



## **CITY OF WILLARD**

### **BOARD OF ALDERMAN REGULAR MEETING**

**July 28, 2025 at 6:00 PM**

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

### **MINUTES**

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**Staff Present:** City Administrator Wesley Young, City Attorney Justin Rogers, City Clerk Rebecca Hansen, CFO Carolyn Halverson, Director of Public Works Trevor Hoffman, Financial Assistant Genia Mount, Planning and Zoning Director Mike Ruesch, Project Manager Steve Bodenhamer, Police Officer JD Landon.

Citizens Present: Angie Wilson, Terry Kathcart, Ryan Deboef, John Lesier

#### **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 mentioned that Agenda Item #3 will be presented as a resolution rather than an ordinance.

Mayor Smith asked for a motion to approve the agenda, with amendments. Motion was made by Alder Biellier and seconded by Alder Hill to approve the agenda, with amendments. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and 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 from 7.14.25**

## **2. June Financial Summaries**

### **June Financial Statements**

### **June/July Outstanding Invoices, Checks, and Draft Paid Invoices**

### **June Check Register**

### **June Utilities Adjustment Report**

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

## **CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES**

None

## **CITIZEN INPUT**

Angie Wilson, lives at Ridgeview Drive. Spoke regarding the petition she spearheaded to secure the audit being addressed tonight by the Missouri State Auditor. Gave some history about how signatures were gathered to request this audit.

## **DISCUSSION**

### **3. Hahn Deboef—A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR GOVERNMENT RELATIONS SERVICES WITH HAHN/DEBOEF GOVERNMENT RELATIONS**

City Administrator Wes Young spoke about the city's need for funding of the B to 94 sewer connection. We hope that this firm may help us to secure government funding for this project.

Ryan Deboef spoke to the Board about his firm's experience in securing state funding for sewer systems and upgrades. He feels it is viable to attempt to secure direct funding. If State funding is not available, there are other avenues through some federal agencies such as DNR. He explained the process of securing funds at the state level.

Mayor Smith asked about the firm's success rate. Ryan said he can supply those exact numbers; he doesn't have them with him. Wes mentioned this will be part of an economic development plan as well, since sewer capacity is what is holding up that economic development.

## **PRESENTATION**

### **4. State Auditor's Office**

John Lesier from the State Auditor's Office notified the Board that the state audit is beginning. He briefly described how residents triggered the audit through the petition process, and he outlined how the state audit will proceed. The audit will check the City's compliance with laws over the past year. At the conclusion of the audit, the report will be made public so all citizens can access that information.

The Board asked several questions about what would happen if an irregularity from the past were found. The audit is not planned to go as far back as the former mayor whose misconduct sparked some residents' interest in an audit. If an irregularity of that nature were found, the audit itself does not offer any remedy; the City would have to take legal action.

## PROJECT MANAGER REPORT

### 5. Sanitary Sewer Update

Project Manager Steve Bodenhamer provided a report on the 94 Lift Station Forced Main—the four temporary easements required have been recorded with the recorders. Aug 5 we will advertise for bids. Allgeier Martin will open bids on Sep 10.

Meadows Gravity Sewer: the last temporary construction easement has been recorded. The City plan is to increase the main from 12 to 15 inch diameter.

## RESOLUTIONS

### 6. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, DECLARING A CASE 60XT SKID STEER AS SURPLUS PROPERTY AND AUTHORIZING ITS DISPOSAL

City Administrator Wes and Director of Public Works Trevor Hoffman said that this resolution simply formalizes the plan to sell the old skid steer and buy a new one that is more appropriate to the city's needs.

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

### 7. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, ACCEPTING THE AGREEMENT WITH THE EMPIRE DISTRICT ELECTRIC COMPANY REQUESTING CHANGES IN STREET LIGHTING SERVICE PURSUANT TO THE PROVISIONS OF THE MUNICIPAL ELECTRIC SERVICE AGREEMENT

City Administrator Wes reported that Public Works is updating water infrastructure and it was decided to remove the streetlight. Public Works will remove the streetlight.

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

### 8. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, AUTHORIZING THE MAYOR TO APPROVE TWENTY UTILITY CREDITS AS AN INCENTIVE FOR RESIDENTS TO PARTICIPATE IN A COMPREHENSIVE PLAN SURVEY

Planning Director Mike Ruesch explained that the City Comprehensive Plan has an Active Transportation Plan, which would benefit greatly from public input. To encourage people to participate, the City will offer a drawing for \$50 utility credits. To enter the drawing, residents need to download the City of Willard app and take the survey. Mike mentioned that there are rules that will ensure fairness and randomization. One of those rules excludes city employees.

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

### 9. A RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF HR COORDINATOR/ASSISTANT TO THE CITY ADMINISTRATOR FOR THE CITY OF WILLARD, MISSOURI.

City Administrator Wes created the official position to align with how duties are currently evolving. Wes enjoys being more involved in many HR duties. This position will be funded by freezing the HR director position.

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

## **ORDINANCES**

### **10. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE SOUTHWEST MISSOURI JOINT MUNICIPAL WATER UTILITY COMMISSION FOR RELOCATED WATER STORAGE SPACE IN STOCKTON LAKE (FIRST AND SECOND READ)**

City Administrator Wes explained that the city attorney feels that the far-reaching financial commitment of this agreement may warrant a special meeting because of budgetary consequences. Signing this agreement would indicate a commitment to the full amount, require amending the budget, etc. Our present discussion wouldn't acknowledge the financial portion. The Board expressed that they are lukewarm about the commitment and postponed discussion on this ordinance until next meeting.

### **11. AN ORDINANCE ADDING SCHEDULE IV OF THE WILLARD, MISSOURI CITY CODE 'LAND DEVELOPMENT CODE', SECTION 400.521, IN ORDER TO ALLOW ACCESSORY DWELLING UNITS (SECOND READ)**

Planning Director Mike reminded the Board that this ADU ordinance gives flexibility to landowners and helps the housing market supply. It is naturally limiting because each lot can only have one, and there are rules in place to ensure it is attractive, well-placed, and matches the existing home.

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

### **12. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, APPOINTING THE MUNICIPAL COURT JUDGE FOR THE CITY OF WILLARD, GREENE COUNTY MISSOURI, FOR THE TERM COMMENCING ON JULY 28, 2025 THROUGH JULY 28, 2027, AND ESTABLISHING THE JUDGE'S HOURLY RATE (FIRST AND SECOND READ)**

City Administrator Wes pointed out that this ordinance just formalizes the renewal of Judge Doran's contract for two more years. His service has been outstanding; he didn't ask for any changes to the contract.

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

### **13. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH FLOCK GROUP INC., FOR PUBLIC SAFETY CAMERAS AND SOFTWARE (FIRST AND SECOND READ)**

City Administrator Wes reminded the Board that we heard a presentation on the Flock cameras and software previously. The Board asked several questions regarding camera placement and

decided to choose the plan that was the best value, even though it is a few thousand dollars over the grant amount.

Mayor Smith had the ordinance read a first and second time and asked for a motion. Motion was made by Alder Hill and seconded by Alder Matheson. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson

#### **14. AN ORDINANCE ESTABLISHING PROCEDURES FOR PUBLIC RECORDS REQUESTS UNDER THE MISSOURI SUNSHINE LAW , RSMo CHAPTER 610. (FIRST AND SECOND READ)**

City Administrator Wes explained that this ordinance is an attempt to align with state regulations. He decided to postpone this discussion until the next meeting to research a couple of things.

#### **CITY ADMINISTRATOR REMARKS**

City Administrator Wes said he is working on the 2026 health insurance for staff, he is trying to control the premium and find a way to provide more help for staff seeking to add family members to their plan; something staff seek based on recent stay interviews. Currently, there is no family insurance benefit offered at a price staff can afford. There are hybrid plans where the city insures itself and have great potential for keeping local tax dollars local.

Plans to landscape the roundabouts continue—MDOT says we can design and landscape center. We are in conversations with the High School to have students submit designs and perhaps propagate plants. Jason found landscaping designs to deal with the biome peculiar to roundabouts (higher heat than local plants will tolerate). We could ask other community volunteers for design. City employees will be the only ones allowed in roundabout to plant and maintain.

Staff memos will be included with agenda items, going forward.

Engineering complete on Jackson Street sidewalk project. Public Works feels we can do quite a bit in-house. We'll get bids on what we can't do. That report should be available in 30 days.

Rate review for water board will occur next month.

#### **NEW BUSINESS**

No new business other than that covered in Remarks.

#### **UNFINISHED BUSINESS**

No unfinished business

#### **RECESS OPEN SESSION**

At 7:35 pm. Mayor Smith called for a motion to end open session and move into closed session for the reasons provide. Alder Biellier motioned that we move into closed session. Alder Hill seconded. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson

**OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL, (2) REAL ESTATE  
CALL THE MEETING TO ORDER.**

**ROLL CALL**

**CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION**

Open session reconvened at 8:19

## **ADJOURN MEETING**

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

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Rebecca Hansen, City Clerk