



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

November 10, 2025 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Holly Dodge, 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

Citizens Present: Sarah Granath of Gilmore and Bell, James Hills, Larry Whitman

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, Joyce Lancaster, Rachel Mathison

Absent: David Keene, Carol Wilson

Rebecca Hansen confirmed that a quorum was present.

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

There were no changes to the agenda. Mayor Smith asked for a motion to approve the agenda, with amendments. Motion was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

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 October 27, 2025

B. Oct/Nov Current Outstanding Invoices, Checks, and Draft Paid invoices

C. Department Head Report City Clerk October

Department Head Report Court October

Department Head Report Parks October

Department Head Report Planning and Zoning October

Department Head Report Police October

Department Head Report Public Works October

D. 2025 Board Attendance

Mayor Smith asked for a motion to approve the consent agenda with a scrivener's error noted and corrected in the minutes. Motion was made by Alder Hill and seconded by Alder Biellier. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

4. PROJECT MANAGER REPORT

A. Sanitary Sewer Update (7 min)

Project Manager Steve Bodenhamer presented on the sanitary sewer.

94 Lift Station: Three banks bid the job and O'Bannon was the least expensive and best. We will be on a draw schedule with them, so as not to pay interest until we need the money.

Meadows Connection: Bid opening begins Nov 21st.

5. CITIZEN INPUT

none

6. ORDINANCES

A. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING AN EQUIPMENT LEASE PURCHASE AGREEMENT AND AUTHORIZING AND APPROVING CERTAIN DOCUMENTS IN CONNECTION WITH THE DELIVERY OF THE LEASE. (FIRST AND SECOND READ) (5 min)

Project Manager Steve Bodenhamer introduced Sarah Granath, who is acting as legal counsel in the lease purchase agreement. She explained that we needed to have a tax-exempt compliance policy for the IRS, so this ordinance fulfills that requirement. They will loan on and only have interest in the 94 Lift Station and the pipe.

Mayor Smith asked for a motion to approve the First Read. Motion was made by Alder Biellier and seconded by Alder Lancaster. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Alder Biellier moved to proceed with a Second Read. Alder Mathison seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Mayor Smith asked that this ordinance be read a second time. Motion was made to approve the Second Read by Alder Lancaster and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

B. AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF REAL ESTATE BY THE CITY OF WILLARD, MISSOURI. BILL 25-68. (FIRST AND SECOND READ) (5 min)

Planning Director Mike Ruesch reminded the Board that there is a 7-foot section of land adjacent to the City Hall parking lot. We will clean up property lines by adding this piece of property into the easement in exchange for \$5000. There was no discussion needed.

Mayor Smith asked for a motion to approve the First Read. Motion was made by Alder Hill and seconded by Alder Biellier. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Alder Biellier moved to proceed with a Second Read. Alder Mathison seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Mayor Smith asked that this ordinance be read a second time. Motion was made to approve the Second Read by Alder Biellier and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

C. AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF AN EASEMENT BY THE CITY OF WILLARD, MISSOURI. BILL 25-69. (FIRST AND SECOND READ) (5 minutes)

Planning Director Mike Ruesch presented that this will give the City an easement for drainage.

Mayor Smith asked for a motion to approve the First Read. Motion was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Alder Biellier moved to proceed with a Second Read. Alder Mathison seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Mayor Smith asked that this ordinance be read a second time. Motion was made to approve the Second Read by Alder Hill and seconded by Alder Mathison. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

D. AN ORDINANCE OF THE BOARD OF ALDERS ADOPTING A PRIVACY POLICY GOVERNING THE USE OF AUTOMATIC LICENSE PLATE READERS (ALPRs) (FIRST READ) (10 min)

City Administrator Wes Young presented the privacy policy. There will be a rolling 30-day retention of data. It can only be accessed with an official reason: sunshine requests or investigations. Monitoring individuals or groups is prohibited. There are regular audits to ensure these guidelines are being followed. The audits will be reviewed before the Board chooses to renew for another year.

The Board expressed concern that the cameras currently in place are on the roads within Willard rather than the routes in and out on 160. The Board felt it agreed to the thoroughfares to monitor travel into and out of the City and expressed hesitation at perceived focus on residents. Wes reminded the Board that all cameras on MODOT roads are still in the approval stages, so it is true that the only cameras up are on city roads. But most of the cameras will be on the thoroughfares. The Board asked for more information from Chief McClain, including a map of Flock camera placement. It was decided to save a Second Read for next meeting, when the Board can review the information requested.

Mayor Smith asked for a motion to approve the First Read. Motion was made by Alder Biellier and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

7. RESOLUTIONS

none

8. CITY ADMINISTRATOR REMARKS

City Administrator Wes Young reported that on Dec 8th, the Board will have an opportunity to participate in a Meet and Greet with Representative Owen. Our second meeting of the Economic Development Task Force will occur on Dec 3rd. Lauber will present and then the Task Force will create an economic development policy.

Branson West has exemplified an effective route to water tower maintenance work by identifying it as maintenance, rather than a capital project. The position of City Clerk (no longer City Clerk/PIO) will be posted and Wes will have recommendations on a new City Clerk by early December. All other positions will be reviewed as per the Board and further budget discussions. Trevor is excited about more training for Public Works.

9. NEW BUSINESS

Mayor Smith met with Curtis Trent recently and talked about some of our needs for infrastructure.

Planning Director said there is interest in voluntary annexation. He asked for the Board for their feelings on that and their part in the process.

Springfield is reportedly mailing out letters offering annexation to people with land to the south of Willard. The train tracks right now stand as an informal line of demarcation on soliciting annexation.

10. UNFINISHED BUSINESS

Update from our lobbyist. Met with DNR but nothing looks good. May include I&I in 94 work and get some, but a bond will still be needed. A meeting with Rep. Owen is upcoming, as is a meeting with the Department of Natural Resources.

11. RECESS OPEN SESSION

At 6:48, the motion was made to recess Open Session by Alder Biellier and seconded by Alder Hill. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

12. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (3) PERSONNEL

15. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

Reconvened at 7:18 pm

16. ADJOURN MEETING

Motion was made to adjourn the meeting by Alder Hill and seconded by Alder Lnacaster. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Lancaster, and Mathison.

Meeting was adjourned at 7:20 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