

City of Willard
WATER ADVISORY BOARD
November 19, 2025

MINUTES

Members Present: Bryan Chapman, Kelly Davis, Kem Reed, Scott Long (Absent: Angie Wilson)

Also Present: Rebecca Hansen, Carolyn Halverson, JR Robinson, Genia Mount, Mike Ruesch, Judy Holman (resident), Joyce Lancaster (alder), Casey Biellier (alder)

Upon motion by Kelly Davis, seconded by Bryan Chapman, the committee voted unanimously to approve the meeting agenda with no amendments.

Upon motion by Kelly Davis, seconded by Scott Long, the committee voted unanimously to approve minutes from the October 15, 2025 meeting.

Upon motion by Kelly Davis, seconded by Scott Long, the committee voted unanimously to approve minutes from the November 5, 2025 Joint Work Meeting.

Citizen Input: Judy Holman asked about the high convenience fee. City Administrator Wes Young replied that the City was basically forced to use the bank that charges the high fee, because of the software company we are using. The City will be selecting a new software company to remedy that. He reminded the public that the fee is a “pass-through fee” and the City does not retain any of that.

She also asked about the feasibility of a city sewage treatment facility. CA Wes described why it is still too early to take that on, but it is definitely part of the future plans.

Financial Statements: the committee acknowledged receipt of City of Willard financial statements.

Kem Reed asked if the deficit over the next few months would continue. CFO Carolyn Halverson said it was expected to grow. Updating the budget with an amendment would help cover costs.

There was also discussion about a few grants that we were awarded would actually be received next year, leaving what appears to be a deficit.

Director’s Report: Viking Water maintenance Plan

City Administrator Wes Young described the maintenance plan that can lock in prices so we aren’t chasing ever-rising prices. This can be treated as maintenance costs, rather than as capital projects, which help streamline the process. It would be a 6-year contract, with prices locked in for 3 years. There is a 5 -year increase cap. The committee was interested in this option and also discussed the need for a bond.

New Business: Public Works Utility Supervisor JR Robinson and Wes explained the 94 to Springfield Forced Main and the needed upgrades. The Board asked questions about the entire sewer system. I&I (rainwater and other excess water in the sewer system) costs the public millions of dollars, so the City is focusing on fixing those problems, and would like to encourage

residents to do the same. A discussion commenced about how sewer upgrades/ improvements are needed before businesses and new developments can come. That growth is what will help share the costs of the system. The Board asked about grants; Wes reminded them that most grants are matching grants, so we need money to receive money.

Unfinished Business: The committee asked the question, do we want to find better ways than passing costs on to residents? Addressing I&I will help. There was discussion on bonds and on raising rates twice a year, so a 20% increase could happen in two 10% increases.