

**CITY OF WILLARD
BOARD OF ALDERMAN
REGULAR MEETING
August 12, 2013**

Board present: Alderman Trapp-present, Alderman Roggensees--present, Alderman Hemphill-present, Alderman McDonald, Alderman Vincent-present, Alderman Johnson-present and Mayor Forshee-present.

Staff present: City Clerk, Dale Duvall; Director of Development, Randy Brown; Chief Financial Officer, Karen Robson; Public Works Director, Justin Reaves; Court Clerk, Linda Murray; Community Services Director, J.C. Loveland; Dustin Long, Carolyn Halverson, Finance Clerk; Chief of Police, Tom McClain and Reserve Officer, Bill Lingenfielser.

City Attorney Ken Reynolds was present.

Citizens in attendance: Jim Vaughn, Brad Mowell, Lucille Murray, Sam Baird, Mindy Latham, Michael Arner, Meredith Reaves, B.J. Vernon, Lorraine Vernon, Joseph, Nicki and Brodee Turnbaugh, Jerry Heeszal, Willard Atkinson, Linda Brown, Stacia Buffington and Blaine Kennard.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Forshee.

Call to Order

Mayor Forshee called the meeting to order at 7:00 pm.

Roll Call

The City Clerk called the roll call. Alderman Trapp-present, Alderman Hemphill-present, Alderman Vincent-present. Alderman McDonald-present, Alderman Roggensees-present and Mayor Forshee-present. Alderman Johnson-present.

Agenda Amendments/Approval of Agenda

Motion made by Alderman Hemphill and seconded by Alderman Vincent to approve the agenda. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Special Recognitions

Presidential Fitness Awards-The Chief of Police presented the Presidential Fitness Awarded to the following PAL students: Michael Arner, Lee Brown, Sam Logan, Devin Noga, Brody Turnbaugh and Gavin Wallace.

Re-Appointment of Becky Miller to Park Board-The Mayor asked for a motion for this reappointment. **Motion** made by Alderman Johnson and seconded by Alderman McDonald. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Re-Appointment of Blaine Kennard to Park Board-The Mayor asked for a motion for this reappointment. **Motion** made by Alderman Hemphill and seconded by Alderman Vincent. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Approve the minutes of the meeting on July 8, 2013

Motion made by Alderman Hemphill and seconded by Alderman Vincent to approve the minutes with the clarification by the City Clerk of the addition of "RG3" to meter company information.. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Approve the minutes of the special meeting on July 29, 2013

Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the minutes. Alderman Vincent-Aye, Alderman Johnson-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill--Abstained. Four votes aye. Two votes abstained due to absence. Motion carried.

Citizen Input

Jim Vaughn addressed the Board regarding his concerns and beliefs that the City held a “secret” meeting for the Park Estate Homeowners and tried to get the homeowners to establish an association and take responsibility of land that Mr. Vaughn does not believe is the homeowners’ responsibility.

Willard Atkinson addressed the Board with concerns of flooding and accumulation of debris in the drainage ditch by his house.

Financial Report

June 2013 Financial Statements-The Chief Financial Officer presented the May statements. **Motion** made by Alderman Vincent and seconded by Alderman McDonald to approve the statements. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Nay. Five votes aye. One vote Nay. Motion carried.

June 2013 Budget Summaries—Informational Only. No vote taken.

July 2013 Outstanding Invoices- **Motion** made by Alderman Vincent and seconded by Alderman McDonald to approve the invoices. Alderman Vincent-Aye, Alderman Johnson--Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Taser Purchase-Discussion/Vote- The Chief of Police explained the need for the taser purchase to the Board. **Motion** made by Alderman McDonald and seconded by Alderman Roggensees to approve the purchase. Alderman Vincent-Aye, Alderman Johnson--Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Utility Reading Radios Discussion/Vote

The City Administrator informed the Board that the City had been contacted by the current vendor of our meter reading equipment and they have asked for an opportunity to try to correct the problems. The City has agreed to give them 30 days to evaluate the issue and present a solution(s) to staff.

Audit Update- Informational Only

Questions for the Department Heads

The Department Heads gave their reports and answered questions from the Board. The Chief of police asked about approval for a special overtime grant. Due to it not being on the agenda, the City Clerk stated that a special meeting would need to be held. The Chief will look into deadlines for the grant and get back to the Board.

Bill No. 13-36

Ordinance No.: 130812

Repeal and Replacement of Section 125.100-Court Costs (1st and 2nd Reading)

An ordinance by the Board of Aldermen of the City of Willard, Missouri, amending Chapter 100: General provisions by the repeal of section 125.100 court costs and enacting a new section 125.100 court costs.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Hemphill to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No. 13-37

Ordinance No.: 130812A

Ordinance amending the Springfield/Willard Animal Control Agreement (1st and 2nd Reading)

AUTHORIZING the Mayor, on behalf of the City of Willard, to execute an addendum to an existing agreement between the City of Willard and the City of Springfield dealing with animal control services.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Johnson and seconded by Alderman Roggensees to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Trapp to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No. 13-38

Ordinance No.: 130812B

Ordinance accepting the facility rental agreement between the City of Willard and the Willard R-II School District (1st and 2nd Reading)

AUTHORIZING the Mayor, on behalf of the City of Willard, to execute an intergovernmental cooperative agreement between the City of Willard and the Willard R-2 School District for the purpose of allowing the two entities to make their property and facilities available to each other free of charge.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman McDonald and seconded by Alderman Vincent to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Trapp to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No. 13-39

Ordinance No.: 130812C

Ordinance accepting the contract between Sunrise Security Systems, LLC and the City of Willard (1st and 2nd Reading)

AUTHORIZING the Mayor on behalf of the City of Willard, to execute an agreement between the City of Willard and Sunrise Security Systems, Inc., to provide security equipment and ongoing security monitoring services.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Vincent to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Johnson and seconded by Alderman Vincent to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No.

Ordinance No.:

Ordinance accepting the Willard Police Department Evidence and Purchase Policy (1st and 2nd Reading)

An ordinance adopting an Evidence and Property Policy Manual for the Willard Police Department

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Johnson and seconded by Alderman Vincent to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

As the City Clerk was doing the second read, The Chief of Police realized that the ordinance was not being added to the PD's current policy ordinance. He asked that it be tabled so that it can be added to the policy.

Motion made by Alderman Roggensees and seconded by Alderman Hemphill to table the ordinance. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No. 13-40

Ordinance No.: 130812D

Ordinance amending Section 135.010 Fees and Charges for Park and Recreation Fees (1st and 2nd Reading)

AMENDING Title I, Government Code, Chapter 135, Park and Recreation Fees, Section 135.010, Fees and Charges for Parks and Recreation of the Municipal Code of the City of Willard.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman McDonald to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Vincent to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye,

Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Bill No. 13-41

Ordinance No.: 130812E

Ordinance amending the Employee Manual (1st and 2nd Reading)

An ordinance adopting amendments to the City of Willard Employee Policy Manual

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Hemphill to approve the first reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Vincent to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Discussion of the Proposed Purchasing Policy

The Board asked why the increased limits were being proposed and the City Administrator stated that it was not a spending thing that it was an approval level. Alderman Vincent said that by raising the levels that it becomes a spending thing. Alderman Hemphill and Alderman Vincent stated that they were not comfortable with the changes. The Board said that that would like to keep the levels where they are. The policy will be brought back to the Board in September for approval without the level changes.

Discussion of Discontinuing the audio recordings of Board Meetings

Alderman Hemphill led the conversation and stated that he is looking at the possibility of discontinuing the audio. The Board discussed responsibilities that they have to the public. They discussed transparency of government. There was discussion of getting the audio system upgraded so that there is a microphone for each Alderman. The CFO and City Clerk stated that they will look into upgrading the system and get back to the Board.

New Business

The City Attorney informed the Board that an error had been made with the appointment of a planning and zoning member in May. The Attorney stated that Alderman Trapp had not voted for her son's appointment but that an umbrella vote had been done and that she had not been given the opportunity to abstain either. So, although she had not voted, she was resigning her position to avoid any question of nepotism. The Attorney stated that the Mayor and Board could choose to reappoint her at this time, or appoint someone else. Alderman Trapp asked for her resignation to be accepted. The Board accepted. The Mayor then asked for Cyndi Trapp to be reappointed as Alderman for Ward 1. **Motion** made by Alderman Hemphill and seconded by Alderman Roggensees to approve the second reading. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Old Business

The City Clerk announced that the police department grant deadline can be approved at a special meeting this week and still qualify for the funding. The meeting will be Wednesday night at 5:30 p.m.

Alderman Hemphill discussed the alcohol ordinance and the temporary event permit (special events permit). Alderman Roggensees asked for information on the church locations within the city. The information will be discussed at the work study session in August.

Adjourn meeting

Motion made by Alderman Roggensees and seconded by Alderman Hemphill to adjourn the meeting. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill- Aye. All votes aye. Motion carried. The Mayor announced that the Board would be going into closed session pursuant to RSMo Section 610.021 (#1) Legal and (#3) Personnel.

Open meeting adjourned at 10:00 p.m.

Closed Session

Motion made by Alderman McDonald and seconded by Alderman Roggensees to go into closed session pursuant to Section 610.021(#1) Legal and (#3) Personnel. Alderman Vincent-Aye, Alderman Johnson--Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill- Aye. All votes aye. Motion carried. 9:20 p.m.

Motion made by Alderman Roggensees and seconded by Alderman Hemphill to close the closed session, open the open session and close the open session. Alderman Vincent-Aye, Alderman Johnson-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Meeting Adjourned at 11:30 p.m.

Dale Duvall, City Clerk

Wendell Forshee, Mayor of Willard