

City of Willow Springs

Regular Council Meeting **Wednesday, January 18, 2023** **City Hall Council Chambers, 5:30 pm**

Present: Mayor Brooke Fair, Alderman Danny Bradley, Alderman Kim Rich, Alderman David Collins, Alderman Phill Knott, City Attorney Zane Privette, City Administrator Beverly Hicks, City Clerk Heather Duddridge, Police Chief Wes Ellison, Assistant Police Chief Alan Lewis.

Guest: Christy Graves, Dean Aye, Mary Jones, Hanna Borchard, Wendell Bailey, Emmy Jenson, Amanda Mendez, Officer Cary Gates, Officer Joe Barnhouse, Officer Wade Bloomer, Officer Joby Hoopes, Officer David Hocking, Police Dispatcher Lacey Clinton, Officer Jake Cronin.

ANNOUNCEMENT OF QUORUM

City Clerk Heather Duddridge called the roll.

Mayor Brooke Fair opened the meeting of the Board of Aldermen at 5:29 pm with a quorum present.

AGENDA APPROVAL

Motion by Alderman Knott, second by Alderman Rich to approve the agenda. Motion carried 4-0.

CONSENT AGENDA

Motion by Alderman Bradley, second by Alderman Knott to approve the Consent Agenda which included Approval of Minutes – (RM 12/13), Approval of Bills for Payment, Receipt of Financial Reports, and YMCA, Department Head’s & Board’s Reports. Motion carried 4-0.

EXISTING BUSINESS

Main Street Group Building Discussion: Mary Jones appeared on behalf of Main Street Willow Springs (MSWS), along with Christy Graves, and Hanna Borchard. Jones informed the Council that a contract with Base Construction has been secured and the anticipated start date for repair of the wall and the roof is April 1, 2023. Jones also informed Council that MSWS has a portion of the funds for the project, however, they are working with financial institutions to secure the remainder of the funds for the project.

No action was taken by Council at this time.

NEW BUSINESS

Police Department Introductions: Police Chief Wes Ellison appeared, along with Assistant Police Chief Alan Lewis to introduce new officers to the Council. Ellison thanked the Council for their support of the department and thanked the community, as well. Ellison informed the

Council that the department is working on strategic goals to move forward throughout the year. Officers present and introduced were Cary Gates, Joe Barnhouse, Wade Bloomer, Joby Hoopes, David Hocking, and Jake Cronin. Dispatcher Lacey Clinton was also introduced.

No action was taken by Council.

Record Destruction: City Clerk Heather Duddridge presented a list City records ready for destruction based on the State Statute Record Retention schedule.

- Accounts Payable – 2017 and older
- Animal Control – 2020 and older
- Animal Registration Records – 2017 and older
- Deposits – 2016 and older
- General Ledger – 2016 and older
- Receipt Management 2016 and older
- Utility Billing – 2016 and older
- Utility Meter Reader Files – 2017 and older
- Work Orders – 2017 and older

Duddridge also presented a list of Court records ready for destruction based on State Statute Record Retention and Missouri Court Operating Rule 8.

- Cases dismissed – 2019 and older
- Major Traffic/Serious Ordinance Violations – 2010 and older
- Minor Traffic/Animal Control/Etc. – 2019 and older
- SIS Major Traffic/Serious Ordinance Violations – 2010 and older
- SIS Minor Traffic/Animal Control/Etc. – 2010 and older
- Financial Records – 2017 and older

Motion by Alderman Bradley, second by Alderman Knott to approve the destruction of City Records and Court Records as presented based on the record retention schedule. Motion carried 4-0.

2022 Review: City Administrator Beverly Hicks informed Council that the City has two types of years – repair and capital – and 2022 was a year for capital. Hicks highlighted the following expenses from the 2022 year:

- \$1.3 Million in capital and supply/material expenses for infrastructure and public safety
- \$220,000 for repairs and maintenance to buildings, grounds, equipment, and vehicles
- \$184,000 in workers' comp, comprehensive and collision, and liability insurance
- \$1.6 Million in employee wages and benefits
- A little over \$1 Million in grant proceeds through the American Rescue Plan Act (ARPA), Community Development Block Grant (CDBG) DR-4317, and Missouri Department of Public Safety, which were all expended
- \$30,000 to support education and training, including electric journeyman/lineman apprenticeship, water/sewer/wastewater apprenticeships, and police cadets

Hicks also informed the Council that inflation had a large impact on the 2022 budget with an 81% increase in fuel/diesel, a 35% increase in energy/utilities, and a 27% increase for inventory/supplies, just to name a few. With every employee being fully engaged, and the approval of Council to amend the budget, the City was able to alleviate the pressure of

inconsistent price increases. Hicks added that the positive contributable factor of the 2022 inflationary issue was a substantial increase in sales and use tax in the amount of \$393,551.00, which helped offset expenses without budget cuts.

Hicks stated that the most notable event in 2022 was attaining the former Missouri Department of Transportation (MoDOT) buildings. The property was surveyed and the south building was deeded to the Willow Springs R-4 School District for the purpose of a technical education program.

Hicks further informed the Council that being a board member with the Mid-Missouri Municipal Electric Pool (MMMPEP) has allowed the City to stay informed with electric rates and what to expect down the line. New contracts were approved in 2022 between MMMPEP and the Missouri Electric Commission (MEC) to secure long-term contracts for energy supply. MMMPEP is also negotiating contracts to purchase generation assets with an energy supplier near Kansas City for clean, modern natural-gas that will provide consistent, reliable electricity.

Hicks concluded her presentation with a few notes regarding financials, emergency calls as reported by 911, and highlights of current projects for the 2023 year. Hicks expressed her gratitude of the way every department worked together to help solve the challenges of 2022 without being held to departmental lines and believed 2022 was successful. Hicks also thanked the Mayor and Board of Aldermen for their support and guidance.

No action was taken by Council.

Public and Media Questions: Amanda Mendez from Howell County News was present with questions, which were answered by Council and City Administrator Beverly Hicks. Mendez asked one question specifically regarding Main Street Willow Springs and whether they need to continue coming back with updates. Council stated that they wanted monthly updates until the wall is secured.


There were no questions from the public.

EXECUTIVE SESSION

City Administrator Beverly Hicks and City Clerk Heather Duddridge informed Council that they did not have anything for discussion in Executive Session.

Motion by Alderman Rich, second by Alderman Bradley to adjourn the meeting at 6:00 pm. Motion carried 4-0.

ATTEST:


Heather Duddridge, City Clerk

CITY OF WILLOW SPRINGS



Brooke Fair, Mayor