

CITY OF WILLARD  
BOARD OF ALDERMEN  
SPECIAL SESSION  
MARCH 4, 2024  
6:00 p.m.

Staff present: Interim City Administrator Donna Stewart, and City Clerk Dona Slater.

Attendees: None

**Call to Order**

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

**Pledge of Allegiance**

Mayor Baird led the Pledge of Allegiance.

**Roll Call**

The City Clerk conducted the Roll Call.

Alderman Smith-present; Alderman Hall- present; Alderman Swatosh- not present; Alderman Biellier-present; Alderman Lancaster-present; Alderman Keene-present; Mayor Baird-present.

**Agenda Amendments/Agenda Approval**

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

**Payment of concrete invoice. Discussion/Vote**

Discussion was held on the payment of an invoice from B&B Concrete Solutions. Ms. Donna Stewart said they are the bid winner to do the concrete for the new Public Works building. This business wants one-half (1/2) of the payment up front and the remaining payment at the time the concrete work is completed. She is asking for approval of the full payment so the check can be written this week and get him paid this Thursday or Friday.

Motion was made by Alderman Lancaster and seconded by Alderman Hall to pay B&B Concrete Solutions on completion of the project.

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

**Recess Open Session**

Motion was made by Alderman Hall and seconded by Alderman Keene to recess the Open Session.  
Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Hall, Lancaster, Biellier, and Smith.

The Open Session was recessed at 6:05 p.m.

**Open the Executive Session**

Motion was made by Alderman Hall and seconded by Alderman Biellier to open the Executive Session.  
Motion carried with a vote of 5-0. Voting aye: Aldermen Biellier, Smith, Lancaster, Hall, and Keene.

The Executive Session opened at 6:05 p.m.

**Close the Executive Session**

Motion was made by Alderman Smith and seconded by Alderman Hall to close the Executive Session.

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

The Executive Session closed at 7:19 p.m.

**Reconvene the Open Session**

Motion was made by Alderman Keene and seconded by Alderman Smith to re-open the Open Session.

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

The Open Session reconvened at 7:19 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, Hall, and Smith.

The meeting adjourned at 7:20 p.m.

---

Dona Slater, City Clerk

---

Sam Baird, Mayor