

**CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
January 09, 2017  
7:00 p.m.**

Staff present: Interim City Administrator, Jim Bentley; City Clerk, Jennifer Rowe; Director of Public Works, Dave O'Connor; Director of Finance, Carolyn Halverson; Director of Development, Randy Brown; Chief of Police, Tom McClain; Director of Parks; J.C. Loveland; and Assistant Director of Parks, Jason Knight.

The City Attorney Ken Reynolds was present.

Citizens in attendance: J.D. Landon, Mindy Latham, Matt Brunner, Tara Wallis, Maddy Bouse, Marlana Harmon, Val Harmon, Hailey Radford, Philip Radford, Tiffany Goodpaster, and Meagan Duran.

**Pledge of Allegiance.**

The Pledge of Allegiance was led by Mayor Hendrickson.

**Call to Order.**

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

**Roll Call.**

The City Clerk conducted the roll call. Alderman Buckley--- (arrived at 7:11 p.m.), Alderman Snider---, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird---, Alderman Roggeneses-present and Mayor Hendrickson-present.

Due to no quorum until Alderman Buckley arrives, the City Attorney requested that the Ceremonial Matters be conducted first then we can proceed with the Citizen Input, City Administrator Report and Department Head reports.

**Ceremonial Matters.**

The Chief of Police Tom McClain swore in Officers Joe Duran, Ben Peebles and Dakota Radford.

**Citizen Input.**

None.

**City Administrator Report.**

The Interim City Administrator Jim Bentley introduced Mr. Brunner, the teacher involved with the student council group, to the Board.

Mr. Brunner spoke to the Board regarding the Student Council. He stated that the kids were all excited to get involved and would be ready to start at the next Board of Aldermen Meeting. He stated that he had ten (10) students interested in being part of the Board. The Students would participate in discussion and cast a vote on topics, but it would only be for the Minutes and not actually count. Mr. Brunner thanked the Board for allowing the students to take part.

Alderman Buckley arrived at 7:11 p.m.

**Agenda Amendments/Agenda Approval.**

The City Clerk requested an addition to the Agenda to include a new number fifteen (15) for a Resolution to initiate a Student Government Representative position. Motion was made by Alderman Roggeneses and seconded by Alderman Whitman to accept the Agenda with changes. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggeneses.

**Approve the Minutes of the Regular Meeting December 12, 2016 and the Work Study December 19, 2016.**

Motion was made by Alderman Stewart and seconded by Alderman Whitman to approve the Minutes from the regular meeting December 12, 2016. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

Motion was made by Alderman Stewart and seconded by Alderman Whitman to approve the Minutes from the Work Study on December 19, 2016. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

**City Administrator Report.**

The Interim City Administrator Jim Bentley gave his report to the Board.

**Department Head Reports.**

The Department Heads gave their reports to the Board. Alderman Buckley asked about signs going up around the pond at the Rec Center to keep people off the pond. City Attorney Ken Reynolds stated that signs would be good, but we could potentially still be liable if someone gets injured. The Board indicated their desire to have signs placed around the pond to alert of the dangers.

**Financial Reports.**

- a) Motion was made by Alderman Stewart and seconded by Alderman Buckley to accept the Financial Statements. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.
- b) Motion was made by Alderman Stewart and seconded by Alderman Whitman to accept the Outstanding Invoices, Paid Invoices, Online Payments and Transfers. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.
- c) Motion was made by Alderman Stewart and seconded by Alderman Whitman to accept the Adjustments Report. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

**Ordinance approving the amendment to the Land Development Regulations. (2<sup>nd</sup> Read)**

**Discussion/Vote.**

Mayor Hendrickson asked if there were any changes, and Mr. Brown stated there were not. This was to require the tracer wire to be placed with any new construction or reconstruction.

The second read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Stewart to approve the amendment to the Land Development Regulations. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

**Ordinance authorizing the Mayor to sign the updated Intergovernmental Agreement with Greene County. (1<sup>st</sup> and 2<sup>nd</sup> Read) Discussion/Vote.**

The first read was conducted by the City Clerk.

The Chief of Police stated that this was just the update to the Intergovernmental Agreement that provides a venue for the Willard Police Department and Greene County Sheriff's Department to work together.

Motion was made by Alderman Stewart and seconded by Alderman Buckley to authorize the Mayor to sign the updated Intergovernmental Agreement with Greene County. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

The second read was conducted by the City Clerk.

Motion was made by Alderman Stewart and seconded by Alderman Whitman to authorize the Mayor to sign the updated Intergovernmental Agreement with Greene County. The motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenses.

**Discussion/Vote authorizing the Mayor to sign an agreement with General Code.**

The City Clerk informed the Board that this was a standard agreement that was brought each year to allow General Code to update our Municipal Code books and online database with all new Ordinances that were

passed by the Board of Aldermen. Alderman Stewart asked if this was different than the one that was brought a few months ago. The City Clerk and City Attorney stated it was, as that one was to update the Municipal Code to the new Senate Bill five (5) regulations that were passed. This agreement being brought now was only to update with all new code passed by this Board. Motion was made by Alderman Stewart and seconded by Alderman Buckley to authorize the Mayor to sign the agreement with General Code. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

**Discussion/Vote to authorize the City to go out for Bid on Cleaning Supplies.**

The City Clerk informed the Board that the City currently is not under a contract for cleaning supplies. When supplies are needed, the departments are just ordering from Hillyard. The Parks Director JC Loveland had discussed the idea with the City Clerk about possibly getting a cheaper rate if we go out for bid. Mr. Loveland informed the Board that he has gone over everything they use at Parks and thinks we could not only get a cheaper bid, but if a new company came in, they would bring their own dispensers which would upgrade the aesthetics around the City departments. Motion was made by Alderman Stewart and seconded by Alderman Buckley to authorize the City to go out for Bid on cleaning supplies. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

**Discussion/Vote on the Parks Department T-Shirt Bids.**

The Parks Director JC Loveland informed the Board that the City had gone out for bid on the Parks Department T-Shirts and had received just two (2) bids this year. Staff recommended going with Express Press as they had the best and cheapest bid. Motion was made by Alderman Buckley and seconded by Alderman Stewart to accept the bid by Express Press for the Parks Department T-shirts. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

**Discussion/Vote on the Parks Department Photography Bids.**

The Parks Director JC Loveland informed the Board that the City had gone out for bid on the Parks Department Photographs for the teams. The City had only received two (2) bids, and Lifetouch was yet again the best deal. The City is not out any money as the bids are to get the best prices for the families doing the sports and ordering their own photographs. Lifetouch not only had the best prices, but also offered incentives to the City. Motion was made by Alderman Buckley and seconded by Alderman Stewart to accept the Bid by Lifetouch for the Parks Department Photographs. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

**Ordinance accepting Project STBG-5944 (803) Urban Program Agreement with the Missouri Highways and Transportation Commission. (1<sup>st</sup> and 2<sup>nd</sup> Read) Discussion/Vote.**

The Public Works Director Dave O'Connor informed the Board that this agreement is the first step in the project and would allow the City to move forward with the Miller Road improvement. Once this is signed, the City can spend Federal Funds and go to bid for Engineering and other aspects of this project. Alderman Roggensesees asked if the timeline was set in stone. Mr. O'Connor stated that it was just a guideline but the project can move faster or slower with no penalty. Mayor Hendrickson asked City Attorney Ken Reynolds if he was ok with the agreement. Mr. Reynolds stated that he was satisfied with the wording and would proceed. The first read was conducted by the City Clerk.

Motion was made by Alderman Roggensesees and seconded by Alderman Whitman to accept Project STBG-5944(803) Urban Program Agreement with the Missouri Highways and Transportation Commission. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

The second read was conducted by the City Clerk.

Motion was made by Alderman Stewart and seconded by Alderman Buckley to accept Project STBG-5944(803) Urban Program Agreement with the Missouri Highways and Transportation Commission. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggensesees.

**Resolution initiating a Student Government Representative position to serve alongside the Board of Aldermen. Discussion/Vote.**

The Interim City Administrator Jim Bentley informed the Board that this Resolution would make the Student Council legal and allow them to start at the next Board of Aldermen Meeting on January 23, 2017. The

Student Representatives would be allowed to vote alongside the Aldermen, but it would strictly be for the Minutes only and not count as an official vote. Mr. Bentley stated that the class was eager to be involved and it was a big step for Willard to initiate a program like this. Mr. Bentley asked if the Board would be okay with a press release regarding this Resolution and possible news cameras present during the next Meeting. The Board stated they were fine with that. Motion was made by Alderman Whitman and seconded by Alderman Stewart to approve the Resolution initiating a Student Government Representative position to serve alongside the Board of Aldermen. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenssees.

**New Business.**

None.

**Unfinished Business.**

Alderman Roggenssees requested that an Agenda Item be added to the next Board of Aldermen meeting to make a decision on the stipend for Board members. He stated that with the elections coming in April, the Board needed to make a decision.

Alderman Roggenssees also stated that the Connection Fees needed to be brought up soon as well and discussed so the City can move forward with Sewer plans.

Mr. Bentley stated he was very aware and plans to ask the Board to declare an EDU, or a set number of gallons used per day per household, at the next meeting in two (2) weeks.

**Recess Open Session.**

Motion was made by Alderman Buckley and seconded by Alderman Whitman to recess before the Closed Session. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenssees.

**Open Executive Session**

Motion was made by Alderman Whitman and seconded by Alderman Stewart to open the Executive Session at 8:30 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenssees.

**Close Executive Session.**

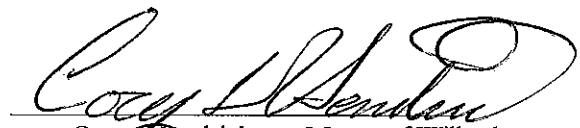
Motion was made by Alderman Whitman and seconded by Alderman Stewart to Close the Executive Session at 8:40 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenssees.

**Adjourn.**

Motion was made by Alderman Stewart and seconded by Alderman Whitman to adjourn. Motion carried with a vote of 4-0. Voting aye: Aldermen Buckley, Stewart, Whitman and Roggenssees.

**The meeting was adjourned at 8:40 p.m.**

  
\_\_\_\_\_  
Jennifer Rowe, City Clerk

  
Corey Hendrickson, Mayor of Willard