

CIRCLEVILLE FINANCE COMMITTEE MINUTES 12/02/2025

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St. 2nd floor, Circleville, OH. on Tuesday December 2, 2025, at 6:30 p.m. Members Present: Chair Katie Logan Hedges, Committee Member Jeff Hallinin, Tom Duvall, and Clerk Melissa Burns. Other Council Members present: President Barry Keller, John Moats, Tom Klitzka, Audrey Lukasak, and Sheri Theis. Invited guests present: Auditor Mark Bidwell.

Hedges called the Meeting to Order at 6:30 p.m.

Hallinin motioned to approve the Finance Committee minutes from November 18, 2025. Duvall seconded. Motion carried.

New Business:

a) A RESOLUTION AUTHORIZING THE USE OF OPIOID FUNDS TO PICKAWAY ADDICTION ACTION COALITION AND DECLARING AN EMERGENCY

Discussion: Amy Rymer, representing Pickaway Addiction Action Coalition (PAAC), requested an additional \$15,000 in opioid settlement fund. Rymer states PAAC would use the funds to continue supporting PARS summer events, purchase a penguin mascot costume, pop-up-tent, parent books, and other promotional memorabilia.

MOTION-ROLL CALL-VOTE: Duvall motioned to forward the Resolution to the Council meeting on December 16, 2025, with a recommendation for adoption. Hallinin seconded. (3 Yeas - 0 Nays) Motion carried.

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

Discussion: Hedges explained that this is the eleventh housekeeping ordinance of the year and results in a net-zero change to the budget. Bidwell clarified that the adjustments involve reallocating funds from line items no longer needed to cover required payroll expenses.

MOTION-ROLL CALL-VOTE: Hallinin motioned to forward the Ordinance to the Council meeting on December 16, 2025, with a recommendation for passage. Duvall seconded. (3 Yeas - 0 Nays) Motion carried.

c) RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Discussion: Bidwell stated that this is the annual tax budget resolution, originally prepared in June and submitted to the County Auditor for review. Following revisions and correspondence with the Auditor's office, the resolution is now ready for approval.

MOTION-ROLL CALL-VOTE: Duvall motioned to forward the Resolution to the Council meeting on December 16, 2025, with a recommendation for adoption. Hallinin seconded. (3 Yeas - 0 Nays) Motion carried.

d) Lisa Johnson the Executive Director for Haven House update on Opioid Funds.

Discussion: Lisa Johnson, Executive Director of Haven House, reported that previously allocated opioid funds have been used to employ an advocate who provides specialized support to opioid-dependent adults and children. She noted that Haven House relies on a mix of grants, individual donations, and fundraising events, with no funding source guaranteed. As the only 32-bed homeless shelter in Pickaway County serving women and children, Haven House is requesting an additional \$10,000 to sustain the advocate position and expand related services.

MOTION-ROLL CALL-VOTE: Duvall motioned to direct the Law Directors office to prepare a Resolution to forward to the Council meeting on December 16, 2025, with a recommendation for adoption. Hedges seconded. (3 Yeas - 0 Nays) Motion carried.

Old/Other Business: None

Hallinin motioned to adjourn the Finance Committee Meeting at 6:49 p.m. Duvall seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk of Council.