

Special Village Council Meeting & Workshop
1 S Main St. Pleasant Hill, OH 45359
July 23, 2026 7:00pm

Call to Order: 7:11pm for the Workshop

**Roll Call: Tony Midlam, Russell Landwehr, Terri Stivers, Paul King,
Penny Fessler (arrived at 7:34pm)**

Absent: Crystal Stoner

Others in Attendance: Denis Aslinger, Brenda Carroll, Elizabeth Bush

Call to Order

The workshop was called to order at 7:11pm followed by the Pledge of Allegiance.

Approval of Minutes

No minutes were reviewed during this workshop session.

Workshop Discussion

Wastewater Treatment Plant Discharge Pipe

A report was provided regarding a sinkhole west of the water treatment plant where a farmer's tractor fell into a hole with flowing water. Testing and operational observations indicated that the water was associated with the wastewater treatment plant discharge. After the water to the water treatment plant was shut off, the flow stopped. The tractor was removed, and the hole was excavated and cleared so the discharge could continue to flow.

Key Points:

- The damaged discharge line was described as approximately 100-year-old clay tile located through a private field between the wastewater treatment plant and the river.
- The discharge line was reported to have developed sinkholes where soil had been drawn into the pipe and washed through it. Additional sinkholes were found while excavating the area.
- A short repair of approximately 28 feet was discussed at an estimated cost of approximately \$3,000 to \$5,000.
- Replacement of the entire approximately 700-foot section from manhole to manhole was discussed at an estimated cost of approximately \$50,000.
- The replacement was discussed as 12-inch PVC to connect existing plastic pipe at the wastewater treatment plant and at the river-discharge end.
- The contractor stated that the proposed pipe could support agricultural equipment. Participants requested that applicable pipe specifications or assurances be obtained in writing.
- The discharge was reported to be operating. It was stated that stopping the discharge would create head pressure and could affect timing through the UV process.

Council discussed replacing the entire manhole-to-manhole section rather than completing only a short repair because of the age and condition of the remaining clay tile. The contractor was reported to be prepared to begin work the following day and estimated that replacement would take approximately one week. It was stated that the contractor did not require payment in advance, subject to confirmation of the payment timeline.

Participants discussed appropriating approximately \$60,000 to \$65,000 for the project, with unused funds to remain available for future emergencies. It was stated that an appropriation resolution would be required and that the matter could be addressed as an emergency resolution at the next regular council meeting, unless a special meeting became necessary. No formal appropriation action was recorded during the workshop.

The farmer requested consideration of damage to the tractor. Council discussed referring the matter to the applicable insurance carriers after receipt of a bill. It was stated that repair of the wastewater infrastructure should proceed separately from insurance consideration of the tractor damage.

Other Water and Wastewater Maintenance

A water-service issue near White Oak was reported. A valve associated with a new house constructed by Summit was found to have a calcium plug. The plug was drilled open. The work was reported to have cost approximately \$8,000 because excavation was required in the middle of the street.

Building Office Layout and Access

Council reviewed a proposed office layout for the building. The concept included a counter and plexiglass near the normal public entrance, continued public access to restrooms, and separation of office and kitchen areas from public access. The upstairs bathroom was discussed for office use, and securing the hallway or kitchen area with existing or additional doors was considered.

Key Points:

- The proposed layout would allow the public to enter through the normal door for bill payment and office business while restricting access beyond the designated public area.
- Participants discussed locking the kitchen or break-room area and using the restrooms for public access as appropriate.
- The design was discussed as a lower-cost approach that would preserve the building's existing architecture and woodwork.
- Accessibility through the existing area was discussed.
- Participants requested pricing for doors, closures, locks, and related work.

Electronic and keypad-lock options were discussed, including locks that permit separate access codes, time-based access, and entry records. Council discussed avoiding uncontrolled distribution of physical keys and using different access codes for different users.

It was stated that additional appropriations would be required before renovations could proceed because funds were not currently available for the work.

Building Security and Public Access

Council discussed security measures needed before the building is used for office operations or public events. Discussion included access control, records security, employee safety, restroom access, surveillance, locks, doors, glass protection, and procedures for closing the

building.

Key Points:

- Participants discussed limiting public access during regular business hours to the designated office area and hallway.
- Concerns were raised regarding an employee being alone in the building and the need to avoid requiring employees to search areas, including restrooms, for unauthorized persons.
- Possible measures discussed included locked doors, restroom keys, surveillance cameras, alarms, physical barriers, reinforced doors, security film or plexiglass for existing glass, and digital locks.
- Hiring a security consultant was discussed. No decision to hire a consultant was recorded.
- Participants stated that security measures should be addressed before the building is opened to the public for events and before regular office operations are relocated.

No formal action was recorded.

Open House and Mural Unveiling

Participants discussed holding an open house in connection with the murals and the building's future use. The event was discussed as an opportunity to show the community the building, mural work, and proposed plans for the space.

Key Points:

- Rosie was reported to be available to discuss the mural and its creation.
- Participants discussed including information or displays showing proposed office layout, building improvements, parking concepts, and future community-use ideas.
- It was stated that public communications should describe concepts and plans as being under development and should not promise future facility use before security and operational details are established.
- Food, an ice cream social, food trucks, and refreshments were discussed. Participants decided not to provide food.

Participants discussed scheduling the open house for August 9 from 1:00 to 4:00. Public notice was discussed through Facebook, the website, and the LED sign. The event was discussed as including tours and participation by Rosie, Sharon, and Wintrows, subject to availability.

Board of Public Affairs

Participants discussed whether to eliminate the BPA and have utility-related matters handled through the service superintendent, water-treatment personnel, wastewater personnel, office staff, and council. The discussion referenced House Bill 331, village-status points, elections, and the appointment of BPA members when positions are not filled through election.

Key Points:

- It was stated that BPA decisions are based on information provided by utility personnel and that council retains responsibility for appropriating funds.
- Participants discussed whether eliminating the BPA could streamline utility decisions and reduce the number of appointed positions.
- Participants discussed availability of BPA minutes through the village website and Facebook.

- It was stated that a change could involve a title change for Dennis, with no pay change considered necessary.
- Potential BPA members were discussed as possible candidates for other village positions.

No decision or formal action to eliminate the BPA was recorded.

Parking Lot and Street Parking

Participants discussed possible overnight use of the new parking lot to reduce street-parking congestion. Options discussed included permits, designated spaces, time limits, camera review, use of only part of the lot, and coordination with the sheriff.

Participants discussed the potential effect of parking changes on visibility, parking on Main and Monument, nearby apartments, Furry Friends, and residents with multiple vehicles. A mini roundabout was also discussed, and it was stated that the available area did not have sufficient radius for an appropriate ODOT roundabout without removal of buildings.

No formal action was recorded. Participants were invited to provide additional ideas by email for future consideration.

Adjournment of Workshop

Motion:

Motion was made by **Tony Midlam** and seconded by **Paul King**, to adjourn the workshop. The workshop was adjourned at 8:35.

Special Council Meeting

Executive Session for Personnel Discussion

Motion:

Motion was made by **Teri Stivers**, seconded by **Russell Landwehr**, to enter executive session to discuss personnel at 8:38pm.

Motion was passed with roll-call with **Crystal Stoner** being absent.

Personnel Job Postings

Motion: Made by **Russell** seconded by **Tony**, that the personnel committee post jobs for water treatment plant operator class one, street superintendent, water treatment plant operator class two, street superintendent, and a dual certification water treatment plant supervisor, with the dual-certification position to work with Dennis to define the job role and responsibilities.

A roll-call vote was recorded with affirmative votes from Terry, Paul, Penny, Tony, and Russell. The motion passed.

Pay ranges were discussed as guidance for the personnel committee and were not adopted as part of the motion. The ranges discussed were \$20 to \$27 per hour for entry level, \$25 to \$35 per hour for class one and two, and \$32 to \$45 per hour for class three to four supervisory positions. It was stated that the positions should be posted as commensurate with experience.

It was stated that job postings would be completed as soon as possible. Posting opportunities through the village website and ZipRecruiter were discussed. Participants stated that candidates might be available for presentation at the August 11 meeting.

Action Items

- **Personnel committee:** Post the approved water-treatment and street-superintendent job openings and work with Dennis to define the dual-certification position's role and responsibilities. – no due date set
- **Owner needed:** Post job-opening information on the village website after posting locations are determined. – no due date set

Announcements

- The next regular council meeting was identified as August 11.
- The proposed open house was discussed for August 9 from 1:00 to 4:00.

Adjournment

Motion:

Motion was made by **Paul King** seconded by **Russell Landwehr** to adjourn the special council meeting.

Motion passed with roll-call with **Crystal Stoner** being absent.

The special council meeting was adjourned at 9:26pm.

The next regular council meeting was identified as August 11.

Brenda Carroll, Mayor

Elizabeth Bush, Fiscal Officer