

MEETING MINUTES

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
October 28, 2024
6:00 P.M.**

Staff Present: City Administrator Wesley Young, City Attorney Nate Dally, City Clerk Janice Gargus, CFO Carolyn Halverson, Parks Director Jason Knight, Planning & Zoning Commission Director Mike Ruesch, Public Works Director Trevor Hoffman, Public Works Assistant Director Shane Fox, Project Manager Steve Bodenhamer, Police Officer JD Landon

Citizens Present: G. Cook, Christina McQueen, Marilyn Ulney, Lisa Savage, Jenny Williams, Jim Williams, Daran Whited, David O'Connor, Julie Carey, Kelley Bennett, Angie Wilson, Cindy Holcomb, Marta Mize, Sandra Wallace

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 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 Casey Biellier, Alderman Jeremy Hill, Alderman & Mayor Pro-Tem David Keene, Alderman Joyce Lancaster, Alderman Scott Swatosh, Alderman Carol Wilson

2. Agenda Amendments/Approval of Agenda

City Administrator Wes Young asked that Items #4 & #10 be removed from the agenda without renumbering the remaining Items. Planning & Zoning Commission Director Mike Ruesch asked that Item #20 be removed from the agenda. Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the agenda as amended by removing Items # 4, 1#0, & #20 and not renumbering the items. Motion passed with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, 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.”

- a. Minutes from the Regular Meeting October 14, 2024
- b. September Financial Summaries
- c. September Financial Statements
- d. September/October Outstanding Invoices, Checks and Draft Paid Invoices
- e. September Check Register
- f. September Utility Adjustments Report

Mayor Smith asked for a motion to approve the Consent Agenda. Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the Consent Agenda as stands with no amendments. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

~~4. Current Outstanding Invoices, Draft & Check Paid Invoices for September/October 2024~~

5. Citizen Input

Mayor Smith asked if there were any citizens that would like to speak. The following citizens did speak and asked questions and expressed their concerns over the proposed rate increases for water and sewer. Their main concern conveyed is the difference between rates inside the city versus the rates for outside the city. They stated they understand the need for rate increases; however, they do not understand why the rate outside the city must be so much higher versus the in-city rates and they just want a fair rate increase across the board that is the same amount for outside the city and inside the city. Mayor Smith asked that they hold off on some of these issues until the agenda items specific to the rate increases are discussed later in the meeting. Wes Young told them he is going to ask the board to approve a Water Advisory Board, and that item will be discussed as well when the water and sewer rate agenda item is discussed later in the meeting. Several citizens spoke and those who chose to give their name prior to speaking include: Kathy Cook (Greg Cook) – Out of City, Lisa Savage, Jenny Williams, Greg Cook, Mr. Savage, Kelly Bennett, Angie Wilson.

6. **A Resolution of the Board of Aldermen of the City of Willard, Missouri, Approving the Mayor to Enter into a Healthcare Contract Providing Health Insurance for the Employees of the City of Willard, Missouri, with Ollis/Akers/Arney Insurance & Business Advisors of Springfield, Missouri Representing United Healthcare.**

- a. **Exhibit A**
- b. **Exhibit B**

Cameron Ollis presented the insurance presentation and started by giving a brief history of his experience in the insurance industry. It was noted that the city is asking for the board to approve a new insurance plan with Anthem BCBS and not United Healthcare as indicated on the resolution. Cameron has been in discussion with CFO Carolyn Halverson, Director of Human Resources Dona Slater, and City Administrator Wes Young. Cameron compared six different carriers and is recommending changing from United Healthcare to Anthem BCBS due to a much better savings for the city's premiums. Additionally, there are added benefits for employees including the deductible going from \$6,750 down to \$4,500 for individuals and from \$13,500 down to \$9,000 for families. Cameron explained that Anthem BCBS is in a contract battle with Mercy and they're making progress, and he believes it's going to be resolved probably in late December. If not, then there will be a 90-day extension for solving the contract renewal. If it does not get renewed, city employees will need to switch to Cox Health Doctors. Cameron also said the dental insurance will be a better program and overall, the city will be saving around \$35,000. Mayor Smith asked for a

motion to approve the resolution. Motion was made by Alderman Lancaster and seconded by Alderman Biellier Approving the Mayor to Enter into a Healthcare Contract Providing Health Insurance for the Employees of the City of Willard, Missouri with Ollis/Akers/Arney Insurance & Business Advisors for a New Healthcare Plan with Anthem BCBS. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

7. A Resolution of the Board of Aldermen of the City of Willard, Missouri, Approving the Mayor to Enter into a Loaner Agreement with JJB Transportation, LLC, PO Box 222, Collinsville, Oklahoma 74021 for a Loaner Bus

a. Exhibit A

Parks Director Jason Knight explained that the new bus is not ready to be picked up and a loaner bus is needed because the afterschool program is starting on November 4th. There are currently ten students enrolled and there is a need to expand to other school areas and he is evaluating the costs of doing so. Jason said there is a need to maintain consistency since we've had these kids sign up and we said we were committed to doing this program through May 2025. If the program doesn't take off as hoped and more students don't enroll, it will not be offered next school year. Mayor Smith asked for a motion to approve the resolution. Motion was made by Alderman Biellier and seconded by Alderman Hill to Approve a Resolution of the Board of Aldermen of the City of Willard, Missouri, Approving the Mayor to Enter into a Loaner Agreement with JJB Transportation, LLC, PO Box 222, Collinsville, Oklahoma 74021 for a Loaner Bus. Motion passed with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

8. A Resolution of the Board of Aldermen of the City of Willard, Missouri, Approving the Mayor to Enter into a Contract for Engineering and Professional Services for the Jackson Street Improvements

a. Exhibit A

Mike Ruesch briefly explained the resolution and the need to approve it. After questions and discussion, Mayor Smith asked for a motion to approve the resolution. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to Approve a Resolution of the Board of Aldermen of the City of Willard, Missouri, Approving the Mayor to Enter into a Contract for Engineering and Professional Services for the Jackson Street Improvements. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

9. A Resolution of the Board of Aldermen of the City of Willard, Missouri, to Appoint Members to the Southwest Missouri Joint Municipal Water Utility Commission

a. Exhibit A

Wes Young explained the purpose of this resolution. Mayor Smith asked for a motion to approve the resolution. Motion was made by Alderman Hill and seconded by Alderman Keene to Approve a Resolution of the Board of Aldermen of the City of Willard, Missouri, to Appoint Members to the Southwest Missouri Joint Municipal Water Utility Commission. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

~~**10. An Ordinance Authorizing the Appointment of One Director and One Alternate to the Southwest Missouri Joint Municipal Water Utility Commission**~~

11. An Ordinance Amending the City of Willard Missouri Code to Authorize Certain City Officials and Employees to Speak on Behalf of the City on Social Media, in the City of Willard, Missouri

Wes Young reiterated the purpose of this ordinance and gave a brief explanation of those who will be included to speak on behalf of the City of Willard on social media. This was the second read and Mayor Smith asked for a motion to approve the ordinance. Motion was made by Alderman Hill and seconded by Alderman Biellier to Approve an Ordinance Amending the City of Willard Missouri Code to Authorize Certain City Officials and Employees to Speak on Behalf of the City on Social Media, in the City of Willard, Missouri. Motion passed with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

Note in Reference to Items #12 & #13: The Board will discuss the water and sewer rates previously presented at the recent public hearing, along with additional options recently provided by the rate analyst as a result of the public hearing's discussions. If the Board finds that the recommendations from the public hearing represent the necessary option, they will proceed with a vote and complete both the first and second readings of the proposed rate ordinance.

12. An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 705, Water Rates, Article II Water Rates

- a. Exhibit A
- b. Exhibit B
- c. Exhibit C
- d. Exhibit D

13. An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII Wastewater Charges and Rates

Items #12 & #13 were discussed by Wes Young, and he explained the different options for settling the issues that have been discussed with the rate analyst and the concerns voiced by the citizens at the Public Hearing. Options include appointing a utilities advisory board with members from in and out of town. Wes also explained the different rate possibilities included in the BOA packet. There was a lot of discussion and questions asked by the board members in reference to the newest water rate scenarios provided by Carl Brown and board members assured citizens in the meeting that their concerns have been heard and the board wants to choose an option that most meets the needs of the citizens and the city. Wes indicated that Carl Brown's latest water rates did not include any updated sewer rate scenarios. Wes will ask Carl to submit them, and they hopefully will be available for the next meeting.

14. An Ordinance Revising and Replacing Section 400.200 of the City Code

Mike Ruesch explained the reason for revising this section and that it's due to schools will probably always be located in residential neighborhoods and this revision will allow for signs to be added in an R-1 School Zone without having to obtain permission each time as long as the ordinance specifications are followed.

15. An Ordinance Revising and Replacing Section 400.470 of the City Code

Mike Ruesch explained that revising this section is mainly for removing car washes from C-1 Zones and placing them in M-1 Zones.

16. An Ordinance Revising and Replacing Section 400.480 of the City Code

Mike Ruesch explained that revising this section allows self-storage units to be put back in the ordinance for M-1 Zones and for car washes to be moved to the M-1 Zone.

17. An Ordinance Revising and Replacing Section 400.510 of the City Code

Mike Ruesch explained the reason for making changes to the Mixed-Use Section. Mixed-use zones allow developers to come in and modify mixed-use which would include rezoning a commercial use property with options such as developing a zone that would include offices on the bottom and apartments on the top. Mr. Ruesch said he wants to encourage mixed-use because right now everything is located far away in different zones and he hopes for developing goals that develop a conceptual plan. Developers will be required to keep 40% of the land open space for trails, parks, amenities, etc. He said everyone would hear the developers' details for their plans up front and engineers will be used to plan the developments and there will be a measuring guideline for things the developer includes. There will be an interconnectivity score for connecting with another subdivision; recreation space; and designing and installing parks for the City of Willard. Mike said he also encourages mixed-use because it saves on transportation issues and there must be diversity of the design with various buildings and purposes. There will be credit and scoring for different uses and the city will give them a preferred developer status. Inspection times will be at a block rate and there's no need for concerns for preferred treatment because the developer isn't paying for the service.

18. An Ordinance Revising and Replacing Section 400.890 of the City Code

Mike Ruesch explained the revisions in this section to include the specifics of school signage allowed.

19. An Ordinance Revising and Replacing Section 705.090 of the City Code

Mike Ruesch explained that new connection fees have been approved and a connection and capacity table has been added to this section.

20. ~~An Ordinance Revising and Replacing Section 705.125 of the City Code~~

21. An Ordinance Revising and Replacing Section 710.475 of the City Code

Mike Ruesch explained that connection fees are already established, and this revision is including a table for water and sewer capacity fees. He added there are no increases, just adjustments being made.

22. Sanitary Sewer Project Status

Project Manager Steven Bodenhamer discussed the details of this project by explaining the updates on his memo which is included in the packet.

23. City Administrator Remarks

Wes Young stated that he has been Certified as a Missouri Municipal Government Employee. He has attended two recent PIO trainings and gained some good tips and feedback as we hopefully develop our PIO soon and received a lot of good feedback on our social media policy which we are now ahead including crisis planning. We generally should develop some general templates to get information out on social media. Wes has been exploring the idea of a Water Advisory Board and has been looking at other cities that have a board for this. Mayor Smith said it makes sense especially in our circumstance and it gives those outside the city some kind of representation and it relieves communication issues, input issues, and ownership issues. Wes will continue to explore the options for setting up this board. Wes pointed out that he has generated some summaries of the community survey's, and he will email those to everyone and they will be discussed more at the next meeting. At this point, Wes opened the new website on the monitor for everyone to see and he explained changes and new items this new website will include and the potential for launching the website soon. He also explained this new website allows the city information to be shared on social media including Facebook, Instagram, and X, and there will also be an app and it can be connected with a smart phone. There will be more feedback and more opportunity to show citizens what the city is accomplishing and keep them up to date with the latest news. There will also be a map that Public Works will use to show the locations of the current projects they are working on. Wes also explained the new Agenda Management Program Software and how it will work with the new website.

24. New Business

None

25. Unfinished Business

None

26. Recess the Open Session & Open the Closed Session Pursuant to RSMO Section 610.021 # (1) Legal

Mayor Smith asked for a motion to recess the open session and open the closed session. Motion was made by Alderman Keene and seconded by Alderman Biellier to Recess the Open Session & Open the Closed Session Pursuant to RSMO Section 610.021 # (1) Legal at 8:23 p.m. Motion passed with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

27. Call the Meeting to Order

Mayor Smith called the meeting to order at 8:24 p.m.

28. Roll Call

Mayor Smith asked the City Clerk to conduct the Roll Call.

The Roll Call was conducted by the City Clerk.

Present: Mayor Smith, Alderman Casey Biellier, Alderman Jeremy Hill, Alderman Joyce Lancaster, Alderman & Mayor Pro-Tem David Keene, Alderman Scott Swatosh, Alderman Carol Wilson.

29. Close the Closed Session and Reconvene the Open Session

Mayor Smith asked for a motion to close the closed session and reconvene the open session. Motion was made by Alderman Biellier and seconded by Alderman Hill to Close the Closed Session and Reconvene the Open Session at 8:34 p.m. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

30. Adjourn Meeting

Mayor Smith asked for a motion to adjourn the meeting. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to adjourn the meeting at 8:35 p.m. Motion passed with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.


Janice Gargus, City Clerk