

CIRCLEVILLE FINANCE COMMITTEE MINUTES 4/29/2025

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Tuesday April 29, 2025, at 5:30 p.m. Members Present: Chair Katie Logan Hedges, Tom Duvall, and Clerks, Melissa Burns and Sarah Kolesar. Absent members: Jeff Hallinin. Other Council Members present: President Barry Keller and Tom Duvall. Invited Guests present: Mayor Blanton, Law Director Kendra Kinney, Auditor Mark Bidwell and Utilities Director Brian Frost.

Hedges called the Meeting to Order at 5:30 p.m.

Duvall motioned to approve the Finance Committee minutes from March 25, 2025. Seconded by Hedges. Motion carried.

New Business:

a) AN ORDINANCE AUTHORIZING THE CITY OF CIRCLEVILLE CITY COUNCIL TO ENTER INTO AN OHIO ARCHIVES GRANT AGREEMENT WITH THE OHIO HISTORICAL RECORDS ADVISORY BOARD TO PROVIDE GRANT FUNDS FOR THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

Discussion: Hedges stated this Ordinance is to accept the Ohio Archives Grant funds awarded by the Ohio Historical Records Advisory Board. Keller added this is for the scanning, preservation, and digitizing project.

MOTION-ROLL CALL-VOTE: Duvall motioned to forward the Ordinance to the next Council meeting on May 6, 2025, with a recommendation for passage. Hedges Seconded. (2 Yeas - 0 Nays) Motion carried.

b) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 OF THE CITY OF CIRCLEVILLE

Discussion: Bidwell and the Mayor explain that the Safety Department will see budget reductions in the Police Department due to unfilled positions. Fund 101 will decrease by \$23,490 from the vacant Safety Director role, \$113,400 from an unfilled Commander position and one Officer position, and \$128,300 from two vacant Police Captain positions. In the Fire Department, one unfilled Captain position, combined with recently negotiated contract rates, will reduce the budget by \$130,300. The Human Resources Department will not fill its vacant assistant position at this time, resulting in a further budget reduction of \$57,900. Additionally, the Service Department will reduce its budget by \$13,652.26 by not filling an additional street employee position previously funded by IRA Grant money. Mayor Blanton outlined several adjustments to the Mayor's budget, resulting in a total reduction of \$66,361.12. Stanley reported that the Service Department secured a bid for a street project at a lower-than-expected cost, enabling a budget reduction of \$298,000. Hedges noted that \$364,361.12 is true budget cuts due to the levy failing. Keller and Hedges recognized these measures as initial steps to address the levy failure but emphasized that the \$2.5 million revenue shortfall still requires a strategic plan now vs later. Mayor Blanton stated that further discussions are scheduled for May, and she will provide an update following those meetings.

MOTION-ROLL CALL-VOTE: Duvall motioned to reduce the line item for Safety Personnel Services from \$27,340 to \$23,940. Hedges Seconded. Motioned carried,

MOTION-ROLL CALL-VOTE: Duvall motioned to forward the Ordinance to the next Council meeting on May 6, 2025, with a recommendation for passage. Hedges Seconded. (2 Yeas - 0 Nays) Motion carried.

c) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 STATE HIGHWAY IMPROVEMENT TAX FUND 204 CITY PERMISSIVE MOTOR VEHICLE TAX FUND 205 WATERWORKS OPERATING FUND 808 SANITARY SEWER OPERATING FUND 909 OF THE CITY OF CIRCLEVILLE

Discussion: Hedges highlighted a \$130,000 contribution from the Municipal Court to support Courthouse upgrades. Bidwell clarified that Funds 204 and 205 had overlapping payroll accounts, and adjustments have been made to rectify these line items. Additionally, Bidwell noted that funds were received through GovDeals from vehicles sold and public donations to support Movies in the Park events.

MOTION-ROLL CALL-VOTE: Duvall motioned to forward the Ordinance to the next Council meeting on May 6, 2025, with a recommendation for passage. Hedges Seconded. (2 Yeas - 0 Nays) Motion carried.

Old/Other Business:

Duvall motioned to adjourn the Finance Committee Meeting at 6:15 p.m. Seconded by Hedges Motion carried.

Minutes prepared by Clerks, Melissa Burns and Sarah Kolesar