



City of Watervliet
Regular Commission Meeting Minutes
July 9, 2024 at 5:30 PM.

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

Pledge of Allegiance was led by Miss Watervliet, Nicole Bender.

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

Absent:

Approval of Agenda

Motion: Commissioner Oliphant motioned to approve the agenda as amended, adding Item #8. Motion was supported by Commissioner Cobb.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Introduction of Miss and Mr. Watervliet 2024, Nicole Bender and Grayson Richards

Public Comments:

Amy Byrd – Running for Prosecuting Attorney in November.

Richard Overton, from Decatur, running for State Representative.

Chuck Heit – Republican candidate running for Berrien County Sherriff August 6th.

Shawn, from St. Joseph, spoke in support of Richard Overton.

Cheryl Coughlin - City Resident voiced her concern that more details regarding the former City Manager's resignation were not shared and that concerns regarding the reason she resigned were not publicly addressed.

Approval of Meeting Minutes for the June 13, 2024 Commission Meeting

Motion: Commissioner Cobb motioned to approve the meeting minutes from the June 13, 2024, regular Commission meeting and the Truth in Taxation Meeting, also held June 13, 2024. Motion was supported by Commissioner Bumstead.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Approval of Payables/Payroll for June 2024

Motion: Commissioner Brinker motioned to approve Payables and Payroll for the month of June 2024 in the amount of \$247,613.17. Motion was supported by Commissioner Bumstead.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Committee/Board Reports

1. **Planning Commission** – Zach Smith gave a verbal report stating that their meeting involved discussing what the Planning Commission looks like moving forward, specifically what level of action and planning the commission wants to participate in.
2. **Downtown Development Authority (DDA)** – Commissioner Oliphant gave a verbal report. They plan to have a fundraiser this fall for mural projects and she reported that Thursday Nights at Oasis Park are going very well.
3. **PPLAWA (Sewer Board)** – Duane Cobb gave a verbal report. The tank they were hoping to buy most likely will not happen since the organization is not replying to them. They're looking to purchase a new mower.
4. **Joint Fire Board** – Chief Whitney said his update is in regards to Items 3 and 4 on the agenda.

Department Reports

1. **Police Department** – Chief Sutherland provided a verbal report.
2. **Public Works** – Jeff Allen gave a verbal report.
3. **Clerk's Office** – Clerk Marvin gave a verbal report.
4. **Community Development Director/Engineer** – Alan Smaka gave a verbal report.

Old Business –**New Business – Action/Discussion Items****Salt Bin Asphalt Quote Approval**

Motion: Commissioner Cobb motioned to approve the asphalt quote for the salt bin in the amount of \$4,995.00 from Triple E Asphalt. Motion was supported by Commissioner Oliphant.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Asphalt Repairs throughout City Quote Approval

Motion: Commissioner Oliphant motioned to approve the asphalt quote for areas throughout the city in the amount of \$4,674.00 from Triple E Asphalt, with the exception of the Shepard Street overlay. Motion was supported by Commissioner Bumstead.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Watervliet Fire Dept. Millage Renewal Request Letter

Motion: Commissioner Cobb motioned to approve the Fire Department millage request letter. Motion was supported by Commissioner Bumstead.

Roll Call Vote:

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

Nays:

Abstain: Whitney

Motion Carried.

Watervliet Fire Dept. Millage Renewal Ballot Language Approval

Motion: Commissioner Cobb motioned to approve the ballot language for the Fire Department Millage, excluding the year of 2024. Motion was supported by Commissioner Oliphant.

Roll Call Vote:

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

Nays:

Abstain: Whitney

Motion Carried.

Watervliet Fire Dept. Loan Request

Motion: Commissioner Smith motioned to approve the Watervliet Fire Department loan request in the amount of \$120,170 contingent upon agreeable payment terms between the Fire Department and the City. Motion was supported by Commissioner Bumstead.

Roll Call Vote:

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

Nays:

Abstain: Whitney

Motion Carried.

Water/Sewer Tap-In Fee Increase Approval – Resolution 11-2024

Motion: Commissioner Oliphant motioned to approve the water and sewer tap-in fee increase. Motion was supported by Commissioner Smith.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Cornerstone Economic Partnering Agreement Approval

Motion: Commissioner Cobb motioned to approve the Cornerstone Economic Partnering Agreement, whereas the City will pay \$7,500 and the DDA will pay \$2,500. Motion was supported by Commissioner Brinker.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Approval of Vermeer Midwest Invoice

Motion: Commissioner Brinker motioned to approve the payment of the Vermeer Midwest invoice for purchase of a utility locator in the amount of \$5,864.98. Motion was supported by Commissioner Whitney.

Roll Call Vote:

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

Nays:

Absent:

Motion Carried.

Public Comments

- Peggy Brumley commented that her water smells like rotten eggs even after a new water heater and PEX plumbing lines were installed.
- Cheryl Coughlin said she wanted to give a positive compliment to the Public Works Department for always being so helpful.
- Gloria Grane asked what the rule is for golf carts on the roads. Chief Sutherland informed her that they do not need to have tags.
- Pam Quinn asked for an update on the lead & copper inspections (DWAM grant) that have been talked about for several months now.

City Manager's Report –

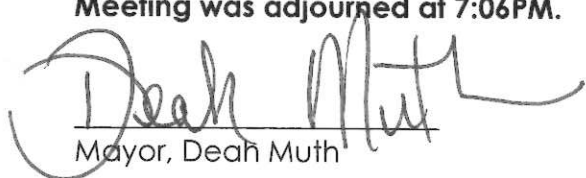
Alan Smaka and Chief Timothy Sutherland each gave a report. Chief stated that he spoke with Katie Montoya from the county regarding the demolition of the church and they are waiting to complete phase 2 of the environmental investigation before they can proceed. There will be a status conference on July 25th regarding Bob's Hobby Shop property. Regarding PWD, there was a discipline issue he had to deal with, and they are in the process of reviewing the union contract. Berrien County work crew will be in town on July 11th and 12th. Alan reported that he has worked with IT regarding backing up the files and emails. He stated that the city needs to put an IT capital needs plan together as well as a multi-year capital plan for larger projects. He worked on quotes for the roof replacement at the PWD garage and fall leaf pick-up.

Motion: Commissioner Oliphant motioned to adjourn the meeting at 7:06pm. Motion was supported by Commissioner Bumstead.

All in Favor. Motion Carried.

Next commission meeting will be Tuesday, August 13, 2024 at 5:30pm.

Meeting was adjourned at 7:06PM.



Mayor, Deah Muth



Clerk, Melanie Marvin