VILLAGE OF PHILLIPSBURG

COUNCIL MEETING

NOVEMBER 18, 2025

Mayor Simpson called the meeting to order at 7 pm

Pledge of Allegiance

Moment of Silence for first responders and military

Fiscal Officer Hartman performed roll call: Heather Craft – yes; Hope Hoard – yes; Jill Ritter – yes; Chris Steiner – yes; Jacob Groh – absent; John Ritter – yes.

Hope motioned to accept Jacob Groh's absence. Jill seconded. All in favor. Motion passed.

FO Hartman stated that next is the approval of minutes from two council meetings in October.

Hope motioned to approve the council meeting minutes from October 21, 2025. Jill seconded. FO took a vote: Heather-yes; Hope – yes; Jill – yes; Chris – yes; John – yes. Motion passed.

John stated that the progress sheet needs to be added to the meeting minutes of October 21, 2025.

John motioned to approve the special council meeting minutes from October 28, 2025. Heather seconded. Heather-yes; Hope – abstain; Jill – yes; Chris – abstain; John – yes. Motion passed.

FO Hartman stated that there are ordinances and resolutions to be considered.

There is an ordinance (Ordinance 2025-001) and a resolution (Resolution 2025-0070) to establish the creation of a Village Administrator for the Village of Phillipsburg, and this would be an emergency, so that the Village can move forward with the ongoing water project. The ordinance states that the Village Administrator will be in charge of streets and water. Heather asked why the position is called Village Administrator. FO Hartman stated that is how it is set forth in the Ohio Revise Code. There was a discussion about the duties and responsibilities of the Village Administrator. It is not the same as the previous Village Administrator. Having a Village Administrator removes the need for a water board. The mayor explained that there were not enough volunteers to form a new board. There was a lengthy discussion about the reason and duties of the position. Derek Shell is currently the Operator of Record, so as a Village Administrator he can also apply for grants and will be department head for the streets and water departments. Derek is currently the Village Administrator in Farmersville, so he brings a lot of experience to the position. There was a discussion about filling the role of the former streets manager.

Hope motioned to waive the three-reading rule for Ordinance 2025-001to Establish the Position of Village Administrator in the Village of Phillipsburg, Ohio. John seconded. Vote: Heather – yes, Hope – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Hope motioned to approve Ordinance 2025-001 to Establish the Position of Village Administrator in the Village of Phillipsburg, Ohio. Jill seconded. Vote: Heather – yes, Hope – yes, Jill – yes, Chris – yes, John – yes. Ordinance passed November 18, 2025, with an effective date of November 18, 2025.

Resolution 2025-0070. Resolution Appointing a Village Administrator and declaring it an emergency, appointing Municipal Service Pros, LLC (Derek Shell).

Hope motioned to waive the three-reading rule for Resolution 2025-0070. Heather seconded. Vote: Heather – yes, Hope – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Hope motioned to approve Resolution 2025-0070. Jill seconded. Vote: Heather – yes, Hope – yes, Jill – yes, Chris – yes, John – yes. Resolution passed.

Derek Shell was sworn in by Mayor Simpson.

Ordinance 2025-002 Sale of Excess Property. There was a discussion about sale of property owned by the Village. There will be a closed bid process. The Ordinance has been tabled in order for the Council to get an appraisal of the land value. Hope knows a realtor interested in helping to set up an appraisal.

Hope motioned to table Ordinance No. 2025-002 in order to get an appraisal. Heather seconded. Vote: Hope – yes, Heather – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

The mayor will coordinate the appraisal.

Addendum to Resolution 2025-0056. Modification of any prior credit card policies, Village of Phillipsburg, Montgomery County, Ohio.

Huntington Bank wanted to be listed individually as a credit provider and will issue credit cards to the following department heads: Fire Chief, Police Chief. There will be another credit card issued to the Village for use with proper authorization from the Fiscal Officer and Mayor. FO Hartman read the resolution.

Hope motioned to approve Resolution 2025-0056. Heather seconded. Vote: Hope – yes, Heather – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

FO Hartman stated that the next order of business is Resolution 2025-0069 A Resolution appointing a zoning officer and declaring an emergency.

The Council hereby approves the Mayor's appointment of Nathaniel Davis as Zoning Administrator, effective November 18, 2025.

There was a discussion about duties and hours devoted to zoning.

Hope motioned to waive the three-reading rule. Chris seconded. Hope – yes, Heather – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Hope motioned to approve Resolution 2025-0069 appointing Nathanial Davis as Zoning Administrator. Jill seconded. Hope – yes, Heather – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Nathanial Davis was sworn in by Mayor Simpson to be the Zoning Officer.

The mayor asked if there were any speaking guests. No one spoke up.

The mayor asked if there was any old business. No one responded.

Reports:

FO Harshman was provided the fund status. Former fiscal officer, Jesse Harsh, assisted FO Hartman gain access to several accounts that had not yet been changed from her (Jesse Harsh) information. FO Hartman was then able to designate deposits from Montgomery County into the correct accounts. This allowed FO Hartman to pay outstanding bills. Jesse Harsh will continue to help FO Hartman through the end-of-year accounting process. The council was given an engagement letter, which would hire Jesse Harsh for the short term. The letter states that the Village of Phillipsburg confirms the services of Dignified Financial Services, LLC (Jesse Harsh's company), for fiscal officer services. There was a discussion about hiring her for services. Hope motioned to accept the engagement letter for Dignified Financial Services, LLC. Jill seconded. FO Hartman took a vote: Heather – yes, Hope -yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Fire Chief Aldrich presented his report. Personnel: He requested the hiring of firefighter/paramedic Jacob Freels as part time at a rate of $15/hr.; Pamela Stephenson as a POC trainee at a rate of $11/hr. of call; trainee Alisa Henninger moved up to part time EMT at the rate of $13/hr.

Hope motioned to approve the hiring of Pamela Stephenson. Jill seconded. FO Hartman took a vote: Heather – yes, Hope -yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Hope motioned to hire Jacob Freels. Chris seconded. FO Hartman took a vote: Heather – yes, Hope -yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Hope motioned to approve a rate change for Alisa Henninger. Heather seconded. FO Hartman took a vote: Heather – yes, Hope -yes, Jill – yes, Chris – yes, John – yes. Motion passed.

Chief Aldrich spoke about the status of equipment maintenance, grants and outside funding, and the general health of the organization. He mentioned that FO Hartman has been making strides in the accuracy of the fire department funds. The department is well staffed.

Chief Wysong spoke about the reaction of the community on beggars' night. Many residents thanked him for the police and fire service. Chief Wysong spoke about equipment issues. The current laptops are not equipped to do the upgrade needed. Heather Craft talked about shopping for new laptops for everyone. The mayor mentioned House Bill 96 and compliance with same.

The mayor thanked people who have helped the Village. He mentioned those who helped with the basketball court, the problems with leaf collection and the fixing of those problems. The mayor also mentioned the acquisition of baseball/softball equipment from Union.

Heather Craft asked about computers and what needs to be purchased. The mayor will give specifics for what is needed when they are available.

Hope motioned for Heather to purchase computers for the Village at a cost of no more than $7,000. Jill Ritter, seconded the motion. Heather – abstain, Hope – yes, Jill – yes, Chris – yes, John – yes. Motion passed.

The mayor asked if there was any new business. There was no reply.

The mayor asked if there were any public comments. Chief Wysong asked about the leaf pickup. There was an issue with the truck that holds the leaves. There will be more pick-up dates.

There was also a mention about the shooting that took place in Phillipsburg. Montgomery County Sheriff's Department is investigating, and the Village does not yet have a report.

Council Reports:

Heather already spoke.

Hope spoke to the playground equipment company today. They are raising their prices after the first of the year. Current quotes are good until the end of December. Hope and Mayor Simpson will discuss whether the Village will receive the money to purchase the equipment by the end of the year. Hope also mentioned the Village Christmas Party on December 13 from 1 to 3 pm at the Community Center. The Village has a new Santa Suit, but no Santa.

FO Hartman asked about rate changes for renting the facilities (Community Center and Hunters Club). The council is still working on this.

Jill spoke about the PFAS remediation. She and Derek Shell have met with two companies who are interested in providing remediation technology. One company is AWP, which uses a carbon-based system. A decision needs to be made regarding treating two wells or four wells. The Village is waiting for an updated quote from AWP. There were also discussions about the water tower. It needs to be inspected. Jill stated that she is thrilled that Derek is now official, and he can try to get someone in to inspect the water tower. The original PFAS remediation plan was about $11 million. The new plan should be between $1 million and $3 million. Both companies being considered are experienced in removing PFAS. Jill stated that there will be a meeting with the EPA regarding how much expense it will cover with the PFAS remediation. The previous plan to get water from Union has been scrapped. Union now has PFAS in its water. Derek spoke about how it is advantageous that the Village has other options.

Jill asked for information about the upcoming holiday party so it can be listed on the website and Facebook. The question was raised about decorations in the middle of town. The mayor stated that we need volunteers to help decorate.

There was discussion about nuisance property. Letters have been sent to the owners of the elementary school. The letters were returned. The mayor spoke about nuisance abatement. Jill looked into this. There are monies available that the Village can apply for.

John talked about the new website and ongoing updates to same. John is also working on the rental process for the parks department facilities. The online water payments are working well. There is ongoing work on O.R.C. compliance.

Hope Hoard motioned to adjourn. Heather Craft seconded. All in favor. None opposed. Motion passed.

Meeting adjourned at 9:09 p.m.

Mayor: Jesse

Fiscal Officer: Lori A. Hartman