Village of Phillipsburg, Ohio

COUNCIL MEETING

Date: 09/17/2024

Call to Order: 7:00 pm

Pledge of Allegiance

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

Visitors: Interim Fire Chief Chris Rowher, Street and Water Commissioner Wendell Harleman and Fiscal Officer Michelle Phillips were all present, Police Chief Mark Wysong was absent(excused).

Mayor Shawna Newsom spoke to the Village Solicitor and public recordings are allowed in the galley but speaking while video taping is a disruption and can be grounds for removal from the meeting.

Approval of minutes from August 1, 2024 meeting, Donna Mullins motioned, Brandon Myers 2nd, Approved by unanimous vote.

Approval of Minutes from August 20, 2024 meeting, Donna Mullins motioned, Hope Hoard 2nd, Approved by unanimous vote.

Approval of minutes from September 9, 2024 meeting, Donna Mullins motioned, Steve Booker 2nd, Approved by unanimous vote.

Approval of Resolution #2013 A Resolution Authorizing The Fiscal Officer Of The Village Of Phillipsburg To Advance Funds From The General Fund To The Fire Fund, declaring an emergency. Steve Booker motioned, Donna Mullins 2nd, Approved by unanimous vote.

Approval of Resolution #2014 A Resolution Authorizing The Mayor To Approve Changing Chris Rowher's employment status from Interim Fire Chief to Fire Chief and declaring and emergency. Donna Mullins motioned, Brandon Myers 2nd, Approved by unanimous vote.

Approval of Resolution #2015 A Resolution Accepting The Amounts And Rates As Determined By Budget Commission And Authorizing The Necessary Tax Levis And Certifying Them To The County Auditor, and declaring and emergency. Hope Hoard motioned, Donna Mullins 2nd, Approved by unanimous vote.

Mayor Shawna Newsom sworn in Chris Rowher as Fire Chief

Mayor Shawna Newsom sworn in Nathaniel Reser as assistant Fire Chief.

Mayor Shawna Newsom stated that there will be a Christmas Party carry in at the Community Center, all employees are invited, we need a head count of how many people they're bringing, December 7th, Saturday 4:00 or 5:00pm, let Niki know how many people will be attending. Donna will coordinate the items that employees are bringing so we do not have two of the same items. Mayor Newsom wanted to remind everyone of the Fall Garage Sale days, no permit is needed to have a garage sale on those days, September 26th – September 28, 2024. Burn ban in effect October 1, 2024 – November 30, 2024, cannot burn from 6:00 am to 6:00 pm, it's a statewide burn ban, Fire Chief Chris Rowher stated that this is a normal burn ban, any burning is banned during these times every year, and also March, April and May. With the current conditions a county burn ban may be put in place but the State Fire Marshall and ODNR. Fire Chief Rowher stated that he has been monitoring the situation and may place a jurisdictional burn ban himself on the jurisdiction we cover which would be Clay Township. Hope Hoard asked how the public would be notified if he did that, Fire Chief Chris Rowher stated that he would notify media outlets, put it on the sign at the firehouse, and let village officials know. Mayor Shawna Newsom gave an update from Wessler Engineering on the PFAS remediation plan. Choice One Engineering has completed the 1st Phase of the survey and should have some data soon to determine the appropriate locations for the booster station and the water tower. They will wait until the crops are harvested before they start the 2nd Survey Phase. Rebecca met with SWCD, they are coordinating with them. Ryan, Maddie and Rebecca are going to attend the townhall meeting on Thursday 9/19/24 at 7:00pm, they will be giving an update on the current phase and timeline. Rebecca said the Village will have to contact GEO Tech on their own to get estimates for the soil borings and soundings to prepare a report to us for that. PNG Consulting is working on corrosive control studies so we should have that information soon, Donna Mullins wanted to let us know that Rebecca called today and a drone will be flying around the Village tomorrow to survey it.

Fiscal Officer Michelle Phillips – Michelle asked for approval for appropriation reallocations for August July and September 2024. Donna Mullins motioned, Brandon Myers 2nd, Approved by unanimous vote. Michelle wanted to let council know that Cyber Insurance is no longer covered under our regular insurance policy, this insurance is in case the Village would get hacked. Michelle stated that our current insurance company has a cyber plan, the cheapest plan is for $100,000 coverage for $614 for a year. Michelle stated that it was up to council if they wanted the coverage, Steve Booker asked if our bank would have some type of free coverage, Michelle stated that she could ask the bank if they have any coverage for cyber attack. Brandon Myers made a motion to table the cyber insurance coverage, Donna Mullins 2nd, Approved by unanimous vote. Michelle stated that she received the disbursement from Montgomery County for $62,440.18 and she would reach out to Clay Township to see when they are sending the check for the Fire Department.

Wendell Harleman, Street /Water Commissioner – Wendell stated that the back bumper fell off on Walnut Street and he has three estimates, Wayne Trucking estimated $3,000 - $5,000, Devers $1,500 and Howells Body Shop did not want to work on it. Wendell stated that the cost would be split between Street and Water $750 each, Council would only pay $750 the water department already approved their $750 and he does not have the equipment to repair it. Steve Booker made a motion for Devers to do it and Donna Mullins 2nd, approved by unanimous vote.

Fire Chief Chris Rowher – Fire Chief Chris Rowher stated that two current staff members were missed during pay increases in 2022 and new members were being hired in making more so he moved them to the current pay scale based on certifications one went from $13.00/hr to $14.00/hr and the other one went

from $12.00/hr to $13.00/hr, he also revised the 2020 pay scale to current going rates. The Officer staff positions quarterly stipend bonus, he would like to put the quarterly stipend bonus into an hourly increased amount instead of quarterly. POC volunteers currently get $20.00 per call, if someone responds to the call and they are there for 1 hour they still get $20.00 and if they are there for 5 hours they get $20.00, he would like to put the POC on an hourly rate per call using the minimum wage of $10.45 but rounding up to $10.50/hr, they would get paid from the time the call comes in until the call is complete, he feels this would be an incentive for individuals to remain at the station and feels he would get more volunteers to respond. Part time pay scale, Chris gave council a copy of the pay scale he wants approval for and stated he's only changing officer staff rates, POC rates and adjusted the part time pay rate scale. Mayor Newsom stated that this would help with getting the weekend shift covered more of an incentive to keep the fire house staffed. Steve Booker commented that it may take someone $20.00 in gas to get to the Fire Station. Fire Chief Chris Rohwer stated that he has a few applications to hire for approval. Brandon Myers asked if we can afford it and Fire Chief Chris Rowher stated that he's been hiring ALS providers which is an increase to the billing vs BLS provider. Long term there should be a significant increase in EMS billing, he's working with Clay Township to negotiate the fire contract. Hope Hoard asked if we have any full time employees, Fire Chief Chris Rowher stated that all employees are part time, we have 25 POC and part time EMS providers, per Clay Township contract we have to have two people 24/7, our shifts are 12 hour increments. Hope Hoard asked if it would be more cost effective to have full time employees, Chris explained that it would not be cheaper because the village would have to contribute 24% to the Ohio Police and Fire Fund and it would end up being more expensive. Fiscal Officer Michelle Phillips stated that we have no full time employees and no one gets paid for the holidays unless you work that day. Chris stated that the fire/EMS get paid double pay for the holidays they changed it years back as an incentive to draw people to work on the holidays. Brandon Myers made a motion to approve the pay scale as a whole, Donna Mullins 2nd, all approved by unanimous vote. Fire Chief Chris Rowher stated that he had 4 applications for hire that needed an approval, 2 POC Fire only Colton Beatty and Austin Kool both are members at the Pitbsburg Fire Department both have availability and are experienced and 2 EMS providers Matthew Eagle from Jamestown, currently at Jefferson Township Fire Department he has a long list of certifications including being Flight certified, he would like to promote Matt to captains position one day. Miranda Childs works full time for Midwest Medical Transport and Tri Village Rescue, certified paramedic and good at her job. Hope Hoard asked what a fully staffed looks like, Fire Chief Chris Rowher stated that we currently have 25 and with 30 the schedule looks really good. Steve Booker made the motion to approve the 4 applicants for hire, Donna Mullins 2nd, approved by unanimous vote. Fire Chief Chris Rowher stated that he looked at the fuel usage for 1 year and to see about getting a fuel tank put in at the fire house, gas we used 248 gallons for a total of $787.54, diesel we used 1,262 gallons for a total of $4,866.70, Steve Booker stated that his concern was they were buying it out of town. Chris stated that the brush truck, fuel cans and staff car get gas in town, fire apparatus and the medic depending on how busy it is, it is hard to get the medic in there and the engine is impossible to get in there to get gas that why the get it at S&G or Speedway in Brookville. Chris got a quote for Duncan oil for a 300 gallon tank with diesel fuel, he figured we would be saving 11 cents a gallon for a total savings of $137.00 per year and it costs $2,700 to set a 300 gallon tank up. Fire Chief Chris Rowher stated that the reporting software they use has been having issues and that we paid for CAD integration and it still has not been set up, this system has been live since 9/21/23 and we paid for a year in advance and is wanting to terminate the contract. He stated that he has spoken to them several times and they were working on the issue and it was supposed to be live last week and it is still not working, Chris reached out to them regarding our

contract to look at terminating it because they have failed to provide us a service that we already paid for, discussed giving us a refund for the CAD integration and they have not responded it took Shelly (Michelle) several months to get an invoice from them. Fire Chief Chris Rowher stated that he would like to go with ESO for our reporting software they include a scheduling package which the current reporting system does not have and we have to pay over $500 a year for the scheduling software, he stated that in 60 days everything would be integrated, scheduling, payroll and time clock, he stated that the current payroll is done on paper, this system would eliminate that, the one time fee is for set up and service for a year is $8,387.20, recurring fee of $7,207.00 annually. Fiscal Officer Michelle Phillips requested monthly billing from them instead of annual because we paid for the CAD integration and never received it. Chris stated that he would like to have Ben send them a demand letter since they breached their own contract. Chris stated that a lot of the data did not transfer into Emergency Networking. Heather Craft asked if we had to do automatic renewals with ESO and Nate Reser stated that his concern is they may change the fee if we do not do automatic renewals. Chris stated that he would like to get out of the current contract and ask for a refund for the CAD integration. Mayor Newsom stated that Ben can get an answer and we can meet in 2 weeks to discuss this. Hope Hoard stated that she was ok with a meeting in 2 weeks. Brandon Myers recommended we table ESO for 2 weeks. Nate Reser stated that they are losing reports, the hospital is not getting the reports, their loosing signatures the software is not saving them. Brandon Myers motioned to table ESO until the next meeting in 2 weeks, Donna Mullins 2nd, approved by unanimous votes.

Chief of Police, Mark Wysong – Absent

Zoning, Mark Wysong – Absent

Brandon Myers, Police/Zoning – Brandon stated that he has passed around a spreadsheet with dates on it so he can schedule another training with Ben, he wants everyone to mark the dates that they are not available.

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

Hope Hoard, Park – Hope Hoard stated that she has reserved the Hunt Club for October 26th the time is negotiable but she was thinking 3:00pm – 6:00pm, she wants to get flyers out, she asked Fire Chief Chris Rohwer if the fire truck can be present and can the children tour the fire truck, Chris stated yes, Hope asked Chris if he can get some of those plastic fire hats, Chris stated that he has some in the office, Hope also asked if they can be dressed in their fire uniforms, Chris stated yes they will be in uniform. Hope stated that she would like a bomb fire but she will have to see about the burn ban. Hope stated that she has bought all of the decorations, bags and may need some more candy, she wants to do walking tacos and cupcakes. Fire Chief Chris Rowher stated that they will block all four corners with the help of Pitsburg Fire Department to make people aware of the trick or treating.

Chris Steiner, Streets –Absent

Heather Craft, Fire – Nothing new to discuss.

Steve Booker – Steve Booker stated that he wanted to know how we advertised for the Fall Garage Sale, Donna Mullins stated that she hung flyers around town, it was put on the water bill, Kay put it in the Register Herald and it is on the sign at the Fire Station.

Hearing from public: None

Continuing Business: None

New Business: None

Donna Mullins made a motion to adjourn at 8:30 pm, Hope Hoard 2nd, All unanimous vote.

Mayor: Shawna Newsom

Fiscal Officer: Michelle Phillips