

**WATERVILLE CITY COUNCIL  
SPECIAL MEETING  
April 11, 2024, 2:00 p.m.**

There was a special meeting that the Waterville City Council held in the Council Chambers at 6:00 p.m. on April 11, 2024.

**Present:** Mayor Bill Conlin, Council members: Dave Wollin, Tim Smith, Roy McIntyre, and Jennifer Grobe  
**Also Present:** Administrator Teresa Hill, Street Superintendent Alan Hiller

**Absent:** None

**Call to Order / Roll Call/ Pledge of Allegiance**

Mayor Conlin called the meeting to order at 2:00 p.m. Announcing all members were present. Pledge of Allegiance was recited.

**Approval of Agenda/Additional Items to Agenda**

**Motion by Wollin, Seconded by McIntyre to accept the agenda. Motion Carried 5-0 .**

**City Hall Roof Repair**

The Mayor invited Scott Nieman from Nieman Roofing to give an overview of project. Mr. Nieman informed the council that a determination on structural integrity will not be known until the roof is opened. Discussion was held on possible solutions to the issue that ranged from a full re-roof with either ballast rock or adhered roof. The project would take about 7 days to complete. The teardown options would be expected to be more than \$100,000. It was unknown if the bowing of the concrete deck occurred during the original pour or if is bowing due to damage. If the deck is not sound, it would need to be repoured. Mr. Nieman conveyed that he is expecting only surface level damage. If the concrete needed to be poured down to the trusses it would probably bring the project to over \$200,000. City Council reviewed photos taken of the leaks and damage that occurred at City Hall. Mr. Nieman explained that the roofing system would have a 20-year standard warranty. If only the membrane was replaced it would have a Contractor's Warranty of 5 years and would be less than half of the cost of the tear off. Further discussion was held on the concrete deck and ability to find the leaks, layering system and taper and new tapered roof. Mr. Nieman spoke about the age of the roof and damage caused by the tree and other things. The last time the roof had repairs was in 2006 or 2007 and a new membrane was put on. Councilmember Smith conveyed that we are at the point where they need to look at the future of the building. Discussion was held on the need to disclose the roof condition and how it would lower the value for resale. Discussion was held on damaged materials, possible clean-up, and remodeling. A tour of the upper level and basement of City Hall was conducted. Mr. Hiller suggested we hire someone to inspect the building to see how much damage we have before we even put a roof on it. It was also suggested that a space analysis be conducted. Mr. Conlin stated for the record that they are in an upstairs apartment with 1950's, 1960's retro with shag carpeting on the walls, single pane windows and some single pane windows with storm windows. The upstairs is only used for storage by the City and Library. The Council viewed the area where the concrete deck photos were taken and the 2 trees that were said to be causing roof and tuck-pointing damage. The roofing companies do not want to do the work unless the 2 are removed. Discussion was held on the existing records storage. Councilmember Smith commented that after what we have seen, we need to take a close look at what it would take to really make it work for us or put a roof on it and make it saleable. Smith would like to see an inspector and structural engineer go through the building and tell us what our problems are and what space is needed by City Hall. Further discussion was held on possible separation of city hall and library, move City Hall into the new Fire Department building, refresh the building and lease out, conveying the City Hall Building to the EDA. The Council determined the next steps to have the 2 trees removed that are causing damage, getting inspections by Structural and Building inspectors, and conduct a space need analysis. **Motion by Smith, Seconded by Wollin to get a Structural Engineer and building Inspection to look at the faults of the building and report back. Motion Carried 5-0.**

**Adjourn**

**Motion by Wollin, Seconded by Smith to adjourn. Motion carried 5-0.** Meeting adjourned at 3:17 p.m.

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William Conlin, Mayor

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Teresa Hill, Administrator-Clerk