

IN THE CITY OF META, MO

BILL NO. 2019-20

ORDINANCE NO. 547

**AN ORDINANCE SETTING OFFICE HOURS AND ALLOWING OFFICE STAFF INSIDE OF THE CITY HALL OFFICE BUILDING TO CONDUCT CITY AND UTILITY SERVICES BUSINESS OUTSIDE OF THE NORMAL BUSINESS HOURS TO ENSURE ALL WORK IS COMPLETED IN A PROFESSIONAL, EFFICIENT AND TIMELY MANNER.**

BE IT ORDAINED BY THE BOARD OF ALDERMAN OF THE CITY OF META, MISSOURI, AS FOLLOWS:

**Section 1:** The normal business hours for the City of Meta at City Hall located at 101 S. Locust Street, Meta, Missouri shall be on Tuesdays and Thursdays from 10 AM to 2 PM, except on The Fourth of July, Thanksgiving Day, Christmas Day and New Year's Day.

**Section 2:** Office Staff may work outside of normal business hours, including Saturdays and Sundays, if needed, to ensure that all city and utility services business is completed in a professional, efficient and timely manner.

**Section 3:** This ordinance shall be in full force and effect upon final passage and approval.

FIRST READING HELD THIS 13<sup>th</sup> DAY OF NOVEMBER, 2019.

SECOND READING HELD THIS 13<sup>th</sup> DAY OF NOVEMBER, 2019.

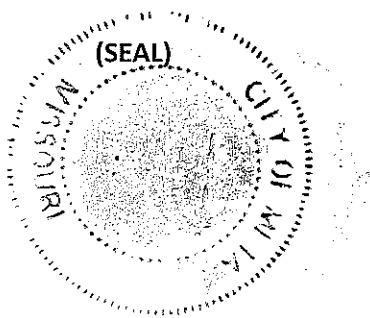
**ALDERMEN**

**AYE**

**NAY**

Lawrence Hoffman  
Ivie Helton  
Otto Wankum  
Steven Sherrell  
Mayor Harold Libbert (in case of a tie vote)

<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____



ATTEST:

*Harold Libbert*  
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Harold Libbert, Mayor

*Mary K. Plasmeyer*  
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Mary Plasmeyer, City Treasurer