

**City of Battlefield  
Board of Aldermen  
Special Session Meeting Minutes  
May 23, 2016**

**Item 1 Call to order**

Meeting called to order by Mayor Debra Hickey at 6:05 p.m. Board of Aldermen present was Jennifer Rippe, Linda Barboa, Warren Griffith, Pamela Hamilton and Marc Cerce. Aldermen Absent: Stephen Esterline. Staff Present: City Administrator Rick Hess, Beth Anne West City Clerk, and Chief David Vallely.

**Item 2 Personnel Issues**

City Administrator Rick Hess stated he would be resigning his position as City Administrator for the City of Battlefield effective at the end of the regular Board meeting on June 21, 2016. (**Attachment A-resignation letter**) Mr. Hess noted he accepted a position as City Administrator for the City of Holts Summit, which is closer to family. Mr. Hess noted he would stay to get the budget approved before the deadline of June 30<sup>th</sup> and he would assist with the advertisement, so it could be placed to begin the hiring process. Mr. Hess stated that he would be putting together a list of all projects; progress, etc. to hand over to the Interim City Administrator so everyone has the appropriate point of contact for the City. Alderman Warren Griffith made inquiry as to the grant application for storm water issues within the City. Mr. Hess replied he was awaiting information from the City Engineer to provide to the Board. Alderman Warren Griffith suggested that City Clerk Beth Anne West fill in as Interim City Administrator during the next few months until a replacement City Administrator would be hired. Mayor Debra Hickey noted the goal would be to hire by August 1<sup>st</sup> if possible. Motion was made by Alderman Linda Barboa to accept the written resignation of Rick Hess as City Administrator effective June 21, 2016, at the end of the regular Board of Aldermen meeting. Motion was seconded by Alderman Warren Griffith. A roll call vote was taken and the vote was 5 Ayes-Marc Cerce, Pamela Hamilton, Warren Griffith, Linda Barboa, and Jennifer Rippe. 0 Nays. Aldermen Stephen Esterline was absent for the vote. Motion carried.

Motion was made by Alderman Warren Griffith to employ Beth Anne West City Clerk as the Interim City Administrator effective Wednesday May 25, 2016 to June 30<sup>th</sup>, 2016, and to be paid an additional stipend of \$1,500.00 added to her regular pay. Motion was seconded by Marc Cerce. Vote 5 Ayes-Jennifer Rippe, Linda Barboa, Warren Griffith, Pamela Hamilton and Marc Cerce. 0 Nays. Motion carried.

Mr. Hess noted he would be sending out the job description for the City Administrator position to the Board tomorrow.

Motion was made by Alderman Marc Cerce to authorize Mayor to begin advertising position to fill City Administrator position. Motion was seconded by Pamela Hamilton.

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Vote 5 Ayes-Marc Cerce, Pamela Hamilton, Warren Griffith, Linda Barboa, and Jennifer Rippe. 0 Nays. Motion carried.

**Item 3 Adjournment**

Motion was made by Alderman Warren Griffith to adjourn at 7:15 p.m. Motion was seconded by Alderman Marc Cerce. A roll call vote was taken and the vote was 5 Ayes-Jennifer Rippe, Linda Barboa, Warren Griffith, Pamela Hamilton and Marc Cerce. 0 Nays. Motion approved.

Debra A. Hickey Mayor Debra Hickey

06/08/16 Date

ATTEST:

Beth Anne West City Clerk Beth Anne West 6-8-16 Date

Reading and Vote to Approve Minutes: 6 Ayes - Linda Barboa, Jennifer Rippe, Stephen Esterline, Warren Griffith, Pamela Hamilton and Marc Cerce.  
0 Nays. All Aldermen were present for the vote. 6-7-16

Minutes Approved: June 7, 2016.





**City of Battlefield**  
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May 19, 2016

From: Rick Hess, City Administrator

To: Mayor Debra Hickey and the Battlefield Board of Aldermen

I have been offered a City Administrator position with another municipality that will allow me to move my wife much closer to all of her children.

I plan to stay through the June 21st Board of Aldermen meeting to get the budget approved and ready to be put into effect on July 1<sup>st</sup>, 2016.

It has been an honor serving as your City Administrator since January 2008. I will remember my time here with fondness and wish you and the citizens of Battlefield much prosperity as your future unfolds.

Sincerely,

A handwritten signature in cursive script that reads "Rick Hess".

Rick Hess

CC: City Clerk