



**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**02/25/2019**  
 PAGE 1 OF 9

**ITEM I: CALL TO ORDER**

- The Board of Aldermen of the City of Grain Valley, Missouri, met in Regular Session on February 25, 2019 at 7:02 p.m. in the Council Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Todd

**ITEM II: ROLL CALL**

- City Clerk Theresa Osenbaugh called roll
- *Present: Bamman, Bass, Headley, Stratton, Totton, West*
- *Absent:*

**-QUORUM PRESENT-**

**ITEM III: INVOCATION**

- Invocation was given by Chris Allen

**ITEM IV: PLEDGE OF ALLEGIANCE**

- The Pledge of Allegiance was led by Alderman Bass

**ITEM V: APPROVAL OF AGENDA**

- None

**ITEM VI: PROCLAMATIONS**

- None

**ITEM VII: CITIZEN PARTICIPATION**

- Chuck Johnston, 611 SW Cross Creek Drive, shared concerns regarding the Service Line Warranties program; City Administrator Hunt addressed the concerns, noting that the program is endorsed by the National League of Cities and the Missouri Municipal League to help avoid residents from being preyed on; legal opinion was received at the time the contract came forward was that it was ok; Mayor Todd would have the option to ask the current city attorney to give a second legal opinion

**ITEM VIII: CONSENT AGENDA**

- January 22, 2019 – Park Board Meeting Minutes
- February 11, 2019 – Board of Aldermen Regular Meeting Minutes
- February 25, 2019 – Accounts Payable
- *Alderman West made a Motion to Approve the Consent Agenda*
- *The Motion was Seconded by Alderman Headley*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
 City Clerk Theresa Osenbaugh  
 Finance Director Cathy Bowden  
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 Interim City Attorney Joe Lauber



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 Regular Session

**02/25/2019**  
 PAGE 2 OF 9

- No Discussion
- *Motion to Approve the Consent Agenda was voted on with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-MOTION APPROVED: 6-0-**

**ITEM IX: PREVIOUS BUSINESS**

- None

**ITEM X: NEW BUSINESS**

- None

**ITEM XI: PRESENTATIONS**

- Les Boatwright with Central Jackson County Emergency Management Agency provided an update on projects completed in 2018 and what is upcoming for 2019; Alderman Bamman asked if there was a registration requirement for the severe weather training; registration is not required; Alderman Totton asked when the CERT refresher course would be; CERT group meets the first Wednesday of every month for refresher training but currently the focus is on getting more people into the program

**ITEM XII: EXECUTIVE SESSION**

- None

**ITEM XIII: ORDINANCES**

**Bill No. B18-23:** An Ordinance by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Establish the 2019 Full-Time and Part-Time Pay Scale

City Administrator Ryan Hunt read **Bill No. B18-23** for its second reading by title only

- *Alderman West moved to accept second reading of Bill No. B18-23 making it Ordinance #2451*

- *The Motion was Seconded by Alderman Bamman*

- City Administrator Hunt directed the Board of Aldermen to the documents provided outlining the pay scales; a few changes from study were made:
  - During the time of the study the Deputy City Administrator position wasn't authorized so it has been added to the pay scale and the Assistant City Administrator position was reanalyzed

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

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 Regular Session

**02/25/2019**  
**PAGE 3 OF 9**

- Deputy Chief position has been removed from the pay scale
- City Administrator position was not included in a specific grade as Section 115.120 of the Municipal Code notes that City Administrator shall receive such compensation as may be determined from time to time by the Board of Aldermen
- Executive Administrator/Deputy City Clerk was moved to a full time Human Resources Administrator position
- 3 different recommendations were made for bringing salaries up to market-recommended action is that all staff below the new minimum will be brought up to the minimum; everyone will receive a 2.6% COLA; those with 6 years or more of service in their position will be brought to the midpoint or given a 2.6% COLA, whichever is greater
- Another alternative provided an option for those with service of 0-2.9 years to be moved to the minimum; those with 3-5.9 years of service in the position would be given 25% of the pay grade; those with 6 years and beyond of service in their position would move to 50% of the pay grade; that is not the outcome staff recommended due to additional costs
- Alderman Bamman asked for clarification regarding the changes being applied across the board for employees and if not performing at high level will be addressed; performance evaluation will be reinstated so in the future merit raises can be given instead just COLA's; the concern was that if all were not brought up to minimum it brings the City to a position where employees are not being paid in the range and would open the City up to risk; Alderman Bamman felt this allowed for the potential of rewarding employees who possibly haven't earned the reward; City Administrator Hunt shared this is an adjustment to get salaries competitively in the market more than a reward as employees are being underpaid-this adjustment will bring employees to a standard and from that point on safety measures will be put in place to ensure the appropriate employees are being rewarded
- Alderman Headley requested that the employee evaluation form be reviewed in a future meeting; City Administrator Hunt noted that staff is working to put together a better performance evaluation for the future; Alderman Headley would like to see the form once it is completed
- Alderman Bamman asked for the outcome if this is tabled as he is not in agreement with the presented solution; City Administrator Hunt shared that this was budgeted to start as of January 1 so there is no negative impact to budget but there will be an impact to staff morale; additionally the police department does not have the new negotiated ranges but positions are being advertised with the new scale as to appeal to candidates

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 Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**  
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**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**02/25/2019**  
 PAGE 4 OF 9

- City Attorney Lauber noted that it is a market decision unless you are discriminating against a constitutional protected right
- City Administrator Hunt shared that the longer the adoption of the changes are put off, the longer it will take to make the administrative reorganization which is on a permanent hold until this is adopted
- Alderman Bamman shared that he is a supporter of the PayScale but wishes to reward high performing people and intentionally did not want to reward those who are basic or substandard employees; feels like that thought has gotten lost in this process; City Administrator Hunt shared that the first step is to form a competitive baseline and then the next step is to come up with a STEP program for increases; Alderman Stratton felt this change was important for attracting and retaining employees
- Alderman Totton liked the idea of starting at the level with salary adjustments given for a good history; when hiring a range is advertised
- *Bill No. B18-23 was voted upon with the following voice vote:*
  - *Aye: Bass, Headley, Stratton, Totton*
  - *Nay: Bamman, West*
  - *Abstain: None*

**-Bill No. B18-23 BECAME ORDINANCE #2451: 4-2-**

**ITEM XIV: RESOLUTIONS**

**Resolution No. R19-11:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Appointing Scott Shafer to the Grain Valley Planning and Zoning Commission for a Two Year Term

- City Administrator Ryan Hunt read **Resolution No. R19-11** by title only
- *Alderman Headley moved to accept Resolution No. R19-11 as read*
- *The Motion was Seconded by Alderman Stratton*
  - *Mr. Shafer volunteered to apply for the vacancy on the board; Mr. Shafer was present during the meeting*
- *Resolution No. R19-11 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-11 Approved: 6-0-**

ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Mike Todd		City Administrator Ryan Hunt
Alderman Chris Bamman		Assistant City Administrator Ken Murphy
Alderman Shea Bass		City Clerk Theresa Osenbaugh
Alderman Bob Headley		Finance Director Cathy Bowden
Alderman Jayci Stratton		Chief of Police James Beale
Alderman Nancy Totton		Parks and Recreation Director Shannon Davies
Alderman Yolanda West		Interim City Attorney Joe Lauber



**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**02/25/2019**  
 PAGE 5 OF 9

**Resolution No. R19-12:** A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Purchase a 2019 Chevrolet Traverse for Use as a Police Detective Vehicle

- City Administrator Ryan Hunt read **Resolution No. R19-12** by title only
- *Alderman Totton moved to accept Resolution No. R19-12 as read*
- *The Motion was Seconded by Alderman Headley*
  - *Vehicle is due for replacement per VERP and will be used in the detective unit*
- *Resolution No. R19-12 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-12 Approved: 6-0-**

**ITEM XV: CITY ATTORNEY REPORT**

- None

**ITEM XVI: CITY ADMINISTRATOR & STAFF REPORTS**

- City Administrator Ryan Hunt
  - City Administrator Hunt, Assistant City Administrator Murphy and City Clerk Osenbaugh attended a legislative conference in Jefferson City recently; good contacts were made and updates were shared; documents will be provided to the Board; the Municipal Government Institute is a program offered through MML and would be good for any elected official to consider; shared legislative bills which MML opposes due to impact on local government
    - Mr. Lauber shared that Lauber Municipal Law has an office in Jefferson City and can represent Grain Valley on issues with short notice or when complications getting to hearings occur
    - Mr. Lauber shared information about the program for government institute certified elected officials; training seminar is provided in April or May and provides a significant amount of those training credits
    - Issuing RFQ for Legal Service; Board of Aldermen has given permission to utilize Lauber Municipal Law in the interim but this needs to be ratified by a vote of the Board of Aldermen
      - *Alderman Bamman moved that the City of Grain Valley enter into an agreement for Interim City Attorney and Prosecuting Services until a law firm from the RFQ is contracted with*
      - *The motion was seconded by Alderman West*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
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**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**02/25/2019**  
 PAGE 6 OF 9

- *No Discussion*
- *The motion for the City of Grain Valley to enter into an agreement for Interim City Attorney and Prosecuting Services until a law firm from the RFQ is contracted with was voted on with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved: 6-0-**

- City Administrator Hunt will be out of the office until next week
- Assistant City Administrator Ken Murphy
  - Meeting scheduled for tomorrow will begin the planning with the consultants for the municipal complex on the Sni-A-Bar property
  - Two snow events have occurred since the last meeting; more materials are being delivered this week to restock
- Parks & Recreation Director Shannon Davies
  - City View is being mailed out this week; parks and recreation program and activity guide is included
- Finance Director Cathy Bowden
  - None
- Chief of Police James Beale
  - Speeding complaints are being addressed with two speed signs; posted currently on Montana Ridge and on Nelson; email has been set up for speed enforcement requests
- City Clerk Theresa Osenbaugh
  - None

**ITEM XVII: BOARD OF ALDERMEN REPORTS & COMMENTS**

- Alderman Chris Bamman
  - Asked about damages to mailboxes during snow removal activities; Mr. Murphy shared that it does happen but anyone who calls will be addressed and handled
  - Asked for clarification on how businesses come to the City such as the recent Taco Bell and how the City celebrates those who are a part of the effort; Mr. Murphy and Mr. Hunt worked with developers in this situation and the Partnership sends leads to the City if someone is looking and interested in property; any lead that comes in gets followed up by administrators; prefer to make a joint announcement with the Partnership on social media
  -

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Mayor Mike Todd		City Administrator Ryan Hunt
Alderman Chris Bamman		Assistant City Administrator Ken Murphy
Alderman Shea Bass		City Clerk Theresa Osenbaugh
Alderman Bob Headley		Finance Director Cathy Bowden
Alderman Jayci Stratton		Chief of Police James Beale
Alderman Nancy Totton		Parks and Recreation Director Shannon Davies
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 Regular Session

**02/25/2019**  
**PAGE 7 OF 9**

- Alderman Bob Headley
  - None
- Alderman Jacyi Stratton
  - Asked for a timeframe of when potholes are fixed; potholes are filled as soon as possible; currently, as the region is in between storms, staff are working to fill potholes so they don't get worse
  - Asked for a timeline for painting stripes on Eagles Parkway; Jackson County has sent out the bid for this year; it got too cold before it could be completed last year
- Alderman Nancy Totton
  - Mentioned the Police Department's summer camp program for kids; provided donation for crime prevention
- Alderman Bass
  - None
- Alderman Yolanda West
  - None

**ITEM XVIII: MAYOR REPORT**

- Mayor Mike Todd
  - Judge Jack has retired as the Municipal Judge for Grain Valley; new judge needs to be appointed as court continues; Judge Watkins was invited to present to the Board of Aldermen as consideration for the interim judge position which needs to be appointed; Mayor Todd would entertain a motion to appoint her on an interim basis moving forward
    - Judge Watkins addressed the Board of Alderman regarding her experience, philosophy and communication style and handed out resume
    - Alderman Bamman asked Judge Watkins to share her philosophies on case continuance and dismissals; the Prosecutor has the authority to dismiss the case; the only reason the court would dismiss a case is if a witness fails to appear multiple times; continuances will happen, however they should not be excessive as dockets can not be moved along; City would be given two consecutive opportunities for police officers to appear
  - *Alderman West moved to accept the resignation of Judge Jack immediately*
  - *The motion was seconded by Alderman Bamman*
    - *No Discussion*
  - *The motion to accept the resignation of Judge Jack immediately was voted on with the following voice vote:*
    - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
    - *Nay: None*

ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Mike Todd Alderman Chris Bamman Alderman Shea Bass Alderman Bob Headley Alderman Jacyi Stratton Alderman Nancy Totton Alderman Yolanda West		City Administrator Ryan Hunt Assistant City Administrator Ken Murphy City Clerk Theresa Osenbaugh Finance Director Cathy Bowden Chief of Police James Beale Parks and Recreation Director Shannon Davies Interim City Attorney Joe Lauber



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 Regular Session

**02/25/2019**  
**PAGE 8 OF 9**

- *Abstain: None*

**-Motion Approved: 6-0-**

- *Alderman Headley moved to appoint Judge Susan Watkins as the interim Municipal Judge for the City of Grain Valley*
- *The motion was seconded by Alderman Totton*
  - *No Discussion*
- *The motion to appoint Judge Susan Watkins as the interim Municipal Judge for the City of Grain Valley was voted on with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved: 6-0-**

**ITEM XIX: EXECUTIVE SESSION**

- *Mayor Todd stated a need to hold an Executive Session for Legal Actions, Causes of Action of Litigation Pursuant to Section 610.021 (1) RSMo. 1998, as Amended*
- *Alderman Bamman moved to close the Regular Meeting for items related to Section 610.021 (1), As Amended*
- *The motion was seconded by Alderman Stratton*
  - *No Discussion*
- *The motion was voted on with the following roll call vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-MOTION CARRIED: 6-0-**

**-THE REGULAR MEETING CLOSED AT 8:12PM-**

- *Alderman West moved to open the Regular Meeting*
- *The motion was seconded by Alderman Totton*
  - *No Discussion*
- *The motion was voted on with the following roll call vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-MOTION CARRIED: 6-0-**

**-THE REGULAR MEETING OPENED AT 9:41 PM-**

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
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 Regular Session

**02/25/2019**  
 PAGE 9 OF 9

**ITEM XX: ADJOURNMENT**

- The meeting adjourned at 9:41 P.M.

Minutes submitted by:

\_\_\_\_\_  
 Theresa Osenbaugh  
*City Clerk*

\_\_\_\_\_  
 Date

Minutes approved by:

\_\_\_\_\_  
 Mike Todd  
*Mayor*

\_\_\_\_\_  
 Date

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**ELECTED OFFICIALS PRESENT**

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 Alderman Chris Bamman  
 Alderman Shea Bass  
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**ELECTED OFFICIALS ABSENT**

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