

CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
MARCH 14, 2024  
6:00 p.m.

Staff present: Interim City Administrator Donna Stewart, Project Engineer Steven Bodenhamer, Director of Finance Carolyn Halverson, Police Officer J.D. Landon, Planning and Development Director Mike Ruesch, City Clerk Dona Slater, and City Attorney Holly Dodge.

Attendees: Larry Whitman

**Call to Order**

Alderman Landon Hall called the meeting to order in the absence of Mayor Sam Baird, and Mayor Pro tem Troy Smith.

**Pledge of Allegiance**

Alderman Hall led the Pledge of Allegiance.

Attorney Holly Dodge said since there is no Mayor or Pro tem at the meeting, the Board needs to temporarily approve someone to officiate this meeting. They will not lose their ability to vote.

Alderman Hall nominated Alderman Casey Biellier to officiate at the meeting. A vote was taken by Ms. Dodge. All Aldermen voted aye.

**Roll Call**

The City Clerk conducted the Roll Call.

Present: Aldermen Biellier, Keene, Lancaster, Hall, and Swatosh.

Not Present: Mayor Baird, and Alderman Smith.

**Agenda Amendments/Agenda Approval**

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

**Consent Agenda**

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

**Citizen Input**

None.

**City Administrator's Report regarding the Open House held March 7, 2024**

Ms. Stewart said the Open House was not a complete failure, however she was disappointed in how much community appearance we had. People who did come and saw the presentation seemed to leave with additional knowledge and understanding they didn't have before. The presentations were put together into a video format that has been added to the City's YouTube channel, Facebook page, and website. This video will be presented to the Board of Aldermen at the March 25, 2024, meeting. Alderman Lancaster said she attended the Open House and wants to extend her thanks to the City staff for all the work that was put into making the presentation. She was also disappointed in the foot traffic from the citizens.

**Ordinance accepting an agreement with Mongan Painting, LLC for sandblasting and painting of the City pool. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote**

Ms. Stewart said this contract has had extra research. The attorney has made additions, it has gone back to Mongan, and they have approved the edits. We are absolutely under a deadline for this contract.

The first read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Swatosh to approve the Ordinance as read.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Hall, Keene, Lancaster, and Biellier.

Motion was made by Alderman Hall and seconded by Alderman Keene for the second read of the Ordinance due to timing constraints.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Keene, Swatosh, Biellier, and Lancaster.

The second read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Keene to approve the second read of the Ordinance.

Motion carried with a vote of 5-0. Voting aye: Aldermen Lancaster, Biellier, Swatosh, Keene, and Hall.

**Ordinance accepting an agreement with Cochran Engineering for a Water Study Update and 5-Year Department of Natural Resources (DNR) Supervised Program. (1<sup>st</sup> Read) Discussion/Vote**

Ms. Stewart said that in order to set up a supervised program through DNR we need a study done to analyze where we might want to put changes in. We need this in order to help fill out the application with DNR for a Supervised Program. This is similar but different from the rate studies being done by GettingGreatRates.com. This study looks at our current system capacity from an engineering perspective. The other study looks at our whole system from a financial perspective and projects what we may want to do in the next five to ten years.

Motion was made by Alderman Lancaster to approve a first read of the Ordinance.

The first read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Keene to approve the Ordinance as read.

Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Lancaster, Billier, Swatosh, and Hall.

**Ordinance accepting an agreement with Cochran Engineering for a Capacity Fee Analysis for water, streets, and storm water. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote**

Mr. Ruesch said we are trying to adopt the 2018 building codes. This is a capacity study for water, streets, and storm drainage. We rely on professional engineering to define fee amounts. We need a second read tonight because Cochran has asked for thirty days to complete this. Then this can be taken to the Planning and Zoning Commission at the end of April.

The first read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Lancaster to approve the first read of the Ordinance.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Keene, Lancaster, Hall, and Biellier.

Motion was made by Alderman Hall and seconded by Alderman Keene to approve a second read of the Ordinance due to the expediency to get this done.

Motion carried with a vote of 5-0. Voting aye: Aldermen Lancaster, Biellier, Keene, Swatosh, and Hall.

The second read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Keene to approve the Ordinance as read.

Motion carried with a vote of 5-0. Voting aye: Aldermen Biellier, Lancaster, Swatosh, Keene, and Hall.

**New Business**

None.

**Unfinished Business**

None.

**Recess Open Session**

Motion was made by Alderman Hall and seconded by Alderman Keene to recess the Open Session and to adjourn into Closed Session pursuant to RSMO Section 610.021 sub #3 for Personnel and sub #13 for Personnel.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Keene, Biellier, Lancaster, and Swatosh.

The Open Session was recessed at 6:27 p.m.

**Open the Closed Session**

Motion was made by Alderman Lancaster and seconded by Alderman Keene to Open the Closed Session pursuant to RSMO Section 610.021 sub #3 and #13 for Personnel.

Motion carried with a vote of 5-0. Voting aye: Aldermen Biellier, Swatosh, Keene, Hall, and Lancaster.

The Closed Session convened at 6:30 p.m.

**Close the Closed Session and Reconvene the Open Session**

Motion was made by Alderman Swatosh and seconded by Alderman Biellier to Close the Closed Session and to Reconvene the Open Session.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Keene, Biellier, Lancaster, and Hall.

The Open Session reconvened at 8:09 p.m.

**Adjourn Meeting**

Motion was made by Alderman Lancaster and seconded by Alderman Keene to adjourn the meeting.

Motion carried with a vote of 5-0. Voting aye: Aldermen Lancaster, Biellier, Keene, Swatosh, and Hall.

The meeting adjourned at 8:09 p.m.

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Dona Slater, City Clerk

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Sam Baird, Mayor