

VILLAGE OF PLEASANT HILL, OHIO
ORDINANCE NO. 1172

**AN ORDINANCE ESTABLISHING THE POLICIES AND PROCEDURES FOR THE
PROVISION OF UTILITIES SERVICE BY THE
VILLAGE OF PLEASANT HILL, OHIO
AND REPEALING ORDINANCE 1138**

WHEREAS, the Village Representatives (herein Village) provides, water, sewer and refuse services (herein utility services) in the Village; and

WHEREAS, the Village desires to amend, update and standardize the policies and procedures regulating the provision of water, sewer and refuse service in the Village through the creation of appropriate codes pertaining to the provision of water, sewer and refuse service to 1) facilitate the fair and equitable provision of water, sewer and refuse service; and 2) delineate the Village's obligation to provide water, sewer and refuse service; and

WHEREAS, the Village desires to formalize its policies and procedures with respect to the provision of water, sewer and refuse service provided by the Village; and

WHEREAS, this ordinance creates and sets forth the Village's policy with regard to policies and procedures for the provision of water, sewer and refuse service by the Village.

WHEREAS, unless specifically required or prohibited by this Ordinance, the Village shall have the authority to interpret this Ordinance to implement the intent and purpose to provide safe, reliable, and efficient delivery of Utility services, and the Village shall have the discretion and authority to grant relief from the strict application of this ordinance in those situations where the Village, in the exercise of professional judgment determines such relief is warranted for the safe, reliable, and efficient operation of the utility service; and
NOW, THEREFORE, Pleasant Hill, Ohio:

NOW THEREFORE, BE IT ORDAINED, by the Council of the Village of Pleasant Hill and the Board of Public Affairs (BPA). The Village of Pleasant Hill hereby enacts the following water, sewer and refuse regulations applicable to the provision of water, sewer and refuse services by the Village.

Section One: Provisions Related to Water, Sewer and Refuse Service

General Provisions

- (a) In the interest of public health, Distribution/Collection Mains, Service Lines, or other Pipes may not be connected with any Main, Service Line, or Piping which the Village knows or has reason to believe is connected with any other sources of water or sewage supply, nor may said Distribution/collection Mains, Service Lines, or other Pipes be connected in any way to pipes, tanks vats, or other apparatus which Distribution/collection Mains, Service Lines, or other Pipes, and which may endanger or otherwise contaminate the water supply.
- (b) The Village shall not be liable for a deficiency or failure, regardless of cause (except as a result of a willful misconduct) in the supply of water or collection of sewer, nor for any damage caused thereby, including, but not limited to, any basement or below-grade flooding, or by the bursting or breaking of any Distribution/collection Main or

Service Line or any attachment to the Distribution/collection Mains and Service Lines or other facilities used by the Village.

- (c) When an Application is made for the installation of a Service Line for water or sewer service, the Village shall be entitled to assume the piping and fixtures to which the service will be supplied are in good order to receive such service, but reserves the right to inspect, or cause to have inspected by a third party, said facilities to assure against possible damage and cross connections.
- (d) Water/Sewer service lines must be installed by the homeowner or by a contractor that is licensed to install or service Water/Sewer lines.
- (e) Water and/or Sewer Service will not be furnished where pipes are inferior or the plumbing defective. When such conditions are discovered, the supply of water and/or sewage may be cut off until repairs are made with no less than 14 days prior written notice by the Village. In those situations where Village, in the exercise of professional judgment, determines the supply of water and/or sewage must be cut off immediately due to a severe water leak or sanitary sewer backup which poses an unsafe condition and/or a safety and health hazard, no written notification or waiting period is required to be provided by the Village.
- (f) The Village shall have the sole right to determine the size, type, and location of water meters, water meter settings, valves, service lines, and connections necessary to provide the service applied for.
- (g) Exclusive operating control of all Service Lines from Distribution/Collection Main to meter, and meters and meter installation shall always remain with the Village and shall not be tampered or interfered with in any respect. Any property owner, occupant, who violates this section shall have added to their water bill, any cost the Village may incur in shutting off and reactivating such service including the required activation fee.
- (h) Any employee or agent of the Village seeking access to the Customer's dwelling or structure shall voluntarily identify himself/herself, provide proper Village photo identification, and shall state the reason for his/her visit. The employee or agent shall, in all cases, direct himself/herself to a person holding him or herself out as being responsible for the dwelling or structure. Entrance will not be sought or gained by subterfuge or force.
- (i) Village Personnel, in the exercise of their sole discretion, may refuse to enter upon any customer's property if such Personnel have concerns about personal safety due to the presence of unrestrained animals or any other safety issue that may be present on the property.
- (j) Complaints with regard to the character of service furnished, or to the reading or registration of meters, or to the bills rendered must be made to the Village's office, either orally or in writing, and a record of such complaint will be kept by the Village; giving the name and address of the complainant, the date, the nature of the complaint, and the action taken or decision made by the Village with respect to it.

The Village shall investigate the complaint and report the results of such

investigation to the Customer within ten (10) business days of the receipt of the complaint. If the complainant is not satisfied with the results, the Customer may appeal to the Village Council/BPA.

- (k) This refuse collection code is enacted to preserve and promote the public health, safety, and welfare by establishing minimum standards for the storage, collection, transportation, and disposal of acceptable and unacceptable waste in order to maintain a sanitary environment for the residents of the Village. Requirement of utilizing the contracted waste management collection company for the Village will be enacted on new customer agreements.

Section Two: Service Lines

- (a) An application for the installation of a Service Line must have the correct lot and street number or other complete identification of the premises requesting the Service Line. A tap fee has been established and is covered under a separate rate ordinance.
- (b) The application for installation of a Service Line will be accepted subject to the condition that there shall be a Distribution/collection Main fronting the premises to be served.
- (c) The Customer shall, at his or her expense, install, maintain, and repair the Service Line located from the curb shut off valve to the customer's residence. When a leak in the Service Line is discovered, the Village shall give the Customer a written notice of the leak. Within such time as set forth in the notice, the Customer must make repairs to the Service Line on the customer's property. If the leak is in the Service Line anywhere from the main to the curb shut off valve, the Village shall undertake such repairs and the Village will cover the costs of repairs to the Service Line.
- (d) It is the customer's responsibility to determine the location of the leak or plug. It is the responsibility of the customer to keep the service line clean and clear of plugs from the customer's residence/building to the main.
- (e) If the leak in the Service Line, in the opinion of the Village, is considered an emergency, the Village may shut off water to the Service Line until such time as the Service Line is repaired.
- (f) Anytime the Village undertakes an improvement project in the public right-of-way, the Village, in its sole discretion, may replace that portion of the Customer's Service Line located in the public right-of-way. If the Village opts to replace that portion of the Service Line located in the right-of-way as part of a public improvement project, the Village is under no obligation to repair, replace or pay for any other portion of the Customer's Service Line.
- (g) If a Service Line is to be installed where any portion of the line must pass through property not owned by an Applicant, the Applicant must assume full responsibility for acquiring the right-of-way through such property and provide written evidence to the Village of obtaining such right to pass through adjacent property.
- (h) The Service Line type and size shall be in compliance with the Village of Pleasant Hill Construction Standards and Drawings as established by separate ordinance.

- (i) The Applicant shall leave the trench open, and pipe uncovered until it is inspected and approved by a Village representative. Water service will not be turned on or activated to any service line or sewer lateral that has not been properly installed, inspected and approved by the Village.
- (j) The Distribution Main Line/sewer trunks may be installed at the expense of the Applicant.
- (k) Where a Service Line is to be installed in a paved or improved street, the cost of removing and replacing the street surface shall be paid by the Applicant.

Section Three: Calculation on number of units for capital charges.

- (a) For the purpose of this ordinance each separate space containing plumbing for water and sewer and capable of being occupied by a separate tenant will be assessed capital improvement water and sewer charge.
- (b) Each separate unit as defined in section three (a) will receive a separate monthly capital charge regardless of whether the unit has the water service shut off at the curb stop or a separate lockable valve is closed and locked off by the Village.
- (c) May combine separate units into a single unit if a separate unit is no longer necessary.
- (d) The Village will make the determination on the number of separate units contained in a structure. Before making this determination, an inspection of the premises may be required.

Section Four: Extension of Main Lines and Sewer Trunks

- (l) The Village may require the Applicant to construct, at the Applicant's expense, any necessary main line and sewer trunk extensions to extend water and/or sewer service to and across the frontage of the Applicant's property. All Distribution/collection Main extensions, sewer-trunks, and subsequent connections to main extensions shall be made pursuant to written contracts. The Service Line shall be constructed in compliance with the Village of Pleasant Hill Construction Standards and Drawings as established by separate ordinance.

1. Subsequent Applicant Fee

- i. Whenever the owner of any land abutting a main extension or sewer trunk line constructed pursuant to an extension agreement who is not a party to the original extension agreement, (herein after subsequent Applicant"), requests to tap the main extension either for a service tap or to extend another main perpendicular to the existing main at any point other than the existing main's terminus, the Subsequent Applicant shall pay a Subsequent Applicant Fee calculated in accordance with the Per Foot Construction Cost Method set forth herein. Each Subsequent Applicant shall pay the Subsequent Applicant Fee to the Village at the time of making application for service. The Village shall collect the Subsequent Applicant Fee from the Subsequent Applicant and shall distribute the Subsequent Applicant Fee to the original Applicant as it is collected by the Village. The Village shall not charge original Applicant or Subsequent Applicants for collecting the Subsequent Applicant Fee and forwarding to original Applicant.

2. Per Foot Construction Cost Method

- i. The Subsequent Applicant Fee shall be computed by taking the original Applicant's total cost of the main extension and dividing such costs by one half of the total foot frontage of the land receiving service from the main, but not including any foot frontage costs of land for which water and sewer service has been or may become available from an existing main of the system.

Section Five: Deduct Meters or Unsewered Water Meters

- (a) Any Customer who desires to have a second meter installed to quantify water used, but not returned to the sewer treatment plant, i.e., for lawn sprinklers, swimming pools, etc., may apply to the Village for the installation of a Deduct Meter. The design, construction, and type of Deduct Meter shall be approved by the Village. The Customer shall be responsible for all costs related to the installation of the meter including the cost of the meter. The decision of whether to permit the installation of a Deduct Meter shall be at the sole discretion of the Village.
 1. In the event a property with a separate sprinkler meter is sold. The plumbing system must be converted to a Deduct Meter configuration.
 - i. Such Deduct Meters shall always remain in the operating position. No Customer shall be permitted to tamper with or alter the configuration of any Deduct Meter.

Section Six: Water Leak Waiver Policy

- (a) No reduction in water charges will be made for leaks or situations where high water usage is indicated from the meter record.
- (b) Where water has passed through the meter but not discharged into the sewer system because of discharge into the ground, adjustment may be made for sewer service charges. Verification of the situation must be made by the Village and the customer may be requested to obtain statements from the plumber or other disinterested persons, so this adjustment can be made. The amount of the adjustment for credit will be determined by the BPA or designated agent.

Section Seven: Watering Lawns Related to New Home Construction and Village Street/Utility Improvement Projects

- (a) The Village agrees to make a one-time reasonable adjustment (30 days or approval of extra days), the amount to be determined by the Village, to that portion of sewer charges on a customer's bill due to the watering of a new lawn, or home improvements whether seed or sod, as a result of the construction of a new home, or Village Street or Utility Improvement Project. No adjustment to sewer charges shall be made for lawn watering to repair lawn damage to an existing lawn or to maintain landscaping on the Property.

Section Eight: Regulation for Wells

- (a) Due to the concern for public health and the risk that an unregulated well may potentially interfere or contaminate the Village's water supply, the drilling or excavating a new well located within the Corporation limits of the Village of Pleasant Hill other than a well owned, operated and controlled by the Village of Pleasant Hill is strictly prohibited by this ordinance.
- (b) Any person who violates this section shall be fined not less than \$100, not more than \$1,000 for each day that a well exists on the property; beginning with the day drilling or excavation has begun for a well and continuing until the day the well is sealed, as defined in R.C. Section 1521.05(A)(6). Each day shall be a separate violation.
- (c) All wells located within the Village Corporation limits are subject to annual inspections by the Village or his/her designee. Wells that are found to be inoperable must be made operable or capped by a person licensed to do so within thirty (30) days of receipt of notice from the Village. A copy of the well capping report must be submitted to the Village of Pleasant Hill and the Miami County Health Department. If no action is taken by the property owner within thirty (30) days of receipt of notice, the Village will cause the well to be capped and the property owner will be billed the full cost of capping the well, including administrative fees.
- (d) Upon annexation to the Village, the property owner(s) are required to be connected to the village water, sewer systems and use the contracted refuse service being offered with 12-months of the residency.

Section Nine: Regulating Industrial Process Water

- (a) Should an industrial or commercial customer within the Village be engaged in manufacturing procedures that involve substantial amounts of process water, the customer shall, at his or her own expense, install necessary plumbing and metering to determine the amounts of water consumed that do not require sewage treatment.
- (b) The Village must approve the specific plumbing arrangement and metering equipment used in order to achieve accurate metering and billing and to avoid cross-connections and other sanitary issues.

Section Ten: Sewage Disposal Requirements

- (a) No connection to a public sanitary sewerage system shall be installed, maintained, or operated on any property within the Village of Pleasant Hill without the written permission of the Village of Pleasant Hill.
- (b) An application for permission can be located on the Village of Pleasant Hill website (www.pleasanthillohio.com). Under the Planning Commission tab.
- (c) No connection to a public sanitary sewerage system shall be installed, maintained, or operated on any property within the Village of Pleasant Hill by any person, firm, corporation, or any other entity without proper authorization licensure, or other certification required by applicable law to perform such work.
- (d) No person shall discharge, or permit to be discharged, treated or untreated sewage, the overflow drainage or contents of a sewage tank, or other, impure, or offensive wastes into an abandoned water supply, well, spring, or cistern, or into a natural or artificial well, sinkhole, crevice, or other opening extending into limestone, sandstone, shale, or other rock formation, or normal groundwater table.

- (e) No person shall discharge, or permit or cause to be discharged, treated or untreated sewage, the drainage or contents of a sewage tank, or other offensive wastes onto the surface of the ground, into any street, road, alley, open excavation, or underground storm water drain.
- (f) No person shall discharge, or permit to be discharged, treated or untreated sewage, the overflow drainage or contents of a sewage tank, or other, impure, or offensive wastes into a storm water sewer.
- (g) Roof water, clean water from condensers, foundation drainage, sump pumps, cistern overflows, surface drainage, subsurface drainage, and other clean and unobjectionable types of clean water shall not be discharged into the public sanitary sewerage system.
- (h) Plastics in any form, wet-strength paper towels, cloth of any kind, rubber products, throw-away baby diapers, feminine products, cigarette stubs, sand, grit, coffee-grounds, excess cooking oils or greases, solvents, paints, caustic or oily liquids or materials, kerosene, gasoline, motor oil, floor waxes, or any other wastes known to adversely affect a sewage disposal system, shall not be deposited or flushed in plumbing fixtures, nor shall they otherwise be introduced into a building sewer or other sewage disposal system.
 - 1. Connections with cesspools and/or privy vaults shall not be made into any sanitary, combined, or storm water sewer.
- (i) No industrial waste shall be discharged into a storm-water sewer. The Village of Pleasant Hill may grant permission to discharge such waste into a sanitary sewer, if such waste is not detrimental to the sewer system. If industrial waste is of such a character that it is detrimental to the sanitary sewer system into which such waste is sought to be discharged, such waste must be appropriately treated until it is no longer detrimental to the system.
- (j) An approved and appropriate trap for the interception of grease and oil shall be provided for any connection from a hotel, restaurant, club, institutional kitchen, public garage, car wash, or from all other establishments of any kind where such trap may be necessary. Such trap shall be of a design and/or configuration that is acceptable to the Village of Pleasant Hill or the duly authorized agent of the Village. Trap shall be the responsibility of the customer and/or property owner to maintain, keep cleaned, and working properly as designed for the interception of grease and oil. Property owner is responsible for all costs associated with the recovery, pumping, cleanup and labor caused by the improper inspection and or maintenance of the grease trap. Property owner must provide the Village with a copy of the inspection and pumping records at least annually. The Village has the right to inspect the premises at any time, deemed necessary.
- (k) An approved and appropriate trap for the interception of hair shall be provided for any connection from business, i.e. Salon, Barber Shop, Animal Grooming, etc. all other establishments of any kind where such trap may be necessary. Such trap shall be of a design and/or configuration that is acceptable to the Village of Pleasant Hill or the duly authorized agent of the Village. Trap shall be the responsibility of the customer and/or property owner to maintain, keep cleaned, and working properly as designed for the interception of hair. Property owner is responsible for all costs associated with the recovery, pumping, cleanup and labor caused by the improper inspection and or maintenance of the hair. Property owner must provide the Village with a copy of the

inspection and pumping records at least annually. The Village has the right to inspect the premises at any time deemed necessary.

- (l) If any of the above conditions listed in this section are discovered, the village will notify the affected property owner in writing, giving the property owner 60 days to bring the service into compliance. If the affected service is not made to be in compliance within 60 days, the Village of Pleasant Hill shall order the discontinuation of the service until such time that corrections have been made, inspected and approved by the Village.
- (m) If it is determined by Village in the exercise of professional judgment that any of the above listed conditions require immediate action to avoid an environmental incident or that the condition may put the public's health or safety at risk, the Village shall order the immediate discontinuation of the service until such time that corrections have been made, inspected, and approved by the Village.

Section Eleven: Pretreatment of industrial wastes.

- (a) Pretreatment of industrial wastes from major contributing industries prior to discharge to the sewer collection system shall be required and shall be subject to the rules and regulations established by the U.S. EPA and the Ohio EPA, in addition to any more stringent requirements that may be established by the Village.
- (b) Plans, specifications, and any other pertinent information relating to pretreatment or control facilities shall be submitted to the Village for review prior to the initiation of any new discharges, any new manufacturing processes that may result in discharges, and any new control or pretreatment facilities. Approval must be obtained in writing from the Village prior to the construction or installation of any new processes or facilities. Once placed in operation, the owner must maintain the pretreatment facilities or controls in proper working order and provide monthly reports to the Village to show characteristics of the influent to and effluent from the pretreatment facility prior to its discharge into the sewer collection system. These reports must show the performance of the pretreatment facility and will be used by the Village to compare with Village monitoring records.

Section Twelve: Access to Premises

- (a) As a condition of the Village granting a Customer permission to connect to the public sanitary sewerage system and receive service, Customer shall grant permission to the Village to enter upon the property of the Customer in order to, without limitation, inspect, service, test, or repair any equipment connected to the public sanitary sewerage system. Neither the Village nor its agents or employees shall enter into the interior of any structure on the premises of a Customer without the express permission of such Customer, except in cases of emergency. Any agent or employee seeking entrance into or upon the premises of a Customer shall have and show Village provided proof of identification. Any agent or employee seeking entrance to the interior of any structures on the Premises shall advise the owner or occupant as to his purpose in doing so. Except in cases of emergency, no Customer shall be obligated to afford entrance or access to his/her premises, except during normal business hours, and then only to such parts of the premises as may be the location of Village-owned

Facilities.

1. Access to Premises - Limitations

- i. Village Personnel, in the exercise of their sole discretion, may refuse to enter upon any Customer's property if such personnel have concerns about their safety due to the presence of unrestrained animals or any other safety issue that may be present on the Property. The Property Owner shall be responsible for any injuries sustained by village Personnel due to existence of dangerous conditions existing on the Property.
- ii. Right-of-Way- The Customer, without reimbursement, will make or procure conveyance to the Village of right-of-way or right-of-entry and installed Facilities satisfactorily to the village to permit the village to cross Property between the village right-of-way and the Customer's Property at the location where utility service is to be furnished, including Property owned or controlled by the Customer for the Village's Facilities, extensions thereof, or appurtenances necessary or incidental to the supplying of utility service to the Customer.

Section Thirteen: Utility Customers Located Outside of the Village Corporation Limits.

- (a) Non-resident surcharge. That the bi-monthly rates for water and sewer, including capital improvement fees established by the Village of Pleasant Hill, Ohio to all unincorporated areas shall be in accordance with current water and sewer rates.

Section Fourteen: Activation Fee.

- (a) Any water service that has been shut off due to non-payment of the bi-monthly utility bill, noncompliance with any section of this ordinance, or at the request of the utility customer will be subject to the activation fee set forth in a separate rate ordinance. In addition, prior to activation of the water service, the utility account **must be paid in full**, and this activation fee must be paid to the Fiscal Officer or Utility Billing Clerk. Water service turned off and reactivated due to an emergency will not be charged an activation fee.

Section Fifteen: Property Owner Responsible for Unpaid Utility Bills.

- (a) Regardless of the name in which the utility account is registered or billed, the legal owner or owners of the property are responsible for the payment of all unpaid utility bills. This responsibility for unpaid utility bills remains with the property and is assumed by the current owner at the time of collection of outstanding utility bills. All Village utility bills must be paid before an account is transferred to a new customer or reactivated.
- (b) The only situation where a tenant can open an account in their own name is when their particular unit has a dedicated line with a meter and a shut off, the shut off must be accessible by village employees without entering the dwelling. If the property has more than one unit, all units will have to be billed in the same manner.
- (c) If the property does not have separate meters fed by separate lines and shutoffs from the municipal line, the property owner will be required to have the billing remain in

their name and set up ACH.

- (a) Upon request the Village will furnish the property owner a duplicate copy of the tenant's monthly utility bill, for a fee.

Section Sixteen: Property Tax Assessments for Unpaid Balances.

- (a) Delinquent/Unpaid Balance charges will be filed with the Auditor's Office of Miami County, Ohio. As provided by Revised Code Section 743.04, such charges, together with the applicable surcharges, shall constitute an assessment on the property so served. The amount assessed to property owners will be 15% one-time add-on fee for administrative cost.

Section Seventeen: Requirement for Backflow Prevention.

- (a) All commercial, industrial, and institutional water customers are required to install a reduced pressure backflow preventer approved by the Village on the municipal water connection where such connection enters the building prior to the connection of any branch connections or service lines.
- (b) Any residential customers who have any other pressurized water source entering the building or any potential for hazardous cross-connections, as determined by the Village, must install an approved reduced pressure backflow preventer on the municipal water connection where such connection enters the building prior to the connection of any branch connections or service lines.
- (c) Backflow preventers must be tested and certified annually by a certified and licensed person. Test results must be displayed on site, and copies of such test results must be submitted to the Village of Pleasant Hill and the Miami County Health Department.
- (d) Backflow preventers not passing the annual test must be repaired immediately or the water service will be deactivated until such repairs are made and the backflow preventer is certified to be in good working condition.

Section Eighteen: Vandalism, Unlawful Tapping, Removing and/or tampering with water meters and/or fire hydrants.

- (a) No unauthorized person shall maliciously, willfully or negligently remove or tamper with any water meter or break any meter seal or break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the waterworks or water distribution system.
- (b) No person shall tap into the municipal water system, whether at the main or by a connection with another property already attached to the municipal water system, without first making application to the Village and paying the tap-in fee.
- (c) No owner or occupant of real property in or outside the Village shall connect or cause his property to be connected to water lines of the municipal water system without first applying for and paying the tap-in fee.
- (d) The Village shall order the discontinuation of a service to any person found violating the provisions of this section, and such person shall be immediately deprived of such

service until proper application has been made and the tap-in fee has been paid.

- (e) No person, other than a duly authorized representative of the Village, shall tamper with or turn on a fire hydrant for any other purpose, without first obtaining the consent of the Village.

Section Nineteen: Penalty

- (a) Unless the penalty is contained within this ordinance, whoever violates or fails to comply with any of the provisions of this ordinance is guilty of a minor misdemeanor and shall be fined not more than one hundred fifty dollars (\$150.00) for each separate offense. Each day of failing to comply with any of the provisions herein shall constitute a separate offense.

Section Twenty:

- (a) That it is found and determined that all formal actions of this Council and BPA concerning and relating to the adoption of this ordinance were adopted in an open meeting of the Council and BPA, and that all deliberations of this Council and BPA, and of any of its committees that resulted in such formal action, were conducted in meetings open to the public, in compliance with all legal requirements.

Section Twenty-One:

- (a) If any section, subsection, paragraph, clause or provision, or any part thereof of this ordinance shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this ordinance shall be unaffected by such adjudication and all the remaining provisions of this ordinance shall remain in full force and effect as though such section, subsection, paragraph, clause or provision, or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

Section Twenty-Two: Enactment of This Ordinance

- (a) This ordinance is deemed necessary to facilitate the fair and equitable provision of water, sewer and refuse service and shall take effect at the earliest day provided by law.

PASSED, this xth day of xxxxx 202x.

Brenda Carroll
Mayor
Pleasant Hill, Ohio

Stanley Fessler, President
Board of Public Affairs
Pleasant Hill, Ohio

Andrew Wannemacher, Village Solicitor
Pleasant Hill, Ohio

Elizabeth Bush, Fiscal Officer
Pleasant Hill, Ohio