

CITY OF WILLARD
BOARD OF ALDERMEN
AUGUST 13TH, 2007
7:00 P.M.

Board present: Mayor Jamie Schoolcraft; Aldermen Charles Whitehead; Aldermen Bill Caplinger; Aldermen Gordon O'Quinn; and Aldermen Louie Amodeo.

Also in attendance: City Administrator, Fred Gress; City Clerk, Kathy Blakemore; Municipal Court Clerk/Deputy City Clerk, Linda Murray; CFO, Karen Robson; Director of Development, Randy Brown; Director of Public Works, Charlie Jones; Director of Parks and Recreations, Kerri Gates; Codes Officer, Steve Vaughn; Chief of Police, Tom McClain; City Phone Operator, Tami Cobb; Planning & Zoning Executive Secretary, Lucille Murray; City Engineers, Mike Zimmerman and Rich Baker; and City Attorneys Doug Harpool and Ken Reynolds.

Guest present: Bill Cruze, Larry Lee, Howell Lewis, Chris Dickinson, Dennis Barnicle, Terri Barnicle, Susan Inman, Evans Ross, Karen Benson, Robert Benson, Mark Benson, Lauri Ryan, Forest Durnell, Bill Adams, and Richard Simpson.

Mayor Jamie Schoolcraft led the Pledge of Allegiance.

Special Recognition (Awards, Certificates, and Honors)

Chief of Police, Tom McClain stated that Bill Cruze and Dennis Barnicle had been to Kansas City to compete in the World Championship bout for their respective age and weight division. Chris Dickinson and Howell Lewis were trainers for Bill Cruze and Dennis Barnicle. All four of these gentlemen have helped with Charity Boxing since it began in Willard. Chief presented Bill, Dennis, Chris, and Howell with a certificate, with a saying from Theodore Roosevelt, for all of their hard work.

Mayor Jamie Schoolcraft called the meeting to order.

Roll Call

City Clerk, Kathy Blakemore called roll call, Aldermen Whitehead-present, Aldermen Caplinger-present, Mayor Schoolcraft-present, Aldermen O'Quinn-present, and Aldermen Amodeo-present.

Agenda Amendments/Approval of agenda

Mayor stated that we needed to make an amendment to the agenda and add request for four (4) streetlights in North Brooke Subdivision. This amendment will be item number seventeen (17) on the agenda.

Motion made by Bill Caplinger with second by Louie Amodeo to approve the agenda with the amendment listed above. All votes yes. Motion carried.

Minutes 07/23/07

Aldermen Bill Caplinger stated that his name was not listed under Board present: on page 1 and he was in attendance.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve the minutes of the regular meeting on July 23rd, 2007 with the correction listed above. All votes yes. Motion carried.

Citizens Input

None

Financial Report

Motion made by Bill Caplinger with second by Louie Amodeo to approve to pay the outstanding bills. All votes yes. Motion carried.

Motion made by Bill Caplinger with second by Louie Amodeo to approve clothing/boot allowance for the Public Works Department in the amount of \$335.00 per year. All votes yes. Motion carried.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve the Police Department Uniform Policy as written. All votes yes. Motion carried.

Police Department-Each officer of the Willard Police Department will receive a \$650.00 uniform allowance issued once each year in July after showing proof of purchase. This allowance is to be used for dress uniforms and equipment required by the Department policy. Uniforms may be purchased at approved vendors under the City's name to be repaid by payroll deduction under the following schedule:

\$100.00-\$200.00-Three month's deductions; \$200.00-\$450.00-Four month's deductions. Charges for less than \$100.00 may be deducted from one paycheck.

Board discussed Public Works on Call Policy. Aldermen Louie Amodeo asked if the board had time to think about the On Call Policy for a while or did it need to be addressed in order to get it into the Personnel Manual. Karen stated that the attorneys were reviewing the revised Personnel Manual at this time and action on this issue could wait until the first board meeting in September.

Purchase Request: Fire proof four drawer filing cabinet. The city received two bids-Staples, Sentry-\$779.98 and Fireking-\$799.99; Springfield Office Supply, Sentry-\$1229.00 and Fireking-\$1439.00. Karen requested approval for Staples bid for Fireking brand in the amount of \$799.99.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve the bid from Staples for Fireking brand in the amount of \$799.99. All votes yes. Motion carried.

Request to purchase 5-drawer Steel Flat File Cabinet. The city received two bids-Staples \$829.99, table for base \$159.99; National Business Furniture \$629.99, table for base \$269.00.

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the bid for 5-drawer flat file cabinet and base, from National Business Furniture in the amount of \$629.99 for the cabinet and \$269.00 for the base. All votes yes. Motion carried.

Request to approve Mayor Schoolcraft signing contract for uniforms. The city received three bids from Ameripride, Cintas, and Unifirst.

Motion made by Louie Amodeo with second by Gordon O'Quinn to approve the Mayor signing a contract with Unifirst for uniforms. All votes yes. Motion carried.

Karen stated that every year the city has paid for half of the fireworks for the 4th of July Event out of the General Fund for the Parks Department. Karen requested that \$2500.00 be transferred from the General Fund to the Parks Fund for half of the fireworks.

Motion made by Gordon O'Quinn with second by Bill Caplinger to allow \$2500 to be paid to the Parks Fund from the General Fund for the 2007 fireworks. All votes yes. Motion carried.

Police Report

Chief of Police Tom McClain stated that the bank robbery that happened last month at Sun Security Bank was the first armed bank robbery in the City of Willard. The investigation went very well and the robber was arrested. Chief presented July 2007 report. Total incidents for the month were 463, 21 felonies, 38 misdemeanors, 127 infraction, 277 other services, 251 handled by officers. The Police Department received \$23,700.00 grant funding for radios. Donna Gordon wrote the grant. Congratulations, Donna! Chief stated that he would revisit the policies and procedures for the Police Station and possibly have a revision by December 2007. The police officer position that was open has been filled. Tyler Follis will be starting during the week of August 28th. Aldermen Bill Caplinger asked why on the "Monthly Statistical Report", under "Officer Statistics", Landon has 4 and Vinson had 1, but on the reserve hours they both had 0. Chief stated he would have to look into that and get back with him.

Development Report

Randy Brown Director of Development stated that the box culvert project has been completed and Apac finished up the paving this morning. Randy has met with Gary Weber with Missouri Rural Water and they are putting the final touches on the draft of the Wellhead Protection Plan. Draft should be completed by the August 27th Board of Aldermen Meeting. Mayor asked if they were going to be starting on the fourth building at the North Brooke apartments. Randy stated that he heard that they are going to be breaking ground on the clubhouse and pool house, and after the three apartments are completed there will be two more started.

Mayor stated that the Chief of Police Tom McClain received a letter from the Family Dependency Court. Mayor thanked Tom for representing the city so well.

Public Works Report

Director of Public Works Charlie Jones stated that the 10' line down Willey Street has been completed except the road bore down Farmer. Public Works helped Greene County install the box culvert on Hughes Road. The 100 hp pump at Regional Lift Station had to be repaired. Charlie stated that Public Works caught five (5) skunks in one trap!

Community Services Report

Kerri Gates Director of Parks and Recreations stated that the following programs have just completed. Summer camp, swimming lessons, the pool is getting ready to close and just be open on the weekends until Labor Day. Competitive youth baseball team will be starting this fall for the first time. Gymnastics have started back up with a new instructor. Soccer and volleyball registration start on Friday. Tot time is getting ready to start up again. Two new classes have started up Prep for Poms, and Hip Hop Dance Class. Adult flag football will be starting this fall. The Parks Department has been working on the

new soccer fields and the new building. Aldermen Gordon O'Quinn asked what date the soccer field was suppose to be completed. Kerri stated that it had to be completed by December 31st in order to receive the grant money. City Administrator, Fred Gress assured the board that it would be completed by the deadline.

Chlorination-Archer Engineering

Archer Engineering discussed alternatives for chlorination for the City of Willard. Mayor Schoolcraft requested that the city have DNR come and discuss chlorination at a future board meeting.

Proposed amendment to Land Development Regulations-Developers be required to post an irrevocable bond. *(first reading only)*

BILL NO. 07-22

ORDINANCE NO. 070813

AN ORDINANCE ADOPTING AMENDMENTS TO THE LAND DEVELOPMENT REGULATIONS AND DESIGN STANDARDS FOR THE CITY OF WILLARD, MISSOURI; REPEALING OR AMENDING INCONSISTENT ORDINANCES AND PROVIDING FOR PENALTIES FOR VIOLATION HEREOF.

First reading by City Clerk Kathy Blakemore.

Motion made by Gordon O'Quinn with second by Louie Amodeo to approve the first reading. Charles Whitehead-yes. Bill Caplinger-yes. Gordon O'Quinn-yes. Louie Amodeo-yes. All votes yes. Motion carried.

Budget Amendment *(first & second reading)*

BILL NO. 07-23

ORDINANCE NO. 070813A

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2007 BUDGET REVISION.

First reading by City Clerk Kathy Blakemore.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve the first reading. Charles Whitehead-yes. Bill Caplinger-yes. Gordon O'Quinn-yes. Louie Amodeo-yes. All votes yes. Motion carried.

Second reading by City Clerk Kathy Blakemore.

Motion made by Louie Amodeo with second by Gordon O'Quinn to approve the second reading. Charles Whitehead-yes. Bill Caplinger-yes. Gordon O'Quinn-yes. Louie Amodeo-yes. All votes yes. Motion carried.

Code of Ethics *(first & second reading)*

BILL NO. 07-24

ORDINANCE NO. 070813B

AN ORDINANCE OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL

CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

First reading by City Clerk Kathy Blakemore.

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the first reading. Charles Whitehead-yes. Bill Caplinger-yes. Gordon O'Quinn-yes. Louie Amodeo-yes. All votes yes. Motion carried.

Second reading by City Clerk Kathy Blakemore.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve the second reading. Charles Whitehead-yes. Bill Caplinger-yes. Gordon O'Quinn-yes. Louie Amodeo-yes. All votes yes. Motion carried.

Christmas Parade Route

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the Christmas parade route. All votes yes. Motion carried.

Request approval to establish a citizens group to review the needs of Highway 160

Mayor Jamie Schoolcraft and City Administrator Fred Gress discussed establishing a citizens group to review the needs of Highway 160. This group would consist of five to seven citizens/business owners, city staff, school staff, etc.

Motion made by Bill Caplinger with second by Louie Amodeo to approve establishing a citizens group to review the needs of Highway 160. All votes yes. Motion carried.

Streetlight Request

Request four (4) streetlights for North Brooke Subdivision.

Motion made by Gordon O'Quinn with second by Bill Caplinger to approve four (4) streetlights in North Brooke Subdivision. All votes yes. Motion carried.

Old Business

City Administrator Fred Gress announced that the city had a meeting scheduled with DNR on August 14th to discuss wastewater.

Mayor Jamie Schoolcraft stated that the board would be going into closed session to discuss Chapter 610.021 #1 Legal and #3 Personnel matters.

Motion made by Gordon O'Quinn with second by Bill Caplinger to adjourn the open meeting. All votes yes. Motion carried.

Meeting adjourned.

Kathy Blakemore, City Clerk