CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

October 12, 2026 at 6:00 PM

Willard City Hall, 224 W. Jackson St., Willard, MO

MINUTES

Staff Present: City Attorney Holly Dodge, City Administrator Matthew Henry, City Clerk Courtney Myers, City Clerk Sara Hurt, Planning and Zoning Assistant Tammy Swisher, Project Manager Steve Bodenhamer, Police Officer JD Landon, Planning and Zoning Director Mike Ruesch, Chief Finance Officer Genia Mount.

Citizens Present: Steve Cobb, Larry Whitman

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Biellier led the Pledge of Allegiance

CALL THE MEETING TO ORDER

Mayor Pro Tem Casey Biellier called the meeting to order at 6:00PM and asked City Clerk Courtney Meyers to conduct roll call.

1. **ROLL CALL**
   City Clerk Courtney Myers conducted the roll call.
   Present: Casey Biellier, Jeremy Hill, David Keene, Joyce Lancaster, Rachel Mathison, Carol Wilson
   Absent: Mayor Troy Smith
   Clerk Courtney Myers confirmed a quorum was present

2. **AGENDA AMENDMENTS/APPROVAL OF AGENDA**
   Agenda amended to remove items: 7. Public hearing for subdivision 510 s. miller road
   8. Ordinances; A. Ordinance of the city of Willard, Missouri approving a subdivision for the property located at 510 south miller road in Willard, Missouri (first and second read)

   Mayor Pro Tem Casey Biellier asked for a motion to approve the agenda. Motion was made by Alder David Keene and seconded by Alder Joyce Lancaster. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, Wilson.

3. **CONSENT AGENDA:**

   "A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

   A. BOARD OF ALDERS REGULAR MEETING 9/28/26 MINUTES

   B. BOARD OF ALDERS ATTENDANCE REPORT

   C. SEPT/OCT CURRENT OUTSTANDING INVOICES, CHECKS AND DRAFT PAID INVOICES

Mayor Pro Tem Casey Biellier asked for a motion to approve the consent agenda. Motion was made by Alder David Keene seconded by Alder Joyce Lancaster. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Wilson, and Mathison.

4. CITIZEN INPUT

Stever Cobb: Not happy.

5. DISCUSSION

A. CONSIDERATION AND APPROVAL OF APPOINTMENT OF SARA HURT AS CITY CLERK

Mayor Pro Tem Casey Biellier asked for a motion to appoint Sara Hurt as City Clerk. Motion was made by Alder Lancaster and seconded by Alder Mathison. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Wilson, and Mathison.

B. OATH OF OFFICE FOR CITY CLERK - OATH ADMINISTERED BY OUTGOING CITY CLERK COURTNEY MYERS

City Clerk Courtney Myers administered oath to Sara Hurt

6. PROJECT MANAGER REPORT

A. SANITARY SEWER UPDATE- STEVE BODENHAMER (7MINS)

Project Manager Steve Bodenhamer provided updates on The Meadows and 94 Lift Station projects.

7. PUBLIC HEARING FOR

7A. SUBDIVISION 510 S MILLER ROAD

Item 7A was removed from the agenda during Agenda Amendments and was not considered.

8. ORDINANCES

8A. ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING A SUBDIVISION FOR THE PROPERTY LOCATED AT 510 SOUTH MILLER ROAD IN WILLARD, MISSOURI (FIRST AND SECOND READ)

Item 8A was removed from the agenda during Agenda Amendments and was not considered.

9. CITY ADMINISTRATOR REMARKS

City Administrator Matthew Henry spoke about the HR Policy Manual in progress, currently working with department heads and legal, plans to present the board with the updated manual.

10. NEW BUSINESS

Alder Rachel Mathison asked if there was policy prohibiting a city employee from volunteering. Legal advised it could conflict with fair labor laws.

11. UNFINISHED BUSINESS

A. RECYCLING CENTER DISCUSSION CONTINUED

The Board requested some additional quotes on recycling services, consideration of changing hours the recycling center is open to the public. Plan to readdress at a future meeting.

12. RECESS OPEN SESSION

Motion was made by Alder Hill and seconded by Alder Mathison to recess Open Session and enter into Closed Session pursuant to RSMo § 610.021(1) Legal. Motion carried with

a 6-*0* vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison and Wilson. Voting Nay: None

13. **OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL 6:33 PM**
14. **CALL THE MEETING TO ORDER**
15. **ROLL CALL**
16. **CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION 7:01 PM**

Motion was made by Alder Lancaster and seconded by Alder Keene to adjourn Closed Session and reconvene Open Session. Motion carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson.

17. **ADJOURN MEETING**

Motion was made to adjourn meeting by Alder Lancaster and seconded by Alder Keene. Carried with a 6-0 vote. Voting Aye: Alders Biellier, Hill, Keene, Lancaster, Mathison, and Wilson.

Meeting Adjourned at 7:06 PM

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Sara Hurt, City Clerk