

CIRCLEVILLE FINANCE COMMITTEE MINUTES 10/22/2024

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Wednesday, October 22, 2024, at 6:00 p.m. Members Present: Chair Katie Logan Hedges, Committee Members Jeff Hallinin, Tom Duvall, and Clerk Melissa Burns. Other Council Members present: Barry Keller, Tom Klitzka, and Sheri Theis. Invited Guests present: Mayor Michelle Blanton, HR Director Valerie Dilley, Law Director Kendra Kinney, Auditor Mark Bidwell, Safety Director Rob Ware, Service Director Jim Stanley, and Utilities Director Brian Frost.

Hedges called the Meeting to Order at 6:00 p.m.

Duvall motioned to approve the Finance Minutes from October 9, 2024. Hallinin seconded. Motion carried.

New Business:

a) ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY BY THE CITY OF APPLICATIONS TO ADD PROPERTY TO THE CIRCLEVILLE NEW COMMUNITY AUTHORITY AND SUPPLEMENTAL DECLARATIONS TO THE DECLARATION OF COVENANTS AND RESTRICTIONS FOR THE CIRCLEVILLE NEW COMMUNITY AUTHORITY UNDER REVISED CODE CHAPTER 349.

Discussion: Keller stated there was an NCA meeting where the Board adopted multiple resolutions related to three projects in the City and adding those projects to the NCA. The next step is for City Council to pass this Ordinance to add the additional property tax on new homeowners.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward this Ordinance to the next Council meeting on November 5, 2024, with a recommendation for passage. Duvall seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

b) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 POLICE & FIRE DISABILITY PENSION FUND 217 AND CAPITAL IMPROVEMENT FUND 306 OF THE CITY OF CIRCLEVILLE.

Discussion: Hedges stated the bulk of the financing for this Ordinance is for the purchase of the Atwater property, at just less than \$190,000. The other larger item is for \$15,000 for legal fees related to the NCA.

MOTION-ROLL CALL-VOTE: Duvall motioned to forward this Ordinance to the next Council meeting on November 5, 2024, with a recommendation for passage. Hallinin seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

c) **MOTION-ROLL CALL-VOTE:** Hallinin motioned to take the Ordinance from the table and add it to the Finance Agenda. Duvall seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

AN ORDINANCE AMENDING AND REPEALING CERTAIN PROVISIONS OF ORDINANCE NOS. 02-12-2010, 08-35-2011, 08-57-2012, 09-65-2015, 11-73-2018, 05-18-2020, 05-17-2021, 06-29-2021, 12-65-2021, 10-76-2022 AND 02-11-2024 AND IMPLEMENTING A UNIFORM COMPENSATION SYSTEM FOR THE NON-BARGAINING UNIT POSITIONS OF THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

Discussion: Hedges stated that prior to the meeting a lot of information had been sent out and Council was advised to reach out to Administration or the Law Director's office with any questions and no inquiries had been made. Keller stated he asked the Law and HR Director if the Ordinance passes would the City be retroactively paying employees, and confirmed they will. Keller stated most of the cleanup to the Comp plan is for positions that haven't been filled for years, reclassification of positions, and renaming of positions. Keller asked why the Parks and Rec Director is still listed in the Comp Plan since this position hasn't been filled in years. Stanley stated the position was still part of the Comp Plan because the City was considering hiring this position in 2025, if the Levy passed. Stanley stated that he is okay to remove the

position and go through the process of having Council's approval should the City look to fill the position in the future.

They were asked about the percentage of increase for City employees. Kinney stated several employees are not within their pay range. Kinney stated she worked with the Auditor to get the Comp Plan back inline to get individuals compensated for the work they've been doing.

MOTION-ROLL CALL-VOTE: Hallinin motioned to Amend the Ordinance in § 6(F) to abolish the Parks and Rec Director and forward the Ordinance the next Council meeting on November 5, 2024, with a recommendation for passage. Duvall seconded. Roll call (3 Yeas – 0 Nays) Motion carried.

Old/Other Business: Hedges announced the next Finance meeting will be on November 14, 2024, at 5:00 p.m. The primary reason for the meeting is to approve the 2025 budget.

Hallinin motioned to adjourn the Finance Committee Meeting at 6:34 p.m. Duvall seconded. Motion carried

Minutes prepared by: Melissa Burns, Clerk.