

# **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**

**September 13, 2021**

**7:00 p.m.**

**Willard City Hall**

**224 W. Jackson**

#### **Mayor**

**Samuel Snider**

#### **Board Members**

**Donna Stewart**

**Sam Baird**

**Ryan Simmons**

**Larry Whitman-Mayor Pro-Tem**

**Landon Hall**

**Tyler Kelly**

**[www.cityofwillard.org](http://www.cityofwillard.org)**

**CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
September 13, 2021  
7:00 P.M.**

Posted September 8, 2021.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** September 13, 2021 at the Willard Community Building, 220 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 special meeting August 30, 2021.
  - b. August/September 2021 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 August/September 2021.**
  - 5. Citizen Input.**
  - 6. Ordinance accepting the contract with Redeemed Roofing for the Police Department roof. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote.**
  - 7. New Business.**
  - 8. Unfinished Business.**
  - 9. Recess Open Session.**

**10. Open Executive Session.**

**11. Close Executive Session.**

**12. Adjourn Meeting.**

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTIONS 610.021 # (1) LEGAL, (3) PERSONNEL AND (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 special meeting August 30, 2021.
- b. August/September 2021 Outstanding Invoices, Check and Draft Paid Invoices.
- c. Department Head Reports.
- d. Board Attendance Report.

**CITY OF WILLARD  
BOARD OF ALDERMEN  
SPECIAL MEETING  
August 30, 2021  
7:00 p.m.**

Staff present: City Clerk, Jennifer Rowe; and Director of Finance, Carolyn Halverson.

City Attorney Ken Reynolds was not present.

Citizens in attendance: None.

**Call to Order.**

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

**Roll Call.**

The City Clerk conducted the Roll Call. Alderman Kelly-present, Alderman Simmons---, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Hall--- and Mayor Snider-present.

**Agenda Amendments/Agenda Approval.**

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

**Consent Agenda.**

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

**Citizen Input.**

None.

**Public Hearing on Proposed 2021 Tax Levy.**

Mayor Snider opened the Public Hearing on the Proposed 2021 Tax Levy at 7:01 p.m. No citizens wished to speak so the Public Hearing was closed at 7:02 p.m.

**Ordinance approving the Proposed 2021 Tax Levy. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote.**

The first read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Baird to approve the Proposed 2021 Tax Levy. Motion carried with a vote of 4-0. Voting aye: Aldermen Kelly, Stewart, Whitman and Baird.

The second read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Kelly to approve the Proposed 2021 Tax Levy. Motion carried with a vote of 4-0. Voting aye: Aldermen Kelly, Stewart, Whitman and Baird.

**New Business.**

None.

**Unfinished Business.**

None.

**Adjourn.**

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

The meeting was adjourned at 7:03 p.m.

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Jennifer Rowe, City Clerk

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Samuel Snider, Mayor

**CITY OF WILLARD  
BOARD OF ALDERMEN**



**AGENDA ITEM #3b  
FINANCE DEPARTMENT**

**ACTION REQUIRED: APPROVAL REQUESTED**

- **Outstanding Invoices – August/September 2021**



City of Willard, MO

# Pending Expense Approval Report - 1

By Vendor Name

Post Dates 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: AIA100 - ADVISOR INSURANCE AGENCY</b>					
<b>Vendor: AIA100 - ADVISOR INSURANCE AGENCY</b>					
ADVISOR INSURANCE AGENC	00225	09/07/2021	NOTORY BOND INSURANCE FOR LESLIE PERKINS- LAW	10-200-56000	50.00
<b>Vendor AIA100 - ADVISOR INSURANCE AGENCY Total:</b>					<b>50.00</b>
<b>Vendor AIA100 - ADVISOR INSURANCE AGENCY Total:</b>					<b>50.00</b>
<b>Vendor: BDC100 - BADGER DAYLIGHTING CORP</b>					
<b>Vendor: BDC100 - BADGER DAYLIGHTING CORP</b>					
BADGER DAYLIGHTING CORP	2240706	09/07/2021	LINE MAPPING (MEADOWS) AB/EE -BADGER VAC-TRUCK - W	20-600-55600	1,874.40
<b>Vendor BDC100 - BADGER DAYLIGHTING CORP Total:</b>					<b>1,874.40</b>
<b>Vendor BDC100 - BADGER DAYLIGHTING CORP Total:</b>					<b>1,874.40</b>
<b>Vendor: BKK100 - BROOKE KING</b>					
<b>Vendor: BKK100 - BROOKE KING</b>					
BROOKE KING	080721	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	10-300-61000	10.00
BROOKE KING	080721	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	20-600-61000	20.00
BROOKE KING	080721	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	20-700-61000	20.00
<b>Vendor BKK100 - BROOKE KING Total:</b>					<b>50.00</b>
<b>Vendor BKK100 - BROOKE KING Total:</b>					<b>50.00</b>
<b>Vendor: CDI100 - CENTRAL DISPATCH INC</b>					
<b>Vendor: CDI100 - CENTRAL DISPATCH INC</b>					
CENTRAL DISPATCH INC	3751	09/07/2021	CITY HALL SECURITY MONITERING - GEN	10-100-56450	396.00
<b>Vendor CDI100 - CENTRAL DISPATCH INC Total:</b>					<b>396.00</b>
<b>Vendor CDI100 - CENTRAL DISPATCH INC Total:</b>					<b>396.00</b>
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
COMMERCE CREDIT CARD SE	12736V	09/07/2021	CROWN- GRASSHOPPER MOWER REPAIR-PKS	30-800-71100	2,043.86
COMMERCE CREDIT CARD SE	6794194819	09/07/2021	SAM'S SUPPLIES/CUST SUPPLIES -GEN/W/S/LAW	10-100-50130	14.86
COMMERCE CREDIT CARD SE	6794194819	09/07/2021	SAM'S SUPPLIES/CUST SUPPLIES -GEN/W/S/LAW	10-200-50550	19.97
COMMERCE CREDIT CARD SE	6794194819	09/07/2021	SAM'S SUPPLIES/CUST SUPPLIES -GEN/W/S/LAW	20-600-50130	14.86
COMMERCE CREDIT CARD SE	6794194819	09/07/2021	SAM'S SUPPLIES/CUST SUPPLIES -GEN/W/S/LAW	20-700-50130	14.86
COMMERCE CREDIT CARD SE	6989898286	09/07/2021	SAM'S - PINE-SOL- LAW	10-100-50550	11.18
COMMERCE CREDIT CARD SE	082021	09/07/2021	POOL PARTY DOMINOES-PKS	30-800-50200	21.48
COMMERCE CREDIT CARD SE	082321	09/07/2021	SAM'S CLUB RENEWAL - GEN /PKS	10-100-55800	40.00
COMMERCE CREDIT CARD SE	082321	09/07/2021	SAM'S CLUB RENEWAL - GEN /PKS	30-800-55800	100.00
COMMERCE CREDIT CARD SE	113-3925128-9630660	09/07/2021	AMAZON - POST-IT FLAGS - GEN	10-100-50700	4.71
COMMERCE CREDIT CARD SE	113-5820940-8385063	09/07/2021	AMAZON - POST-IT FLAGS- CT	10-250-50700	3.64
COMMERCE CREDIT CARD SE	113-9622502-9921853	09/07/2021	AMAZON - STICKY NOTES - GEN/CT	10-100-50700	4.30
COMMERCE CREDIT CARD SE	113-9622502-9921853	09/07/2021	AMAZON - STICKY NOTES - GEN/CT	10-250-50700	2.22



Pending Expense Approval Report - 1

Post Dates: 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	30769697	09/07/2021	LINGO COMM LIFT STATION PHONE SERVICE - SEWER	20-700-61000	49.98
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	10-100-50750	6.99
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	10-200-50750	9.26
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	10-250-50750	13.13
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	10-300-50750	0.71
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	10-400-50750	24.89
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	20-600-50750	36.39
COMMERCE CREDIT CARD SE	082621	09/07/2021	STAMPS.COM POSTAGE - ALL DEPTS	20-700-50750	30.67
COMMERCE CREDIT CARD SE	08576G	09/07/2021	USPS- STAMPS-GEN/LAW/CT	10-100-50750	213.40
COMMERCE CREDIT CARD SE	08576G	09/07/2021	USPS- STAMPS-GEN/LAW/CT	10-200-50750	1.10
COMMERCE CREDIT CARD SE	08576G	09/07/2021	USPS- STAMPS-GEN/LAW/CT	10-250-50750	5.50
COMMERCE CREDIT CARD SE	48432409	09/07/2021	INDEED-JOB POSTING-ASST PW DIRECTOR - PW	10-300-55200	168.43
COMMERCE CREDIT CARD SE	48432409	09/07/2021	INDEED-JOB POSTING-ASST PW DIRECTOR - PW	20-600-55200	168.42
COMMERCE CREDIT CARD SE	48432409	09/07/2021	INDEED-JOB POSTING-ASST PW DIRECTOR - PW	20-700-55200	168.42
COMMERCE CREDIT CARD SE	48590877	09/07/2021	INDEED-JOB POSTING-ASST SUPERVISOR - PW	10-300-55200	13.99
COMMERCE CREDIT CARD SE	48590877	09/07/2021	INDEED-JOB POSTING-ASST SUPERVISOR - PW	20-600-55200	13.99
COMMERCE CREDIT CARD SE	48590877	09/07/2021	INDEED-JOB POSTING-ASST SUPERVISOR - PW	20-700-55200	13.99
COMMERCE CREDIT CARD SE	210902-61667551-60-1	09/07/2021	WHEN TO WORK SCHEDULE SOFTWARE-PKS	30-800-55800	47.00
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-100-61000	166.23
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-200-61000	166.23
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-250-61000	118.73
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-300-61000	118.72
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-400-61000	118.73
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-600-61000	166.23
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-700-61000	166.23
COMMERCE CREDIT CARD SE	090121	09/07/2021	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	30-800-61000	166.23

**Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total: 4,469.53**

**Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total: 4,469.53**

**Vendor: CON170 - CONCO COMPANIES**

**Vendor: CON170 - CONCO COMPANIES**

CONCO COMPANIES	7001620103	09/07/2021	FR 124 TAP & LEAK ON LONG & LEAK ON MAIN ST - W	20-600-51000	181.41
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**Vendor CON170 - CONCO COMPANIES Total: 181.41**

**Vendor CON170 - CONCO COMPANIES Total: 181.41**

Pending Expense Approval Report - 1

Post Dates: 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: CCP100 - CONTECH ENGINEERED SOLUTIONS LLC</b>					
<b>Vendor: CCP100 - CONTECH ENGINEERED SOLUTIONS LLC</b>					
CONTECH ENGINEERED SOLU	23442075	09/07/2021	METAL PIPES FOR DRIVE EXTENSIONS - STS	10-300-51000	1,080.00
<b>Vendor CCP100 - CONTECH ENGINEERED SOLUTIONS LLC Total:</b>					<b>1,080.00</b>
<b>Vendor CCP100 - CONTECH ENGINEERED SOLUTIONS LLC Total:</b>					<b>1,080.00</b>
<b>Vendor: ESR500 - ESRI, INC.</b>					
<b>Vendor: ESR500 - ESRI, INC.</b>					
ESRI, INC.	26036432	09/07/2021	ANNUAL SOFTWARE CONTRACT - P&D	10-400-57400	404.00
<b>Vendor ESR500 - ESRI, INC. Total:</b>					<b>404.00</b>
<b>Vendor ESR500 - ESRI, INC. Total:</b>					<b>404.00</b>
<b>Vendor: GLA200 - GLENN'S AUTOMOTIVE LLC</b>					
<b>Vendor: GLA200 - GLENN'S AUTOMOTIVE LLC</b>					
GLENN'S AUTOMOTIVE LLC	14101	09/07/2021	2017 WPD #4- BRAKE PAD-LAW	10-200-71000	179.99
<b>Vendor GLA200 - GLENN'S AUTOMOTIVE LLC Total:</b>					<b>179.99</b>
<b>Vendor GLA200 - GLENN'S AUTOMOTIVE LLC Total:</b>					<b>179.99</b>
<b>Vendor: HYP100 - HYPERCORE NETWORKS INC</b>					
<b>Vendor: HYP100 - HYPERCORE NETWORKS INC</b>					
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	10-100-61050	432.03
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	10-200-61050	432.03
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	10-250-61050	308.36
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	10-300-61050	318.69
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	10-400-61050	308.36
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	20-600-61050	473.03
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	20-700-61050	473.03
HYPERCORE NETWORKS INC	09012112711495	09/07/2021	INTERNET SERVICE - ALL DEPT	30-800-61050	483.37
<b>Vendor HYP100 - HYPERCORE NETWORKS INC Total:</b>					<b>3,228.90</b>
<b>Vendor HYP100 - HYPERCORE NETWORKS INC Total:</b>					<b>3,228.90</b>
<b>Vendor: JKN100 - JASON KNIGHT</b>					
<b>Vendor: JKN100 - JASON KNIGHT</b>					
JASON KNIGHT	081921	09/07/2021	AUGUST CELL PHONE REIMBURSEMENT - PKS	30-800-61000	50.00
<b>Vendor JKN100 - JASON KNIGHT Total:</b>					<b>50.00</b>
<b>Vendor JKN100 - JASON KNIGHT Total:</b>					<b>50.00</b>
<b>Vendor: JOE400 - JOE'S TIRE SHOP</b>					
<b>Vendor: JOE400 - JOE'S TIRE SHOP</b>					
JOE'S TIRE SHOP	330714	09/07/2021	NEW TIRES FOR BACKHOE - W - S- STS	10-300-71100	312.60
JOE'S TIRE SHOP	330714	09/07/2021	NEW TIRES FOR BACKHOE - W - S- STS	20-600-71100	625.20
JOE'S TIRE SHOP	330714	09/07/2021	NEW TIRES FOR BACKHOE - W - S- STS	20-700-71100	625.20
<b>Vendor JOE400 - JOE'S TIRE SHOP Total:</b>					<b>1,563.00</b>
<b>Vendor JOE400 - JOE'S TIRE SHOP Total:</b>					<b>1,563.00</b>
<b>Vendor: LEP200 - LESLIE PERKINS</b>					
<b>Vendor: LEP200 - LESLIE PERKINS</b>					
LESLIE PERKINS	06302021	09/07/2021	NOTARY STAMP & BOOK REIMBURSEMENT - LAW	10-200-50700	29.43
<b>Vendor LEP200 - LESLIE PERKINS Total:</b>					<b>29.43</b>
<b>Vendor LEP200 - LESLIE PERKINS Total:</b>					<b>29.43</b>

Pending Expense Approval Report - 1

Post Dates: 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Vendor: LOW505 - LOWE'S CREDIT SERVICES</b>						
<b>Vendor: LOW505 - LOWE'S CREDIT SERVICES</b>						
LOWE'S CREDIT SERVICES	000755	09/07/2021	MARKING PAINT - W	20-600-50130	36.90	
					<b>Vendor LOW505 - LOWE'S CREDIT SERVICES Total:</b>	<b>36.90</b>
					<b>Vendor LOW505 - LOWE'S CREDIT SERVICES Total:</b>	<b>36.90</b>
<b>Vendor: MAC300 - MARK COLE</b>						
<b>Vendor: MAC300 - MARK COLE</b>						
MARK COLE	220000001528	09/07/2021	ANDERSON GUN REPAIR - REIMBURSEMENT - LAW	10-200-71100	35.00	
					<b>Vendor MAC300 - MARK COLE Total:</b>	<b>35.00</b>
					<b>Vendor MAC300 - MARK COLE Total:</b>	<b>35.00</b>
<b>Vendor: MID200 - MIDWEST FIBRE SALES CORP</b>						
<b>Vendor: MID200 - MIDWEST FIBRE SALES CORP</b>						
MIDWEST FIBRE SALES CORP	19100096	09/07/2021	RECYCLE CENTER EXPENSE - PW	20-700-57200	75.00	
					<b>Vendor MID200 - MIDWEST FIBRE SALES CORP Total:</b>	<b>75.00</b>
					<b>Vendor MID200 - MIDWEST FIBRE SALES CORP Total:</b>	<b>75.00</b>
<b>Vendor: MEM100 - MISSOURI EMPLOYERS MUTUAL</b>						
<b>Vendor: MEM100 - MISSOURI EMPLOYERS MUTUAL</b>						
MISSOURI EMPLOYERS MUTU	300227040	09/07/2021	WORKMAN'S COMP INSURANCE - ALL DEPTS	10-16000	1,490.79	
MISSOURI EMPLOYERS MUTU	300227040	09/07/2021	WORKMAN'S COMP INSURANCE - ALL DEPTS	20-16000	951.56	
MISSOURI EMPLOYERS MUTU	300227040	09/07/2021	WORKMAN'S COMP INSURANCE - ALL DEPTS	30-16000	729.53	
					<b>Vendor MEM100 - MISSOURI EMPLOYERS MUTUAL Total:</b>	<b>3,171.88</b>
					<b>Vendor MEM100 - MISSOURI EMPLOYERS MUTUAL Total:</b>	<b>3,171.88</b>
<b>Vendor: BSS100 - PURVIS INDUSTRIES</b>						
<b>Vendor: BSS100 - PURVIS INDUSTRIES</b>						
PURVIS INDUSTRIES	30594357	09/07/2021	MOWER BELT-PKS	30-800-71100	78.64	
					<b>Vendor BSS100 - PURVIS INDUSTRIES Total:</b>	<b>78.64</b>
					<b>Vendor BSS100 - PURVIS INDUSTRIES Total:</b>	<b>78.64</b>
<b>Vendor: BEC105 - REBECCA M SCOFIELD</b>						
<b>Vendor: BEC105 - REBECCA M SCOFIELD</b>						
REBECCA M SCOFIELD	083121	09/07/2021	COURT CLERK STAND-IN & TRAINING - CT	10-250-56400	146.25	
					<b>Vendor BEC105 - REBECCA M SCOFIELD Total:</b>	<b>146.25</b>
					<b>Vendor BEC105 - REBECCA M SCOFIELD Total:</b>	<b>146.25</b>
<b>Vendor: REX380 - REX SMITH OIL CO.</b>						
<b>Vendor: REX380 - REX SMITH OIL CO.</b>						
REX SMITH OIL CO.	113866	09/07/2021	FUEL FOR LAGOON PUMP - S	20-700-70100	551.27	
					<b>Vendor REX380 - REX SMITH OIL CO. Total:</b>	<b>551.27</b>
					<b>Vendor REX380 - REX SMITH OIL CO. Total:</b>	<b>551.27</b>
<b>Vendor: RUM100 - RUMBLE PEST SERVICES</b>						
<b>Vendor: RUM100 - RUMBLE PEST SERVICES</b>						
RUMBLE PEST SERVICES	083021	09/07/2021	RUMBLE PEST SERVICES BUSINESS LICENSE REFUND-GEN	10-100-44100	125.00	
					<b>Vendor RUM100 - RUMBLE PEST SERVICES Total:</b>	<b>125.00</b>
					<b>Vendor RUM100 - RUMBLE PEST SERVICES Total:</b>	<b>125.00</b>

Pending Expense Approval Report - 1

Post Dates: 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: SHR150 - SOCIETY FOR HUMAN RESOURCE MGT</b>					
<b>Vendor: SHR150 - SOCIETY FOR HUMAN RESOURCE MGT</b>					
SOCIETY FOR HUMAN RESOU	S01201445	09/07/2021	C HALVERSON MEMBERSHIP RENEWAL - GEN	10-100-55800	219.00
<b>Vendor SHR150 - SOCIETY FOR HUMAN RESOURCE MGT Total:</b>					<b>219.00</b>
<b>Vendor SHR150 - SOCIETY FOR HUMAN RESOURCE MGT Total:</b>					<b>219.00</b>
<b>Vendor: FRA555 - SOUND UNIFORM SOLUTIONS</b>					
<b>Vendor: FRA555 - SOUND UNIFORM SOLUTIONS</b>					
SOUND UNIFORM SOLUTIONS	202108FR037	09/07/2021	STEFAN COLLETTE BOOTS- LA	10-200-92500	129.95
<b>Vendor FRA555 - SOUND UNIFORM SOLUTIONS Total:</b>					<b>129.95</b>
<b>Vendor FRA555 - SOUND UNIFORM SOLUTIONS Total:</b>					<b>129.95</b>
<b>Vendor: SSE100 - SPRINGFIELD STAMP &amp; ENGRAVING</b>					
<b>Vendor: SSE100 - SPRINGFIELD STAMP &amp; ENGRAVING</b>					
SPRINGFIELD STAMP & ENGR	620191	09/07/2021	NEW ALDERMEN NAME PLATES - GEN	10-100-50130	46.60
<b>Vendor SSE100 - SPRINGFIELD STAMP &amp; ENGRAVING Total:</b>					<b>46.60</b>
<b>Vendor SSE100 - SPRINGFIELD STAMP &amp; ENGRAVING Total:</b>					<b>46.60</b>
<b>Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO</b>					
<b>Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO</b>					
SPRINGFIELD WINWATER WO	324755 01	09/07/2021	FR 124 WATER TAP SUPPLIES - W	20-600-51000	424.74
SPRINGFIELD WINWATER WO	324813 01	09/07/2021	2 INCH REPAIR BANDS - W	20-600-50130	164.72
SPRINGFIELD WINWATER WO	325081 01	09/07/2021	WATER METER PARTS FOR DOUBLE METER SET - W	20-600-51000	841.23
SPRINGFIELD WINWATER WO	325143 01	09/07/2021	100 FOOT OF PEX TUBE - W	20-600-50130	72.00
<b>Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:</b>					<b>1,502.69</b>
<b>Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:</b>					<b>1,502.69</b>
<b>Vendor: SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT</b>					
<b>Vendor: SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT</b>					
SPRINGFIELD-GREENE COUNT	090121	09/07/2021	ROUTINE & SPECIAL LAB TESTS - WATER	20-600-50200	130.00
<b>Vendor SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT Total:</b>					<b>130.00</b>
<b>Vendor SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT Total:</b>					<b>130.00</b>
<b>Vendor: SQB100 - SQUIBB MEDIA, LLC</b>					
<b>Vendor: SQB100 - SQUIBB MEDIA, LLC</b>					
SQUIBB MEDIA, LLC	783	09/07/2021	BIDS CONCESSIONS - ADVERTISING - PKS	30-800-55200	35.44
SQUIBB MEDIA, LLC	786	09/07/2021	BIDS JANITORIAL SERVICES- ADVERTISING - PKS	30-800-55200	33.48
<b>Vendor SQB100 - SQUIBB MEDIA, LLC Total:</b>					<b>68.92</b>
<b>Vendor SQB100 - SQUIBB MEDIA, LLC Total:</b>					<b>68.92</b>
<b>Vendor: SMS200 - SUMMIT MAILING &amp; SHIPPING SYSTEMS</b>					
<b>Vendor: SMS200 - SUMMIT MAILING &amp; SHIPPING SYSTEMS</b>					
SUMMIT MAILING & SHIPPIN	INST279412	09/07/2021	UB FOLDING MACHINE ENVELOPE SEALER - W/S	20-600-50130	33.87
SUMMIT MAILING & SHIPPIN	INST279412	09/07/2021	UB FOLDING MACHINE ENVELOPE SEALER - W/S	20-700-50130	33.88
<b>Vendor SMS200 - SUMMIT MAILING &amp; SHIPPING SYSTEMS Total:</b>					<b>67.75</b>
<b>Vendor SMS200 - SUMMIT MAILING &amp; SHIPPING SYSTEMS Total:</b>					<b>67.75</b>
<b>Vendor: HIV100 - THE HIVE</b>					
<b>Vendor: HIV100 - THE HIVE</b>					
THE HIVE	1 072621	09/07/2021	LAND O FROST COMM SPONSORSHIP REIMBERSMENT -PKS	30-800-50150	1,000.00
<b>Vendor HIV100 - THE HIVE Total:</b>					<b>1,000.00</b>
<b>Vendor HIV100 - THE HIVE Total:</b>					<b>1,000.00</b>

Pending Expense Approval Report - 1

Post Dates: 8/25/2021 - 9/7/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: TRH100 - TREVOR HOFFMAN</b>					
<b>Vendor: TRH100 - TREVOR HOFFMAN</b>					
TREVOR HOFFMAN	0901021	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	10-300-61000	10.00
TREVOR HOFFMAN	0901021	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	20-600-61000	20.00
TREVOR HOFFMAN	0901021	09/07/2021	CELL PHONE REIMBURSEMENT - STS/W/S	20-700-61000	20.00
<b>Vendor TRH100 - TREVOR HOFFMAN Total:</b>					<b>50.00</b>
<b>Vendor TRH100 - TREVOR HOFFMAN Total:</b>					<b>50.00</b>
<b>Vendor: BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS</b>					
<b>Vendor: BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS</b>					
WALDEN CHEMICAL d/b/a BL	10001	09/07/2021	CHLORINE-PKS	30-800-50000	3,850.37
<b>Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:</b>					<b>3,850.37</b>
<b>Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:</b>					<b>3,850.37</b>
<b>Vendor: WAL110 - WALMART CAPITAL ONE</b>					
<b>Vendor: WAL110 - WALMART CAPITAL ONE</b>					
WALMART CAPITAL ONE	072321	09/07/2021	SAM'S CONCESSIONS/FIRST AID SUPPLIES-PKS	30-800-50177	21.96
WALMART CAPITAL ONE	072321	09/07/2021	SAM'S CONCESSIONS/FIRST AID SUPPLIES-PKS	30-800-50200	93.19
WALMART CAPITAL ONE	081921	09/07/2021	SAM'S CONCESSIONS-PKS	30-800-50200	201.92
<b>Vendor WAL110 - WALMART CAPITAL ONE Total:</b>					<b>317.07</b>
<b>Vendor WAL110 - WALMART CAPITAL ONE Total:</b>					<b>317.07</b>
<b>Grand Total:</b>					<b>25,158.95</b>

# Report Summary

## Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	7,711.00
20 - WATER AND SEWER FUND	8,491.48
30 - PARKS FUND	8,956.47
<b>Grand Total:</b>	<b>25,158.95</b>

## Account Summary

Account Number	Account Name	Expense Amount
10-100-44100	MERCHANTS LICENSES	125.00
10-100-50130	SUPPLIES-GCG	61.46
10-100-50550	CUSTODIAL SUPPLIES-GC	11.18
10-100-50700	OFFICE SUPPLIES-GCG	9.01
10-100-50750	POSTAGE-GCG	220.39
10-100-55800	DUES AND SUBSCRIPTIO	259.00
10-100-56450	CONTRACT SERVICES/SE	396.00
10-100-61000	TELEPHONE-GCG	166.23
10-100-61050	INTERNET-GCG	432.03
10-16000	PREPAID INSURANCE-GC	1,490.79
10-200-50550	CUSTODIAL SUPPLIES-LA	19.97
10-200-50700	OFFICE SUPPLIES-LAW	29.43
10-200-50750	POSTAGE-LAW	10.36
10-200-56000	INSURANCE-LAW	50.00
10-200-61000	TELEPHONE-LAW	166.23
10-200-61050	INTERNET-LAW	432.03
10-200-71000	VEHICLE REPAIR & MAIN	179.99
10-200-71100	EQUIPMENT REPAIR &	35.00
10-200-92500	UNIFORMS-LAW	129.95
10-250-50700	OFFICE SUPPLIES-COURT	5.86
10-250-50750	POSTAGE-COURT	18.63
10-250-56400	PROFESSIONAL-COURT	146.25
10-250-61000	TELEPHONE-COURT	118.73
10-250-61050	INTERNET-COURT	308.36
10-300-50750	POSTAGE-STS	0.71
10-300-51000	REPAIRS AND MAINTEN	1,080.00
10-300-55200	ADVERTISING-STS	182.42
10-300-61000	TELEPHONE-STREETS	138.72
10-300-61050	INTERNET-STREETS	318.69
10-300-71100	EQUIPMENT REPAIR &	312.60
10-400-50750	POSTAGE-P&D	24.89
10-400-57400	EQUIPMENT/SOFTWARE	404.00
10-400-61000	TELEPHONE-P&D	118.73
10-400-61050	INTERNET-P&D	308.36
20-16000	PREPAID INSURANCE-W	951.56
20-600-50130	SUPPLIES-WATER	322.35
20-600-50200	LABORATORY FEES-WAT	130.00
20-600-50750	POSTAGE-WATER	36.39
20-600-51000	REPAIRS AND MAINTEN	1,447.38
20-600-55200	ADVERTISING-WATER	182.41
20-600-55600	CONTRACT LABOR--WAT	1,874.40
20-600-61000	TELEPHONE WATER	206.23
20-600-61050	INTERNET-WATER	473.03
20-600-71100	EQUIPMENT REPAIR &	625.20
20-700-50130	SUPPLIES-SEWER	48.74
20-700-50750	POSTAGE-SEWER	30.67
20-700-55200	ADVERTISING-SEWER	182.41
20-700-57200	RECYCLE CENTER EXPEN	75.00
20-700-61000	TELEPHONE-SEWER	256.21
20-700-61050	INTERNET-SEWER	473.03

**Account Summary**

Account Number	Account Name	Expense Amount
20-700-70100	EQUIPMENT FUEL-SEWE	551.27
20-700-71100	EQUIPMENT REPAIR &	625.20
30-16000	PREPAID INSURANCE-PK	729.53
30-800-50000	CHEMICALS-PKS	3,850.37
30-800-50150	SUPPLIES-SPORTS SHIRT	1,000.00
30-800-50177	SUPPLIES-YOUTH CAMP	21.96
30-800-50200	CONCESSIONS-PKS	316.59
30-800-55200	ADVERTISING-PKS	68.92
30-800-55800	DUES AND SUBSCRIPTIO	147.00
30-800-61000	TELEPHONE-PKS	216.23
30-800-61050	INTERNET-PARKS	483.37
30-800-71100	EQUIPMENT REPAIR &	2,122.50
	<b>Grand Total:</b>	<b>25,158.95</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	25,158.95
<b>Grand Total:</b>	<b>25,158.95</b>

## Public Works Report

**August 2021**

### Water

- The water department spent the month on routine operations including collecting water samples, monthly meter reading, daily monitoring of our four wells and maintenance on our chlorine monitoring systems.
- We completed 114 utility locates for the month.
- We completed 128 Work orders for the month.
- We fixed a water leak at 503 Cedar
- We fixed a water leak on Long drive.
- We fixed a water leak on Main and Watson.
- We fixed a water leak on Jefferson in the alley, this resulted in us finding 2 valves, we rehabbed them and added them to our maps.
- We tapped a water line on farm road 124 for two service connections.
- We put in a 2" water tap and a 1" irrigation tap for CMH.
- We tested the disinfection and took samples on the new CMH water line extension.
- We spent 3 days digging and using a vac-truck on the property east and north of our Meadows water tower locating water line locations. We were able to find and map several lines including the 12" main that runs from Meadows 2 to the water tower.
- We have several stuck valves in the above-mentioned area that we will have to address in the near future.
- We had previously mapped all of the Meadows water meter locations on ARC GIS, with the exception of the two subdivisions (Meadows & Villa Park). They are now completed, and everything is now in a meter location map/book.
- The new master meter at Willard well 1 stopped working. We had Flynn take it out and put the old one back in while it gets sent in for repairs. After we get it back, we will then replace both Willard wells with new meters.
- Dirt work from previous water leaks is caught up.

### Sewer

- We had another force main break on the 14" to Springfield, this break was a section between the 1<sup>st</sup> break we experienced and the last break we fixed. Everything was reported to DNR and all required paperwork was submitted. The pipe was removed and stored at the lagoons for future inspection.
- All parts that were used in the repairs have been reordered for future breaks.



- We installed manhole pans in manholes B-112, B-068, B-083, B-026, B-074, B-077, D-179, D-180, D-160, D-079, D-056, D-164, R-036, M-013, M-014, M-015, M-020, M-025, M-024, M-030, M-043, M-046, and M-017.
- The manhole pans that we installed in the meadows can be used on our yearly I&I report to satisfy the requirements.
- We installed a new flowmeter sensor across from Regional. This replaces the previous one that was sent back.
- All the dirt work from previous force main breaks has been cleaned up, except for the last one.
- We had a vac-truck clean out all the solids from our D liftstation, we also pulled both pumps and checked for obstructions. We again did drawdowns to determine if the previous obstructions to flow had been removed. The pumps now seem to be pumping at an acceptable GPM.
- A new pressure gauge is on order for the D force main.
- We rehabbed manhole D-125, it is in a waterway and was hit by a tractor. It is now clearly marked and surrounded by t-post.
- We installed new 8" cleanout caps on the lamp holes at the end of fall creek and the lamphole at Covington and Berry.

## Streets

- We continue to patch various potholes around the city.
- We continue mowing and weed eating all the wells, liftstations, sidewalks, rite-of-ways and parts of the roundabouts.
- We finished dressing up the end of the cross pipe on Jackson with rock.
- We asphalt patched previous water leak sites on Pershing Street and Main Street.
- We cleaned the debris out of the new culvert at Apple Market to install extension pipes.
- We used the backhoe to cleanup a low-lying area on Emily that had debris build up before the storm drain.
- We have started trimming trees.
- We installed a new overflow pipe at the rec-centers pond, we still have to finish the dirt work and grass seed.

## Special

- At this time we are experiencing increased wait times not only with some products taking as long as 16 weeks for delivery, but also increased wait times or disinterest from vendors from giving quotes or hesitancy for services. This is industry wide and we are trying to be very proactive, however many of these conditions are out of our control.

# Equipment Usage and Repairs

## August 2021

Equip #	Description	Prior Month Miles/Hours	Current Month Miles/Hours	Monthly Usage	Service and Repairs	YTD Repair Cost
1	2013 Ford F-150	92,624	93,295	671	\$0.00	\$0.00
2	2004 Chevy 1 Ton Dump	156,933	158,165	1,232	\$0.00	\$266.37
3	2003 Chevy 1 Ton Utility - Sewer	184,282	184,698	416	\$0.00	\$361.29
4	1998 Dodge 1/2 Ton FB	128,281	128,281	-	\$0.00	\$0.00
5	2001 Chevy 1500	118,854	119,677	823	\$0.00	\$184.76
6	2000 Chevy 3/4 Ton FB	153,782	153,782	-	\$0.00	\$0.00
7	1993 Ford 1 Ton Utility - Water	157,322	157,322	-	\$0.00	\$0.00
8	2005 International 3200 Dump	21,569	21,569	-	\$0.00	\$0.00
9	2017 Chevy Silverado	44,910	45,802	892	\$0.00	\$0.00
10	Water Van	384	384	-	\$0.00	\$0.00
11	1998 Chevy S-10	157,259	157,259	-	\$0.00	\$0.00
12	Case Backhoe	3,762	3,805	43	\$1,563.00	\$1,981.04
13	60XT Case Skid Steer	1,568	1,568	-	\$0.00	\$0.00
14	JD Tractor	3,468	3,520	52	\$0.00	\$0.00
15	Kubota RTV 1100	957	960	3	\$0.00	\$0.00
					<b>\$1,563.00</b>	<b>\$2,793.46</b>

Description of Repair/Service	
PD#1	2013 Dodge Charger
PD#2	2013 Dodge Charger
PD#3	2013 Dodge Charger
PD#4	2017 Ford Explorer
PD#5	2019 Dodge Charger
PD#6	2013 Dodge Charger
PD#7	2017 Ford Explorer
PD#8	2008 Harley Davidson

Monthly Water Loss 2021

Current Month  
8

Month	January	February	March	April	May	June	July	August	Annual Average	Annual
Amount of Gallons Pumped	29,620,700	30,270,900	26,945,200	29,161,800	28,774,500	31,403,900	33,031,800	37,887,300	30,888,263	247,106,100
Dollar Amount Sold	\$80,766,74	\$79,594,44	\$78,603,44	\$75,228,70	\$76,307,99	\$83,080,59	\$89,553,28	\$90,672,38	\$81,725,95	\$653,807,56
Gallons of Water Sold	16,780,000	16,153,000	15,705,000	14,463,800	14,806,000	17,581,000	20,097,000	20,481,000	17,008,250	136,066,000
Flushing	0	0	0	0	0	0	0	6,000	750	6,000
Leaks/Adjustments	30,000	175,000	30,000	210,000	125,000	5,000	141,000	100,000	102,000	816,000
City Usage (not billed)	108,000	15,000	15,000	14,000	339,000	149,000	112,000	170,000	115,250	972,000
Fire Dept	12,000	16,000	16,000	12,000	10,000	13,000	10,000	11,000	12,500	100,000
Tower Overflows	0	0	0	0	0	0	0	0	0	0
Residuals	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	360,000
Total Gallons Accounted For	16,855,000	16,373,000	15,780,000	14,718,000	14,976,000	17,631,000	20,283,000	20,632,000	17,156,000	137,248,000
% Water Loss	43.10%	45.91%	41.44%	49.53%	47.95%	43.86%	38.60%	45.56%	44.46%	109,858,100
Amount of Water Lost	12,765,700	13,897,900	11,165,200	14,443,800	13,798,500	13,772,900	12,748,800	17,255,300	13,732,263	109,858,100
Willard North #1	3,333,200	2,523,100	3,225,500	3,174,100	3,779,500	3,506,600	3,821,300	4,000,000	3,420,413	27,363,300
Willard South #2	4,439,900	4,602,800	4,057,400	4,450,700	4,088,900	5,091,200	5,761,200	7,532,200	5,003,013	40,024,100
Meadows West #1	12,055,600	12,809,200	10,952,300	10,296,000	10,781,100	12,309,100	12,881,300	14,536,100	12,077,588	96,620,700
Meadows East #2	10,292,000	10,836,000	9,210,000	11,741,000	10,625,000	10,997,000	11,068,000	12,329,000	10,887,250	87,098,000
Correction per MRYVA Willard Well 1&	-500,000	-500,000	-500,000	-500,000	-500,000	-500,000	-500,000	-500,000	-500,000	-4,000,000
Total Water Pumped	29,620,700	30,270,900	26,945,200	29,161,800	28,774,500	31,403,900	33,031,800	37,897,300	30,888,263	247,106,100

Customer Count

City Commercial Irrigation	14	14	14	14	14	14	14	14	14	14
City Commercial 1 SPF	129	129	131	131	131	134	133	134	132	132
City Commercial 3 Water only	20	21	21	21	20	20	20	19	20	166
City Residential Irrigation	3	3	3	4	4	4	4	4	4	4
City Residential 1 SPF	2008	2014	2021	2013	2018	2034	2025	2043	2,022	2,098
City Residential 3 Water Only	72	72	75	72	72	72	72	71	72	2,098
Rural Irrigation	4	5	4	4	4	4	4	4	4	4
Rural Residential 1 SPF	7	8	8	8	8	8	9	5	8	8
Rural Residential 2 Lagoon	276	274	275	275	275	275	276	275	275	1,164
Rural Residential 3 Water Only	872	873	878	875	879	879	878	884	877	1,164
Rural Commercial 2 Lagoon	3	3	3	3	3	3	3	3	3	3
Rural Commercial 3 Water only	13	13	13	13	14	14	14	14	14	14
Zero-Non Billed	9	9	9	9	9	9	9	9	9	26
Number of Total Customers	3430	3438	3455	3442	3451	3470	3461	3479	3453	3453

Service Consumption

City Commercial Irrigation	19,000	11,000	18,000	91,000	174,000	373,000	1,006,000	1,159,000	356,375	8,704,250
City Commercial 1 SPF	2,724,000	2,153,000	1,617,000	1,386,000	1,335,000	1,502,000	1,805,000	1,578,000	1,762,500	2,242,625
City Commercial 3 Water only	49,000	180,000	213,000	187,000	107,000	67,000	73,000	114,000	123,750	2,242,625
City Residential Irrigation	1,000	1,000	-	1,000	1,000	18,000	19,000	28,000	8,625	8,625
City Residential 1 SPF	8,001,000	7,917,000	7,723,000	7,606,000	7,266,000	9,160,000	9,539,000	9,251,000	8,307,875	8,704,250
City Residential 3 Water Only	383,000	363,000	366,000	329,000	334,000	399,000	512,000	416,000	387,750	8,704,250
Rural Irrigation	-	-	-	-	3,000	2,000	19,000	15,000	4,875	4,875
Rural Residential 1 SPF	52,000	57,000	32,000	38,000	43,000	51,000	63,000	35,000	46,375	46,375
Rural Residential 2 Lagoon	1,080,000	1,097,000	969,000	977,000	1,114,000	1,178,000	1,222,000	1,178,000	1,101,875	5,832,500
Rural Residential 3 Water Only	4,245,000	4,230,000	4,602,000	3,643,000	4,285,000	4,531,000	5,547,000	6,352,000	4,679,375	15,750
Rural Commercial 2 Lagoon	16,000	17,000	14,000	16,000	16,000	122,000	14,000	17,000	15,700	142,125
Rural Commercial 3 Water only	90,000	96,000	120,000	161,000	109,000	122,000	156,000	157,000	126,375	142,125
Zero-Non Billed	120,000	31,000	31,000	28,000	19,000	162,000	122,000	181,000	86,750	86,750
Total Gallons of Consumption	16,780,000	16,153,000	15,705,000	14,463,800	14,806,000	17,581,000	20,097,000	20,481,000	17,008,250	17,008,250

## **Parks & Recreation – Director’s Report – August 2021**

### **Quote of the Month**

“Optimism is the faith that leads to achievement. Nothing can be done without hope and confidence.”

-Helen Keller

### **Budget**

The pool came in short of projected revenue, though just barely. We ended up short by less than \$500. Summer Camp did not do as well as expected, though the reduced attendance steeply reduced seasonal salary cost. Overall, though not where we had hoped to be, we appear to be in a good place overall in the Summer Camp area. Adult Programs is looking good after a strong showing from the Triathlon, and we are optimistic overall about revenue for the year.

### **Event/Program Planning & Recap**

The Bonnie and Clyde Blitz Triathlon has a great first year showing, with 66 registrations. We had a good turn-out at the Sunflower Saturday on September 4<sup>th</sup>, (approximately 500 people), with revenue for the event at nearly \$1,000. We will be hosting another event during the week to give those that were out of town an opportunity. Upcoming events include a new event- a middle school outdoor pool dance – (name yet to be determined), Trunk or Treat, Veterans Day, and trunk or treat.

### **Maintenance**

I have applied for funds from the Greene County Senior Citizens Tax Fund to repair the AC at the community building. I am hopeful that because that facility serves as a senior center for many residents in northwest Greene county, they will fund the repair in its entirety. We have had a deck failure on one of the mowers- a bearing chase that holds the deck drive shaft broke loose from its weld while in operation, and caused significant damage to the top of the mower deck. No employees were injured, however, the resulting repair bill was significant.

### **New Playground Project**

The playground committee has met multiple times in the past month to move the project forward. We are a met with the project manager of the Carl Junction playground for some insight on the process they undertook to build a playground similar in design and scope to the playground we are hoping to build.

### **Staffing**

I mentioned at our last meeting that turnover has been high. I have to add another casualty to the report, as Lexi, our aquatics and sports coordinator, has taken another position. She will be joining Springfield’s Aquatics team at the midpoint of the salary range (roughly \$39,000), with tuition reimbursement. She has been a fantastic employee and I feel lucky that we were able to have her for the summer. We now have two of the Recreation Programming positions open; Sam and I are the only full-time employees in the programming side.

Joe Burbaugh has returned to work. Our maintenance and grounds team is back up to three full time employees, only one full time position on that team remains unfilled.

I have bid out facilities cleaning, hoping to be able to reduce the cost of cleaning the City’s assets by allowing a third party contractor to carry the payroll and benefits of those duties.



**Willard Police Department**  
**August 2021 - Monthly Statistical Report**



Administration	Officer – DSN	Case #'s
Tom McClain, Chief	1601-001	1
Shannon Shipley, Major	1602-003	15
	<b>Total</b>	<b>16</b>

Squad #1	Officer	Hours	Squad #2	Officer	Hours
1604-044	Billie Deckard, Cpl.	12	1603-027	Steve Purdy, Sgt.	41
1607-050	Caleb Steen, Officer	36	1609-051	Wayne Hansen, Officer	30
1605-056	Mark Cole, Officer	51	1608-054	Stefan Collette, Officer	40
			1606-053	Meagan Collins, Officer	27
	<b>Total</b>	<b>99</b>	<b>Total</b>		<b>138</b>

Reserves	Officer	Officer Names	Case #'s	Hours
	1631-045	Cindy Garton, SRO		
	1630-024	Andrew Benjamin, SRO		
	1641-014	Brian Gordon, Reserve		
	1642-015	JD Landon, Reserve		13.5
	1645-047	Glenn Cozzens, Reserve		
	1646-031	Andrew Hunt, Reserve		
	1643-048	Tim Wheeler, Reserve		
	1647-049	Brandon Bond, Reserve		10.0
	<b>Total</b>			<b>23.5</b>
<b>Total Incidents for the month...</b>			<b>253</b>	

**Incident Statistics**

Felony	5	HBO (Handled by Officers)	120
Misdemeanor	9	Use of Force	0
Infraction	102	Dog at Large	3
Other (Services)	137	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	3,239	781	12	65		0
WPD-01 2013 Charger	117,539	122	3	41		0
WPD-03 2013 Charger	152,220	496	5	99		0
WPD-04 2018 Explorer	81,357	1,660	18	92	1,395.13	1,800.66
WPD-05 2019 Charger	58,295	1,025	23	45		654.78
WPD-06 2020 Charger	52,407	3,170	33	96		1,382.11
WPD-07 2017 Explorer	17,933	86	9	10		35.00
WPD-08 MC Harley	5,760	0	0	0		0

**Vehicle Maintenance Details**

WPD-01:	WPD-05:
WPD-03:	WPD-06:
WPD-04: brake pads / taillight assembly / spotlight	WPD-07:

Misc. Dept. Info:

**Planning and Development Report**  
**September 13, 2021**

**Ongoing Projects/ Developments**

ATM Commercial Subdivision Phase 3- Staff recommended tabling the Preliminary plat at the August 24 Planning and Zoning meeting due to the floodplain development requirements that were not being followed by the developer. Since then, 9-2-21 an on-site meeting with the City Engineer and the developer's team occurred and the concerning items have been addressed. It has been agreed that the developer will continue to complete the CLOMAR before proceeding with Phase 3 of the development. Staff is awaiting an approval from the City Engineer to issue a floodplain development permit contingent on the information (HEC RAS calculations) that has been is correct based on the FEMA guidelines.

Canterbury Place Subdivision- Staff currently has fourteen (14) building permits open. Staff has completed four (4) final inspections for the developer.

West Ridge- Staff has issued all 20 building permits for Turner Construction, and foundations have started on six (6) homes.

Miller Rd. Project- Staff has received the official punch list from the engineer and the contractor has mobilized to complete the list.

CMH- Staff has completed several inside inspections – work continues inside and out. The developer is still planning on end of year completion.

Tanners Auto Body Shop – Staff has inspected the foundation, under slab electric and plumbing.

Stone Creek Phase 2 and 3- Staff is currently awaiting construction plans from the developer. Staff has been in touch with the engineer and some progress is being made on the plans.

Hoffman Hills Subdivision- Staff is currently awaiting construction plans from the developer. Staff has been in contact with the developer's engineer, and they are working on them. Staff anticipates a full set of plans being submitted by the first of October.

Commercial Infill/Remodel Projects – Hive Restaurant -starting renovation, Cornelison State Farm Insurance- plans have been approved. Hog Tide BBQ should be opening soon. A Nail Salon will be moving into a vacant space next to the Apple Market.

Additional ongoing projects – T-Mobile, Verizon Plan reviews, issuing Building permits, Building Inspections, Nuisance Complaints, water loss, wastewater engineering report, filing and processing Non -Residential User Pretreatment Questionnaires and FOG inspections paperwork, Pavement Maintenance plan review, scheduling Inflow and Infiltration work. Staff continues to

assist other departments and both Engineering firms- Algiers Martin and Cochran Engineering as needed.

I attended a MRWA hosted water conference for 10 training hrs in Poplar Bluff on 8-24, 8-25 and attended a local DNR 4 hr. water, wastewater workshop on 8-31.

Planning Assistant- Please see the Planning Assistant report

If you have any questions, please contact me at City Hall or [develop@cityofwillard.org](mailto:develop@cityofwillard.org)  
Randy Brown, Director of Development

**Planning and Development:**

32 permits were issued in July totaling \$63,393.75 in permit fees collected and has an estimated construction cost of \$4,735,095. Estimated value of work done year to date is \$10,604,005.89, with total permit fees collected at \$113,502.40

Public notices were mailed out for ATM Ph 3

Updated the permit software.

Completed a monthly permit sunshine request for Buildzoom, and Dodge Data and Analytics

A total of 102 Pre-Treatment Surveys were submitted.

**Mapping:**

Updated the city limit map to include the West Ridge addition's addresses for the utilities department.

Updated the water book for the meadows system to include meter locations, corrections, and additions to the data.

Prepared a sewer map of the sewer system for upcoming data collection

Sent City building/facility plans to Parks staff

**Prosecuting Clerk:**

362 Open cases without dispositions (290 have active warrants)

231 Open cases with dispositions, are pending payments (188 have active warrants)

56 Probation cases (10 have a class or community service hours to complete)

8 Deferred cases (all have completed class or community service that was required)

4 Discoveries, and 4 plea offers were sent to defense attorneys

There was 1 trial scheduled in August, none are scheduled for September

Updated charge codes with the new additions and changes from Highway Patrol

**-Abigail Brixey**



**CITY CLERK: (Informational only) AUGUST 2021**

~Issued 7 Business Licenses.

~Assisted other departments with grant paperwork and research.

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

~Completed Committee sign ups for SW Division of City Clerks.

~Ran training and meeting for SW Division of City Clerks.

~Completed cybersecurity grant and submitted.

~Completed Tax Levy and ensured it was returned on time for certification.

**EMERGENCY MANAGEMENT: (Informational only) AUGUST 2021**

~Monitoring Covid-19 and continuing updates with Greene County.

~Monitored weather during severe storms.

**COVID-19:**

Staff is continuing to maintain precautions to prevent the spread of Covid-19 within the office. With the current outbreak, Staff have begun wearing masks again when they cannot maintain 6 feet distance.

## 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.*

<b><u>I. COURT INFORMATION</u></b>		Municipality: WILLARD	Reporting Period: Aug 1, 2021 - Aug 31, 2021	
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: court@cityofwillard.org		
Municipal Judge: BAREFIELD				
<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>				
	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month	17	288	101	
B. Cases (citations/informations) filed	0	16	3	
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0	
2. court/bench trial - GUILTY	0	0	0	
3. court/bench trial - NOT GUILTY	0	0	0	
4. plea of GUILTY in court	1	16	4	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)	0	2	1	
6. dismissed by court	0	2	0	
7. <i>nolle prosequi</i>	0	0	1	
8. certified for jury trial (not heard in Municipal Division)	0	0	0	
<b>9. TOTAL CASE DISPOSITIONS</b>	<b>1</b>	<b>20</b>	<b>5</b>	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]	16	284	99	
E. Trial de Novo and/or appeal applications filed	0	0	0	
<b><u>III. WARRANT INFORMATION (pre- &amp; post-disposition)</u></b>		<b><u>IV. PARKING TICKETS</u></b>		
1. # Issued during reporting period	11	1. # Issued during reporting period	0	
2. # Served/withdrawn during reporting period	18	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	507			

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: WILLARD	Reporting Period: Aug 1, 2021 - Aug 31, 2021
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<b><u>V. DISBURSEMENTS</u></b>			
<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements:</b> 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, witness fees, and board bill/jail costs.	
Fines - Excess Revenue	\$1,372.00	Court Automation	\$156.67
Clerk Fee - Excess Revenue	\$158.20	Judicial Facility Srchg CT31	\$239.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$5.32	LET-Muni	\$2.00
		Municipal Ord Standard Costs	\$27.50
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Municipal Ord-E/R	\$2.50
<b>Total Excess Revenue</b>	<b>\$1,535.52</b>	Overpayments Detail Code	\$7.00
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>		Sheriff Retirement-CO/Muni	\$3.00
		<b>Total Other Disbursements</b>	<b>\$438.17</b>
Fines - Other	\$833.00	<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	<b>\$3,162.50</b>
Clerk Fee - Other	\$88.00	<b>Bond Refunds</b>	<b>\$784.28</b>
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$22.39	<b>Total Disbursements</b>	<b>\$3,946.78</b>
Peace Officer Standards and Training (POST) Commission surcharge	\$22.38		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$159.58		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$2.96		
Law Enforcement Training (LET) Fund surcharge	\$45.50		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Sheriffs' Retirement Fund (SRF) surcharge	\$15.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
<b>Total Other Revenue</b>	<b>\$1,188.81</b>		



# 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 contract with Redeemed Roofing for the Police Department roof. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote.**

First Reading: 09/13/21

Second Reading: 09/13/21

Council Bill No.: 21-26

Ordinance No.: 210913

AN ORDINANCE

**ACCEPTING THE AGREEMENT WITH REDEEMED ROOFING FOR A NEW ROOF FOR THE POLICE DEPARTMENT, AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS, ON BEHALF OF THE CITY OF WILLARD.**

WHEREAS, the City of Willard has a need for a new roof at the Police Department; and

WHEREAS, the City of Willard has selected Redeemed Roofing for the required services.

**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 contract with Redeemed Roofing 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 \_\_\_\_\_ 2021.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
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_____ TYLER KELLY	_____	_____	_____
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_____ RYAN SIMMONS	_____	_____	_____
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_____ DONNA STEWART	_____	_____	_____
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_____ LARRY WHITMAN	_____	_____	_____
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_____ SAM BAIRD	_____	_____	_____
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First Reading: 09/13/21

Second Reading: 09/13/21

Council Bill No.: 21-26

Ordinance No.: 210913

\_\_\_\_\_  
LANDON HALL

2<sup>nd</sup> READ

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

\_\_\_\_\_  
TYLER KELLY

\_\_\_\_\_  
RYAN SIMMONS

\_\_\_\_\_  
DONNA STEWART

\_\_\_\_\_  
LARRY WHITMAN

\_\_\_\_\_  
SAM BAIRD

\_\_\_\_\_  
LANDON HALL

**TERMS AND CONDITIONS: City of Willard Police Department 795 Hughes Rd. Willard, MO 65781**

All materials are guaranteed to be as specified on this contract and shall be installed in a workmanlike manner, according to standard practice and (RRS) Redeemed Roofing Systems, LLC standards.

**Acceptance:** This proposal, when accepted by the credit department of RRS, LLC, becomes a binding contract between parties and can only be cancelled by the purchaser in accordance with Missouri Statute 407.937, or thereafter by the purchaser paying a 10% cancellation charge to RRS, LLC.

**Payment:** Purchaser promises to pay in full any balance due on this contract when RRS, LLC has substantially completed its work under this contract.

If payment is not made within 30 days after RRS, LLC has substantially completed its work under contract, RRS, LLC may take, at its sole discretion, any and/or all remedies available to it under law, including but not limited to, filing a lien of commencement of collection proceedings pursuant to this contract.

Should RRS, LLC elect to exercise its rights through collection proceedings, purchaser agrees to pay actual court costs, attorney fees, and other expenses incurred by RRS, LLC. If RRS, LLC's claim is valid under a court judgment.

**Provisions:** Purchaser agrees to provide reasonable access to property to ensure quality installation and complete clean-up.

RRS, LLC shall not be responsible, before, during or after completion of work, for damages caused by fire, tornado, hail, wind storms, ice dams or any other "acts of God".

RRS, LLC shall not be responsible for damages to interior furnishings, including, but not limited to, mirrors, light fixtures, Pictures and other decorations, which should be secured against vibrations during the roof removal and installation/restoration process.

RRS, LLC shall not be responsible for pre-existing construction deficiencies that manifest themselves during or after the construction process, including but not limited to nail or screw pops in drywall, cracks in plaster, and wood rot.

RRS, LLC shall not be responsible for condensation, moisture, mold, excessive heat buildup, and/or damages including but not limited to premature failure of roofing system as a result of improper attic ventilation.

RRS, LLC shall not be responsible for ornamental items within 20 feet of the property perimeter, it is recommended that these be relocated by the homeowner prior to the construction process to prevent damage. During removal of existing roof, debris may fall into attic space, RRS, LLC shall not be responsible for attic cleanup. Any other damages, incurred as a direct result of poor workmanship during the construction process shall be the responsibility of RRS, LLC. All Tools and un-used materials shall remain property of RRS, LLC.

**Warranty: All Warranty and lien waiver documentation shall be provided once paid in full.**

**Sign Here:** \_\_\_\_\_ **Accepted Date:** \_\_\_\_

**Print Name:** \_\_\_\_\_



**Redeemed Roofing Systems LLC**

Darrin@Redeemedroofingsystems.com  
Redeemedroofingsystems.com



# INVOICE

**BILL TO**

City of Willard Police  
Department  
795 Hughes Rd.  
Willard, MO 65781

**INVOICE #** 1496

**DATE** 08/30/2021

**DUE DATE** 08/30/2021

**TERMS** Due on receipt

	QTY	RATE	AMOUNT
<b>MR System</b> Basic Labor and Material Cost to Apply Conklin's Complete MR System to Entire R-Panel Metal Roof, Includes Primer, Base Coat, Rapid Roof 3 White Top Coat, Fiber Reinforced Seams, Fastener Replacement/Sealant, Rust Off/Surface Preparation and Cleanup, Approx. 6,100 Sq. Ft.	6,100	2.8108197	17,146.00
<b>Warranty</b> This Roofing System carries an Industry Leading 10 Year Workmanship Labor Warranty	1	0.00	0.00
<b>Down payment</b> Down Payment required in said amount.	1	-8,573.00	-8,573.00

Thanks again for your Business  
Redeemed Roofing Systems LLC  
334 E Kearney St. #148  
Springfield, MO 65803  
417-773-3952

**BALANCE DUE**

**\$8,573.00**

**Redeemed Roofing Systems LLC**

Darrin@Redeemedroofingsystems.com  
Redeemedroofingsystems.com



# Estimate

**ADDRESS**

City of Willard Police  
Department  
795 Hughes Rd.  
Willard, MO 65781

**ESTIMATE # 1059**

**DATE 06/13/2021**

**EXPIRATION DATE 06/30/2021**

	QTY	RATE	AMOUNT
<b>MR System</b> Basic Labor and Material Cost to Apply Conklin's Complete MR System to Entire R-Panel Metal Roof, Includes Primer, Base Coat, Rapid Roof 3 White Top Coat, Fiber Reinforced Seams, Fastener Replacement/Sealant, Rust Off/Surface Preparation and Cleanup, Approx. 6,100 Sq. Ft.	6,100	2.8108197	17,146.00
<b>Warranty</b> This Roofing System carries an Industry Leading 10 Year Workmanship Labor Warranty	1	0.00	0.00
<b>Signature Required.</b> Please Sign below for Payment Terms agreement	1	0.00	0.00

Thanks again for your business!  
Redeemed Roofing Systems LLC  
Owner/Operator: Darrin Coy  
334 E. Kearney St. #148  
Springfield, MO 65803  
Office:417-773-3952

**TOTAL**

**\$17,146.00**

Accepted By

Accepted Date