



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

October 27, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Attorney Holly Dodge, City Clerk Substitute Dona Slater, CFO Carolyn Halverson, Director of Parks Jason Knight, Major Shannon Shipley, Director of Public Works Trevor Hoffman, Financial Assistant Genia Mount, Planning and Zoning Director Mike Ruesch, Planning and Zoning Assistant Project Manager Steve Bodenhamer, Police Officer JD Landon.

Citizens Present: Steve Cobb, Ricky Haase

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 requested roll call.

ROLL CALL

Dona Slater conducted the roll call.

Present: Mayor Troy Smith, Casey Biellier, David Keene, Joyce Lancaster, Rachel Mathison

Absent: Jeremy Hill

Dona Slater confirmed that a quorum was present

AGENDA AMENDMENTS/APPROVAL OF AGENDA

None, except there is no Closed Session needed.

Mayor Smith asked for a motion to approve the agenda. 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.

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. 10.13.25 Meeting Minutes

B. September Financial Summaries

September Financial Statements

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

September Check Register

September Utilities Adjustment Report

Mayor Smith asked for a motion to approve the consent agenda. 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.

4. CITIZEN INPUT

none

5. PUBLIC HEARING FOR

A. A REQUEST TO APPROVE A REPLAT OF LOTS 1 THROUGH 28 OF HOFFMAN HILLS PHASE 1, A RESIDENTIAL PLANNED DEVELOPMENT DISTRICT IN THE CITY OF WILLARD, GREENE COUNTY, MISSOURI (5 min)

Planning Director Mike Reusch explained that the replat is for single family homes, adjusted from patio homes sharing a single wall. Planning Commission approved. There have been no updates or changes from when it was presented before.

Ricky Haase, civil engineer on the Hoffman Hills project spoke and described the plat.

6. NEST REPORT

Major Shannon Shipley described the two-pronged approach for the NEST program: each neighborhood gets attention throughout the year and there is also an online reporting system. She shared some statistics, comparing last year and this year. The plan to purposely warn and be visible is part of the plan. The program is responsive to resident complaints.

7. PROJECT MANAGER REPORT

A. Sanitary Sewer Update (10 min) Project Manager Steve Bodenhamer reported that they are working on short-term financing and accepting bids from banks on that. Youngs Contracting was chosen for construction from that last bid process.

8. RESOLUTIONS

A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, APPROVING A FINAL FINANCING PLAN FOR THE UPGRADING OF LIFT STATION 94 AND FORCE MAIN TO SPRINGFIELD SEWER PROJECT. (10 min)

Project Manager Steve Bodenhamer made a segway into this resolution, which is regarding the financing plan needed. He explained the process of using short-term financing to lock things in and get started, then moving to a COP when that became possible. The Board asked about using the word "final" in the resolution; Attorney Dodge said this wording needs to stay in order to receive the grant, but the understanding is that other financing will follow. The Board agreed.

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

B. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN THE NOTICE OF AWARD TO YOUNG'S GENERAL CONTRACTING FOR THE UPGRADING OF LIFT STATION 94 AND FORCE MAIN TO SPRINGFIELD SEWER PROJECT. (5 min)

Project Manager Steve Bodenhamer described the bid from Young's ~~Processing~~ (General Contracting) and the grant received, as well as the financing resolution previously passed. The date of execution is at a future date and he explained why that is.

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

9. ORDINANCES

A. AN ORDINANCE OF THE BOARD OF ALDERS CALLING FOR THE REGULAR ELECTION IN THE CITY OF WILLARD, MISSOURI, FOR THE PURPOSE OF HAVING THE QUALIFIED VOTERS OF SAID CITY ELECT THREE (3) ALDERS, DESIGNATING A TIME OF HOLDING SAID ELECTION, PRESCRIBING THE INFORMATION FROM THE BALLOT TO BE USED, AND AUTHORIZING THE CITY CLERK TO GIVE SUCH INFORMATION AND NOTICE OF SAID ELECTION TO THE COUNTY CLERK OF GREENE COUNTY (5 min)

City Administrator Wes Young explained that this is an operational election ordinance that we pass whenever we have issues on the county ballot.

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

Alder Biellier moved to proceed with a Second Read, which was seconded by Alder Keene. Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, 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 Biellier and seconded by Alder Keene. Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Keene, Lancaster, Mathison, Wilson.

B. AN ORDINANCE APPROVING A REPLAT OF LOTS 1 THROUGH 28 OF HOFFMAN HILLS PHASE 1, A RESIDENTIAL PLANNED DEVELOPMENT DISTRICT IN THE CITY OF WILLARD, GREENE COUNTY, MISSOURI (5 min)

The Board needed no other information regarding this.

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

Alder Biellier moved to proceed with a Second Read, which was seconded by Alder Lancaster. Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, 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 5-0 vote. Voting Aye: Alders Biellier, Keene, Lancaster, Mathison, Wilson.

C. AN ORDINANCE AUTHORIZING AND PROVIDING A CONTRACT BETWEEN THE CITY OF WILLARD, MISSOURI, AND THE EMPIRE DISTRICT ELECTRIC COMPANY FOR ELECTRIC SERVICE AND EQUIPMENT TO LIGHT THE CITY'S STREETS, ALLEYS, PUBLIC WAYS, PARKS, OTHER PROPERTIES AND PUBLIC PLACES (5 MIN)

City Administrator Wes Young and City Attorney Holly Dodge described this as housekeeping item. Because of the way the contract is written, the second read of this ordinance will occur the first meeting in December.

Mayor Smith asked for a motion on the First Read. 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, Wilson.

10. CITY ADMINISTRATOR REMARKS

City Administrator Wes Young reported the following:

OCAC gave suggestions about The Roundup Donation program we are considering and offered to collect and distribute the fees without asking for any administrative fees.

Economic Task Force will have their initial meeting Tuesday Oct 28th

Jackson St. sidewalk is beginning and the contractor states that they will finish in about 5 weeks.

Water rate Public Hearing will happen on Dec 8th. Wes said he still feels owning our own utilities is better for our residents.

11. NEW BUSINESS

12. UNFINISHED BUSINESS

The Board asked about how maintenance is going on our water towers; Wes answered that we are budgeting and planning, and are gathering information about companies that offer maintenance. The interior painting on the Meadows tower will begin next year.

18. ADJOURN MEETING

Mayor Smith asked for a motion to adjourn the meeting. 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, Wilson. Meeting was adjourned at 6:48 pm.

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