

VILLAGE OF PLEASANT HILL  
BPA Meeting Minutes  
September 15, 2025  
5:30 PM

The Village of Pleasant Hill Board of Public Affairs met in regular session. Stan Fessler called the regular meeting to order at 5:30 p.m.

**Roll Call**

Stan Fessler– present

Lenny Wirz – present (late to the meeting)

Von Fessler – present

**Others present:**

Denis Aslinger – Village Manager

Brenda Carroll - Mayor

Jeff Derksen – Village Superintendent

Jamie Gregorovic – Fiscal Officer

**Approval of Consent Agenda**

Items listed under the Consent Agenda are considered routine. Each item will be read individually in the record and the Consent Agenda will then be enacted by one motion and one roll call. There will be no separate discussion of these items. If discussion by BPA is desired on any item, it will be removed from the Consent Agenda and considered in its normal sequence under the Regular Order of Business.

- a. Approval of BPA Minutes (August 18, 2025)
- b. August 2025 Fund Summary
- c. August 2025 Revenue Summary
- d. August 2025 Appropriation Summary
- e. August 2025 Wages & Overtime Summary
- f. August 2025 Payment Listing

Von made a motion to accept the Consent Agenda as published.

Stan seconded the motion.

Roll Call:

Stan – yea

Lenny – absent

Von - yea

Motion carried.

**Visitors – Public Comment - None**

**Village Manager – Denis Aslinger**

**Subdivision Request** - Denis provided an update on a subdivision request for a property south of town. The property owner sought to divide the land to sell a portion of farmland. To prevent a resulting parcel from being landlocked, the village required a right-of-way easement to preserve future access for a road and utilities. The owner replatted the property to include the easement, and the paperwork was filed. Denis noted

this action preserves development potential for the future. Denis confirmed the Planning Board approved the subdivision. Stan expressed a general concern that the Planning Board can approve such matters without final approval from the council.

**Ordinance 1138 Revisions for Multi-Unit Properties** - The BPA discussed proposed amendments to Ordinance 1138 to address the inability to shut off water service for individual tenants in multi-unit buildings. Denis presented language that would require individual shutoffs for each unit. A discussion ensued regarding whether to mandate separate service lines and taps for each unit or to permit the use of a manifold with separate shutoffs. It was noted that using a manifold could present water supply and pressure issues depending on the size of the existing tap and service line, and that an engineering firm was previously consulted on a similar project to determine appropriate line and manifold sizing. It was stated that the immediate issue is ensuring the village can terminate service for non-payment to an individual unit without affecting others. Lenny suggested that if a property does not have individual shutoffs, the utility account should be in the property owner's name. Lenny then raised broader concerns with Ordinance 1138, stating it is vague and contains provisions that are not enforced. Specific examples cited included the requirement for annual well inspections, annual certification of backflow preventers, and the requirement in Section 15 for the village to collect a security deposit from tenants. Lenny argued against amending an ordinance that is not being followed and suggested a complete rewrite might be necessary. The discussion clarified that the ordinance was previously separated into three distinct ordinances for water, sewer, and trash upon the advice of a former solicitor, who stated that each utility must be handled in a separate ordinance as one subject per ordinance is allowed. The BPA debated whether to undertake a full revision or proceed with the targeted amendment. It was decided to move forward with the immediate change to address the shutoff problem. The group also agreed that the unenforced tenant deposit requirement in Section 15 should be removed from the ordinance. Denis read the proposed new language, which states that a tenant can only have an account in their name if the unit has a dedicated line with a meter and a shutoff accessible to village employees without entering a dwelling. If a property does not meet this standard, the billing must remain in the property owner's name. A suggestion to require property owners to use ACH for payments was discussed, and Denis will investigate its legality. A motion was made by Lenny and seconded by Stan to approve the proposed changes to the ordinance by title for a first reading. All voted yea and the motion passed.

**Water Line Installation for 416 East High Street** - The BPA addressed the need to connect the property at 416 East High Street, which is currently on a private well, to the village water system. Denis presented two initial options: boring a new service line under the road for approximately \$7,900, or tapping an existing 4-inch dead-end line on the same side of the street for an estimated \$3,500 to \$4,500. A third, preferred option was proposed to improve the overall system. This solution involves directionally boring a new 4-inch main under the street to connect the existing dead-end line to the main on the opposite side, creating a looped system. This would eliminate the dead end, improve water circulation and quality, and enhance fire hydrant performance. The service line for the property would then be tapped from this new loop. A discussion was held regarding cost responsibility. It was noted that the village had missed two previous opportunities to install a service line to the property more affordably during past road projects. A consensus was reached that the village should be responsible for the cost of installing the line to the curb stop, with the homeowner responsible for the connection from that point to the house. The total project cost was estimated to be as high as \$18,000. A motion was made by Von and seconded by Lenny to authorize an expenditure not to exceed \$18,000 for the water line installation project at 416 East High Street. The motion passed with all voting yea.

**Village Superintendent – Jeff Derksen**

Jeff reported that a piece of lab equipment, a BOD/DO probe, is malfunctioning. A replacement cord costs approximately \$800, while a new EPA-compliant machine costs between \$1,200 and \$2,200. The village of Bradford has loaned an identical unit to help diagnose the issue and determine whether to repair or replace the equipment. Jeff will report back with his findings.

Jeff also informed the committee of plans to complete continuing education requirements through online training and noted that all fire hydrants in the village have been flushed. Additionally, 99% of the large water main valves have been exercised using the valve exercising machine acquired through a grant.

**Fiscal Officer – Jamie Gregorovic – No report**

**New Business - None**

**Old Business - None**

**Adjournment**

A motion was made by Lenny to adjourn, seconded by Von.

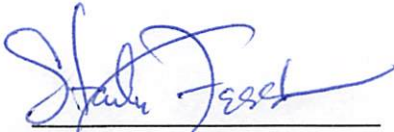
Roll Call:


Stan – yea

Lenny – yea

Von - yea

Motion Carried. The meeting was adjourned at 6:52 p.m.

  
Stanley Fessler, President

  
Jamie Gregorovic, Fiscal Officer