Phillipsburg Village Council

Regular Meeting Agenda
May 19, 2026 @7 pm

I. Call to Order
   a. Pledge
   b. Roll Call - Vote to Excuse (if necessary)

II. Approval of Minutes
   a. Regular Meeting- April 21, 2026
   b. Special Meeting- April 30, 2026
   c. Special Meeting- May 11,2026

III. Ordinances/Resolutions:
   a. Resolution 2026-0009- A Resolution Amending and Restating the Village of Phillipsburg Cybersecurity Program and Consolidated IT Administration & HB96 Compliance Manual Pursuant to Ohio Revised Code Section 9.64, Reaffirming and Updating Cybersecurity Standards, Incident Reporting Procedures, Compliance Documentation Requirements, Employee Cybersecurity Training Requirements, Administrative Authority for Implementation, and Declaring an Emergency
   b. Ordinance 2026-0007- An Emergency Ordinance Establishing A Planning Commission For The Village Of Phillipsburg, Ohio, Providing For The Membership, Organization, Powers, And Duties Thereof, And Declaring An Emergency

IV. Special Guests

V. Old Business

VI. Reports
   a. Fiscal Officer
      i. Certificate of Estimated Resources update
      ii. Approval to pay payroll and invoices
      iii. Approval of March Financial Reports (by signature in report binder)
   b. Fire Chief
   c. Police Chief (Mayor to read report from Clay Township)
   d. Village Administrator
   e. Zoning
   f. Mayor
      i. Hiring of General Support Technician
      ii. Council Meeting Schedule (Number per month, Day of week, Time)
      iii. Council Protocol

VII. New Business

VIII. Public Comment

IX. Council Reports/Comments

X. Motion to Adjourn

ORDINANCE NO. 2026-0007

AN EMERGENCY ORDINANCE ESTABLISHING A PLANNING COMMISSION FOR THE VILLAGE OF PHILLIPSBURG, OHIO, PROVIDING FOR THE MEMBERSHIP, ORGANIZATION, POWERS, AND DUTIES THEREOF, AND DECLARING AN EMERGENCY

WHEREAS, the Council of the Village of Phillipsburg, Ohio, finds that proper planning and zoning administration are necessary for the protection of the public health, safety, convenience, comfort, prosperity, and general welfare of the Village and its residents; and

WHEREAS, the Village has historically maintained planning and zoning review functions through prior planning bodies and commissions; and

WHEREAS, Council finds it necessary and appropriate to formally establish and maintain an active Planning Commission pursuant to the authority granted under Chapter 713 of the Ohio Revised Code in order to review zoning matters, land use regulations, property maintenance regulations, and related planning matters within the Village; and

WHEREAS, Council further finds that immediate establishment of such Commission is necessary in order to permit timely review of pending zoning, property maintenance, and related land use legislation affecting the Village;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF PHILLIPSBURG, MONTGOMERY COUNTY, OHIO:

SECTION 1. ESTABLISHMENT OF PLANNING COMMISSION

There is hereby created and established a Planning Commission for the Village of Phillipsburg, Ohio, pursuant to the authority of Chapter 713 of the Ohio Revised Code.

SECTION 2. MEMBERSHIP

The Planning Commission shall consist of five (5) members as follows:

1. The Mayor of the Village, who shall serve by virtue of office;
2. One (1) member of Village Council to be appointed by Council;
3. Three (3) electors or property owners of the Village to be appointed by the Mayor, subject to approval by Council.

All members shall serve without compensation unless otherwise provided by Council.

SECTION 3. TERMS OF OFFICE

A. The Mayor and Council representative shall serve during their respective terms of office.

B. Citizen members shall serve staggered six (6) year terms, except that the initial appointments shall be as follows:

- One member for a term of two (2) years;
- One member for a term of four (4) years;
- One member for a term of six (6) years.

Thereafter, all citizen member appointments shall be for six (6) year terms.

C. Vacancies shall be filled in the same manner as original appointments for the unexpired term.

SECTION 4. ORGANIZATION

The Planning Commission shall organize itself and may elect such officers as it deems necessary, including a ViceChairperson and Secretary.

The Commission may adopt rules for the conduct of its meetings and proceedings consistent with Ohio law and Village ordinances.

Three (3) members shall constitute a quorum for the transaction of business.

SECTION 5. POWERS AND DUTIES

The Planning Commission shall have such powers and duties as are authorized under Chapter 713 of the Ohio Revised Code and applicable Village ordinances, including but not limited to the following:

A. To review and make recommendations to Council regarding:
- zoning ordinances and amendments;
- zoning district regulations;
- land use regulations;
- subdivision and platting matters;
- official maps;
- comprehensive or general development plans;
- property maintenance and development regulations related to land use planning;

B. To prepare, review, and recommend plans concerning:
- streets;
- alleys;
- parks;
- public grounds;
- public buildings;
- utilities;
- transportation improvements;
- and other public improvements affecting the orderly development of the Village;

C. To conduct reviews, hearings, studies, and investigations concerning planning and land use matters referred to it by Council or the Mayor;

D. To make advisory recommendations to Council concerning the coordinated and orderly development of the Village.

The Planning Commission shall serve in an advisory and recommending capacity unless otherwise expressly provided by law,

SECTION 6. MEETINGS AND RECORDS

The Planning Commission shall keep minutes and records of its proceedings and shall comply with all applicable Ohio Open Meetings and Public Records laws.

SECTION 7. PRIOR ORDINANCES AND CONFLICTS

All prior ordinances or parts of ordinances inconsistent with this Ordinance are hereby superseded and repealed to the extent of such inconsistency.

SECTION 8. SUSPENSION OF THE THREE-READING RULE

Council hereby determines that the public interest requires the suspension of the rule requiring ordinances to be read on three separate days, and such rule is hereby suspended pursuant to applicable law and the rules of Council.

SECTION 9. EMERGENCY CLAUSE

This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the Village and for the timely review and consideration of pending zoning, planning, and property maintenance legislation affecting the Village; therefore, this Ordinance shall take effect immediately upon passage and approval by the Mayor.

Declare Emergency and Waive 3 Readings:

Motion:2nd:

Heather Craft Hope Hoard Jill Ritter

Chrystal Beavers Jacob Groh John Ritter

Motion to Approve:

Motion:2nd:

Heather Craft Hope Hoard Jill Ritter

Chrystal Beavers Jacob Groh John Ritter

PASSED: May 18, 2026
Effective Date: May 18, 2026

APPROVED:

Joshua V. Simpson, Mayor Date

ATTEST:

Lori L. Hartman, Fiscal Officer Date