

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
November 28, 2022
7:00 p.m.**

Staff present: Interim City Administrator, Steve Bodenhamer; Acting City Clerk, Dona Slater; Parks Director, Jason Knight; Police Officer, JD Landon; Director of Public Works, Justin Sorgen; and Director of Finance, Carolyn Halverson.

City Attorney Ken Reynolds was present.

Citizens in attendance: Jen Rowe, Bradley Mowell, Mindy Latham, and Steve Cobb.

Call to Order.

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

Roll Call.

The Acting City Clerk conducted the Roll Call. Alderman Simmons-present, Alderman Hendrickson-present, Alderman Whitman-present, Alderman Hall-present and Mayor Snider-present, Alderman Baird-not present.

Agenda Amendments/Agenda Approval.

Motion was made by Alderman Simmons and seconded by Alderman Whitman to approve the Agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Hendrickson, Simmons, Whitman and Hall.

Consent Agenda.

Motion was made by Alderman Hall and seconded by Alderman Simmons to approve the Consent Agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Hendrickson, Simmons, Whitman and Hall.

Discussion/Vote on current Outstanding Invoices, Draft and Check Paid Invoices for October/November 2022.

Motion was made by Alderman Hendrickson and seconded by Alderman Hall to approve the current Outstanding Invoices, Draft and Check Paid Invoices for October/November 2022. Motion carried with a vote of 4-0. Voting aye: Aldermen Hendrickson, Simmons, Whitman and Hall.

Administrator's Report.

The Interim City Administrator presented his report.

Ordinance accepting the 2022 Final Amended Budget for the City of Willard (2nd Read)

Discussion/Vote.

The second (2nd) read was conducted by the Acting City Clerk. Motion was made by Alderman Whitman and seconded by Alderman Hendrickson to accept the 2022 Final Amended Budget for the City of Willard. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

Ordinance accepting the Proposed 2023 Budget for the City of Willard (1st Read) Discussion/Vote.

The first (1st) read was conducted by the Acting City Clerk. Motion was made by Alderman Simmons and seconded by Alderman Whitman to accept the Proposed 2023 Budget for the City of Willard. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

Appointment to fill vacancy of Ward I Alderman.

Discussion was made to make no Appointment to fill the vacant Ward I Alderman seat and to wait until the April 4, 2023 City of Willard, Missouri election.

Citizen Input.

None.

Ordinance Accepting the Operation and Maintenance of the Sewage Pump for the Foxfire Development (1st & 2nd Read) Discussion/Vote.

The first (1st) read was conducted by the Acting City Clerk.

Motion was made by Alderman Hendrickson and seconded by Alderman Hall to approve the Ordinance accepting the Operation and Maintenance of the Sewage Pump for the Foxfire Development. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

The second (2nd) read was conducted by the Acting City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Simmons to approve the Ordinance accepting the Operation and Maintenance of the Sewage Pump for the Foxfire Development. Motion carried 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

Ordinance Extending the On Call Consulting Engineering Agreement with Allgeier, Martin and Associates, Inc. (1st & 2nd Read) Discussion/Vote.

The first (1st) read was conducted by the Acting City Clerk.

Motion was made by Alderman Hendrickson and seconded by Alderman Simmons to approve the Ordinance Extending the On Call Consulting Engineering Agreement with Allgeier, Martin and Associates, Inc. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

The second (2nd) read was conducted by the Acting City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Whitman to approve the Ordinance Extending the On Call Consulting Engineering Agreement with Allgeier, Martin and Associates, Inc. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall.

Ordinance accepting the 2023 Park Fees for the City of Willard. (1st & 2nd Read) Discussion/Vote

This Agenda item was postponed.

Discussion/Vote to approve Liberty Utility Streetlight Changes.

- a. Southwest and Emily
- b. Behind 105 Robberson

Motion was made by Alderman Simmons and seconded by Alderman Hendrickson to approve Liberty Utility Streetlight Changes at Southwest & Emily and Behind 105 Robberson. Motion carried with a vote of 4-0.

Voting aye: Aldermen Hall, Whitman, Hendrickson and Simmons.

Set Time and Date for Second Board of Aldermen Meeting for December 2022. Discussion.

Discussion was made and it was decided by the Board of Aldermen to move the Second Board of Aldermen meeting to Tuesday, December 27, 2022 at 7:00 p.m. as City Hall will be closed Monday, December 26, 2022 for the Observance of Christmas Day.

New Business.

Justin Sorgen, Director of Public Works said a citizen was not happy about ruts left in his yard after utility maintenance performed Wednesday, November 23, 2022. He stated that as soon as the ground dries out his department will perform yard repair. The Aldermen would like to see an I & I flow report included in the Public Works Department's monthly reports. Mr. Sorgen stated that the flow meters are controlled by Springfield but that we also monitor ourselves. He also stated that we have enough salt for the first winter event of the season and all equipment is in good working condition. Mr. Bodenhamer inquired if the City has a contractual agreement with the Willard School System to supply salt. It is unknown as no documentation has been found. The order of any new development in the City was discussed. Plans are received by Scott Hayes, City Planner. He then submits this to the Planning and Zoning Commission. If approved by the

Commission the plans will be presented to the Board of Aldermen. It was asked if Greg Williams, Economic Development Director, would be available to attend the next Board of Aldermen meeting to give the Aldermen an update on any new developments. Mr. Bodenhamer stated that the nature of Economic Development is very confidential and the City does not want to betray the trust of potential new businesses. Mr. Bodenhamer said Mr. Williams can give a report to the Aldermen but it will not include names or the type of business or services being offered. It was stated that the limitations for growth are based on the City's sewer capacities.

Unfinished Business.

It was noted that the Board of Aldermen will begin recruiting for a new City Administrator in January 2023 and will discuss recruitment of a City Clerk at the next Board of Aldermen meeting December 12, 2022.

Adjourn Meeting.

Motion was made by Alderman Simmons and seconded by Alderman Whitman to adjourn the meeting. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Hendrickson, Whitman and Hall. The meeting was adjourned at 9:30 p.m.



Dona Slater, Acting City Clerk



Samuel Snider, Mayor