

**City of Battlefield  
Board of Aldermen  
Regular Session Minutes  
January 6, 2015**

**Item 1           Call to order**

Meeting called to order by Mayor Debra Hickey at 6:32 p.m. at City Hall in Battlefield, Missouri. The following Board Members were present: Dr. Linda Barboa, Quinton Hamp, Darron Acklin, Warren Griffith, and Marc Cerce. Board Members Absent: Mike Goldenberg. Staff Present were: Police Chief David Vallely, City Clerk Beth Anne West, and City Administrator Rick Hess.

**Item 2           Ceremonial Matters**

Opening prayer given by Alderman Marc Cerce. Alderman Dr. Linda Barboa led the pledge of allegiance.

**Item 3           Announcements**

- EMA Training-February 12<sup>th</sup> for Mayor and Board Members
- Update on Access for Citizens to make payments online with credit/debit/electronic checks through Website
- Last day to file for April 2015 Municipal General Election January 20, 2015, at 5 p.m.
- Offices Closed on January 19, 2015, for Martin Luther King Jr. holiday

**Item 4           Mayor Updates**

- Meeting with Marc Maness and Park Board Chairman to discuss Strategic Plan.
- Special Parks Board meeting to be held the 31<sup>st</sup> of January invite Board of Alderman for further discussion on Strategic Plan possible citizen survey.
- Update on Electrical Plans for Park having plans drawn
- Change date for Parks Advisory Board Meetings from third Thursday to second Thursday
- Greene County Mayor's Association Meeting to be held on January 29, 2014, Strafford, Missouri
- Meeting with local pastors to work on core of volunteers for city-wide future events
- Made clarification in regard to previous discussion on Christmas Eve/Christmas Day Holiday discussion

Alderman Quinton Hamp noted he has house up for sale may need to resign end of February. Alderman Darron Acklin noted his house also for sale looking for other homes in his Ward at present.

**Item 5           City Administrator Updates**

- Discussed February Training mentioned under announcements and how that will cover the 100 and 700 requirements for the Board to have for the EMPG grant for the City.
- Discussed need to gain this training for Board members and if unable to attend the link to the website to get the training completed online.
- Discussion of Mail slowdown from USPS and how that would affect sewer customers
- Mayor Debra Hickey had hand out of demographics related to last census figures for Board to view

City of Battlefield  
Board of Aldermen  
Regular Session Minutes  
January 6, 2015

**City of Battlefield  
Board of Aldermen  
Regular Session Minutes  
January 6, 2015**

**Item 6           Police Chief Updates**

- Police Chief David Valley explained the need to send officers for various training to keep them certified
- Chief Vallely stated at the next Board of Aldermen meeting he would have a candidate for the new Police Officer Position to be considered for hire.

**Item 7           Adoption and Approval of Consent Agenda**

Motion was made by Alderman Darron Acklin to approve and adopt the consent agenda including the following items a-e: December 16, 2014 regular session meeting minutes; Bills paid in the amount of \$67,036.62; Bills to approve in the amount of \$36,617.75; Committee and employee reports; Payroll reports. Motion was seconded by Quinton Hamp. A roll call vote was taken and the vote was 5 Ayes- Marc Cerce, Warren Griffith, Darron Acklin, Quinton Hamp, and Dr. Linda Barboa. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

**Item 8           Public Input**

None.

**Item 9           Unfinished Business**

None

**Item 10 a       Discussion and Possible Vote to Approve the Convenience Fee for Credit/Debit Card Payments for all Payments after February 1<sup>st</sup>, 2015.**

Discussion was held on the convenience fee to be charged to sewer accounts for using the online payment services and to charge the same fee for customers that use the credit card machine available to use at City Hall or over the phone. City Administrator Rick Hess discussed need to meet State Auditor's guidelines for credit card usage. Aldermen Quinton Hamp suggested that all staff that assist sewer customers have the same talking points to explain the new fee and the new options for sewer customers. Motion was made by Alderman Quinton Hamp to approve the Convenience Fee for Credit/Debit Card Payments for all Payments after February 1<sup>st</sup>, 2015, by citizens that choose to use for Utility Billing payments. Motion was seconded by Alderman Marc Cerce. A roll call vote was taken and the vote was 5 Ayes-Dr. Linda Barboa, Quinton Hamp, Darron Acklin, Warren Griffith, and Marc Cerce. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

**Item 11 b       Discussion and Possible Vote to Approve List of Records for Destruction for 2014.**

City Clerk Beth Anne West noted there was a typo on the title on the agenda and it should read 2015, the document was put together in 2014. Mrs. West added the City utilizes Cintas to shred and destroy documents for the City. Motion was made by Alderman Warren Griffith to approve List of Records for Destruction for 2015. Motion was seconded by Alderman Darron Acklin. A roll call vote was taken and the vote was 5 Ayes-Marc Cerce, Warren Griffith, Darron Acklin, Quinton Hamp, and Dr. Linda Barboa. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

**City of Battlefield  
Board of Aldermen  
Regular Session Minutes  
January 6, 2015**

**Editorial Note:** A copy of the List will be attached to the approved minutes.

**Item 11 c      Executive Session**

Motion was made by Alderman Darron Acklin to go into execution session at 7:23 p.m., under RSMO.610.021.1 Potential Litigation and Concerning operational guidelines, polices and specific response plans developed, adopted, or maintained by any critical incident which is or appears to be terrorist in nature and which has the potential to endanger individual or public safety or health, (that disclosure would impair the public governmental body's ability to protect the security or safety of persons or real property, and that the public interest in nondisclosure outweighs the public interest in disclosure of the records) RSMO.610.021.18. Closed Session. Closed Vote. Closed Record. The motion was seconded by Alderman Marc Cerce. A roll call vote was taken and the vote was 5 Ayes-Dr. Linda Barboa, Quinton Hamp, Darron Acklin, Warren Griffith, and Marc Cerce. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Motion was made by Alderman Darron Acklin to go into open session at 8:04 p.m. A roll call vote was taken and the vote was 5 Ayes- Dr. Linda Barboa, Quinton Hamp, Darron Acklin, Warren Griffith, and Marc Cerce. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried. Mayor Debra Hickey stated that no vote was taken during executive session.

**Item 12      Adjournment**

Motion was made by Alderman Marc Cerce to adjourn the meeting at 8:05 p.m. The motion was seconded by Alderman Darron Acklin. A roll call vote was taken and the vote was 5 Ayes-Marc Cerce, Warren Griffith, Darron Acklin, Quinton Hamp and Dr. Linda Barboa. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Debra A. Hickey Mayor Debra Hickey

01/20/2015 Date

ATTEST:

Beth Anne West City Clerk Beth Anne West      1-20-15 Date

Reading and Vote to Approve Minutes: 6 Ayes - Mike Goldenberg, Dr. Linda Barboa, Warren Griffith, Darron Acklin, Marc Cerce, and Quinton Hamp. 0 Nays. all Board members  
Minutes Approved: were present for the vote. 1-20-15  
January 20, 2015

City of Battlefield  
Board of Aldermen  
Regular Session Minutes  
January 6, 2015





061A - Oklahoma City  
44 Northeast 42nd Street  
Oklahoma City, OK 73105

Phone # (877) -388-2209  
Fax # (417) -886-3116

# Certificate of Destruction

BATTLEFIELD CITY CLERK  
5434 S TOWER DR  
BATTLEFIELD, MO 65619-9607

Document # 8007210220  
Document Date 01/07/2015  
Cintas Route/SSR ROT92.0028/Derek Hendrickson  
Customer # 10216955  
Service Type Recurring  
Customer Group On-Site  
Next Service Date 02/04/2015  
Next Service Type Recurring

Material #	Description	Quantity	Quantity Serviced
SV0000101	Service (P/On)-Bin Base	1.00 EA	<u>1</u>

This certificate is to certify that Cintas Document Management shreds confidential data per customer's instructions for the above-mentioned company. The following services are NAID certified: Hard Drive Destruction and Mobile Destruction. The following services are not NAID certified: Offsite Destruction and Non-paper Destruction.

Service Representative Signature 

Date 1/7/15  
Page 1 of 1

List of Records for Destruction-2015

Name /Description of Record	Record Code	Record type-Retention Time	Type of Destruction	Date Approved by BOA Date Destroyed	Date Approved by BOA
Police Administration Reports 2013	POL 017 2 years	UCR Reports for 2013 -PD Files	Shred (Destroy)	1-7-15	1-6-15
Payroll 2008	GS068 Retain YTD Summary 70 years; Retain all other records five years	Payroll Records for 2008	Shred (Destroy)	later Date	
Racial Profiling Statics 2013	POL 010 1 year after submission to Attorney General	Racial Profiling information-PD Files 2013	Shred (Destroy)	1-7-15	
2009 Logs	POL 008 5 years or COA	Police Daily Logs -PD files	Shred (Destroy)	1-7-15	
Telecommunications Log 2006-2012	GS 016 1 year	Phone Message Books 2006-2012- PD Files	Shred (Destroy)	1-7-15	

