

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
July 11, 2011

Board present: Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Also present: City Clerk, Dale Duvall; CFO, Karen Robson; Director of Development, Randy Brown; Parks and Recreation Director, Kevin McDonald; Public Works Director, Justin Reaves; Chief of Police, Tom McClain; and Willard Reserve Officer, Bill Lingenfielser.

Also in Attendance: Stephanie Evans, Roland and Mindy Latham, Dick Sanders, Jim Vaughn, Michael Fulbright, Travis Morrissey, Mildred Peterson, Jeremy Mello, Gene Thomas, David Gardner, Kevin Hedgpath, Jerry Irmen, Anita Irmen, Carl Montgomery, J.B. Peterson, Roscoe Killingsworth, Lucille Murray and Sam Baird.

Olsson Associates representatives; Jared Rasmussen, Kelly Turner and John Forrester and Anderson Engineering representative; Neil Brady were also present.

Laura Scott of the Cross Country Times and Cory De Vera of the Springfield News Leader were also in attendance.

Tom Keltner led the Pledge of Allegiance.

Kevin McDonald gave a public recognition and a thank you to Brandon Eckhart for the job that he has done for the last three years overseeing the Aquatics Department.

Call to Order

Mayor Tom Keltner called the meeting to order.

Roll Call

City Clerk, Dale Duvall did the roll call. Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Agenda Amendments/Approval of Agenda

The Mayor announced that he was removing Nathan Kelley from the Park Board Nomination agenda item. **Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve the agenda with the above change. Alderman Vincent-I, Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. All votes aye. Motion carried.

Approve the Minutes of the Regular Meeting on June 13, 2011

Motion made by Alderman Hemphill and seconded by Alderman Vincent to approve the minutes of the regular meeting on June 13, 2011. Alderman Vincent-I, Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. Six votes aye. Motion carried.

Citizen Input- Carl Montgomery asked the Board if there had been any discussion or thought regarding water conservation. The Mayor stated that now that the City has the two wells at the Meadows, water shortage is not the problem that it has been in the past. Carl asked if the meters were working properly. Karen informed him that the meters are being read manually until the new Itron system is in place. Carl also asked if the Meadows customers paid the same rate as the Willard customers. The Mayor told him that all customers pay the same rate.

Kevin Hedgpath brought a bag of fireworks residual that he found in his rain gutters. He said that the fireworks had been lit for the last 10 days and not just on the Fourth of July. He asked the Board to consider revisiting this ordinance.

Jeremy Mello told the Board that he had received a nuisance letter regarding the illegal harboring of chickens at his R-1 residence. He asked the Board to consider an ordinance similar to Springfield's chicken ordinance. The Mayor thanked him for speaking.

Derrick Combs spoke to the Board regarding talks with the City years ago regarding hooking up sewer to the houses on Z Hwy in the Swanns addition. Mr. Combs said that the majority of the residents are interested in seeing the estimates and information that the City can present. The Mayor said that it will be looked into.

CONCEAL AND CARRY ORDINANCE (2nd Reading)

ORDINANCE # 11-08

BILL #110711

AN ORDINANCE ESTABLISHING THE AUTHORITY FOR THE MAYOR, THE CITY ADMINISTRATOR, THE CITY ATTORNEY, ALL CITY DEPARTMENT HEADS AND THE BOARD OF ALDERMEN TO CARRY CONCEALED WEAPONS ON ALL CITY OF WILLARD PROPERTY AND IN ANY CITY BUILDINGS.

Second read was conducted by Dale Duvall.

Citizens Input –Travis Morrissey spoke regarding his concern that the ordinance is too stringent and should allow all those with the permit to be included.

Discussion- Alderman Vincent and Alderman Magee stated that they would like to see more people able to conceal and carry included in the ordinance. The Mayor stated that the ordinance could be amended at a later date. **Motion** made by Alderman Hemphill and seconded by Alderman Magee to approve the second read. Alderman Simmons-I,

Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-Nay, Alderman Magee-I. Five votes aye. One vote nay. Motion carried.

Financial Report-CFO Karen Robson

- a. **May Financial Statements- Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve the May financial statements. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- b. **June Outstanding Invoices- Motion** made by Alderman Vincent and seconded by Alderman Roggensees to pay the outstanding bills. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- c. **June Utility Adjustment Report- Motion** made by Alderman Vincent and seconded by Alderman Simmons to approve the adjustment report. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- d. **Park Sales Tax Discussion**-Karen and the Mayor explained to the Board that the City is looking at the need for a ½ cent stormwater control/parks sales tax to be put on the ballot in November. This is due to Greene County not renewing the park sales tax of 1/8 cent, and also because our current city capital improvements sales tax of ½ cent that will sunset in 2012. Karen will ask Jack Dillingham of Piper Jaffray to attend the August Board meeting. More information will be presented at that time.
- e. **May Transfers**-there was no discussion, informational only.
- f. **Cleaning Bids**-The Board denied this request. City staff will continue to keep clean City Hall themselves,
- g. **Veterans Memorial Lighting**-Randy made his proposal for the memorial lighting. Alderman Roggensees asked him to look into solar lighting for that project. Randy will bring back his findings at the next meeting.
- h. **Mailing System Proposal**-Alderman Hemphill asked Karen to look into going back to postcards for the utility bills. Alderman Hemphill also asked Karen to look into the possibility of renting a postage meter machine instead of leasing one. Alderman Hemphill asked Karen to look into the mail sorter lease to see if it is a lease-to-own contract. Karen will get back to the Board with her findings.

- i. **Park Scrap Tire Grant- Motion** made by Alderman Hemphill and seconded by Alderman Simmons to approve the grant. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- j. **Greene County CAD System MOU-** This is the agreement for the use of the upgraded Computer Aided Dispatch system used by the Police Department. The PD has five of the systems. **Motion** made by Alderman Simmons and seconded by Alderman Roggensees to approve the Mayor to sign the agreement. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

2010 Audit-Lisa Officer-The 2010 independent audit was presented by Lisa Officer of Officer CPA Firm LLC. This was an information only item. There were no questions from the Board.

City Engineers- -After a presentation from each of the two engineering firms, a motion was made. **Motion** was made by Alderman Vincent to approve Olsson Associates as the City Engineers. Motion died for a lack of a second. After much discussion amongst the Board and the two engineering firms, a motion was made. **Motion** made by Alderman Vincent and seconded by Alderman Simmons to reconsider the original motion to approve Olsson Associates as the City of Willard's engineers. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Questions for Department Heads-Alderman Roggensees asked Kevin about the policy for rain dates and closures at the pool. Kevin explained the policy to the Board and that it was the Park Board's and former Board of Aldermen's policy. Kevin told the Board that it could be changed, if desired, by this Board. Alderman Roggensees also inquired about the Parks heat advisory procedure regarding baseball. Kevin stated that they play it by ear and that they set up coolers and cups and put them out for the public.

Preliminary Plat for Freedom Bank-Jared Rasmussen of Olsson Associates asked for the Board's approval to have the building permit issued prior to the approval of the final plat. The Bank will put down a cash bond or a letter of credit that will cover the costs of the public improvements that need to be finished. Jared stated that the rough estimate for this is \$357,000. Karen Robson stated that this is not an uncommon practice and that it has been done twice in the City in the past. **Motion** made by Alderman Hemphill and seconded by Alderman Simmons to approve the plat and the issuance of the building permit prior to the final plats approval. A letter of credit will be placed with the City to cover the costs of the remaining as-built work. The monies will not be released until the work has passed inspection. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Discussion of the Economic Development Committee- The Mayor discussed this Committee and stated that he had spoken to Sam Baird of the Chamber of Commerce. The two entities will combine on this Committee. It was agreed that there will be 9 members. Two members from inside the City, one from outside the city limits, the Mayor, two Aldermen, the Chairman of the Chamber of Commerce and two members of the Chamber of Commerce. The Committee will be ongoing and will meet once a month. The Committee will also vote on a Chairman. The ordinance will be amended and brought back to the Board for their approval.

Sewer Rates Ordinance(1st and 2nd Reading)

ORDINANCE # 110711A

BILL # 11-09

AN ORDINANCE AMENDING ORDINANCE 880314 (SEWER USE AND SEWER RATE ORDINANCE) OF THE CITY OF WILLARD, AS AMENDED BY ORDINANCE NO. 890213C, NO. 0107098B, NO. 050912C, AND NO. 070709 REPEALING SECTION 7-5 OF ARTICLE VII OF ORDINANCE AS AMENDED, AND ENACTING IN LIEU THEREOF A NEW SECTION 7-5 OF ARTICLE VII, AND ESTABLISHING CONNECTION FEES FOR NEW USERS OF SAID SYSTEM.

First read was conducted by Dale Duvall.

Citizens Input –None

Discussion- Karen answered Alderman Vincent's questions regarding the sewer agreement with Springfield. The Mayor informed the Board and citizens present that the DNR has cracked down and put mandates on cities regarding stormwater infiltration. This has caused Springfield to increase their rates. Motion made by Alderman Simmons to approve the first read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-Nay, Alderman Magee-I. Five votes aye. One vote nay. Motion carried.

Second read was conducted by Dale Duvall.

Citizens Input –None

Discussion- **Motion** made by Alderman Hemphill and seconded by Alderman Roggensees to approve the second read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-Nay, Alderman Magee-I. Five votes aye. One vote nay. Motion carried.

Safety Manual Ordinance(1st and 2nd Reading)

ORDINANCE # 110711B

BILL # 11-10

AN ORDINANCE ESTABLISHING AND ADOPTING A SAFETY MANUAL FOR THE CITY OF WILLARD.

First read was conducted by Dale Duvall.

Citizens Input –None

Discussion- **Motion** made by Alderman Vincent and seconded by Alderman Simmons to approve the second read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Second read was conducted by Dale Duvall.

Citizens Input –None

Discussion- **Motion** made by Alderman Simmons and seconded by Alderman Trapp to approve the second read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Regular Board Meetings Ordinance (1st Reading only)

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO SECTION 110.020 AND SECTION 110.030 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO BOARD OF ALDERMEN REGULAR MEETINGS.

First read was conducted by Dale Duvall.

Citizens Input –None

Discussion- Alderman Hemphill stated that he believed that there should be two meetings a month until the City has a City Administrator. **Motion** made by Alderman Simmons and seconded by Alderman Roggensees to approve the first read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-Nay, Alderman Vincent-Nay, Alderman Magee-I. Four votes aye. Two votes nay. Motion carried.

City Clerk Ordinance(1st Reading only)

AN ORDINANCE REAPPOINTING THE CITY CLERK FOR THE CITY OF WILLARD, GREENE COUNTY, MISSOURI.

First read was conducted by Dale Duvall.

Citizens Input –None

Discussion- **Motion** made by Alderman Simmons and seconded by Alderman Magee to approve the first read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Board Re-Appointments-Mayor Tom Keltner

- a. **Valorie Simpson-** Park Board - **Motion** made by Alderman Vincent and seconded by Alderman Simmons to approve the re-appointment. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- b. **Valorie Simpson-** Planning and Zoning- **Motion** made by Alderman Vincent and seconded by Alderman Hemphill to approve the re-appointment. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- c. **Robert Taylor-** Planning and Zoning- **Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve the re-appointment. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Old Business

Alderman Magee stated that he would like to see the conceal and carry ordinance extended to more people than just those listed in the ordinance. The Mayor asked that it be put on the agenda for the next regularly scheduled Board meeting.

Adjourn - Motion made by Aldermen Simmons and seconded by Aldermen Hemphill to adjourn the open session. Alderman Vincent-I, Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. All votes aye. Motion carried.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard