

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 5/19/2026

Circleville City Council convened in Council Chambers Tuesday, May 19, 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, Third Ward Jake Davison, Fourth Ward Tom Duvall, Clerks Melissa Burns. Absent Council Members: At Large Member Katie Logan-Hedges and Second Ward John Moats. Invited guests present: Mayor Michelle Blanton, Auditor Mark Bidwell, Treasurer Austin Parker, and Utilities Director Brian Frost.

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 May 5, 2026. Duvall seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Theis reported that she held a Strategic Planning meeting prior to the Council meeting and forwarded an Ordinance to be considered at the next Council meeting on June 2, 2026. She also noted that her committee has an Ordinance on tonight's agenda. Additionally, Theis announced she will hold a meeting to discuss park developments on June 16, 2026, at 6:15 p.m.

Klitzka announced he will host a community forum on June 16, 2026, at 5:30 p.m. regarding pending marijuana legislation. He also stated that the Judicial Committee will meet on June 30, 2026, at 6:00 p.m., and he anticipates the first reading of the Marijuana Dispensary Legislation at Council on July 7, 2026.

REPORTS FROM CITY OFFICIALS:

Mayor Blanton announced that the Memorial Day Parade and Service will be held this weekend, beginning at 8:00 a.m. She also noted that the splash pads at Ted Lewis Park and Mary Virginia Crites Park will officially open, operating daily from 10:00 a.m. to 7:00 p.m.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None.

PUBLIC PARTICIPATION: Kevin Morris, 214 S. Court Street, Circleville, Ohio 43113, addressed the Council regarding potential electrical code issues involving a lamppost and a building in town. He also mentioned difficulties he is experiencing with his landlord. Council President Keller acknowledged the concerns and directed Mr. Morris to address the electrical issues directly at the City Administration Building, noting that the Mayor was present and had heard his comments.

Richard Gerhardt, 143 W. Franklin Street, Circleville, Ohio 43113, expressed concerns about the proposed change in water billing practices. He stated that the change would create complications for small landlords, require larger security deposits, and lead to increased eviction proceedings for non-payment.

Shawna Hartsaugh of 451 Imperial Court, Circleville, Ohio, 43113, invited everyone out to the Farmers Market next Thursday from 5-7 p.m.

Pastor Nick Pruitt, 18 Church Street, Kingston, Ohio 43113, spoke about the meal service provided at the Everts Center. He stated that meals are offered every Saturday night to both homeless individuals and community members facing food insecurity. Pastor Pruitt also announced that a summer food program for children will begin in June, serving lunch from noon to 1:30 p.m.

Josh Ford, 432½ North Court Street, Circleville, Ohio 43113, reminded everyone of the Movie in the Park event scheduled for June 6, 2026.

COMMUNICATIONS: None.

ORDINANCES FOR SECOND READING:

a) 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 TWELVE MONTHS AND DECLARING AN EMERGENCY.

Discussion: Ragene Pinson, Utilities Office Manager, explained that property owners are already ultimately responsible for water accounts. This ordinance would eliminate the City's practice of subcontracting with renters and place all accounts solely in the property owners' names. She confirmed that shut-offs for non-payment would continue as usual. Mrs. Pinson clarified that anyone can pay the bill (including tenants), with options for autopay or cash payment at the office. In response to a question from Council Member Theis, she stated that bills would be sent to one address based on landlord preference, but delinquent notices would be sent to both the landlord and the occupant.

MOTION & ROLL CALL VOTE: Duvall motioned to hold this Ordinance for a third reading. Klitzka seconded. Roll call. (5 Yeas-0 Nays). Motion carried.

ORDINANCES FOR FIRST READING:

a) A RESOLUTION AUTHORIZING CIRCLEVILLE ELK #77 TO USE CITY STREETS FOR THEIR FLAG DAY CELEBRATION EVENT.

Discussion: Duvall stated this resolution is for the Elks' annual Flag Day Celebration.

MOTION & ROLL CALL VOTE: Duvall motioned to hold this Ordinance for a second reading. Klitzka seconded. Roll call. (5 Yeas- 0 Nays).

b) AN ORDINANCE AMENDING ORDINANCE #02-11-2006 TO CORRECT EXHIBIT A, AREA 3 OF THE CIRCLEVILLE ANNEXATION AGREEMENT TERRITORY MAP BETWEEN THE CITY OF CIRCLEVILLE AND THE BOARD OF TRUSTEES OF CIRCLEVILLE TOWNSHIP AND DECLARING AN EMERGENCY.

Discussion: Theis explained that this ordinance corrects an annexation agreement for land between Tarlton Road and Kingston Pike. She noted that the annexation legislation has already been approved by Circleville Township.

MOTION & ROLL CALL VOTE: Theis motioned to hold this Ordinance for a second reading. Duvall seconded. Roll call. (5 Yeas- 0 Nays).

New Business:

a) Second reading of updates to City Council Rules

Clerk Burns read the second 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 excuse John Moats from the Council meeting. Duvall seconded. Motion carried.

Theis motioned to excuse Katie Hedges from the Council meeting. Klitzka seconded. Motion carried.

Duvall motioned to adjourn the City Council meeting. Hallinin seconded. Council adjourned at 7:36 p.m.

Minutes prepared by: Melissa Burns, Clerk.