



City of Watervliet
Regular Commission Meeting Minutes
August 1, 2023 at 6:00 PM.

Meeting was called to order by Mayor Muth at 6:00 P.M.

Pledge of Allegiance was led by Commissioner David Brinker.

Present: Commissioner David Brinker, Commissioner Rebecca Oliphant, Commissioner Duane Cobb, Commissioner Bill Whitney and Mayor Muth. Also in Attendance: City Manager Danielle Tiedeman and City Clerk Melanie Marvin.

Absent: Commissioner Zach Smith.

Approval of Agenda:

Motion: Commissioner Oliphant motioned to approve the agenda as amended (moving appointment of a person to the open commission seat to September). Motion was supported by Commissioner Cobb.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Public Comments: A man who lives at 620 Riverside Drive spoke about ordinance violations relating to garbage and junk couches around his area.

George Schubkegel of Riverside Drive asked for an update on the drainage project going on in his area.

Approval of Meeting Minutes for the July 11, 2023 Zoning Board of Appeals Meeting and July 11, 2023 Regular Commission Meeting: - Attachment #1 & #2

Motion: Commissioner Cobb motioned to approve the meeting minutes from the July 11, 2023 Zoning Board of Appeals meeting and the July 11, 2023 Regular Commission meeting. Motion was supported by Commissioner Oliphant.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Approval of Payables/Payroll for July 2023 - Attachment #3

Motion: Commissioner Brinker motioned to approve Payables and Payroll for the month of July 2023 in the amount of \$217,614.58. Motion was supported by Commissioner Cobb.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Committee/Board Reports

1. **Planning Commission** – City Manager Tiedeman gave a verbal report. The Planning Commission met and are going to begin working on updating the City's Master Plan. They will be forming a sub-committee for feedback relative to the master plan.
2. **Downtown Development Authority (DDA)** – Rebecca Oliphant gave a verbal report. Rebecca announced that the mural project should be done between August 20th – August 25th.
3. **PPLAWA (Sewer Board)** – Duane Cobb gave a verbal report.
4. **Joint Fire Board** – Melanie Marvin gave a verbal report.

Department Reports

1. **Department of Public Works** – Jeff Allen gave a verbal report
2. **Police Department** – Chief Sutherland was absent from the meeting and provided a written report.
3. **City Hall** – Clerk Marvin gave a verbal report.
4. **Water Department** – No report.
5. **Other Contractual** – Alan Smaka gave a verbal report.

Old Business – None

New Business – Action/Discussion Items

Approval of Drinking Fountain Quote: #4

Motion: Commissioner Cobb motioned to approve the purchase of the drinking fountain at a cost not to exceed \$6,000.00. Motion was supported by Commissioner Brinker.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Approval of Biennial Bridge Inspection Proposal from WAI – Attachments #5

Motion: Commissioner Brinker motioned to approve the Biennial Bridge Inspection Proposal by Wightman and Associates for \$3,300.00. Motion was supported by Commissioner Cobb.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Approval of Alan Smaka Job Description and Compensation – Attachments #6

Motion: Commissioner Oliphant motioned to approve the revised job description and monthly compensation that will be added to Alan's current contract (terms do not change). Alan will be the City's Community Development Director and his monthly compensation will be \$5,000.00/month. In this position Alan will continue to perform engineering services for the City. Motion was supported by Commissioner Brinker.

Roll Call Vote:

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

Nays:

Absent: Smith

Motion Carried.

Public Comments: George Schubkegel said that he thinks the Watervliet Fire Department is doing a wonderful job.

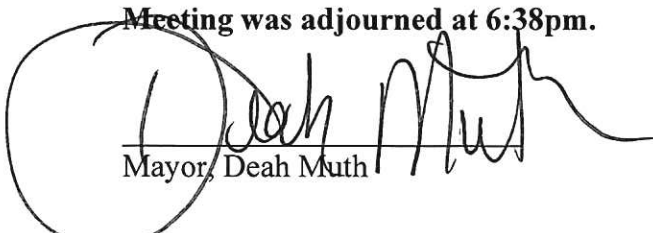
City Manager's Report – City Manager Tiedeman gave a verbal report. She stated that the public works department has been busy painting and making lots of great progress on improvements to the building. She provided an update on the progress towards hiring a deputy city clerk. She is planning to have two positions posted for public works positions within a week.

Motion: Commissioner Oliphant motioned to adjourn the meeting at 6:38pm. Motion was supported by Commissioner Brinker.

All in Favor. Motion Carried.

Next commission meeting will be Tuesday, September 5, 2023 at 6:00pm.

Meeting was adjourned at 6:38pm.



Mayor, Deah Muth



Clerk, Melanie Marvin