

## MEETING MINUTES

**CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
September 9, 2024  
6:00 P.M.**

Citizens Present: Sam Baird, Steve Cobb, Debbie Ihrig, Larry Whitman

Staff Present: City Administrator Wes Young, City Attorney Nate Dally, City Clerk Janice Gargus, Planning & Zoning Commission Director Mike Ruesch, Parks Director Jason Knight

The tentative agenda of this meeting includes:

### **PLEDGE OF ALLEGIANCE**

Mayor Smith led the Pledge of Allegiance.

Call the meeting to order.

Mayor Smith called the meeting to order at 6:00 p.m. and asked the City Clerk to conduct the Roll Call.

### **1. Roll Call**

The City Clerk conducted the Roll Call.

Present:

Mayor Troy Smith, Alderman Keene, Alderman Lancaster, Alderman Swatosh, Alderman Wilson.

Not Present: Alderman Biellier, Alderman Hill

### **2. Agenda Amendments/Approval of Agenda**

Motion was made by Alderman Keene and seconded by Alderman Wilson to approve the agenda as presented. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

### **3. Consent Agenda:**

“A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to “approve the Consent Agenda as published or modified.”

Motion was made by Alderman Wilson and seconded by Alderman Lancaster to approve the Consent Agenda as presented. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

a. Minutes from the Regular Meeting August 26, 2024

Motion was made by Alderman Wilson and seconded by Alderman Lancaster to approve the Regular Meeting Minutes from August 26, 2024, as presented. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

- b. August/September 2024 Outstanding Invoices, Draft & Check Paid Invoices
- c. Department Head Reports
- d. Board Attendance Report

**4. Current Outstanding Invoices, Draft & Check Paid Invoices for August/September 2024**

Motion was made by Alderman Lancaster and seconded by Alderman Keene to approve the Current Outstanding Invoices, Draft & Check Paid Invoices for August/September 2024 as presented. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

**5. Citizen Input**

None

**6. Hear a Request from the City of Willard High School for Permission to Set Off Fireworks on the Evening of the Homecoming Dance**

Jackson (Student Body President) & Kennedy (Vice President of Student Government) asked the BOA for permission for the Willard High School to set off fireworks at the end of the evening following their Homecoming Dance/Celebration. They gave an account of the expected time frame to include the fireworks, including details of how things will unfold, explaining the reason they want to include a fireworks display is because their homecoming theme is “Party in the USA.” They said they chose this theme in follow up to the recent Olympics and want to continue with a unified experience. The Willard High School Assistant Supervisor of Operations will provide and set up the fireworks display and be in charge of setting off the fireworks. The fire department has agreed to be on sight to oversee the display and be on hand in case of any emergency situations. The display will be set up in a designated and blocked off area of the parking lot outside of the Commons area. The dance starts at 8:00 p.m. and students will not be allowed to exit to the parking lot to prepare to view the fireworks until 10:40 p.m. The fireworks will start at 10:45 p.m. and conclude at 11:00 p.m. The public will be invited to attend the display. Neighborhood citizens will be notified in advance that the display will take place so they will not be surprised or startled. They will be invited to attend as well. They will be made aware of the event through social media, the school newsletter, and door hangers. Wes Young did caution the BOA before making their decision to approve or not approve the request, that if they do approve it, they may need to re-visit our current policy due to others in the community may come forward with the same type of request in the future. The students were asked to contact Police Chief McClain and let him know of the BOA’s decision and make him aware of the event in case the police department receives any phone calls. Mayor Smith asked the BOA to vote on approving the request. Motion was made by Alderman Swatosh and seconded by Alderman Wilson to approve the City of Willard High School Permission to Set Off Fireworks on the Evening of the Homecoming Dance. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

**7. Proclamation Recognizing Sam Baird for Nine Years of Service as an Alderman and Mayor**

Mayor Smith read the proclamation and presented the proclamation to Mr. Baird. Mr. Baird responded by saying we need inspiration; and mentioned Lucy Murry & Valorie Simpson;

hundreds of others including those who volunteer for the Parks Department and Planning & Zoning; Donna Stewart; and his wife. He said there will always be those who are unhappy with the city regardless of the progress. He said there are several here in the room in the audience who volunteer, and he told them thank you very much for this recognition and thank you for serving your community.

#### **8. Approve Appointments/Re-Appointments to the Planning & Zoning Commission Board**

1. Burnis Coleman
2. Jeff LaMontia

The BOA voted to approve the re-appointment of Burnis Coleman and Jeff LaMontia to the Planning & Zoning Commission Board. Motion was made by Alderman Lancaster and seconded by Alderman Keene to approve the Re-Appointments of Burnis Coleman & Jeff LaMontia to the Planning & Zoning Commission Board. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

#### **9. Ordinance for Accepting the Proposal by Arrow for High-Speed Internet/VOIP Phone Service and for Starlink Services, LLC to be used as a back up to Provide Phone & Internet Services for the City of Willard Department Buildings and Authorizing the Mayor to Execute All Necessary Documents on Behalf of the City of Willard (2<sup>nd</sup> Read)**

- a. Exhibit A: Service Order Form/Master Service Agreement for Arrow High Speed Internet/VOIP Phone Service (Bid #1)
- b. Exhibit B: Starlink No Contract Monthly Charges (Bid #2)
- c. Exhibit C: Current Environment Stats vs. Tier One & Tier 2 Recommended Environments
- d. Exhibit D: Proposed Services Stats Basic Service Internet & Phones
- e. Exhibit E: Current Services Stats Basic Services Internet & Phone, plus back up for all but Public Works
- f. Exhibit F: Proposal/Bid from Granite Government Solutions (Bid #3)

Carolyn Halverson explained that nothing has changed with the contract and that the term is the same and the price holds for 36 months. Mayor Smith asked for a motion to approve the phone and internet ordinance. Motion was made by Alderman Keene and seconded by Alderman Lancaster to approve the Ordinance for Accepting the Proposal by Arrow for High-Speed Internet/VOIP Phone Service and for Starlink Services, LLC to be used as a back up to Provide Phone & Internet Services for the City of Willard Department Buildings and Authorizing the Mayor to Execute All Necessary Documents on Behalf of the City of Willard. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

#### **10. Proposal to Enter into an Agreement with Safe Slide Restoration for the Repair of the Aquatic Center Slide**

- a. Exhibit A: Safe Slide Restoration Proposal

Jason explained that the damage to the slide is due to age and maintenance. He said there is a crack in the fiberglass where it bolts to the landing. This area supports some of the weight and is the critical part that needs to be repaired. Jason also said the outside paint is beginning to peel off. After speaking to the folks at Safe Slide, the paint is not as important as sealing the inside of the flume and preventing damage to the lining because the paint is cosmetic only. Safe Slide told

Jason it will not change the price a lot in the future should we decide to put off the paint until a later date (the price would not increase much). Jason prefers to address all of it at once, the inside, outside, and the paint. Wes added that in his previous community, they used Safe Slides and they did fantastic work and were reasonable. He said that slides and pools in general have a seven-to-ten-year life span. We stated that as far as money to cover this expense, we had budgeted \$100,000 for the community center but are using \$65,000 for the rec center roof so we could do this project and still theoretically come out ahead. Mayor Smith asked for a motion to approve this item. Motion was made by Alderman Keene and seconded by Alderman Wilson to Enter into an Agreement with Safe Slide Restoration for the Repair of the Aquatic Center Slide – Option B. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh Wilson.

#### **11. Proposal to Accept the Bid from Alliance Roof Solutions & Coating**

Parks Director Jason Knight said he has attempted to address the issue with the leaking roof at the Willard Rec Center for the last several years. He said that each time a leak is repaired in one area, another leak appears in a different area. He stated that the last time it leaked onto the wood gym floor, and this prompted the need for the new roof to leapfrog the maintenance building. He had previously requested a bid from a company and that estimate came in around \$67k. This time the same company declined to submit a sealed bid. Jason reached out to additional companies Dale's Roofing declined to bid. Alliance Roofing came back with the lowest bid (with a similar comp to what was bid the first time) compared to Redeemed Roofing. Jason said the roof needs a full proof coating system. Alliance Roofing's bid is a little cheaper and it will include a complete coating of the roof, pressure wash, sealing the seams, replacing the screws and a two-part coating. This will be performed on the whole roof. Mayor Smith asked for a motion to approve the roof repair. Motion was made by Alderman Wilson and seconded by Alderman Lancaster to Accept the Bid from Alliance Roof Solutions & Coating. Motion carried with a 3-0 vote. Voting aye: Aldermen Keene, Lancaster, Wilson. Abstain: Alderman Swatosh.

#### **12. Proposal to Accept the Bid from Blevins Asphalt Construction Company of Mount Vernon, MO for the Milling & Overlaying of Jackson Street**

##### **a. Exhibit A: Contract Agreement with Blevins Asphalt Construction Company**

Wes explained this item needs to be approved and signed by the Mayor to get the project started asap. Mayor Smith asked for a motion to approve this item. Motion was made by Alderman Lancaster and seconded by Alderman Keene to Accept the Bid from Blevins Asphalt Construction Company of Mount Vernon, MO for the Milling & Overlay of Jackson Street. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

#### **13. Review of Water & Sewer Rate Analysis Report for Consideration of Setting a Date for a Public Hearing**

##### **a. Exhibit A: Water and Sewer Rate Analysis Report Willard, MO**

Wes stated that using an analyst was a good idea. He said that the city needs to take on the care of our needs stronger; save for the unexpected; and take into consideration as to whether our capital improvement plan currently in place is good and his opinion is that it is. He said the analyst has recommended a 35% increase in water and 29.6% for sewer and the rate has been structured

to a level of subsidization which means out of county customers will pay a higher rate. He said that capacity fees will help offset this. He said the typical customer using 1,000 gallons within the city probably will not see an increase, however, county customers might probably see a 50% increase. Wes said that we haven't increased rates on a regular basis in the past and that means higher increases to get the rates to where they need to be. But the analyst's proposal is designed so that our rates can be subsidized by increase. Wes said that Carl will not be available October 10-20 and Wes will be visiting his Mom, but Carl suggests we increase asap. Mayor Smith asked Wes if we can hold a separate meeting at the community center instead of at the next BOA meeting and Wes said we can, but we need to keep the agenda light. Mayor Sith asked the BOA if they prefer a second meeting or address the increase during the regular BOA meeting. The BOA prefers to include it during the BOA Meeting on September 23<sup>rd</sup>. Wes said we will get the word out to the public and Carl can call in and be a part of the meeting to explain his analysis and answer questions.

#### **14. Sanitary Sewer Project Status**

Mr. Bodenhamer gave the Sanitary Sewer Project Status update and read the items listed on his memorandum.

#### **15. City Administrator Remarks**

Wes said the website is looking good and again it will be linked to Facebook, Instagram, and X. He encouraged anyone who might be listening to the meeting to submit ideas now. He also said the agenda software is going well and the new iPads to be used for meetings are looking great and will work in tandem with the new agenda software. He said the new tools for the website is building one so the community can give us input. Wes also discussed the Jackson Street Park lights and whose responsibility it is to fix the lights. He said the responsibility is probably Liberty, but they can no longer get the same bulbs so they will need to change them out. He stated there is no real update to the special election held in June and that Greene County is still working on the final cost update and we will know if we are going to receive a refund or not.

#### **16. New Business**

Alderman Lancaster asked if constituents need to respond to the utility survey if their house is newer than the years listed on the survey and Wes said yes. He stated that the ultimate goal is to know by October if there's any lead in our systems. He said there are no penalties to citizens for not completing the survey and he also reminded the BOA that they approved up to a \$100 bill credit on a random drawing for completing the survey.

#### **17. Unfinished Business**

None

#### **18. Adjourn Meeting**

Mayor Smith asked for a motion to adjourn the meeting. Motion was made by Alderman Keene and seconded by Alderman Lancaster to adjourn the meeting. Motion carried with a 4-0 vote. Voting aye: Aldermen Keene, Lancaster, Swatosh, Wilson.

Meeting was adjourned at 7:30 p.m.

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Janice Gargus, City Clerk

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Troy Smith, Mayor