



**City of Watervliet**  
Regular Commission Meeting Minutes  
March 5, 2024 at 5:30 PM.

---

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

**Pledge of Allegiance was led by Commissioner Zach Smith.**

**Present:** Commissioner Zach Smith, Commissioner David Brinker, Commissioner Rebeca Oliphant and Mayor Muth. Also in Attendance: City Manager Danielle Tiedeman and City Clerk Melanie Marvin.

**Absent:** Commissioners Duane Cobb, Bill Whitney and Michael Bumstead

**Approval of Agenda:**

**Motion:** Commissioner Oliphant motioned to approve the agenda as amended, adding bond council discussion under old business. Motion was supported by Commissioner Brinker.

**Roll Call Vote:**

Ayes: Brinker, Oliphant, Smith and Mayor Muth

Nays:

Absent: Cobb, Whitney and Bumstead

**Motion Carried.**

**Public Comments:** None.

**Approval of Meeting Minutes for the February 6, 2024 Commission Meeting:**

**Motion:** Commissioner Oliphant motioned to approve the meeting minutes from the February 6, 2024 regular Commission meeting. Motion was supported by Commissioner Brinker.

**Roll Call Vote:**

Ayes: Brinker, Oliphant, Smith and Mayor Muth

Nays:

Absent: Bumstead, Cobb and Whitney

**Motion Carried.**

**Approval of Payables/Payroll for February 2024**

**Motion:** Commissioner Brinker motioned to approve Payables and Payroll for the month of

February 2024 in the amount of \$403,409.57. Motion was supported by Commissioner Oliphant.

**Roll Call Vote:**

Ayes: Oliphant, Smith, Brinker and Mayor Muth

Nays:

Absent: Whitney, Cobb and Bumstead

**Motion Carried.**

**Committee/Board Reports**

1. **Planning Commission** – No meeting
2. **Downtown Development Authority (DDA)** – Commissioner Oliphant gave a verbal report.
3. **PPLAWA (Sewer Board)** – Clerk Marvin gave a verbal report.
4. **Joint Fire Board** – Commissioner Smith gave a verbal report.

**Department Reports**

1. **Department of Public Works** – Jeff Allen introduced the new Dept. of Public Works Employees, Derrick Townes, Logan Myers, Timothy Bradford and Foreman, Rob Cloinger. Jeff also gave a verbal report, outlining some of the activity for the month of February.
2. **Police Department** – Chief Sutherland gave a verbal report.
3. **City Hall** – Clerk Marvin gave a verbal report.
4. **Water Department** – No report.
5. **Community Development Director/Engineer** – Alan Smaka gave a verbal report.

**Old Business** –

1. **Website Upgrade discussion – Munibit / Civic Plus.**

City Manager Tiedeman led discussion relating to the City's website, outlining the initial work she has done to obtain pricing for an upgrade that will provide a better experience for our customers and make it more "user friendly" for staff to update it and post information. Bids and scope of services were obtained from Munibit and Civic Plus (the City's current website host).

**Motion:** Commissioner Oliphant motioned to approve the bid from Munibit. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Oliphant, Smith, Brinker and Mayor Muth

Nays:

Absent: Whitney, Cobb and Bumstead

**Motion Carried.**

2. **Update on 204 Crescent Street** - City Manager Tiedeman informed the board that she had finally received a response from Monica Brown, the owner of 204 Crescent St., in response to the City's offer to purchase the property for \$5,000.00. City Manager Tiedeman stated that Ms. Brown had declined the offer of \$5,000.00 and requested that Danielle bring her counter-offer of \$15,000.00-\$17,000.00 to the board for consideration. There was no motion in support of the counter-offer so no further action was taken in relation to the City purchasing the property.

There was additional discussion relating to the demolition of the property.

**Motion:** A motion was made by Commissioner Oliphant to proceed with the demolition of the structures on the property. Motion was supported by Commissioner Smith.

**Roll Call Vote:**

Ayes: Smith, Oliphant and Mayor Muth

Nays: Brinker

Absent: Whitney, Bumstead and Cobb

**Motion Carried.**

**Granite Update** – City Manager Tiedeman informed the board that she and Clerk Marvin had met with Comcast and discussed what services they are providing to ensure that when the Granite contract is cancelled, phone/internet service to the City's water tower and iron filtration plant will not experience any interruption. Comcast will be providing fiber optics to the iron filtration plant at no cost for the construction (previously quoted at around \$13,000.00). Upon completion of the work by Comcast, the Granite contract will be cancelled. City Manager Tiedeman expects the completion to be within 45 days.

**Social District Update** – City Manager Tiedeman gave an update on the Social District. Having got approval from the Liquor Control Commission, the next step is to order signage for the district which will be done within a couple weeks. She will also work with Arclight Brewing and Local 3 relating to the special beverage containers that are required for use in the district.

**Master Meter Update** – City Manager Tiedeman provided a letter that she will be sending to Master Meter relating to the poor performance of the Fixed-Base System the City purchased in 2021. Ms. Tiedeman informed the board that she has been in contact with Mike Martin from Core & Main as well as Mike Phillips from Master Meter and both have been providing updates as to what is being done, in an ongoing effort to identify and resolve the issues.

**Bond Council Discussion** – Alan Smaka spoke to the Board, providing an update related to the drain project that will be funded using a loan from USDA. Alan asked if the Board would have an issue with him looking into a different bond council, stating that he wanted to work with someone who is more flexible and willing to think outside the box. The current project estimated cost has increased from around \$7,500,000.00 to \$12,000,000.00 and Alan would like the Department of Public works to be able to "self-perform" some of the work to reduce costs. The board did not object to Alan seeking a different bond council for this project.

**New Business – Action/Discussion Items**

**Approval of Payment to Fix-It Computing \$8,403.30 (Police Dept. Laptops) –**

**Motion:** Commissioner Smith motioned to approve the invoice in the amount of \$8,403.30 to Fix-It Computing. Motion was supported by Commissioner Brinker.

**Roll Call Vote:**

Ayes: Smith, Oliphant, Brinker and Mayor Muth

Nays:

Absent: Cobb, Bumstead and Whitney

**Motion Carried.**

**Approval of Quote/Payment of CMP Distributors \$7,799.80 -**



**Motion:** Commissioner Smith motioned to approve the quote and Invoice in the amount of \$7,799.80 to CMP Distributors. Motion was supported by Commissioner Oliphant.

**Roll Call Vote:**

Ayes: Brinker, Oliphant, Smith and Mayor Muth

Nays:

Absent: Cobb, Bumstead and Whitney

**Motion Carried.**

**Public Comments** – None

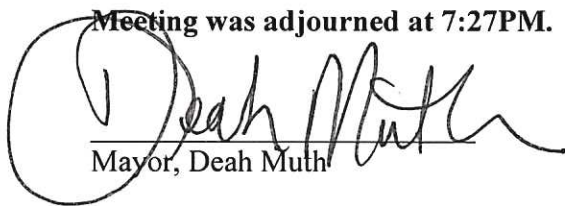
**City Manager's Report** – City Manager Danielle Tiedeman gave a verbal report, sharing information about the CAP-CON convention she had attended as well as other meetings she had attended.

**Motion:** Commissioner Oliphant motioned to adjourn the meeting at 7:27PM. Motion was supported by Commissioner Smith.

**All in Favor. Motion Carried.**

Next commission meeting will be Tuesday, April 2, 2024 at 5:30pm.

**Meeting was adjourned at 7:27PM.**

  
\_\_\_\_\_  
Mayor, Deah Muth

  
\_\_\_\_\_  
Clerk, Melanie Marvin