

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
May 8, 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; Chief of Police, Tom McClain; Police Officer, J.D. Landon; and Director of Parks, J.C. Loveland.

The City Attorney Ken Reynolds was present.

Citizens in attendance: Lucille Murray and Madison Ruley.

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---, Alderman Roggenses-present and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.

The City Clerk requested that number fourteen (14), the Storm Water Buyout, be moved up to number seven (7) as it pertains to the Robertson Estates Ordinance which is number six (6). Motion was made by Alderman Whitman and seconded by Alderman Roggenses to approve the Agenda with changes. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Approve the Minutes of the Regular Meeting on April 24, 2017.

Motion was made by Alderman Snider and seconded by Alderman Stewart to approve the Minutes from the regular meeting on April 24, 2017. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Citizen Input.

None.

City Administrator Report.

The City Administrator Brad Gray presented his report to the Board. Mr. Gray then requested feedback from the Board regarding the City Newsletter. Discussion was made regarding avenues to use to gain more publicity on the Newsletter and the new Committees.

Financial Reports.

- a) Motion was made by Alderman Roggenses and seconded by Alderman Stewart to accept the Financial Statements. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.
- b) Motion was made by Alderman Snider and seconded by Alderman Stewart to approve Outstanding Invoices. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.
- c) Motion was made by Alderman Roggenses and seconded by Alderman Stewart to approve the Adjustment Reports. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Department Head Reports.

The Department Heads gave their reports to the Board.

Ordinance accepting the Developer's Agreement with Robertson Estates. (2nd Read) Discussion/Vote.

The second read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Stewart to accept the Developer's Agreement with Robertson Estates. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Discussion/Vote to accept the Storm Water Buyout for Robertson Estates.

Randy Brown discussed the Floodplain area in Robertson Estates and the Developer's Plans for mitigating risk. He stated that the plans were then sent to King at Great River for review. All development within the City is required to provide a detention area. This area is only two (2) acres. There will be a detention area in the northwest corner during the final phase of the development. Mr. Brown also stated that the City has an ordinance allowing Developer's to utilize the Storm Water Buyout. Alderman Snider stated that he would like to have maps available during similar discussions so the Board could have a visual. The City Clerk then opened Beacon to show the area. Mr. Brown stated that it was taken to Planning and Zoning Commission on April 25, 2017 and was unanimously approved. Elevation Certificates and Floodplain Development Application will be required before any building permits are issued.

Motion was made by Alderman Roggenses and seconded by Alderman Snider to accept the Storm Water Buyout with Robertson Estates. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Public Hearing on the Annexations of four (4) Willard Properties into City Limits.

The City Attorney Ken Reynolds opened the Public Hearing on the four Annexations at 8:42 p.m. No citizens wished to speak so the Public Hearing was closed at 8:43 p.m.

Ordinance authorizing the annexation of Parcel 881402200080 (1st Read) Discussion/Vote.

The first read was conducted by the City Clerk.

The Board discussed the property and stated there were no questions.

Motion was made by Alderman Roggenses and seconded by Alderman Snider to authorize the Annexation of Parcel 881402200080. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Ordinance authorizing the annexation of Parcel 881402200049 (1st Read) Discussion/Vote.

The first read was conducted by the City Clerk.

The Board discussed the property and stated there were no questions.

Motion was made by Alderman Snider and seconded by Alderman Stewart to authorize the Annexation of Parcel 881402200049. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Ordinance authorizing the annexation of Parcel 881403400147 (1st Read) Discussion/Vote.

The first read was conducted by the City Clerk.

The Board discussed the property and stated there were no questions.

Motion was made by Alderman Snider and seconded by Alderman Stewart to authorize the Annexation of Parcel 881403400147. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggenses.

Ordinance authorizing the annexation of Parcel 881403400138 (1st Read) Discussion/Vote.

The first read was conducted by the City Clerk.

The Board discussed the property and stated there were no questions.

Motion was made by Alderman Roggeneses and seconded by Alderman Snider to authorize the Annexation of Parcel 881403400138. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

Discussion/Vote on background checks for the Parks Department.

Parks Director JC Loveland discussed the background check options for the Volunteers at the Parks Department. He outlined the two companies and stated that BIB was used by the NPRA (National Parks and Rec Association) and was the company staff was recommending. It was cheaper than SSCI and a good option. Mr. Loveland stated that if this was put into place before Baseball started, it would hit all of the sports which use the same coaches and they would be good for the next year. He also stated that the City could use the company as well for their checks. Alderman Snider asked what the cost would potentially be each year. Mr. Loveland stated it would be around four thousand five hundred dollars a year (\$4500) at most. Mr. Loveland informed the Board that his budget has some wiggle room and he could create a budget amendment at the end of the year to cover the expenses. Alderman Roggeneses pointed out that there was still extra money not being used that was allocated for the Board stipend and he would donate his portion to the Parks Department. He agreed that the City paying was the best way to go. Alderman Whitman stated that he spoke with a few parents who were one hundred percent (100%) in favor of the background checks, but none of them were willing to pay out of pocket. He agreed the City should pay the fee. Motion was made by Alderman Snider and seconded by Alderman Roggeneses to accept BIB as the background check company for both parks and all new City Employees. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

Discussion/Vote to accept new Park Board member Troy Wisdom.

Mr. Loveland informed the Board that Mr. Wisdom had applied and the Park Board unanimously supported bringing him on. He is a retired military man with kids in Willard Schools with a desire to give back. He would be a great asset to the Park Board. This would also put the Park Board at six (6) members, which is just one (1) short of a full Board. Motion was made by Alderman Snider and seconded by Alderman Stewart accept the new Park Board Member Troy Wisdom. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

New Business.

Alderman Snider requested that the City Clerk include the Minutes from other Boards and Commissions when discussions on the Agenda include recommendations by that Board. Alderman Snider also requested that the City research the issue with the screens in the Board room and see if it can be fixed.

Unfinished Business.

None.

Recess Open Session.

Motion was made by Alderman Roggeneses and seconded by Alderman Whitman to recess the Open Session. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

Open Executive Session.

Motion was made by Alderman Whitman and seconded by Alderman Stewart to open the Executive Session at 9:20 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

Close Executive Session.

Motion was made by Alderman Roggeneses and seconded by Alderman Stewart to close the Executive Session at 10:00 p.m. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggeneses.

Adjourn.

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

The meeting was adjourned at 10:00 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

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