

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 1/20/2026

Circleville City Council convened in Council Chambers Tuesday, January 20, 2026, at 7:00 p.m. Council members present at Roll call: President Barry Keller, At Large Members Sheri Theis and Tom Klitzka, First Ward Jeff Hallinin, Second Ward John Moats, Third Ward Jake Davison, Fourth Ward Tom Duvall, Clerks Melissa Burns and Sarah Kolesar. Invited guests present: Mayor Michelle Blanton, Law Director Kendra Kinney, and Auditor Mark Bidwell. Absent Member: Katie Logan-Hedges.

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

Theis motioned to approve the City Council minutes from January 6, 2026. Moats seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Keller stated there was a Committee of The Whole meeting on January 14, 2026, and has three pieces of legislation for consideration on the Agenda.

REPORTS FROM CITY OFFICIALS:

Law Director Kendra Kinney stated a full Annual Report has been submitted to Council but provided an overview for the 2025 calendar year; noting her office provided 58 opinion letters to various Law Enforcement Agencies, 7,600 traffic cases were filed in the Circleville Municipal Court, together with 228 OMVI cases, and 1,044 criminal charges. The Law Director's Office conducted 558 criminal misdemeanor cases, 206 felony cases, and 680 traffic cases, totaling 1,484 cases. Additionally, Kinney highlighted her office submitted 575 items of correspondence to attorneys and 213 other responses to Discovery Demands, as well as participated in multiple training sessions with agencies all over Pickaway County and continued mandatory in-service training of all new law enforcement officer's. Kinney noted her office also reviewed and/or drafted 121 City Ordinances, responded to numerous questions/emails by various City personnel and county-wide law enforcement agencies, as well as performed more than 120 legal reviews and workplace investigations, and lastly, represented the City in Union negotiations.

Mayor Michelle Blanton emphasized that all City Departments have submitted their Annual Reports for 2025 to her office and have been sent the Clerk of Council and will be posted on the City website and are also available for request by contacting the Mayor's Office. The Mayor highlighted that in the Public Service Report there is a list of all Grants, totaling \$35,525,950 that have been recorded. Mayor Blanton noted that those reports will be reported in the State of the City Address on January 29, 2026, at 6:00 p.m. at Ohio Christian University in the Ministry and Performing Arts Center. Mayor Blanton encouraged and invited anyone who would like to attend that event. Mayor Blanton noted this is the first month of celebration for America 250 through the Ohio Commission. Additionally, Mayor Blanton stated there are a few open seats for Mayoral Appointed Boards and more information will be submitted in the February Newsletter.

President Barry Keller stated that City Council submitted their Annual Report, emphasizing City Council passed over 100 pieces of Legislation, had a high percentage of attendance and thanked members for showing up to Council and Committee meetings. Keller highlighted that phase 1 of the document scanning project is complete, which is the original Legislation and record of minutes. Keller noted those documents are completely restored and properly stored on the third floor. President Keller acknowledged the hard work by Clerk Melissa Burns who has spearheaded this project. Keller stated we are now working on phase 2 of the project, which includes Committee Meeting minutes, Agendas, and other various attachments that had been stored in boxes in the basement.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None

PUBLIC PARTICIPATION: None

COMMUNICATIONS: City Council received communication from the Mayor and Law Director's Office.

- 1) The Mayor sent Year End Reports for the Police Department, Service/Utilities/ & Planning & Zoning Department, Fire Department, and the Human Resources Department.
- 2) The Law Director sent a Year End Report for her office.

MOTION & ROLL CALL VOTE:

Hallinin motioned to place the correspondence on record for City Council. Duvall seconded. Motion carried.

ORDINANCES FOR FIRST READING:

a) AN ORDINANCE TO AMEND THE ZONING DISTRICT OF 0 NORTH COURT STREET (PARCEL #A37-0-001-00-003-01) FROM AG (AGRICULTURAL) DISTRICT TO CS (COMMUNITY SERVICE) DISTRICT.

Discussion: Klitzka stated this property is located North of the River Ridge Subdivision and just over 24 acres, explaining they would like to use the land to develop a Park, though due to the grant and deed restrictions it would remain a passive recreation park, limited to walking trails, and possibly a dog park or disc golf in the future. Klitzka noted there would be a parking area.

MOTION & ROLL CALL VOTE:

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

MOTION & ROLL CALL VOTE:

Klitzka motioned for passage of the Ordinance. Duvall seconded. Roll call. (6 Yeas- 0 Nays). The Ordinance passed and is assigned #01.03.2026.

b) AN ORDINANCE TO AMEND THE ZONING DISTRICT OF 460 NORTH PICKAWAY STREET (PARCEL #A05-1-028-00-017-00) FROM LDR (LOW DENSITY RESIDENTIAL) DISTRICT TO CS (COMMUNITY SERVICE) DISTRICT.

Discussion: Klitzka stated this property is located off Pickaway Street along the creek, noting that this property was purchased with the same grant as the previous Ordinance and comes with the same deed restrictions. Klitzka explained that the goal is to create new paths/walking trails throughout and improve utility easements that are already existing on the property.

MOTION & ROLL CALL VOTE:

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

MOTION & ROLL CALL VOTE:

Theis motioned for passage of the Ordinance. Moats seconded. Roll call. (6 Yeas- 0 Nays). The Ordinance passed and is assigned #01.04.2026.

c) AN ORDINANCE GRANTING TO HEALTHCARE LOGISTICS LOCAL JOB CREATION INCOME TAX CREDITS AGAINST THE INCOME TAX OF THE CITY PURSUANT TO THE PROVISIONS OF THE MUNICIPAL INCOME TAX CREDIT PROGRAM AND DECLARING AN EMERGENCY.

Discussion: President Keller highlighted this Ordinance originated from the Committee of the Whole Meeting on January 14, 2026, explaining it's an income tax incentive for Healthcare Logistics, noting they are moving their operation from Grove City to Circleville and in the process of renovating the old Thompson Warehouse. Keller stated the Committee recommended this Ordinance be forwarded to Council.

MOTION & ROLL CALL VOTE:

Hallinin motioned to suspend the rules. Moats 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 passed and is assigned #01.05.2026.

d) A RESOLUTION EXTENDING THE MORATORIUM ON THE RETAIL CULTIVATION, PROCESSING, AND DISPENSING OF ADULT-USE AND MEDICAL MARIJUANA IN THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

Discussion: President Keller explained this Resolution was presented at the Committee of the Whole meeting, stating the current Moratorium is due to expire February 6, 2026, and this Resolution will allow a 90-day extension of that Moratorium to gather further information and meet with appropriate parties.

MOTION & ROLL CALL VOTE:

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

MOTION & ROLL CALL VOTE:

Theis motioned for adoption of the Resolution. Theis seconded. Roll call. (6 Yeas- 0 Nays). The Resolution is adopted and assigned #01.06.2026.

e) A RESOLUTION AUTHORIZING AND DIRECTING THE PAYMENT OF MONIES TO THE ACTING/APPOINTED TREASURER FOR SERVICES RENDERED TO THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

Discussion: President Keller noted the first reading of this Ordinance was heard at the Committee of the Whole meeting, explaining that the Treasurer that was elected is no longer going to serve, and this appoints the former Treasurer Dodie Radcliff to serve in that capacity until a new Treasurer is appointed by the Republican Central Committee.

MOTION & ROLL CALL VOTE:

Hallinin motioned to suspend the rules. Duvall seconded. Roll call. (6 Yeas- 0 Nays). Rules are suspended.

MOTION & ROLL CALL VOTE:

Theis motioned for adoption of the Resolution. Duvall seconded. Roll call. (6 Yeas- 0 Nays). The Resolution is adopted and assigned #01.07.2026.

New Business:

MOTION & ROLL CALL VOTE:

Hallinin motioned to excuse Katie Logan-Hedges from the Council meeting. Theis seconded. Motion carried.

Duvall motioned to adjourn the City Council meeting. Moats seconded. Council adjourned at 7:18 p.m.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.