

CITY OF WILLARD
BOARD OF ALDERMAN
REGULAR MEETING
APRIL 11, 2011

Board present: Alderman David Hemphill, Alderman Tim Magee, and Alderman Bryan Vincent.

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

Also in Attendance: Lucille Murray, Richard Simpson, Carl Montgomery, Fonda Montgomery, Roland Latham, Cody Bass, Chris Bass, Alyca Cosby, Richard East, Roscoe Killingsworth, Mindy Latham, Barbara Cosby, Nick Console, Kirk Reisner, Cyndi Trapp, Tom Keltner, David Roggensees, and Ed Simmons.

Laura Scott with the *Willard Cross Country Times* was also in attendance.

Tom Keltner led the Pledge of Allegiance.

Swear/Affirm Newly Elected Officials

City Clerk, Dale Duvall swore in newly elected Mayor Tom Keltner for a two (2) year term.

City Clerk, Dale Duvall swore in newly elected Alderman Cyndi Trapp from Ward I, for a two (2) year term.

City Clerk, Dale Duvall swore in newly elected Alderman David Roggensees from Ward III, for a two (2) year term.

City Clerk, Dale Duvall swore in newly elected Alderman Ed Simmons from Ward II, for a two (2) year term.

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

Mayor Keltner stated that the minutes should read 2011 and not 2010. Alderman Hemphill asked that old business be put on the agenda. **Motion** made by Alderman Simmons and seconded by Alderman Hemphill to approve the agenda with the above changes. Alderman Vincent-I, Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. All votes aye. Motion carried.

Citizen Input

Lucille Murray informed the Board that to remain qualified as a "Tree City USA" that the City must hold an Arbor Day event each year. Missouri's official Arbor Event date did not work for the schools. The date for Willard will be April 15, 2011 at 1:15 at Willard Middle School. Lucille invited everybody to attend. She also asked that the Tree Board be separate from the Parks Department and that it include citizens. Lucille also said that she was going to be starting to do the landscaping again for the City.

Nick Console also addressed the Board and said that he has been involved with the P.A.L. program for two years. He stated that he believes that he feels that this is one of the best programs out there for kids.

Chris Bass spoke to the Board commending the Police Department for the P.A.L. Program. He said that his son is involved with the program and that it is an amazing program.

Approve the Minutes of the Special Meeting on March 28, 2011

Motion made by Alderman Simmons and seconded by Alderman Vincent to approve the minutes of the Special Meeting on March 28, 2011. Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I. All votes aye. Motion carried.

Approve the Minutes of the Meeting on March 14, 2010

Motion made by Alderman Simmons and seconded by Alderman Vincent to approve the minutes of the Regular Meeting on March 14, 2011, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Elect Acting President

Motion made by Alderman Vincent and seconded by Alderman Simmons to re-elect Alderman Magee as Acting President. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Elect Board Representative for Planning and Zoning Commission

Motion made by Alderman Simmons and seconded by Alderman Hemphill to elect Alderman Trapp as the Planning and Zoning Commission Representative for the Board. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Citizen Input

Richard Simpson wished the new Board well.

Financial Report-CFO Karen Robson

- a. February Financial Statements- Motion** made by Alderman Simmons and seconded by Alderman Vincent to pay approve the financials for February. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- b. March Outstanding Bills- Motion** made by Alderman Simmons and seconded by Alderman Magee to pay the March 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. City Hall Keys Policy-**Karen informed the Board that City Hall has been rekeyed and a limited number of keys were handed out. Karen will be coming up with a policy that attaches financial responsibility to the keys.
- d. March Utility Adjustment Report- Motion** made by Alderman Simmons and seconded by Alderman Magee to accept the adjustments. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- e. Public Works Rental Building-** Karen spoke to the Board about the building that the City is looking at leasing for Public Works. After discussion among the Board, it was decided to have the lease rewritten to the approval of the City Attorney and more specifics on the monetary costs. Alderman Roggensees asked that two questions/answers be put on record. The first was if there are any other sites that would be less money. Karen stated that there is no other land available. His second question was why the City needed the building. Karen said that it is a risk management issue and that all of the Public Works equipment is in one place right now.
- f. OTO Transit Study-**Karen stated that OTO was asking for \$490.98 to conduct a study concerning mass transit and bringing a bus system to our City. There was no motion and so the issue died.

- g. **Recycle Center**-Karen told the Board that the recycling center is open 24 hours a day and it is causing a problem due to non-recyclable items being dumped at the center. She asked the Board to consider either having set hours for the center or closing it all together. Karen told the Board that Allied offers free curbside recycling. Karen suggested that a public hearing be held. The Board agreed and Dale stated that she would schedule it for the first meeting in May.
- h. **Trash Franchise**-Karen informed the Board that our 2 year waiting period to franchise the trash service in Willard is up. She stated that the City now has three companies that it uses. The reason behind the idea was to limit the damage to the City roads due to the number of big trucks on the streets. The City needs to decide within the next two months or the process will have to be started over. When the franchise contract was up for renewal, the City would reopen the job for bids. The Board will revisit this in May.
- i. **Streetlight Replacement**-Karen told the Board that the streetlight at JFK and Pershing. The new lights are energy efficient bulbs and will replace the mercury bulbs that were in there before. **Motion** made by Alderman Simmons and seconded by Alderman Roggensees to approve the replacement. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- j. **Park Tax Update**-Karen told the Board that the City has been paying a park sales tax to Greene County and that the municipalities within the Greene County would like to have the allocation of funds more evenly distributed among the municipalities. Kevin McDonald is attending a meeting on 4/15/11 regarding the matter. Karen stated that she was asking for the Board's approval to proceed with negotiations to reallocate the distribution. **Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve proceeding. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- k. **City Administrator**-Karen informed the Board that per the Mayor, the City was going to hire a City Administrator. She told them that the job description was in their packet and the ads would be placed in the Springfield Newsletter and on the MML website. **Motion** made by Alderman Simmons and seconded by Alderman Vincent to fill the position. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Commerce Bank/Jackson Street Park Ordinance 1st Reading

BILL NO.

ORDINANCE NO.

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.

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

Commerce Bank/Recreation Center Ordinance 1st Reading

BILL NO.

ORDINANCE NO.

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.

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

City Attorney Ordinance

BILL NO. 11-04

ORDINANCE NO. 111311

AN ORDINANCE APPOINTING THE CITY ATTORNEY FOR THE CITY OF WILLARD, GREENE COUNTY, MISSOURI FOR THE TERM COMMENCING APRIL 11, 2011 THROUGH APRIL 8, 2013.

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

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

AN ORDINANCE APPOINTING THE MUNICIPAL JUDGE FOR THE CITY OF WILLARD, GREENE COUNTY, MISSOURI FOR THE TERM COMMENCING APRIL 11, 2011 THROUGH APRIL 8, 2013, AND ESTABLISHING THE JUDGE'S HOURLY RATE.

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

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

APPROVAL OF APPOINTMENT OF RYAN NICHOLS TO THE PLANNING AND ZONING COMMISSION. **Motion** by Aldermen Vincent and seconded by Aldermen Simmons to accept the appointment. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Aye; Aldermen Vincent-Aye; and Aldermen Magee-Aye. All votes aye. Motion carried.

NEWSLETTER DISTRIBUTION OPTION. **Motion** by Aldermen Vincent and seconded by Aldermen Simmons to proceed with plans to go to monthly paperless newsletters in June. The newsletters would be mailed to only those that request a paper copy. Aldermen Simmons-Aye; Aldermen Trapp-Aye; Aldermen Roggensees-Aye; Aldermen Hemphill-Nay; Aldermen Vincent-Aye; and Aldermen Magee-Aye. 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.

Adjourn Meeting

Motion made by Alderman Simmons and seconded by Alderman Hemphill to adjourn the meeting.. Alderman Simpson-I Alderman Hemphill-I, Alderman Lloyd-I, Alderman Johnson-I, Alderman Magee-I, Alderman Vincent-I. All votes aye. Motion carried.

Meeting adjourned at 8:25 P.M.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard