

# TOWN OF CIRCLEVILLE

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## TOWN OF CIRCLEVILLE MINUTES

May 14, 2025

The regular meeting of the Circleville Town Council was called to order at 6:59PM by Mayor Kristi Westwood. Council Members attending were: Shirl, Fox, Stacie Gass and Shane Robinson. Kaylie Barney was excused. Mekeisia Westwood, Town Clerk was also in attendance.

Mayor Westwood led the pledge and Stacie offered the prayer to open the proceedings. Shirl made a motion to approve the minutes from the April 9, 2025 and April 29, 2025 meetings. Stacie seconded, and the motion passed unanimously.

Public attendees were: Brett Remund, Tyler Timmons, Tiffany Whitehead, Gary Morgan, Trevor Burton, Kazlee King, David Lee, and Tony Sainz.

Cooper and Karlie Larsen were on the agenda for a water meter. It was discussed where the meters would be installed. More information was needed and this will be discussed in the June meeting.

Kody and McLayne Hutchings were on the agenda for a water meter. The same discussion was discussed for this water meter. It will also be discussed in the June meeting.

Piute County School District was on the agenda for them to use the Circleville Community Center parking to access the new elementary school. This would allow the delivery trucks to pull through the parking lots instead of backing up. Piute County School District offered to help with the cost of maintaining the Town parking lot.

Trevor Burton was in attendance for a business license for MountainValley Heating and Air. Stacie made a motion to approve, and the motion passed unanimously.

Kazlee King was in attendance asking for a donation for Governor's Honors Academy. Circleville Town approved \$200 for a donation. Stacie made a motion to approve. Shane seconded and the motion passed unanimously.

Tony Sainz was in attendance wanting a business license for Birria Boys. He is starting a food truck. Stacie made a motion to approve the business license, and Shane seconded. The motion passed unanimously.

Bryce Dalton wanted a water meter up by his shavings mill. Shane made a motion to approve the meter, and Shirl seconded. The motion passed unanimously.

The mayor called on those not on the agenda. There was none.

Next, Summer maintenance help was discussed. The position will be opened at \$15 an hour from 05/15 until 05/30. It will be opened for a minimum of a 20 hour work week. Stacie made a motion to approve the job posting, and Shirl seconded. The motion passed unanimously.

Corbin Springer has been offered the job as the Water Meter Reader. Stacie made a motion to approve the position. Shirl seconded, and the motion passed unanimously.

Neccia Dalton has been offered the job as the Planning and Zoning Secretary. Stacie made a motion to approve Neccia's position. Shane seconded and the motion passed unanimously.

The Conditional Use Permit Application was looked at next. Stacie made a motion to approve the permit, and Shirl seconded. The motion passed unanimously.

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Barton Excavating has installed 238 meters. They still have 140-ish meters to install. The remaining meters will take some extra time to replace. Barton Excavating will continue installing meters.

The roads have all been crack sealed. The patching is done for now. They will be back to patch more. Material is being made for 1040 East. Work on that road will begin in 2 weeks.

The FY2026 budget changes were looked at and discussed. It will be approved in the June meeting.

The Mayor opened the floor to the Departments.

Planning & Zoning/Cemetery: Stacie will be applying for a cemetery grant for locating unmarked graves and entering burial information into the database.

The bills and budget variance reports were presented and reviewed by the council. Shirl made a motion to approve the bills and budget variance reports and adjourn; Shane seconded, and the motion passed unanimously. The meeting was adjourned at 8:36pm.