



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

December 08, 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, Director of Parks Jason Knight, Financial Assistant Genia Mount, Planning and Zoning Director Mike Ruesch, Director of Public Works Trevor Hoffman, Utility Supervisor JR Robinson, Project Manager Steve Bodenhamer, Police Officer JD Landon

Citizens Present: James Hills, Kelly Davis, Mark Lancaster, Aidyn Blazek, Kevin Samsel, Marilyn Ulvey, Sam Baird, Ryan DeBoef

PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance.

CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:01 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 Young mentioned that the ordinances reflecting water and sewer rate increases were not included in the tentative agenda. City attorney said they could not be added to this meeting and will need to appear on the next meeting.

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 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.”

- A. Meeting Minutes from December 4, 2025**
- B. Meeting Minutes from November 24, 2025**
- C. Nov/Dec Current Outstanding Invoices, Checks, and Draft Paid Invoices**
- D. Department Head Report City Clerk November**
Department Head Report Court November
Department Head Report Parks November
Department Head Report Planning and Zoning November
Department Head Report Police November
Department Head Report Public Works November
- E. Board Attendance 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 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson.

4. CITIZEN INPUT

- A. Brandon McKinney Public Comment (3-5 Minutes)**

Mr. McKinney's written comment was read by the City Clerk. City Administrator Wes Young mentioned that, after Brandon and he communicated, Brandon expressed that he felt heard and his concerns had been addressed. He asked that his comments still be read in the meeting.

Alder Lancaster reported that Brandon McKinney reached out to her to express appreciation that the Board separated First and Second reads to discuss concerns.

5. RYAN DEBOEF-- FINANCING EFFORTS

Ryan explained both the firm he represents and the process of state legislation. Wes and Ryan talked to DNR and Economic Development about the sewer and water infrastructure needs, but Willard's average income limits the funds for which it qualifies. So we will need to work harder to compete for more limited funds this year. Wes and Ryan are strategizing.

6. PROJECT MANAGER REPORT

- A. Sanitary Sewer Update (5 minutes)**

Project Manager Steve Bodenhamer updated the Board on the "Young's General Contracting for the 94 Lift and Forced Main Project". He reported that JD Wallace won the bid for the Meadows project. He asked that the Board make a decision about street boring versus open cut on that project. Street boring will be more expensive and open cut will require two weeks to close a segment of road.

Steve also spoke about the resolution he added to the agenda, regarding Allgeier, Martin. It addresses additional needed costs for the project.

7. PUBLIC HEARING ON UTILITY RATES

After a two-minute recess, the Mayor opened the Public Hearing at 6:30 pm, to address adjusting Water and Sewer Rates. He invited Genia Mount, the Assistant Finance Officer to present information. Genia gave a history of the rates. There was a large sewer rate decrease in 2013 and the rate increases since then have only recently surpassed the original rate. The list of needed repairs to

infrastructure total 56 million dollars. Growth is needed to share the burden of infrastructure costs and other taxes. Our rates, with the increase, will be in line with the rates of many other cities and competitive next to some nearby cities. Genia shared projections for our reserves over the next 5 years, which show a need for a rate increase.

Guy Weylan, who lives out in the Meadows Water District, asked whether we will increase rates every year. Marilyn asked about whether a bond would help instead of raising rates. Alder Biellier replies that we will pursue both. A rate increase is needed in the short term and a bond will help in the long-term. Willard is unique in that many in our water district do not pay property taxes to Willard, so a bond paid off by property taxes won't work—it would need to be paid off through rate increases.

Mayor commended the Water Advisory Board for their service and their help in guiding us through both bonds and grants.

There were questions about creating a Special Water District or annexing those who are affected into the City so they would have representation. A Special District has financial ramifications that would not be financially reasonable. CA Wes and the BOA reminded the public that the Water Advisory Board was created to give non-residents a voice.

8. RESOLUTIONS

A. A RESOLUTION OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, ADOPTING AN AMENDMENT TO THE 2025 BUDGET (10 min)

Genia Mount called the Board's attention to the amended budget copies she handed out. She reminded everyone that this is to cover expenses and priorities that the Board communicated earlier.

Alder Lancaster asked if we can continue to reduce spending but also voiced the need to have an amended budget.

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

B. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN AMENDMENT NO. 1 TO WORK AUTHORIZATION NUMBER AMA-OC-WILL-23-002 TO THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH ALLGEIER, MARTIN AND ASSOCIATES ON BEHALF OF THE CITY OF WILLARD. (5 min)

Project Manager Steve Bodenhamer explained the reasons for additional design costs. These included larger pipe, increase in materials, difficulty in gaining easements which caused a change in design, etc.

Mayor Smith asked for a motion to approve the resolution. 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 and Wilson.

9. ORDINANCES

A. 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 (SECOND READ) (5 MIN)

City Administrator Wes reminded the Board that the First Read was carried out and approved on Oct 27th, 2025. The Empire contract contained language that the City was to keep the contract at City Hall for 30 days, open for inspection from the public. To accomplish this, the Second Read was scheduled for Dec 8th, 2025.

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

B. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "MEADOWS" WATER TOWER, PURSUANT TO §432.070, RSMo. (SECOND READ) (5 min)

City Administrator Wes reported that Section 2 and Section 3 were added to fulfil the Viking Contract in case the City decides to terminate early. These sections only apply to the Meadows Water Tower and encumber the full amount of the agreement and will reduce each time an annual payment is made.

Mayor Smith asked for a motion to amend the ordinance to include Section 2 and 3. 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 and Wilson.

City Clerk Rebecca Hansen read the ordinance a second time. Alder Keene moved to approve the ordinance with amendments. Alder Hill seconded the motion. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson.

C. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "SCHOOL" WATER TOWER, PURSUANT TO §432.070, RSMo. (SECOND READ) (5 min)

City Administrator Wes said there was no change since the First Read and discussion at the previous Board meeting.

City Clerk Rebecca Hansen read the ordinance a second time. Alder Biellier moved to approve the Second Read. Alder Keene seconded the motion. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson.

D. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VIKING INDUSTRIAL PAINTING FOR MAINTENANCE SERVICING OF THE "DOWNTOWN" WATER TOWER, PURSUANT TO §432.070, RSMo. (SECOND READ) (5 min)

City Administrator Wes said there was no change since the First Read and discussion at the previous Board meeting.

City Clerk Rebecca Hansen read the ordinance a second time. Alder Biellier moved to approve the Second Read. Alder Keene seconded the motion. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson.

E. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO EXTEND THE AGREEMENT WITH PREMIER PYROTECHNICS (FIRST AND SECOND READ) (5 min)

Director of Parks Jason Knight explained we already signed a three-year contract with Premier Pyrotechnics. We are one-year in to that contract and if we extend for another year, we receive a 5% increase of product.

The last bid Premier Pyrotechnic gave us was by far the most suitable of the bids, so Jason feels it would be probable that they would win the bid anyway. Early payment gives extra product, as well.

Alder Hill moved to approve the First Read. Alder Wilson seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Keene, and Wilson. Voting Nay: Alders Lancaster and Mathison.

Alder Biellier moved to consider Second Read at this time. Alder Hill seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Keene, and Wilson. Voting Nay: Alders Lancaster and Mathison.

City Clerk Rebecca Hansen read the ordinance a second time. Alder Biellier moved to approve the Second Read. Alder Wilson seconded the motion. Motion carried with a 4-0 vote. Voting Aye: Alders Biellier, Hill, Keene, and Wilson. Voting Nay: Alders Lancaster and Mathison.

F. AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WILLARD, MISSOURI FOR THE YEAR 2026. (FIRST AND SECOND READ) (10 min)

Assistant Finance Director Genia Mount shared that revenues were previously overstated because grants in 2025 were put in as revenue. Several changes affect the 2026 budget, such as raises for our law enforcement and minimum wage in general, and merit raises. The new software, while needed, is also bringing some increases. The audit that was ordered was over \$100,000 instead of the normal single digit cost. CA Wes added that the economy has signs of stalling, so the revenue is a concern and we will re-evaluate in June. As a precaution, road improvements were removed to wait for a year to evaluate revenue. In future years, a zero-based budget would be ideal, and the Board can work towards that halfway through 2026.

Alder Lancaster expressed that payroll rather than roads should be cut and asked for further review. Parks was used as an example, but Parks Director Jason Knight reminded the Board that safety for pool lifeguards and summer programs can only be reduced so far. If we send our sports to another community, we lose city revenue and it will be hard to get those community building activities back.

The board suggested another work study to study the budget because of lessened revenue projections.

Alder Biellier moved to postpone this ordinance in order to have a work study and gather more accurate information. Alder Mathison seconded the motion. Motion to postpone carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson.

G. AN ORDINANCE OF THE BOARD OF ALDERS OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH YOUNG'S GENERAL CONTRACTING FOR THE 94 LIFT STATION UPGRADE AND FORCE MAIN REPLACEMENT (FIRST AND SECOND READ) (5 min)

Project Manager Steve Bodenhamer summarized that this was the low bidder on the project. We have the documents needed to proceed at this time.

Alder Lancaster moved to approve the First Read. Alder Hill seconded the motion. Motion carried with 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson

Alder Biellier moved to consider Second Read at this time. Alder Hill seconded the motion. Motion carried with 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson

City Clerk Rebecca Hansen read the ordinance a second time. Alder Keene moved to approve the Second Read. Alder Hill seconded the motion. Motion carried with 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson

10. CITY ADMINISTRATOR REMARKS

City Administrator Wes shared that the 94 Force Main burst over the weekend, which shows how vulnerable the infrastructure is. We are streamlining the city website. Jackson St sidewalk was completed on time and are eligible for the full amount of incentive pay. The new owners of the East Gate shopping center is an issue over which we have no control. But the City is able to put people together to give options, a meeting has been scheduled—we hope developers will see the opportunity here.

Another Missouri city is having luck pursuing funding for infrastructure. We are watching with interest, knowing we are not alone.

Regarding Steve Bodenhamer's "cut versus bore" question on the upcoming project—we may need to seriously consider the less expensive offer and do the open cut.

Next year, we will go to quarterly department head reports, rather than monthly. Next meeting that includes Department Head reports will be in March 2026.

At an upcoming Joint Work Study with Parks, we will look at projects and bring the public in to prioritize the maximum amount of projects for the buck.

11. NEW BUSINESS

12. UNFINISHED BUSINESS

13. RECESS OPEN SESSION

14. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL, (3) PERSONAL

15. CALL THE MEETING TO ORDER

16. ROLL CALL

17. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

18. ADJOURN MEETING

Motion was made to adjourn the meeting 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

Meeting was adjourned at 8:38 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