

CIRCLEVILLE JUDICIAL COMMITTEE MEETING MINUTES 7/27/2026

The Circleville Judicial Committee convened in City Council Chambers 2nd Fl., 127 South Court St., Circleville, OH 43113 on Monday, July 27, 2026, at 6:00 p.m. Members present at Roll Call: Chair Tom Klitzka, Committee Members Sheri Theis, Jake Davison, and Clerk Sarah Kolesar. Other guests present: Hannah Wynne, Planner.

Klitzka called the meeting to order at 6:00 p.m.

Davison motioned to approve the meeting minutes from July 13, 2026. Theis seconded. Motion carried.

New Business:

a) AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF CIRCLEVILLE, OHIO, AND DECLARING AN EMERGENCY.

Discussion: Klitzka noted this Ordinance relates to the inclusion of Ordinances from the City as well as the State that have been edited, and is a routine, annual Ordinance.

MOTION & ROLL CALL VOTE: Theis motioned to forward the Ordinance to the next City Council meeting on August 4, 2026, with a recommendation for passage. Davison seconded. Roll Call. (3 Yeas, 0 Nays). Motion carried.

b) AN ORDINANCE ENACTING A CHAPTER 715 TO THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE TO CONTROL AND REGULATE GARAGE/YARD SALES CONDUCTED ON THE RESIDENCE PREMISES AND PROVIDING CIVIL PENALTIES FOR VIOLATIONS THEREOF IN THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

Discussion: Klitzka requested this respective Ordinance be tabled at this time, pending further discussions and considerations with the Service Director and proposed Ordinance amendment from the Law Director's Office.

MOTION & ROLL CALL VOTE: Theis motioned to table the Ordinance. Davison seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

c) AN ORDINANCE LEVYING ASSESSMENTS FOR CUTTING OF WEEDS AND THE ABATEMENT OF NUISANCES ON CERTAIN CITY LOTS AND DECLARING AN EMERGENCY.

Discussion: Klitzka highlighted this is a routine, standard Ordinance relating to citizens in the community who fail to maintain their lawn or overgrown weeds, therefore the City's Service Department must take care of it for them. This Ordinance would allow the City to bill the owners of the property. Theis asked what the standard procedure is for notifying homeowners and their timeline to comply. Hannah Wynne, Planner, stated that it depends on the violation but typically between 7 and 30 days. Wynne stated that 7 days is typical for violations related to mowing or discarding of trash, and 30 days for more extensive violations, such as a zoning code or property maintenance code violation. Theis asked what the next step would be should the owner fail to remedy the problem; Wynne answered that the Zoning Inspector would reassess the property to see if it's still in violation, and if it were, they would consult with the City's Service Department, or an outside contractor to take care of the violation on behalf of the property owner. Wynne explained that once the work is completed, they would send an invoice to the property owner and give them the opportunity to pay their bill. Wynne stated if they do not pay the invoice, the next step would be to assess the property taxes.

MOTION & ROLL CALL VOTE: Davison motioned to forward the Ordinance to the next City Council meeting on August 4, 2026, with a recommendation for passage. Theis seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

d) 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 stated the current Moratorium is set to expire on August 6, 2026. There are three potential Ordinances to be presented, though only one Ordinance will move forward to full Council. One is for six months, one is for two years, and one that is open for an alternate timeline. Klitzka stated the six-month Moratorium Ordinance should move forward, and once that expires, Council will need to consider extending the Moratorium again or consult with the Law Director about a permanent Moratorium. This would be an entirely different Ordinance.

MOTION & ROLL CALL VOTE: Davison motioned to forward the Ordinance to the next City Council meeting on August 4, 2026, with a recommendation for passage. Theis seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

Other Business: None.

Theis motioned to adjourn the Judicial meeting at 6:12 p.m. Davison seconded. Motion carried.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.