

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 5/5/2026

Circleville City Council convened in Council Chambers Tuesday, May 5, 2026, at 7:00 p.m. Council members present at Roll call: President Pro-Tem 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. Absent Council Members: President Barry Keller. Invited guests present: Mayor Michelle Blanton, Auditor Mark Bidwell, and Utilities Director Brian Frost.

President Pro-Tem 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 April 21, 2026. Moats seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Moats reported that the Safety Committee will conduct a tour on May 19, 2026, at 5:30 p.m., followed by a Safety Committee Meeting at 6:00 p.m. or immediately after the tour at the Fire Department. He also noted that police officer interviews are underway and expressed satisfaction that candidates are interested in joining the department due to the positive changes being implemented.

Klitzka stated that the Judicial Committee has one ordinance on tonight's agenda to extend the marijuana moratorium for an additional 90 days.

Theis reported that the Strategic Planning Committee also has an ordinance on tonight's agenda.

Duvall indicated that the Service Committee has two ordinances on tonight's agenda.

Theis reminded everyone that the 2025 Financial Disclosure Statements are due on May 15, 2026.

REPORTS FROM CITY OFFICIALS:

Mayor Blanton highlighted that May is Mental Health Awareness Month. She announced a Proclamation recognizing Child Care Provider Appreciation Day on May 8th and noted that next week is National Nursing Home Week. The Mayor also stated that the City will be recognized by the Arbor Day Foundation next week.

QUESTIONS OR ANSWERS TO ADMINISTRATION: Theis asked how the recent bike rodeo event went. The Mayor reported the administration noted it was well attended.

PUBLIC PARTICIPATION:

Bella Bass, a senior at Circleville High School, spoke in opposition to a marijuana dispensary in the City.

Amy Rhymer, Engagement Coordinator at PAAC, addressed Council and asked what legacy the City wishes to leave for its community.

Elizabeth Furniss of the Pickaway County Visitors Bureau invited Council members to attend Ohio Tourism Day at the Ohio Statehouse on May 12, 2026.

COMMUNICATIONS:

City Council received one piece of correspondence. The Mayor sent a letter thanking Amy Elsea for accepting her reappointment to the Circleville Civil Service Commission for a four-year term ending February 1, 2030.

MOTION & ROLL CALL VOTE: Hedges motioned to place the correspondence on file. Duvall seconded. Roll call. (7 Yeas-0 Nays).

ORDINANCES FOR FIRST READING:

a) 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: Klitzka explained that the resolution extends the current moratorium on medical marijuana dispensaries for 90 days. He noted that three retail cultivation companies have expressed interest in opening a dispensary in Circleville.

MOTION & ROLL CALL VOTE: Hallinin motioned to suspend the rules. Duvall seconded. Roll call. (7 Yeas-0 Nays). Rules are suspended.

MOTION & ROLL CALL VOTE: Klitzka motioned to adopt this Resolution. Theis seconded. Roll call. (7 Yeas- 0 Nays). The Resolution is adopted and is assigned #05.22.2026.

b) A RESOLUTION OF THE CITY OF CIRCLEVILLE IN AGREEMENT WITH THE CIRCLEVILLE TOWNSHIP BOARD OF TRUSTEES TO PROVIDE PUBLIC SAFETY AND LAW ENFORCEMENT SERVICES TO RIVER RIDGE TO BE EFFECTIVE AUGUST 1, 2025.

Discussion: Theis stated that this resolution formalizes an agreement between the City and Circleville Township to provide Fire, EMS, and Police services to the River Ridge subdivision.

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: Theis motioned to adopt this Resolution. Moats seconded. Roll call. (7 Yeas- 0 Nays). The Resolution is adopted and is assigned #05.23.2026.

c) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO PARTICIPATE IN THE ODOT CONTRACT (018-27) FOR ROAD SALT AND DECLARING AN EMERGENCY.

Discussion: Duvall stated this is an annual Ordinance that allows the City to purchase salt through the State of Ohio.

MOTION & ROLL CALL VOTE: Duvall motioned to suspend the rules. Klitzka seconded. Roll call. (7 Yeas-0 Nays). Rules are suspended.

MOTION & ROLL CALL VOTE: Hallinin motioned to pass this Ordinance. Klitzka seconded. Roll call. (7 Yeas- 0 Nays). The Ordinance is passed and is assigned #05.24.2026

d) AN ORDINANCE AUTHORIZING THE CITY OF CIRCLEVILLE DEPARTMENT OF PUBLIC UTILITIES TO ACCEPT AND ENTER INTO ANY NEW CONTRACTS FOR WATER AND SEWER SERVICES SOLELY WITH PROPERTY OWNERS EFFECTIVE IMMEDIATELY, AND TO CONVERT ALL EXISTING TENANT CONTRACTS INTO THE PROPERTY OWNERS NAME WITHIN A PERIOD OF SIX MONTHS AND DECLARING AN EMERGENCY.

Discussion: Utilities Director Brian Frost explained that House Bill 92 will eliminate the City's ability to collect utility revenue directly from landlords. The City currently maintains over 1,700 landlord accounts, representing approximately one-third of its utility revenue. Under the new law, the City would lose the ability to use county tax assessments to recover unpaid balances from landlord accounts.

Hedges expressed concern for renters utilizing housing subsidies and confirmed with Metropolitan Housing and PICCA that utility allowances may adjust accordingly, with potential increases in rent subsidies if rents rise. She requested extending the conversion period from 6 to 12 months to allow more time for landlords and tenants to transition.

Moats inquired about the current financial impact of unpaid accounts. Mrs. Ragene Pinson reported 30–50 collections notices issued monthly, with the majority involving landlord accounts. The City seeks to recover approximately \$25,000–\$45,000 annually through tax assessments.

Mrs. Pinson outlined the current billing process: bills are issued shortly after each cycle, with payment due by the end of the month and shut-off occurring mid-month of the following month—resulting in at least two months of arrears before service discontinuation.

Hallinin sought clarification on security deposits. Mrs. Pinson confirmed that deposits would no longer be required under the new policy and that all existing deposits would be refunded once accounts are transferred to property owners.

MOTION & ROLL CALL VOTE: Hedges motioned to amend the Ordinance, changing the conversion period from 6 months to 12 months throughout the Ordinance. (7 Yeas-0 Nays). Motion carried.

MOTION & ROLL CALL VOTE: Hedges motioned to hold this Ordinance for a second reading. Klitzka seconded. Roll call. (7 Yeas-0 Nays). Motion carried.

New Business:

a) First reading of updates to City Council Rules

Clerk Burns read the first reading of updates to City 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.

Hallinin motioned to adjourn the City Council meeting. Moats seconded. Council adjourned at 7:44 p.m.

Minutes prepared by: Melissa Burns, Clerk.