

CITY OF WILLARD  
BOARD OF ALDERMEN  
REGULAR MEETING  
January 8, 2024  
6:00 p.m.

Staff present: Interim City Administrator Donna Stewart, Project Engineer Steve Bodenhamer, Director of Finance Carolyn Halverson, Police Officer J.D. Landon, Planning Assistant Tammy Nephew, and City Clerk Dona Slater

City Attorney Holly Dodge was present.

Citizens in attendance: Burnis Coleman, Steve Cobb, Angie Wilson, Debbie Ihrig, Lexi and Mike Ruesch, Mark Lancaster, Terry Kathcart, and Jim Vaughn

**Call to Order.**

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

**Roll Call.**

The City Clerk conducted the Roll Call.

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

**Agenda Amendments/Agenda Approval.**

Ms. Donna Stewart requested moving agenda item #11 Ordinance accepting Holly Dodge of Lauber Municipal Law, LLC for City Attorney and City Prosecutor services to agenda item #6. Agenda item #16 Unfinished Business was removed.

Motion was made by Alderman Smith and seconded by Alderman Lancaster to approve the modified Agenda.

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

**Consent Agenda.**

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

**Discussion/Vote on current Outstanding Invoices, Draft and Check Paid Invoices for December 2023/January 2024.**

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the current outstanding invoices, and draft and check paid invoices for December 2023, and January 2024.

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

**Citizen Input.**

None.

**Ordinance accepting Holly Dodge of Lauber Municipal Law, LLC for City Attorney and City Prosecutor services. (1<sup>st</sup> & 2<sup>nd</sup> Read) Discussion/Vote.**

Ms. Stewart said two law firms were interviewed. The Board voted to hire Holly Dodge.

The first read was conducted by the City Clerk.

Motion was made by Alderman Smith and seconded by Alderman Lancaster to approve the Ordinance accepting Holly Dodge of Lauber Municipal Law, LLC for City Attorney and City Prosecutor services. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Swatosh, and Lancaster.

The second read was conducted by the City Clerk.

Motion was made by Alderman Smith and seconded by Alderman Lancaster to approve the Ordinance accepting Holly Dodge of Lauber Municipal Law, LLC for City Attorney and City Prosecutor services. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Keene, Swatosh, and Lancaster.

**Public Hearing on Sewer rate increase.**

Mayor Baird opened the Public Hearing at 6:08 p.m.

No-one wished to speak.

Mayor Baird closed the Public Hearing at 6:09 p.m.

**Ordinance approving Sewer rate increase. (1<sup>st</sup> Read) Discussion/Vote.**

Ms. Stewart said the sewer fund has been running at a deficit with revenues being lower than expenditures. This ordinance will approve a ten percent (10%) increase in sewer rates.

The first read was conducted by the City Clerk.

Motion was made by Alderman Keene and seconded by Alderman Smith to accept the Ordinance approving a sewer rate increase.

Motion carried with a vote of 4-0. Voting aye: Aldermen Biellier, Swatosh, Keene, and Smith. Alderman Lancaster abstained due to requesting rate studies be completed prior to voting on an Ordinance.

**Public Hearing on Water rate increase.**

Mayor Baird opened the Public Hearing at 6:12 p.m.

Angie Wilson thanked the Board for listening to citizens at the last meeting and postponed this until now. She questioned how citizens were notified about the public hearing because she didn't see anything posted anywhere. She said residents understand and can handle news if they get it.

Mayor Baird closed the Public Hearing at 6:16 p.m.

**Ordinance approving Water rate increase. (1<sup>st</sup> Read) Discussion/Vote.**

Ms. Stewart said this is the same as sewer. There has not been a rate increase in two years. This will not solve the problem but will get us closer.

The first read was conducted by the City Clerk.

Motion was made by Alderman Smith and seconded by Alderman Keene to accept the Ordinance approving a water rate increase.

Motion did not pass with a vote of 3-1. Voting aye: Aldermen Smith, Keene, and Swatosh. Voting nay: Alderman Biellier. Alderman Lancaster abstained due to requesting rate studies be completed before voting on an Ordinance.

**Professional Recruiting Agencies. Discussion/Vote.**

Ms. Stewart presented documents from several recruiting agencies detailing their services and pricing structure.

Motion was made by Alderman Smith and seconded by Alderman Swatosh to use Blue Signal for professional recruiting services.

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

**Ordinance accepting the Final Replat of Lots 11, 12, 13, and 14 for Cottages at Generation Village, L.P. (1st & 2nd Read) Discussion/Vote.**

Ms. Tammy Nephew, Planning Assistant, said when she went to Greene County to record the final plat she was told the name on the original Ordinance did not match the name on the final plat or final development plan. This Ordinance changes the name of the development to match the final plat and final development plan.

The first read was conducted by the City Clerk.

Motion was made by Alderman Lancaster and seconded by Alderman Smith to approve the Ordinance accepting the Final Replat of Lots 11, 12, 13, and 14 for Cottages at Generation Village, L.P.

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

The second read was conducted by the City Clerk.

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the Ordinance accepting the Final Replat of Lots 11, 12, 13, and 14 for Cottages at Generation Village, L.P.

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

**Declaration of Surplus Vehicles to sell on GovDeals.com for the Public Works and Parks departments. Discussion/Vote.**

Public Works:

- a. 1998 Dodge Ram 1500 VIN3B7HF12Y4WG206808
- b. 2000 Chevy 2500 VIN 1GCGK24R2YR164984
- c. 2005 Chevy Silverado VIN 1GBJK34225E275346

Parks:

- d. 1990 Chevy 1500 VIN 1GCDK14Z8LZ178345

Ms. Carolyn Halverson said old vehicles bring a better price on GovDeals.com.

Motion was made by Alderman Biellier and seconded by Alderman Lancaster to declare these vehicles as surplus and sell them on GovDeals.com

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

**Sanitary System Projects Status Report**

Mr. Steve Bodenhamer said things are moving along. He will begin writing a policy for Civil Rights and run it by the Environmental Protection Agency (EPA).

**New Business.**

Mayor Baird asked Ms. Stewart if she has had a chance to check into a rate study for sewer and water. She said she has set up a meeting with Cochran to discuss this.

Alderman Biellier asked if we now have sound on the cameras. Ms. Stewart said we have ordered a camera system, and it may be used at the January 22, 2024, Board of Aldermen meeting.

**Unfinished Business.**

None.

**Close Open Session.**

Motion was made by Alderman Smith and seconded by Alderman Biellier to Close the Open Session.

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

The Open Session was closed at 6:45 p.m.

**Open Executive Session.**

Motion was made by Alderman Smith and seconded by Alderman Keene to Open the Executive Session.

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

**Close the Executive Session.**

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

The Executive Session closed at 7:34 p.m.

**Re-Open the Open Session.**

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

The Open Session was re-opened at 7: 34 p.m.

**Adjourn Meeting.**

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

The meeting Adjourned at 7:35 p.m.

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Dona Slater, City Clerk

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Sam Baird, Mayor