



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

October 13, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Anna Yendes, City Clerk Rebecca Hansen, CFO Carolyn Halverson, Director of Parks Jason Knight, Financial Assistant Genia Mount, Planning and Zoning Director Mike Ruesch, Project Manager Steve Bodenhamer, Police Officer JD Landon, Building Inspector Sam Crawford

Citizens Present: 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, Jeremy Hill, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson

Rebecca Hansen confirmed that a quorum was present.

Planning Director Mike Ruesch introduced the new Building Inspector, Sam Crawford

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

City Administrator Wes Young informed the Board that Agenda Item 7E, the investment policy resolution, has been changed to an ordinance. Agenda Item 8A, the amended budget ordinance, was changed to a resolution. On 7C, the resolution regarding the Economic Development Task Force appointments, language was changed to reference the specific city code rather than a previous ordinance.

Mayor Smith asked for a motion to approve the agenda, with amendments. 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

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. Meeting Minutes from September 22, 2025**
- B. Sep/Oct 2025 Current Outstanding Invoices, Checks, and Draft Paid Invoices**
- C. Department Head Report City Clerk September**
- D. Department Head Report Court September**
- E. Department Head Report Parks September**
- F. Department Head Report Planning and Zoning September**
- G. Department Head Report Police September**
- H. Department Head Report Public Works September**
- I. 2025 Board Attendance Report**

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

4. CITIZEN INPUT

None

5. PROCLAMATIONS

A. ARBOR DAY 2025 PROCLAMATION (5 minutes)

Mayor read the Proclamation for Arbor Day

6. PROJECT MANAGER REPORT

A. Sanitary Sewer Project Status (10 min)

Project Manager Steve Bodenhamer reviewed a Community Funding Partnership grant we received, which offers partial funding to upgrade 94 lift station and pipe between this and Springfield. It will cover nearly 50% of the project. We put the job out for bid and Young's Contracting came in with the most appropriate bid. It will utilize high-density polyethylene pipe. We also have a second Meadows gravity trunk line project. Frisco Trail Mini storage wouldn't give a construction easement, but we can stay on MODOT right-of-way.

7. RESOLUTIONS

A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, GRANTING PROVISIONAL APPROVAL OF THE CONSTRUCTION CONTRACT WITH YOUNG'S GENERAL CONTRACTING FOR THE LIFT STATION 94-TO-SPRINGFIELD SEWER UPGRADE PROJECT, CONTINGENT UPON SECURING ADEQUATE AND AFFORDABLE FUNDING AND CASH RESERVES. (10 min)

Project Manager Steve Bodenhamer gave a background of Lift Station 94 and the pipe between it and Springfield and why that needs replacing. We have reached capacity. The project is estimated to cover 20 years of growth. He also gave a background into weaknesses of the last system and how it informed choice of materials and installation in the new system. He also discussed the need for short-term financing to bridge the City until COP funding becomes available.

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.

B. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN THE APPROPRIATE DOCUMENTS TO ACCEPT THE MISSOURI BLUE SHIELD GRANT (5 min)

City Administrator Wes Young explained that this authorizes the Mayor to sign grant forms that will fund the FLOCK system.

Mayor Smith 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, Wilson.

C. A RESOLUTION BY THE BOARD OF ALDERS APPOINTING MEMBERS TO THE CITY OF WILLARD ECONOMIC DEVELOPMENT TASK FORCE (5 min)

City Administrator Wes Young reported that the window to turn in public applications has closed. The needed Chamber of Commerce representatives have committed to be on the Board. Casey and Wes will serve from the City and Board. Language in the preamble was changed to reference specific code instead of past ordinances.

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

D. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, DECLARING CERTAIN UTILITY EQUIPMENT AS SURPLUS PROPERTY AND AUTHORIZING THEIR DISPOSAL (5 min)

Parks Director Jason Knight talked about inoperable Brush Hog equipment and Cub Cadet. He is asking for Board approval to dispose of these, perhaps as scrap.

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

E. A RESOLUTION BY THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, ADOPTING A FORMAL INVESTMENT POLICY (5 min)

City Administrator Wes Young would like to invest the City's idle funds, which is highly recommended. Because this decision will carry forward into coming years, it was changed to be an ordinance, with two reads.

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

Mayor Smith then asked for a second read and a motion, if there was no further discussion. Ordinance was read a second time. Motion was made by Alder Lancaster and seconded by Alder Hill. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

8. ORDINANCES

A. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, ADOPTING AN AMENDMENT TO THE 2025 BUDGET (5 min)

Wes Young discussed the plan for sidewalks, addressed in the following ordinance, and explained why we will need to adjust the budget with this ordinance in order to accept the successful bid discussed there.

Mayor Smith asked for a first read and a motion. Ordinance was read. 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.

Mayor Smith then asked for a second read and a motion, if there was no further discussion. Ordinance was read a second time. 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, Wilson.

B. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AT URBAN FOR THE CONSTRUCTION OF SIDEWALKS ALONG JACKSON STREET (5 min)

Wes Young and Mike Ruesch revisited the sidewalk project and reported to the Board that bids for this project came in when we offered the performance bonus. They remarked that Public Works saved the City tens of thousands on this project up to this point.

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

Mayor Smith then asked for a second read and a motion, if there was no further discussion. Ordinance was read a second time. 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, Wilson.

C. AN ORDINANCE OF THE BOARD OF ALDERS EXTENDING THE AGREEMENT WITH ALLGEIER, MARTIN AND ASSOCIATES, INC, AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS, ON BEHALF OF THE CITY OF WILLARD, MISSOURI. (5 min)

Wes Young and Mike Ruesch described this ordinance as allowing a three-year renewal with this engineering company. Allgeier, Martin, and Associates are knowledgeable and have been great to work with.

Mayor Smith asked for a first read and a motion. Ordinance was read. 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.

Mayor Smith then asked for a second read and a motion, if there was no further discussion. Ordinance was read a second time. Motion was made by Alder Mathison and seconded by Alder Lancaster. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

9. CITY ADMINISTRATOR REMARKS

City Administrator Wes Young handed out financial statements for the Board's information. Parks deficit was excellent this year. Alcohol by the drink has been legislated during the World Cup this year. We would have to opt out of it if we wanted to. The Board saw no reason to opt out at this time.

10. NEW BUSINESS

City Administrator Wes Young suggested that receiving Department Head reports quarterly might be more effective than the current monthly report. The City would like to adopt the flying W used by the Willard School District, who have given their approval for the City to do so. We will research a Roundup program to help others with utility bills.

Wes remarked that the City needs to implement I&I rates for those who are overusing I&I, so that all residents aren't subsidizing heavy users. The City is tightening up I & I leaks ; we need residents to be trying, also. Rate review will happen in Water Board this week. The Public Hearing is tentatively scheduled for the beginning of December.

Mayor asked if we can have report/ statistics for NEST program at next meeting.

11. UNFINISHED BUSINESS

none

12. RECESS OPEN SESSION 7:17

Mayor Smith asked for a motion to recess the Open Session and move into Closed Session. Motion was made by Alder Bieller and seconded by Alder Hill. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson. Meeting was adjourned at 7:35.

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

14. CALL THE MEETING TO ORDER 7:20

15. ROLL CALL

16. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION 7:33

17. ADJOURN MEETING 7:35

Mayor Smith asked for a motion to adjourn the meeting. 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. Meeting was adjourned at 7:35.

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