



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

September 08, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Holly Dodge, City Clerk Rebecca Hansen, CFO Carolyn Halverson, Director of Parks Jason Knight, Director of Public Works Trevor Hoffman, Financial Assistant Genia Mount, Planning and Zoning Director Mike Ruesch, Project Manager Steve Bodenhamer, Police Officer JD Landon.

Citizens Present: Jacob Hill

PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance.

CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:00 pm and asked the City Clerk to conduct the roll call.

ROLL CALL

City Clerk Rebecca Hansen conducted the roll call.

Present: Mayor Troy Smith, Jeremy Hill, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson

Absent: Casey Biellier

Rebecca Hansen confirmed that a quorum was present.

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

City Administrator Wes Young mentioned that there will be no need for a closed session after all. Also, agenda item 7A, Aquatic Plant Resolution, will take the form of an ordinance rather than as a resolution.

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

A. Meeting Minutes from August 25, 2025

B. August/September 2025 Current Outstanding Invoices, Checks, and Draft Paid Invoices

C. Department Head Report City Clerk August 2025

Department Head Report Court August 2025

Department Head Report Human Resources August 2025

Department Head Report Parks August 2025

Department Head Report Planning and Zoning August 2025

Department Head Report Police August 2025

Public Works Department Head Report August 2025

Board Attendance Report

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

4. CITIZEN INPUT

A. Correspondence Related to Public Comment

No citizen input

5. PUBLIC HEARING

A. A PROPOSAL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF WILLARD, MISSOURI, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN PARCEL OF PROPERTY #0736400019 FROM R-1 (SINGLE-FAMILY RESIDENTIAL) DISTRICT TO MU (MIXED USE)

Jeremy Hill excused himself from discussion because of conflict of interest. Ryan and Monica Conway (689 E Simpson) stood and described how floodwaters come up to the fence line of many homes, and cover the driveways on the homes on the end. Alder Mathison echoed that she lives on Wright and has seen that flooding as well.

Planning Director Mike says three drainage basins drain through the flooding area. The City is aware of this problem and will include this information so the City can attempt to mitigate this problem with the development that happens there.

Jacob Hill (127 State Highway Z), owner of the land, hopes to work with the City on the issue of mitigating future flooding.

6. PROJECT MANAGER REPORT

A. Sanitary Sewer Project Status (7 minutes)

Project Manager Steve Bodenhamer relayed that the 94 Lift Station/Forced Main bidding process is going ahead. 15 contractors have responded, which should result in competitive bidding. Minor product procedure concerns are being addressed. Regarding the Meadows Connection to Springfield, the City received a verbal agreement from DNR to subsidize the switch to a 15-inch from a 12-inch pipe. (A written agreement is forthcoming) Any further action is on hold until bidding for the other project is complete. Easements are completely taken care of.

7. RESOLUTIONS

A. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI ACCEPTING THE COST SHARE AGREEMENT WITH THE MISSOURI DEPARTMENT OF CONSERVATION TO IMPLEMENT SHORELINE PLANTINGS AT THE RECREATION CENTER POND (5 minutes)

(THIS RESOLUTION WAS CHANGED TO ORDINANCE 250908B.) Director of Parks Jason summarized the agreement with Missouri Conservation to cost share a project aiming to mitigate algal blooms in the pond. Many people fertilize lawns upstream, and the nutrient overfertilizes the water, resulting in algal blooms. They are suggesting upstream plantings to absorb the nutrients. Aquatic shoreline plantings are the next step. This cost share requires a \$1100-1200 initial investment. Missouri Conservation will help us pot/plant the aquatic plants and then they cover half of the cost. Thus, our portion will be less than \$600.

The Alders asked if there are options if the problem isn't completely solved with this. Floating marsh islands will be a next step, if needed. Then fish will be added and the result will be a nice recreation pond.

Mayor Smith asked for a motion. First read motion was made by Alder Hill and seconded by Alder Mathison. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. Motion was made by Alder Hill to have a second read of the ordinance at today's meeting. It was seconded by Alder Mathison. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. Motion carried with a 5-0 vote. Clerk Rebecca read the ordinance a second time. Motion was made by Alder Hill and seconded by Alder Lancaster. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. The ordinance passed.

B. A RESOLUTION AUTHORIZING THE SALE BY PUBLIC AUCTION OF SURPLUS PARK EQUIPMENT OWNED BY THE CITY OF WILLARD, MISSOURI (5 minutes)

Director of Parks Jason explained that this ordinance affects five pieces of rocking equipment and a geodesic climbing dome. To reinstall we would have to install based on current code. Cost would be prohibitive. Park Board approved to instead auction these pieces.

Mayor Smith asked for a motion. Motion was made by Alder Hill and seconded by Alder Mathison. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson.

C. A RESOLUTION AUTHORIZING AN EARLY-COMPLETION INCENTIVE FOR THE JACKSON STREET CONCRETE IMPROVEMENTS PROJECT. (5 minutes)

City Administrator Wes mentioned Public Works did their portion on the project; the concrete project was published but there were no bidders. We will cast a wider net and add incentive (\$10,000) so we can get more bidders for a small job and get it completed earlier. We don't have enough man-power to have Public Works do that themselves.

Mayor Smith asked for a motion. Motion was made by Alder Hill and seconded by Alder Wilson. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson.

8. ORDINANCES

A. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AMENDING CHAPTER 120, OPEN MEETINGS AND RECORDS POLICY FOR THE PURPOSE OF UPDATING THE CODE TO REFLECT CHANGES IN THE SUNSHINE LAW (5 minutes)

City Administrator Wes said that this ordinance is simply aligning ourselves with most recent state legislature. This generally accepts that legislature language so we don't have to adopt verbatim language every year. City Clerk Rebecca read the ordinance once. Mayor Smith asked for a motion. Motion was made by Alder Hill and seconded by Alder Keene. Motion carried with a 5-0 vote. Voting

Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. Alder Hill then made a motion to perform the second read at tonight's meeting. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. City Clerk read the ordinance a second time. Mayor Smith asked for a motion. Motion was made by Alder Hill and seconded by Alder Keene. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson.

B. AN ORDINANCE OF THE BOARD OF ALDERS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF WILLARD, MISSOURI, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN PARCEL OF PROPERTY #0736400019 FROM R-1 (SINGLE-FAMILY RESIDENTIAL) DISTRICT TO MU (MIXED USE) AND REPEALING ALL CONFLICTING ORDINANCES OR PARTS OF ORDINANCES (5 minutes)

Alder Hill excused himself, due to conflict of interest. City Administrator Wes reminded the Board that the topic of this ordinance was addressed during the public hearing discussion

Mayor Smith asked for a reading of the ordinance, then asked for a motion. Motion was made by Alder Keene and seconded by Alder Lancaster. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. Alder Lancaster then motioned to have the ordinance read a second time, seconded by Alder Keene Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson. Mayor Smith asked for a second reading of the ordinance and a motion. Motion was made by Alder Keene and seconded by Alder Mathison. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson.

9. CITY ADMINISTRATOR REMARKS

City Administrator Wes Young mentioned that the City is looking at software packages. One company looks promising but we must finish scoring./ We got preliminary response on road surveys. Our roads are not as bad as we thought. We are not far from where we need to be to maintain, but it will cost \$900,000 over one year to get up to maintenance level. Wes also reported he will be in England for about 3 weeks and left instructions on how to get hold of him.

10. NEW BUSINESS

No new business

11. UNFINISHED BUSINESS

No unfinished business

ADJOURN MEETING

At 6:45, motion was made by Alder to adjourn the meeting. Motion carried with a 5-0 vote. Voting Aye: Alders Hill, Keene, Lancaster, Mathison, Wilson

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Rebecca Hansen, City Clerk