

BILL NO. 705

TITLE

AN ORDINANCE AMENDING CHAPTER 115 OF THE VILLAGE CODE, BY ADDING ONE NEW SECTION SPECIFYING THE POWERS AND DUTIES OF THE CHAIRPERSON OF THE BOARD, AND AMENDING SECTIONS 115.020 AND 115.030 PROVIDING FOR ADMINISTRATION OF THE VILLAGE AND SUPERVISION OF OFFICERS, INDEPENDENT CONTRACTORS, EMPLOYEES AND DEPARTMENT HEADS THEREOF

ORDINANCE NO 705

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF UPLANDS PARK, COUNTY OF SAINT LOUIS, STATE OF MISSOURI, AS FOLLOWS:

Section 1.

Sections 115.020 of the Village Code is repealed, amended and reenacted as follows:

Section 115.020:

1. Appointed officials shall serve in their respective offices at the will of the Board of Trustees unless otherwise provided by ordinance. Compensation shall be as provided by ordinance.
2. All appointed officers shall report only to the full Board at a regular or special meeting as may be required, directed or ordered by the Board. Any direct commands, directions or orders to any appointed officers, administrative staff, department heads, employees or independent contractors of the Village shall be by a majority vote of the Board of Trustees at a regular or specially called meeting of the Board, and not by unilateral or independent actions, directions, orders or commands of the Chairperson or any single member or less than a majority of the members of the full Board, in the absence of a meeting of the Board or in the interim between Board meetings, except by written signature of three or more members of the board. Department heads, employees and independent contractors shall report to the full Board only as directed or ordered by the Board.
3. Nothing herein should be construed to provide that employees under the administrative or executive supervision of a village officer, department head or other supervisory authority shall not be subject to said supervisory authority or shall not adhere to any direct directions, orders or commands of their supervisor in the usual and customary manner of supervision of employees or subordinates or that independent contractors are not to report to or give an account of their day to day charges and services to the Chief Administrative Officer.

Section 2.

Section 115.030 of the Village Code is amended to add one new subsection as follows:

Section 115.030:

C. The Board of Trustees shall appoint a Chief Administrative Officer of the Village who shall serve at the will of the Board of Trustees.

1. The Chief Administrative Officer shall be the chief executive of the village and shall be responsible for the day to day affairs, operations, administration and management of the Village, interaction with independent contractors, and supervision of the administrative staff by and through Department Heads; and in the absence of a Department Head, he or she shall directly supervise the administrative staff and employees of a Department.

2. In the interim between board meetings, Department Heads and independent contractors shall report to the Chief Administrative Officer, be under his or her supervision and shall receive their directions, commands and orders from the Chief Administrative Officer except as otherwise directed or ordered by the Board of Trustees at a regular or specially called meeting of the Board.

3. The Chief Administrative Officer may be a member of the Board, including but not limited to the Chairperson of the Board or an appointed officer, department head or employee of the Village.

4. He or she shall be compensated as provided by Ordinance or Resolution of the Board.

Section 4.

This Ordinance shall take effect and be in full force immediately following its passage and being signed as provided by law.

INTRODUCED BY: ONVA Burke, Trustee

ADOPTED this 24th day of JUNE, 2013.

VILLAGE OF UPLANDS PARK

By: _____
Chairperson of the Village

Attest:
Reguel D. Patton
Village Clerk

Approved as to form
By: _____
Village Attorney