

CIRCLEVILLE COMMITTEE OF THE WHOLE MEETING MINUTES 4/7/2026

Circleville Committee of The Whole convened in City Council Chambers, 127 South Court St., Circleville, OH 43113, on Tuesday, April 7, 2026, at 6:00 p.m. Present at Roll Call: President Barry Keller and Council Members Katie Logan Hedges, Sheri Theis, Tom Klitzka, Jeff Hallinin, John Moats, Jake Davison, Tom Duvall, and Clerk Melissa Burns.

Keller called the meeting to order at 6:00 p.m. with Roll Call.

Theis motioned to approve the minutes from January 14, 2026. Seconded by Duvall. Motion carried.

New Business:

a) Monitor project updates

Keller informed Council there is a need to upgrade the monitors for both the public and Council members. He has requested a quote from Kevin Beavers for the proposed upgrades.

Beavers noted that the current wall-mounted monitors were installed in 2015 and are relatively small, which impacts visibility. He recommended replacing them with 75-inch displays for the public. For Council members, he suggested installing individual monitors at each workstation. Two installation options were presented:

1. Mounting the display directly below the desk to preserve the historic desks.
2. Removing the top wood layer of the desk and recessing the monitor inside, covered with custom glass to maintain the room's sight lines and historic appearance.

Keller asked whether a side-mounted monitor would fold down or remain permanently upright. Beavers confirmed the monitors would be permanently up. He added that installing the displays into the desk surface would allow the individual monitor size to increase from 13 inches to 24 inches.

Keller requested that Beavers provide a revised quote that includes the larger 75-inch wall monitors and the larger 24-inch individual monitors surface-mounted into the top of the desks.

b) Updates to Council Rules

Keller reviewed the proposed revisions to the Council Rules. Key changes include:

- Rule 2: The last sentence was deleted, as advanced notice of meetings is now available on the City's website.
- Rule 24 (Procedures for Council's Boards and Commission Appointments): Updates include the Clerk verifying an applicant's address, revised language to reference the Boards and Commissions Committee, and the removal of unnecessary steps.
- Rule 25: New rule added to outline procedures for Board and Commission reappointments.
- Rules 26 and 27: Updated to reflect renumbering and to correct a minor typo.

Duvall asked for clarification on whether a volunteer who has attended 75% of meetings must still complete an application and receive Council approval, or if they are automatically approved. Keller confirmed that an application is required and Council will vote on the appointment.

Hallinin inquired whether a person interested in a board or commission position must wait for a current member's reappointment to be denied before they can apply. Keller noted that the current rule does not address this situation, but language could be added if desired.

Keller stated that Council members have until the end of the month to suggest any additional changes. The proposed rule revisions will then be read at Council for three readings.

Hallinin motioned to adjourn the meeting at 6:50 p.m., Seconded by Moats. Motion carried.

Minutes prepared by: Melissa Burns, Clerk.