

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 6/2/2026

Circleville City Council convened in Council Chambers Tuesday, June 2, 2026, at 7:00 p.m. Council members present at Roll call: President Barry Keller, At Large Members, Katie Logan-Hedges and Tom Klitzka, Second Ward John Moats, Third Ward Jake Davison, Fourth Ward Tom Duvall, and Clerks Melissa Burns and Sarah Kolesar. Absent Council Members: At Large Member Sheri Theis and First Ward Member Jeff Hallinin. Invited guests present: Mayor Michelle Blanton, Law Director Kendra Kenny, Auditor Mark Bidwell, Utilities Director Brian Frost, and Utilities Office Manager Ragene Pinson.

President Keller called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, and invocation was given by all.

President Keller announced a Special Council Meeting will be held on Wednesday, June 3, 2026, at 7:00 p.m., due to absences at this evening's Council meeting and the inability to Suspend the Rules for Ordinances presented for a first or second reading. Those Ordinances will be reviewed and discussed at the Special Council Meeting.

Hedges motioned to approve the City Council minutes from May 19, 2026. Klitzka seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Hedges announced a Finance Meeting was held on May 19, 2026, which included a Housekeeping Ordinance that is on the Agenda.

Klitzka announced that a Judicial Committee Meeting is scheduled for June 16, 2026, from 5:30 p.m. to 6:00 p.m., and will be a Community Forum to discuss pending Legislation regarding a possible Marijuana Dispensary, and a Judicial Committee Meeting is also scheduled on June 30, 2026, at 6:00 p.m., to discuss the proposed Legislation.

Moats announced a Safety Committee tour of the Fire Department is scheduled for July 7, 2026, and the Safety Committee meeting will immediately follow the tour and will also be at the Fire Department.

Duvall announced an Ordinance and Resolution on the Agenda this evening.

REPORTS FROM CITY OFFICIALS:

Law Director Kinney reported that the City recently started utilizing oral swabs for OVI's. Kinney stated there are many Ordinances currently being processed at her office and will move through Committees within the next week.

Mayor Blanton pointed out that in the City's monthly newsletter, Wesley Commons, one of the current Developments underway in Circleville, has moved from approved to under construction. Blanton noted there is a long list of road closures and road projects in the month of June which is in the Newsletter as well. Blanton announced that the Movies in the Park series will begin this month, and there will be two showings this month.

Mayor Blanton presented a Proclamation for Sid Liming and recognized his dedicated service of 21 years to the City of Circleville. Mayor Blanton Proclaimed that June 2, 2026, is Sid Liming Day.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None.

PUBLIC PARTICIPATION: Kevin Morris, 214 S. Court St Circleville, Ohio 43113, spoke about his concerns with the City's water quality and the building he currently lives in. President Keller recommended that he follow up with the Utilities Department and relay his concerns.

COMMUNICATIONS: None.

ORDINANCES FOR THIRD 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: 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. Frost emphasized this Ordinance would protect what has already been in place and keep tenant accounts in the Landlord's name. Moats asked if there are delinquency on accounts, could Landlords request water be turned off due to delinquency. Kinney explained that the Landlord Tenant Law allows Landlord to initiate eviction proceedings, though they would not have the authority to contact the water department to have the tenants water turned off.

MOTION & ROLL CALL VOTE: Duvall motioned to pass this Ordinance. Klitzka seconded. Roll call. (4 Yeas-0 Nays). The Ordinance is passed and is assigned #06.25.2026.

ORDINANCES FOR SECOND 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 and is an annual event.

MOTION & ROLL CALL VOTE: Duvall motioned to hold this Ordinance for a third reading. Hedges seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

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: Keller noted this is the second reading of this Ordinance from the Strategic Planning Committee, updating the Township and City agreement regarding pre-annexation of property, and has been approved by Circleville Township. Keller explained this Ordinance will need held for a third reading.

MOTION & ROLL CALL VOTE: Klitzka motioned to hold this Ordinance for a third reading. Hedges seconded. Roll call. (4 Yeas-0 Nays). Motion carried.

ORDINANCES FOR FIRST READING:

a) AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ENTER INTO A DEVELOPER'S AGREEMENT WITH CUGINI & CAPOCCIA BUILDERS INC., FOR THE DEVELOPMENT OF THE WESLEY COMMONS SUBDIVISION AND AN OFF-SITE ROUNDTOWN TRAIL CONNECTION TO THE DEVELOPMENT IN THE CITY OF CIRCLEVILLE

Discussion: Keller explained this Ordinance pertains to the Wesley Commons Subdivision, requiring a trail be installed that would connect to other trails. Keller stated per the Developer's agreement, the City will pay a portion of that trail once completed.

MOTION & ROLL CALL VOTE: Klitzka motioned to hold this Ordinance for a second reading. Moats seconded. Roll call. (4 Yeas- 0 Nays).

c) AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 SAFETY FORCES .5% TAX FUND 212 FIRE LOSS PREVENTIONS FUND 251 CAPITAL IMPROVEMENT FUND 306 AND THE SANITARY SEWER OPERATING FUND 909 OF THE CITY OF CIRCLEVILLE.

Discussion: Hedges noted that this is Housekeeping Ordinance #3 for the year; totaling \$459, 258.47. Hedges pointed out that \$3,000 was related to indigent burials, \$3,690 was donations related to programming/movies in the park. Donors include Foundations for Youth, Bojangles, Circleville Rotary, Ted Lewis Museum, Eagles, and the Pickaway County Board of Developmental Disabilities. \$20,000 was used for legal bills associated with the NCA. Hedges noted that Grant funds from PCCF make up just over \$300,000 of the Housekeeping Ordinance, and just under \$40,000 was proceeds from an insurance claim from a wrecked cruiser from 2025. Auditor Bidwell explained \$500,000 is requested for a Walnut Street OWDA pass through loan for the current amount due which is \$104,984.45, noting the remainder would be added to a later Housekeeping Ordinance.

MOTION & ROLL CALL VOTE: Hedges motioned to hold this Ordinance for a second reading. Moats seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

New Business:

a) Third and Final reading of updates to City Council Rules

Assistant Clerk Kolesar read the third 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.

MOTION & ROLL CALL VOTE: Hedges motioned to approve the amendment to Rule 2. Moats seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

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.

MOTION & ROLL CALL VOTE: Hedges motioned to approve the amendment to Rule 24. Duvall seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

Rule 25: New rule added to outline procedures for Board and Commission reappointments.

MOTION & ROLL CALL VOTE: Moats motioned to approve the amendment to Rule 25. Klitzka seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

Rules 26: Updated to reflect renumbering, Roberts Rule of Order.

MOTION & ROLL CALL VOTE: Hedges motioned to approve the amendment to Rule 26. Duvall seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

Rule 27: Updated to reflect renumbering and to correct a minor typo.

MOTION & ROLL CALL VOTE: Hedges motioned to approve the amendment to Rule 27. Moats seconded. Roll call. (4 Yeas- 0 Nays). Motion carried.

Klitzka motioned to excuse Sheri Theis from the Council meeting. Moats seconded. Motion carried.

Moats motioned to excuse Jeff Hallinin from the Council meeting. Duvall seconded. Motion carried.

Duvall motioned to excuse Jake Davison from the Council meeting. Klitzka seconded. Motion carried.

Duvall motioned to adjourn the City Council meeting. Klitzka seconded. Council adjourned at 7:33 p.m.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.