

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 12/2/2025

Circleville City Council convened in Council Chambers Tuesday, December 2, 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 and Auditor Mark Bidwell.

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

Hallinin motioned to approve City Council minutes from November 18, 2025. Moats seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Hedges reported that the Finance Committee met on November 12, November 18, and again earlier this evening. Hedges also announced that St. Joseph Catholic Church on Mound Street will host a Christmas Day meal, and anyone in need of the service is encouraged to sign up in advance.

Theis stated that her committee met on November 18, 2025, and has one piece of legislation on tonight's agenda. She highlighted an increased need this year for the Toys for Tots program coordinated through PICCA and encouraged residents to donate toys in person or contribute online.

Duvall reported that his committee also met on November 18, 2025, and has nine pieces of legislation before Council this evening.

Lukasak shared that she received a thank-you letter from Kenneth Tennant of the Pickaway County Community Cupboards expressing deep gratitude for the recent food drive, which he noted was the largest in the organization's history.

REPORTS FROM CITY OFFICIALS:

Mayor Blanton pointed out that in the event the City is closed all essential employees including the Police Department, Fire Department and Utilities Department are still at work. Mayor Blanton highlighted the Christmas parade is Saturday and the tree lighting and Santa house will be at Ted Lewis Park this year.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None.

PUBLIC PARTICIPATION:

Donald & Judy Giffin of 114 Rosewood Avenue, Circleville, Ohio 43113, both spoke to express their concerns to the proposed water rate increase, explaining the hardship it would cause because of living on a fixed income. Dave Horning of 569 Plaza Drive, Circleville, Ohio 43113, requested a copy of any correspondence City Council may have regarding EPA regulations with the City's water. Mr. Horning stated he believes there is a danger to being proactive because of an experience he had in Upper Arlington. Mr. Horning suggested residents buy their own filtration system to remove PFAS from their water.

Ryan Dixon of 350 E. Mill Street expressed concern about the impact of higher water rates on residents who are already struggling financially and asked whether the City had explored alternative revenue sources to fund the improvements.

COMMUNICATIONS:

City Council received from the Board of Elections of Pickaway County the election results from November 4, 2025, regarding the Proposed Municipal Income Tax for the City of Circleville. A majority affirmative vote is necessary for passage. Votes for 1393. Votes against 669.

MOTION-ROLL CALL -VOTE:

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

NEW BUSINESS:

a) Craig Sanders the Executive Director of Pickaway County Parks introduced himself and gave park updates. Mr. Sanders announced they will host the first ever Pickaway County Annual Winter Hike on Saturday January 17, 2025, at Canal Park.

ORDINANCES FOR SECOND READING:

a) 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 Ordinance is the 2026 budget, totaling \$39,610,519.43. This amount reflects a decrease of nearly \$13 million from the prior year, primarily due to the completion of the wastewater treatment plant loan. Bidwell added that the budget also includes \$17.6 million from Enterprise Funds and \$21.8 million from City funds.

MOTION-ROLL CALL -VOTE:

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

ORDINANCES FOR FIRST READING:

b) AN ORDINANCE TO ADOPT A CYBERSECURITY PROGRAM AND DECLARING AN EMERGENCY.

Discussion: Mayor Blanton stated after the passage of House Bill 96, the City is required to adopt a Cybersecurity plan.

MOTION-ROLL CALL -VOTE:

Theis motioned to suspend the rules. Klitzka 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 #12.81.2025.

c) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ENTER INTO AN AGREEMENT WITH JOHNSON CONTROLS FIRE PROTECTION LP, 6200 SHAMROCK CT, DUBLIN, OHIO 43016, TO REPLACE THE EXISTING FIRE ALARM CONTROL PANEL AND DEVICES, OBTAINING FORMAL BIDDING AND ADVERTISING AND DECLARING AN EMERGENCY.

Discussion: Fire Chief Thompson reported that, throughout his tenure with the City, the Fire Department has experienced persistent issues with the existing fire alarm control panel. The panel is now more than 24 years old, and replacement parts for several components are no longer available or serviceable.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Hedges motioned for passage of the Ordinance. Duval seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.82.2025.

d) AN ORDINANCE TO ESTABLISH SANITARY SEWER RATES FOR CONNECTIONS AND MISCELLANEOUS SANITARY FEES OF THE USERS OF THE SANITARY SEWER OF THE CITY OF CIRCLEVILLE, OHIO.

Discussion: Hedges noted that an article published the previous night by the Herald contained several inaccuracies and asked Utilities Director Brian Frost to clarify the facts for the public. Frost explained that, contrary to the article's claim, the average residential rate increase will be approximately \$13 per month, not \$100. He stated that the City is in the third quarter of required PFAS ("forever chemical") sampling and has detected measurable levels that cannot be removed with the existing treatment system. The City must also

replace all known lead service lines, approximately 1,100 lines of unknown material, and more than 500 galvanized lines within the next 10 years to comply with federal and state regulations. Under the proposed program, the City will assume full responsibility for replacing the entire service line, including the portion from the curb stop to the meter that would otherwise cost residents an estimated \$8,000 to \$10,000 per property; this cost is being folded into the new utility rates so that homeowners bear none of that direct expense. Frost emphasized that upgrading to a membrane filtration system is required to meet drinking-water standards and remove contaminants, and the new system will also provide the community with long-requested softened water. Finally, he noted that proceeding with the project on the current timeline positions the City to apply for grants during funding cycles with fewer competing applicants, increasing the likelihood of securing additional outside funding.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Duvall motioned for passage of the Ordinance. Klitzka seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.83.2025.

e) AN ORDINANCE TO ESTABLISH SANITARY SEWER RATES FOR SANITARY SEWER SERVICE TO PROPERTIES DISCHARGING INTO THE SANITARY SEWER SYSTEM OF THE CITY OF CIRCLEVILLE, OHIO AND DECLARING AN EMERGENCY.

Discussion: Duvall stated this is a cost-of-living increase to keep rates current.

MOTION-ROLL CALL -VOTE:

Hedges motioned to suspend the rules. Duvall seconded. Roll call. (6 Yeas- 1 Nays). Rules are Suspended.

MOTION-ROLL CALL -VOTE:

Hedges motioned for passage of the Ordinance. Hallinin seconded. Roll call. (6 Yeas- 1 Nays). The Ordinance is passed and assigned #12.84.2025.

f) AN ORDINANCE TO ESTABLISH RATES FOR WATER CONNECTIONS AND MISCELLANEOUS WATER SERVICES TO THE USERS OF THE WATER WORKS SYSTEM OF THE CITY OF CIRCLEVILLE, OHIO AND DECLARING AN EMERGENCY.

Discussion:

MOTION-ROLL CALL -VOTE:

Hedges 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. Moats seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.85.2025.

g) AN ORDINANCE TO ESTABLISH WATER RATES FOR WATER SERVICES TO THE USERS OF THE WATER WORKS SYSTEM OF THE CITY OF CIRCLEVILLE, OHIO AND DECLARING AN EMERGENCY.

Discussion: Duvall asked for transparency purposes, the Ordinance be held for three readings.

MOTION-ROLL CALL -VOTE:

Hedges motioned to suspend the rules. Hallinin seconded. Roll call. (5 Yeas- 2 Nays). Rules are not suspended and the Ordinance will be held for a second reading on December 16, 2025.

h) A RESOLUTION AUTHORIZING THE CITY OF CIRCLEVILLE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT TO FUND THE UTILITY IMPROVEMENTS FOR WALNUT STREET PROJECT CONSTRUCTION; TENTATIVELY AWARD THE UTILITY IMPROVEMENTS FOR WALNUT STREET, TO THE SUCCESSFUL BIDDER; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.

Discussion: Stanley stated this is for the CBDG project for the lead service lines. This project will replace all service lines and is fully funded by grant funds received from the EPA.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Klitzka motioned for adoption of the Resolution. Moats seconded. Roll call. (7 Yeas- 0 Nays). The Resolution is adopted and assigned #12.86.2025.

i) A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT TO FUND THE UTILITY IMPROVEMENTS FOR WALNUT STREET PROJECT CONSTRUCTION; TO AWARD THE UTILITY IMPROVEMENTS FOR WALNUT STREET TO DARBY CREEK EXCAVATING INC. AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.

Discussion: Stanley asked to hold this Resolution for a second reading to allow time for additional paperwork to be submitted.

MOTION-ROLL CALL -VOTE:

Hallinin motioned to hold the Resolution for a second reading. Moats seconded. Roll call. (7 Yeas- 0 Nays).

j) A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO APPLY FOR, ACCEPT, AND ENTER INTO AN OHIO WATER DEVELOPMENT AUTHORITY (OWDA) DESIGN LOAN AGREEMENT ON BEHALF OF THE CITY OF CIRCLEVILLE FOR THE DESIGN OF NEW WATER FACILITIES FOR THE NORTHSIDE WATERLINE PROJECT; DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN; AND DECLARING AN EMERGENCY.

Discussion: Duvall explained that the Resolution authorizes the design phase for the same type of work previously completed on Walnut Street. Once the design is finalized, the City will be positioned to pursue grant funding and proceed directly into implementation.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Hedges motioned for adoption of the Resolution. Theis seconded. Roll call. (7 Yeas- 0 Nays). The Resolution is adopted and assigned #12.87.2025.

k) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO EXECUTE A RIGHT-OF-WAY EASEMENT TO AMERICAN ELECTRIC POWER COMPANY GRANTING IT THE RIGHT TO INSTALL AND MAINTAIN ELECTRICAL TRANSMISSION LINES ACROSS LANDS OWNED BY THE CITY OF CIRCLEVILLE AND USED AS PART OF THE WASTEWATER TREATMENT PLANT AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this Ordinance will allow the City to have a more reliable connection to the power grid at the Wastewater Treatment Plant.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Theis motioned for passage of the Ordinance. Hallinin seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.88.2025.

l) AN ORDINANCE ESTABLISHING A SPECIAL REVENUE FUND KNOWN AS THE “STREET IMPROVEMENT 0.1% INCOME TAX FUND 232” AND DECLARING AN EMERGENCY.

Discussion: Hedges stated that both this Ordinance and the next one pertain directly to the safety levy passing. This Ordinance establishes Fund 232 as the dedicated 0.1% Street Improvement Tax Fund.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Hedges motioned for passage of the Ordinance. Theis seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.89.2025.

m) AN ORDINANCE ESTABLISHING A SPECIAL REVENUE FUND KNOWN AS THE “FIRE DEPARTMENT 0.4% INCOME TAX FUND 231” AND DECLARING AN EMERGENCY.

Discussion: Hedges explained that this Ordinance represents the companion piece to the previous one and formally establishes Fund 231 as the dedicated 0.4% Fire Department Tax Fund.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Hedges motioned for passage of the Ordinance. Klitzka seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.90.2025.

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

Discussion: Hedges explained this is the tenth housekeeping Ordinance of the year, totaling just over \$1 million. The bulk of the appropriation, approximately \$1 million, transfers funds into the Railroad Grade Separation project. Bidwell noted that an additional \$1,000 has been included to cover indigent burial expenses.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Theis motioned for passage of the Ordinance. Klitzka seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.91.2025.

o) AN ORDINANCE AMENDING SECTION 191.16 AND 192.01 SECTION 1(B)(2) OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE RELATING TO THE ALLOCATION OF FUNDS DEPOSITED IN THE INCOME TAX REVENUE FUND AND DECLARING AN EMERGENCY

Discussion: Bidwell explained that all income-tax revenue continues to be allocated according to the amount used over past decade: 81% is directed to general operations, while the remaining 19% is reserved for bonds and capital improvements.

MOTION-ROLL CALL -VOTE:

Hedges 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. Lukasak seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.92.2025.

p) AN ORDINANCE AMENDING SECTIONS 191.01, 191.03, 191.07, 191.16, 192.01, 192.03 AND 192.04 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE TO COMPLY WITH THE INCREASE OF THE CITY INCOME TAX RATE AS APPROVED BY THE ELECTORS OF THE CITY AND DECLARING AN EMERGENCY.

Discussion: Bidwell stated this Ordinance includes all prior income tax rates along with the new tax levy.

MOTION-ROLL CALL -VOTE:

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

MOTION-ROLL CALL -VOTE:

Theis motioned for passage of the Ordinance. Lukasak seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and assigned #12.93.2025.

Hallinin motioned to adjourn the City Council meeting. Lukasak seconded. Council adjourned at 8:40 p.m.

Minutes prepared by: Melissa Burns, Clerk.