildings, and sanitary sewer improvements and extensions.

MOTION-ROLL CALL-VOTE: Brooks motioned to forward the Ordinance to the next Council meeting on March 19, 2024, with a recommendation for passage. Theis seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

Old or Any Other Business

Keller stated next Tuesday at 6:00 p.m. there will be a Committee of The Whole meeting. The purpose of the meeting is for Tim Colburn and Glenn Reeser to give an update regarding JEDD education and information to Council.

Theis motioned to adjourn the meeting at 7:29 p.m. Brooks seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk