

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
May 29, 2024
6:00 p.m.

Staff present: City Administrator Wesley Young, Director of Finance Carolyn Halverson, Police Officer J.D. Landon, Police Chief Thomas McClain, Director of Parks and Rec Jason Knight, City Clerk Janice Gargus, Director of HR Dona Slater, City Attorney Nate Nickolaus, and Planning and Zoning Director Mike Reusch, Project Manager Steven Bodenhamer.

Attendees: Larry Jones, Blake Pace - CPA, James Stagner, Steve Cobb, Larry Whitman

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order.

Mayor Sam Baird called the meeting to order at 6:00 p.m.

1. Roll Call

The City Clerk conducted the Roll Call.

Present: Alderman Troy Smith, Alderman Casey Biellier, Alderman Joyce Lancaster, Alderman Scott Swatosh, Alderman Carol Wilson, and Mayor Sam Baird

2. Agenda Amendments/Agenda Approval

Mayor Baird brought it to attention that per City Attorney, Holly Dodge, Items # 16 and # 17 can be combined to close the open session and open the closed session with the same motion. Motion was made by Alderman Smith and seconded by Alderman Biellier to amend the agenda to combine Items #16 and # 17. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

3. Consent Agenda

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the consent agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

4. Current outstanding invoices, and draft and check paid invoices for April/May 2024.

Discussion/Vote

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the current outstanding invoices, and draft and check paid invoices for April/May 2024. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

5. Citizen Input

Citizen James Stagner spoke to the Board of Aldermen about his desire to see the dates for fireworks sales to be extended. Ultimately, he was told the dates will not change, however, the Board of Aldermen did agree to look at the current code and discuss it. Mr. Stagner was invited to return to the next meeting to hear the discussion.

6. Presentation of 2023 Internal Audit by Decker & DeGood PC

Blake Pace, CPA, gave details of the audit stating there was nothing negative found and stated that Chief Financial Officer, Carolyn Halverson, did a great job organizing the information needed to conduct the audit. Mr. Pace stated the City of Willard is operating in the plus and should have no financial worries if the operating budget continues as it is currently working.

7. Final Plat for ATM Square. Discussion/Vote

There was much discussion about the need for the sidewalks and the bridge and who should be responsible for paying for those items. Mayor Baird stated that in the past there were too many issues agreed upon verbally and that he's confident Mike Reusch will bring the city up to speed by putting all details in writing in the future. At this point, if the developer doesn't agree to cover the costs of the sidewalks, the city will have to pay. Mike Reusch has submitted documents to FEMA to have the specific lots currently considered to be in a flood plain upgraded to not being classified as a flood plain. The City Attorney recommended a motion should be entertained to send the ATM Square Plat back to Planning and Zoning to determine the cost and or distance that the developer should pay and the cost the city will agree to pay. Per the City Attorney, a motion was made by Alderman Smith and seconded by Alderman Biellier to return the ATM Square Plat to Planning and Zoning and have Mike Reusch ask the developer to agree to and place in writing that the developer will pay for 600 feet of sidewalk from the west property line heading east and north of New Melville. Motion carried with a vote of 4-1. Voting aye: Aldermen Smith, Biellier, Swatosh, and Wilson. Voting nay: Alderman Lancaster.

8. Appoint members to the Board of Adjustments. Discussion/Vote

a. Ray Cook

b. Jeremy Hill

Motion was made by Alderman Smith and seconded by Alderman Lancaster to appoint Ray Cook to a one-year term and Jeremy Hill to a two-year term.

9. Police Retention via Shift Differential and Pay Structure. Discussion

Police Chief, Thomas McClain presented a PowerPoint presentation and discussed why he feels he is unable to retain police officers and asked for the Board of Aldermen to consider increasing starting pay, adding shift differential pay, and take-home cars to retain current officers and attract new officers. Chief McClain also discussed options for obtaining a newer fleet of cars for the department. This issue will be discussed between City Administrator, Wesley Young, and Chief Financial Officer, Carolyn Halverson, to see how much money the budget will allow us to make necessary improvements and the report will be brought back for further discussion.

10. Ordinance adopting new amendments to the Willard Municipal Code City Clerk section #115.100. (2nd Read) Discussion/Vote

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the ordinance adopting new amendments to the Willard Municipal Code City Clerk section #115.100 as stands. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

11. Ordinance authorizing the Mayor to accept a proposal and contract with Canon Financial Services to lease a new printer for the utility clerks. (2nd Read) Discussion/Vote

Motion was made by Alderman Lancaster and seconded by Alderman Smith to approve the ordinance authorizing the Mayor to accept a proposal and contract with Canon Financial Services to lease a new printer for the utility clerks as stands. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

12. Ordinance adding an Inflow and Infiltration Section to the Municipal Code. (1st Read) Discussion/Vote

Mike Reusch explained that this will be certified vs. non-certified and it will be left to the customer to initiate, however, the customer will get a better rate if they take part. Mr. Ruesch has sent the ordinance to City Attorney, Holly Dodge, for review and is waiting to hear back. Mr. Reusch is asking for a 1st Read with the opportunity to establish the ordinance after hearing back from the City Attorney. Motion was made by Alderman Smith and seconded by Alderman Biellier to establish the ordinance at a second read at the next meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

13. Sanitary Sewer Project Status Report

Project Manager, Steven Bodenhamer, gave an update on this project.

14. New Business

a. Farm Road 94 Expansion. Discussion

Mike Reusch has been in contact with quarry owners who have asked to expand Farm Road 94 at their cost and no cost to the city. The Board of Aldermen agree but propose a legal liability by the quarry owners so as not to hold the city responsible. Voting is not needed. Mike Reusch will talk to Public Works to approve acceptability.

15. Unfinished Business

Alderman Biellier asked if the cost of the upcoming election was confirmed. Mayor Baird explained that it was confirmed and that the issue will be discussed and voted on at the next meeting.

16. Recess Open Session

Motion was made by Alderman Biellier and seconded by Alderman Swatosh to recess the open session and open the closed session pursuant to RSMO Section 610.021 #(1) Legal. Motion was carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

17. Open Closed Session pursuant to RSMO Section 610.021 #(1) Legal

As pointed out by Mayor Baird when reviewing the agenda at the beginning of the meeting, City Attorney, Holly Dodge, previously stated that #16 and #17 can be done legally in one step and, therefore, was handled this way.

18. Call the meeting to order.

19. Roll Call

20. Close the Closed Session and Reconvene the Open Session

Motion was made by Alderman Biellier and seconded by Alderman Smith to close the closed session and reconvene the open session. Motion was carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

21. Adjourn Meeting

Motion was made by Alderman Smith and seconded by Alderman Biellier to adjourn the meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

Meeting was adjourned at 8:25 p.m.

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL

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Janice Gargus, City Clerk

Sam Baird, Mayor