

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
November 8, 2010
7:00 pm**

Board present: Aldermen Richard Simpson, Aldermen David Hemphill, Mayor Jamie Schoolcraft, Aldermen Pat Lloyd, Aldermen Doug Johnson, Aldermen Tim Magee and Aldermen Bryan Vincent.

Staff present: CFO, Karen Robson; City Clerk, Dale Duvall; Deputy Clerk, Kendra Adams; Emergency Management Director, Stacy Winters; Parks and Recreation Director, Kevin McDonald; Aquatics Director, Brandon Eckhart; Public Works Director, Justin Reaves; Corporal Bob Bell; Chief of Police, Tom McClain; Willard Reserve Officer, Bill Lingenfielser; and City Attorney, Doug Harpool.

Also in attendance: Lucille Murray.

Kate Gould with the Cross Country Times was also present.

Mayor Schoolcraft led the Pledge of Allegiance.

Call to Order

Mayor Schoolcraft called the meeting to order.

Roll Call

City Clerk, Dale Duvall called the roll call. Aldermen Simpson-present, Aldermen Hemphill-present, Aldermen Lloyd-present, Mayor Schoolcraft-present, Aldermen Johnson-present, Aldermen Magee-present, Aldermen Vincent-present.

Agenda Amendments/Approval of Agenda

Motion made by Aldermen Lloyd and seconded by Aldermen Vincent to approve the agenda. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Approve the Minutes of the Regular Meeting on October 25, 2010

Motion made by Aldermen Vincent and seconded by Aldermen Lloyd to approve the minutes of the meeting on October 25, 2010 Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Abstained, Aldermen Magee-Aye, Aldermen Vincent-Aye. Five votes aye. One abstention due to absence. Motion carried.

Citizen Input-None

Lisa Officer-Independent Audit Report

Lisa Officer presented the yearly independent City audit to the Board. There were no questions from the Board.

Financial Report-CFO Karen Robson

September Financials- Aldermen Hemphill asked Karen if she had been able to look at the lease agreement on the postage meter machine and she stated that she had not had the time to do so yet. **Motion** made by Aldermen Vincent and seconded by Aldermen Lloyd to approve the September financials. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

October Outstanding Bills- Aldermen Hemphill asked Karen about the unemployment costs on page 2. Karen explained that these are the costs that are being paid out for unemployment at the current time. **Motion** made by Aldermen Vincent and seconded by Aldermen Johnson to pay the outstanding bills. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

October Utility Adjustment Report- **Motion** made by Aldermen Simpson and seconded by Aldermen Johnson to approve the adjustments. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Revised Employee Manual- Aldermen Simpson asked about the hiring policy and if that is to be included in the employee manual. Attorney Harpool stated that the hiring policy is a separate set of policies. Aldermen Hemphill and Aldermen Vincent questioned why terminated employees were entitled to receive vacation pay. The Board discussed this and Karen explained to the Board that it is earned time not a bonus. Karen informed the Board that the 1st reading of the ordinance would be presented to them later on in the meeting.

Police Department Report-Chief Tom McClain

Police Chief Tom McClain gave his monthly report to the Board. Corporal Bell spoke to the Board about the possibility of developing a firing range locally. The sight that is being looked at is out at the Meadows. Corporal Bell discussed the necessity of having a firing range that has accessibility more frequently and effectively than is available now. Aldermen Simpson asked about the neighbors reactions and if costs of berms etc. had been looked into. Corporal Bell informed that they had not done so yet. Aldermen Hemphill stated that he thought that the

range was a good idea. The Board asked the Corporal to bring back to the Board more details including costs, noise statutes and possible locations. The Attorney asked to be sent a copy of the statute regarding the noise regulations.

Emergency Management Report-Stacy Winters

Stacy Winters gave his monthly report to the Board.

Public Works Report-Justin Reaves

Justin Reaves gave his monthly report to the Board.

Development Report-Randy Brown

Randy Brown gave his monthly report to the Board.

Parks and Recreation Report-Kevin McDonald

Kevin McDonald gave his monthly report to the Board.

Willard R-2 School District Request For Annexation Ordinance 2nd Reading

BILL NO. 10-28

ORDINANCE NO.101108

AN ORDINANCE ANNEXING A TRACT OF LAND OWNED BY THE WILLARD R-2 SCHOOL DISTRICT.

Citizen Input for Bill NO. 10-28

There was no citizen input.

Discussion/Approval for Bill NO 10-28

There was no discussion from the Board. Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Lloyd to accept the second reading. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Open Meeting Policy and Agenda Ordinance 1st Reading

BILL NO. 10-30

ORDINANCE NO. 101213

AN ORDINANCE APPROVING THE OPEN MEETINGS, RECORDS, AND AGENDA POLICY.

Citizen Input for Bill NO. 10-30

There was no citizen input.

Discussion/Approval for Bill NO 10-30

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Lloyd and seconded by Aldermen Johnson to accept the first reading. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Order of Business Ordinance 1st Reading

BILL NO. 10-31

ORDINANCE NO.101213A

AN ORDINANCE AMENDING THE ORDER OF BUSINESS ORDINANCE.

Citizen Input for Bill NO. 10-31

There was no citizen input.

Discussion/Approval for Bill NO 10-31

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Vincent to accept the first reading. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Employee Manual Ordinance 1st Reading

BILL NO. 10-32

ORDINANCE NO.101213B

AN ORDINANCE AMENDING THE EMPLOYEE MANUAL ORDINANCE.

Citizen Input for Bill NO. 10-32

There was no citizen input.

Discussion/Approval for Bill NO 10-32

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Vincent and seconded by Aldermen Johnson to accept the first reading. Aldermen Simpson-Aye, Aldermen Hemphill-Nay, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. Five(5) votes aye. One(1)vote nay. Motion carried.

Old Business

Aldermen Magee asked about the T-Mobile Cell Tower and asked if the tower is in use and where those monthly payments are being distributed. Karen stated that 100% of the payments are going into the Park Fund.

Adjourn

Motion made by Aldermen Lloyd and seconded by Aldermen Vincent to adjourn the open session and go into executive session pursuant to Chapter 610.021, (1) Legal, (3) Personnel and (17) Auditor. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Adjourn the Executive Session

Motion made by Aldermen Johnson and seconded by Aldermen Hemphill to adjourn the executive session and go into open session and adjourn. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Meeting adjourned.

Dale Duvall, City Clerk

Mayor Jamie Schoolcraft