

CIRCLEVILLE FINANCE COMMITTEE MINUTES 1/28/2025

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Tuesday January 28, 2025, at 5:00 p.m. Members Present: Chair Katie Logan Hedges, Jeff Hallinin and Clerk Melissa Burns. Absent members: Tom Duvall. Other Council Members present: President Barry Keller. Invited Guests present: Auditor Mark Bidwell and Mayor Blanton in the audience.

Hedges called the Meeting to Order at 5:00 p.m.

Hallinin motioned to approve the Finance Minutes from December 2, 2024. Hedges seconded. Motion carried.

New Business:

a) AN ORDINANCE AMENDING CHAPTER 123.01 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE ESTABLISHING THE POSITION OF CLERK OF COUNCIL AND DECLARING AN EMERGENCY.

Discussion: Hedges stated this is a non-union, non-supervisory, unclassified position. Keller stated past practices of the Council President and past President is that both the Clerk and Assistant Clerk were paid an hourly wage to do committee work. Keller stated that the practice was not in writing and this Ordinance, and the next one cleans up those policies.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

b) AN ORDINANCE AMENDING CHAPTER 123.01 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE ESTABLISHING THE POSITION OF ASSISTANT CLERK OF COUNCIL AND DECLARING AN EMERGENCY.

Discussion: Hedges stated this is a non-union, non-supervisory, unclassified position. Keller added that when the Comp Plan was passed the Assistant Clerk's position was removed. This Ordinance will establish the pay range for the Assistant Clerk.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

c) RESOLUTION APPROVING THE APPLICATION TO ADD CERTAIN PARCELS OF REAL PROPERTY TO THE CIRCLEVILLE NEW COMMUNITY AUTHORITY DISTRICT AND TO AMEND THE PETITION FOR ESTABLISHMENT OF THE CIRCLEVILLE NEW COMMUNITY AUTHORITY AS A NEW COMMUNITY AUTHORITY UNDER CHAPTER 349 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY.

Discussion: Hedges stated that this Resolution and agenda items D and E are related. Keller explained this is the final step for adding the projects to the NCA. This legislation came after the Public Hearings of Sufficiency were held on January 7, 2025.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

d) RESOLUTION APPROVING THE APPLICATION TO ADD CERTAIN PARCELS OF REAL PROPERTY TO THE CIRCLEVILLE NEW COMMUNITY AUTHORITY DISTRICT AND TO AMEND THE PETITION FOR ESTABLISHMENT OF THE CIRCLEVILLE NEW COMMUNITY AUTHORITY AS A NEW COMMUNITY AUTHORITY UNDER CHAPTER 349 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY.

Discussion: Same as Agenda item C.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

e) RESOLUTION APPROVING THE APPLICATION TO ADD CERTAIN PARCELS OF REAL PROPERTY TO THE CIRCLEVILLE NEW COMMUNITY AUTHORITY DISTRICT AND TO AMEND THE PETITION FOR ESTABLISHMENT OF THE CIRCLEVILLE NEW COMMUNITY AUTHORITY AS A NEW COMMUNITY AUTHORITY UNDER CHAPTER 349 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY.

Discussion: Same as Agenda item C.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

f) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 SAFETY FORCES .5% TAX FUND 212 SAFETY FORCES .5% TAX FUND 227 WATERWORKS OPERATING FUND 808 WATERWORKS IMPROVEMENT AND EXTENSION FUND 819 AND SANITARY SEWER OPERATING FUND 909 OF THE CITY OF CIRCLEVILLE.

Discussion: Hedges stated this is the first Housekeeping Ordinance of the year. Hedges highlighted that almost \$24,000 is for grant reimbursement for engineering, \$20,000 in paramedic training, and most of the other increases are to the original budget. Bidwell explains the original budget was created without having all the utility expenses. This Ordinance adjusts those accounts to where they should've been at the beginning of the year.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the next Council meeting on February 4, 2025, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

Old/Other Business:

Hallinin motioned to adjourn the Finance Committee Meeting at 5:16 p.m. Hedges seconded. Motion carried

Minutes prepared by: Melissa Burns, Clerk.