

AGENDA
VILLAGE OF PHILLIPS
December 2, 2025

- I. Call to Order
- II. Roll Call
- III. Open Meeting Laws/Chairperson Benton
- IV. Approve Minutes of the Previous Meetings
 - November 4, 2025
- V. Unfinished Business
 - A. Fire Department/Fire Chief Brandt
 - B. Maintenance/Jamie Bergmark
 - Fire Hydrant replacement update
 - Village Assets in need of Repairs (Mowers)
 - Village Ball Field Concession Roof Repair Estimates
 - Village Park Cameras location and resolution
 - C. Treasurer Reports/Clerk
 - D. Property Cleanup/Trustee Crawford
 - Abatement – Cuba Construction update (115 Lula, 537 West)
 - E. Water Project/Trustee Crawford
 - F. Lottery (Keno) Status/Chairperson Benton
 - G. Hamilton County Planning and Zoning Permits/Chairperson Benton
 - Current Interlocal Agreement
 - H. Village Insurance Policies Review- Miller, Monroe & Farrel/Kevin Placzek
 - I. Designate Program Administrator for Vacant Properties/Chairperson Benton
 - J. Trustee Tax Withholding, frequency of wages -Chairperson Benton/Clerk Treasurer
- VI. Public Open Discussion
- VII. Adjournment of Unfinished Business
- VIII. Reorganizational Meeting
 - A. Call to Order (Clerk)
 - B. Roll Call (Clerk)

- C. Open Meeting Laws (Clerk)
- D. Appoint Chairperson Pro-Tem (Clerk)
- E. Nomination of Chairperson
- F. Committee Appointments

Committee	Currently Appointed
Street & Alley	Scott, Jim & Jordan
Water & Sewer	Scott, Jordan & Les
Parks	Scott, Jim & Jordan
Safety	Les, John & Cathie
Ways and Means	Jim, Dorothy & Cathie
Board of Health	Jim, Dorothy & Cathie
Tree	Scott, Jordan, Les & John
Maintenance Supervisor	Jordan with Jim as backup

G. Personnel

Personnel Title	Current Personnel
Attorney	Kent Rauert
Engineers	Miller & Associates
Street Superintendent	Reed Miller
Maintenance	Jamie Bergmark
Fire Chief	Justin Brandt
Clerk/Treasurer	Dee Arnett

H. Close Reorganizational Meeting

IX. New Business

- A. Pinnacle ICF Accounts/Trustee Benton
- B. Approval of SDL, Scotty's LLC on January 24, 2026, for a Christmas Party at the Memorial Hall located at 501 3rd Street, Phillips
- C. Request 2025-2026 Audit Waiver/Clerk
- D. Neptune 360 Contract Renewal/Invoice
- E. Village- Contracted Services (Lawn Care, Pest Control)/Jamie Bergmark
- F. Employee pay schedule/Trustee Benton
- G. Approval of Authorization to Update Bank Account Signatures/Clerk
- H. Personnel Review/Closed Session

X. Approve Claims

XI. Adjournment