THE VILLAGE OF PHILLIPSBURG
REGULAR COUNCIUL MEETING
AUGUST 18, 2026

Mayor Simpson called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call: Heather Craft – here, Hope Hoard – yes, Chrystal Beavers – yes, Jacob – yes.

Approval of Minutes

a. Regular Meeting - 07/21/2026

Hope motioned to approve the minutes from the July 21, 2026 meeting. Crystal seconded. Vote taken: Heather – yes. Hope – yes. Crystal – yes. Jake – yes.

b. Work Session/Church Tour – 08/11/2026

Hope motioned to approve the Work Session/Church Tour meeting minutes from August 11, 2026– Crystal seconded. Vote taken:
Heather – yes. Crystal – yes. Hope – yes. Jake – yes.

Council Member Discussion/Appointment

Mayor Simpson reported that he has been going door to door to try and get residents involved. Several people wanted to attend the meeting but backed out at the last minute. Zack Moore is interested in the council position but was not available to attend the meeting. He plans to attend the next one. Mayor Simpson indicated that they would continue to look for a sixth council member.

Public Comment: No special guests for presentations

Reports

Police Chief David Birk (Clay Township)

Chief Birk provided an update for the event hosted by the Village, indicating that the Brookville Picnic is huge, but the Village event was unbelievable!

Total Sponsor donation fees were $**2,150**.
Raffle and dunk booth collected $**1,303**.
Expenses total was $**2,827**.
After donations $**667** total. Split between the village and the township, it's $**339**.

Chief Birk indicated that next years' event will be even bigger and better, possibly getting Care Flight to attend, and that the sky diving team was already in. He suggested possibly having a foam machine placed next to the bounce houses and dunk tank.
Chief Birk discussed how MCSO Dispatch has the Village down as Pburg in the monthly reports that he receives from MCSO. He explained the breakdown of every call for service each month. The report was not provided to Council at this time but is accessible through the Montgomery County Dispatch Center. Chief Birk briefly explained the report and indicated the number of calls for each service that the township was called out for.

Chief Birk discussed the new law regarding vicious dogs (Emily's Law). Basically, the law is putting the police department in charge of vicious dogs. Other jurisdictions have been complaining and there is talk of the law being reverted back to Animal Control.

Chief Birk reported that they have had several follow ups, some of which dealt with an individual who has been trespassed from 5 total properties. The owner of 37 East Main Street signed a trespass and it was served on the individual. This individual hasn't been in the village for a couple of weeks. Follow-ups were conducted with all properties that the individual had been to, including the church.

Chief Birk reported 67 training hours, 0 sick time hours, 8 hours vacation and 15 hours of comp time. There were 4 citations issued, 3 of which were semis, 14 warnings and 3 trespasses (with Mr. Foster).

Chief Birk reported data received from speed cameras, from July 21 through the present – there were 114,000 cars that came through the Village. He indicated that there is still an issue on State Street, Southbound, and that there were 4 cars going 74 mph. He is working to get officers to patrol that area to try and get that issue under control. He reported a couple of cars were going 75 mph or faster. He reported that there are 2 officers working 80% of the time. The residents are seeing the Police presence. He reported a couple of calls to the school were made, and that they are patrolling the area as best they can. He indicated that the sooner the boards are up, the better, for safety reasons. He reported that the department is active and that they are coming through the Village several times per day. He indicated that the officers are available to the Village for whatever they need.

More discussions were held regarding the event next year, discussing having a 'rain date' and having more cars in the car show.

Chief Birk reiterated that if there are any issues, we should continue to contact MCSO dispatch or contact the Clay Township office during the day.

Fire Chief Patrick Alrich

Personnel Report: Chief Alrich reported that Doug Woolf is retiring on the 25th of the month, after 44 years of service. Doug has held every rank, including Fire Chief prior to Dave Evans taking over as full time Chief in 2008. Doug followed in his father's footsteps. His father,

Robert, served on the department from 1968 until he was killed in the line of duty in 2004. The Wolfe's dedicated a total of 58 years of service to the fire department.

Budget: No report.

Equipment: Everything is working as it should be and as designed.

Calls: The fire department responded to 34 calls in July, 26 were medic calls and 8 were fire. We went to Union for house fire and to Brookville for a fire.

Training: The fire department has 3 members in Fire Fighter 1 training classes, 2 members in advanced EMT classes and 3 members beginning Paramedic classes and will graduate in December of this year.

Waffle Fry: Sunday, September 13th. More information is coming.

(Side discussions regarding Doug's retirement)

Zoning – No Report, Zoning and Code Enforcement Officer not in attendance

Mayor:

Derrick Shell resigned as Village Administrator for personal reasons and is leaving contract work. The Village therefore needs a new Operator of Record. Jonathan Moore, who currently works with Germantown on a similar system, will be proposed for Council approval. He has already suggested several operational changes that will improve efficiency and cost effectiveness. Council also discussed compensation and responsibility.

Hope motioned to hire Jonathan Moore as Operator of Record, on a technical service agreement contract for the Village of Phillipsburg. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Ordinance/Resolutions:

Ordinance 2026-0010: Designating the First and Third Tuesday of Each month at 7:00 p.m., in Council Chambers for Regular Monthly Council Meetings, Emergency

Hope motioned to declare emergency and waive the three-reading of the ordinance. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Hope motioned to approve Ordinance 2026-0010 establishing date, time and place of regular meetings of the Village Council. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Resolution 2026-0013: Approving an Advance from the General Fund to the Fire Fund/Emergency in the amount of $120,000 and declaring an Emergency for purposes of covering immediate expenses related to fire protection services. This is an advance and not a transfer.

Hope motioned waiving the three-reading rule for the advance from the General Fund to the Fire Fund, declaring an emergency. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Hope motioned for approval of Resolution 2026-0013, advancing from the General Fund to the Fire Fund. Crystal second.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Ordinance 2026-0011: Declaring Surplus Property, Authorizing Sale, Donation, or Destruction, Emergency

2010 Ford Ambulance, used previously, prior to purchase of ambulance from Union. This item will be listed on GovDeals.

The outdated SCBA equipment, including masks and air tanks, can no longer be updated for continued service. Because it is unsuitable for future use, donation or destruction was recommended. Council further discussed whether the equipment could be sold and how it should be destroyed.

Hope motioned to waive the three-reading rule, declaring emergency for Ordinance 2026-0011: Declaring Surplus Property, Authorizing its disposal. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Hope motioned to approve Ordinance 2026-0011: Declaring certain Village property Surplus, Authorizing its disposal. Crystal seconded.
Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Hope motioned to table the Iworx program discussion and approval due to Nate being absent today, until the next meeting. Crystal seconded. Heather – yes. Hope – yes. Crystal – yes. Jake – yes. Approved by unanimous vote.

Hope motioned to move to Executive Session to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee, or official. Crystal seconded. Approved by unanimous vote.

Mayor Simpson – Moving into Executive Session Tuesday, August 18, 2026 at 7:49 p.m.

Exiting Executive Session, 9:00 p.m.

Hope motioned to Exit Executive Session. Crystal seconded. Approved by unanimous vote.

Hope motioned to eliminate two positions in the office effective September 3, 2026. Crystal seconded the motion. Approved by unanimous vote.

Hope motioned to create an office support technician position within the Village, effective immediately for accepting applicants. Crystal seconded. Approved by unanimous vote.

Hope motioned to create a water technician position, effective immediately accepting applicants. Crytal seconded. Approved by unanimous vote.

Ordinance for all positions, classification titles, pay ranges, job descriptions, and reporting structure for the Village will be presented at the next council meeting.

Mayor Simpson – we will be posting the Village Administrator position, accepting applicants. The position currently exists, but currently vacant.

Council Reports: Hope has a holiday party coming up in October. Need to know budget. Fiscal Officer stated that an inventory of all current supplies should be done prior to purchase of new items.

Heather asked if the police department will have a trunk or treat this year. The Village will need to ask Chief Birk if there will be officers present.

Hope motioned to adjourn the meeting. Crystal seconded. Approved by unanimous vote.

Joshua V. Simpson, Mayor

Lori L. Hartman, Fiscal Officer