City of Battlefield
Board of Aldermen
Regular Session Minutes
February 3, 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: Warren Griffith, Dr. Linda Barboa, Marc Cerce, Darron Acklin, and Quinton Hamp. Board Members Absent: Mike Goldenberg. Staff Present were: Police Chief David Vallely, City Clerk Beth Anne West, City Administrator Rick Hess and City Attorney Jim Kelly.

Item 2 Ceremonial Matters

Opening prayer given by Alderman Marc Cerce. Alderman Warren Griffith led the pledge of allegiance.

- Ronald McDonald Proclamation for February 2015

City Clerk read proclamation.

- Flag of Freedom Award Recipient-Presentation

Al Smith from the Missouri Career Center presented City Administrator Rick Hess with the award for hiring veterans to work for the City. Mr. Smith noted that the City hired Utility Billing Clerk Clover Jenkins last year who is a combat medic for the National Guard. Mr. Smith stated the flag patch on the award was worn by another combat Medic from the Missouri National Guardsman named Staff Sargent Stephanie Miller for serving in Afghanistan. Mr. Smith added the award was signed by the Governor Jay Nixon for the Show-Me Heroes program.

Item 3 Announcements

- WEB EOC training opportunity coming up for Board and staff
- EMA Training for Board and Staff to be held February 12, 2015 from 6-8 p.m.

Item 4 Mayor Updates

- Special Park Board meeting held on 31st of January, 2015 very productive for continued work on Parks Strategic Plan
- Recommendation for Sign at City Hall Entrance
- Met with Chip Kidd from Park Board regarding Trail of Tears Event for May 2015
- Report on Greene County Mayor's Association Meeting January 29th, 2015
    - Animal Control & 911 report totals for 2014
- Attended Economic Development Committee Meeting working on website
- Met with interested party for Wilson Creek Marketplace property

Item 5 Alderman Updates

Alderman Dr. Linda Barboa stated that Thursday at 5 p.m. to watch for the footage done on her latest book on KOLR 10 News. Alderman Barboa noted she a total of 5 books on autism and her fourth installment is called "Albert is my friend." Alderman Barboa relayed to the reporter she was a Board member here for the City.

Item 6 City Administrator Updates

- City Administrator Rick Hess stated customers/citizens can now make payments online through the City's website. Mr. Hess noted the City will be working on FAQ's for the website and promote via Facebook and the City Newsletter.
- Mr. Hess noted the City may consider removing the option to use the credit card reader from Great Southern Bank since the online option is now available.
- City Clerk Beth Anne West noted the transition from Wind Stream to Mediacom for the internet and phone services has now been completed.

Item 7 Police Chief Updates

- Police Chief David Vallely stated the new officer is to start tomorrow will take possibly a month to get him on the road so they are trained to go out on their own for patrols, etc.
- Chief Vallely noted it is time to re-license officers, so many will be out of office on training.

Item 8 Adoption and Approval of Consent Agenda

Motion was made by Alderman Quinton Hamp to approve and adopt the consent agenda including the Items included a- f January 20, 2015 regular session meeting minutes; January 20, 2015 executive session meeting minutes; Bills paid in the amount of $25,462.97; Bills to approve in the amount of $8,365.37; Committee and employee reports; Payroll reports. Motion was seconded by Alderman Warren Griffith. A roll call vote was taken and the vote was 5 Ayes-Quinton Hamp, Darron Acklin, Marc Cerce, Dr. Linda Barboa, and Warren Griffith. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 9 Public Input

None.

Item 10 Unfinished Business

None.

Item 11 a Discussion And Possible Vote To Approve Advertisement for Hiring Temporary Full Time Utility Billing Clerk.

City Administrator Rick Hess noted Utility Billing Clerk Clover Jenkins will be deployed in May of 2015, for approximately a year or longer. Mr. Hess stated the idea was to find an applicant willing to work during the deployment on a full time basis until Clover's return and to allow that person to be trained before Clover leaves on deployment. Motion was made by Alderman Quinton Hamp to authorize City Staff to advertise for hiring temporary full-time Utility Billing Clerk. The motion was seconded by Alderman Warren Griffith. A roll call vote was taken and the vote was 5 Ayes-Warren Griffith, Dr. Linda Barboa, Marc Cerce, Darron Acklin, and Quinton Hamp. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 11 b Discussion of Hiring Procedures for Police Department.

Discussion occurred on current hiring practices of the City Police Department with the Chief providing a handout to the Board to review. Alderman Acklin discussed items he learned from a recent training he attended for his work related to hiring procedures. Discussion followed on what the City does and ways to possibly improve the processes. Alderman Hamp suggested training for all City personnel to keep the city out of possible litigation for future. Mayor Hickey suggested both the City Administrator and the Chief of Police review the job descriptions in place for any changes that need to be made. Alderman Acklin asked if job descriptions are currently online and if not they should be made available to possible applicants.

Item 11 c Discussion and Possible Vote to Add Possible Closing of Farm Road 190 East at FF.

City Administrator Rick Hess noted the Farm Road dead ends into a wooded area and has been plagued for some time as a dumping zone. Mr. Hess noted the property owners have been contacted and 2 out of the 3 are in favor of the closure so trespassers will not access the property. Mr. Hess stated the City put up two gates at the Regional Lift station and one of the gates could be removed to put at this location due to the development of the Cloverdale Subdivision. Mr. Hess stated the area is regularly patrolled by staff and it is a large cost to dispose of all the items that are dumped in this area. City Attorney Jim Kelly informed the Board they could vacate the road but they cannot block a public road. Discussion followed that future development from the River Cut Subdivision would imply the need not to vacate the road in the near future. Motion was made by Alderman Quinton Hamp to add possible closing of Farm Road

190 East at FF with the addition of a gate after obtaining written consent from all the adjoining property owners until development occurs making the closure unnecessary. The motion was seconded by Alderman Marc Cerce. A roll call vote was taken and the vote was 4 Ayes- Quinton Hamp, Darron Acklin, Marc Cerce, Dr. Linda Barboa, and. 1 Nay-Warren Griffith. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 11 d Discussion and Possible Vote to Approve of Sign at Entrance of City Hall.

Mayor Debra Hickey introduced Mike Scott from Missouri Neon to provide information to the Board on the Sign proposal. Mayor Hickey noted the Park Board met over the weekend to review all the proposals and decided to recommend Missouri Neon at a total price of $24,533.78. Mayor Debra Hickey stated that she had been concerned with the fact there was no lighting near the entrance of City Hall and this sign would be able to light the entrance. City Administrator Rick Hess noted Ad Tech of Battlefield and Pinnacle Sign were approached for bids on the sign. Mr. Hess explained that Ad Tech had opted not to provide a proposal. Mayor Hickey reported the Parks Advisory Board recommended to pay 70% of the total cost with the City to pay the remainder at 30%. Mr. Scott noted the light from the sign can be dimmed, and once the sign is up there is not a lot of maintenance costs because the lights are LED's and the structure is aluminum. Mr. Scott stated the only possible costs would be electronic and there would be a ground added to the structure for safety purposes. Mr. Scott suggested the City obtain an additional insurance rider for the addition of the Sign. Mr. Scott also suggested the City shut down the display by a set time to reduce possible complaints from neighbors, etc. Motion was made by Alderman Darron Acklin approve of Sign at Entrance of City Hall per the bid submitted by Missouri Neon Company in the amount of $24,553.78 with 70% of the Cost to be paid by the Parks Fund and the rest to be paid by the City (30%). The motion was seconded by Alderman Marc Cerce. A roll call vote was taken and the vote was 5 Ayes- Warren Griffith, Dr. Linda Barboa, Marc Cerce, Darron Acklin, and Quinton Hamp. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 11 e Video Provided by City Administrator for Board regarding Safety Procedures for City Hall.

City Administrator Rick Hess showed video about a municipality in regard to Board and staff safety procedures. No vote or action taken.

Item 11 f Discussion and Possible Vote to update Firearms Ordinance Section 210.

City Administrator Rick Hess stated that the Missouri State Legislators had changed the laws regarding firearms recently and the City would be getting updates from our Codifier to bring before the Board to update our City's code book. Mr. Hess would like to see section 210.255 changed to reflect the open carry and concealed carry options except for court sessions at City Hall. Discussion followed. City Attorney Jim Kelly suggested the City purchase Wands to check people attending court at City Hall for safety purposes. Motion was made by Alderman Quinton Hamp to update the Firearms section with the other supplements and to include changes to Section 210.255 and include the revisions to the state statutes regarding open carry for firearms and concealed carry for City buildings with the exception of court proceedings. The motion was seconded by Alderman Warren Griffith. A roll call vote was taken and the vote was 5 Ayes- Quinton Hamp, Darron Acklin, Marc Cerce, Dr. Linda Barboa, and Warren Griffith. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 11g Discussion and Possible Vote to Approve Items for Disposal List for 2015.

Motion was made by Alderman Marc Cerce to approve items for Disposal List for 2015 as presented. The motion was seconded by Alderman Darron Acklin. A roll call vote was taken and the vote was 5 Ayes- Warren Griffith, Dr. Linda Barboa, Marc Cerce, Darron Acklin, and Quinton Hamp. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 11 h Discussion and Possible Vote to Authorize City Administrator to Enter into Agreement with Records Management Solutions for a Records Software System.

City Administrator Rick Hess stated this was a budgeted item and the City had done research on finding a company of which they found two of which Records Management Solutions has a GSA contract which made them the better choice. City Clerk Beth Anne West had checked with other cities about the software and found good references too. City Clerk Beth Anne West stated this process would take some time since some of the records were microfilmed and other had not been microfilmed. City Clerk Beth Anne West noted the documents would be scanned in and the Company would provide a scanner to be used solely for the scanning of these documents and they could also provide scanning services to get the older items into the software, if the City chooses to do so. City Clerk Beth Anne West stated both options would be vetted to see which is the most time efficient and economical choice to get the software up and running for staff to use. Motion was made by Alderman Darron Acklin to Authorize City Administrator to Enter into Agreement with Records Management Solutions for a

Records Software System for an amount of $4,590.00. The motion was seconded by Alderman Warren Griffith. A roll call vote was taken and the vote was 5 Ayes-Quinton Hamp, Darron Acklin, Marc Cerce, Dr. Linda Barboa, and Warren Griffith. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Item 12 Adjournment

Motion was made by Alderman Marc Cerce to adjourn the meeting at 8:36 p.m. The motion was seconded by Alderman Darron Acklin. A roll call vote was taken and the vote was 5 Ayes-Warren Griffith, Dr. Linda Barboa, Marc Cerce, Darron Acklin, and Quinton Hamp. 0 Nays. Alderman Mike Goldenberg was absent for the vote. Motion carried.

Debra Hickey Mayor Debra Hickey 03/12/15 Date

ATTEST:
Beth Anne West City Clerk Beth Anne West 3-12-15 Date

Reading and Vote to Approve Minutes: 5 Ayes - Dr. Linda Barboa, Warren Griffith, Quinton Hamp, Marc Cerce, and Darron Acklin. 0 Nays. Alderman Mike Goldenberg was absent for the vote. 3-3-15

Minutes Approved: March 3, 2015

LIST OF ITEMS FOR DISPOSAL-FEBRUARY 2015

Item	Department	Product/Model Number Serial Number	Method of Disposal	Date of Disposal
2001 old Dixie Chopper lawn mower	**Parks**	**Inventory sticker #0042, sn-3425112341, 50' deck zero turn mower quad loop UTC**	**Sell via Property Room .Com, put out for bid or recycle**	