

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of Pleasant Hill Board of Public Affairs

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ Regular Meeting _____ 20____
June 15, 2020

The Village of Pleasant Hill Board of Public Affairs met in regular session on June 15, 2020. President Stan Fessler called the meeting to order at 7:30 p.m. Roll call: Stan Fessler-present; Mindy Doseck-present; and Von Fessler-present. Others present: Jeff Derksen, Service Superintendent; and Karl Marko, Jr., Fiscal Officer. Mayor Wirz and Alisa Weber, Utility Billing Clerk also were in attendance to observe this evening's meeting.

The Board did not approve the May 18, 2020 Regular Board of Public Affairs Meeting Minutes because Mr. Von Fessler wanted to see if corrections were made to the March meeting minutes as approved by the Board. Mr. Marko stated that he revised the March Meeting Minutes and that he would send a copy to Von.

Citizens' Concerns:

At the last meeting, a resident came to the Board Meeting to discuss a leak in their water system. After considerable discussion between the Board and the resident, the Board agreed to adjust the last two utility bills for that address. Fiscal Officer Marko analyzed 15 different meter readings taken from February 13 (new meter installed) to April 27 (last billing cycle). From this analysis, it was determined that there was not a leak. The daily consumption went from a low of 75 gallons per day to 2200 gallons per day. The readings jumped all over the place. Karl stated that a detailed analysis should have been accomplished prior to the May meeting and the Board's approval to adjust the bill.

Because of this information on the adjustment approved at the last meeting, the Board, Fiscal Officer Marko and Ms. Weber, Utility Billing Clerk talked about the procedure currently being used to handle delinquent bills during the Corona Virus Pandemic. Karl stated that delinquent accounts were given red tags and residents were asked to call the office to arrange for paying their bills. If the individuals did not make arrangements or payments by June 15, another red tag would be issued giving the residents until June 30, 2020 to pay their bills or have their water shut-off. Karl said other than not charging any penalty for the last two billing cycles; in his 10 years as Fiscal Officer, he has always worked with individuals that had a difficult time paying their bills. His philosophy was that if someone called the office and told him about their financial condition, he would work with them and give them time to pay their bills. At the conclusion of this discussion, Stan asked Karl to continue handling delinquent accounts on an individual basis.

Superintendent's Update:

Jeff reported that the residence on 13 S. Main Street had a water leak in the yard. The property owners called their Plumber and the leak was repaired within a couple of days.

Jeff and the employees replaced all the brushes on the two clarifiers. In addition, all of the water mains and fire hydrants in the Village have been flushed. Some were dirty and took up to 15 minutes before clean water came out.

During Jeff's report, Von Fessler asked how the meter replacement program was going. Jeff replied that we only have a few meters on the shelf and they have not recently replaced any meters. To that, Von asked why we have not purchased any meters. The plan was to replace all of the meters. Mayor Wirz responded to that question, and informed Von that since we are not realizing any payback from replacing the old meters, it was his decision to slow down the replacement program and told Jeff not to purchase any meters for the replacement program. Von and Stan both wanted to know what authority the Mayor had to supersede Board of Public Affairs action. Mayor Wirz replied that the residents are paying for these meters and it has been determined that there is no difference in the number of gallons billed with the new IPerl meters compared to the 20 year old meters. Therefore, it makes no sense in spending approximately \$35,000 to replace the rest of them. Stan came back with the reason we are changing the meters to enable us to measure low flow water usage and find water leaks at our customers' homes or businesses. Mayor Wirz and Jeff stated that the older meters also measure the gallons used and leaks will be detected during the three weekly readings we are currently taking. Jeff also added that the older meters do not trigger an alarm with high consumption. He or the Utility Billing Clerk manually analyze the report to determine if any of the old meters show high consumption. After considerable discussion on this matter, Stan said that he was going to make some phone call to determine whether the Mayor can overrule Board of Public Affairs' decisions.

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Village Office Update:


Fiscal Officer Marko reported on the current delinquent list. We currently have 31 accounts owing \$1,776.43 in water fees and 35 accounts that owe \$2,393.76 in sewer fees. The outstanding amount for the March billing cycle is \$336.39 for water and \$438.24 for sewer. Going back to the November and January billing cycles we have \$256.80 outstanding for water and \$387.43 for sewer.

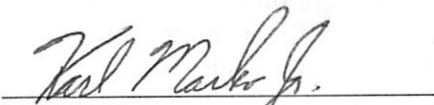
Old Business:
None

New Business:
Alisa reported to the Board that she is working on a campaign to get more folks interested in getting their bills via email. This would be a time and cost savings to the Village.

Approval of Bills:
Von moved to approve payment of May 2020 bills and acknowledged presentation and review of the May 2020 Bank Reconciliation including the Fund Status Report, Revenue Summary for Water and Sewer Related Funds, Appropriation Summary for Water and Sewer Related Funds, Payment Summaries for Water and Sewer Related Funds and the Fund Summary for Water and Sewer Related Funds. Mindy seconded the motion. Roll Call: Von-yea; Stan-yea; and Mindy-yea. All yeas. Motion carried.

Mindy moved to adjourn the regular meeting. Stan seconded the motion. Roll Call: Mindy-yea; Stan-yea; and Von-yea. All yeas. Motion carried. Meeting adjourned at 8:30 p.m.


Stan Fessler, President


Karl Marko, Jr., Fiscal Officer