

**City of Willard
Board of Aldermen
Regular Meeting
July 22, 2024
6:00 p.m.**

Staff Present: City Administrator Wes Young, City Attorney Nate Dally, City Clerk Janice Gargus, City Project Manager Steve Bodenhamer, Planning & Zoning Director Mike Reusch, Police Officer JD Landon

Attendees: Terry Kathcart, Steve Cobb, Larry Whitman, Ricky Haase

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 @ 6:15 p.m.

Roll Call

The City Clerk conducted the Roll Call.

Present: Alderman Biellier, Alderman Keene, Alderman Swatosh, Alderman Wilson, Mayor Troy Smith

Agenda Amendments/ Approval of Agenda

Motion was made by Alderman Biellier and seconded by Alderman Wilson to approve the agenda. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Consent Agenda

Alderman Swatosh brought to attention that Item 3b, paragraph 2, on the last page of the Financials should have the word “delinquently” edited to say “diligently”. Motion was made by Alderman Biellier and seconded by Alderman Keene to amend the Financials Item 3b, second paragraph, last page to change the word “delinquently” to the word “diligently”. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson. Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the Consent Agenda. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Minutes from the Regular Meeting July 8, 2024 were amended to include Lumix will also be working on the older side of the Public Works building in addition to the new side. Motion made by Alderman Biellier and seconded by Alderman Wilson to approve the 7.8.24 meeting minutes with the amendment of adding that Lumix will also be working on the older side of the Public Works building in addition to the new side. Motion carried with a 4-0 vote. Voting aye: Aldermen Billier, Keene, Swatosh, Wilson.

Current Outstanding Invoices, Draft and Check Paid Invoices for June/July 2024.

Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the Current Outstanding Invoices, Draft and Check Paid Invoices for June/July 2024. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Citizen Input – None

Approve Utility Clerk's Copier/Printer Maintenance Agreement

City Administrator Wes Young explained that this is the maintenance agreement for the previously purchased utility clerk's printer. He stated that the maintenance agreement came in late and that's why we're approving it tonight. Motion was made by Alderman Biellier and seconded by Alderman Keene to approve the Utility Clerk's Copier/Printer Maintenance Agreement. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Update the Appointment of City Administrator, Wes Young, as the Voting Alternate to the Ozarks Transportation Organization Board of Directors for the New Mayor Troy Smith

Wes Young explained that this is a replacement due to the election of Mayor Troy Smith replacing former interim Mayor Sam Baird. No vote was needed.

Recommendation Considering Approval of an Agreement with Placer.ai – Wes Young explained the information that can be gained from this item can be used to bring in much needed tax revenue for the city. Freedom Fest was a great example that showed us where the patrons went following the event. McDonald's was the top pick in Willard and Texas Roadhouse in Springfield was popular. It shows us what we need to bring in revenue such as a steakhouse. Easy budgetary response because it only requires moving money around to pay for it. Spending \$14 million in groceries in Willard but overall, \$40 million. Can take that information to that business and show them why they should build in Willard. Any member of staff can have access to the data. Can look at other cities information as well as to compare them to us. Only staff with the need to know will have access, however. There's a lot of data. Public Works could benefit as well. The data updates quickly and we can watch the growth and progressive movement. It will pay for itself and help us to pay for things we need as well. This gives us the ability to provide factual data. Motion was made by Alderman Billier and seconded by Alderman Wilson to approve a two-year contract and accept and approve the "Recommendation Considering Approval of an Agreement with Placer.ai". Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Annual State Statutory Code Updates and Supplementation Process (2nd Read)

Wes Young reiterated the explanation from the last meeting that this is the State update that is mandatory to be done and it just needs to be approved by vote. Motion was made by Alderman Keene and seconded by Alderman Biellier to approve the State Statutory Code Updates and Supplementation Process. Motion carried with a 4-0 vote. Voting aye: Alderman Biellier, Keene, Swatosh, Wilson.

Ordinance Recommending Consideration of Updating Section 130.040 of the City Code to Enhance our Purchasing and Contracting Procedures (1st Read)

Wes Young explained the need for this, including it will increase our ability to respond and there will be a 10% incentive for local vendors. He stated we can't spend money we don't have, and it must be previously authorized, and we have to budget before and not after the fact and align the state and federal spending. Federal work and grants will be aligned, boosts administrator's limits, stays in legal limits, City Administrator will be authorized to sign if pre-approved. This was the first read of the Ordinance and it will be voted on at the second read at the meeting on 8.12.2024.

Ordinance Authorizing the Mayor to Enter into a Contract with B&B Concrete to Complete the Sidewalks of the ATM Square (1st Read)

Mike Reusch explained the details. He stated the first option is to accept it as is for \$35,000. He stated the ordinance includes an additional \$5,000 to cover the added items. Mr. Ruesch spoke to Public Works, and this is the only concrete guy that responds to bids. This is what was submitted, and this is what we're proposing to move forward with to take care of our section of the ATM Square. It doesn't just include the ATM Square, it also includes connecting to AB, Barwick, New Melville. The bridge is not included. This allows the director of Public Works to move forward without having to come back for approval for each thing. Mr. Ruesch will follow up on the price of the bridge. Installation by the contractor should be completed in August. Mr. Ruesch will ask the director of Public Works to ask the contractor to also complete the small section on Hunt Road. CFO Carolyn Halverson confirmed it included \$20,000 in budget and the director of Public Works, Justin Sorgen, said the cost is \$16,000 so should be able to include the small area on Hunt Road. They also completed the pad on the new shop and the sidewalk in front. This was the first read of the Ordinance and it will be voted on at the second read of the Ordinance at the next meeting 8.12.2024.

Hoffman Hills Phase 2 Final Plat

Mr. Ruesch explained it's a smooth process and he has gone through the whole subdivision. There are no signs, but the signs have been ordered. Motion was made by Alderman Keene and seconded by Alderman Swatosh to approve the Hoffman Hills Phase 2 Final Plat. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson.

Addition of Personal Storage to the M-1 Zone

Mr. Ruesch said in 2018 the BOA decided there shouldn't be personal storage units allowed in this zone. Mr. Ruesch is proposing to allow personal storage in the M-1 Zone but it will have to be zoned for manufacturing. He stated there hasn't been a big run on storage units but that's why he's wanting to push it through because there is an avenue for this need. In the future, this item will go to mixed use. If we want to entertain it in the future, then a business that may want to move here can see it in the code and it can open the conversation. If they think it's not allowed, they may not even look and pass us by. Mr. Ruesch said it's all commercial right now and he has a hard time trading commercial for manufacturing. As far as storage units, there's no return for the city on storage units and the city is giving up prime property. Mr. Ruesch talked with someone today about new storage units in Willard. He said it's ultimately up to P&Z and the BOA. P&Z had no concerns. Wes Young said this is more preparatory, someone can look at the code to see if mini storage is allowed. It's not permitting anything but the conversation. You have to give them an avenue, but they still have to go through P&Z and the BOA. Just trying to allow a process but there are certain places they would not be allowed such as 160. There is no ordinance tonight, just a discussion, but Nate Dally said we can do the first and second read next time.

Revision to the Variance Code for School Signage

See below.

Revision of the R-1 Zone for Signage Requirements

Mr. Ruesch explained that the Revision to the Variance Code for School Signage and Revision of the R-1 Zone for Signage Requirements are tied together. He stated that the R-1 Zone does not allow for signage

in a neighborhood and the school can't be granted a variance because the code says in order to get the variance, we can only give them one. The one benefit is when they came in and present one, if they submitted it with their building permit, it could be approved, and they didn't have to worry about the zoning. For anything future, if the school wants to change their signs, the R-1 does limit it to 40 square feet including building signs and illuminated signs. Mr. Ruesch will get this information updated with ordinances and re-submit for approval.

Sanitary Sewer Project Status

Mr. Bodenhamer gave an update on this item. He stated it's 80% complete, and there has been additional personnel added to get it completed. He stated plans for the Meadows are subject to change if we have problems with easements. He said this leaves us with two other minor property owners and Mr. Bodenhamer will talk to them later. There are still issues with Farm Roads 106 & 103. He stated he will meet with the minority landowners to get an agreement then get this packaged out to go to bid and submit it to the DNR for approval. He stated he would like to accelerate Farm Road 94 and would like to have the 94 bids first to tell us where we stand financially for the city's cost. He said there are still improvements to make to the lift station.

City Administrator Remarks

Mr. Young explained what's trying to be accomplished with the sewage and the cost being charged to the city by Springfield. He stated Willard received an invoice from Springfield for \$180,000. He will be meeting with Trevor Hoffman to determine what needs to be bid out. He stated there is good news with the Jackson Street Overhaul and federal has approved the plans and documents are completed and will be published on Thursday in the News Leader. He said there should be asphalt on Jackson before year's end. Mr. Young also stated that everyone should be gearing up for the budget and a grant would help with that. He wants to work on trying to get plans, specs, quotes, etc. from everyone so we can plan accordingly. He said that regarding Facebook, the week of the 11th, both people who are authorized to post for the city were out so we couldn't make a Facebook post we needed. Mr. Young is looking for a program that is accessible to the website and he's looking for a product that will interface to Instagram, Twitter, and Facebook and give us a PI overhaul. We will approve the information first before allowing it to be posted. Mr. Young wants everyone to see more of the good of the city. The product he's looking at he likes because it has an app and costs less. It's also compatible with agenda items and an online public meeting space. This might fit what our community needs, which is access to meeting information. He stated that Planning & Zoning has put a survey out there to see what style of buildings the citizens want to see. He will be attending another coffee hour at The Hive on August 9th.

New Business

Mike Ruesch gave an update on the mixed-use ordinance coming down the road. He said it's complex and dynamic and dictates zoning and gives credit for different things like, for example, a grocery store can be built in a residential neighborhood because it allows for a mix of buildings in the same zone. The ordinance works for the developer in both the residential neighborhood and downtown. They can adjust their setbacks and present it to Planning & Zoning for approval. They'll be scored and, if they reach a certain score, they will become a preferred developer. Mayor Smith said this is more for the future, and our city attorney, Nate Dally needs to be involved because there are a lot of gray areas and there could be a lot of conflict. Mike Ruesch stated this offers much better options and gives the developer options and the city gets some stuff back. It will apply to new neighborhoods only and not affect established neighborhoods. Mr. Ruesch stated there's lots of interpretation, but he foresees opportunity. He said the Planning Commission will vet it and Nate will treat it like all other ordinances.

Unfinished Business

None

Adjourn Meeting

Mayor Smith asked for a motion to adjourn the meeting. Motion was made by Alderman Keene and seconded by Alderman Wilson to adjourn the meeting at 7:50 p.m. Motion carried with a 4-0 vote. Voting aye: Aldermen Biellier, Keene, Swatosh, Wilson

Janice Gargus
City Clerk