

CIRCLEVILLE SERVICE COMMITTEE MEETING MINUTES 1/7/2025

Circleville City Service Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. Tuesday, January 7, 2024, at 6:00 p.m. Present at Roll Call: Chair Tom Duvall, Audrey Lukasak and member Sheri Theis and Clerk Melissa Burns. Other Council members present: President Barry Keller, Tom Klitzka and John Moats. Invited Guest Present: Service Director Jim Stanley.

Duvall called the meeting to order at 6:01 p.m.

Theis requested to correct the "Second by" to approve the minutes, to reflect by Tom Duvall. With that correction Theis motioned to approve the minutes from November 19, 2024. Seconded by Lukasak. Motion carried.

NEW BUSINESS:

a) AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF CIRCLEVILLE TO ENTER INTO AN AGREEMENT WITH GOVDEALS.COM TO SELL AND DISPOSE OF PERSONAL PROPERTY SERVICES FOR THE CITY FOR THE YEAR 2025 AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this is an annual Ordinance that is the mechanism the City uses to sell and dispose of property. The City has used this method for the past several years and this Ordinance will allow them to continue to do so for 2025.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on January 21, 2025, with a recommendation for passage. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

b) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR THE 2025 STREET, UTILITY, PARKS, BUILDING AND TRAFFIC SIGNAL IMPROVEMENT AND MAINTENANCE PROGRAM AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this Ordinance allows the City to do their jobs. Stanley explains it allows the City to contract for professional services for various projects around the City including but not limited to building repairs, street repairs, paving projects, etc.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on January 21, 2025, with a recommendation for passage. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

c) AN ORDINANCE AUTHORIZING THE MAYOR AND/OR DIRECTOR OF PUBLIC SERVICE TO APPLY FOR AND ACCEPT FY 2025 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FORMULA FUNDS THROUGH THE PICKAWAY COUNTY BOARD OF COMMISSIONERS AND THE STATE OF OHIO AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this allows the City to apply for the Community Development Block Grant (CDBG). The City did receive the Grant last year for the work on Walnut Street, The City intends to keep working on Walnut Street in 2025 until that road is completely rebuilt. The CDBG Grant is typically in the range of \$500,000 and is required to be used on specific census blocks.

MOTION-ROLL CALL-VOTE: Lukasak motioned to forward the Ordinance to the next Council meeting on January 21, 2025, with a recommendation for passage. Theis seconded. Roll call (3 Yeas –0 Nays) Motion carried.

d) AN ORDINANCE AUTHORIZING THE MAYOR OR DIRECTOR OF PUBLIC SERVICE TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION COOPERATIVE PURCHASING PROGRAM.

Discussion: Stanley stated this is an annual Ordinance that allows the City to make purchases using the State cooperative purchasing program.

MOTION-ROLL CALL-VOTE: Lukasak motioned to forward the Ordinance to the next Council meeting on January 21, 2025, with a recommendation for passage. Theis seconded. Roll call (3 Yeas –0 Nays) Motion carried.

e) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ENTER INTO A CONTRACT TO PURCHASE SEWER LINE REHABILITATION SERVICES FOR THE DEPARTMENT OF PUBLIC UTILITIES UTILIZING THE HOUSTON-GALVESTON AREA COUNCIL’S COOPERATIVE PURCHASING PROGRAM.

Discussion: Stanley stated this an annual Ordinance that the City uses to redo the sanitary sewer lines. The City replaces approximately \$200,000 - \$300,000 sanitary sewer lines a year. Stanley stated this is the third year the City has used this program for this project and the people are great to work with.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on January 21, 2025, with a recommendation for passage. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

Old or Any Other Business:

a) AN ORDINANCE AUTHORIZING AND DIRECTING THE DIRECTOR OF PUBLIC SERVICE TO REMOVE THE EXISTING FOUR LANE STREET MARKINGS ON NORTH AND SOUTH COURT STREET FROM PLEASANT STREET TO THE CONNECTOR ROAD ON THE SOUTH END AND REPLACE WITH TWO THRU LANES AND A CENTER TURN LANE. (Fwd. back from Council Meeting on 12/17/2024.)

Discussion: Duvall stated the plan is to wait for the SS4A Report which is expected in March before taking any action on this Ordinance.

MOTION-ROLL CALL-VOTE: Theis motioned to table this Ordinance. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

Theis motioned to adjourn the meeting at 6:19 p.m. Lukasak seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk