



CITY OF WILLARD

BOARD OF ALDERS SPECIAL MEETING

July 06, 2026 at 6:00 PM

Willard City Hall, 224 W. Jackson St., Willard, MO

MINUTES

Staff Present: Mike Ruesch, Ray Lynch, Justin Robinson, Trevor Hoffman, Genia Mount, Wes Young, Caitlin Goebel, Edward Sands, Shane Fox, Tammy Swisher

Public Present: Kala Sheppard, Joraguelyn Robinson

PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance

CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:02pm and asked the P & Z Assistant Tammy Swisher to conduct the Roll Call.

1. ROLL CALL

P&Z Assist Tammy Swisher conducted the roll call. Present: Mayor Troy Smith, Casey Biellier, Jeremy Hill, David Keene, Rachel Mathison. Absent: Joyce Lancaster, Carol Wilson (showed at 6:04) P&Z Assist Tammy Swisher confirmed that a quorum was present.

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

Item 7a. was switched to 5a because there was public present.

The name should have been Board of Alders Special Meeting not Regular.

Mayor Smith asked for a motion to approve the agenda, Motion was made by Alder Casey Bieller and seconded by Alder David Keene, Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Mathison, and Wilson.

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."

3A. BOARD OF ALDERS REGULAR MEETING MINUTES 06/22/2026

Mayor Smith asked for a motion to approve the minutes, Motion was made by Alder Casey Bieller and seconded by Alder David Keene, Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Mathison, and Wilson.

4. CITIZEN INPUT

None

5. DISCUSSION

5A. CAPSTONE PROJECT

Mike Ruesch spoke about his Capstone Project

5B. EMPLOYEE HANDBOOK

Caitlin Goebel spoke about how she is working on the Employee handbook. She has it almost complete and should have it ready soon to present to the Board.

5C. ON CALL PROCEDURES

Caitlin Goebel spoke about what our on-call procedures look like now verses what they will be changing to.

5D. TAKE HOME VEHICLE POLICY

Caitlin Goebel spoke about what the vehicle policy is now verse what we would like to see in the future.

6. RESOLUTIONS

None

7. ORDINANCES

7A. AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, ADOPTING THE CITY OF WILLARD ECONOMIC DEVELOPMENT INCENTIVE POLICY.

Mayor Smith asked for a motion to approve the First Read of the ordinance. Motion to approve a First Read was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Motion to continue to the second Read was made by Alder Hill and seconded by Alder Keen. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Mayor Smith read the ordinance for a second time. Motion to approve the Ordinance was made by Alder Biellier and seconded by Alder Hill. Motion carried/ordinance approved with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

7B. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, APPROVING A COMPENSATION ADJUSTMENT FOR THE WATER SUPERVISOR POSITION

Mayor Smith asked for a motion to approve the First Read of the ordinance. Motion to approve a First Read with option 2 was made by Alder Hill and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Motion to continue to the second Read with option 2 was made by Alder Hill and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Mayor Smith read the ordinance for a second time. Motion to approve the Ordinance with option 2 was made by Alder Biellier and seconded by Alder Keene. Motion carried/ordinance approved with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

7C. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, APPROVING A COMPENSATION ADJUSTMENT FOR THE SEWER SUPERVISOR POSITION

Mayor Smith asked for a motion to approve the First Read of the ordinance. Motion to approve a First Read with option 2 was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Motion to continue to the second Read with option 2 was made by Alder Keene and seconded by Alder Hill. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Mayor Smith read the ordinance for a second time. Motion to approve the Ordinance with option 2 was made by Alder Biellier and seconded by Alder Keene. Motion carried/ordinance approved with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

**7D. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD,
MISSOURI, APPROVING A COMPENSATION ADJUSTMENT FOR THE STREETS
SUPERVISOR POSITION**

Mayor Smith asked for a motion to approve the First Read of the ordinance. Motion to approve a First Read with option 2 was made by Alder Hill and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Motion to continue to the second Read with option 2 was made by Alder Keene and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Mayor Smith read the ordinance for a second time. Motion to approve the Ordinance with option 2 was made by Alder Biellier and seconded by Alder Keene. Motion carried/ordinance approved with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

**E. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD,
MISSOURI, APPROVING A POSITION TITLE CHANGE AND COMPENSATION
ADJUSTMENT FOR EMILY MILLS**

Mayor Smith asked for a motion to approve the First Read of the ordinance. Motion to approve a First Read was made by Alder Keene and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Motion to continue to the second Read was made by Alder Keene and seconded by Alder Biellier. Motion carried with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

Mayor Smith read the ordinance for a second time. Motion to approve the Ordinance was made by Alder Mathison and seconded by Alder Biellier. Motion carried/ordinance approved with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, and Mathison.

7. CITY ADMINISTRATOR REMARKS

Wes Young thanked everyone for all they do for the city.

8. NEW BUSINESS

None

9. UNFINISHED BUSINESS

Alder Biellier asked about the streets. Trevor said they are talking about pressure paving.

Alder asked about recycling center. Wes said that we are waiting for the new bins and that someone threw trash over the gate that we had to clean up.

10. RECESS OPEN SESSION

Alder Biellier motioned to recess Open Session and enter Closed Session. Motion was seconded by Alder Keene. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson. Open session recessed at 8:14 p.m.

**12. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL (3)
PERSONNEL (13) PERSONNEL**

13. CALL THE MEETING TO ORDER

14. ROLL CALL

15. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

16. ADJOURN MEETING

If you have special needs which require accommodation, please notify personnel at the City Hall. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at 417-742-5302.

Courtney Myers, City Clerk