

CITY OF WILLARD
BOARD OF ALDERMAN
REGULAR MEETING
APRIL 25, 2011

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

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

Also in Attendance: Lucille Murray, Kirk Reisner, Richard Simpson, Carl Montgomery, Jim Vaughn, Barbara Cosby, Kirk Reisner, Brian Orr of Paragon Architecture and Brad Erwin of Toth Engineering.

Mayor Tom Keltner led the Pledge of Allegiance.

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-----, Alderman Vincent----, Alderman Simmons-present.

Agenda Amendments/Approval of Agenda

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

Approve the Minutes of the Meeting on April 14, 2011

Alderman Hemphill asked that Kirk Reisner be added to the citizens in attendance list
Motion made by Alderman Hemphill and seconded by Alderman Simmons to approve the minutes with the above change. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee----. All votes aye. Motion carried.

Citizen Input

Jim Vaughn spoke to the Board offering his services to the City as City Administrator. He asked if any of the Board had any questions for him and there were none.

Safe Room Update

Brad Erwin of Paragon Architecture and Brian Orr of Toth Engineering presented their information to the Board regarding the safe room grant update. They informed the Board that the design plan had to be completed by May 30, 2011. The whole project must be completed by May 30, 2013. Mayor Keltner asked if the grant could be

transferred to the school. Brad said that it has been done before, but that there was no assurance that it would be allowed again. The Board then spoke with Brad and Brian about the costs and requirements to the City.

Financial Report-CFO Karen Robson

Aldermen Hemphill asked why the City had stopped sending the utility bills out as postcards. Karen stated that it was due to a change in software and that the new software would not support that method of billing. She also said that people were upset over not receiving their bills.

- a. **March Financial Statements- Motion** made by Alderman Simmons and seconded by Alderman Roggensees to approve the financial statements for March. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee---. All votes aye. Motion carried.
- b. **Outstanding Bills- Motion** made by Alderman Simmons and seconded by Alderman Roggensees to pay the outstanding bills. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent---, Alderman Magee---. All votes aye. Motion carried.
- c. **Public Works Rental Building-** Ken Reynolds told the Board that he had spoken with Terry Whaley of the Ozark Greenways regarding the building. There will be a new contract/lease that will be drawn up by Ken and sent to Terry. It will be brought back to the Board at the next meeting for approval.

Commerce Bank/Jackson Street Park Ordinance 2nd Reading

BILL NO. 11-06

ORDINANCE NO. 110425

AN ORDINANCE TO RENEW THE LEASE AGREEMENT BETWEEN COMMERCE BANK, AS TRUSTEE, AND THE CITY OF WILLARD, MISSOURI, ORIGINALLY DATED SEPTEMBER 1, 1992, AND RENEWED THEREAFTER, ANNUALLY, EFFECTIVE THOUGH APRIL 1, 2011, AND AS NOW RENEWED THEREAFTER FROM YEAR TO YEAR, FOR ONE YEAR TERMS.

Second reading was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simmons and seconded by Aldermen Hemphill to accept the second reading. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent---; and Aldermen Magee----. All votes aye. Motion carried.

Commerce Bank/Recreation Center Ordinance 2nd Reading

BILL NO. 11-07

ORDINANCE NO. 110425A

AN ORDINANCE TO RENEW THE LEASE AGREEMENT BETWEEN COMMERCE BANK, AS TRUSTEE, AND THE CITY OF WILLARD, MISSOURI, ORIGINALLY DATED APRIL 1, 2001, AND RENEWED THEREAFTER, ANNUALLY, EFFECTIVE THOUGH APRIL 1, 2011, AND AS NOW RENEWED THEREAFTER FROM YEAR TO YEAR, FOR ONE YEAR TERMS.

Second reading was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Hemphill and seconded by Aldermen Roggensees to accept the second reading. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen

Hemphill-Aye; Aldermen Vincent----; and Aldermen Magee----. All votes aye. Motion carried.

OTO Transportation Study

Randy explained what the Ozark Transportation Organization is and the reasons that he believed that the City should be involved in the proposed study. **Motion** by Aldermen Simmons and seconded by Aldermen Roggensees. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent----; and Aldermen Magee----. All votes aye. Motion carried.

Old Business

Aldermen Hemphill asked about what the Pitney Bowes mailing situation was looking like. Karen stated that she would start tracking the daily outgoing mail to provide more information to Pitney Bowes. Karen informed the Board that at the meeting on 4/14/11, the Board approved the newsletter to be sent monthly. She said that she believed that was too much repetition of information and that the original topic was every other month. Aldermen Simmons made a motion with a second by Aldermen Hemphill to go to every other month.

Adjourn Open Session

Motion made by Alderman Simmons and seconded by Alderman Hemphill to adjourn the open session and go into executive session. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent----; and Aldermen Magee----. All votes aye. Motion carried.

Close the Executive Session

Motion made by Alderman Simmons and seconded by Alderman Hemphill to adjourn the open session and go into executive session. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent----; and Aldermen Magee----. All votes aye. Motion carried.

Open and Adjourn Open Session

Motion made by Alderman Hemphill and seconded by Alderman Simmons to open the open session and close the open session. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent----; and Aldermen Magee----. All votes aye. Motion carried.

Meeting adjourned at 8:05 p.m.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard