

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 11/18/2025

Circleville City Council convened in Council Chambers Tuesday, November 18, 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, Fourth Ward Tom Duvall and Clerk Melissa Burns. Invited guests present: Mayor Michelle Blanton, Law Director Kendra Kinney, and Auditor Mark Bidwell.

President Keller called the meeting to order at 7:33 p.m. The Pledge of Allegiance was recited, and invocation was given by all.

Hallinin motioned to approve City Council minutes from November 4, 2025. Theis seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Hedges reported that she had a Finance Committee meeting on November 12, 2025, and will present three items on tonight's agenda. She also noted she has a follow-up meeting scheduled immediately after tonight's City Council session. Hedges additionally announced that several City and County agencies are partnering on a food drive to address food insecurity in Pickaway County and encouraged anyone interested to donate.

Theis stated she had a meeting on November 4, 2025, and has one piece of legislation on tonight's agenda. She also attended a meeting earlier this evening and will bring one additional piece of legislation to the next Council meeting. Theis expressed sincere gratitude to everyone who supported the recent levy.

Klitka thanked the voters for passing the levy and for allowing him to continue serving on Council. He reported attending a productive meeting with the Mayor, P3, and the Circleville City School Board focused on improving communication and incorporating their suggestions moving forward. Klitzka also extended heartfelt thanks to all past and present service members for their service to our country.

Lukasak thanked everyone whose efforts contributed to the successful passage of the levy.

Keller announced that a Committee of the Whole meeting is scheduled for Tuesday, December 2, 2025, at 6:00 p.m. He also recognized Katie Logan Hedges for her work with the PAC and her instrumental role in helping the levy pass.

REPORTS FROM CITY OFFICIALS:

Law Director Kinney reported that her office has been actively preparing 23 pieces of legislation for upcoming Council consideration. She also noted that notices have been served to initiate union contract negotiations, with reopeners expected to begin early in the new year.

Mayor Blanton thanked the Citizens of Circleville for supporting the Fire and Street Department levies. Blanton also recognized city employees for their service, noting that on average they have more than 15 years with the city.

QUESTIONS OR ANSWERS TO ADMINISTRATION: Lukasak inquired about the reason for the recent tree removal near the Wastewater Treatment Plant. explained that the clearing was necessary due to safety and security concerns. Mayor Blanton suggested she follow up directly with Mr. Frost or Mr. Stanley for additional details. Hedges added that she had spoken with them and learned that individuals had been illegally trespassing and hunting on the property.

PUBLIC PARTICIPATION: Hedges spoke on behalf of the PAC, sharing that she had agreed to lead the levy campaign with the clear understanding that her family's health would remain her top priority. She expressed thanks to Council for their courage and critical role in helping secure passage of the levy.

Brian Hill the new Executive Director of P3 introduced himself to Council.

COMMUNICATIONS:

City Council received a letter from the Ohio Department of Commerce stating all Class C and D retail permits to sell alcohol beverages in your political subdivision will expire on February 1, 2026. Every retail permit holder must file an online renewal application to maintain their permit privileges. To register a valid objection the legislative authority must pass a resolution that specifies the problems at the liquor permit premises and the legal grounds for the objection. The Chief Legal Officer must also submit a statement no later than January 2, 2026, to the Division of Liquor.

MOTION-ROLL CALL -VOTE:

Hallinin motioned to add the correspondence on file. Moats seconded. Roll call. (7 Yeas- 0 Nays).

ORDINANCES FOR FIRST READING:

a) AUTHORIZING THE MAYOR TO ENTER INTO A COMMERCIAL COMMUNITY REINVESTMENT AREA AGREEMENT FOR REAL PROPERTY LOCATED WITHIN THE CIRCLEVILLE COMMUNITY REINVESTMENT AREA CONSTITUTING COMMERCIAL OR INDUSTRIAL STRUCTURES; AUTHORIZING AND APPROVING RELATED MATTERS; AND DECLARING AN EMERGENCY.

Discussion: Council Member Theis stated that the CRA ordinance was discussed on November 4, 2025, with the understanding that both school districts agreed. She asked Mayor Blanton about a letter received from Circleville City Schools expressing concern with the CRA. Mayor Blanton said the Council's letter to the school board was the first notification they received because of a communication oversight; one person thought another had already informed the district. She said this would not happen again. Mayor Blanton added that the CRA is a 75% tax abatement for 15 years, does not require school approval under state law, but the City wants to maintain good relations with both school districts.

MOTION-ROLL CALL -VOTE:

Theis motioned to suspend Council rules. Lukasak seconded. Roll call. (7 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Theis motioned for passage of the Ordinance. Hedges seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #11.78.2025.

b) AN ORDINANCE ESTABLISHING THE RAILROAD OVERPASS GRADE SEPARATION FUND TO ACCUMULATE REVENUE AND DISBURSE EXPENDITURES FOR CAPITAL IMPROVEMENTS TO THE RAILROAD OVERPASS GRADE SEPARATION.

Discussion: Hedges explained that this ordinance establishes a dedicated fund for the upcoming Railroad Overpass Grade Separation project. State requirements mandate that the City have \$2.5 million set aside before work can begin. The ordinance creates the fund and authorizes the following transfers from the General Fund: \$1 million in 2025, and \$500,000 each year in 2026, 2027, and 2028.

MOTION-ROLL CALL -VOTE:

Hedges motioned to suspend the rules. Lukasak seconded. Roll call. (7 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Hallinin motioned for passage of the Ordinance. Duvall seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #11.79.2025.

c) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 INCOME TAX REVENUE FUND 202 CITY PERMISSIVE MOTOR VEHICLE TAX FUND 205 SAFETY FORCES .5% TAX FUND 212 SAFETY FORCES .5% TAX FUND 227 WATERWORKS GENERAL OBLIGATION BOND RETIREMENT FUND 821 AND SEWAGE DISPOSAL WORKS DEBT SERVICE FUND 933 OF THE CITY OF CIRCLEVILLE

Discussion: Hedges noted that this is the ninth housekeeping Ordinance of the year, resulting in a net adjustment of just under \$9,000. She explained that most of the changes involve personnel line-item transfers needed to close out the year appropriately. Bidwell added that the largest transfers are from General Fund 101, including funds originally allocated for parks improvements that will not be spent this year and will instead be added to next year's budget.

MOTION-ROLL CALL -VOTE:

Klitzka motioned to suspend the rules. Hallinin seconded. Roll call. (7 Yeas- 0 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Klitzka motioned for passage of the Ordinance. Hedges seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #11.80.2025.

d) AN ORDINANCE TO PROVIDE FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF CIRCLEVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026

Discussion: Hedges stated this is the proposed 2026 budget, explaining that it is significantly lower than the 2025 budget primarily because the large wastewater treatment plant expenses are no longer included. Bidwell added that, apart from removing those wastewater plant costs, the 2026 budget is very similar to this year's budget.

MOTION-ROLL CALL -VOTE:

Hallinin motioned to hold this Ordinance for a Second reading. Hedges seconded. Roll call. (7 Yeas- 0 Nays).

NEW BUSINESS:

a) Pickaway Addiction Action Coalition Opioid Settlement funds updates with Susan Metzger.

Discussion: Sarah Kinzer delivered a presentation on addiction, focusing on how early exposure can increase the risk of addiction in children. Metzger then reviewed a breakdown of the past year's opioid settlement funds expenditures and requested a total of \$28,000 in 2026. Keller advised Metzger to provide the funding request details to the Law Director to have legislation drafted and routed through the Finance Committee for review.

Hallinin motioned to adjourn the City Council meeting. Moats seconded. Council adjourned at 8:28 p.m.

Minutes prepared by: Melissa Burns, Clerk.