



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

June 22, 2026 at 6:00 PM

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

MINUTES

Staff Present: City Administrator Wesley Young, City Attorney Holly Dodge, P&Z Assist Tammy Swisher, Planning and Zoning Director Mike Ruesch, CFO Genia Mount, Project Manager Steve Bodenhamer, Parks Director Edward Sands and Police Officer Shannon Shipley Courts Terry Forshee, Public Works Director Trevor Huffman

Citizens Present: Rachel Taylor, Steve Taylor, 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 P&Z Assist Tammy Swisher to conduct the Roll call.

1. ROLL CALL

P&Z Assist Tammy Swisher conducted the roll call. Present: Mayor Troy Smith, Casey Biellier, Jeremy Hill, David Keene, Rachel Mathison and Carol Wilson.

Absent: Joyce Lancaster

P&Z Assist Tammy Swisher confirmed that a quorum was present.

2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

Mayor Smith asked for a motion to approve the agenda, Motion was made by Alder Casey Bieller and seconded by Alder Jeremy Hill, Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, 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. BOARD OF ALDERS REGULAR MEETING MINUTES 06/08/2026

B. PREVIOUS AND CURRENT MONTHS FINANCIALS

FINANCIAL SUMMARIES & STATEMENTS

OUTSTANDING INVOICES, CHECKS AND DRAFT PAID INVOICES

CHECK REGISTER

UTILITIES ADJUSTMENT REPORT

C. DEPARTMENT HEAD REPORTS SECOND QUARTER

COURT CLERK

Court Clerk, Terry Forshee, gave the quarterly report

PUBLIC WORKS

PARKS

Parks Director, Edward Sands, gave the quarterly report

PLANNING & ZONING

Planning Director, Mike Ruesch, gave the quarterly report

POLICE

Major, Shannon Shipley, gave the quarterly report

3. CITIZEN INPUT

- a. Rachel Taylor would like to have the nuisance animal ordinance updated so that it includes that all animals not just dogs be kept on their own property
- b. Steve Taylor wanted people to know dogs have to be leashed but cats and other animals can roam free for 12 hours at a time

5. DISCUSSION

A. INDEPENDENT AUDITOR'S REPORT, CITY AUDIT (DECKER & PACE)

City Auditor gave an updated report to the board of Alders on the Annual City.

B. AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, ADOPTING THE CITY OF WILLARD EMPLOYEE HANDBOOK AND ESTABLISHING PERSONNEL POLICIES FOR CITY EMPLOYEES.

HR Director Caitlin Goebel updated the Board of Alders on the employee handbook.

6. PROJECT MANAGER REPORT

A. SANITARY SEWER UPDATE (STEVE BODENHAMER) (7MIN)

Project Manager Steve Bodenhamer updated on the Meadows and 94-lift station progress.

7. MEADOWS/VILLA SUBDIVISION UPDATE

A. PRELIMINARY FINDINGS MEADOWS/VILLA UPDATE (RAY LYNCH)

Ray Lynch reported on the preliminary findings on the Meadows/Villa

8. RESOLUTIONS

A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, ESTABLISHING, AUTHORIZING, AND GOVERNING THE USE, INTERPRETATION, AND ADMINISTRATION OF JOB DESCRIPTIONS FOR MUNICIPAL POSITIONS.

Mayor Smith asked for a motion to approve the First Read of the resolution. Motion to approve a First Read was made by Alder Jeremy Hill and seconded by Alder Casey Bieller. Motion carried/resolution approved with a 5-0 vote Voting Aye: Alders Biellier, Hill, Keene, Mathison and Wilson.

9. ORDINANCE (Was Changed to Just a Discussion)

A. AN ORDINANCE ESTABLISHING A STANDBY, ON-CALL AND TAKE-HOME VEHICLE POLICY FOR STAFF OF THE CITY OF WILLARD EXCEPT POLICE PERSONNEL (FIRST AND SECOND READ)

Alders agreed that they would like to see a work-study on 7/6/2026 done on this.

10. CITY ADMINISTRATOR REMARKS

City Administrator Wes Young talked about working with Commerce Bank with investment ladders. Color Graphics is working on the City Logo signage.

11. NEW BUSINESS

Planning Director Mike Ruesch is working on Capstone Project that he will present at the work-study meeting.

12. UNFINISHED BUSINESS

Work session will be on July 6, 2026

13. RECESS OPEN SESSION

Alder Casey Bieller motioned to recess Open Session and enter Closed Session. Motion was seconded by Alder Rachel Mathison, Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Mathison and Wilson. Open session recessed at 9:00 pm

14. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL 9:00pm

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 Jeremy Hill and seconded by Alder Casey Bieller. Motion carried with a 5-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Mathison and Wilson. Meeting adjourned at 9:20 pm

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Courtney Myers, City Clerk