

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
September 27, 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 in attendance: City Clerk, Dale Duvall; Chief Financial Officer, Karen Robson; Parks and Recreation Director, Kevin McDonald; Sports Coordinator, Shawn Trent; Purchasing Officer, Kayme Steele; Director of Development, Randy Brown; Emergency Management Director, Stacy Winters; Police Chief, Tom McClain; Reserve Police Officer Bill Lingenfiesler; and City Attorney, Doug Harpool.

Guest present: Jim Rekus, Lucille Murray, Jared Rasmussen of Olsson Engineering, Rick Steinberg, Richard East, Blaine Kennard, Becky Miller, Paul Hood, Dave Helton, Jacob Broz, Alvina Broz, and Don Johnson.

Kate Gould as free lance reporter for the Cross Country Times was also present.

Mayor Schoolcraft led the Pledge of Allegiance.

Mayor Schoolcraft called the meeting to order.

Roll Call

Aldermen Simpson-present; Aldermen Hemphill-present; Aldermen Lloyd-present; Mayor Schoolcraft-present; Aldermen Johnson-present; Aldermen Magee-present; and Aldermen Vincent-present.

Agenda Amendments/Approval of Agenda

The Mayor stated that item # 9(Veterans Memorial) would be moved up to before # 6-Financials. Aldermen Hemphill asked that Item # 8 (Roles and Responsibilities) be moved to Closed session. The Mayor declined the request.

Motion by Aldermen Lloyd and seconded by Aldermen Johnson. Aldermen Simpson-Nay; Aldermen Hemphill Nay; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. Four (4) votes Aye. Two (2) votes Nay. Motion carried.

Approve Minutes of the September 13, 2010 Meeting

Motion by Aldermen Vincent and seconded by Aldermen Johnson. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Citizen Input

None

Veterans Memorial Ordinance 1st and 2nd Reading

BILL NO. 10-24

ORDINANCE NO.100927A

AN ORDINANCE APPROVING THE CONSTRUCTION OF A VETERANS MEMORIAL.

Blaine Kennard spoke to the Board about the Veterans Memorial that the Veterans sub-committee has been working on.

Citizen Input for Bill NO. 10-24

Eagle Scout Jacob Broz spoke about the Memorial that is being built. He stated that he is very proud to be involved with this project and that he thinks that it is a great tribute to those who have served for our country.

Discussion/Approval for Bill NO. 10-24

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.

Citizen Input for Bill NO. 10-24

There was no citizen input.

Discussion/Approval for Bill NO. 10-24

Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Hemphill 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.

Financial Report-CFO Karen Robson

Karen told the Board that due to time constraints with the Auditors and other City business she was not able to finish the financials. She stated that she would bring them to the next Board meeting.

Budget Workshop

There was no input from the Board on the 2011 budget.

Employee Manual Discussion

The Board discussed the employee manual and Aldermen Simpson stated that he wanted:

1. To have the Department Heads individually meet with the Board and discuss their job duties and what changes they believed would be helpful.
2. Karen Robson to meet with the Department Heads and give a report at the next Board meeting.

Motion by Aldermen Hemphill and seconded by Aldermen Simpson to follow through with Aldermen Simpson's idea. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd-Nay, Aldermen Johnson-Nay, Aldermen Magee-Aye, Aldermen Vincent-Nay. Three (3) votes aye. Three (3) votes Nay. Mayor Schoolcraft-Nay. Four (4) votes Nay. Three (3) votes Aye. Motion denied. Aldermen Vincent asked to have the Department Heads meet with Karen Robson and the Mayor to discuss:

1. Any way the job description changes could help the City.
2. Put into writing any changes to the 2008 policy manual that Department heads felt would be helpful.
3. Any other concerns that the Department Heads have.

Motion by Aldermen Lloyd and seconded by Aldermen Johnson to approve the above. Aldermen Simpson-Nay, Aldermen Hemphill-Nay, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Nay, Aldermen Vincent-Aye. Three (3) votes aye. Three (3) votes Nay. Mayor Schoolcraft-Aye. Four (4) votes aye. Three (3) votes Nay Motion carried.

Roles and Responsibilities of Aldermen, the Board President and the Mayor

City Attorney, Doug Harpool handed out a packet to the Board with various statutes regarding the duties and powers of the Mayor and the Board.

Motion made by Aldermen Vincent and seconded by Aldermen Lloyd to remove Aldermen Simpson from the position as Board President. Aldermen Simpson-Nay, Aldermen Hemphill-Nay, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Nay, Aldermen Vincent-Aye. Three (3) votes aye. Three (3) votes Nay. Mayor Schoolcraft-Aye. Four (4) votes aye. Three (3) votes Nay Motion carried.

Motion by Aldermen Johnson and seconded by Aldermen Lloyd to appoint Aldermen Vincent as the Board President. Aldermen Simpson-Nay, Aldermen Hemphill-Nay, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Nay, Aldermen Vincent-Aye. Three (3) votes aye. Three (3) votes Nay. Mayor Schoolcraft-Aye. Four (4) votes aye. Three (3) votes Nay Motion carried.

Municipal Code Ordinance (2nd Reading)

BILL NO. 10-23

ORDINANCE NO. 100927

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO SECTIONS 705.060, 705.070, 705.090, 715.100, AND 705.120 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO WATER SERVICE.

Citizen Input for Bill NO. 10-23

There was no citizen input.

Discussion/Approval for Bill NO 10-23

Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Vincent 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.

Building and Construction Fee Changes Ordinance(1st Reading)

BILL NO. 10-25

ORDINANCE NO. 101013

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO 500.330 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO THE BUILDING AND CONSTRUCTION FEES.

Citizen Input for Bill NO. 10-25

There was no citizen input.

Discussion/Approval for Bill NO 10-25

Aldermen Simpson stated concern regarding the increase in fees. The City Attorney stated that he would double check them before the 2nd reading on October 13, 2010. 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-Nay, Aldermen Hemphill-Nay, Aldermen Lloyd-Aye, Aldermen Johnson-Aye, Aldermen Magee-Aye, Aldermen Vincent-Aye. Four (4) votes Aye. Two (2) votes Nay. Motion carried.

Second reading will be conducted at the Board meeting on October 12, 2010.

Old Business

Aldermen Lloyd asked about the red box on the water bills and was told by Karen Robson that the verbiage would be changed on the next bill and that many citizens had expressed being upset.

Adjourn

Mayor Schoolcraft stated that the Board would be going into executive session pursuant to Chapter 610.021 (1) Legal and (3) Personnel. **Motion** made by Aldermen Vincent and seconded by Aldermen Hemphill to adjourn the open session and go the executive session. 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 Hemphill and seconded by Aldermen Lloyd 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 at 9:00 pm.

Dale Duvall, City Clerk

Jamie Schoolcraft, Mayor