

**City of Troy, Missouri**  
**Special Board of Aldermen Meeting**  
**Thursday, July 29, 2021**  
**6:30 p.m.**

Present for the Special Board of Aldermen Meeting were Aldermen Dunard, Norman, Horner, Detert, Jones and Mayor Sconce. Alderman Grimstead was absent. Also present were Chief Taylor, Treasurer Flinn, and City Attorney Granneman.

Mayor Sconce called the Special Board of Aldermen Meeting to Order, announced a Quorum present and led in the Pledge of Allegiance.

Mayor Sconce stated that the first order of business was to discuss and approve the job description for Part-Time Police Clerk at Grade 12/Non-Exempt with a pay range of \$14.98 to \$30.45 per hour. Alderman Horner made a motion, seconded by Alderman Jones, to Discuss and Approve Job Description for Police Clerk, Part Time at Grade 12/non-exempt (Pay Range \$14.98-\$30.45)

Police Chief Taylor discussed the reasons the Police Department was in need of the new job description. Chief Taylor had been requested by the current Full-Time Police Clerk, Ann Williams, to have her job reduced from a full-time benefits position to a part-time position handling the police clerk duties outlined in the job description for the Part-Time Police Clerk. Chief Taylor believes the Police Department had the ability to reduce from a Full-Time Police Clerk position to a Part-Time Police Clerk for at least the next three to four years. He believed that this reduction will provide significant savings to the City and will be what is needed for the Police Department.

Mayor Sconce inquired as to why the Police Department can go from a position of Full-Time Police Clerk to Part-Time Police Clerk. Chief Taylor described the new procedures in the Police Department, as well as computer systems and electronic records that now allow the Police Department to be more paperless and to be more efficient. Mayor Sconce inquired as to whether the reduction from a Full-Time Police Clerk to a Part-Time Police Clerk would have any impact on service. Chief Taylor stated that there should not be a reduction in the level of service and that with growth and changes, it is anticipated that they would not need a person to fill the position of Full-Time Police Clerk for three to four years. Chief Taylor reiterated that the City's current Police Clerk, Ann Williams, has requested and would like to work part-time instead of retiring. Alderman Horner inquired as to the pay and benefit cost reduction. Mayor Sconce pointed out that this is a new part-time position which is being put in place of where the City already has a full-time position to fulfill the needs of the Department. The Police Chief confirmed Alderman Horner's and the Mayor's statements. Vote: Horner aye, Jones aye, Norman aye, Dunard aye, Detert aye.

Alderman Detert made a motion, seconded by Alderman Dunard to Go Into Closed Session in compliance with 610.021 of RSMo., for the purposes of discussing Personnel. Vote: Detert aye, Dunard aye, Norman aye, Horner aye, Jones aye.

Alderman Dunard made a motion, seconded by Alderman Detert to Hire Ann Williams for the Part-Time Police Clerk position based upon her request to move from Full-Time Police Clerk position to the Part-Time Police Clerk position at her current rate of pay at Grade 11 Step 12 \$20.73 per hour,

non-exempt, with no benefits, contingent upon receiving her written request to reduce her hours and go to part-time status. Vote: Dunard aye, Detert aye, Jones aye, Norman aye, Horner aye.

Alderman Detert made a motion, seconded by Alderman Dunard to Go Out of Closed Session. Vote: Detert aye, Dunard aye, Norman aye, Horner aye, Jones aye.

Alderman Jones made a motion, seconded by Alderman Norman to Adjourn the meeting. Vote: Jones aye, Norman aye, Horner aye, Dunard aye, Detert aye.

ATTEST:

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City Clerk

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Mayor Ron Sconce

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