CIRCLEVILLE SERVICE COMMITTEE MEETING MINUTES 3/18/2025

Circleville City Service Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. Tuesday, March 18, 2025, 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: Law Director Kendra Kinney, Mayor Michelle Blanton, Strand Engineer Alex Schuler and Kris Ruggles, Service Director Jim Stanley, Utilities Director Brian Frost.

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

Lukasak motioned to approve the minutes from January 7, 2025. Seconded by Theis. Motion carried.

Other Business:

a. Safe Streets and Roads for All (SS4A) presentation from Strand Engineering

Discussion: Kris Ruggles and Alex Schuler with Strand Associates, Inc. also presented an overview of public works funding, grants, planning ahead, and 2025 construction projects for Circleville.

Public Works Funding-Mr. Ruggles explained the general fund is tax funded and supports projects for the streets, parks and building and facilities. Enterprise funds water and sewer projects, funded by respective bills Mr. Ruggles stated the City sometimes has hybrid projects that include funding from multiple resources.

Grants-Mr. Ruggles stated the Service and Utilities Directors have successfully received $31,080.000 in grant funds for active street, parks, sewer and water projects for 2024-2025.

Planning Ahead (Streets)- There was a Citywide paving assessment and every street in the City was evaluated for pavement conditions and ranked. There will be two paving projects and two hybrid projects in 2025. Schuler stated Strand also completed the developed of a comprehensive action plan, Safe Streets and Roads for Everyone (SS4A), for City wide safety improvements. The plan focused on fatal and serious crash injuries with a target of 2% annual reduction with the ultimate goal of 0%.

Planning Ahead (**Sewer**): In the sewer sector, efforts will include a thorough Sewer System Evaluation, trunk sewer planning, and the elimination of HSTS.

Planning Ahead (**Water**): For water, the priorities will be conducting a lead service line inventory and replacement, as well as addressing critical waterline projects.

2025 Construction Projects- The 2025 construction projects include several key initiatives. These projects encompass WWTP upgrades, improvements in the Montclair/Beverly/Guilford area, and enhancements along Walnut Street from Washington to Clinton. Additionally, there will be two rounds of paving in 2025, the elimination of HSTS, and the design of a new shelter house and grading at Ted Lewis Park.

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 reoccurring Resolution that the City does every year.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Resolution to the next Council meeting on April 1, 2025, with a recommendation for adoption. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

b) A RESOLUTION AUTHORIZING UPTOWN CIRCLEVILLE MAIN STREET PROGRAM TO USE CITY STREETS FOR THEIR ANNUAL 3-ON-3 TOURNAMENT FOR 2025.

Discussion: Duvall stated this is for the 3-On-3 basketball tournament and is also a reoccurring Resolution.

MOTION-ROLL CALL-VOTE: Lukasak motioned to forward the Resolution to the next Council meeting on April 1, 2025, with a recommendation for adoption. Theis seconded. Roll call (3 Yeas –0 Nays) Motion carried.

c) RESOLUTION AUTHORIZING THE CIRCLEVILLE PUMPKIN SHOW, INC. TO OPERATE THE ANNUAL "CIRCLEVILLE PUMPKIN SHOW" ON VARIOUS STREETS AND SIDEWALKS OF THE CITY OF CIRCLEVILLE, OHIO.
Discussion: Duvall stated this is another reoccurring Resolution for the Circleville Pumpkin Show to use the sidewalk and streets.
MOTION-ROLL CALL-VOTE: Theis motioned to forward the Resolution to the next Council meeting on April 1, 2025, with a recommendation for adoption. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

d) AN ORDINANCE DECLARING THE INTENT TO VACATE ALLEY NO. 1 LOCATED IN THE WEST RIGHT-OF-WAY OF PICKAWAY STREET AND OHIO STREET BEING THE SOUTHEAST CORNER OF ORIGINAL LOT 18 IN THE HUSTON'S SECOND ADDITION TO CIRCLEVILLE.
Discussion: Duvall stated this is by the old Cellar Lumbar that has already been abandoned, the owner has given their consent and planning and zoning commission has given their recommendation to vacate.
MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on April 1, 2025, with a recommendation for passage. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

e) AN ORDINANCE DECLARING THE INTENT TO VACATE ALLEY NO. 4 LOCATED IN THE NORTHEAST RIGHT-OF-WAY CORNER OF PICKAWAY STREET AND OHIO STREET BEING THE SOUTHWEST CORNER OF ORIGINAL LOT 8 IN THE HUSTON'S SECOND ADDITION TO CIRCLEVILLE.
Discussion: Theis stated the alley no longer exist and this will officially vacate the ally.
MOTION-ROLL CALL-VOTE: Lukasak motioned to forward the Ordinance to the next Council meeting on April 1, 2025, with a recommendation for passage. Theis seconded. Roll call (3 Yeas –0 Nays) Motion carried.

f) AN ORDINANCE DECLARING THE INTENT TO VACATE ALLEY NO. 5 LOCATED IN THE NORTHWEST RIGHT-OF-WAY OF PICKAWAY STREET AND OHIO STREET BEING THE SOUTHEAST CORNER OF ORIGINAL LOT 18 IN THE HUSTON'S SECOND ADDITION TO CIRCLEVILLE.
Discussion: Theis stated this ally also appears to already be vacated and no longer exist.
MOTION-ROLL CALL-VOTE: Theis motioned to forward the Ordinance to the next Council meeting on April 1, 2025, with a recommendation for passage. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

g) A RESOLUTION AUTHORIZING CIRCLEVILLE ELK #77 TO USE CITY STREETS FOR THEIR FLAG DAY CELEBRATION EVENT.
Discussion: Duvall stated this is another annual Resolution by the Elk's for a day event.
MOTION-ROLL CALL-VOTE: Theis motioned to forward the Resolution to the next Council meeting on April 1, 2025, with a recommendation for adoption. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

h) A RESOLUTION ALLOWING THE CITY OF CIRCLEVILLE TO ADOPT THE CIRCLEVILLE SAFETY ACTION PLAN.
Discussion: Duvall stated this Resolution relates to the presentation earlier from Strand. Stanley stated this Resolution is the City agreeing with the findings so a plan can be prepared to move forward with the various projects.

MOTION-ROLL CALL-VOTE: Theis motioned to forward the Resolution to the next Council meeting on April 1, 2025, with a recommendation for adoption. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

Old Business: Tabled Ordinance

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.

Discussion: Duvall asked Strand representatives to speak regarding the tabled restriping Ordinance now that they have concluded their study. Schuler stated Strand still recommends the restriping of Court Street.

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

Kinney stated the Ordinance has been sitting for a while and should be reviewed for accuracy and any updates. Keller noted that due to the attention the Ordinance received last year he would recommend announcing the Ordinance will be discussed again at the next Service Committee meeting.

MOTION-ROLL CALL-VOTE: Theis motioned to retable the Ordinance until the next Service Committee Meeting. Lukasak seconded. Roll call (3 Yeas –0 Nays) Motion carried.

Theis motioned to adjourn the meeting at 6:54 p.m. Lukasak seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk