VILLAGE OF PHILLIPSBURG

SPECIAL COUNCIL MEETING

DECEMBER 29, 2025

Meeting called to order at 6:20 p.m.

Pledge of Allegiance

Fiscal Officer Hartman presented temporary appropriation budget sheets to the Council. This has been redone repeatedly due to some paperwork being handed in one way and the Auditor's Office wanting it done another way. The FO changed the paperwork to follow the instructions of the Auditor's Office. The revenue numbers in 2025 are larger than what is shown in 2026, regarding expenditures. She explained the budget numbers and addressed the fire department fund numbers. The Council was reminded that this is a temporary budget that is needed in order to pay bills in January and February. The budget numbers will be under review and corrected in the near future. Our new Council Member Crystal Beavers has a finance background, and she is willing to serve on the finance committee. Ms. Beavers also has a background in human resources, so that will be a benefit for the Village in getting finances and personnel files organized. FO Hartman asked if there were any questions about the budget. Jill Ritter asked if this was reconciled in November, and the FO answered that that is correct, and all reconciliations from July through November are available in the office. FO Hartman mentioned that there were electronic payments in the past that were never approved because of how the UAN works. The Auditor's office has been very helpful in fixing the problems that existed because of mistakes that were made by previous fiscal officers. Also, there is $18,000 in attorney fees that need to be paid, but the FO did not have authorization to pay those fees. John Ritter had questions about how the accounts have been reconciled. FO Hartman explained to him how the budget is different from the reconciliation, and how the previous fiscal officer made some errors. Hope asked for clarification of the budget numbers. She thanked the FO for explaining. The mayor also asked some questions about the different carry-over numbers. The FO explained the reason for that. John and Jill Ritter asked more questions, and FO Hartman explained the budget numbers. Chief Aldrich questioned the allotted budget for the fire department. It was then explained to the Chief. Mayor Simpson and Fiscal Officer Hartman explained the budget and income for the Village.

Various budget matters were discussed by the mayor, fiscal officer, and council. Derek Shell discussed putting money in the STAR Ohio fund.

Mayor Simpson discussed staffing and budgeting for the police department.

Roll call: Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes, Chris – absent.

Hope made a motion to excuse Chris Steiner's absence. Jill seconded. All in favor. Motion carried.

Ordinances/Resolutions:

Resolution 2025-0073: Amended Estimated Resources for 2025. The Auditor said to table this resolution.

Resolution 2025-0074: Temporary Appropriations for 2026, declaring it an emergency. Fiscal Officer Hartman read the resolution. This is an emergency because the Village just recently received the necessary information from the County. Hope Hoard motioned to consider an emergency for Resolution 2025-0074. Jill Ritter seconded the motion. Vote taken: Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes, Chris – absent. Hope motioned to approve Resolution 2025-0074. Jacob seconded. Vote taken: Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes, Chris – absent. Motion carried.

Resolution 2025-0076: Water and Sewer Rates and Fees (First Reading) A Resolution accepting and approving water rates and fees and sewer assessment for the Village of Phillipsburg, Ohio. Derek Shell read the resolution to the Council. There was a discussion with the Council regarding the water and sewer fees and how they are determined. FO Hartman stated that the water rates will increase per month to $50 for up to 6,000 gallons of water for residents; $55 per 6,000 gallons of water for non-residents; $25 for low income per 6,000 gallons. Usage over 6,000 gallons is $5 per 1,000 gallons. The sewer loan repayment for all users is $5 per month. All late fees will be $30 per month. The water turn-on fee is $25, and the turn-off fee is $25. Open and active fee is $15 per month ($10 for water and $5 for sewer).

There was a discussion regarding the sewer accounts and whether the owner or renter has to set up that account. And dealing with the County regarding the sewer accounts. There was further discussion about water meters.

Hope motioned to approve Resolution 2025-0076 accepting and approving water rates and fees inclusive with the changes of making the effective dated April 1, 2016, and adding the low income increase rates. Jill seconded. Vote taken: Heather – yes, Hope – yes, Jill – yes, Jacob – yes, John – yes, Chris – absent. Motion carried.

New business:

Derek Shell commented on the A.O.P. installation approval. Derek needs approval to spend $8,500 out of the water fund to pay for a submittal to the Ohio EPA and the pilot study to demonstrate to the EPA the water treatment process will remove the PFAS from the local drinking water.

Hope motioned to approve the installation of the A.O.P. at a cost of $8,500 out of the water fund. Jill seconded. All in favor. Motioned passed.

Swearing in of newly elected Mayor and Council Members:

Joshua Simpson was sworn in as Mayor of the Village of Phillipsburg, Ohio.

Crystal Beavers was sworn in as Council Member of the Village of Phillipsburg, Ohio.

Jacob Groh was sworn in as Council Member of the Village of Phillipsburg, Ohio.

Jill Ritter was sworn in as Council Member of the Village of Phillipsburg, Ohio.

John Ritter was sworn in as Council Member of the Village of Phillipsburg, Ohio.

Hope motioned to adjourn Heather seconded. All in favor. Meeting adjourned.

Mayor: 

Fiscal Officer: 