

VILLAGE OF PLEASANT HILL
BPA Meeting Minutes
November 17, 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
Von Fessler – present

Others present:

Jeff Derksen – Superintendent
Brenda Carroll - Mayor
Alisa Weber – Asst Fiscal Officer
Jared Schaurer - Resident

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 (October 20, 2025)
- b. October 2025 Fund Summary
- c. October 2025 Revenue Summary
- d. October 2025 Appropriation Summary
- e. October 2025 Wages & Overtime Summary
- f. October 2025 Payment Listing

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

Stan seconded the motion.

Roll Call:

Von - abstain

Stan – yea

Lenny – yea

Motion carried.

Visitors – Public Comment

Jared Schaurer addressed the board regarding a high utility bill. The resident stated that on October 19th, a garden hose came off a spigot and ran all night. The resident requested an adjustment to not have to pay the sewer portion of the bill. Alisa Weber confirmed the sewer credit amount would be \$110.19. The resident acknowledged a previous high bill was due to a slow leak they had already paid for and was not requesting an adjustment for that period. Motion: Made by Stan, seconded by Von, to approve a sewer credit of \$110.19 for the resident's account. The motion passed unanimously. Following the vote, the board and staff advised the

resident that they could pay the adjusted bill amount immediately, subtracting the \$110.19 credit, as the payment was due shortly.

Village Manager – Denis Aslinger – no report

Mayor Brenda

Capital Improvement Fees and Water System Study - The board discussed the village's capital improvement (cap) fees. Mayor Brenda reported that there is an opportunity to reduce the Water Cap fees per the Fiscal Officer.

Lenny noted that the water utility fund is projected to have a year-end surplus between \$30,000 and \$50,000 and strongly argued against reducing the fees. He proposed that the board should use the excess operating funds to commission an engineering study from a third party to develop a specific plan for enhancing the village's water distribution system. He stated that the village should not return operating money while the current system only involves basic chlorination. Von concurred, emphasizing that the village will need a new water tower in approximately 15 to 20 years at a forecasted cost of \$1.6 million. He added that cutting a fee now would lead to public backlash when it inevitably has to be increased again for a future project. Lenny also noted that the sewer system presents a more significant potential financial liability than the water system, citing the digester as a possible major expense.

Ordinance 1169 - Landlord and Tenant Water Billing - The board continued its discussion of the proposed ordinance concerning landlord responsibility for tenant utility bills. Mayor Brenda relayed information from the village solicitor, who advised that state code requires a 14-day notice before water shutoff, which is an increase from the village's current 7-day notice period. This change would be required regardless of the new ordinance. The solicitor's recommendation is for the ordinance to establish a process where a landlord's ACH account is automatically charged for a tenant's unpaid bill, thereby avoiding the need to shut off water to multi-family properties. Alisa clarified that under the current system, landlords only receive late notices if they are enrolled in duplicate billing. The proposed change would involve sending shutoff letters to all landlords of properties with delinquent accounts. Stan noted that landlords had spoken in opposition at a recent council meeting. There was strong agreement among board members that the ordinance should not make landlords agents of the village responsible for performing water shutoffs. The original intent of the ordinance was to remove the village from the tenant-landlord relationship for billing purposes. The board discussed the procedural path forward. Council is preparing for a second reading of the ordinance. A motion was made by Lenny to approve the ordinance on its third and final reading, but the motion was subsequently retracted. The board expressed a desire to review a clean, finalized hard copy of the ordinance before taking a final vote. It was agreed to postpone the vote until after council's second reading in December.

Department Reports

Superintendent Report – Jeff Derksen - Jeff reported that well number five underwent a full service and cleaning, a process that took approximately two weeks. The required bacteria sample came back clear, and the well is scheduled to be put back online.

Village Office – Jamie Gregorovic – no report

Old Business - none

New Business - none

Action Items

- Mayor Brenda: Provide the Board with a final, clean copy of Ordinance 1169
- Jeff Derksen: Bring well number five back online following its successful service and cleaning

Adjournment

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

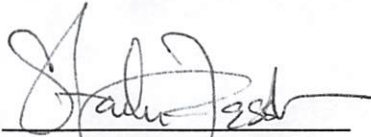
Roll Call:

Stan – yea

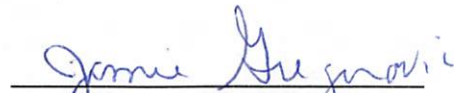
Von - yea

Lenny – yea

Motion Carried. The meeting was adjourned at 6:07 p.m.



Stanley Fessler, President



Jamie Gregorovic, Fiscal Officer