

City of Circleville
Park Commission
104 E. Franklin St.
Circleville, OH 43113
740-477-8224

Wednesday, February 4, 2026
City Council Chambers

Minutes

This is an overview of minutes. Full digital recording is available on City Website.

Members Present: Richie Verito, Megan Travis, Eugene Ragland and Clerk Suzanne Channell.

Megan Travis called meeting to order at 4:30 pm.

Roll Call.

Approval of Minutes:

Richie made a motion to approve January 2026 meeting minutes, seconded by Eugene. All in favor.

President's Report: Megan reported the end of year total in the Ted Lewis Park fund is \$161,499.83 and the year end total for the Milt Emerine Park fund is \$5,353.52.

Service Director's Report:

Jim Stanley said the shelter house structure has gone up of the past couple of weeks at Ted Lewis Park. He also said the Service Department piled snow at Ted Lewis and Barthlemas Parks when clearing the roadways.

New Business:

The first item on the agenda was an email from Jan Shannon with the Well Being Foundation asking if the Park Commission would like the foundation to purchase AEDs for the parks. The email stated for each AED provided, a representative must be trained on the AEDs through Pickaway County YMCA. Richie asked where they would go so they wouldn't get damaged. Jim Stanley offered options of where they can be installed at each park. It was determined the City Service Department will be responsible for placement of the AEDs. The Commission agreed on getting (1) for Ted Lewis, (1) for Mary Virginia and (2) for Barthlemas Park. Megan made a motion to approve getting (4) AEDs and leave it up to the City to determine the locations, seconded by Richie. All in favor, motion carried.

The next item on the agenda was the Request for Use application for the Circleville Youth Softball league to utilize Ted Lewis Park from March 1st – July 31st for their games and practices. They will also hang sponsor banners on the fences. Megan asked Jesseca Loconti to have her league numbers turned in as soon as she can. Jesseca said signups end at the beginning of March then she will turn her numbers into Suzanne to review and forward to Megan. Megan made a motion to approve the Request for Use, seconded by Eugene. All in favor, motion carried.

Old Business:

Steve Sawyer with Artsaround was present to ask to waive 50% of the fees for the Starkey Pavilion. He is having an art camp from June 8 – 12, 2026 from 10am – 12pm. Richie said the criteria includes only paying the 50% fee one time for consecutive days. Eugene made a motion to approve, seconded by Richie. All in favor, motion carried.

Hannah Wynne began to discuss the new pickleball courts going in at Barthelmas Park and presented an updated map with the locations. She said there are (2) existing courts and they want to add (3) more and a shelter house. This would require moving the basketball courts to the north of the pickleball courts. She also said this would take the smaller ball diamond out of use. Richie made a motion to approve the location of the new pickleball and basketball courts as shown on the map provided with the condition that the basketball court be replaced by the end of 2026. Jim Stanley said it is possible to be done by the end of the year. Motion was seconded by Megan. All in favor, motion carried.

Megan made a motion to adjourn, seconded by Eugene. Meeting adjourned at 4:55 pm.

Approved By:

 03/04/26
Eugene Ragland, Secretary

 3/4/26
Megan Travis, Presiding Officer