VILLAGE OF PLEASANT HILL
Council Meeting
August 11, 2026
7:00 PM
1 S Main St Pleasant Hill, OH 45359
Previously known as Sarver Funeral Home

Call to Order

The meeting was called to order at **7:00pm** by **Mayor Carroll.**

The meeting began with the Pledge of Allegiance.

Roll Call: Tony Midlam, Russell Landwehr, Penny Fessler, Paul King, Teri Stivers, Crystal Stoner

Others Present: Matt Grey, Elizabeth Bush, Denis Aslinger, Brenda Carroll.

Consent Agenda

The consent agenda included the council meeting minutes from July fourteenth, workshop minutes from July twenty-third, fund summary, revenue summary, appropriation summary, wage and overtime, and payment listing, all for July. No items were removed for separate consideration.

Motion:
Motion to approve consent agenda with minutes was made by **Tony Midlam** and seconded by **Teri Stivers.**

Motion was passed by roll call.

Significant Financial Matters

- Resolution 2026-22 included a $65,000 capital-outlay adjustment for the tile project, including payment for Henry's maintenance work and towing of a tractor.
- The wastewater discharge work was reported complete. The invoice was received at $50,000.
- Approximately 60 feet of pipe was found smashed or damaged during the work. The discussion indicated that replacing the entire section was preferable to patching a smaller section.
- The farmer's tractor-damage matter was referred to the Village's insurance carrier, following Andrew's advice. A further update was anticipated at a future meeting.

Public Comments

Matt Gray, who stated that he lives at One Fifteen North Main Street, addressed Council regarding Jeff's departure and the number of people leaving Village positions. He requested that Council review the matter and consider an exit interview. Council stated that the matter had been discussed in executive session and could not be discussed publicly because it involved personnel.

Council discussed public participation and methods for informing residents about meeting dates, times, and locations. It was noted that meeting information was available through Facebook, the website, the calendar, building signage, and online search results.
Matt Gray suggested recognizing Jeff's years of service. It was stated that Jeff had 25 years of service and that the Village should determine an appropriate recognition. Council also agreed that speaking directly with Jeff regarding an exit interview was a good idea

Sheriff's Office Report

The Sheriff's Office reported thirty-four and five incident calls, described as approximately average. Andrew was reported absent and unable to locate a substitute. Ron attended while covering for another officer who had received a call and stated that he was not prepared to provide the usual report.
Parking in the Village parking lot was discussed. The Sheriff's Office had advised road personnel to address the matter as calls are received. No parking rules or time restrictions had been formally established. Council discussed developing rules that would address parking without allowing the lot to become long-term vehicle storage.

Administration and Department Reports

Wastewater and Water Operations Report

The wastewater plant discharge project was reported complete and operating well. Henry completed the work, including replacement of the tile section from manhole to manhole. The project initially involved a collapsed system and sinkhole in which a tractor fell. The invoice was reported at $50,000.
Wastewater sludge levels were reported to have decreased from approximately four to six feet in the clarifiers to approximately eighteen inches in one clarifier and twelve inches in the other. Available capacity in the Imhoff tank and remaining funds for excessive hauling were reported as allowing the Village to continue managing the levels. Wasting material from the clarifier to the Imhoff tank was discussed as an operational task.
A proposed contract with Anthony Guerrero was discussed for an operator of record for water and wastewater. The proposed service would include appearing at the Village three times weekly, completing compliance paperwork and reports, filing reports, and serving as operator of record. The anticipated base cost was reported as approximately $2,000 per month, with additional hourly charges possible for work arising from plant complications.

Fiscal Report

Routine bill payment and fund transfers were reported. Transfers were discussed in connection with sewer projects and contractual services. Additional details were deferred to the resolutions.

JFD Report

JFD reported no new matters. The final inspection of the new engine was completed that day, with delivery expected within the next 30 to 45 days.
JFD proposed making its meeting PowerPoint materials available to Council. Council agreed that the materials could be sent to Council members for review.
Fire-cause information was discussed. It was suggested that available information concerning fire causes could be published for public education, including information about improper

charging of lithium-ion batteries.

Planning Commission Report

No Planning Commission business was reported. It was noted that matters falling within existing fence guidelines do not require Planning Commission review.

Board of Public Affairs and Comprehensive Planning Report

The Board of Public Affairs meeting was scheduled for the following Monday. The comprehensive planning meeting had been canceled the previous month. Draft ordinances concerning vacant property and a possible rental registry were expected to be distributed for review. The vacant-property ordinance was described as lengthy and appropriate for committee review before Council consideration.

Elections

Positions to be Filled

It was announced that, in approximately one year, two Council positions and the mayor position would be up for election. The positions identified in discussion as requiring re-election were the mayor position and the positions held by Crystal and Terry. Petition requirements were discussed, and Penny was identified as having experience reviewing petitions.

Old Business

Village Manager to Village Administrator Proposal

Discussion continued regarding a proposed ordinance to change the Village Manager position to Village Administrator. The proposal would dissolve the Board of Public Affairs and transfer applicable responsibilities through the Village Administrator structure. It was stated that Board of Public Affairs members had often been appointed rather than elected and that the change was intended to streamline operations.

Council discussed the need to preserve oversight, accountability, appropriations control, and checks and balances. It was stated that Council retains legislative authority and control over appropriations and that employee positions must be authorized by the legislative authority. Questions were raised regarding the administrator's relationship to the mayor, the Village Manager's existing duties, the Board of Public Affairs' functions, water-rate authority, internal ordinances referencing the Board of Public Affairs, residency requirements, and the effect of the proposal on Village government.

It was reported that the proposed ordinance cited Ohio Revised Code provisions and that copies of the cited provisions had been provided. Council requested the existing Village Manager ordinance and job description, documentation of Board of Public Affairs functions, applicable ordinances and code sections that would be repealed, abolished, or affected, and clarification from Andrew regarding the differences between the positions and the proposed oversight structure. Documents were requested at least one week before the next meeting. Council members were invited to submit additional questions for review before the next meeting.

Potential compensation associated with a Village Administrator position was discussed. A possible $10,000 increase was described as a suggestion based on a possible six-percent increase and estimated savings from discontinuing Board of Public Affairs meetings and related administrative work. No compensation action was taken. It was clarified that money had been appropriated as a cap for possible future raises, but no raise had been approved. The current salary was stated as $81,113, and a four-percent increase was calculated at approximately $3,240. Any payroll changes would require future Council approval.

Meeting Minutes and Public Access

Council discussed the level of detail contained in meeting minutes. A request was made for minutes that identify speakers and provide greater detail concerning statements and positions discussed at meetings. It was noted that the current system summarizes discussion rather than identifying each speaker.

It was suggested that other communities and available technology be reviewed to identify a process for more detailed minutes. A participant offered to demonstrate a method for creating detailed transcriptions from recorded meetings. It was also noted that recordings are archived and that there were plans to post audio files on the website.

Village Website and Meeting Recordings

Council discussed public access to the Village website, meeting minutes, and recordings. It was reported that meeting minutes were available on the website and that recordings were archived. Staff indicated that uploading recordings to the website should be possible by placing the files in the appropriate location. A backlog of archived recordings was reported available for posting.

New Business

Blood Drive and Newsletter

A blood drive was announced for September 8th from 3:00 to 6:00. A $25 gift card was reported available to persons who schedule an appointment. The possibility of moving the blood drive to the Village building was discussed, with carpeting identified as a concern. Suggestions for the upcoming newsletter were requested and could be sent to the meeting chair or Kira.

Open House and Artwork

An open house held on Sunday was reported as having approximately 30 persons sign the attendance sheet, with attendance estimated at closer to 50 because some attendees did not sign. Both artists attended, including Joe associated with the Winthrop sign and Rosie, who signed her artwork. Rosie was expected to return Saturday or Sunday to apply a second ultraviolet-protectant finishing coat.

House Bill 331

Council discussed House Bill 331 and the importance of providing qualifying services. It was stated that, if a village does not provide the required number of qualifying services, the county may assess the Village and the matter may proceed to a ballot concerning dissolution of the Village. Council discussed encouraging community involvement and candidates for Village positions.

Recognition and Awards

Service recognition: Council discussed recognizing Jeff for 25 years of service. No recognition action was taken.

Announcements

Upcoming events:

- Blood drive — **Date:** September 8th — **Details:** 3:00 to 6:00; a $25 gift card was reported available to those who schedule an appointment.
- JFD new engine delivery — **Date:** Expected within the next 30 to 45 days following final inspection.

Important dates: Council positions and the mayor position were discussed as being up for election in approximately one year.

Adjournment

Executive session: Council entered executive session at 8:17pm to discuss personnel. No discussion from executive session was recorded.

Motion:
Motion to enter into Executive Session made by **Terri Stivers** and seconded by **Russell Landwehr.**

Motion was passed by roll call.

Motion:
Motion to adjourn executive session was made by Paul King **and seconded by** Russell Landwehr. Executive session ended at 8:53pm and brought back to vote on Resolutions in the in the agenda.

Motion was passed by roll call.

Reading of Resolution: 2026–20 A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF PLEASANT HILL TO ENTER INTO A CONTRACT FOR OBTAINING AN OPERATOR OF RECORD FOR WASTE AND WASTE WATER AND DECLARING AS AN EMERGENCY.

Discussion: The proposed contract with Anthony Guerrero was discussed as a short-term or longer-term compliance arrangement while the Village considered hiring a new employee. The contractor would provide operator-of-record services for water and wastewater, compliance paperwork, reports, and required filings. The anticipated base cost was approximately $2,000 per month, subject to additional hourly charges for work beyond routine operations.

Motion:

Motion was made by **Paul King** and seconded by **Teri Stivers TO SUSPEND THE THREE-READING RULE FOR RESOLUTION 2026-20.**

Motion was passed by roll call.

Motion:
Motion was made by **Paul King** and seconded by **Tony Midlam TO ADOPT**

RESOLUTION 2026-20 AS AN EMERGENCY AND MAKE IT EFFECTIVE IMMEDIATELY.

Motion was passed by roll call.

Reading of Resolution: 2026–21 A RESOLUTION AMENDING 2026 APPROPRIATIONS WITH LINE-ITEM CHANGES BY FUND FOR THE PURPOSE OF ENTERING INTO A CONTRACT FOR OBTAINING OPERATOR OF RECORD FOR WATER AND WASTE WATER AND DECLARING AN EMERGENCY

Discussion: The resolution was identified as the funding portion for the operator-of-record contract.

Motion:
Motion was made **by Paul king** and seconded by **Russell Landwehr TO SUSPEND THE THREE-READING RULE AND CONSIDER RESOLUTION 2026-21 AS AN EMERGENCY.**

Motion was passed by roll call.

Motion:
Motion was made by **Tony Midlam** and seconded by **Penny Fessler TO ADOPT RESOLUTION 2026-21 AS AN EMERGENCY AND MAKE IT EFFECTIVE IMMEDIATELY.**

Motion was passed by roll call.

Reading of Resolution: 2026-22 A RESOLUTION AMENDING 2026 APPROPRIATIONS WITH LINE-ITEM CHANGES BY FUND AND DECLARING AN EMERGENCY

Discussion: The resolution provided for a $65,000 capital-outlay adjustment related to the tile project, including payment to Henry for maintenance work and payment of the tractor towing bill.

Motion:
Motion was made **by Paul King** and seconded by **Penny Fessler TO SUSPEND THE THREE-READING RULE AND CONSIDER RESOLUTION 2026-21 AS AN EMERGENCY.**

Motion was passed by roll call.

Motion:
Motion was made by **Paul King** and seconded by **Tony Midlam TO ADOPT RESOLUTION 2026-21 AS AN EMERGENCY AND MAKE IT EFFECTIVE IMMEDIATELY.**

Motion was passed by roll call.

Motion:
Motion was made by **Paul King** and seconded by **Crystal Stoner** to adjourn meeting.

Meeting adjourned at: 8:56pm

Closing remarks: The presiding officer thanked attendees for their time.

The next regular council meeting was identified as September 8.

Brenda Carroll, Mayor

Brenda Carroll, Mayor

Elizabeth Bush

Elizabeth Bush, Fiscal Officer