

CITY OF WILLARD  
BOARD OF ALDERMEN  
FEBRUARY 25<sup>TH</sup>, 2008  
7:00 P.M.

Board present: Mayor Jamie Schoolcraft; Aldermen Louie Amodeo; Aldermen Paul Hood; Aldermen Charlie Gugel; and Aldermen Gordon O'Quinn.

Also in attendance: City Clerk, Kathy Blakemore; Community Relations Officer, Kate Gould; CFO, Karen Robson; Municipal Court Clerk, Linda Murray; Director of Development, Randy Brown; Director of Public Works, Charlie Jones; Chief of Police, Tom McClain; Officer Bob Bell; Officer Amy Fly; Director of Parks & Recreation, Kerri Gates; Phone Operator, Tami Cobb; Park Board President, P&Z Executive Secretary, Lucille Murray; Park Board Member, Pat Lloyd; and City Attorney, Doug Harpool.

Guest present: Ruth Hunter with Cross County Times; and David Gardner with Excalibur Engineering.

Mayor Jamie Schoolcraft led the Pledge of Allegiance.

Mayor Jamie Schoolcraft called the meeting to order.

**Roll Call**

City Clerk, Kathy Blakemore called the roll call, Aldermen Amodeo-present; Aldermen Hood-present; Mayor Schoolcraft-present; Aldermen Gugel-present; and Aldermen O'Quinn-present.

**Agenda Amendments/Approval of agenda**

**Motion** made by Gordon O'Quinn with second by Paul Hood to approve the agenda. All votes yes. Motion carried.

**Minutes 01/28/08**

**Motion** made by Paul Hood with second by Gordon O'Quinn to approve the minutes of the regular meeting on January 28<sup>th</sup>, 2008. All votes yes. Motion carried.

**Citizens Input**

None

**Financial Report**

**Motion** made by Louie Amodeo with second by Gordon O'Quinn to approve to pay the outstanding bills. All votes yes. Motion carried.

Park Mower Purchase-The city received three (3) bids from the following-Ozark Power Center, \$12,973.00; Diamond Edge, \$12,349.42; and John Deere, \$12,066.00. Staff recommendation is Diamond Edge.

**Motion** made by Gordon O'Quinn with second by Louie Amodeo to approve the bid from Diamond Edge in the amount of \$12,349.42 for Park Mower. All votes yes. Motion carried.  
Police Car Bids-The city received nine (9) bids from the following-Gary Abernathy, \$1,755.00; Wayne Dailey, \$1,001.50; Shannon Shipley, \$1,356.77; Jesse Howard, \$500.47; Yousef Dabbagh, \$1,168.00; Eddie James, \$710.00; Chris Dickinson, \$650.00; Dennis Twitchel, \$302.02; and Walnut Grove Police Dept., \$600.00.

**Motion** made by Gordon O'Quinn with second by Charlie Gugel to approve the bid from Gary Abernathy in the amount of \$1,755.00 for the 2003 Crown Vic. All votes yes. Motion carried.  
T-shirt Bids-The city received four (4) bids from the following-Nelson's Sportswear, \$2,121.68; Screen Printing USA, \$2,146.00; Greek Corner Graphics, \$2,476.00; and Instant Imprints, \$2,620.80. Staff recommendation is Nelson's Sportswear.

**Motion** made by Paul Hood with a second by Louie Amodeo to approve the T-shirt bid from Nelson's Sportswear in the amount of \$2,121.68. All votes yes. Motion carried.

Photography Bids-The city received two (2) bids from the following-Lifetouch and Stilson Photography. The city is currently using Stilson Photography.

**Motion** made by Louie Amodeo with second by Charlie Gugel to approve the bid from Stilson Photography. All votes yes. Motion carried.

Karen Robson CFO proposed that the City of Willard participate in the sewer relining contract which the City of Springfield has awarded to Ace Pipe Cleaning Inc. Following are the footages and prices which have been proposed by the Public Works Department. 8" Pipe-2,536 feet @ \$23.00 per ft.-\$58,328.00; 10" Pipe-2,800 feet @ \$26.25 per ft.-\$73,500.00; 12" Pipe-1,136 feet @ \$28.75 per ft.-\$32,660.00; and Manholes-226 ft. @ \$94.00-\$21,244.00; total project \$185,732.00. *(The funds for this project will be available through our outstanding sewer bond).* After much discussion, **motion** made by Gordon O'Quinn with second by Paul Hood to approve the City of Willard to participate in the sewer relining contract that the City of Springfield has with Ace Pipe Cleaning. All votes yes. Motion carried.

Karen Robson, CFO presented the proposed list for the equipment and staff in the amount of \$484,500.00 for the Meadows Water System when the City of Willard takes possession of the system. *(Backhoe-\$65,000.00; Trailer for Backhoe-\$8,500.00; Dump Truck-\$50,000.00; Equipment Operator-\$30,000.00; Sewer Operator-\$40,000.00; Benefits-\$10,000.00; Generators-\$180,000.00; Security Fencing x 4 locks-\$50,000.00; Tractor-\$35,000.00; Lawn Mower-\$14,000.00; PC for Utility Clerk-\$2,000.00).* Mayor stated that this was for review only at this time. All items will be bid out when we are ready to purchase the equipment.

Karen Robson, CFO presented the three (3) Qualifications for Engineering Firms for the Safe Routes to School-Olsson Associates; Archer Engineering; and Scott Consulting Engineering.

**Motion** made by Louie Amodeo with second by Charlie Gugel to approve the Olsson Engineering Services for the Safe Routes to School project. All votes yes. Motion carried.

Karen Robson CFO requested approval from the board for the expenditure in the amount of \$281,950.00 from the water fund for the Rural Water Grant Match.

**Motion** made by Charlie Gugel with second by Paul Hood to approve the expenditure in the amount of \$281,950.00 from the water fund for the Rural Water Grant Match. All votes yes. Motion carried.

### **Police Report**

Chief of Police, Tom McClain gave Oath of Office to Amy Fly the new police officer.

Chief stated that there were 294 total incidents for the month of January, 6 felonies, 30 misdemeanor's, 95 infraction's, 156 other services, 188 incidents handled by a Willard Police Officer without the help of an outside agency.

In the police budget the city budgeted \$5,600 for 7 additional Tazers to equip each full time officer. Chief has researched Electro-stun technology and determined the Stinger system's stun gun is a better value at \$499. Each (includes weapon, holster, 2 cartridges and batteries).

Additionally, they will need to purchase 1 Data Docking Station at \$150, which captures date, time, officer name, and number of firings and cycles used. If they switch to the Stinger System the total outlay will be \$4,641.00. Chief stated that he would like all officers to use the same equipment therefore he suggested that the two (2) Tazers that the Willard Police Department currently have be donated to the Willard School District for the reserve officers.

**Motion** made by Louie Amodeo with second by Charlie Gugel to approve the purchase of the Stinger system stun gun, Data Docking Station, and donate the two (2) Tazers to the Willard School District. All votes yes. Motion carried.

The Willard Police Department recently had their annual banquet. Officer Mike Payne was presented with a plaque for "Outstanding Officer" for the year 2007. Sergeant David Richardson was presented with a plaque for "Outstanding Service".

Seventy five (75) D.A.R.E. students graduated on January 29<sup>th</sup>, 2008 and one hundred and twenty five (125) will graduated April 29<sup>th</sup>, 2008. Twenty (20) citizens and staff participated in the personnel safety seminar that was recently given.

Chief stated that Secure the Call Foundation is collecting cell phones for seniors, school crossing guards, domestic violence victims, neighborhood watches, etc. They refurbished the cell phones and distribute to the programs listed above. The Willard Police Department will be collecting for this foundation.

On April 26<sup>th</sup>, 2008 at the Willard Middle School the annual Charity Boxing event will take place. Ringside seats are \$20 and all other seats will be \$5. 80% of the proceeds will go to the Willard project graduation, and 20% will go to the D.A.R.E. program.

### **Emergency Management**

Mayor Jamie Schoolcraft stated that Stacy Winters was unable to attend the meeting and if the board had any questions to give him a call.

### **Development Report**

Director of Development, Randy Brown stated that to date we have 27 building permits out. Housing development is down. The city is scheduled to test the sanitary sewer lines and waterlines for Stone Creek Subdivision on Thursday February 28<sup>th</sup>, 2008.

A Wellhead Protection Plan meeting was held on January 28<sup>th</sup>, 2008. A well at Willard Elementary School is going to be used for a monitoring well. The monitoring equipment has been installed. A web-site is available to access information.

Randy stated that he and Aldermen Hood and Kate Gould attended OTO meeting today. Ralph Ronstad with the City of Springfield is revising the airport boundary and district map.

### **Public Works Report**

Director of Public Works, Charlie Jones stated that they have been very busy with all of the ice on the roads. The city has purchased 100 tons of salt and are already out again due to all of the

bad weather. Installed the communication system and it is working very well. Wells are able to be read online now.

Rick, Tyler and Charlie have been in water training for four weeks.

Mayor thanked the Public Works Department for all of the work they did on the street during the ice storm. Aldermen Charlie Gugel stated that citizens in his neighborhood were very pleased with the work done on the street as well.

### **Community Services Report**

Director of Parks & Recreation Kerri Gates stated that they have a lot of games and dance to make up after the ice storm. Volleyball and soccer registration deadline was Friday. Kerri, Brandon, and Kelly are going to the State Parks Conference Wednesday, Thursday, and Friday. The annual Easter Egg Hunt is scheduled for March 15<sup>th</sup>, 2008. The Parks Department has 4400 eggs that they are stuffing. Aldermen Amodeo asked how the Valentine Dance went. Kerri stated that there were 22 participates.

### **West Ridge Preliminary Development Plan**

The Planning & Zoning Commission recommended approval of West Ridge Preliminary Development Plan on January 22<sup>nd</sup>, 2008.

**Motion** made by Louie Amodeo with second by Paul Hood to approve the West Ridge Preliminary Development Plan. All votes yes. Motion carried.

### **Community Building Rules & Fees**

**BILL NO. 08-01**

**ORDINANCE NO. 080128**

**AN ORDINANCE AMENDING ORDINANCE NO. 97-0908-A, AND ESTABLISHING RULES GOVERNING THE CONTROL AND MANAGEMENT OF THE WILLARD COMMUNITY BUILDING, ESTABLISHING FEES, USAGE RATES FOR THE USE OF THE COMMUNITY BUILDING, AND PROVIDING FOR THE INSPECTION OF SAID BUILDING.**

First reading was done on January 28<sup>th</sup>, 2008.

Second reading by City Clerk, Kathy Blakemore.

**Motion** made by Charlie Gugel with second by Paul Hood to approve the second reading. Louie Amodeo-yes. Paul Hood-yes. Charlie Gugel-yes. Gordon O'Quinn-yes. All votes yes. Motion carried.

### **Lucille Murray**

Lucille Murray Planning & Zoning Executive Secretary gave the Park Board Annual Report.

Lucille discussed the following items that the Park Board included in the Annual Report:

1. Two (2) more pavilions with three (3) tables in each pavilion in the park on Jackson Street.
2. Lots of work to do at the new soccer fields.
3. Install three (3) spring toys for small children in park on Jackson Street.
4. Purchase belly tractor w/attachments.
5. Land on Southside of Willard for another park.

6. Would like to have no smoking in all parks.
7. Movies in the park.
8. Outdoor classroom in the SW corner of the park on Jackson St.
9. Will have another Disk Golf tournament to see if there is much interest before making it a regular event.
10. Look at some way to award coaches for all of their volunteer work they do.
11. Youth flag football, competitive youth volleyball, boxing, intramural sports, CPR classes, Arc of the Ozarks, Big Truck petting zoo, Little tike bike ride, free throw three point competition, Christmas in July, 5K, 10K, back to school bash in the park, and Hershy Track & Field.

Willard Tree Project Proposal:

Lucille presented the Willard Tree Project Proposal. This proposal would allow homeowners to pick a tree from a selected group of trees that the city would purchase if the homeowner agrees to take care of the tree for three (3) years, and plant another tree in three years. Mayor Schoolcraft stated that this would be funded with the money that is in the budget for trees just a different way of spending it. An agreement with the finalized proposal will be presented at a later date after the city attorney has a chance to review.

Litter pick-up proposal:

Lucille presented the Litter pick-up proposal. This proposal would allow groups and organizations to adopt a ½ mile area for a two year term within the city limits to keep clean. The city would provide trash bags, gloves, and safety vest. Mayor stated that he has received calls from citizens asking if we have trash bags for voluntary trash pick-up. An agreement with the finalized proposal will be presented at a later date after the city attorney has a chance to review.

**Old Business**

City Clerk, Kathy Blakemore stated that the city has received the draft from Sullivan Publications for the codification and has been sent to City Attorney Doug Harpool for review.

Mayor stated that the board would be going into closed session to discuss Chapter 610.021 #2-Real Estate & #3-Personnel matters.

Motion made by Louie Amodeo with second by Charlie Gugel to close the open meeting and go into executive session. All votes yes. Motion carried.

Meeting adjourned.

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Kathy Blakemore, City Clerk