



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

**06/30/2021**  
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**ITEM I: CALL TO ORDER**

- The Board of Aldermen of the City of Grain Valley, Missouri, met for a Workshop Session on June 30, 2021 at 6:28 p.m. in the Council Chambers of Grain Valley City Hall, 711 Main Street, Grain Valley, Missouri
- The meeting was called to order by Mayor Johnston

**ITEM II: ROLL CALL**

- City Clerk Jamie Logan called roll
- *Present: Bass, Cleaver, Headley, Knox, Mills, Stratton*
- *Absent:*

-QUORUM PRESENT-

**ITEM III: TRAINING**

- Deputy City Administrator Theresa Osenbaugh provided a brief overview of the elected official training; She explained that going forward, the City’s intent is to hold a training annually post-election to stay in compliance with the City’s risk manual as well as MPR’s requirements
- City Attorney Joe Lauber lead a training for the elected officials
- Mr. Lauber began the session with an icebreaker for all elected officials
- *City Law Basics*
  - Grain Valley is a 4<sup>th</sup> class city and most common
  - Explained the various branches of government for municipalities: legislative body (Board of Aldermen), Administrative powers (Mayor), and Judicial (municipal court)
  - Discussed roles of Elected Officials vs. City Staff
    - An Elected Official’s role is to help guide big picture items and the staff will work with the detailed day-to-day tasks; cautioned about interference with conduct of any department or duties of employees per section 115.160 of the City’s municipal code
    - Reminded elected officials to go to the City Administrator or Mayor with any potential concerns to follow proper chain of command
    - Directed elected officials to not argue with citizens during a meeting as that is not an appropriate forum for question/answer and to direct the citizen to reach out to the city the following day to get answers for them and to not put city staff on the spot during meetings as many times items would need to be researched

**ELECTED OFFICIALS PRESENT**

Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**  
 Deputy City Administrator Theresa Osenbaugh  
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- *Ethics, Conflicts of Interest and Nepotism*
  - Reviewed prohibited acts as per section 105.452 RSMo – Elected or appointed officials
  - Section 105.454 – Elected or Appointed Officials serving in an executive or administrative capacity (ex: Mayor, City Administrators, etc.)
  - Section 105.458 – Members of Governing Bodies (Aldermen)
  - Section 105.461 Recording a member’s interest in a proposed ordinance – must file written report if personal or business interest with City Clerk if not on the annual PFD; suggested to always report these potential conflicts to the City before the issue is presented
  - Covered Nepotism; cannot appoint those within 4<sup>th</sup> degree of blood or by marriage relations; If you get elected into a position where your family member is already employed, that is not an issue
  - Incompatible Offices – people can serve on more than one board; if one board has supervision over another, it is likely they are not compatible; but it is possible to serve on two separate boards in some cases
  - If possible that there is a conflict of interest, recuse self when possible and do not participate in conversation or vote
- Mr. Lauber lead another teambuilder exercise
- *Meeting Considerations*
  - Voting at Board of Aldermen Meetings: Mayor only votes in the case of a tie; ordinances must have 4 “yes” votes to meet majority; there are exceptions to the mayoral vote- when it involves removing an elected officials and appointed officials as those votes require full board of aldermen; Mayoral Veto can be used if written objections are filed and then brought back to the board of aldermen for reconsideration and it would require a 2/3 vote to pass; Must have 4 votes to pass- a 3-2 vote does not pass
  - Public meetings/Public hearing issues – make decisions based on items presented during meetings via meeting packets, citizen’s presentations at the meeting and items discussed during the meeting and do not make decisions before hearing the information at the meeting
  - Rules of Order/Procedure – consistently enforce rules set for aldermen meetings and treat everyone the same
  - Ms. Osenbaugh asked if the Board was aware of our current meeting conduct procedures and asked them to reach out to City Administrator Ken Murphy if they need a copy
  - Mr. Lauber stated that Robert’s rules of Order are not required by statute and not suited to small governing bodies; can make their own procedures or use

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Rosenburg’s rules

- *Missouri Sunshine Law*
  - Various boards and committees are subject to sunshine law; goal is to be transparent as a governmental body
  - There are items that can be closed and those items should stay closed
  - Discussed modern technology and sunshine law including social media considerations; cautioned using personal social media platforms for official business as the comments cannot be restricted/deleted due to free speech considerations; If sharing City information/posts – suggested to move to a more business platform or do not delete comments if something is posted to a personal page as it could be opening the personal page to items that were not intended
  - Discussed First Amendment and limitations associated

**ITEM IV: ADJOURNMENT**

- The meeting adjourned at 8:38 P.M.

Minutes submitted by:

\_\_\_\_\_  
 Jamie Logan  
 City Clerk

\_\_\_\_\_  
 Date

Minutes approved by:

\_\_\_\_\_  
 Chuck Johnston  
 Mayor

\_\_\_\_\_  
 Date

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