



**City of Watervliet**  
Regular Commission Meeting Minutes  
May 19, 2023 at 5:30 PM.

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Meeting was called to order by Mayor Muth at 5:30 P.M.

**Pledge of Allegiance was led by Chief Sutherland.**

**Present:** Commissioner David Brinker, Commissioner Bill Whitney, Commissioner Rebecca Oliphant, Commissioner Zach Smith, Commissioner Duane Cobb and Mayor Muth. Also in Attendance: Interim City Manager Alan Smaka and City Clerk Melanie Marvin.

Absent:

**Approval of Agenda:**

**Motion:** Commissioner Oliphant motioned to approve the agenda. Motion was supported by Commissioner Cobb.

**Roll Call Vote:**

Ayes: Brinker, Cobb, Smith, Oliphant, Whitney and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Public Comments:** Ben Neidlinger spoke and asked why his neighbor at 417 Walnut had been allowed to build an addition onto his house that encroaches on the required 7-foot setback from the property line. Mr. Neidlinger's property is 409 Walnut.

Pam Quinn introduced herself to the commission and stated that she will be the reporter for the Tri-City Record who will be covering the commission meetings.

**Approval of Meeting Minutes for April 4, April 12, April 18, and April 21, 2023**

**Commission Meetings: - Attachments #1, #2, #3 and #4**

**Motion:** Commissioner Oliphant motioned to approve the meeting minutes from the April 4, April 12, April 18 and April 21, 2023 meetings. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Brinker, Smith, Oliphant, Cobb, Whitney and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Approval of Payables/Payroll for April 2023 - Attachment #5**

**Motion:** Commissioner Cobb motioned to approve Payables and Payroll for the month of April 2023 in the amount of \$182,130.60. Motion was supported by Commissioner Oliphant.

**Roll Call Vote:**

Ayes: Oliphant, Smith, Brinker, Whitney, Cobb and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Committee/Board Reports**

1. **Planning Commission**
2. **Downtown Development Authority (DDA)** – Rebecca Oliphant gave a verbal report. She stated that they are working on getting the planters on Main Street planted.
3. **PPLAWA (Sewer Board)** – Duane Cobb gave a verbal report relating to the PPLAWA activities. He informed the commission that the sewer authority board had decided to hold off on constructing a new sludge tank due to the cost.
4. **Joint Fire Board** – Zach Smith gave a verbal report on the Watervliet Joint Fireboard. He stated that the fire board is looking at implementing some kind of retirement program for the firefighters.

**Department Reports**

1. **Department of Public Works** – Alan Smaka gave a verbal update stating that the Department of Public Works had been busy with the ongoing Riverside Dr./Paw Paw Ave. Project as well as installing new services and repairing existing water mains that needed attention.
2. **Police Department** – Chief Sutherland gave a verbal report of department activity for the month of April 2023.
3. **City Hall** – Clerk Marvin gave a verbal report of activity for the Clerk's office for the month of April 2023.
4. **Water Department** – No report.
5. **Other Contractual** – No report. Update to be covered during Interim City Manager Smaka's report.

**Old Business – None****New Business – Action/Discussion Items****Approval of City Manager Employment Agreement– Attachment #6**

**Motion:** Commissioner Cobb motioned to approve the City Manager Contract. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Smith, Brinker, Whitney, Oliphant, Cobb and Mayor Muth.

Nays:

Absent:

**Motion Carried.**

**Approval of the Purchase of the Used Squad Car from Watervliet Township – Attachment #7**

**Motion:** Commissioner Oliphant motioned to approve the purchase of the used squad car from Watervliet Township for \$13,000.00. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Smith, Oliphant, Cobb, Whitney, Brinker and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Approval of Support of Paw Paw River Clean-up – Attachment #8**

**Motion:** Commissioner Cobb motioned to approve support of the Paw Paw River clean-up at a cost not to exceed \$2,500.00. Motion was supported by Commissioner Oliphant.

**Roll Call Vote:**

Ayes: Cobb, Whitney, Oliphant, Smith, Brinker and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Discussion, Selection and Approval of the Name for the Dog Park - #9**

**Motion:** Commissioner Smith motioned to name the new dog park **Canine Commons**. Motion was supported by Commissioner Oliphant.

**Roll Call Vote:**

Ayes: Brinker, Smith, Oliphant, Cobb, Whitney and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Discussion, Selection and Approval of the Name of the Community Park (Transformation Project) – Attachment #10**

**After some discussion it was decided that the name suggestions would be discussed and decided at the next commission meeting.**



**Approve Payment of Invoice for Election Drop Box – Attachment #11**

**Motion:** Commissioner Oliphant motioned to approve paying the invoice in the amount of \$3,381.00 for the election drop box. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Smith, Oliphant, Brinker, Whitney, Cobb and Mayor Muth

Nays:

Absent:

**Motion Carried.**

**Public Comments:** George Schubkegel, a resident on Riverside Drive asked questions relating to a white truck surveying or marking property lines in his neighborhood. He asked if this is a city project. The city is unaware of the company or their activities and will look into it.

Clerk Marvin told the board that a city resident had contacted her to ask what the process would be to request the city to reconsider doing an ordinance change to allow for chickens in the city.

**City Manager's Report** – Interim City Manager Smaka gave a verbal report.

**Motion:** Commissioner Oliphant motioned to adjourn the meeting at 6:39 pm. Motion was supported by Commissioner Brinker.

**All in Favor. Motion Carried.**

Next commission meeting will be Tuesday, June 6, 2023 at 6:00 pm.

**Meeting was adjourned at 6:39 pm.**



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Mayor, Deah Muth



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Clerk, Melanie Marvin