

**Village of Higginsport
Village Council Meeting
October 13, 2025**

The Council of the Village of Higginsport met in regular session at the Village Municipal Building on Monday, October 13, 2025 at 6:00 p.m. with all members present.

Also, present were: Fire Chief Rob Starrett, Police Chief Shawn Elliott, Tyler Branham, Eddie Crawford, Scott Wilburn, Linda Fester, Michelle Wilburn, Tricia Wood, Sandy Bear, Craig Hauke, Kay McElroy, Brian Klein, Morgan Moore, Dalton England, Steven Whitaker, Dylan Cox, Paul Riley and Mariah Votel.

Mayor Bear called the meeting to order and led everyone in the Pledge of Allegiance.

Special Guest

Ms. Mariah Votel, Brown County Recorder addressed Council providing information regarding services available through the county recorder's office as well as the "Good Deed Program" and "Fraud Alert Program." Ms. Votel also provided a plat map of the village's cemetery.

Special Presentation

Assistant Chief Craig Hauke, Ripley Life Squad shared information regarding a "sudden cardiac arrest" call that occurred on May 29, 2025 and the events and emergency response from that day. He expressed appreciation on behalf the patient (Courtney) for the teamwork involved that day and the life saving measures taken. Due to the "Chain of Survival" not being broken the patient had a full recovery from the medical event.

Asst. Chief Hauke presented awards of recognition to all those involved:

Higginsport Fire/EMS

Chief Rob Starrett
EMT Emily Madison
EMT Curtis Henderson
EMT Anthony Moon
EMR Andrew Smith
Firefighter, Dylan Branham

Higginsport Police Dept.

Chief Shawn Elliott

Ripley Life Squad

Paramedic Craig Hauke
Medic Steven Whitaker
Medic Dylan Cox
EMT Dalton England
EMT Travis Picklesimer

Brown Co. Comm Center (911)

Brian Klein
Morgan Moore

Public Participation

Ms. Kay McElroy addressed Council expressing that great-grandparents were buried in the village's cemetery and that her brother a Vietnam War veteran would like to be buried there as well and requested Council's approval. Mr. Null express that it was his understanding that no further burials are permitted in the cemetery but the village would confirm that and follow-up with her.

Mr. Paul Riley addressed Council requesting to install a soft drink vending machine in the village. It would require access to electric service and that he would be willing to provide the

village with a percentage of sales to cover the cost of the electric use. A discussion ensued regarding his request.

Resolution 25-20

Motion by: Ms. Wills

Seconded by: Mr. Null

To approve a service agreement with Paul Riley for the installation of a soft drink vending machine at the village municipal building for a \$30.00 per month rental fee.

Vote: Mrs. Adams, Yes; Mr. Adams, Yes; Mr. Fester, Yes; Mr. Null, Yes; Mr. Smith, Yes; Ms. Wills, Yes

Ms. Tricia Wood informed Council that she had not brought her sewer bill as discussed at the previous council meeting however she had only paid the base monthly fee and she would bring her bill to the next council meeting.

Mrs. Linda Fester reported on the following:

- Attendance of the monthly Chamber of Commerce meeting and recommended others attend the monthly meeting.
- The Ohio River Way Conference is scheduled in Louisville, Kentucky. She and Mr. Fester would be attending. The Ohio River Way has received a \$275,000.00 grant from ODOT for a bike trail.
- Mr. Dwight Marriott will be inducted into the Brown County Hall of Fame on October 23, 2025.

Mr. Scott Wilburn announced that there would be another tire and chemical clean-up day in Georgetown.

Ms. Peggy Woods reported she and Tricia had attended the veteran's reception at the Brown County Fair.

Police Department Report

Chief Elliott reported on the following:

- The new part-time employee will not be starting until November 1, 2025.
- Citations have been issued regarding property clean-up in the village.
- Dodge Charger cruiser is due for its 60,000-mile tune-up.
- Work continues going through the old records for disposal.
- Firearm training is scheduled at the end of October 2025.
- Golf cart ordinance has been edited to take four-wheelers and UTV's out of the ordinance.

The second reading of the proposed golf cart ordinance was completed.

Fire Department Report

Chief Starrett reported on the following:

- Trunk-or-Treat will be held on Friday, October 31, 2025, 6:00 p.m. to 7:00 p.m.
- The new radio grant has been completed.

Chief Starrett expressed that the Alex King memorial bench is ready to be installed and he had it at the meeting if Council would like to see it. Mrs. Connie Smith is working with someone to get the concrete donated for setting the bench. Georgetown Marble & Granite will be making a plaque to permanently set in the concrete base.

Chief Starrett also reported there was a hole at the stop sign at Gaines and Jackson Street that is covered with a board. It is approximately three feet deep and needs repair.

Old/New Business

Mr. Fester reported on the following:

- Ballfield project is in process.
- OPWC grant application has been submitted for additional funding for the sewer project.
- ARC Capacity Grant progress report and cash advance request has been submitted. Once the cash advance is received the contract will be signed for the audio/visual equipment.

Mr. Null reported the stop sign needed replace at Main Street and the alley.

Mr. Null also reported that a gentleman was parking on the street on White Oak Street and recommended Council make it a “no parking” zone.

Ms. Wills inquired about the repair of the hole in the road by the village cemetery. Mr. Null commented that it was a drainage ditch.

Mrs. Adams reported the trash cans at the park were full. Mayor Bear expressed that Mr. Miracle had donated the previous trash bags for the trash cans. Mr. Null volunteered to pick up additional trash bags.

Mrs. Adams reported she had a resident inquire as to how far from the edge of an alley does she need to be when installing a fence. It was general consensus that the fence had to be sixteen and one-half feet from the center of the alley however Chief Starrett stated that it was only eight feet from the center of some of the alleys in the village.

Mayor Bear inquired as to what Council would like to do with the left-over gravel/stone at the park. Mr. Null suggested moving it to the sewer plant.

Mayor Bear reported that Mr. Greg Wilson was preparing and would be presenting a quote for a sewer dumping station.

Motion by: Ms. Wills, seconded by: Mr. Null to approve and pay the bills. Motion passed unanimously

Motion by: Ms. Wills, seconded by: Mr. Adams to approve the regular meeting minutes from September 8, 2025. Motion passed unanimously

Fiscal Officer's Report

Mrs. Dufau presented a re-appropriation resolution for Council's approval.

Resolution 25-21

Motion by: Mr. Smith

Seconded by: Ms. Wills

To approve the following re-appropriations for additional expenditures:

General Fund (1000)

From: 1000-930-930	Contingencies	\$20,150.00
To: 1000-110-349	Professional Services -PD	\$13,000.00
1000-130-311	Electric - Street Lighting	\$ 500.00
1000-710-420	Operating Supplies	\$ 250.00
1000-790-313	Propane	\$ 700.00
1000-790-349	Professional Services	\$ 700.00
1000-790-431	Repairs/Maint. - Bldgs	\$ 5,000.00

Sewer Fund (5201)

From: 5201-930-930	Contingencies	\$ 3,600.00
To: 5201-549-311	Electric	\$ 3,600.00

Vote: Mrs. Adams, Yes; Mr. Adams, Yes; Mr. Fester, Yes; Mr. Null, Yes; Mr. Smith, Yes; Ms. Wills, Yes

Motion by: Mr. Fester, seconded by: Mr. Null to adjourn the meeting. Motion passed unanimously.

Lester Bear, Mayor

Sheila G. Dufau, Fiscal Officer

Kathy Adams, Council Member

Matt Adams, Council Member

Linda Wills, Council Member

Scott Null, Council Member

Mark Fester, Council Member

Drew Smith, Council Member