

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
June 10, 2024
6:00 p.m.

Staff present: City Administrator Wes Young, Director of Finance Carolyn Halverson, Police Officer J.D. Landon, Police Chief Thomas McClain, Director of Parks and Rec Jason Knight, City Clerk Janice Gargus, City Attorney Nate Dally, Planning and Zoning Director Mike Reusch, Project Manager Steven Bodenhamer.

Attendees: Debbie Ihrig, Terry Kathcart, Larry Jones, Larry Whitman, Angie Wilson, Steve Cobb

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order.

Mayor Sam Baird called the meeting to order at 6:00 p.m.

1. Roll Call

The City Clerk conducted the Roll Call.

Present: Alderman Troy Smith, Alderman Casey Biellier, Alderman Joyce Lancaster, Alderman Scott Swatosh, and Mayor Sam Baird

2. Agenda Amendments/Agenda Approval

City Administrator, Wes Young, asked that the agenda be amended due to Item #3b and Item #4b not being included as part of the original meeting packet and he also asked that Item #6 be moved to Item #3 so that Officer Hickox and his family did not have to sit through the financials discussion while awaiting Officer Hickox to take his Oath of Office. Motion was made by Alderman Lancaster and seconded by Alderman Smith to amend the agenda to include Item #3b and Item #4b and to move Item #6 to Item #3. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

3. Swearing in of new police officer, Anthony Wayne Hickox

Police Chief Thomas McClain performed the Oath of Office of Officer Anthony Wayne Hickox.

4. Consent Agenda

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the consent agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

5. Current outstanding invoices, and draft and check paid invoices for April/May 2024.

Discussion/Vote

Mayor Baird went through each expense line for Item #3b and asked if there were any questions or comments. On page four of 9, Mike Reusch explained that he had inspected the wiring, and it was in bad repair. Because there had been no bid opportunity for this, Mayor Baird said it should be pulled as it shouldn't be paid before the work is completed and he asked the City Administrator, Wes Young, to meet with the Public Works Director, Justin Sorgen, to implement the bid process. On page 5 of 9, Alderman Bieller asked why Randy Brown is still on payroll. Chief Financial Officer, Carolyn

Halverson, explained that he is not on the payroll but is being paid by filing a 1099. Additionally, she stated that the cost of the sod was included in this overall cost. On page 8 of 9, Mayor Baird asked that the electrical cost be removed from the fund summary. Next, Mayor Baird went through Item #4b and asked if there were any questions or comments. On page 3 of 5, Alderman Lancaster asked why we are paying so much for internet service and asked if bids can be obtained. Chief Financial Officer, Carolyn Halverson, stated that she will start looking for lower internet costs. Motion was made by Alderman Biellier and seconded by Alderman Smith to approve Item #3b, current outstanding invoices, and draft and check paid invoices for May/June 2024 as amended above. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve Item #4b, current outstanding invoices, and draft and check paid invoices for May/June 2024 as amended above. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

6. Citizen Input

Citizen Debbie Ihrig spoke about the need for increasing the pay for the Police Department. She stated that it's a public safety issue for the citizens of Willard due to not being able to retain current officers or attract new officers and she pleaded with the Board of Aldermen to please do whatever needs to be done to make the pay increase happen. She said the incident which happened at the school at the end of the year was a great example of the need for our city to be protected adequately. Additionally, she wanted to compliment an officer who had responded to a need her family had on May 28, 2024, stating the officer was professional, sincere, and went above the call of duty.

7. Adopt New Organizational Chart as amended from the 5/13/2024 BOA Meeting.

Discussion/Vote

City Administrator, Wes Young, explained that he had updated the organizational chart to include himself and that the positions for the police department will only include the positions and not the employee names due to the frequent turnover in these positions. Motion was made by Alderman Smith and seconded by Alderman Bieller to approve the new organizational chart as amended. Motion was carried with a vote of 5-0. Voting aye: Alderman Smith, Biellier, Keene, Lancaster, and Swatosh.

8. Appoint City Administrator, Wes Young, as the voting alternate to the Ozarks Transportation Organization Board of Directors.

Motion was made by Alderman Keene and seconded by Alderman Bieller to appoint City Administrator, Wes Young, to the OTO Board of Directors. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

9. Fireworks Sales Dates. Discussion/Vote

Citizen James Stagner attended the last Board of Aldermen Meeting on 5/29/2024 and requested that the city consider extending the sales dates for fireworks. Mr. Stagner was asked to return to this meeting for discussion, however, he is not present this evening. The Board of Aldermen did, however, discuss the pros and cons for those who sale fireworks, for the city, and for the citizens. It was determined that it would increase revenue for those who sell the fireworks in addition to the city. The noise issue with fireworks was discussed in great deal including fireworks being a nuisance when citizens do not abide by the dates they are allowed to shoot off fireworks within the city limits. Alderman Swatosh stated that it shouldn't be an issue due to anyone who lives in the county can purchase and shoot off fireworks all year. Alderman Biellier pointed out that it is an issue when someone works during the week and the 4th of July falls on a weekday because it is difficult to get sleep and arise early to go to work. Alderman Biellier asked Police Chief McClain how many fireworks citations on average are issued. Police Chief McClain said very few, as they only issue a citation if it's a matter of a safety issue. Alderman Smith states he feels that extending the dates could become an issue with other vendors asking for the same favoritism. Mayor Baird said he didn't think the dates

should be extended because one citizen asked and that it needs to be discussed with all interested citizens in a town hall meeting or a public hearing at a future Board of Aldermen meeting. City Administrator, Wes Young, said we need to plan for citizen input and Alderman Biellier suggested a survey on the city's Facebook page. Wes agreed that would be appropriate, therefore, voting on this item was put off until the survey results are obtained.

10. Election Cost from 5/13/2024 BOA Meeting. Discussion/Vote

City Administrator, Wes Young, stated that the cost was confirmed, and it needs to be paid before June 18, 2024. Mayor Baird stated that the city has an obligation to pay. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to pay the approved cost of the election. Motion carried with a vote of 4-1. Voting aye: Aldermen Smith, Biellier, Keene, and Lancaster. Voting nay: Alderman Swatosh.

11. Final Plat for ATM Square. Discussion/Vote

Mike Reusch presented a copy of a letter from the developer stating they will cover the requested cost of the section of sidewalk requested upon approval by the Board of Aldermen of the final plat. Alderman Swatosh has concerns about the cost to the city for their section of the sidewalk and bridge and wants to know how we can be certain the developer will follow through on their cost. Mike stated that the Public Works Director, Justin Sorgen, is obtaining bids for the city for their portion of the project. Mike also said that there is a warranty bond in place, and we should move forward. Mike further stated the warranty bond does not cover the sidewalks, however, having the warranty bond and the letter from the developer should not cause any problems for the city. City Attorney, Nate Dally, stated that if the plat is approved, the letter is okay but not the greatest to have in place. Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the final plat for ATM Square. Motion carried with a vote of 3-2. Voting aye: Aldermen Smith, Biellier, and Keene. Voting nay: Alderman Swatosh. Abstain: Alderman Lancaster.

12. Ordinance Adding an Inflow and Infiltration Section to the Municipal Code. (2nd Read) Discussion/Vote

Mike Reusch reiterated this is needed to analyze and correct problems. Mike stated it will not outlaw the use of sump pumps by citizens, however, the city needs to know where the water is being discharged and in the future public works will be able to identify more information needed. Mayor Baird indicated that this past Saturday's heavy rain was a great example of the need to be put in place. Mike Reusch indicated there is equipment needed so public works can do inspections. Steven Bodenhamer noted there are multiple leaks in multiple pipes, manholes are an issue, and so are wells at lift stations and there are a lot of pieces unique to identifying each. He said the stations can help identify if the water is instant or delayed, and wet ground vs. dry ground and they all need to be addressed simultaneously. Mayor Baird said that he was aware that up until two years ago, the city had the equipment to scope the lines but he's not sure why that has not continued. City Administrator, Wes Young, suggested that we hire engineers to access. Alderman Smith suggested Wes meet with Justin, and Steve and create a timeline and formal plan. Wes will contact the engineers. Motion was made by Alderman Lancaster and seconded by Alderman Smith to approve the ordinance adding an inflow and infiltration section to the municipal code. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

13. Building Code Adoption 2018 International Codes – 500.010. Discussion

Mike Reusch stated this is to adopt everything in the code book except for some codes specific to the City of Willard. Currently still using 2012 codes and will update to 2018 codes. Another exception will be energy codes which will continue to apply to 2012 due to the cost of updating and the fact those codes are not currently enforced. Mayor Baird pointed out the agenda says this item is for

discussion and the packet says discussion/vote. The packet was an error as this was only intended for discussion at this meeting. After discussion it was concluded an ordinance is needed and this will be brought back to the next meeting as an ordinance for discussion/vote.

14. Fee Changes – 500.100. Discussion

Mike Reusch stated that new codes equal new fees. He gave comparisons of some of the old fees vs. new fees. He wants everyone to have time to look these over so the fees can be discussed at the next meeting. He doesn't want to chase developers away and wants opinions of the Board of Aldermen.

15. Capacity and Facility Fees 500.115 New Fee Section. Discussion

Mike Reusch explained the impact these fees would have regarding the impact on the city. He gave examples of current costs and how these new fees would affect the city vs. the developer. Mike proposes collecting the money due up front before the preliminary plat is approved and his department will keep track of whether the money has been paid. Alderman Smith agreed with Mr. Reusch in that he feels this is a move in the right direction.

16. Police Retention via Shift Differential and Pay Schedule. Discussion/Vote

City Administrator, Wes Young, said at this time the city can only give the officers a 5% increase plus shift differential resulting in approximately a \$30,000 cost. The current vacant twelfth position will be frozen until the end of the year to offset some of this cost thus resulting in the achievement of a couple of goals. Chief McClain stated that he respects this decision and appreciated that the city is headed in the right direction to get a sales tax passed for law enforcement. Motion was made by Alderman Smith and seconded by Alderman Lancaster to approve page one of the proposed shift differential and pay schedule. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

17. Ordinance Amended 2024 Budget. (1st Read) Discussion/Vote

Chief Financial Officer, Carolyn Halverson, talked in depth about the need for the amended 2024 budget due to many issues including rising costs for most everything. She gave examples that include computers, software, salaries, services, and supplies. Additional impacts include Lagers, Parks, and the audit. She also stated that all the grant money has not been received and when it comes to it some of the money will be recouped. Parks Director, Jason Knight explained the costs and additional costs that were incurred due to critical safety issues with park vehicles. Carolyn read specific costs from the budget and how those costs impacted the budget due to increase or decrease. Aldermen Swatosh and Biellier told Carolyn they thought everything had been budgeted for, however, Carolyn explained there were more increases than expected. Carolyn included a PowerPoint presentation with specific spreadsheets, etc. so everyone could look at the same items at the same time and ask questions as she explained items. Carolyn said the summary sheet was the projected budget amounts while City Administrator, Wes Young, explained there was an increase of \$630,933.79 in expenditures. Wes said there was some additional revenue in addition to additional expenses and by the end of the year it will end better than currently seen but not as better as it could be although we could probably see more of an increase in revenue by the end of the year. Carolyn said there will be one additional amended budget later this year. Wes suggested that if the Board of Aldermen want to think about the budget and table it until the next meeting, questions can be emailed to him. City Attorney, Nate Dally, stated that the first read does not have to be voted on and the budget can be amended before the second read, if necessary. The Board agreed to put off the vote until the next meeting.

18. Water Tower #2. Discussion

Steven Bodenhamer gave an update on the recoating of the water tower and said the results are not good because the coating is not adhering, and the tower is probably going to need to be sandblasted.

He also said that the outside is maintained to look good to the public, however the real damage happens from the inside out and eventually interior repairs can damage the outside of the tower. However, he said the interior repairs should be a priority over the exterior. He has been in contact with the Public Works Director, Justin Sorgen, and Justin is setting up an appointment with a contractor for a rate study and how this affects the cost and then it will be put out for bid. Mr. Bodenhamer suggests the city postpone the exterior painting and transfer the focus to the interior. He also stated that the towers should be drained every five years and be cleaned inside because the Department of Natural Resources is more interested in the inside, and they will drain the towers and do an inspection. City Administrator, Wes Young, said the city needs to put money into the capital budget and plan for these repairs as needed. He said this can be added to the amended budget.

19. New Business

The Board of Aldermen concurred that the city would recognize the Willard High School baseball team with a proclamation at our next meeting and the team will be invited to attend.

20. Unfinished Business

None

21. Adjourn Meeting

Motion was made by Alderman Lancaster and seconded by Alderman Biellier to adjourn the meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Lancaster, and Swatosh.

Meeting was adjourned at 9:00 p.m.

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL

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Janice Gargus, City Clerk

Troy Smith, Mayor