

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
June 24, 2024
6:00 p.m.

Staff present: City Administrator Wes 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, Municipal Court Clerk Terry Forshee, City Attorney Nate Dally, Planning and Zoning Director Mike Reusch, Project Manager Steven Bodenhamer.

Attendees: Burnis Coleman, Mindy Latham, Roscoe Killingsworth, Angie Wilson, Mark Lancaster, Larry Whitman, Jeremy Hill

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/Mayor Elect Troy Smith, Alderman Casey Biellier, Alderman Keene, Alderman Joyce Lancaster, Alderman Scott Swatosh, Alderman Carol Wilson, and Mayor Sam Baird

2. Agenda Amendments/Agenda Approval

Mayor Baird said that Item #7 needs to be tabled until the next Board of Alderman meeting. Alderman David Keene was present at the last meeting, but his name was omitted from the Roll Call and needs to be amended. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to amend the agenda to table Item #7 until the next Board of Alderman meeting and to amend the Roll Call to include Alderman Keene. Motion carried with a vote of 6-0. Voting aye: Mayor Elect/Aldermen Smith, Biellier, Keene, Lancaster, Swatosh, and Wilson.

3. Mayor Remarks

Mayor Sam Baird gave exiting words in reference to serving as the Interim Mayor and his family influences for doing so and staying committed through his years of service as an Alderman and Interim Mayor. He thanked the Board of Aldermen for not only being great to work with, but also for their support during his personal crisis and the loss of his wife. Mayor Baird said all the right people are in place now to move the City of Willard in the right direction. This includes Mayor Troy Smith, the current Board of Aldermen, the new City Administrator West Young, and the City Clerk, Janice Gargus. He highly commended the Interim City Administrator, Donna Stewart, for putting positivity and the best interest of the City of Willard in place through all the adversity she faced. He credits Donna for putting all the right people in place including using a recruiter to hire Wes Young. He said Wes absolutely is the right person to run the City of Willard because his background and experience highly qualifies him to bring the change and management the city needs. He also stated that the Director of Planning & Zoning, Mike Reusch, is another asset for the city and Mike has and will continue to bring the City of Willard into the 21st Century. Mayor Baird encouraged everyone to keep the best interests of the City of Willard at heart and to remain proactive at working together in a positive manner. He encouraged anyone who might be unhappy with anything to reach out to their

Alderman and do not turn to social media by posting information that causes anger to grow among our citizens. He said Facebook, etc., doesn't allow the truth, as only part of the issue gets told and opinions are formed by those who do not attend Board of Aldermen meetings or seek the entire truth from their Aldermen.

4. Oath of Office – Mayor Troy Smith

City Clerk, Janice Gargus, performed the Oath of Office of Mayor Troy Smith.

5. Consent Agenda

Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the Consent Agenda with the amendments to be made to the meeting minutes of the previous meeting on 6/10/2024. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

6. Current Outstanding Invoices, Draft and Check Paid Invoices for May/June 2024.

Discussion/Vote

Mayor Baird asked if anyone had any questions or concerns before approving the financials. Chief Financial Officer, Carolyn Halverson, answered questions for clarification that did not pose any concerns. Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the Current Outstanding Invoices, Draft and Check Paid Invoices for May/June 2024. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

7. Oath of Office – Alderman Ward 1 – Jeremy Hill as Appointed by Mayor Troy Smith

This item was tabled until the next meeting as the Aldermen were only made aware of this appointment tonight and will vote at the next meeting on 7/8/24 and then Jeremy Hill will take the Oath of Office, if the Board approves the appointment.

8. Proclamation – Willard Tigers Day – June 28, 2024

This item was put off until the next meeting on 7/8/24 as the team was not notified to attend tonight's meeting.

9. Citizen Input

Larry Whitman, 508 Pine, thanked the Parks Department for moving the playground equipment from Jackson Street Park to the Miller Farm Park and that it looks so much better now with the improvement to that park as well. Larry also thanked Mayor Baird for his nine years of service on the Board of Aldermen and as Interim Mayor. Additionally, Alderman Joyce Lancaster congratulated and thanked Parks Director, Jason Knight. Jason said thank you goes to the Better Together group.

10. Fireworks Sales Dates/Survey Results. Discussion/Vote

City Administrator, Wes Young, went over the results of the citizen survey. Motion was made by Alderman Keene and seconded by Alderman Wilson to keep the current fireworks dates with no amendments. Motion carried with a vote of 3-2. Voting aye: Aldermen Keene, Lancaster, and Wilson. Voting nay: Aldermen Biellier and Swatosh.

11. Orders of Destruction of Court Files Closed in 2017 and 2018. Discussion/Vote

Municipal Court Clerk, Terry Forshee, discussed the need to eliminate old files due to storage issues by stating there are too many files to keep. She said the process will start with destruction of files from 2017 and 2018 and eventually more will be destroyed as well. She stated that it is only the files, and no evidence is involved because the evidence is held at the Police Department. City Administrator, Wes Young, asked the City Clerk to put this into a blanket ordinance so it does not have to be voted on each time files are destroyed. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the destruction of court files for 2017 and 2018 and to put this item into a blanket

ordinance so the item does not have to be voted on each time files are destroyed. Motion carried with a vote of 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

12. Farm Road 94 Expansion Update. Discussion

Director of Planning & Zoning, Mike Reusch, reiterated his prior discussion comments and details concerning this issue and stating that the quarry owner has asked to take full responsibility for this project financially. It was recommended by the Board of Aldermen to get the written contract updated and signed by all of those involved before releasing approval for the work to start.

13. Recommendation to Approve WPD Take Home Vehicle Policy. Discussion/Vote

Chief McClain said there are two officers who are interested in taking advantage of this incentive, possibly a third officer. When asked, he stated that currently there are not enough vehicles for every officer to have a take home car, however, the cars will be issued by seniority status. Chief McClain stated that this is an incentive for the officers, but the officers have to live within a 20-mile radius to be able to take their car home. Questions were asked concerning the cost of this item and Wes reiterated that there are no additional costs at this time because there's enough money in the budget to cover this currently. Motion was made by Alderman Swatosh and seconded by Alderman Lancaster to approve the WPD Take Home Vehicle Policy. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

14. Ordinance Amended 2024 Budget. (2nd Read) Discussion/Vote

Carolyn Halverson went over the amended budget lines and totals and explained each of them. Wes answered questions clarifying that these are projections only and to have a more accurate assumption, the budget needs to be looked at later in the year. Motion was made by Alderman Biellier and seconded by Alderman Wilson to approve the Ordinance Amended 2024 Budget. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

15. Ordinance to Amend Chapter 500 – Building Code and Building Regulations of the Willard Code, by Adopting the International Code Council 2018 Codes as Supplemented or Amened and the 2017 NEC Code as Supplemented or Amended (1st Read) Discussion

Director of Planning & Zoning, Mike Reusch, explained the impact these fees would have regarding the city. He answered questions in complete detail and asked that the Board of Aldermen read the ordinance and be prepared to vote at the next meeting. Motion was made by Aldermen Lancaster and seconded by Alderman Biellier to approve the 1st Read. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

16. Ordinance to Add a New Section Titled Commercial Construction to the Willard Code of Ordinances Establishing and Ordinance for Regulation and Establishing Connection Fees, in the City of Willard. (1st Read) Discussion.

Director of Planning & Zoning, Mike Reusch, also explained the impact these fees would have on the city. He answered questions in complete detail and asked that the Board of Aldermen read the ordinance and be prepared to vote at the next meeting. Motion was made by Aldermen Keene and seconded by Alderman Swatosh to approve the 1st Read. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

17. Ordinance to Add a New Section Titled Commercial Construction to the Willard Code of Ordinances Establishing an Ordinance for Regulations and Establishing Facility and Capacity Fees, in the City of Willard, Missouri. (1st Read) Discussion

Director of Planning & Zoning, Mike Reusch, also explained the impact these fees would have on the city. He answered questions in complete detail and asked that the Board of Aldermen read the ordinance and be prepared to vote at the next meeting. Motion was made by Aldermen Keene and

seconded by Alderman Biellier to approve the 1st Read. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

18. Ordinance to Add a New Section Titled Commercial Construction to the Willard Code of Ordinances Establishing and Ordinance for Regulations and Establishing Fees for Commercial Construction in the City of Willard, Missouri. (1st Read) Discussion

Director of Planning & Zoning, Mike Reusch, also explained the impact these fees would have on the city. He answered questions in complete detail and asked that the Board of Aldermen read the ordinance and be prepared to vote at the next meeting. Motion was made by Aldermen Keene and seconded by Alderman Biellier to approve the 1st Read. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

19. Ordinance to Amend Section 500.110 Fee Schedule of the Willard Code of Ordinances in the City of Willard, Missouri. (1st Read) Discussion

Director of Planning & Zoning, Mike Reusch, also explained the impact these fees would have on the city. He answered questions in complete detail and asked that the Board of Aldermen read the ordinance and be prepared to vote at the next meeting. The Board recommended adding an option for “as needed” to the ordinance. Motion was made by Aldermen Keene and seconded by Alderman Swatosh to approve the 1st Read with the option of “as needed” being added for the 2nd Read at the next meeting. Motion carried with a 5-0 vote. Voting aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

20. Sanitary Sewer Project

Project Manager, Steven Bodenhamer, gave an update on this project. He explained the status of the project and stated that there are plans for review in one week.

21. Water Tower Recoating

Project Manager, Steven Bodenhamer, also gave an update on this project including OSHA requirements and the issue of the cell phone items on top of the tower.

22. City Administrator Remarks

Wes explained that this is a new item on the agenda and will be from this meeting forward. This is an opportunity for him to give general updates and information on various items. He said that 1st Read, and 2nd Read is for clarity on ordinances and that the vote is to take place on the 2nd Read. He discussed the benefits and the possibility of agenda software and video recordings to record the meeting minutes. He said this could then be uploaded to the website, which Mike and Tammy are working on now to get updated by 2025. He said the commercial survey is out for feedback and this will be an annual tool. The current survey deadline is August 31, 2024. He also reminded everyone that the meetings are being recorded so we need to pay attention to using proper language. Wes will be at The Hive on July 2nd @ 11:00 a.m. for coffee and citizen input and discussion. He said the OTO – Jackson Street Overlay Project could go to bid mid to late July. In reference to the city sewer challenges, Wes asked engineering consultants he dealt with in the past to come and meet with him and Public Works Director, Justin Sorgen. The consultants will put their proposal together and come to a future meeting to present it to the Board.

23. New Business

Mayor Smith requested a wall of mailboxes for everyone, and he was told they already exist and where they can be found. He also requested that future meeting packets for the night of the meeting be placed in binders with tabs to eliminate loose papers and the issue of losing track of where the information being discussed is located. He and Casey said this would be great considering the packets sent via email are a mess with some pages being turned in the wrong direction and difficult to deal with.

24. Old Business

None

25. Adjourn Meeting

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

Meeting was adjourned at 8:22 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

Troy Smith, Mayor