

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 9/16/2025

Circleville City Council convened in Council Chambers Tuesday, September 16, 2025, at 7:00 p.m. Council members present at Roll call: President Barry Keller, At Large Members Katie Logan-Hedges, Sheri Theis, and Tom Klitzka, First Ward Jeff Hallinin, Second Ward John Moats, Third Ward Audrey Lukasak, and Clerks Melissa Burns and Sarah Kolesar. Absent member: Fourth Ward Tom Duvall. Invited guests present: Mayor Michelle Blanton and Law Director Kendra Kinney.

President Keller called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, and invocation was given by all.

Moats motioned to approve City Council minutes from September 2, 2025. Theis seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Hedges announced that a Finance Committee meeting is scheduled for October 7, 2025, at 6:45 p.m.

Klitzka shared that a Judicial Committee meeting will take place on September 17, 2025, at 6:00 p.m., to discuss the proposed rezoning ordinance.

Theis announced she will speak on behalf of Tom Duvall for the Service Committee and the Ordinance they have on the Agenda. She also noted that a Service Committee meeting will be held on October 7, 2025, immediately following the Council meeting.

REPORTS FROM CITY OFFICIALS:

Mayor Michelle Blanton announced that she participated in a ribbon-cutting ceremony today, officially settling into her new office at 114 West Franklin Street. She expressed heartfelt gratitude to everyone who joined the stair climb event on September 11th. Additionally, Mayor Blanton noted that, according to county reports, approximately 46 individuals are currently experiencing homelessness, living in their vehicles or on public land.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None

PUBLIC PARTICIPATION:

William Haddox, residing at 531 East Union Street, spoke to the Council regarding payments for trapping work performed for the City. Council President Keller directed Mr. Haddox to address his concerns with the administration and the Mayor's office.

Katie Hedges provided the Council with an update on the 9/11 stair climb, reporting a remarkable turnout of over 360 participants. She shared that the event successfully raised nearly \$4,000, with funds benefiting two charitable organizations.

COMMUNICATIONS:

Council received a letter from the development team of The Atwater MM, LLC, Commonwealth Development Corporation of America. The purpose of the letter is to notify Council that The Atwater MM, LLC, a residential development in the City's jurisdiction, will apply for multifamily funding programs of the Ohio Housing Finance Agency. The Atwater is a new construction, 224-unit multifamily development that is comprised of 6 buildings and a clubhouse. The units range from 1-4 bedrooms and are serving households at 50%, 60%, and 70% of the area median income. The project will utilize the OHFA 4% Federal Tax Credit Program and the OHFA 4% State Tax Credit Program.

MOTION-ROLL CALL -VOTE:

Theis motioned to add the correspondence on file for Council. Lukasak seconded. Roll call. (6 Yeas- 0 Nays). Rules are Suspended.

ORDINANCES FOR FIRST READING:

a) AN ORDINANCE LEVYING ASSESSMENTS FOR OUTSTANDING DELINQUENT WATER AND/OR SEWER BILLS ON SPECIFIC UTILITIES ACCOUNTS.

Discussion: Theis stated this Ordinance is to levy assessments for outstanding water and sewer bills. Law Director Kinney noted that, since the ordinance was drafted, several accounts have been settled, necessitating the need to amend the Ordinance.

MOTION-ROLL CALL -VOTE:

Theis motioned to amend adopt the amended Ordinance to remove accounts that have been settled. Hallinin seconded. Roll call. (6 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Theis motioned to suspend Council rules. Klitzka seconded. Roll call. (6 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Hallinin motioned for passage of the Ordinance. Klitzka seconded. Roll call. (6 Yeas- 0 Nays). The Ordinance is passed and assigned #09.68.2025.

b) AN ORDINANCE LEVYING ASSESSMENTS FOR CUTTING OF WEEDS AND THE ABATEMENT OF NUISANCES ON CERTAIN CITY LOTS AND DECLARING AN EMERGENCY.

Discussion: Klitzka stated this is an annual Ordinance for cutting weeds on certain properties.

MOTION-ROLL CALL -VOTE:

Klitzka motioned to suspend the rules. Lukasak seconded. Roll call. (6 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Klitzka motioned for passage of the Ordinance. Theis seconded. Roll call. (6 Yeas- 0 Nays). The Ordinance is passed and assigned #09.69.2025.

NEW BUSINESS:

Hallinin motioned to Excuse Tom Duvall from tonight's Council meeting. Lukasak seconded. Motion carried.

Hallinin raised concerns regarding the appointments of Mike Combs and William Adkins to the Historic Review Board, noting that the process did not adhere to Council Rules. Hallinin outlines that, per Council Rule 24, all board appointments require a submitted application. President Keller stated at the start of the new term, Council will review all Council rules and look for any improvements. Theis stated her interpretation of the rule was it only applied to new appointments and not reappointments. Other Council members echoed Hallinin's concerns and would like to see applications submitted to adhere to Council rules.

MOTION-ROLL CALL -VOTE:

Hallinin motioned to reconsider the two appointments to the Historic Review Board after they complete an application. Hedges seconded. Roll call. (4 Yeas- 2 Nays). Motion carried.

President Keller shared that last week, he and Clerk Melissa Burns conducted a formal evaluation with Clerk Sarah Kolesar. Beginning October 1, 2025, Clerk Burns will continue to serve as clerk for City Council, Finance, Public Hearings, and Committee of the Whole meetings. Clerk Kolesar will take on clerking responsibilities for the Service, Safety, Strategic Planning, and Judicial committees, as well as the Historic Review Board, Tree Commission, and Board of Zoning Appeals. Additionally, Clerk Burns will remain the secretary for the NCA.

Hallinin motioned to adjourn the City Council meeting. Klitzka seconded. Council adjourned at 7:40 p.m.

Minutes prepared by: Melissa Burns, Clerk.