

CIRCLEVILLE JUDICIAL COMMITTEE MEETING MINUTES 7/30/2024

Circleville Judicial Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Tuesday, July 30, 2024, at 6:45 pm. Roll call: Members present: Chair Tom Klitzka, Committee members Sheri Theis, John Moats, and Clerk Melissa Burns. Other Council Members present: Tom Duvall and Katie Logan Hedges. Invited guests: Mayor Michelle Blanton and Planner Hannah Wynne.

Klitzka called the meeting to order at 6:45 p.m.

Moats motioned to approve the minutes from June 4, 2024. Seconded by Theis. Motion carried.

New Business:

a) AN ORDINANCE AMENDING CHAPTER 123.01 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE ESTABLISHING THE FULL-TIME POSITION OF CLERK OF COUNCIL AND PART-TIME POSITION OF ASSISTANT CLERK OF COUNCIL AND DECLARIN AN EMERGENCY.

Discussion: Klitzka said this Ordinance was tabled last March. The Clerk will be housed next door. Moats asked why the Ordinance was tabled so long. Theis stated they tabled it because they were trying to pass a levy, and they didn't feel there was a need at that time. Klitzka stated this would establish the position and then once funding was available, they would look to fill the position after the beginning of the year. Klitzka stated the need for the Ordinance now is so the position can be included in the budget. Duvall stated he also would like to table the Ordinance until after the Levy. Hedges spoke to state the two main reasons the Ordinance was tabled previously was the Levy and there wasn't a cohesiveness on the need. Clerk Burns stated she believed there was a need based on her experience as the Clerk. The Clerk stated there is a lot of maintenance that could be done that hasn't been done or done properly. The Mayor stated Council has echoed the concerns from 2023 and that there was a question of having the quantifiable data to support the position.

MOTION - ROLL CALL – VOTE: Theis motioned to table this Ordinance for further discussion. Seconded by Moats. Roll call (3 Yeas-0 Nays). Motion carried.

b) AN ORDINANCE TO ACCEPT THE PLAT OF HERITAGE PONDS, SECTION FIVE, CONSISTING OF SIXTY-NINE LOTS.

Discussion: Planner Wynne stated the through streets are opened and ready for the builder to start building. This does come from P&Z with a recommendation of passage.

MOTION - ROLL CALL – VOTE: Moats motioned to forward this Ordinance to the next Council meeting on August 6, 2024, with a recommendation for passage. Seconded by Theis. Roll call (3 Yeas-0 Nays). Motion carried.

c) RESOLUTION APPOINTING MEMBERS TO THE JOINT PLANNING AND ZONING BOARD CREATED PURSUANT TO A 2006 ANNEXATION AGREEMENT WITH CIRCLEVILLE TOWNSHIP

Discussion: Klitzka thanked Mr. Tipton and Mr. Verito for accepting the appointment to the Joint Planning and Zoning Board. Wynne stated the Board should have been established in 2006 with the Annexation Agreement. They now have developers interested in annexing into the city that are in that territory, so the Board needs to be established. The Board will be responsible for reviewing all development, annexations, and zoning amendments before it goes to P&Z and Council. The appointees were appointed by the Mayor.

MOTION - ROLL CALL – VOTE: Theis motioned to forward this resolution to the next Council meeting on August 6, 2024, with a recommendation for adoption. Seconded by Moats. Roll call (3 Yeas-0 Nays). Motion carried.

d) A RESOLUTION IMPOSING A TWELVE-MONTH MORATORIUM ON THE RETAIL CULTIVATION, PROCESSING, AND DISPENSING OF ADULT-USE AND MEDICAL MARIJUANA IN THE CITY OF CIRCLEVILLE.

Discussion: Wynne stated this is just putting a 12 month pause on permitting for dispensaries. This will allow the City more time to develop guidelines, do some more research, and host public hearings for public input.

MOTION - ROLL CALL – VOTE: Theis motioned to forward this resolution to the next Council meeting on August 6, 2024, with a recommendation for adoption. Seconded by Moats. Roll call (3 Yeas-0 Nays). Motion carried.

e) AN ORDINANCE AMENDING CHAPTER 139.02 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE ESTABLISHING THE COMPOSITION OF THE CITY OF CIRCLEVILLE DEPARTMENT OF UTILITIES AND DECLARING AN EMERGENCY.

Discussion: This Ordinance will abolish the Administration Assistant position and create a Utility's Office Manager. Essentially it is a change in title and aligns the position with its current pay range.

MOTION - ROLL CALL – VOTE: Theis motioned to forward this Ordinance to the next Council meeting on August 6, 2024, with a recommendation for passage. Seconded by Moats. Roll call (3 Yeas-0 Nays). Motion carried.

Other Business: None.

Thesis motioned to adjourn the meeting at 7:07 p.m. Seconded by Moats. Motion carried.

Minutes prepared by: Melissa Burns, Clerk