

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 2/17/2026

Circleville City Council convened in Council Chambers Tuesday, February 17, 2026, at 7:00 p.m. Council members present at Roll call: President Pro Tempore Sheri Theis, At Large Members Katie Logan Hedges 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 and Auditor Mark Bidwell. Absent Member: President Barry Keller.

President Pro Tempore Sheri Theis 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 the City Council minutes from February 3, 2026. Moats seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS: Moats shared that there will be a Safety Committee tour of the Police Department on March 3, 2026, at 5:30 p.m., and a Safety Committee meeting immediately following the tour at 6:30 p.m.

Hedges highlighted there was a Finance Committee meeting on February 10, 2026, in which Moats chaired on her behalf, and there is an item on the Agenda this evening resulting from that meeting.

Duvall announced the wastewater treatment plant tour will be on May 21, 2026, at 5:30 p.m.

REPORTS FROM CITY OFFICIALS: Auditor Bidwell noted the Auditor's office submitted their 2025 preliminary report to Council for review.

Mayor Michelle Blanton stated the State of the City Address was held on February 6, 2026, and that Administration had pizza with the Wastewater Treatment Plant employees last week. Blanton highlighted that they're beginning to plan for Movies in the Park for the summer and will be submitting polls for public participation. Blanton also explained they hosted a group of people in the Administration building to review the Small Nation report and she will present that to Council at a future meeting.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None.

PUBLIC PARTICIPATION: Walter Kerschner, 601 Dunkle Rd., Circleville, Ohio 43113, had questions regarding whether City employees conduct business on their personal cellphones or if the City provides cellphones to conduct City business. Mr. Kerschner also wanted to know the process for a records request; Clerk Burns provided the guidelines and steps for a records request.

COMMUNICATIONS:

1. We received a letter from the Ohio Department of Commerce; Philly Petroleum LLC has applied for a liquor permit. If the City wishes to request a hearing, they have until March 3, 2026, to file that request.
2. The Auditor's Office submitted the Preliminary annual report for fiscal year ending December 31, 2025, for inspection. They are in the beginning stages of preparing the City's report based on generally accepted accounting principles. The GAAP report must be filed with the Auditor of the State of Ohio no later than May 31, 2026.

MOTION & ROLL CALL VOTE:

Hedges motioned to place the correspondence on record for City Council. Klitzka seconded. Motion carried.

ORDINANCES FOR FIRST READING:

a) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 STREET CONSTRUCTION FUND 203 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 SAFETY FORCES .5% TAX FUND 212 SAFETY FORCES .1% INCOME TAX FUND 216 SAFETY FORCES .5% TAX FUND 227 FIRE LOSS PREVENTION FUND 251 OPIOID SETTLEMENT FUND 254 WATERWORKS OPERATING FUND 808 WATERWORKS IMPROVEMENT & EXTENSION FUND 819 SANITARY SEWER OPERATING FUND 909 SEWAGE DISPOSAL DEBT FUND 933 OF THE CITY OF CIRCLEVILLE.

Discussion: Moats explained that the Finance Committee along with Auditor Bidwell discussed the large housekeeping Ordinance including a passthrough for sewage treatment, allotments for street repair and snow removal. Bidwell provided an overview of the Housekeeping Ordinance, explaining that the proposed 2026 budget was developed before the recent tax levy passed. Though now, funds that were initially reduced or held back in some areas can now be restored and available for use. Bidwell noted \$5,000 appropriated back for the Safety Department for uniforms and accessories, \$21,962.24 appropriated for the Communication Center, \$470.92 was left-over from the 2025 Movies in the Park donations that can be used for this year, \$55,000 added for Service Department building needs, \$15,000 appropriated for contract services, \$500,000 was reinstated for the proposed paving program for the Service Department for various street repairs, \$10,000 appropriated for the Tree Commission that was initially cut, \$175,000 was appropriated to cover for snow removal, \$190,000 allotted for the Service Department for tools, implements, traffic signs, email service, telephones, electric, gasoline, maintenance and equipment. Bidwell also noted insurance funds leftover from last year for police vehicles appropriated in the amount of \$39,075.38. Bidwell noted a PAC Ordinance in December approved a \$15,000 donation, and a \$10,000 donation for Haven House from the Opioid Funds. Additionally, Bidwell highlighted a \$602,000 OWDA pass through loan in fund 819.

MOTION & ROLL CALL VOTE:

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

MOTION & ROLL CALL VOTE:

Hallinin motioned for passage of the Ordinance. Duvall seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance passed and is assigned #02.14.2026.

New Business: None.

Hallinin motioned to adjourn the City Council meeting. Moats seconded. Council adjourned at 7:24 p.m.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.