



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

November 24, 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, Assistant Director of Parks Sam Guinn, Chief Tom McClain, Financial Assistant Genia Mount, Public Works Director Trevor Hoffman, Project Manager Steve Bodenhamer, Police Officer JD Landon

Citizens Present: Viking representative Matt Schultz, James Hills, Mark Lancaster, Aidyn Blazek

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, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson

Absent: Jeremy Hill

Rebecca Hansen confirmed that a quorum was present.

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

City Administrator Wes pointed out that the first three ordinances will be First Read only.

Agenda approval was passed along with consent agenda (see below).

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. Minutes from November 3, 2025
- B. Minutes from November 10, 2025
- C. October Financial Summaries

October Financial Statements

October/November Outstanding Invoices, Checks, and Draft Paid Invoices

October Check Register

October Utilities Adjustment Report

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

4. CITIZEN INPUT

None

5. PROJECT MANAGER REPORT (7 min)

A. Sanitary Sewer Update

Federal government reimbursement requests are being processed again, so we should be reimbursed. Young's General Contracting are finishing paperwork to submit to the City. Bids were opened Friday for Meadows to 94. JD Wallace was the lowest and best bid.

6. ORDINANCES

A. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "MEADOWS" WATER TOWER, PURSUANT TO §432.070, RSMo. (FIRST AND SECOND READ) (5 min)

City Administrator Wes explained that Viking can maintain the City's water towers and that there is one agreement per water tower. These agreements will effectually amortize the maintenance of the water towers. These will be year-to-year agreements. The Meadows Tower would be refurbished first. Matt explained what renovation services would entail. Blasting towers would be a separate fee. Wes explained that we hope maintenance will buy us time to save up for the blasting.

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

B. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "SCHOOL" WATER TOWER, PURSUANT TO §432.070, RSMo. (FIRST AND SECOND READ) (5 min)

(A separate ordinance is needed to enact each separate agreement for each water tower. Please refer to agenda item A to see the complete discussion)

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

C. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "DOWNTOWN" WATER TOWER, PURSUANT TO §432.070, RSMo. (FIRST AND SECOND READ) (5 min)

(A separate ordinance is needed to enact each separate agreement for each water tower. Please refer to agenda item A to see the complete discussion)

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

D. AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, ADOPTING AN AUTOMATED LICENSE PLATE READER (ALPR) / FLOCK SYSTEM USAGE AND PRIVACY POLICY, ESTABLISHING RULES FOR THE COLLECTION, ACCESS, RETENTION, AND SHARING OF ALPR DATA, AND PROVIDING FOR ENFORCEMENT, AUDIT REQUIREMENTS, AND PUBLIC TRANSPARENCY. (SECOND READ) (10 min)

City Administrator Wes reminded that Board that this is a second read. Transparency has added to policy. The Flock camera map and policy will go on City Website.

Chief McClain spoke to the Board on the Flock system. The Police Department has already used camera data to resolve a road rage incident. A recent Miller- 160 accident has also been positively affected. Participants were in conflict as to what happened. Cameras resolved this.

He talked about the double homicide a few years ago and how private surveillance cameras helped solve the case. He referred the Board to watch the Flock coverage on the news.

The Board asked about Live View versus ALPR. Live view takes video. ALPR snaps photos of cars and license plates. Board members did feel that many of the cameras are placed facing the interior of town and that feels more invasive. The Board did realize that permitting has slowed the installation of cameras on the MODOT roads.

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

E. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO EXTEND THE AGREEMENT WITH PREMIER PYROTECHNICS (FIRST AND SECOND READ) (5 min)

Park Assistant Director Sam Guinn explained that re-upping the three-year contract with Premier Pyrotechnic and pre-paying will result in the City receiving more product.

Sam emphasized that the City is very happy with Premier Pyrotechnic. They are great to work with and put on a great show.

The Board asked to postpone the vote and asked that the Board be supplied with more information on the benefits of Freedom Fest and the fireworks display.

7. CHIEF MCCLAIN--FLOCK DISCUSSION (10 minutes)

A. Flock Map

(Chief was asked to present in conjunction with Ordinance 6D. Please see Ordinance 6D)

8. CITY ADMINISTRATOR REMARKS

City Administrator Wes reported that the Jackson Street sidewalk is nearly completed. The full incentive payment will probably be paid.

The Financial Scorecard was presented.

A position control report is being created. With the upcoming changes, The Public Works Director will be expanding a part-time Public Works position to full-time and will also add a second full-time position.

This is what the Board had asked, previously. The City website will become more intuitive and streamlined.

Grants for small businesses in Willard have been identified, which can help with revitalization and growth.

The IMS Road Survey results are back and initially appears to show around \$8 million in deferred maintenance. This was based on a draft report, a final official report is not yet available. We are working on a plan to catch up on maintenance. Backlog is high. Roads will need to be hired out to bigger companies who have more specialized equipment. Mayor asked how many neighborhood roads are on bare dirt/clay. Many of old Willard's roads are on bare dirt.

City Administrator Wes said the strategy is to keep good roads good and eventually get to replacing the bad roads.

Dec 8th will be a Public Hearing on Utility rates and budget. Rep Owen will be attending a 5:30 Meet and Greet that day, at City Hall, prior to the regular meeting and Public Hearing.

Wes also reported that we were able to shave \$5k off of the BS&A software and gave updates as to how that transition is going.

9. NEW BUSINESS

No new business

10. UNFINISHED BUSINESS

No unfinished business

11. RECESS OPEN SESSION

At 6:48 pm, the motion was made to recess Open Session by Alder Biellier and seconded by Alder Mathison. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

The Open Session was reconvened at 7:20 pm

16. ADJOURN MEETING

Motion was made to adjourn the meeting by Alder Keene and seconded by Alder Lancaster. Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Keene, Lancaster, Mathison and Wilson.

Meeting was adjourned at 7:23 pm.

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Rebecca Hansen, City Clerk