THE VILLAGE OF PHILLIPSGURG

COUNCIL MEETING

AUGUST 19, 2025

Mayor: Meeting called to order at 7 p.m.

Pledge of Allegiance

Moment of Silence for first responders and military

Roll Call: Heather – yes, Hope – yes, Jill- yes, Chris (excused), Jacob -yes, John -yes, Josh -yes.

Guests: Police Chief Mark Wysong, Fire Chief Pat Aldrich, and Fiscal Officer Lori Hartman.

Mayor: Approval of the emergency meeting minutes from June 10, 2025. Lori stated that the minutes had not been transcribed previously. A motion to approve was needed. Hope motioned to approve the minutes from the emergency meeting on June 10, 2025. Heather seconded. Heather – yes, Hope – yes, Josh – yes. Motion passed.

Lori: Regular meeting of July 29, 2025, minutes need approval. Hope – motioned to approve. Jill seconded. Hope – yes, Jill – yes, Jacob – yes, John – yes, Heather was absent for that meeting. Motion passed.

Old Business:

Update about the improvements to the basketball court that is on Village property. The Village has gotten estimates from a few pavers. Anderson Asphalt quoted $2,000 charge to reseal and paint lines on the half court. They can start the project as soon as we approve it. We need a motion to spend the $2,000. The Village will supply the new basketball hoop. Hope motioned to approve $2,000 for Anderson Asphalt to blacktop the basketball half-court. John seconded the motion. Heather – yes, Hope – yes, Jacob – yes, John – yes.

Mayor: Spoke about the repairs to State Route 49. The state is scheduled to resurface State Route 49 in 2029 or maybe as early as 2027. ODOT has offered to fix all bases for free if the Village pays for the asphalt for the top. Approximately 12 spots need repaired. We have two funds to pay for the repairs. A street highway fund - $11,788; and we have a local street fund - $84,000. Need a motion to approve to buy asphalt. Discussion regarding extent of repairs and where repairs would be made, and other roads that need work done, especially Milan. Lori explained that the state should look at 49 all through town because it is the main thoroughfare between I-70 and Greenville. Mayor: need a motion. Heather motioned to approve the payment for the asphalt. Hope seconded. Heather -yes, Hope – yes, Jill – yes, Jacob – yes, John – yes. Motion passed. Lori stated that the work should start within the next few weeks.

Reports:

Lori Hartman, F.O. asked for a motion to approve reallocation of appropriations for July and August of 2025. Hope motioned to approve reallocation. Heather seconded. Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes. Lori provided the council with fund status and cash summary of funds. Those numbers are not up to date because of lack of access by F.O. to accounts. John Ritter will be addressing the creation of .gov email accounts. Lori is working on getting access to all accounts and making sure all are correct. In the past, some expenditures were made without proper resolutions. Mayor: Payroll is being paid by paper check because of no administrative access to make electronic deposits. The Mayor and Lori are working on this, and it should be resolved within the next few days, especially once we get the .gov email addresses.

Fire Chief Aldrich: Packets provided to council.

Personnel matters. Promotion of Seth Himes to Captain/Paramedic. Seth has been an asset in his time with the department. He is also a fire inspector and has taken classes at the Ohio Fire Academy specific to new construction plan reviews. He will be tasked with annual fire inspections in addition to basic management duties. He will be placed in an Acting Captain role, and his pay will be $18 per hour which is an increase of $3 per hour ($72/24 hr. shift). Chief Aldrich recommends that the mayor makes a direct appointment of Seth Himes to Captain per SOG (Standard Operating Guidelines) 1 – 4. He would be sworn in at next regular council meeting. Heather asked why the Village is not filling the Assistant Fire Chief role. Chief Adrich explained the management level and supervisory levels. The Chief stated that resources are better spent on paramedics and captains. No current employees live in the district and are available 24/7. Hope motioned to promote Seth Himes to Captain/Paramedic. Heather seconded. Heather – yes, Hope -yes, Jill – yes, Jacob – yes, John – yes.

Chief Aldrich: reinstatement of Justin Saunder as part-time/paid on call firefighter/EMT at the pay rate of $13/hr. This would round out our pay on call. Mayor agrees with the reinstatement. Heather motioned to reinstate Justin Saunders as part-time/paid on call EMT. John seconded. Heather – yes, Hope – yes, Jill – yes, Jacob -yes, John – yes. Motion passed.

Chief Aldrich: hiring of several trainees. While at the Community Picnic, several individuals showed interest in becoming trainees. Three have followed through and filled out applications. Oshey Hoard, Andrew Hartman, and Caleb Hoard

Caleb is Hope Hoard's son, Oshey is Hope Hoard's nephew, and Andrew Hartman is Lori Hartman's son. They would be hired according to SOG 3-16, be trainees for one year, entry level firefighter class, CPR class, online classes. We have Carter Davis (trainee hire), and maybe one other volunteer. The Fire Department would put on a training class, and they would have on-the-job training for one year.

In order for a fire truck to leave the station to go to another district, it must have two firefighters on board. These trainees could assist with those calls by doing outside work (pulling hoses, etc.) not going into buildings. There was discussion among the council and Chief regarding the trainees and their duties. Heather motioned to hire Andrew Hartman as trainee. Jill seconded. Heather – yes, Hope – yes, Jill – yes, Jacob -yes, John – yes. Motion passed. Heather motioned to hire Oshey Hoard as trainee. Jill seconded. Heather – yes, Hope –abstain, Jill – yes, Jacob - yes, John – yes. Motion passed. Heather motioned to hire Caleb Hoard as trainee. Jacob seconded. Heather – yes, Hope – abstain, Jill – yes, Jacob -yes, John – yes. Motion passed.

Chief Aldrich – Equipment: Issues with some equipment. Tanker 80 went for estimate at Dayton Garage, when parts arrive, it will go in for repairs. Medic 80 went in for service at Super Tech for routine maintenance and got additional estimate for front suspension and parts. That will be put on hold for a while.

Equipment Purchased: three Thermal Imaging Cameras. One will be on the ambulance in order to locate potential victims thrown from vehicles. The Fire Association purchased an additional unit. The total number of TICs is three. The Department received a large donation of hose and adaptors from Union and Clayton fire departments.

Grants/outside funding: two sets of gear have been ordered that were funded by grant money. There are several other grants applied for and are being reviewed.

The Department must have a medical director. The department has one who is associated with Kettering Health Network, but he charges for his services. The Chief is working to find a medical director associated with Premier who does not charge as much.

General Health of the Department: Working on a five-year plan for equipment repair/replacement. Will focus on immediate necessary repairs. The roster is strong. Exceeding 65% goal of full coverage. Are at 100% coverage of 1 person minimum to act as first responder.

Funding/sustainability: The Chief is conducting a study of other fire departments of comparable size throughout the state. The goal is to have hard facts and numbers within 6 months regarding long-term sustainability.

Chief Aldrich asked about department head credit cards. Lori Hartman, Fiscal Officer, is working on that. Can have an emergency resolution at next meeting. Discussion regarding department head credit cards. Also discussion about having two council meetings per month. Department heads required at only one meeting.

Police Department

Chief Wysong: informed that the department was due for a compliance audit. The audit was August 8. The department is in compliance except for two documents that need to be provided. Council asked what the audit looks for. The patrol car had a mechanical failure and was towed to Super Tech. Funds are available for a new patrol vehicle if needed. Firearms requalification is due by the end of the year. Continuing training has been completed.

Zoning

Letters have been issued. Elm Street yard has been cleaned up and the couch has been removed. The school received a second notification of violation. Discussion about the condition of the building and how to remedy the situation. There was a discussion regarding removal of junk cars. Discussion about the legal processes.

Tall grass does not fall under zoning. It's part of street maintenance. Wendell has been taking care of that. Discussion regarding a written guideline on how to handle tall grass issues. Discussion on tall grass compliance. Discussion on how should violation notices be delivered?

A resident submitted an application for an accessory building. Wysong reviewed the plans. The square footage he wants exceeds what is allowable in the R-1 zoning district. The resident wants to request a variance and go through that process. He will be provided those documents within a few days. Discussion by council regarding restrictions according to the code. Discussion regarding process for variance. There was a question about a written landlord policy on homes. There is a need to update zoning code. Discussion about non-compliance owners who have not hooked up to the sewer. That is a county issue.

Mayor had nothing to add.

New Business:

Council Member John Ritter discussed his extensive research on getting a new website and email and moving from a .com website to a .gov website. This falls under Homeland Security and is a requirement. The current website does not meet O.R.C. requirements. The website is not ADA compliant. Need a new website provider to rectify the deficiencies. The Village is required to post information that is not currently on the website (emergencies, agendas, meeting notices, meeting minutes, resolutions, ordinances, etc.). It will have the ability for residents to pay water bills and recreational facility rentals online. Public records will be accessible, per the O.R.C. There was also discussion about the fire department's use of the website. Fire department and police department would only pay a small percentage of the cost of the new website. Hope motioned to sign a contract with Civally and to pay the one-time cost of $1,900 to create the website, and the annual fee of $1,650 to maintain the website. Heather seconded the motion. Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes. Motion passed. The Mayor and Council thanked Council Member Ritter for all his hard work and research.

Mayor Josh Simpson was recognized for helping a local resident by paying her AES bill out of his own pocket.

Lori Hartman discussed the change in pay period and pay date. There were complaints. Lori and Chief Aldrich spoke and concluded that the pay period should be from Sunday to Sunday and pay checks will be issued on Friday. Heather motion to change the pay period for the rest of the year. Hope – Seconded. Heather – yes, Hope -yes, Jill – yes, Jacob – yes, John – yes. Motion passed.

Lori discussed required boards and commissions.
The BOARD OF PUBLIC AFFAIRS (water board), the PLANNING COMMISSION, the BOARD OF ZONING APPEALS, the PARK BOARD, CEMETERY BOARD, MUNICIPAL RECORDS COMMISSION, INCOME TAX COMMITTEE. (List and requirements attached.) Mayor Simpson and Fiscal Officer Hartman explained how often each board must meet, and who can serve on each board or committee.

Mayor asked for a motion to enter into an executive session to consider the purchase or sale of property in accordance with O.R.C. 121.22. Kay Dawson asked for clarification regarding how often the council will meet each month. That can be decided at an upcoming special meeting.

Heather motioned to allow Lori Hartman to attend executive session. Jacob seconded. All yesses

Hope motioned to enter executive session. Heather seconded. All yesses. Motions passed.

Council entered executive session at 9:06 p.m.

Hope motioned to return to regular session. John seconded. All yesses. Motion passed. Council returned to executive session at 9:26 p.m.

Hope motioned to adjourn the meeting. Heather seconded. All yesses. Motion passed.

Meeting was adjourned at 9:27 p.m.

Mayor: 

Fiscal Officer: 