



CITY OF WILLARD

BOARD OF ALDERMAN REGULAR MEETING

April 28, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Nate Dally City Clerk Rebecca Hansen, Parks and Recreation Director Jason Knight, CFO Carolyn Halverson, Planning and Zoning Director Mike Ruesch, Police Officer JD Landon, Director of Public Works Trevor Hoffman, Project Manager Steve Bodenhamer

Citizens Present: Sam Baird

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

Rebecca Hansen conducted the roll call

Present: Mayor Troy Smith, Casey Biellier, David Keene, Joyce Lancaster, Scott Swatosh, Carol Wilson

Rebecca Hansen confirmed that a quorum was present.

AGENDA AMENDMENTS/APPROVAL OF AGENDA

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."

1. Meeting Minutes from April 14, 2025
2. March Financial Summaries

March Financial Statements

March/April Outstanding Invoices, Checks, and Draft Paid Invoices

March Check Register

March Utilities Adjustment Report

Mayor Smith asked for a motion to approve the Consent Agenda. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the Consent Agenda. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson.

CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES

CITIZEN INPUT

PROJECT MANAGER REPORT

3. Progress on Sewer Project

Project Manager Steven Bodenhamer reported that the construction permit documents have been submitted on 94 Lift Station and we are waiting on DNR and other agencies. All easements have been accepted or granted, and we are just waiting on final trust documents regarding one easement. The City will also pursue temporary construction easements from 94 to Springfield, to leave room for large equipment to work.

UNFINISHED BUSINESS

4. AN ORDINANCE GIVING THE MAYOR AUTHORITY TO ENTER INTO AN AGREEMENT WITH ARROW FOR HIGH-SPEED INTERNET/VOIP SERVICE AND FOR STARLINK SERVICES, LLC TO BE USED AS BACK-UP TO PROVIDE PHONE AND INTERNET SERVICES FOR THE CITY OF WILLARD (SECOND READ)

Mayor confirmed that nothing new needed to be discussed.

Mayor Smith had the ordinance read and asked for a motion. Motion was made by Alderman Keene and seconded by Alderman Biellier to approve this ordinance. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

5. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CULPEPPER & MERRIWEATHER CIRCUS (SECOND READ)

Mayor confirmed that nothing new needed to be discussed.

Mayor Smith had the ordinance read and asked for a motion. Motion was made by Alderman Keene and seconded by Alderman Biellier to approve this ordinance. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

6. RESOLUTION OF SUPPORT FOR OZARK REGIONAL LEGISLATIVE PRIORITIES

City Administrator Wes reminded the Board he had mentioned this resolution at the last meeting during his State of the City remarks. The Springfield Chamber of Commerce is looking at regional advocacy. Wes reports that Willard's voice has been heard in these meetings. The resolution spells out the priorities decided in that council. What is good for the region is good for the City.

Mayor Smith asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve this resolution. Motion carried with a 5-0 vote. Voting Aye Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

7. SPECIAL EVENTS ALCOHOL REQUEST

Park Director shared that Mile 6 Taproom has asked to move their retail distribution point to Jackson Street Park during the Freedom Fest. Jason says they have been a good partner so far. They will set up a barrier—enclosed tent space with single entry monitored that entry—no one under 21 in and no alcohol in. They have the insurance and licenses needed, and Chief McClain has signed off on it. 12-10pm would be operating hours. Alcohol has not been served at Freedom Fest before, to Jason's knowledge. When asked whether he had some concerns, Jason said that, as an organizer, he has pause to bring alcohol. He has seen at other events that when it is hot, people can drink too much and it can create property damage and fights. Jason said he would like to partner with Mile 6; he is unsure if this s the event he would have chosen as a trial run. The Board briefly discussed the pros and cons of having alcohol at Freedom Fest.

Mayor Smith asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Wilson to deny this special events alcohol request. Motion carried with a 4-1 vote. Voting Aye Aldermen Biellier, Lancaster, Swatosh, and Wilson. Alderman Keene voted Nay.

ANNOUNCEMENT OF ELECTION RESULTS

8. A RESOLUTION CANVASSING AND/OR ACCEPTING APRIL 8, 2025 ELECTION RESULTS

Mayor Smith asked that the election results be read and asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Wilson to approve this resolution. Motion carried with a 5-0 vote. Voting Aye Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

ADJOURN SINE DIE

Mayor Smith asked for a motion. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to adjourn sine die. Motion carried with a 5-0 vote. Voting Aye Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

Mayor thanked Scott Swatosh for his service to the community and invited him to sit with the public.

OATHS OF OFFICE

Rachel Mathison took the oath of office as Alderman of Ward 3

Troy Smith took the oath of office as Mayor

David Keene took the oath of office as Alderman of Ward 2

CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:28 pm and asked the City Clerk to call the roll.

ROLL CALL

Alderman Rachel Mathison took her seat on the Board and Rebecca Hansen conducted the roll call

Present: Mayor Troy Smith, Casey Biellier, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson

Rebecca Hansen confirmed that a quorum was present

NEW BUSINESS

9. NOMINATION OF MAYOR PRO TEMPORE

Mayor Smith opened the floor for nominations. After a brief discussion, David Keene was nominated and accepted the nomination. Mayor asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Wilson to appoint David Keene as Mayor Pro Tempore. Motion carried with a 4-0 vote, with David Keene abstaining. Voting Aye Aldermen Biellier, Lancaster, Mathison, and Wilson

10. NOMINATION OF REPRESENTATIVE TO PLANNING AND ZONING COMMISSION

Mayor Smith opened the floor for nominations. After a short discussion, David Keene was nominated and accepted the nomination. Mayor asked for a motion. Motion was made by Alderman Biellier and seconded by Alderman Mathison to appoint David Keene as Representative to the Planning and Zoning Commission. Motion carried with a 4-0 vote, with David Keene abstaining. Voting Aye Aldermen Biellier, Lancaster, Mathison, and Wilson

11. NOMINATION OF REPRESENTATIVE TO ECONOMIC DEVELOPMENT TASK FORCE

Mayor Smith opened the floor for nominations. After some discussion, Casey Biellier was nominated and accepted the nomination. Mayor asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Wilson to appoint Casey Biellier as Representative to the Economic Development Task Force. Motion carried with a 4-0 vote, with Alderman Biellier abstaining. Voting Aye Aldermen Keene, Lancaster, Mathison, and Wilson

12. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH OZARKS COCA-COLA/DR. PEPPER BOTTLING CO (FIRST READ)

Parks Director Jason explained that this beverage company is the only one who takes on smaller cities. The cost is fair and the company offers a sponsorship. The Board asked Jason to compare it with buying beverages wholesale at Sam's Club. Jason said Sam's Club doesn't offer any service, no sponsorship, we can mark up the larger bottles more than the smaller bottles offered by Sam's. So there is more actual revenue as well. The Board questioned whether a vending or snack bar service is valuable to the City or the taxpayers. There was some discussion on whether the snack bar service is truly profitable. Jason said that he hoped the presentation he would be giving would help clarify that.

13. AN ORDINANCE ADDING SECTION 405.155 OF THE CITY CODE (FIRST READ)

Planning Director Mike shared that this concerns both the Planning Department and the Parks Department—Parks now gets \$400 per building permit for maintenance and expansion of the parks. The proposed changes to this ordinance give flexibility: the changes would allow large developers to build a park and lower their building permit cost, in exchange.

The Board asked about pocket parks. Mike explained that these are smaller parks in the development. The idea is to join these with trails; the City will maintain both. Developers could offer a park and the Planning Commission and BOA will decide if they like it. A separate ordinance is coming that will allow a developer to donate towards existing parks and plans.

14. AN ORDINANCE ADDING SECTION 405.156 OF THE CITY CODE (FIRST READ)

Planning Director Mike said that this section is related to the previous section, but deals with trails. Some trails would act as park connectors, which is an 8 foot park path instead of 5 foot city sidewalk. We would be able to work with developers to develop trails that will connect the City and add outdoor activity and safety.

PARKS PROGRAM REPORTS AND FINANCIAL UPDATE

15.2025 Revenue Reports and Summary

Parks Director Jason shared revenue reports and a Power Point Presentation. The Park requires a transmittal from the General Fund to operate and that has been concerning the Board. Jason pointed out that the rec center and the pool lose the most money, as most do. Half of the budget is just to maintain parks and buildings. Nixa uses a system we are trying to emulate. Our spending is not out of line with other cities. Taxes don't keep up with inflation. Minimum wage and insurance is going up. Rec Center and Pool are needing maintenance as they age. The City is looking for grants and public/private partnerships. We are enhancing our advertising to grow our programs. Solutions to our budget shortfall could include increasing commercial and real estate sales and sponsorships where local businesses sponsor events and programs. We could develop partnerships with retail stores for mutual promotion. We could save money also: energy efficiency, using more volunteers. He will continue to evaluate and streamline to focus on the most popular and cost-effective programs. Some popular programs are ones that look on paper like they should be cut.

Mayor brought up that quality of life might sometimes trump dollars and cents. Quality of life might bring in growth that brings an increased economy.

The Board spoke about getting programs to pay for themselves. We can't raise rates on programs. We could cut sports but citizens will be upset. Park Board might get more involved. Perhaps we could use volunteers for concession stands. It was noted that parents haven't historically been available. We can't even get coaches. It was suggested that we could register entire teams, but those teams dominate and kids don't want to play next year. Subtle differences could improve team sports. BOA might like to hear from the Park Board. Park Board wants to act only in an advisory role at this time. Parks is a large part of our annual budget. We will plan a Work Study meeting for the future.

SPECIAL EVENT VOLUNTEER COMMITTEE CHARTER

16.Special Event Volunteer Committee Charter

Park Director Jason shared that the goal of this charter is to streamline costs in the Park Department by organizing volunteer efforts more effectively. Feedback from volunteers indicated that there could be better structure. This gives structure and communication.

CITY ADMINISTRATOR REMARKS

City Administrator Wes reported that he is talking to banks, researching how the City can get a better return on reserve funds. / Flow meters are now working; several probes failed but we got those replaced and we are going to get laptop, software and probes, as needed. D Lift Station has a large I&I issue related to the sump pump.. There was another runoff issue that was found as well. The public works department has an idea to resolve it and is moving ahead with it / Most recent update of the City Financial Scorecard is before the Board. / A developer wants to develop land north of town. The developer would like to create a sewer improvement district to repay the investment. In return, the City would waive impact fees and begin talks about the sewer improvement. It is projected that the development will bring in an additional \$600,000 for the City and add some much-needed commercial space. /We will move the late meeting to the day after Memorial Day./ Water Advisory is formed and initial meeting will be 5:30 May 14th./ Click It or Ticket will occur May 19-June 1; it is a safety campaign to remind people to buckle up. /

ADJOURN MEETING

Mayor Smith called for a motion to adjourn the meeting. The time was 8:06 pm.

Motion was made by Alderman Biellier and seconded by Alderman Lancaster. Motion carried with a 5-0 vote. Voting Aye Aldermen Biellier, Keene, Lancaster, Swatosh, and Wilson

Rebecca Hansen, City Clerk