

CITY OF WILLARD
PLANNING AND ZONING MINUTES

November 18, 2025

Staff present: Planning and Zoning Director: Mike Ruesch, Planning Assistant: Tammy Swisher, City Attorney: Holly Dodge

PLEDGE OF ALLEGIANCE

Chairwoman Marianne Hill led the The Pledge of Allegiance

CALL THE MEETING TO ORDER

Chairwoman Marianne called the meeting to order at 6:02 P.M.

ROLL CALL

Roll call conducted by the Secretary Valorie Simpson. Present: Valorie Simpson, Josh Breeze, Steve Cobb, Marianne Hill, Jeff LaMontia, Celeen Thedell and Alderman David Keene. Not present: Burnis Coleman, Gary Walker, Sam Baird.

AGENDA AMENDMENTS/AGENDA APPROVAL

Motion made by Valorie Simpson to approve the agenda, seconded by Jeff LaMontia. Voting aye: Valorie Simpson, Josh Breeze, Steve Cobb, Marianne Hill, Jeff LaMontia, Celeen Thedell, David Keene. Motion carried 7-0

1. APPROVAL OF MINUTES 10.21.2025

Motion made by Celeen Thedell to approve the minutes of 10.21.25 seconded by Marianne Hill. Voting aye: Valorie Simpson, Josh Breeze, Steve Cobb, Marianne Hill, Jeff LaMontia, Celeen Thedell, David Keene. Motion carried 7-0

CITIZENS INPUT

None

DISCUSSION

2. LEGAL TRAINING PROCEDURE

Commented [1]:

City Attorney Holly Dodge spoke about the importance of the planning and zoning board. She spoke of conflict of interest and what a member should do, put in writing that they have a conflict or voice that you have a conflict. She reviewed Chapter 119 of the Willard Code. She gave many examples of conflicts of interest. Tammy Swisher will get copies of Chapter 119 for the board.

She referred to Chapter 105.452 RSMO Prohibited acts by elected and appointed officials and employees and Chapter 105.454 RSMO Additional prohibited acts etc., Ethics Commission and 4th class city regulations.

She also went over how to get something on the agenda or call a special meeting. Bring it to the board or asked the board President.

Ms. Dodge spoke also about emails and texting. Never **REPLY ALL**, because it could be considered a meeting. She went over how emails should be set up. She also discussed changes in Missouri Sunshine Law Chapter 610. RSMO

NEW BUSINESS

Tammy Swisher handed out the 2019 CITY OF WILLARD COMPREHENSIVE to board members.

UNFINISHED BUSINESS

Mike Ruesch will be working on a Code of Ethics for the board.

9. ADJOURN

Motion made by Celeen Thedell and seconded by Valorie Simpson to adjourn @ 7:27 P.M. Voting aye: Valorie Simpson, Josh Breeze, Steve Cobb, Marianne Hill, Jeff LaMontia, Celeen Thedell, David Keene. Motion carried 7-0

Submitted by Valorie Simpson, Secretary

Chairwoman Marianne Hill

Secretary Valorie Simpson

Rebecca Hansen, City Clerk