



CITY OF WILLARD

BOARD OF ALDERMAN REGULAR MEETING

August 25, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Justin Rogers, 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, Police Officer JD Landon.

Citizens Present: Douglas Hamilton

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, Casey Biellier, Jeremy Hill, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson

Rebecca Hansen confirmed that a quorum was present

AGENDA AMENDMENTS/APPROVAL OF AGENDA

City Administrator Wes Young announced that the ordinance that accompanies the annual tax levy and the public hearing was not sent out as part of the packet. A copy is before the Board and available to the public. Mayor Smith asked for a motion to approve the agenda, with amendments. Motion was made by Alder Lancaster and seconded by Alder Biellier to approve the agenda, with amendments. The main amendment is the addition of an ordinance accepting the tax levy amount, and having the ordinance read two times in tonight's meeting. This motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

Mayor Smith asked for a motion to add the ordinance to the agenda. Motion was made by Alder Biellier and seconded by Alder Hill to add Ordinance 250825 to the agenda. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

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 for 8.11.25

2. July Financial Summaries

July Financial Statements

July/August Outstanding Invoices, Checks, and Draft Paid Invoices

July Check Register

July Utilities Adjustment Report

Mayor Smith asked for a motion to approve the consent agenda. Motion was made by Alder Biellier and seconded by Alder Keene. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES

None

CITIZEN INPUT

None

PUBLIC HEARING

3. Annual Pro Forma Tax Levy Report

There were no comments from the public.

PROJECT MANAGER REPORT

4. Sanitary Sewer Update (8 minutes)

Project Manager Steve Bodenhamer reported on Lift Station 94: the project is in the bidding process and thirteen contractors entered bids, which should result in competitive bidding. Plans and specs are in and being fine-tuned for the Sep 17th bid opening.

Algiers, Martin are in contact with DNR about increasing the gravity main from 12 to 15 inches. DNR will give written confirmation that we do not need to resubmit.

RESOLUTIONS

5. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO AUTHORIZE A FEE WAIVER FOR WILLARD HEIGHTS APARTMENTS, A MULTI-FAMILY RESIDENTIAL DEVELOPMENT OFFERING LOW-INCOME HOUSING (5 minutes)

Planning and Zoning Director Mike Ruesch reported that this apartment complex has served Willard well. A new developer would like to invest substantial money to remodel those. This resolution allows the City to waive fees to enable these improvements. Willard wants to support housing for all of its residents.

Mayor Smith asked for a motion. Motion was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

ORDINANCES

AN ORDINANCE PROVIDING FOR THE GENERAL LEVY AND IMPOSITION OF ANNUAL TAX FOR GENERAL MUNICIPAL PURPOSES FOR THE YEAR 2026 AND FOR IMPOSITION OF ANNUAL TAX FOR PARKS

City Clerk Rebecca Hansen introduced this ordinance as the yearly tax levy we are required to submit to Greene County, related to today's Public Hearing. The tax percentage has gone down.

Mayor Smith asked for a motion. Motion was made by Alder Keene and seconded by Alder Hill. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

CITY ADMINISTRATOR REMARKS

City administrator Wes Young mentioned that the primacy fee appearing on this utility bill cycle cannot be waived or changed. The State imposes it to recoup the costs of testing it. We keep 2% for collecting and remitting. This fee is not unique to Missouri. He reported on the meeting with Ryan, who is our lobbyist tasked with securing funding for our sewer/growth project. He will advocate for us in Jeff City. Wes will go up to voice our needs, as well. We are reviewing software this week, to replace Tyler. The convenience fee offered to the residents is much better on those we have reviewed so far.

Private I&I is the next project We will recommend options and charges for those who have downspouts going into sewer, so that people are being billed for their additional usage.

Utility fees will be reviewed later in the year. We will review those each year. An analyst told us not to do less than 4% to keep up.

Interest in development continues—several commercial proposals—nothing public as of yet.

NEW BUSINESS

None

UNFINISHED BUSINESS

Planning Director Mike

Addendum to Jackson St. sidewalk due to some rearranging of the easements. Easement signatures have been completed and recorded. Addendum was published last week and extended the bid period to the Tuesday after Labor Day.

RECESS OPEN SESSION

At 6:18 pm Mayor Smith called for a motion to end open session and move into closed session for the reasons provided. Motion was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson

OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL

CALL THE MEETING TO ORDER

ROLL CALL

CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

Open session reconvened at 6:38

ADJOURN MEETING

At 6:50, motion was made by Alder Keene to adjourn the meeting. Motion carried with a 6-0 vote.
Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson

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.

Rebecca Hansen, City Clerk