

TOWN OF CIRCLEVILLE



TOWN OF CIRCLEVILLE MINUTES August 15, 2023

The regular meeting of the Circleville Town Council was called to order at 7:00PM by Mayor Cordell Pearson. Council Members attending were: Kristi Westwood, Stacie Gass, Shirl Fox, and Shane Robinson. Mekeisia Westwood, Town Clerk was also in attendance.

Public attendees were: Scott Simpson, Scott Peterson, Kelly Chappell, Rex Waddington, Tyler Timmons, David Lee, Meagan Lee, and Aleshea Willis.

Mayor Pearson led the pledge, and Stacie offered the prayer to open the proceedings. Shirl made a motion to approve the minutes from the July 13, 2023 meeting. Shane seconded, and the motion passed unanimously.

Scott Simpson was first on the agenda. He wanted a business license for his AirBnb. He has it in his house. Stacie made a motion to approve the license, and Kristi seconded. The motion passed unanimously.

Next on the agenda, Wayne Jenkins was wanting a site permit for a home on the property at the front of his garden. The Planning and Zoning Committee has looked it over and approved it in their meeting. Stacie made a motion to approve the site permit, and Shane seconded. The motion passed unanimously.

Aleshea Willis was in attendance to promote the Circleville Town Youth Council. She is looking for members 9th through 12th grade to join. Please contact Aleshea Willis at 435- 590-6843 to join. This will help them to get involved in the community.

Tyler Timmons from Six County Association of Governments was next on the agenda. There is a Lead and Copper grant available that Circleville has been awarded \$84,000 to determine the type of pipe from the meter to each main line. Circleville Town has the option to choose an engineering firm to help with the work. There is a Water Infrastructure Project grant/loan available. Circleville Town will fill out an application for it.

Kelly Chappell with Ensign Engineering was in attendance and offered to do the Lead and Copper Inventory. Shirl made a motion to approve Ensign for the job. Stacie seconded, and the motion passed unanimously.

The Fraud Risk Assessment was looked at next. It has been filled out and without a lot of policies available at the Town level Circleville is at a moderate level for fraud. Circleville Town will be looking at adopting a personnel policy.

Stacie has been working on the cemetery grant. She is still looking for a map of the cemetery, and will hopefully have that information for the September meeting.

Stacie has also been working on the cemetery fence project. She is still working on bids for the fence, and will also have that information for the September meeting.

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The mayor called on those not on the agenda.

The Mayor opened the floor to the Departments.

Water Department: The contractors are working on the spring. The Thompson Ridge Fire has slowed them down. The road was closed due to the fire. They will continue to redevelop the spring.

Road Department: Shirl is going to be adding some dirt to the area on the north of town where there will eventually be a Welcome to Circleville sign.

Planning & Zoning/Cemetery: Stacie is going to be getting bids for some solar flag poles to be placed in the Welcome parks.

Parks and Recreation/Economic Development: Circleville Town would like to have the Town Thanksgiving dinner on November 13, 2023.

The bills and budget variance reports were presented and reviewed by the council. Shane made a motion to approve the bills and budget variance reports and adjourn; Shirl seconded, and the motion passed unanimously. The meeting was adjourned at 8:05pm.