

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



MEETING AGENDA AND PACKET

BOARD OF ALDERMEN

Regular Meeting

August 8, 2022

7:00 p.m.

Willard City Hall

224 W. Jackson

Mayor

Samuel Snider

Board Members

Corey Hendrickson-Mayor Pro-Tem

Sam Baird

Ryan Simmons

Larry Whitman

Landon Hall

www.cityofwillard.org

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
August 8, 2022
7:00 P.M.**

Posted August 3, 2022.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** August 8, 2022 at the Willard City Hall, 224 W. Jackson.

The tentative agenda of this meeting includes:
PLEDGE OF ALLEGIANCE

Call the meeting to order

- 1. Roll Call.**
- 2. Agenda Amendments/Approval of Agenda.**
- 3. Consent Agenda:**

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting July 25, 2022.
 - b. July/August 2022 Outstanding Invoices, Check and Draft Paid Invoices.
 - c. Department Head Reports.
 - d. Board Attendance Report.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for July/August 2022.**
 - 5. Citizen Input.**
 - 6. Ordinance accepting the agreement with Allgeier, Martin & Associates for Engineering Services for 94 Lift Station. (1st & 2nd Read) Discussion/Vote.**
 - 7. Ordinance amending Section 127.360 of the Willard Municipal Code regarding the meeting schedule for the Economic Development Task Force. (1st Read) Discussion/Vote.**

8. **Ordinance amending Willard Municipal Code Chapter 710: Sewer Use and Sewer Rates, Sections 710.010, 710.215, 710.480, 710.540 and 710.640. (1st & 2nd Read) Discussion/Vote.**
9. **New Business.**
10. **Unfinished Business.**
11. **Recess Open Session.**
12. **Open Executive Session.**
13. **Close Executive Session.**
14. **Adjourn Meeting.**

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTIONS 610.021 # (1) LEGAL, # (3) PERSONNEL & # (13) PERSONNEL.

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS. REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING THE CITY CLERK AT 417-742-5302.

Jennifer Rowe
City Clerk



Agenda Item# 3

Consent Agenda:

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting July 25, 2022.
- b. July/August 2022 Outstanding Invoices, Check and Draft Paid Invoices.
- c. Department Head Reports.
- d. Board Attendance Report.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
July 25, 2022
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; Police Officer, JD Landon; and Finance Director, Carolyn Halverson.

City Attorney Ken Reynolds was not present.

Citizens in attendance: Richard Boatright, Steve Cobb, and Bradley Mowell.

Call to Order.

Mayor Snider called the meeting to order at 7:00 p.m.

Roll Call.

Alderman Kelly---, Alderman Simmons-present, Alderman Hendrickson---, Alderman Whitman-present, Alderman Baird-present, Alderman Hall-present and Mayor Snider-present.

Agenda Amendments/Approval of Agenda.

Motion was made by Alderman Baird and seconded by Alderman Hall to approve the agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Consent Agenda.

Motion was made by Alderman Whitman and seconded by Alderman Hall to approve the Consent Agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for June/July 2022.

Motion was made by Alderman Baird and seconded by Alderman Simmons to approve the current Outstanding Invoices, draft and Check paid Invoices for June/July. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Citizen Input:

None.

New Business.

None.

Unfinished Business.

Discussion was made on 610 Barwick. Steve Cobb stated that there was now a smell of something dead coming from the home. Discussion was made on police doing a wellness check, and the City potentially starting cleanup outside the property on August 12, 2022.

Recess Open Session.

Motion was made by Alderman Baird and seconded by Alderman Simmons to Recess the Open Session at 7:15 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Open Executive Session.

Motion was made by Alderman Simmons and seconded by Alderman Hall to Open the Executive Session at 7:18 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Close Executive Session.

Motion was made by Alderman Simmons and seconded by Alderman Whitman to Close the Executive Session at 7:34 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

Adjourn.

Motion was made by Alderman Simmons and seconded by Alderman Whitman to Adjourn. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Baird and Hall.

The meeting was adjourned at 7:34 p.m.

Jennifer Rowe, City Clerk

Samuel Snider, Mayor

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #3d
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **July 2022/August 2022 Outstanding Invoices**
- **July 2022/August 2022 Check Paid Invoices and Draft Paid Invoices**



City of Willard, MO

Pending Expense Approval Report 1

By Vendor Name

Post Dates 7/27/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: APC100 - ACE PIPE CLEANING					
ACE PIPE CLEANING	145470	08/02/2022	I & I MANHOLE REHAB ON SOUTHVIEW - S	20-700-95100	10,540.00
Vendor APC100 - ACE PIPE CLEANING Total:					10,540.00
Vendor: APAC100 - APAC CENTRAL, INC					
APAC CENTRAL, INC	7001764742	08/02/2022	MILLER RD ROCK COMM SURFACE - STS	10-300-51000	227.13
Vendor APAC100 - APAC CENTRAL, INC Total:					227.13
Vendor: BSP100 - BACKCOUNTRY SCREEN PRINTING LLC					
BACKCOUNTRY SCREEN PRINT	2520	08/02/2022	FREEDOM FEST SHIRTS - PKS	30-800-50450	490.00
BACKCOUNTRY SCREEN PRINT	2521	08/02/2022	TIE DYE SHIRTS FOR SUMMER CAMP PROJECT - PKS	30-800-50177	135.00
BACKCOUNTRY SCREEN PRINT	2522	08/02/2022	SUMMER CAMP SHIRTS - PKS	30-800-50177	1,185.00
BACKCOUNTRY SCREEN PRINT	2523	08/02/2022	SWIM TEAM SHIRTS - PARKS	30-800-50150	1,075.80
BACKCOUNTRY SCREEN PRINT	2524	08/02/2022	POOL STAFF WAC SHIRTS - PK	30-800-50140	240.00
BACKCOUNTRY SCREEN PRINT	2525	08/02/2022	BC SCREEN PRINTING SPRING VOLLEYBALL SHIRTS - PKS	30-800-50150	246.80
BACKCOUNTRY SCREEN PRINT	2526	08/02/2022	SPRING SOCCER SHIRTS - PKS	30-800-50150	899.60
BACKCOUNTRY SCREEN PRINT	2527	08/02/2022	SPRING BASEBALL SHIRTS - PK	30-800-50150	446.40
BACKCOUNTRY SCREEN PRINT	2528	08/02/2022	SUMMER BASEBALL SHIRTS - PKS	30-800-50150	630.70
Vendor BSP100 - BACKCOUNTRY SCREEN PRINTING LLC Total:					5,349.30
Vendor: CAX100 - CAR-X TIRE & AUTO					
CAR-X TIRE & AUTO	135873	08/02/2022	INNERTUBE REPAIR FOR MOWER - PKS	30-800-71100	11.00
Vendor CAX100 - CAR-X TIRE & AUTO Total:					11.00
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	114-1067131-9446644	08/02/2022	AMAZON MASON JARS - PKS	30-800-50177	55.95
COMMERCE CREDIT CARD SE	9867165052	08/02/2022	SAMS CHIPS, SUNFLOWERS, CANDY CONCESSIONS - PKS	30-800-50200	374.74
COMMERCE CREDIT CARD SE	9867239824	08/02/2022	SAM'S ASSORTED CANDYS FOR CONCESSIONS - PKS	30-800-50200	144.36
COMMERCE CREDIT CARD SE	0192771	08/02/2022	GSD CASE OF AMMO - LAW	10-200-52000	239.00
COMMERCE CREDIT CARD SE	9870083395	08/02/2022	SAM'S RING POPS CONCESSIONS - PKS	30-800-50200	137.60
COMMERCE CREDIT CARD SE	111-7824408-2419454	08/02/2022	AMZN POPCORN OIL CONCESS - PKS	30-800-50200	29.99
COMMERCE CREDIT CARD SE	111-6491405-8011425	08/02/2022	AMZN - POPCORN SALT CONCESS - PKS	30-800-50200	12.99
COMMERCE CREDIT CARD SE	65110743	08/02/2022	INDEED JOB APPS -PW/PD	10-300-56400	76.12
COMMERCE CREDIT CARD SE	65110743	08/02/2022	INDEED JOB APPS -PW/PD	10-400-56400	268.36
COMMERCE CREDIT CARD SE	65110743	08/02/2022	INDEED JOB APPS -PW/PD	20-600-56400	152.26
COMMERCE CREDIT CARD SE	65110743	08/02/2022	INDEED JOB APPS -PW/PD	20-700-56400	152.26
COMMERCE CREDIT CARD SE	2625033	08/02/2022	GPS CITY DUAL ARM LAPTOP VEHICLE MOUNT CAR 6 - LAW	10-200-52000	223.99
COMMERCE CREDIT CARD SE	65174881	08/02/2022	INDEED JOB APPS -PW/PD	10-300-56400	58.88
COMMERCE CREDIT CARD SE	65174881	08/02/2022	INDEED JOB APPS -PW/PD	10-400-56400	207.58
COMMERCE CREDIT CARD SE	65174881	08/02/2022	INDEED JOB APPS -PW/PD	20-600-56400	117.77
COMMERCE CREDIT CARD SE	65174881	08/02/2022	INDEED JOB APPS -PW/PD	20-700-56400	117.77
COMMERCE CREDIT CARD SE	65208422	08/02/2022	INDEED JOB APPS -PW/PD	10-300-56400	58.78
COMMERCE CREDIT CARD SE	65208422	08/02/2022	INDEED JOB APPS -PW/PD	10-400-56400	207.16
COMMERCE CREDIT CARD SE	65208422	08/02/2022	INDEED JOB APPS -PW/PD	20-600-56400	117.53
COMMERCE CREDIT CARD SE	65208422	08/02/2022	INDEED JOB APPS -PW/PD	20-700-56400	117.53
COMMERCE CREDIT CARD SE	05206G	08/02/2022	WENDYS BUSINESS MEETING - GEN	10-100-50130	22.62

Pending Expense Approval Report 1

Post Dates: 7/27/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	114-3078659-3059452	08/02/2022	AMZN CAMP CRAFT SUPPLIES - PKS	30-800-50177	17.85
COMMERCE CREDIT CARD SE	114-7933094-8415459	08/02/2022	AMZN CAMP ART SUPPLIES - PKS	30-800-50177	183.64
COMMERCE CREDIT CARD SE	114-8553865-0932214	08/02/2022	AMZN SHARKS CONCESSIONS FACILITIES MICROPHN - PKS	30-800-50170	110.89
COMMERCE CREDIT CARD SE	114-8553865-0932214	08/02/2022	AMZN SHARKS CONCESSIONS FACILITIES MICROPHN - PKS	30-800-50200	62.76
COMMERCE CREDIT CARD SE	114-8553865-0932214	08/02/2022	AMZN SHARKS CONCESSIONS FACILITIES MICROPHN - PKS	30-800-50400	52.84
COMMERCE CREDIT CARD SE	32672603	08/02/2022	LINGO COMM LIFT STATION PHONE SERVICE - SEWER	20-700-61000	50.84
COMMERCE CREDIT CARD SE	9876806800	08/02/2022	PRETZELS, CHEESE, PICKLES, ICE CREAM CONCESS- PKS	30-800-50200	620.41
COMMERCE CREDIT CARD SE	9876898237	08/02/2022	SAM'S ICEE FREEZES CONCESSIONS - PKS	30-800-50200	186.80
COMMERCE CREDIT CARD SE	1393386791	08/02/2022	POOLWEB POOLVACUUM HEAD & HOSE - PKS	30-800-95100	2,409.55
COMMERCE CREDIT CARD SE	7272022	08/02/2022	WAR ZONE CAMP FIELD TRIP - PKS	30-800-50177	360.00
COMMERCE CREDIT CARD SE	72722	08/02/2022	WAR ZONE CAMP FIELD TRIP BUS 2 - PKS	30-800-50177	350.00
COMMERCE CREDIT CARD SE	113-8027084-9861027	08/02/2022	AMAZON FOLDERS & FOLDER FRAMES - GEN/CT/P&D/W/S	10-100-50700	36.73
COMMERCE CREDIT CARD SE	113-8027084-9861027	08/02/2022	AMAZON FOLDERS & FOLDER FRAMES - GEN/CT/P&D/W/S	10-250-50700	22.91
COMMERCE CREDIT CARD SE	113-8027084-9861027	08/02/2022	AMAZON FOLDERS & FOLDER FRAMES - GEN/CT/P&D/W/S	10-300-50700	8.79
COMMERCE CREDIT CARD SE	113-8027084-9861027	08/02/2022	AMAZON FOLDERS & FOLDER FRAMES - GEN/CT/P&D/W/S	20-600-50700	7.64
COMMERCE CREDIT CARD SE	113-8027084-9861027	08/02/2022	AMAZON FOLDERS & FOLDER FRAMES - GEN/CT/P&D/W/S	20-700-50700	7.64
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					7,382.53
Vendor: CON170 - CONCO COMPANIES					
CONCO COMPANIES	7001759650	08/02/2022	ROCK FOR PK LOT AND PROJECT MAINT - PKS	30-800-51000	53.53
Vendor CON170 - CONCO COMPANIES Total:					53.53
Vendor: CPE100 - CROWN POWER & EQUIPMENT					
CROWN POWER & EQUIPMEN	12606V	08/02/2022	SPINDLE & SHEAVE FOR KUBOTA - PKS	30-800-71100	339.05
CROWN POWER & EQUIPMEN	CM0000354	07/29/2022	ITEMS FOR KUBOTA WERE RETURNED - PKS	30-800-71100	-267.59
Vendor CPE100 - CROWN POWER & EQUIPMENT Total:					71.46
Vendor: FOR325 - FOREMAN MECHANICAL SERVICES					
FOREMAN MECHANICAL SERV	329417	08/02/2022	AC REPAIRS @ CITY HALL - GE	10-100-50500	130.00
Vendor FOR325 - FOREMAN MECHANICAL SERVICES Total:					130.00
Vendor: HLK100 - HARPER LOCK & KEY SERVICE					
HARPER LOCK & KEY SERVICE	102887	08/02/2022	KEY FOR S-10 - W	20-600-71000	130.75
Vendor HLK100 - HARPER LOCK & KEY SERVICE Total:					130.75
Vendor: JHA100 - JAMESON HEATING & AIR					
JAMESON HEATING & AIR	6791	08/02/2022	AC REPAIRS AT CITY HALL - GE	10-100-50500	190.00
Vendor JHA100 - JAMESON HEATING & AIR Total:					190.00
Vendor: JKN100 - JASON KNIGHT					
JASON KNIGHT	AUG 2022	08/02/2022	CELL PHONE REIMBURSEMENT - PKS	30-800-61000	50.00
Vendor JKN100 - JASON KNIGHT Total:					50.00
Vendor: JEB100 - JERRICA BROWN					
JERRICA BROWN	0037162	08/02/2022	REFUND ON CAMP CONCESSIONS -PKS	30-800-40400	37.50
Vendor JEB100 - JERRICA BROWN Total:					37.50

Pending Expense Approval Report 1

Post Dates: 7/27/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: KEN435 - KENCO FIRE EQUIPMENT, INC					
KENCO FIRE EQUIPMENT, INC	175716	08/02/2022	COMMUNITY BUILDING FIRE SAFETY INSPECTION-PKS	30-800-56500	85.00
Vendor KEN435 - KENCO FIRE EQUIPMENT, INC Total:					85.00
Vendor: MIS440 - MISSOURI RURAL WATER ASSOC					
MISSOURI RURAL WATER ASS	9235	08/02/2022	TUITION & COURSE MATERIALS FOR GRAY/GILBER	20-700-56950	1,825.00
MISSOURI RURAL WATER ASS	9243	08/02/2022	TUITION & COURSE MATERIALS FOR GRAY/GILBER	20-700-56400	3,650.00
Vendor MIS440 - MISSOURI RURAL WATER ASSOC Total:					5,475.00
Vendor: MIS320 - MO DEPT OF NATURAL RESOURCES					
MO DEPT OF NATURAL RESOU	44622210761	08/02/2022	ANNUAL PRIMACY FEES - WATER	20-25700	15,884.27
Vendor MIS320 - MO DEPT OF NATURAL RESOURCES Total:					15,884.27
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	2367-436621	08/02/2022	GREASE CAPS JOHN DEERE MOWER - PKS	30-800-71100	21.82
O'REILLY AUTOMOTIVE, INC	2367-436788	08/02/2022	HALOGEN BULBS SHOP LIGHT - PKS	30-800-50500	11.49
O'REILLY AUTOMOTIVE, INC	2367-439038	08/02/2022	BELT FOR A/C REC - PKS	30-800-50500	21.96
O'REILLY AUTOMOTIVE, INC	2367-439043	08/02/2022	TOOLS FOR TRACTOR REPAIR - PKS	30-800-52000	7.99
O'REILLY AUTOMOTIVE, INC	2367-439045	08/02/2022	ANTIFRZ KUBOTA TRACTOR - PKS	30-800-71100	22.98
O'REILLY AUTOMOTIVE, INC	2367-439113	08/02/2022	BRK & CARB CLEANER - PARKS	30-800-71000	6.88
O'REILLY AUTOMOTIVE, INC	2367-439113	08/02/2022	BRK & CARB CLEANER - PARKS	30-800-71100	6.89
O'REILLY AUTOMOTIVE, INC	2367-439221	08/02/2022	OREILLY KUB TRACTOR HYD FITTINGS - PKS	30-800-71000	50.80
O'REILLY AUTOMOTIVE, INC	2367-439459	08/02/2022	KUBOTA TRACTOR HYDRL OIL - PKS	30-800-71100	20.99
O'REILLY AUTOMOTIVE, INC	2367-439478	08/02/2022	BATTERY AND CORE CHARGE FOR S-10 - W	20-600-71000	117.46
O'REILLY AUTOMOTIVE, INC	2367-439493	08/02/2022	TP SENSOR AND MAP SENSOR FOR S-10 - W	20-600-71000	65.32
O'REILLY AUTOMOTIVE, INC	2367-439588	08/02/2022	WAX FOR FLEET - LAW	10-200-50130	8.99
O'REILLY AUTOMOTIVE, INC	2367-439639	08/02/2022	NEW MAF AND AIR FILTER FOR S-10 - W	20-600-71000	88.08
O'REILLY AUTOMOTIVE, INC	2367-439921	08/02/2022	LEAK SEAL KUBOTA TRACTOR - PKS	30-800-71100	21.99
O'REILLY AUTOMOTIVE, INC	2367-440271	08/02/2022	VLV REMOVER - PK	30-800-50500	18.12
O'REILLY AUTOMOTIVE, INC	2367-440326	08/02/2022	HYDRO FLUID KUBOTA TRACTOR - PK	30-800-71100	66.99
O'REILLY AUTOMOTIVE, INC	2367-440493	08/02/2022	MOTOR OIL JOHN DEERE - STS	10-300-71100	6.99
O'REILLY AUTOMOTIVE, INC	2367-440496	08/02/2022	SPARK PLUG, IGN WIRE SET, DIST CAP FOR S-10 - W	20-600-71000	97.64
O'REILLY AUTOMOTIVE, INC	2367-440671	08/02/2022	ANTIFRZ FOR KUBOTA - PK	30-800-71100	22.98
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					686.36
Vendor: OZA255 - OZARKS COCA COLA					
OZARKS COCA COLA	27143075	08/02/2022	BEVERAGES FOR CONCESSION - PKS	30-800-50200	558.10
Vendor OZA255 - OZARKS COCA COLA Total:					558.10
Vendor: QUA150 - QUALITY TRIM & SIGN					
QUALITY TRIM & SIGN	134031	08/02/2022	BUSINESS CARDS SHIPLEY - LAW	10-200-92500	59.95
Vendor QUA150 - QUALITY TRIM & SIGN Total:					59.95
Vendor: RDC100 - R&D COMPUTER SYSTEMS LLC					
R&D COMPUTER SYSTEMS LL	41222	08/02/2022	DE-ACTIVATION & RE-ACTIVATION OF SERVER LIC-GEN	10-100-95100	600.00
Vendor RDC100 - R&D COMPUTER SYSTEMS LLC Total:					600.00

Pending Expense Approval Report 1

Post Dates: 7/27/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: OHE100 - RAY O'HERRON CO INC					
RAY O'HERRON CO INC	3118857	08/02/2022	VEST ORDER FOR 7 OFFICERS-LAW	10-200-52000	614.78
RAY O'HERRON CO INC	3118857	08/02/2022	VEST ORDER FOR 7 OFFICERS-LAW	10-200-92500	452.79
Vendor OHE100 - RAY O'HERRON CO INC Total:					1,067.57
Vendor: SMP100 - SOUTHWEST MO POLICE CHIEFS ASSOCIATION					
SOUTHWEST MO POLICE CHIE	2022-2023	08/02/2022	2022-2023 ANNUAL DUES - LAW	10-200-55800	25.00
Vendor SMP100 - SOUTHWEST MO POLICE CHIEFS ASSOCIATION Total:					25.00
Vendor: SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT					
SPRINGFIELD-GREENE COUNT	WILLARD-080122	08/02/2022	ROUTINE & SPECIAL LAB TESTS - WATER	20-600-50200	117.00
Vendor SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT Total:					117.00
Vendor: SQB100 - SQUIBB MEDIA, LLC					
SQUIBB MEDIA, LLC	915	08/02/2022	6 MONTH FINANCIAL STATEMENT NOTICE - GEN	10-100-55200	55.12
Vendor SQB100 - SQUIBB MEDIA, LLC Total:					55.12
Vendor: STR250 - STRIBLING SURVEYING					
STRIBLING SURVEYING	7262022	08/02/2022	RE-SET A PROPERTY PIN ON 205 N FINCH - W	20-600-56400	150.00
Vendor STR250 - STRIBLING SURVEYING Total:					150.00
Vendor: TRH100 - TREVOR HOFFMAN					
TREVOR HOFFMAN	AUG2022	08/02/2022	CELL PHONE REIMBURSEMENT - STS/W/S	10-300-61000	10.00
TREVOR HOFFMAN	AUG2022	08/02/2022	CELL PHONE REIMBURSEMENT - STS/W/S	20-600-61000	20.00
TREVOR HOFFMAN	AUG2022	08/02/2022	CELL PHONE REIMBURSEMENT - STS/W/S	20-700-61000	20.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor: USS100 - UNITED SYSTEMS & SOFTWARE INC					
UNITED SYSTEMS & SOFTWARE	92141	08/02/2022	ITRON 100W+ ERTS (48) - WATER	20-600-95500	5,085.86
UNITED SYSTEMS & SOFTWARE	JULY272022	08/02/2022	ONSITE TRAINING ON HANDHELD SOFTWARE - PW	20-600-56400	2,700.00
Vendor USS100 - UNITED SYSTEMS & SOFTWARE INC Total:					7,785.86
Vendor: BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS					
WALDEN CHEMICAL d/b/a BL	10717	08/02/2022	CHLORINE TABS AND FREIGHT - PKS	30-800-50000	9,163.95
Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:					9,163.95
Vendor: WAL110 - WALMART CAPITAL ONE					
WALMART CAPITAL ONE	2182	08/02/2022	CORN DOGS & CHIPS - PKS	30-800-50200	196.72
Vendor WAL110 - WALMART CAPITAL ONE Total:					196.72
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	B205665	08/02/2022	MISC PARTS FOR BLDG MAINT TOOLS PPE SAND - PKS	30-800-50450	50.90
WILLARD HOME CENTER LLC	B205665	08/02/2022	MISC PARTS FOR BLDG MAINT TOOLS PPE SAND - PKS	30-800-50500	130.39
WILLARD HOME CENTER LLC	B205665	08/02/2022	MISC PARTS FOR BLDG MAINT TOOLS PPE SAND - PKS	30-800-52000	34.34
WILLARD HOME CENTER LLC	B205665	08/02/2022	MISC PARTS FOR BLDG MAINT TOOLS PPE SAND - PKS	30-800-56500	17.98
WILLARD HOME CENTER LLC	B209691	08/02/2022	PROLINE FOR TRIMMER - PKS	30-800-52000	25.00
WILLARD HOME CENTER LLC	B210140	08/02/2022	BUG BOMB FOR S-10 - WATE	20-600-50130	6.99
WILLARD HOME CENTER LLC	B210241	08/02/2022	BUG BOMB AND WASP SPRAY FOR S-10 - WATER	20-600-50130	26.97
WILLARD HOME CENTER LLC	B210300	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	10-300-52000	5.28
WILLARD HOME CENTER LLC	B210300	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	20-600-52000	10.60

Pending Expense Approval Report 1

Post Dates: 7/27/2022 - 8/2/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WILLARD HOME CENTER LLC	B210300	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	20-700-52000	10.60
WILLARD HOME CENTER LLC	B210583	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	10-300-52000	0.41
WILLARD HOME CENTER LLC	B210583	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	20-600-52000	0.81
WILLARD HOME CENTER LLC	B210583	08/02/2022	SCREWDRIVER SET & TORX KEY SET -W/S/STS	20-700-52000	0.81
WILLARD HOME CENTER LLC	B210595	08/02/2022	WHITE INV MARK PAINT - STS	10-300-51000	6.59
WILLARD HOME CENTER LLC	D67488	08/02/2022	MISC KEYS FOR NEW PEOPLE AND PROPANE EX - W/S/STS	10-300-50130	22.72
WILLARD HOME CENTER LLC	D67488	08/02/2022	MISC KEYS FOR NEW PEOPLE AND PROPANE EX - W/S/STS	20-600-50130	45.43
WILLARD HOME CENTER LLC	D67488	08/02/2022	MISC KEYS FOR NEW PEOPLE AND PROPANE EX - W/S/STS	20-700-50130	45.39
WILLARD HOME CENTER LLC	D67521	08/02/2022	94 LS DUTY TARPS - S	20-700-51000	61.78
WILLARD HOME CENTER LLC	D67524	08/02/2022	94 LS TARPS FOR OVERFLOW - S	20-700-51000	83.71
WILLARD HOME CENTER LLC	D67545	08/02/2022	94 LS STRAW BALES FOR OVERFLOW - S	20-700-50130	151.58
WILLARD HOME CENTER LLC	B210816	08/02/2022	HOSE - W	20-600-51000	14.69
WILLARD HOME CENTER LLC	B210817	08/02/2022	SS CLAMP - W	20-600-51000	6.76
WILLARD HOME CENTER LLC	D67596	08/02/2022	RED ADATER - WATER	20-600-51000	2.99
WILLARD HOME CENTER LLC	B210010	08/02/2022	CPLING, PVC PIPE, FUSE MISC BOLT BUG SPRY - PKS	30-800-50130	9.98
WILLARD HOME CENTER LLC	B210010	08/02/2022	CPLING, PVC PIPE, FUSE MISC BOLT BUG SPRY - PKS	30-800-50500	109.28
WILLARD HOME CENTER LLC	B210010	08/02/2022	CPLING, PVC PIPE, FUSE MISC BOLT BUG SPRY - PKS	30-800-52000	101.79
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					983.77
Grand Total:					67,116.87

Report Summary

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	3,846.67
20 - WATER AND SEWER FUND	41,801.73
30 - PARKS FUND	21,468.47
Grand Total:	67,116.87

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	22.62
10-100-50500	BUILDING MAINTENANC	320.00
10-100-50700	OFFICE SUPPLIES-GCG	36.73
10-100-55200	ADVERTISING-GCG	55.12
10-100-95100	CAPITAL ASSET EXP-GCG	600.00
10-200-50130	SUPPLIES-LAW	8.99
10-200-52000	SUPPLIES SMALL EQUIP	1,077.77
10-200-55800	DUES AND SUBSCRIPTIO	25.00
10-200-92500	UNIFORMS-LAW	512.74
10-250-50700	OFFICE SUPPLIES-COURT	22.91
10-300-50130	SUPPLIES-STREETS	22.72
10-300-50700	OFFICE SUPPLIES-STREET	8.79
10-300-51000	REPAIRS AND MAINTEN	233.72
10-300-52000	SUPPLIES SMALL EQUIP	5.69
10-300-56400	PROFESSIONAL-STREETS	193.78
10-300-61000	TELEPHONE-STREETS	10.00
10-300-71100	EQUIPMENT REPAIR &	6.99
10-400-56400	PROFESSIONAL-P&D	683.10
20-25700	MO PRIMACY TAX	15,884.27
20-600-50130	SUPPLIES-WATER	79.39
20-600-50200	LABORATORY FEES-WAT	117.00
20-600-50700	OFFICE SUPPLIES-WATER	7.64
20-600-51000	REPAIRS AND MAINTEN	24.44
20-600-52000	SUPPLIES SMALL EQUIP	11.41
20-600-56400	PROFESSIONAL-WATER	3,237.56
20-600-61000	TELEPHONE WATER	20.00
20-600-71000	VEHICLE REPAIR & MAIN	499.25
20-600-95500	CAPITAL ASSET EXP EQUI	5,085.86
20-700-50130	SUPPLIES-SEWER	196.97
20-700-50700	OFFICE SUPPLIES-SEWER	7.64
20-700-51000	REPAIRS AND MAINTEN	145.49
20-700-52000	SUPPLIES SMALL EQUIP	11.41
20-700-56400	PROFESSIONAL-SEWER	4,037.56
20-700-56950	TRAINING & EDUCATION	1,825.00
20-700-61000	TELEPHONE-SEWER	70.84
20-700-95100	CAPITAL ASSET EXP-SEW	10,540.00
30-800-40400	CONCESSION INCOME	37.50
30-800-50000	CHEMICALS-PKS	9,163.95
30-800-50130	SUPPLIES GENERAL-PKS	9.98
30-800-50140	SUPPLIES-AQUATIC	240.00
30-800-50150	SUPPLIES-SPORTS SHIRT	3,299.30
30-800-50170	SUPPLIES SPECIAL ACTIV	110.89
30-800-50177	SUPPLIES-YOUTH CAMP	2,287.44
30-800-50200	CONCESSIONS-PKS	2,324.47
30-800-50400	FITNESS CENTER EXPENS	52.84
30-800-50450	FREEDOM FEST EXPENSE	540.90
30-800-50500	BUILDING MAINTENANC	291.24
30-800-51000	REPAIRS AND MAINTEN	53.53
30-800-52000	SUPPLIES SMALL EQUIP	169.12
30-800-56500	SAFETY PROGRAM-PKS	102.98

Account Summary

Account Number	Account Name	Expense Amount
30-800-61000	TELEPHONE-PKS	50.00
30-800-71000	VEHICLE REPAIR & MAIN	57.68
30-800-71100	EQUIPMENT REPAIR &	267.10
30-800-95100	CAPITAL ASSET EXP-PKS	2,409.55
	Grand Total:	67,116.87

Project Account Summary

Project Account Key	Expense Amount	
None	67,116.87	
	Grand Total:	67,116.87

Public Works Report

July

During the month of July the public works crew completed 85 work orders and responded to 88 one call locates.

We have replaced 20 broken water meters.

Assisted in the emergency repair of pressurized main under Hwy 160
Asphalt added to miler rd.

Made electrical and plumbing repairs to well two.

Water dept completed training with Temetra on Water meter software operation.

Wimpy's lift station has been repaired with new floats added.

The check valves for regional lift station have been cleared and cleaned.

Repairs have been made to the park estates generator.

All water and sewer samples have been taken and the city is within compliance.

Director's Report

Parks & Recreation – Director's Report –August 2022

Quote of the Month

" A lot of parents pack up their troubles and send them off to summer camp." Raymond Duncan

Budget

The pool has, according to our daily records, topped our projections. With any luck, we could set a record in terms of revenue for the pool. Aquatic expenses, on the flip side of that coin, have outpaced our projections as well, with extra chemical expense due to a busy summer of swimmers. Camp numbers have rebounded some towards the end of summer but will not be enough to overcome the slow start. The drought has slowed our fuel needs somewhat, as we have not been mowing. Our program expenses have been kept in check by frugal spending, however, we will be investing in some new equipment for our sports programs this fall, likely including soccer and volleyballs, nets, and other accoutrement.

Event/Program Planning & Recap

We continue to try to drive participation in our events. The next upcoming event is a volunteer appreciation night at the pool, Care to Learn back to school fundraiser at the pool, and the Bonnie and Clyde Blitz, at the pool and Jackson Street Park. We will also be participating in the Chamber Night at the Community Market on August 12th. Soccer registration closes this week, and the numbers are good for that. We will begin Volleyball registration in September, and we plan on hosting some pre-registration events to build excitement in the program. The Veterans Day event is only 3 months away, and we are trying to work with the AMVETS leadership to get that going. Also, if you're athletically inclined, stay tuned for adult sporting opportunities as well.

Maintenance/Improvement

The maintenance team has been making repairs to the irrigation system at soccer, as well as repairing the well enclosure at the soccer fields. They have also been busy making small repairs to the pool as need arises, replacing lights and fixtures, preparing the baseball fields for games, and have begun the slow process of reinvigorating the park flower beds around the city.

Other Updates

All staff are fitting in well with each other and are really doing a great job working together to add programs, work around each other in the crowded Rec Center, and they do a fantastic job bouncing program and event ideas off each other. We have started the process of setting fees and charges for 2023, and I have outlined the decision making process for setting our annual budget goals for revenue and expense. I have also shared with them the goal of adding more enrichment programs, (programs that don't specifically focus on sports or athletics) to broaden and diversify the programs so that we can increase our community reach.



Planning Department Report August 8, 2022

Permits

Permits Issued	Fee's collected (July)	Est. Construction Cost (July)	Fee's Collected (YtD)	Est. Construction Cost (YtD)
11	\$4,854	\$415,000	\$36,169.75	\$2,159,282.50

1 New Residential - 4 Solar Panel Install - 6 Others

Sunshine requests included the US Census, Data Dodge Analytics, and Buildzoom

Nuisance

There were a few calls in July for nuisances, mostly tall grass and weed issues. Going forward I plan to catalog all nuisance calls received and track whether there was a violation in need of abatement or not to keep more accurate data for the city and improve the cities response to calls.

FOG / Pre-Treatment

Data has been pulled and collected to be sent to the City of Springfield.

Mapping

No requests for maps or files have been made and no significant updates have been made to our databases. I am in the process of updating our current zoning map, but this will take me some time to get through the last year or two of re-zoning requests and ensure we are up to date.

Current Development

ATM Subdivision: No new information at this time

Canterbury Place: No new information at this time

West Ridge: No new information at this time

Stone Creek: No new information at this time

Scott Hayes
City Planner
417-742-5310

Generations Village: They have reached out to the City to provide updates but we have not spoken yet.

TR Fitness: We have received architect stamps for the building and foundation work and believe they will be able to resume construction soon

Dollar General: Waiting on billboard to be moved off lot and property to close before issuing permit. Otherwise ready to begin construction.

Other

Since Randy's departure with the City I have been working to move the department forward and keep our developments on track. We have spoken with Chris Straw, our contracted inspector, and we believe he will be able to meet the cities inspecting and development needs.

In August I look to get the Dollar General permit issued and have several new homes Certificate of Occupancy issued, clean up our existing recording and processing of nuisances, catch up on the existing outstanding permits, and Submit FOG and Pre-Treatment info to the City of Springfield.



Willard Police Department
July 2022 - Monthly Statistical Report



Administration	Officer – DSN	Case #'s
Tom McClain, Chief	1601-001	0
Shannon Shipley, Major	1602-003	7
	Total	7

Squad #1	1604-044	Billie Deckard, Cpl.	25	Squad #2	1603-027	Steve Purdy, Sgt.	25
	1607-050	Caleb Steen, Officer	44		1608-054	Stefan Collette, Officer	19
	1605-056	Mark Cole, Officer	28		1610-061	Christian Smith, Officer	31
	1606-059	Nicholas Browitt, Officer	49		1609-051	Wayne Hansen, Officer	10
	Total		146		Total		85

Reserves	Officer	Officer Names	Case #'s	Hours
	1609-051	Wayne Hansen, PT Officer	2	20
	1644-057	Matthew Hanson, PT Officer	25	101.25
	1631-045	Cindy Garton, SRO		
	1630-024	Andrew Benjamin, SRO		
	1632-052	Mark Riffin, SRO		
	1641-014	Brian Gordon, Reserve		8
	1642-015	JD Landon, Reserve		18.75
	1645-047	Glenn Cozzens, Reserve	2	23
	1646-031	Andrew Hunt, Reserve		5
	1643-048	Tim Wheeler, Reserve		
	Total		29	
Total Incidents for the month...			267	

Incident Statistics

Felony	10	HBO (Handled by Officers)	106
Misdemeanor	7	Use of Force	0
Infraction	117	Dog at Large	2
Other (Services)	133	Neglect-0 /Abuse-0 /Bites-0	0

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2021 Ford F-150	12,432	649	19	34		92.49
WPD-02 2021 Charger	12,840	2,918	34	86	71.99	311.92
WPD-04 2018 Explorer	100,126	1,649	10	165	182.50	1,590.63
WPD-05 2019 Charger	75,323	2,434	21	116	173.38	328.36
WPD-06 2020 Charger	70,539	1,922	19	101	77.49	326.58
WPD-07 2017 Explorer	20,763	176	12	15		0
WPD-08 2008 Harley	5,900	0	0	0		0

Monthly Vehicle Maintenance Details

WPD-01:	WPD-05: headlight
WPD-02: oil change	WPD-06: oil change
WPD-04: equipment relay switch	WPD-07:

Misc. Dept. Info: Officer Wayne Hansen transitioned from full-time to part-time July 9, 2022.

CITY CLERK: (Informational only) July 2022

~Issued 5 Business Licenses totaling \$ 125 (Contractors, Solar, new Courier service and cleaning company)

~Assisted other departments with grant paperwork and research.

~Completed all Agendas, packets, Proclamations, Resolutions, Ordinances and typed Minutes for BOA, BOADJ, P&Z, ECDTF, Staff, Traffic Committee and Tree Board.

~Updated website with new information.

~Maintained updated "streetlight outage" list and ensured Liberty was notified.

~Created bid proposals and advertisements and processed them.

~Ensured public notices were completed and sent to the paper.

~Completed Sunshine requests as received.

~Handled voter registration for multiple citizens. Registered with County as official Deputy Registrar.

~Completed Notary requests as needed for citizens.

~Attended Board of Director's meeting for SWMOCCFOA Group.

~Assisted with setting yearly meeting schedule for SWMOCCFOA Group, along with topics and speakers.

~Assisted with permits for the planning department. Signed off on extensions.

EMERGENCY MANAGEMENT: (Informational only) July 2022

~COVID-19 protocols have calmed down, most places back to normal.

~Monitored weather during severe events.

~Filed 2nd quarter 2022 Claims and Status Reports in EMPG Grant and EMPG ARPA Grant.

~Applied for another fully funded grant (\$50,000) for a vehicle for Emergency Management. Waiting on a response.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: WILLARD	Reporting Period: Jul 1, 2022 - Jul 30, 2022	
Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781				
Physical Address: 224 W JACKSON ST, WILLARD, MO 65781			County: Greene County	Circuit: 31
Telephone Number:		Fax Number:		
Prepared by: TERRY FORSHEE		E-mail Address:		
Municipal Judge: KRISTOFFER BAREFIELD				
<u>II. MONTHLY CASELOAD INFORMATION</u>			Alcohol & Drug Related Traffic	Other Traffic
A. Cases (citations/informations) pending at start of month			12	290
B. Cases (citations/informations) filed			1	84
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)			0	0
2. court/bench trial - GUILTY			0	0
3. court/bench trial - NOT GUILTY			0	0
4. plea of GUILTY in court			3	58
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)			0	3
6. dismissed by court			0	3
7. <i>nolle prosequi</i>			0	0
8. certified for jury trial (not heard in Municipal Division)			0	0
9. TOTAL CASE DISPOSITIONS			3	64
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]			10	310
E. Trial de Novo and/or appeal applications filed			0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>			<u>IV. PARKING TICKETS</u>	
1. # Issued during reporting period		13	1. # Issued during period	
2. # Served/withdrawn during reporting period		27	<input type="checkbox"/> Court staff does not process parking tickets	
3. # Outstanding at end of reporting period		304		

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: WILLARD	Reporting Period: Jul 1, 2022 - Jul 30, 2022
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<u>V. DISBURSEMENTS</u>			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$4,779.29	Court Automation	\$426.50
Clerk Fee - Excess Revenue	\$443.40	Due To Debt Collection	\$929.53
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$14.91	Judicial Facility Srchg CT31	\$610.00
		Law Enf Arrest-Local	\$105.41
Bond forfeitures (paid to city) - Excess Revenue	\$793.00	Overpayments Detail Code	\$3.00
Total Excess Revenue	\$6,030.60	Sheriff Retirement-CO/Muni	\$21.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Total Other Disbursements	\$2,095.44
		Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$12,005.96
Fines - Other	\$2,967.23	Bond Refunds	\$1,085.50
Clerk Fee - Other	\$226.80	Total Disbursements	\$13,091.46
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$60.93		
Peace Officer Standards and Training (POST) Commission surcharge	\$60.91		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$434.42		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$7.63		
Law Enforcement Training (LET) Fund surcharge	\$122.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$3,879.92		

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Agenda Item#6

**Ordinance accepting the agreement with Allgeier,
Martin & Associates for Engineering Services for 94
Lift Station. (1st & 2nd Read) Discussion/Vote.**

First Reading: 08/08/22

Second Reading: 08/08/22

Council Bill No.: 22-25

Ordinance No.: 220808A

AN ORDINANCE

ACCEPTING THE AGREEMENT WITH ALLGEIER, MARTIN & ASSOCIATES INC. FOR ENGINEERING SERVICES, AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS, ON BEHALF OF THE CITY OF WILLARD.

WHEREAS, the City of Willard accepted an Agreement with Allgeier, Martin & Associates for Engineering Services on October 14, 2020; and

WHEREAS, the City of Willard has determined a need for additional services not covered under the original Agreement; and

WHEREAS, Allgeier, Martin & Associates agrees to perform the various engineering services requested by City of Willard.

NOW THEREFORE, BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to accept the agreement with Allgeier, Martin & Associates Inc. to provide the services described in Exhibit "A".

Section 2: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

Mayor

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE _____ DAY OF _____ 2022.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ RYAN SIMMONS	_____	_____	_____
_____ COREY HENDRICKSON	_____	_____	_____
_____ LARRY WHITMAN	_____	_____	_____
_____ SAM BAIRD	_____	_____	_____

First Reading: 08/08/22

Second Reading: 08/08/22

Council Bill No.: 22-25

Ordinance No.: 220808A

LANDON HALL

2nd READ

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

RYAN SIMMONS

COREY HENDRICKSON

LARRY WHITMAN

SAM BAIRD

LANDON HALL

**WORK AUTHORIZATION NUMBER AMA-OC-WILL-22-001
TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS WORK AUTHORIZATION AGREEMENT, made this ____ day of _____, 2022, by and between **CITY OF WILLARD, MISSOURI**, hereinafter referred to as **OWNER**, and **ALLGEIER, MARTIN and ASSOCIATES, INC.**, hereinafter referred to as **ENGINEER**.

WHEREAS, the Owner entered into a Contract with the Engineer dated October 14th, 2020 for “on-call” professional engineering services; and

WHEREAS, the Owner intends to construct certain improvements to Sewage Lift Station “94” electrical systems to improve operational control and provide for future increase in pumping capacity; and

WHEREAS, the Engineer agrees to perform the various professional engineering services required for the planning, design and construction of said improvements as part of the above referenced Contract;

NOW THEREFORE, for and in consideration of certain amounts hereinafter specified to be paid to the Engineer by the Owner, the Engineer agrees to perform all of the engineering work as hereinafter described. This Agreement provides authorization to proceed with the work and confirms the terms and conditions under which the services are to be provided.

SCOPE OF ENGINEERING SERVICES

Based on discussions with Owner’s representatives, the proposed improvements are expected to include the following:

- Install triplex variable frequency drive (VFD) control panel, programmable logic controller (PLC), hydrostatic level transmitter, and related electrical appurtenances at Lift Station “94” to permit better control of pumping rates to match incoming flow resulting in longer pump run times between operating cycles to reduce operating pressures and cyclic fatigue on the 14-inch force main.

After written authorization to proceed, Engineer will provide the following Engineering Services:

Design Phase:

- Meet with Owner’s representatives to clarify and define the Owner’s requirements, expectations, and precise scope of work for the Project.
- Conduct research and investigation into existing electrical utilities located within the project boundaries.
- Prepare installation drawings showing the general scope, extent, and character of work to be furnished and performed by Contractor. Drawings will be of sufficient detail to fix

and illustrate the size and character of the project and its essentials as to kinds of material, site work, mechanical work, electrical work and other such work as may be necessary. Include sufficient notes on the drawings to specify acceptable equipment and materials of construction.

- Submit installation drawings to Owner and Owner's electrical contractor for review and comment. If necessary, meet with Owner and Owner's electrical contractor to discuss the installation drawings.
- Based on comments received from Owner and Owner's electrical contractor, prepare final installation drawings.
- Based on information contained in the preliminary design drawings, submit to Owner an opinion of probable project costs.

Construction Phase:

The Engineer will provide basic engineering services during the construction phase as follows:

- Conduct site visits as necessary and interpret the intent of the plans and specifications where questions may arise.
- Consult with and advise Owner as to the acceptability of substitute materials and equipment proposed by Owner's electrical contractor.
- Make final inspection of completed work and provide written certification to Owner.
- Provide Owner with one set of As-built Record Drawings showing those changes made during the construction process, based on marked-up prints, drawings, and other data furnished by Owner's electrical contractor to Engineer.

OWNER'S RESPONSIBILITIES

Owner shall do the following in a timely manner so as not to delay the services of Engineer:

- Designate in writing a person to act as Owner's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define Owner's policies and decisions with respect to Engineer's services for this Project.
- Provide all criteria and full information as to Owner's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which Owner will require to be included in the design drawings and specifications.
- Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by Engineer, obtain advice of an attorney, insurance counselor and other consultants as Owner deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of Engineer.

- Give prompt written notice to engineer whenever Owner observes or otherwise becomes aware of any development that affects the scope or timing of Engineer's services, or any defect or nonconformance in the work by any contractor.

ENGINEER'S RESPONSIBILITIES

Engineer shall provide all professional and technical personnel required for the performance of the engineering services described under Scope of Services.

TIME FOR COMPLETION OF WORK

All work to be performed by the Engineer under this Agreement shall be completed within 90 calendar days following Owner's acceptance of this Agreement and authorization to proceed. Provided, however, that delays beyond the control of the Owner or the Engineer shall be just cause for extension of time for completion.

FEES AND COMPENSATION

Design Phase: Engineer will perform required design phase engineering services and bill Owner on the basis of actual time accrued working on the project plus expenses at the labor and non-labor rates listed in the 2022 Rate Schedule attached hereto, not-to-exceed **\$10,000.00**.

Construction Phase: Engineer will perform required construction phase engineering services and bill Owner on the basis of actual time accrued working on the project plus expenses at the aforementioned labor and non-labor rates not-to-exceed **\$6,800.00**.

It is understood and agreed the above not-to-exceed amount for construction phase services is limited to five (5) site visits during construction.

ACKNOWLEDGMENTS AND AUTHORIZATION

IN WITNESS WHEREOF, City of Willard, Missouri as Owner by Samuel Snider, Mayor, and Allgeier, Martin and Associates, Inc., as Engineer by Chris Erisman, P.E., Vice President, have caused this Agreement to be signed this ____ day of _____, 2022.

ALLGEIER, MARTIN and ASSOCIATES, INC.

By:



Chris Erisman, P.E., Vice President

AUTHORIZED AND AGREED TO:

City of Willard, Missouri

By:

Samuel Snider, Mayor

ALLGEIER, MARTIN and ASSOCIATES, INC.
Consulting Engineers and Surveyors

RATE SCHEDULE
2020, 2021 and 2022

LABOR RATES

<u>Classification</u>	<u>Hourly Billing Rate</u>		
	<u>01/01/2020</u> <u>thru</u> <u>12/31/2020</u>	<u>01/01/2021</u> <u>thru</u> <u>12/31/2021</u>	<u>01/01/2022</u> <u>thru</u> <u>12/31/2022</u>
Principal/Engineer IV	\$197	\$204	\$211
Principal/Engineer III	\$179	\$185	\$192
Project Manager/Engineer II	\$160	\$166	\$171
Project Manager/Engineer I	\$144	\$149	\$154
Technician III/GIS Specialist	\$132	\$137	\$141
Technician III	\$111	\$115	\$119
Technician II	\$98	\$101	\$105
Technician I	\$92	\$95	\$99
Two-Man GPS Survey Crew	\$185	\$191	\$198
One-Man GPS Survey Crew	\$144	\$149	\$154
Three-Man Survey Crew	\$207	\$214	\$222
Two-Man Survey Crew	\$155	\$160	\$166
Registered Land Surveyor II	\$171	\$177	\$183
Registered Land Surveyor I	\$148	\$153	\$159
Survey Crew Member	\$75	\$78	\$80
Right of Way Specialist	\$114	\$118	\$122
Project Representative III	\$111	\$115	\$119
Project Representative II	\$98	\$101	\$105
Project Representative I	\$92	\$95	\$99
Secretary/Assistant	\$74	\$77	\$79
Print Specialist	\$74	\$77	\$79

Note: All pre-approved overtime hours shall be invoiced at 1 ½ times the hourly billing rates shown above

NON-LABOR RATES

<u>Item</u>	<u>Rate</u>
Travel	\$0.57 per mile (or current IRS rate)
Subsistence	Actual Cost
Lodging	Actual cost
Special Postage or Shipping	Actual cost
Printing	Actual cost
Surveying Materials	Actual cost
Subcontract Specialty Services	Cost + 10%
Deposition & Court Testimony	Standard Hourly Billing Rate x 2

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Agenda Item#7

**Ordinance amending Section 127.360 of the Willard
Municipal Code regarding the meeting schedule for the
Economic Development Task Force. (1st Read)
Discussion/Vote.**

First Reading:08/08/2022

Second Reading:08/08/2022

BILL NO. 22- 26

ORDINANCE NO.220808B

AN ORDINANCE

AMENDING ORDINANCE # 130909B; ECONOMIC DEVELOPMENT TASK FORCE FOR THE CITY OF WILLARD:

BE IT HEREBY ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1. Creation of Task Force:

There is hereby created an Economic Development Task Force to guide and assist with the development, promotion and implementation of strategies in order to identify and achieve the city's economic development goals.

Section 2. Appointment of Board:

The Mayor shall, with the approval of a majority of all members of the Board of Aldermen, appoint an Economic Development Task Force of nine (9) members. The Mayor will be one (1) member; two (2) members shall be members of the Board of Aldermen, the Director of Development shall be one (1) member, the President of the Chamber of Commerce shall be one (1) member and two (2) members shall be members of the Chamber of Commerce. The remaining members will consist of two residents from the City of Willard, and one (1) member who shall be an owner, manager or employee of a Willard business or owner of real property located in the City.

Section 3. Duration of Committee:

The Economic Development Task Force shall terminate upon delivery of its final report to the Board of Aldermen.

Section 4. Filling Vacancies:

When a vacancy occurs on the Economic Development Task Force by removal, resignation or otherwise, of any member thereof, said vacancy shall be reported to the Board of Aldermen and shall be filled, in a like manner as original appointments, for the unexpired term of said member.

Section 5. Compensation:

No Economic Development Task Force member shall receive any compensation for service on the task force.

First Reading:08/08/2022

Second Reading:08/08/2022

BILL NO. 22- 26

ORDINANCE NO.220808B

Section 6. Meeting Schedule; Election of Officers: and Quorum

The Economic Development Task Force members shall establish a regular ~~monthly~~ **quarterly** meeting schedule. The task force shall also elect a Chairman and a Vice-Chairman. A quorum shall consist of five members of the task force. A quorum shall be necessary for city business to be conducted.

Section 7. Duties:

The Economic Development Task Force shall have the following duties and responsibilities:

- (a) With the City Comprehensive Plan as the foundation for the community vision, identify elements of the Land Development regulations that might be amended in such a way as to encourage potential future development activities.
- (b) Assist in developing an overall economic development strategy and vision for the community.
- (c) Explore funding options available at the federal and state level that may facilitate and encourage economic development and make recommendations to the Board of Aldermen on pursuing those funding sources.
- (d) Identify steps that all stakeholders can take to foster a positive business environment, encourage economic development and create new jobs in the City of Willard.

Section 8. Advisory Capacity:

The Economic Development Task Force is an advisory board and decisions by the task force are purely recommendations that shall be forwarded to the Board of Aldermen.

Section 9. Removal of Members:

The Mayor may, with the consent of a majority of all the members of the Board of Aldermen, remove any Economic Development Task Force member. Any member may also be removed by a two-thirds (2/3) vote of all members of the Board of Aldermen, independently of the Mayor's approval or recommendation.

Section 10. Reports:

The Economic Development Task Force shall issue a final report to the Mayor and Board of Aldermen. The final report shall contain all recommendations approved by a majority of the task force members.

Ordinances or parts of ordinances inconstant herewith are hereby repealed.

First Reading:08/08/2022

Second Reading:08/08/2022

BILL NO. 22- 26

ORDINANCE NO.220808B

THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THE DATE OF ITS PASSAGE BY THE BOARD OF ALDERMEN AND APPROVAL OF THE MAYOR.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, ON THE 8th DAY OF AUGUST 2022.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Samuel Snider, Mayor

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ RYAN SIMMONS	_____	_____	_____
_____ COREY HENDRICKSON	_____	_____	_____
_____ LARRY WHITMAN	_____	_____	_____
_____ SAM BAIRD	_____	_____	_____
_____ LONDON HALL	_____	_____	_____

2nd Read:

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ RYAN SIMMONS	_____	_____	_____
_____ COREY HENDRICKSON	_____	_____	_____

First Reading:08/08/2022

Second Reading:08/08/2022

BILL NO. 22- 26

ORDINANCE NO.220808B

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

LARRY WHITMAN

SAM BAIRD

LONDON HALL
