



## **CITY OF WILLARD**

### **INITIAL WATER ADVISORY BOARD MEETING**

**June 04, 2025 at 5:30 PM**

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

### **MINUTES**

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**Staff Present:** City Administrator Wesley Young, City Clerk Rebecca Hansen, Planning and Zoning Director Mike Ruesch, Director of Public Works Trevor Hoffman, Public Works Assistant Director Shane Fox

#### **CALL THE MEETING TO ORDER**

City Administrator Wes Young called the meeting to order at 5:30 pm and asked the City Clerk to conduct the roll call.

#### **ROLL CALL**

Rebecca Hansen conducted the roll call

Present: Bryan Chapman, Angie Wilson, Kem Reed, Scott Long, Kelly Davis

Rebecca Hansen confirmed that a quorum was present.

New Board members and staff members introduced themselves.

#### **2. PURPOSE AND ROLE OF THE WATER ADVISORY BOARD**

City Administrator Wes Young gave the following orientation to the new Water Advisory Board:

- A. Overview of the ordinance establishing the board
- B. Summary of responsibilities and scope
  - i. Advising on water and wastewater planning
  - ii. Reviewing infrastructure needs and funding strategies
  - iii. Serving as a liaison between community and city staff

#### **3. ORIENTATION: CURRENT SYSTEM OVERVIEW**

- A. Presentation by Public Works Director

Trevor Hoffman gave a presentation to the Water Advisory Board regarding the following:

- i. System map and upcoming capital needs
- ii. Current challenges and upcoming projects

- B. Q&A with City Administrator and staff

The Board asked questions about specific projects, the process of grant funding and proposing bonds, and about the trade terminology unique to water and wastewater infrastructure. It was proposed that staff offer the new members a tour of points of interest in the city infrastructure. The aging water towers are of special interest to the Board at this time.

#### **4. DISCUSSION: INITIAL FOCUS AREAS**

City Administrator Wes directed the attention of the members to some of the following initial focus areas:

- A. Rate study and upcoming capital needs
- B. Public education and community trust
- C. Long-term planning (10-20 years horizon)

The Board will review the utility rates yearly. They feel that public confidence will grow as the city shows the community projects to which the money from utility rates is going. They feel videos will be especially helpful/relatable. There was some discussion about projected water shortfalls in the future. SWMO Water is presenting at the next Board of Aldermen meeting, and perhaps might present to this Water Advisory Board, as well. SWMO Water is offering shares in Stockton Lake as a hedge against these projected shortfalls.

#### **5. ADMINISTRATIVE ITEMS**

- A. Schedule of future meetings

The Board settled to meet again on July 16 at 5:30 pm.

- B. Determine board leadership (Chair/Vice-Chair and secretary)

After a short discussion, Kem Reed was nominated for Chair of the Water Advisory Board. Scott Long made a motion the Kem Reed serve as Chair, and Angie Wilson seconded it. Motion carried with a 5-0 vote.

It was suggested that Bryan Chapman would make a good Vice-Chair. Bryan accepted the nomination. Angie Wilson moved that Bryan Chapman serve as Vice-Chair. Kem Reed seconded it. Motion carried with a 5-0 vote.

It was suggested that Angie Wilson serve as Secretary of the Water Advisory Board. Angie accepted the nomination. Kelly Davis moved that Angie Wilson serve as Secretary; the motion was seconded by Scott Long. Motion carried with a 5-0 vote.

- C. Sunshine Law basics and board expectations

City Administrator gave a brief overview of Sunshine Law basics and gave each member a Sunshine Law pamphlet.

#### **6. OPEN FLOOR--MEMBER QUESTIONS AND COMMENTS**

There were no further member questions and comments. Members are fine with having the meeting videotaped in the future.

#### **7. PUBLIC COMMENT**

There was no public comment

#### **8. ADJOURN MEETING**

City Administrator called for a motion to adjourn the meeting. The time was 7:14 pm.

Motion was made by Angie Wilson and seconded by Kem Reed. Motion carried with a 5-0 vote.

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:

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Rebecca Hansen, City Clerk