

St. Clair Board of Alderman Meeting
Proposed Agenda
City Hall Aldermanic Chambers
1 Paul Parks Drive; St. Clair Missouri
Tuesday September 7th, 2010
7:00 p.m. Regular Meeting



Posted and made available to local media outlets
August 26th, 2010

by:

James W. Arndt
City Administrator

Attested by:

Chris Fawe
City Clerk

“The Great City of St. Clair...We’re Open for Business!”

ST. CLAIR BOARD OF ALDERMAN MEETING

September 7th, 2010 7:00 p.m.

- A. **Call to Order:** Mayor Ron Blum
- B. **Roll Call:** City Clerk Chris Fawe
- C. **Pledge of Allegiance:** Mayor Ron Blum

- D. **Consent Agenda:** This item requires one simple motion to pass, unless an item is removed and addressed separately by the Board of Alderman.

- 1. Monthly Bills August 13th, 2010 – September 2nd, 2010
- 2. Board of Alderman Minutes August 16th, 2010
- 3. Board of Alderman Minutes August 30th, 2010
- 4. Board of Alderman Public Hearing August 30th, 2010

E. Awards and Recognition:

- 1. Business of the Month – Fast Formliners
- 2. St. Clair Community Pride Award – **American Legion Post #347** (215 W. Gravois); **Farmers & Merchants Bank – Plaza** (905 Plaza Drive); **Dorothy Eads** (530 N. Commercial)

F. Ordinances and Resolutions:

- 1. Bill No. 2010-31 – An ordinance authorizing the Clerk to amend the 2010 Revenues and Appropriations, to pay for the Aquatic/Recreation Center feasibility study and master plan. **If approved, Bill No. 2010-31 will become Ordinance No. 1597.**
- 2. Bill No. 2010-32 – An ordinance amending Section 2-19 of the City’s Codified Ordinance. This ordinance aligns the past and current practice of the Board of Alderman’s review of the bills with a new policy. **If approved, Bill No. 2010-32 becomes Ordinance 1598.**
- 3. Bill No. 2010-33 – An ordinance establishing a procedure to disclose potential conflicts of interest and substantial interests for certain officials. The Missouri Ethics Commission requires the passage of this ordinance every two years for all Missouri Municipalities. **If approved, Bill No. 2010-33 becomes Ordinance 1599.**
- 4. Bill No. 2010-34 – An ordinance authorizing the City Administrator to enter into a contractual update of the 2008 contract with Hochschild, Bloom & Company LLP for the provision of Audit Services. This agreement is for 2011, 12, and 13. There is a 2% increase for the first two years and a 3% increase in year 3 of the agreement. **If approved, Bill No. 2010-34 becomes Ordinance 1600.**
- 5. Resolution 2010-09 – A resolution adopting revised job descriptions for various municipal positions.
- 6. Resolution 2010-10 – A resolution amending the personnel policy. This policy amendment creates a background check policy to be employed within our hiring practices and establishes social media

guidelines for our employees. Both of these policies were recommended by MIRMA, the City's liability insurance provider during the 2010 annual meeting.

7. Resolution 2010-11 - A resolution establishing a general ledger journal entry authorization policy for the City of St. Clair. This was recommended by the Auditor.
8. Resolution 2010-12 – A resolution establishing a city credit card policy for the City of St. Clair. This policy will govern the use and required documentation for city credit cards issued to City officials. This policy was recommended by the Auditor.

G. Unfinished Business:

1. None.

H. New Business:

1. Park Board Appointment – The Parks and Recreation Board is nominating Beth Lauer for a three year appointment to the St. Clair Parks and Recreation Board.
2. Presentation of the 2009 Annual Audit – Tammy Alsop from Hochschild, Bloom & Company will be present to address the Board of Alderman concerning the 2009 Audit.

I. City Attorney: Kurt Voss

J. Departmental Reports:

1. Administrator: Jim Arndt
2. Public Works: Julia Mahurin
3. Police Department: Chief Hammack
4. Planning and Zoning: Myrna Turner
5. Parks: Kim Arndt

K. Other Business:

1. Mayor and Board Members
2. Public Participation (Please use the podium, state your name and address for the record. There is a 3 minute time limit per speaker).

L. Executive Session: The tentative agenda also includes a vote to close part of the meeting pursuant to RSMO § 610.021 to discuss litigation, real estate, personnel, collective bargaining, or negotiate a contract.

M. Re-Opening of Open Meeting:

N. Next Scheduled Meeting: Monday September 20th, 2010 at 7:00 p.m.

O. Adjournment or Recess: