

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
October 23, 2023
7:00 p.m.

Staff present: Director of Public Works, Justin Sorgen; Police Officer JD Landon; Project Engineer, Steve Bodenhamer; Director of Finance, Carolyn Halverson; Director of Parks and Rec, Jason Knight; Economic Development Director, Greg Williams; and City Clerk, Dona Slater.

City Attorney Ken Reynolds was present.

Citizens in attendance: Steve Cobb, Megan Applegate, Angie Wilson, Marta Mize, Jake Spinder, Jim Vaughn, Larry Whitman, Bradley Mowell, Mark Lancaster, Joyce Lancaster, and Debbie Ihrig.

Call to Order.

Mayor Snider called the meeting to order at 7:00 p.m.

Roll Call.

The City Clerk conducted the Roll Call.

Alderman Smith-present; Alderman Baird-present; Alderman Keene-present; Alderman Hall-present; Alderman Swatosh-present; Mayor Snider-present; Alderman Hendrickson-not present.

Agenda Amendments/Agenda Approval.

Alderman Baird said agenda item 10 needs to be amended because it needs a Resolution to amend the budget. City Attorney Ken Reynolds will draft the Resolution.

Motion was made by Alderman Baird and seconded by Alderman Keene to amend item 10 for a Resolution. Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Alderman Baird asked to scratch items 8 and 9 from the agenda.

Motion was made by Alderman Smith and seconded by Alderman Hall to remove these two agenda items. Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Mayor Snider said there was no vote taken to hold an Impeachment Hearing. He requested to add an official vote to the agenda. No motion was made.

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the Agenda with the amendments.

Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Consent Agenda.

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the Consent Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Discussion/Vote on current Outstanding Invoices, Draft and Check Paid Invoices for September/October 2023.

Motion was made by Alderman Hall and seconded by Alderman Keene to approve the current outstanding invoices, and draft and check paid invoices for September 2023, and October 2023.

Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Citizen Input.

Megan Applegate – 721 Colby St. – said she has questions. She said there was no item on any agenda to hire a City Administrator and doesn't know how the Aldermen were able to hire someone without any discussion or vote. She feels the Mayor is not held to the same standards as the Aldermen.

Angie Wilson – Ridgeview Dr. – She is requesting the Aldermen to withdraw the Impeachment Letter. She said even if the allegations are true, they still are not reasons for impeachment. She said the City Administrator job is posted on the City's website. She is requesting the Mayor and Aldermen to work together.

Economic Development Update presented by Greg Williams, Economic Development Director.

Mr. Williams said what we are trying to achieve in Willard are jobs and revenue. He is working on projects he believes will develop business assistance. He stated the sales tax "leakage" is considerable. Residents drive to Springfield every day due to a lack of commerce in Willard. We need an analysis of sales tax leakage. We need to know what the citizens want and need. He said marketable real estate is becoming available and opportunity exists. Retail must be encouraged for sales tax revenue.

Discussion/Vote to Re-Appoint Troy Winingear to the Park Board.

Jason Knight, Director of Parks and Rec, said Mr. Winingear has served on the Park Board for the last 3 years and is a valuable member. He asks the Board of Aldermen to re-appoint Mr. Winingear for another 3 years.

Motion was made by Alderman Baird and seconded by Alderman Hall to re-appoint Troy Winingear to the Park Board for a term of three years.

Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Hall, Swatosh, Keene, and Baird.

Discussion/Vote to amend the 2023 Budget for the Willard Inclusive Playground Project.

Mr. Knight stated that because of the grant cycle the budget needs to be amended to bring it in line for him to make the down payment for the equipment and installation. Carolyn Halverson, Director of Finance, said we are hoping to get grants for two hundred fifty thousand dollars (\$250,000) by the end of the year, but if not, we need to move to the 2024 Budget. Mr. Reynolds said we need a Resolution to transfer the money from the General Revenue Fund to the Park Fund. He will draft the Resolution and send it to us tomorrow.

Motion was made by Alderman Baird and seconded by Alderman Smith to amend the 2023 Budget, with a Resolution, for the Willard Inclusive Playground Project.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Keene, Hall, Baird, and Smith.

Discussion/Vote on approval of payment to Park and Play Structures for Inclusive Playground Project

Mr. Knight said he has received an invoice and will secure the pricing agreement pending the Resolution to amend the 2023 Budget.

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the payment to Park and Play Structures for the Inclusive Playground Project.

Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Swatosh, Hall, Smith, and Baird.

Discussion/Vote to accept the bid for Auditing Services

Ms. Halverson said she received two bids from vendors. She recommends the bid from Decker & DeGood. Their bid came in lower than KPM. She said both companies have good reputations.

Motion was made by Alderman Smith and seconded by Alderman Hall to accept the bid from Decker & DeGood for auditing services.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Smith, Hall, Keene, and Baird.

Discussion/Vote to accept the bid for the Folder-Insertor Machine.

Ms. Halverson said this was a state bid. Our current lease will end the first of next year. We can get the new equipment now but still finish out the old lease. She recommends going with Quadient Leasing USA Inc.

Motion was made by Alderman Smith and seconded by Alderman Baird to accept the bid from Quadient Leasing USA Inc. for a Folder-Insertor Machine.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Smith, Baird, Keene, and Swatosh.

Discussion/Vote to accept the bid for financing a Mini Excavator and Track Loader.

Ms. Halverson received several bids and recommends going with Clayton Holdings, LLC, an equity subsidiary of Commerce Bank, for a forty-seven (47) month term for the new equipment.

Motion was made by Alderman Hall and seconded by Alderman Smith to accept the bid from Clayton Holdings, LLC, an equity subsidiary of Commerce Bank, to finance a Mini Excavator and Track Loader.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Smith, Keene, Hall, and Baird.

Ordinance authorizing a loan between the City of Willard, Missouri and Clayton Holdings, LLC to finance the purchase of a Mini Excavator and Track Loader. (1st & 2nd Read) Discussion/Vote.

Ms. Halverson said it is important to do this timely. The bid and equipment will only be held this week. If we wait it could cost more.

The first read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Keene to approve the Ordinance authorizing a loan between the City of Willard, Missouri and Clayton Holdings, LLC, an equity subsidiary of Commerce Bank, to finance the purchase of a Mini Excavator and Track Loader.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Swatosh, Keene, Baird, and Smith.

The second read was conducted by the City Clerk.

Motion was made by Alderman Keene and seconded by Alderman Hall to approve the Ordinance authorizing a loan between the City of Willard, Missouri and Clayton Holdings, LLC, an equity subsidiary of Commerce Bank, to finance the purchase of a Mini Excavator and Track Loader.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Swatosh, Keene, Baird, and Smith.

Ordinance accepting the agreement with Allgeier, Martin and Associates, Inc. for Professional Engineering Services under the requirements of Community Grants Project Funding Program of the FY2023 Consolidated Appropriations Act. (1st & 2nd Read) Discussion/Vote.

Steve Bodenhamer, Project Engineer, said this Ordinance is needed for the design and improvements of the "94" Lift Station. It recites how we got here and authorizes him to execute the agreement. The project will go in to 2025. He said there is one change that will be made to the contract.

The first read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Smith to approve the Ordinance accepting the agreement with Allgeier, Martin and Associates, Inc. for Professional Engineering Services under the requirements of Community Grants Project Funding Program of the FY2023 Consolidated Appropriations Act.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Swatosh, Keene, Baird, and Smith.

The second read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Baird to approve the Ordinance accepting the agreement with Allgeier, Martin and Associates, Inc. for Professional Engineering Services under the requirements of Community Grants Project Funding Program of the FY2023 Consolidated Appropriations Act.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Smith, Baird, Keene, and Swatosh.

Sanitary System Projects Status Report

Steve Bodenhamer, Project Engineer, gave an update on the Community Funding Partnership (94 Lift Station and Force Main). He said the Work Plan calls for financing of the “City Match” no later than April 30, 2024. Discussions are being held regarding the issuance of additional certificates of participation (COP). He had a teleconference with the Environmental Protection Agency (EPA) to discuss compliance with the federal civil rights standards for federal funding. He entered into a 180-day agreement with the EPA regarding this issue. Allgeier, Martin and Associates, Inc. is preparing an engineering cost proposal for the Meadows Connection to the City of Springfield Project.

New Business.

None.

Unfinished Business.

None.

Close Open Session.

Motion was made by Alderman Hall and seconded by Alderman Smith to Close the Open Session. Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Hall, Swatosh, Keene, and Smith.

The Open Session was closed at 8:08 p.m.

Open Executive Session.

Motion was made by Alderman Smith and seconded by Alderman Smith to Open the Executive Session. Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Smith, Baird, Keene, and Swatosh.

Mayor Snider called the Executive Session to order at 8:14 p.m.

Close the Executive Session.

Motion was made by Alderman Smith and seconded by Alderman Hall to Close the Executive Session. Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Smith, Keene, Swatosh, and Baird.

The Executive Session was closed at 8:32 p.m.

Adjourn Meeting.

Motion was made by Alderman Hall and seconded by Alderman Keene to Adjourn the meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Smith, Hall, Keene, and Baird.

The meeting Adjourned at 8:33 p.m.



Dona Slater, City Clerk



Sam Baird, Mayor