

RECORD OF LEGISLATION

No. 12,95,2025

Passed 12-16, 20 25

AN ORDINANCE APPOINTING A CLERK OF CITY COUNCIL FOR THE CITY OF CIRCLEVILLE, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, the legislative authority has been installed and commence their term as of January 1, 2026; and

WHEREAS, O.R.C. 731.04 requires the appointment of a Clerk of City Council, including compensation therefore;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CIRCLEVILLE, COUNTY OF PICKAWAY, STATE OF OHIO AS FOLLOWS:

SECTION I. That Melissa Burns is hereby appointed to the position of Clerk of Council for the City of Circleville, effective upon the passage of this ordinance for a period of two (2) years, subject to the removal provisions of O.R.C. 731.04.

SECTION II. Compensation for the office shall be \$15,000.00 per year payable in such mode or fashion as the Auditor of the City of Circleville shall deem appropriate, but not less frequently than monthly.

SECTION III. That the Clerk shall satisfy any and all duties and requirements pursuant to O.R.C. 709, 729, 731 and any and all other assignments pursuant to the requirement of the Council of the City of Circleville, Ohio.

SECTION IV. That this ordinance is hereby declared to be an emergency measure necessary for the protection of the public peace, health and safety of the citizens of the city of Circleville, such emergency arising out of the immediate need to have a Clerk for the City Council in place prior to the commencement of the council term so that this ordinance shall take effect and be in force immediately from and after its passage by Council and approval by the Mayor.

PASSED: 12-16-2025
DATE

Barry J. Kuhn
PRESIDENT OF COUNCIL

ATTEST: Michelle J. Blanton
CLERK OF COUNCIL

APPROVED: 12-16-2025
DATE

Michelle J. Blanton
MAYOR

APPROVED AS FORM:
Kendra C. Kinney
KENDRA C. KINNEY - LAW DIRECTOR