VILLAGE OF PHILLIPSBURG

COUNCIL MEETING

JUNE 17, 2025

Meeting called to order at 7 PM

Pledge of Allegiance

Moment of silence for firefighters, EMS, and military

Roll Call: Josh Simpson (yes), Steiner (excused), Donna (here), Hope (here) Heather (yes)

Guests: Chief Aldrich and Mark Wysong (excused) Wendell Harleman, street commissioner, Charity Grille fiscal officer, and Ben Mazer, solicitor.

Mayor: Swearing in of Jill Ritter.

Charity Grille: Stated she has completed the bank reconciliation for May of 2025 and posted it in the UAN. She has processed payroll and paid bills. She met with Mayor Newsom, Chief Aldrich, and Councilman Simpson regarding the fire department budget. Met with Mayor Newsom and Chief Wysong regarding the police department budget. Provided requested information to Mr. Garber and Mr. Butler from the Auditor of State for the 2022-2023 audit. On 6/13 Mr. Butler advised that they should now have everything needed to complete the audit. He also advised that there would be a budget amendment due to the extra work that had to be performed. He could not advise what the additional cost would be at this time. Once they have it, they will let us know. She provided the requested information to Ohio Public Risk Insurance Agency pertaining to the Village insurance renewal. Spoke with Mrs. Fitzwater at Park National Bank regarding the loans they hold for the concrete apron at the firehouse.

Charity has three resolutions that the council needs to consider.

First Resolution 25-0058 for supplemental appropriations for the Village of Phillipsburg, Montgomery County, Ohio, a resolution authorizing the amending of Resolution 25-0042 dealing with the annual appropriation and expenditures for the calendar year 2025.

Reading of resolutions.

Discussion re resolution 25-0058 and appropriations.

Donna: I motion to waive the 3-reading rule for resolution 25-0042 declaring this an emergency.
Josh: second the motion.

All in favor. Motion passed.

Josh: Motion to approve resolution 25-0058. Donna: second the motion

All in favor. Motion passed.

Charity: Reading of resolution 25-0059 Amended certificate of estimated resources for Phillipsburg, Montgomery County, Ohio

Discussion of Resolution 25-0059 and budget issues.

Donna: Motion to waive the 3-reading rule. Josh: second the motion.

All in favor. Motion passed.

Donna: Motion to approve the resolution Josh: second the motion.

All in favor. Motion passed.

Charity discussed Resolution 25-0060 regarding transfer of general fund monies for the fire department.

Discussion re general funds.

Chief Aldrich discussed fire department funding. He wants to see the Clay Township contract.

Josh: Motion to table Resolution 25-0060. Donna: second the motion.

Jill – Yes, Heather – Yes, Hope – Yes, Donna - Yes. Josh – Yes.

Josh thanks Chief Aldrich for his work over the past 28 days.

Mayor: reading resolution of credit card policy. This is reading number 2.

Mayor needs approval of May 20 regular council meeting minutes and minutes from the special meeting on May 27.

Josh: motion to approve May 20, 2025, meeting minutes. Heather second the motion.

All in favor. Motion passed. Three yesses. Two abstained.

Donna: motion to approve May 27, 2025, meeting minutes. Heather second the motion.

All in favor. Motion passed.

Donna: motion to approve report be sent out.
Discussion re report about the water contaminant report to be disbursed with the water bill.

Hope: Motion to approve sending the water report with the bill. Josh: second the motion.

All in Favor. Motion passed.

Mayor: Resolution 25-0057 Resolution to continue participation in a multi-jurisdictional hazard mitigation plan in conjunction with the Montgomery County Office of Emergency Management.

Reading of Motion 25-0057.

Discussion re details of 2024 Montgomery County mitigation plan.

Motion by Josh to waive the 3-reading rule. Motion second.

All in favor. Motion to waive 3-reading rule passed.

Heather Motion to approve Resolution 25-0057. Hope second.

Jill – Yes, Heather – Yes, Hope – Yes, Donna – Yes, Josh – Yes.

Motion approved.

Discussion of water project and water tower. Water tower will be dismantled. Insurance agent suggested the tower should be dismantled.

Mayor: Reminder to council seat holders – Donna Mullins, Chris Steiner, Josh Simpson and Jill Ritter all your seats are going to be up for election. The deadline to submit your petition is August 4, 2025. Go to the Board of Elections and get a petition signed by as many voters as possible. Turn it in to get your name on the ballot.

Wendell: The office furnace has water leaking. The condenser was not installed properly. Wendall repaired the condenser. HVAC is now working. Mowing has been very time consuming. Mowed the school 5 times. Spend $200 for gas.

Discussion re the school being in disrepair. There is a propane tank at the school.

Need for new pull behind mower. It would be less expensive to operate. Hard to find a pull behind mower. Found only one in the area.

Josh motion to allow Wendell to spend $2,500 to buy a pull behind mower. Motion was seconded.

Jill – yes, Heather – yes, Hope – yes, Donna – yes, Josh – yes. Motion passed.

Discussion regarding snow plow. Wendell will look into it. The money will come out of the street equipment fund.

Chief Aldrich: Fired Department Report

Item 1 – Personnel

Currently 17 members including Captain Buker and Chief Aldrich. 11 of those 17 are shift employees, they work on duty at the firehouse or in the vicinity. Six are paid on call/paid per call. Have cleaned up the roster. Some people that were not active are now active, some people are no longer with the department. The roster is now current/correct.

Item 2 – Application for Timothy Boyd

Did preliminary interview. He is a fire fighter/EMT for another agency in Montgomery County. There's a call to action to be hired based on the background check. Chief recommends hiring Timothy.

Hope motioned to hire Timothy Boyd based on results of background check. Josh seconded.

Jill, Heather, Hope, Donna, Josh all yesses. Motion passes. Timothy can be hired based on the condition of passing his background check and drug test.

Chief – info re operating guidelines, structure of officers, chief being administrator, no need to hire assistant chief. Too costly to fill that position. Two Captains – one is filled now. Chain of Command allows for Lieutenants. Provisions for up to five lieutenants, but that many are not needed right now. Chief is now looking to hire more firefighters. Sherry Widner should be promoted to EMS lieutenant. Andrew Porter has been with the dept. for years, and he should be promoted to fire/ems lieutenant. Both individuals are on shift and meet the qualifications to be on duty. Third person is Nathanial Davis should be promoted to fire lieutenant and paid on call (POC). Cost/benefit analysis is adding $1 per employee. We will now have 5 officers over a department of 18 members.

Mayor directly appoints Sherry Widner to Acting EMS Lieutenant.

Mayor directly appoints Andrew Porter to Acting Fire/EMS Lieutenant.

Mayor directly appoints Nathanial Davis to Acting Fire Lieutenant.

Will be sworn in during regular July Council meeting.

Paper with hourly wage and benefits should be attached to the minutes.

Chief speaks about equipment maintenance. A fire truck is out of service. Self Contained Breathing Apparatus have been repaired and are back in service thanks to the generosity of the Brookville Fire Department.

Four ipads in the system for communicating with dispatch and various vehicles and for generating reports when on scene. All four are connected and working as they should be.

Expenditure from Fire Chief Association for $32.65 for 900 feet of used fire hose from the City of Clayton. EMS billing reports are looking favorable. Drafted and sent letter to Medicare. Fire Hydrant obstruction was mitigated at 54 W. Main Street. Will check on other fire hydrants, grants and outside funding. There are avenues for other money to run the FD. Do we need new equipment? Certain things need to be new. Fire engine and hoses do not need to be new. Have we applied for any other grants.

Josh: asks chief to read pay recommendations.

Chief Aldrich: discussed department structure and filling vacancies. His recommendation through the cost/benefit analysis and future needs of our agency that the Village amends the officer structure. Currently: Pat Aldrich, Chief and Fire EMS Captain; recommend that we do not fill assistant chief role and second captain position, and use that savings to promote and fill our three lieutenant vacancies.

Recommendation to promote Sheri Widner to emergency services lieutenant. Her current pay is $15 per hour, new pay will be $16 per hour based on the resolution that council approved on September 17, 2024. Sheri works 24 hours every six days, thus a base increase of $24 per shift. She is also responsible for community outreach.

Recommendation to promote Nate Davis to lieutenant. Nate is a paid, on-call responder. His paid, on call rate would increase by $1 per hour per call hour of work. He is not an EMT. He will stay as a paid on call responder. Our department needs to reward our members who are here for the community. It is not just a job. Nate has gone above and beyond, and the community benefits from paid on call members responding to calls.

Recommendation to promote Andrew Porter to Fire/EMS lieutenant. He currently makes $14 per hour. The difference between Andrew and Sheri is a $1 difference in the initial pay and a shift bonus. Andrew was not a shifted employee. His new rate would be $16 per hour. He works Thursday, Friday, and Saturday night in addition to his full-time job. My recommendation is to make this change at the upcoming council meeting.

Mayor Newsom: Thank you, Pat.

Josh Simpson: discussed improvements in the fire department. Congratulations to new lieutenants. Thanks to Pat.

Donna motion to pay bills. Heather Second.

Council wants to see ledgers at every meeting.

Discussion re procedure to pay bills.

All in favor. Motion passed.

Park issues presented by Hope, who spoke about the Hunters Club and Community Center. There was a discussion re the DC Baseball Club sign. It was decided that the resident who requested it may have it for no charge if they take it down themselves. Questions about voicemails from Cindy Westwood re public events.

Heather discussed the list of properties re zoning issues. Letters to be sent out re violations. Question about whether there needs to be another meeting regarding zoning violation letters. Mark Wysong keeps track of the violation letters that have gone out and been returned. The Village office staff applies postage to the letters and takes them to the post office. Mark Wysong is to hand deliver second notices re zoning violations.

There was a discussion about the towing of vehicles. A company will tow them at no charge to the Village. The car owner will be charged for the tow and storage.

The trash contract with Rumkpe was discussed. Rumpke will drop off new bins/totes and Republic will pick up their old bins/totes. The new Rumpke service will begin July 2.

Mayor discussed Dollar General lack of following the rules. Josh stated that the Village should contact the real estate company that owns the property. Ben suggested we send notice to the registered agent at the Secretary of State's office.

Mayor asked if there was any old business. No one spoke up. Mayor asked if there was any new business. No one spoke up.

Mayor asked if anyone in attendance had anything to discuss. Keith Koontz asked about the new water system status. Ben said the contract is going through negotiations. Keith asked about the Village Administrator. The mayor said it can't be discussed at this time.

Lori Hartman told Wendell that he can have the extra dirt from her business on Hartman road.

Mayor said they need to move into executive session to discuss O.R.C. 1211.22(G)(3). Josh Motioned to move to executive session. Hope Seconded. Vote: Jill – yes, Hope – yes, Heather - yes, Josh -yes. Also invited Charity Grille and Ben Mazer.

Council moved into executive session.

Mayor: Council returns to regular session at 9:31 p.m.

Need motion to approve posting the fiscal officer position. Donna Motioned to approved posting the position. Heather seconded. All in favor. Motion passed.

Mayor: need motion to adjourn. Donna motioned to adjourn. Unintelligible as to who seconded. All in favor. Motion passed. Meeting adjourned at 9:32 p.m.

Mayor: _____

Mayor Pro Tempore: _____