

**CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
April 24, 2017  
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; Director of Public Works, Dave O'Connor; Director of Development, Randy Brown; Director of Finance, Carolyn Halverson; Director of Parks, J.C. Loveland; Assistant Director of Parks, Jason Knight; and Planning Assistant, Abigail Brixey.

The City Attorney Ken Reynolds was not present.

Citizens in attendance: Glenn Cozzens, Jose Casanova, Terry Kathcart, Dennis Twitchel, Cindy Twitchel, Tammy Connor, Kathie Lea, Kent Medlin, Scott Rowe, Stewart Pratt, Madison Ruley and Ashlynn Bradley.

**Pledge of Allegiance.**

The Pledge of Allegiance was led by Mayor Hendrickson.

**Call to Order.**

Mayor Hendrickson called the meeting to order at 7:05 p.m.

**Roll Call.**

The City Clerk conducted the roll call. Alderman Buckley---, Alderman Snider-present, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Roggensees-present and Mayor Hendrickson-present. Student Representative Ashlynn Bradley was also present.

**Agenda Amendments/Agenda Approval.**

The City Clerk requested that the Island Oasis Ordinance be removed as it was no longer needed, and a second read on the Forte ordinance. Motion was made by Alderman Baird and seconded by Alderman Snider to approve the Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradley voted aye.

**Approve the Minutes of the Regular Meeting on April 10, 2017 and the Work Study April 17, 2017.**

Alderman Roggensees requested a change to the Business License discussion. Motion was made by Alderman Baird and seconded by Alderman Snider to approve the Minutes with changes from the regular meeting April 10, 2017 and the Work Study April 17, 2017. The motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradley voted aye.

**Citizen Input.**

None.

**Ceremonial**

Chief McClain presented a belt to honor Dr. Kent Medlin for his service to Willard and Willard Schools. Mayor Hendrickson then read a Proclamation to honor Jim Bentley for his service as Interim City Administrator for Willard.

**Ordinance accepting the contract with Great River Engineering for the Miller Road Project. (1st and 2nd Read) Discussion/Vote.**

Mr. O'Connor informed the Board that this was the contract for the Engineering and design of Miller Road from Highway "O" to New Melville Road. The total contract will be about three hundred and fifty-five thousand dollars (\$355,000). Alderman Snider asked why both reads were being done at this meeting. Mr. O'Connor stated that Staff was trying to move forward with the project quickly so it can be scheduled by the contracts before schedules are filled up. Alderman Snider then asked about the possibility of the businesses along that street chipping in funds for the project. Mr. O'Connor stated that would be uncommon unless the

businesses were expanding and creating more traffic to that area with development. Alderman Roggenses stated that four (4) of these businesses are in the top twelve (12) for revenue for the City, so he feels they already have contributed. Mr. O'Connor then informed the Board that this project would also cover the design of the water line relocation and upgrading of that line. Alderman Snider asked if Ken was good with the contract and Mr. O'Connor stated that he was.

The first read was conducted by the City Clerk.

Motion was made by Alderman Roggenses and seconded by Alderman Stewart to accept the contract with Great River Engineering for the Miller Road Project. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

The second read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Stewart to accept the contract with Great River Engineering for the Miller Road Project. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

**Ordinance accepting the contract with Blevins Construction for the Resurfacing of Hunt Road and Farm Road 103 Project. (2nd Read) Discussion/Vote.**

The second read was conducted by the City Clerk.

Mayor Hendrickson asked if anything had changed and Mr. O'Connor said nothing had. Motion was made by Alderman Roggenses and seconded by Alderman Baird to accept the contract with Blevins Construction for the Resurfacing of Hunt Road and Farm Road 103 Project. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

**Ordinance accepting the reappointment of the Willard Municipal Judge, Kristoffer Barefield. (2nd Read) Discussion/Vote.**

Mayor Hendrickson asked if there were any changes, and the City Clerk said no.

The second read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Whitman to accept the reappointment of the Willard Municipal Judge, Kristoffer Barefield. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

**Ordinance accepting the reappointment of the Willard City Attorney, Ken Reynolds. (2nd Read) Discussion/Vote.**

Mayor Hendrickson asked if there were any changes, and the City Clerk said no.

The second read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Roggenses to accept the reappointment of the Willard City Attorney, Ken Reynolds. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

**Ordinance accepting the contract with Hillyard for cleaning supplies. (1st and 2nd Read) Discussion/Vote**

The Parks Director JC Loveland informed the Board that the City Clerk and City Attorney had worked up a contract which was included in their packet. This was for the cleaning supplies and paper products for the City buildings.

The first read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Whitman to accept the contract with Hillyard for cleaning supplies. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye

The second read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Stewart to accept the contract with Hillyard for cleaning supplies. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye

**Ordinance accepting contract with HM Benefits for Health Information Services. (2nd Read) Discussion/Vote.**

Mayor Hendrickson asked the Director of Finance Carolyn Halverson if anything had changed since the first reading. Ms. Halverson stated nothing had changed. Alderman Stewart requested more information on what this contract would be for. Ms. Halverson stated that our last company we used was Connell, and they are a broker who research information on health insurance and services and supply that to the City.

The second read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Roggensees to accept the contract with HM Benefits for Health Information Services. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradly abstained.

**Ordinance accepting the Intergovernmental Agreement with Greene County OEM. (1st and 2nd Read) Discussion/Vote.**

The City Clerk informed the Board that this was the new five (5) year agreement with Greene County Office of Emergency Management. This agency supplies the training and exercises for Emergency Management, as well as assists in the event of an emergency. Alderman Baird asked if there would be an issue having a five (5) year term as other contracts did not go over three (3) years typically. Mayor Hendrickson stated there was no issue as this was more of an agreement to work together.

The first read was conducted by the City Clerk.

Motion was made by Alderman Roggensees and seconded by Alderman Baird to accept the Intergovernmental Agreement with Greene County OEM. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradly also voted aye.

The second read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Stewart to accept the Intergovernmental Agreement with Greene County OEM. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradly also voted aye.

**Ordinance accepting the agreement with Forte Payment Systems for the Parks Department payment processing services. (1st and 2nd Read) Discussion/Vote.**

The Parks Director JC Loveland informed the Board that this software was required with REC Pro, and would be used for credit card processing. This would allow the online payments. He stated that staff was within two (2) hours of completing training on the new software so this needed to be passed so machines could be ordered. This will speed up the process for allowing online payments from citizens for parks department programs. Alderman Whitman asked what percentage was charged and Ms. Halverson stated it was comparable to other companies that the City uses. Mr. Loveland informed the Board that all data will be stored with the company removing the liability off the City.

The first read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Stewart to accept the agreement with Forte Payment Systems for the Parks Department payment processing services. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradly also voted aye.

The second read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Whitman to accept the agreement with Forte Payment Systems for the Parks Department payment processing services. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees. Student Representative Ashlynn Bradly also voted aye.

**Ordinance accepting the Developer's Agreement with Robertson Estates. (1st Read) Discussion/Vote.**

Director of Development Randy Brown informed the Board that this process was started over a year ago. The Developer had originally agreed to put the line in if the City would purchase the materials. However, bids were too high so the Developer requested supplying money and having the City install the new line. This Developer's Agreement will allow the Developer to supply twenty thousand dollars (\$20,000) to help

pay for the new water line. City staff will be responsible for placing the new water line. Alderman Snider asked if the City would have eventually done the job and Mr. Brown said yes, but it would not have been priority. Mr. O'Connor stated that there was a five thousand dollar (\$5,000) clause that would cover any boring that was needed if limestone was hit. Discussion was made regarding the amount of time and staff that would be needed for the project. Alderman Baird asked about the connection fee. Mr. Brown informed him that the twenty thousand dollars (\$20,000) helped cover part of it, so each residence would have only a six hundred and fifty dollar (\$650) fee. Alderman Stewart asked if staff could handle the work and Mr. O'Connor stated they could. Alderman Snider then asked how many staff members public works had and if this was feasible. Mr. O'Connor stated there were eleven (11) counting himself and this project would only use five (5) of them full time.

The first read was conducted by the City Clerk.

Motion was made by Alderman Snider and seconded by Alderman Stewart to accept the Developer's Agreement with Robertson Estates. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggenses. Student Representative Ashlynn Bradley also voted aye.

#### **Resolution authorizing Mid-Missouri Bank to update City Account. Discussion/Vote.**

Mayor Hendrickson stated that this resolution was requested by Mid-Mo bank to remove employees no longer with the City and add himself and the Clerk to the account. Alderman Roggenses asked if Alderman Baird should also be on the account as David Larimore was a previous Mayor Pro-tem and was on there. Alderman Stewart stated she thought that was a good idea. Alderman Baird requested that this be watched closer to remove individuals immediately after termination of employment. Ms. Halverson informed the Board that this was a CD, not a checking account as well. Motion was made by Alderman Roggenses and seconded by Alderman Whitman to approve the resolution authorizing Mid-Missouri Bank to update the City Account with the addition of adding Alderman Baird as well. Motion carried with a vote of 4-1. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses. Voting nay: Alderman Baird. Student Representative Ashlynn Bradley also voted aye.

#### **New Business.**

Alderman Whitman stated that he feels there is a need for traffic control at Farm Road 103 and Hunt Road. He asked if a four (4) way stop was possible. He stated with repairing the road, and the addition of Miller Farm Park, there will be a lot more traffic. He is requesting a traffic count. Mr. O'Connor stated he would speak with County and get that accomplished. Alderman Roggenses stated he felt it was a good idea. Alderman Stewart stated she too had citizens citing concern over that intersection.

Mr. Gray informed the Board that the Public Works department did an excellent job over the weekend with the heavy rains and avoided sewer issues by having resources ready and working around the clock. He commended them for their efforts.

Mayor Hendrickson discussed the foster families in the City. He stated after discussing with a Foster Parent support group, he is curious if it would be feasible to give foster kids a free pool pass to make entertainment cheaper on the foster families. Alderman Baird asked how many foster kids were in the City. Mayor Hendrickson stated that after speaking with Chief McClain, just the PAL program alone had six or 7. Mr. Loveland stated that the Parks Department already accept State funding and submits paperwork giving foster families a cheaper rate. Alderman Snider stated that he was from a family with foster kids and they would have loved that. Mayor Hendrickson requested that the City Clerk reach out to other Cities in the area and see what they offer, if anything.

#### **Unfinished Business.**

Alderman Snider stated that the City should research what rates the CD's have and research more options if they are not good enough.

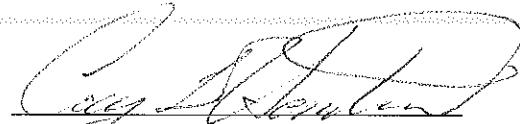
Mr. Gray updated the Board on Kim Haase and stated that he was permitted for twelve (12) more units with another twenty-four (24) coming. The future would include two more twenty-four (24) units, one more twelve (12) unit, a pool and a clubhouse. There is potential for a strip mall with three (3) units and storage facilities, or even assisted living facilities.

#### **Adjourn.**

Motion was made by Alderman Baird and seconded by Alderman Roggensees to adjourn. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees.

**The meeting was adjourned at 8:15 p.m.**

  
Jennifer Rowe, City Clerk

  
Corey Hendrickson, Mayor of Willard