Village of Phillipsburg, Ohio

COUNCIL MEETING

Date: 05/21/2024

Call to Order: 7:00 pm

Pledge of Allegiance

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

Visitors: Michelle Phillips was present.

Brandon Myers made a motion to enter into Executive Session at 7:03 pm to discuss the hiring of a municipal lawyer for the Village, Heather Craft 2nd, Approved by unanimous vote.

Entered back into regular council session at 7:33 pm

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

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

Mayor Shawna Newsom asked for approval of minutes from May 21, 2024 meeting, Donna Mullins motioned, Brandon Myers 2nd, Approved by unanimous vote.

Mayor Shawna Newsom asked for approval of minutes from May 1, 2024 special council meeting, Donna Mullins motioned, Hope Hoard 2nd, Approved by unanimous vote.

Approval of Resolution #2002 A Resolution Confirming The Salary For The Current Rental Coordinator By The Mayor Of The Village Of Phillipsburg To Become Effective By A Majority Vote Of The Village Council, Declaring An Emergency. Hope Hoard motioned to waive the rules, Donna Mullins 2nd, Approved by unanimous vote. Hope stated that she met with Cassie to go over the new contract with her and that she accepted the new contract, Hope stated that Cassie will be doing the same as before but adding to cleaning the council room bi monthly, cleaning the restrooms in the Community Center weekly, new new monthly rate will be $225.00 per month and if all goes well the rate will increase to $250.00 monthly after 90 days probationary period. Hope stated that she will be checking in with her on a weekly basis**. Brandon Myers motioned, Donna Mullins 2nd, Approved by unanimous vote.**

Approval of Resolution #2004 A Resolution Authorizing The Fiscal Officer Of The Village Of Phillipsburg to Advance Funds Back From The Fire Fund to The General Fund. Donna Mullins motioned, Hope Hoard 2nd, Approved by unanimous vote.

Fiscal Officer Michelle Phillips asked for a motion to approve appropriation reallocations for April and May 2024. Steve Booker motioned, Chris Steiner 2nd, Approved by unanimous vote. Michelle wanted to let the community know that the street light assessments will be on the 2nd half real estate tax bill instead of the first half bill. The assessments were missed on the first half real estate tax bill. Michelle also stated that the Fire Fund is extremely low again and funds will need to be advanced from the General Fund once again.

Chief of Police, Mark Wysong – Chief Wysong stated that him and Leslie are currently working on their 2024 CPT requirements and they have until December 31, 2024 to complete them. Chief Wysong stated that he has submitted the paperwork to help get reimbursed for the certification trainings. Council Member Heather Craft asked if he had found any speed signs. Chief Wysong stated that he is still looking into getting some prices and should have at the next council meeting.

Zoning, Mark Wysong – Chief Wysong stated that he sent out seven zoning letters and he had two that got returned to him. He stated that he did notice one of the residents had started to make some improvements, 64 E. Main Street did board up the windows. Chief Wysong stated that the second notices will go out next week. Hope Hoard asked Chief Wysong what the letter process was and he replied that the first letter is the statement to correct and gives them seven days before he sends out the Notice of Violation, if the issue is not corrected then they will receive a citation into Municipal Court.

Fire Chief, Justin Saunders – Chief Saunders that he has attached the April statistics and that Firefighter/EMS Josh Henry is no employed with the Fire Department and was placed on inactivity. Chief Saunders stated that Medic 80 had an engine failure, the rear main seal went out and dumped every bit of oil it had on the floor, he called Mayor Newsom to let her know that Medic 80 needed towed to Super Tech Automotive for repairs. Chief Saunders needs a motion to pay Super Tec $1,410.86 for repairs made to Medic 80. **Donna Mullins motioned, Chris Steiner 2nd, Approved by unanimous vote.** Chief Saunders wanted to thank the Brookville Fire Department for loaning us their medic so we could stay in service. Chief Saunders asked for a motion to change our EMS billing services from Change Healthcare to Ambulance Billing Network. Chief Saunders stated that we have been with Change Healthcare since 2004 and they were recently hacked and haven't billed any runs since March, we have over forty runs waiting to be billed. They sent out a letter stating that in March 2025 they are going to cancel all Fire Contracts. Chief Saunders asked for a motion cancel the current contact with Change Healthcare and enter into a new contract with Ambulance Billing Network. **Donna Mullins motioned to cancel the current contract with Change Healthcare, Brandon Myers 2nd, Approved by unanimous vote. Donna Mullins motioned to enter into a new contact with Ambulance Billing Network, Hope 2nd, Approved by unanimous vote.**

Wendell Harleman, Street /Water Commissioner – Wendell stated that he painted the east door to the offices. Wendell stated the storm sewer across from the post office and on Poplar Street have been repaired but they ran into an issue and it cost $2,000.00 more for the repair than the original estimate, they had to replace a basket in the sewer, Wendell stated that the total bill was still $1,500.00 cheaper than the other estimates that he received. Wendell stated that the basket in the sewer on Baker Lane is junk and needs replaced, he received an estimate from Brumbaugh Excavating for $4,463.00 to repair it. Council decided to table this for now and keep an eye on it since it doesn't get much traffic. **Chris Steiner motioned to approve the extra $2,000.00 in repairs to the sewer, Donna Mullins 2nd, Approved by**

unanimous vote. Wendell wanted to let everyone know that he got the flags hung up in town except for two of them, he needs new brackets for them. Heather Craft asked Wendell if he had a chance to get estimates on patching the pot holes, Wendell stated that he was working on getting some estimates. Mayor Newsom wanted to let council know that Wendell will be on vacation next week.

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

Brandon Myers, Police/Zoning – Brandon wanted to give an update about the status on the .gov domain, Brandon stated that he they reached out to Fiscal Officer Michelle Phillips to verify that he was a real person, she verified him and they let him know that phillipsburg.gov is not available and we could use phillipsburgoh.gov, he said we should be approved soon and he's exploring a new website.

Chris Steiner, Streets – Nothing new to discuss.

Heather Craft, Fire – Nothing new to discuss.

Hope Hoard, Park – Nothing new to discuss.

Steve Booker – Nothing new to discuss.

Mayor Shawna Newsom – Mayor Newsom stated for the record, and for Kay (Eaton Register Herald) that grass clippings are to be swept back into your yard, this is the reason why our sewers get blocked and its dangerous for motorcycle riders. Mayor Newsom stated that there's a change to the grass letters to save the Village money, normally we send the first letter certified for the first letter and now we are going to send the first letter regular mail, the second letter will go out certified letter to save us some money. Mayor Newsom stated for the record that our council meetings are the third Tuesday of every month at 7:00 pm and that never changes and we do not have to advertise for that, the only time we have to post a meeting is when it's a special meeting and that will be posted 24-48 hours before the meeting takes place, signs will be posted at the post office, community office door, gas station, Rick and Gail's and on the Village website.

Hearing from public: Ilona Yannekis asked if Wysong is sending out letters about garbage and grass, do we have a zoning committee yet, Mayor Newsom stated that we're working on getting a zoning committee. Ilona Yannekis asked then how are you aloud to send out letters, Mayor Newsome replied you can give a three-minute statement about your concerns and that this is not a question and answer. Ilona Yannekis stated that Wendell mows 25 E Main Street but he will not mow the alley behind her house, that's all.

Anonymous resident stated that she was new to the community and asked if she was allowed to have roosters, chickens and bee hives, she has beehives and would like to put them in her back yard and process the honey. Chief Wysong stated that he would have to look into the beehives and get back with her and he stated no roosters or chickens are allowed in the Village, she stated that she hears chickens in the Village. Chief Wysong assured her that those chickens are in Clay Township. She stated if she would be allowed to have a Block Party, Mayor Newsom stated that she will give her Mark's email and she can reach out to him to get her questions answered.

Continuing Business:

New Business:

Motion to adjourn 8:03 pm, Donna motioned, Hope Hoard 2nd, Approved by unanimous vote.

Mayor: Shawna Newsom

Fiscal Officer: Michelle Phillips