Village of Phillipsburg, Ohio

COUNCIL MEETING

Date: 01/16/2024

Call to Order: 7:00 pm

Pledge of Allegiance

Roll Call: Members present were Donna Mullins, Chris Steiner, Heather Craft, Hope Hoard and President Pro-Temp Brandon Myers

Visitors: Fiscal officer Michelle Phillips, Fire Chief Justin Saunders and Street and water commissioner Wendell Harleman were all present.

Mayor Shawna Newsom stated that she appreciates everything Mayor Rebecca Ford did for the village and she will continue to look at her vision and try to achieve the goals she set for us as well.

Mayor Shawna Newsom appointed Wendell Harleman as the Street and Water Commissioner for the term of one year. Donna Mullins motioned, Heather Craft 2nd, Approved by unanimous vote.

Donna Mullins made a motion for Brandon Meyers to be Pro Temp, Chris Steiner 2nd, Approved by unanimous vote.

Mayor Shawna Newsom is looking into the details of the Miami Valley TAC Commission before she appoints The President/Pro Temp to serve on it, this is tabled for now.

Mayor Shawna Newsom assigned the council liaison positions, Chris Steiner to Street, Donna Mullins to Finance, Brandon Meyers to Police/Zoning, Heather Craft to Fire and Hope Hoard to Park.

Mayor Shawna Newsom appointed Mary Combs as the President of the Water Board. Donna Mullins made a motion, Heather Craft 2nd, Approved by unanimous vote.

Mayor Shawna Newsom appointed Keith Koontz to serve on the Water Board. Donna Mullins motioned, Heather Craft 2nd, Approved by unanimous vote.

Mayor Shawna Newsom sworn in Mary Combs as the Water Board President.

Mayor Shawna Newsom sworn in Keith Koontz to serve on the Water Board.

Approval of 2024 Council Rules. Donna Mullins motioned, Chris Steiner 2nd., Approved by unanimous vote.

Mayor Shawna Newsom asked for approval of minutes from December 28, 2023 meeting, Donna Mullins motioned, Chris Steiner 2nd, Approved by unanimous vote.

Approval of Resolution #1094, A resolution adopting the Fiscal Officer of the Village of Phillipsburg to advance funds from the General Fund to the Fire Fund, declaring an emergency. Donna Mullins motioned, Chris Steiner 2nd, Approved by unanimous vote.

Mayor Shawna Newsom tabled discussing the mattresses on the curb next to the Alignment Center since Zoning Officer Mark Wysong is not present. She will get with Mark to discuss.

Mayor Shawna Newsom scheduled a budget meeting for the Village on February 15th, 2024 at 7:00 pm to take a look at the money and budget.

Chief of Police, Mark Wysong – Not present, excused by Mayor Newsom.

Zoning, Mark Wysong – Not present, excused by Mayor Newsom.

Fire Chief, Justin Saunders – He has December statistics. Justin asked for a motion to hire Part time Firefighter/EMT Megan Miller she is State Certified Level 1 Firefighter/EMT. She is currently employed part time with the city of Vandalia, she has several years experience on the job, she will be a good edition to the Fire Department. Donna Mullins motioned, Hope Hoard 2nd, all approved by Unanimous Vote. Justin stated that we currently have 15 part time Firefighters and two are on duty 24/7. Justin stated that he reached out to Mayor Shawna Newsom on January 5, 2024 to let her know that the ambulance is down with brake issues, she gave him the ok to get it fixed. Justin asked for a motion to pay Super Tech $2,061.02 for repairs. Donna Mullins motioned, Heather Craft 2nd, all approved by unanimous vote. Justin wanted to thank the City of Clayton for loaning us their medic while ours was in the shop getting fixed. Justin let the council know that he secured $87,235.90 in grant money last year.

Wendell Harleman, Street /Water Commissioner – Wendell stated that he ordered the blade for the tractor it cost $750.00, Rural King wanted $1,199.00, Tractor Supply wanted $999.00, he did get three estimates. The hot water heater is out at the Hunters Club, he has a few companies coming out to give him estimates. He stated that he has salted the streets twice now and that we get our salt for free from Clay Township as long as he salts and plows Lutheran Road because Clay Townships truck is too big and will not fit down the road.

Fiscal Officer Michelle Phillips asked for motion to approve appropriation reallocations for December 2023 and January 2024. Donna Mullins motioned, Heather Craft 2nd, Approved by unanimous vote. Michelle Phillips met with Michelle and Eric from CCA Division of Taxation, she wanted to let the residents know that they are not setting up a meeting in town to help assist people with their local income taxes this year. They have left forms in the Village Office for people to fill out and mail in along with their W2's and 1099's and CCA will fill out the income taxes for them free of charge.

Donna Mullins, Finance – Donna Mullins made a motion to approve and pay bills, Chris Steiner 2nd, Approved by Unanimous vote.

Brandon Myers, Police/Zoning – Brandon asked Fiscal Officer Michelle Phillips to type the minutes from the January swearing in meeting. Michelle stated those minutes will be ready for the February meeting. Brandon asked if we have the budget meeting in February if that would leave enough time to get the budget to the County by the deadline of March 32, 2024. Michelle stated that we should have enough time to meet the deadline.

Hope Hoard asked if they can see the budget, we advised her that this is what the budget meeting is for.

Brandon Meyers asked Fiscal Officer Michelle Phillips if she can start emailing council the minutes, resolutions, ordinance and reports prior the council meetings so they can have some time to read and review them before the meeting. Michelle Phillips stated that she would start emailing them prior to the council meetings.

Chris Steiner, Streets – Nothing new to discuss.

Heather Craft – Heather stated that she is concerned about the trash around town. She asked about the policies in place for the zoning rules and handbook. She said sending a letter out and giving someone thirty days then following up and another thirty days, she feels the policy needs updated. Mayor Newsom stated that in order for us to change anything on the zoning we have to create a zoning committee that would look at that to be updated, then the planning commission would have to approve it. The last time zoning was updated was in 2014. Heather stated that its not working and in order for it to work it needs to be reviewed and certain things need to be looked at. Mayor Newsom stated that we have to create that committee of people in the community that would come in and look and say we want this or we don't want this, then it goes in front of the council. Mayor Newsom stated that the change is going to be slow and the community needs to be involved.

Hope Hoard, Park – Hope stated that the website is not user friendly. Mayor Newsom stated that Brandon is updating the website and they're looking at doing it on our own instead of paying for the current web site company that oversees it. Heather asked if this is where the newsletter came from, Mayor Newsom stated that the church did the newsletter, making a newsletter is donating time because we do not have the money. Heather stated there has to be a better way to address the issues that are currently going on than what is being done because its not being taken care of. Mayor Newsom stated that we cannot go and make decisions because we're incorporated and we do have to go by the Ohio Revised Codes. Brandon stated that he aggress that the zoning needs updated but the most important is that they need to be enforced.

Steve Booker asked about bringing back Mayors Court for revenue, Brandon stated that you have to have a paid lawyer as a magistrate, Heather asked if Brandon could do it, Brandon stated that he cannot do it since he is on council. Mayor Newsom stated that we're not following up on the letters we're sending out and we're not taking the needed action after the second letter goes out, these are the things that the new administration is taking seriously. She also stated that she is not happy with things that are happening in our town right now, she is tired of our town looking like an unmade bed. Heather Craft stated that Union gives their residents seven days to comply with zoning issues. She feels we need a stricter policy.

Keith Koontz asked if we are missing a council member and if we are missing a council member have we asbvertised for it. Mayor Newsom stated we did. Keith Koontz stated this gentleman has asked several times to be on council and he was on council for many years. Keith asked if Steve Booker could fill the vacant council seat. Brandon stated that we have a seat open until 2025 and Mayor Newsom can appoint. Fiscal Officer Michelle Phillips stated that she had the Montgomery County Board of Elections reach out to her this week wanting to verify that the seat was still open.

Keith Koontz stated that his wife frequently rents the Hunters Club and Community Center and she rented it this past weekend with no hot water and he asked if there was any kind of concession we can officer on

her next rental in February to compensate for boiling the water to do dishes and to wash their hands. Mayor Newsom said she would comp the next rental and give it to her for free. Mayor Newsom asked Keith what is wife's name is so she can let Cassie know about the free rental next time. Keith said here name is Debbie and they had another issue with the rental. They asked to get the keys the day before and Cassie never showed up from 9:00 pm – 12:00 pm and the next day she was supposed to be there at 8:30 am and they were waiting with their equipment and she never showed up until 9:00 am. Brandon asked if he had any other issues other than the one with the key. Keith stated minor stuff and Wendell has always took care of it, Keith said they constantly have ants over in the Hunters Club. Heather Craft stated that they are not being cleaned. Hope Hoard asked if someone is checking these rentals after they have been rented and Mayor Newsom told Hope that's her now and that she don't clean them Cassie makes sure they get cleaned after the renter is done but Hope can go in and check on them to make sure they are cleaned. Hope asked if they are not cleaned does the renter forfeit their deposit, Mayor Newsom stated that is what is supposed to happen. Heather stated that she rented it and it was dirty and had lots of dead bugs laying around. Mayor Newsom stated the renter cleans it and if its not clean then Cassie is supposed to clean it after and that is what they are going to talk to her about. Chris Steiner stated that the renter is supposed to clean it and its not Cassie's deal they are supposed to leave the place spotless and if the do not they should not get their deposit back. Heather stated she thought Cassie was being paid to clean, Mayor Newsom stated she cleans these offices and the bathrooms but she needs to make sure the rental is cleaned before someone rents it.

Mayor Newsom appointed Steve Booker to council.

Mayor Newsom sworn in Steve Booker to council.

Heather asked if we can make it possible to pay the water bills online, Michelle Phillips stated that they looked into that in the past and it was too expensive, Mayor Newsom stated that we cannot afford that right now. Hope asked if we could increase the water bill a couple dollars. Mary Combs stated that they may have to increase them anyways.

Donna Mullins made a motion to enter into executive session for security purposes, Hope Hoard 2nd, Approved by unanimous vote.

Enter into executive session at 8:00 pm.

Exiting executive session at 8:15 pm.

Hearing from public

No new Business

No old Business

Motion to adjourn 8:15pm

Mayor: Shawna Simpson

Fiscal Officer: Michelle Phillips