

CIRCLEVILLE CITY COUNCIL MEETING MINUTES 7/21/2026

Circleville City Council convened in Council Chambers Tuesday, July 21, 2026, at 7:00 p.m. Council members present at Roll call: Barry Keller as acting Mayor, At Large Members Katie Logan Hedges, Sheri Theis as President Pro-Tem, First Ward Jeff Hallinin, Second Ward John Moats, Third Ward Jake Davison, Fourth Ward Tom Duvall, Clerk Melissa Burns. Absent Council member: Tom Klitzka. Invited guests present: Law Director Kendra Kinney and Auditor Mark Bidwell.

Keller called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, followed by an invocation.

APPROVAL OF MINUTES:

Hallinin motioned to approve the City Council minutes from July 7, 2026. Moats seconded. Motion carried. Theis motioned to approve the Special City Council minutes from July 14, 2026. Hedges seconded. Motion carried.

REPORTS FROM COUNCIL MEMBERS:

Hallinin announced a resignation from the Downtown Redevelopment District (DRD) and Tree Commission boards. Applications are welcome and available on the City website.

Theis reported she held a Strategic Planning Committee meeting earlier tonight and forwarded Legislation regarding the Scioto Preserve annexation to the next Council meeting.

REPORTS FROM CITY OFFICIALS:

Law Director Kendra Kinney stated that she had provided Council members with additional information addressing questions on the pending legislation.

QUESTIONS OR ANSWERS TO ADMINISTRATION: None.

PUBLIC PARTICIPATION:

Michelle Estel of 233 Clark Drive, Circleville, Ohio 43113, expressed gratitude to Council for their service. She raised concerns about social media comments related to the yard sale ordinance and encouraged greater neighborliness within the community.

Shawna Hartsaugh of Uptown Circleville thanked everyone for their support of the 3-on-3 event, sidewalk sales, and other activities. She announced that the next Farmers Market will be held the following Thursday and that Uptown Circleville is partnering with Christopher's in August for a fashion show at Peck's Hall.

Dave Horning of 569 Plaza Drive, Circleville, Ohio, spoke regarding the yard sale ordinance. He noted that once a state highway such as Route 188 enters City limits, it falls under City jurisdiction, and suggested limiting yard sales on state routes where adequate parking is unavailable.

Tim Fouch of 330 Sunset Drive, Circleville, Ohio, also addressed the yard sale ordinance and related parking enforcement.

Karen Koch-Esterline of 1452 Stoutsville Pike, Circleville, Ohio, spoke on yard sales, stating that if the City regulates yard sales, it should also regulate tag and estate sales.

Matthew Horton of 25685 Chillicothe Pike, Williamsport, Ohio, spoke in support of marijuana dispensaries. Elizabeth Furniss, Director of the Pickaway County Visitor Bureau, provided updates on upcoming events throughout Pickaway County and voiced support for the Bed Tax legislation on the agenda. She requested the full 6% allocation of the Bed Tax for the Visitor's Bureau, noting that the current allocation is \$140,000 while comparable communities receive over half a million dollars.

Shawn Pan, owner and operator of the Hampton Inn in Circleville, spoke in support of increasing the Bed Tax allocation to the full 6% for the Visitor's Bureau.

COMMUNICATIONS: Council received notice from the Mayor's office that EKC Advanced Electronics USA, LLC-Qnity Circleville Plant has given notice of a comprehensive performance test and trial burn for the KSRA Process Heater on August 25, 2026.

MOTION & ROLL CALL VOTE: Hallinin motioned to place the correspondence on record for City Council. Duvall seconded. Motion carried.

ORDINANCES FOR FIRST READING:

a) AN ORDINANCE AMENDING AND REPLACING CERTAIN PROVISIONS WITHIN ORDINANCE NO. 22-88 AND CHAPTER 195 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE RELATING TO THE BED TAX REQUIREMENTS AND DECLARING AN EMERGENCY.

Discussion: Keller noted that the next four pieces of legislation concern the Bed Tax. After meeting with the Director and Board members of the Visitor Bureau, he expressed support for allocating the full 6%. He observed that the current rate was established in 1988. Kinney explained that this ordinance is a cleanup measure to correct numbering, expand definitions, and bring the law into alignment with current State of Ohio requirements.

MOTION & ROLL CALL VOTE: Theis motioned to suspend Council Rules. Duvall seconded. **Roll call:** 6 Yeas - 0 Nays. Rules are suspended.

MOTION & ROLL CALL VOTE: Hedges motioned to pass this Ordinance. Theis seconded. **Roll call:** 6 Yeas - 0 Nays. The Ordinance is passed and is assigned #07.37.2026.

b) AN ORDINANCE TO ESTABLISHING A VISITOR'S CENTER TRANSIENT OCCUPANCY TAX FUND 502, DEFINING ITS USES AND DISBURSEMENT PROCEDURES AND DECLARING AN EMERGENCY.

Discussion: Kinney explained that this ordinance creates the fund required by the Ohio Revised Code for the Auditor's office to deposit funds designated for the Visitor's Bureau.

MOTION & ROLL CALL VOTE: Hallinin motioned to suspend Council Rules. Moats seconded. **Roll call:** 6 Yeas - 0 Nays. Rules are suspended.

MOTION & ROLL CALL VOTE: Hallinin motioned to pass this Ordinance. Hedges seconded. **Roll call:** 6 Yeas - 0 Nays. The Ordinance is passed and is assigned #07.38.2026.

c) AN ORDINANCE REALLOCATING THE TRANSIENT LODGING TAX, AMENDING PROVISIONS OF ORDINANCE 22-88 AND CHAPTER 195.02 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE; AND AUTHORIZING THE MAYOR TO MODIFY THE EXISTING CONTRACT WITH THE PICKAWAY COUNTY VISITOR'S CENTER REFLECTING SUCH REALLOCATION AND DECLARING AN EMERGENCY.

Discussion: Kinney explained that this ordinance amends prior legislation to reallocate the full 3% to the Visitor's Bureau. Theis asked whether the ordinance would double the current allocation; Bidwell confirmed that it would. Kinney noted that the structure requires the Bureau to report annually and request any amount above the original 3% up to the full 6%.

MOTION & ROLL CALL VOTE: Hedges motioned to suspend Council Rules. Moats seconded. **Roll call:** 6 Yeas - 0 Nays. Rules are suspended.

MOTION & ROLL CALL VOTE: Hedges motioned to pass this Ordinance. Hallinin seconded. **Roll call:** 6 Yeas - 0 Nays. The Ordinance is passed and is assigned #07.39.2026.

d) AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CIRCLEVILLE TO ENTER INTO A PLEDGE AGREEMENT FOR TOURISM DEVELOPMENT SERVICES WITH THE PICKAWAY COUNTY VISITOR'S CENTER TO COMMENCE IN CALENDAR YEAR 2026.

Discussion: Kinney stated that because the tax is already being collected for 2026, the ordinance cannot be applied retroactively and serves as a workaround. Duvall asked whether the Bureau receives support from the County. Ms. Furniss replied that project requests submitted to the County Commissioners have been approved on a case-by-case basis. Davison inquired about the City's share of the Bureau's budget. Ms. Furniss stated that the City contributes approximately \$100,000 of the Bureau's \$140,000 budget and that 80% of its marketing focuses on Circleville. Theis expressed a desire for greater County contribution, noting that most events benefit the County. Hedges agreed that greater County support would be welcome but acknowledged the Bureau's work and supported the Ordinance. Bidwell clarified that the ordinance applies only to 2026 and covers an amount above the current 3% allocation.

MOTION & ROLL CALL VOTE: Hedges motioned to suspend Council Rules. Hallinin seconded. **Roll call:** 6 Yeas - 0 Nays. Rules are suspended.

MOTION & ROLL CALL VOTE: Hedges motioned to pass this Ordinance. Moats seconded. **Roll call:** 3 Yeas - 3 Nays. (Nay Votes: Theis, Davison, Duvall). Ordinance did not pass.

e) AN ORDINANCE AUTHORIZING THE MAYOR AND LAW DIRECTOR TO ENTER INTO A CONTRACT WITH THE PICKAWAY COUNTY COMMISSIONERS TO PROVIDE LEGAL REPRESENTATION TO DEFENDANTS WHO ARE INDIGENT IN CASES INVOLVING THE CIRCLEVILLE POLICE DEPARTMENT OR THE CIRCLEVILLE MUNICIPAL COURT FROM JULY 1, 2026, THROUGH JUNE 30, 2027.

Discussion: Keller explained that this is routine legislation authorizing legal representation for indigent defendants through a contract with the Commissioners. Kinney added that it is an annual ordinance and noted that the State is working to reduce related numbers.

MOTION & ROLL CALL VOTE: Hedges motioned to suspend Council Rules. Theis seconded. **Roll call:** 6 Yeas - 0 Nays. Rules are suspended.

MOTION & ROLL CALL VOTE: Hallinin motioned to pass this Ordinance. Duvall seconded. **Roll call:** 6 Yeas - 0 Nays. The Ordinance is passed and is assigned #07.40.2026.

New Business:

Theis motioned to excuse Tom Klitzka from tonight's Council meeting. Seconded by Moats. Motion carried.

a) Executive Session:

Hedges Motioned to go into executive session to consider the sale of property at competitive bidding where premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest, pursuant to Revised Code Section 121.22(G)(2). This session would include all Council members including the President, Auditor, and Law Director.

MOTION-ROLL CALL -VOTE:

Hedges Motioned to go into executive session for the two purposes listed above. Hallinin seconded. Roll call. (6 Yeas- 0 Nay). Council is adjourned into Executive Session.

MOTION-ROLL CALL -VOTE:

Moats Motioned to adjourn executive session. Hallinin seconded. Roll call. (6 Yeas- 0 Nay).

Theis motioned to adjourn the City Council meeting. Hallinin seconded. Council adjourned at 8:41 p.m.

Minutes prepared by: Melissa Burns, Clerk.