



## AGENDA NOTES

### REGULAR MEETING 6:30 P.M., TUESDAY, MARCH 1, 2016

**City Hall Council Chambers • 215 North West Street • Perryville, MO 63775**

1. Call to order by Mayor – Pledge of Allegiance to the Flag and Invocation.
2. Citizen's participation from floor – limited to 3 minutes per speaker. Any person, resident or non-resident, wishing to address the Board of Aldermen may approach the podium and state their name, address and comments. Non-residents are invited to speak first, followed by residents of the city. Although we are readily available outside our formal meetings, this will be your only opportunity to offer your thoughts during this evening's meeting as comments from the floor will not be taken during the regular meeting. Although certainly welcome, you are not required to stay for the remainder of the meeting and may exit the Council Chambers in a quiet and respectful manner.

#### **CONSENT AGENDA ITEMS**

3. Approve minutes from meeting of February 16, 2016. (copy)
4. Approve bills for February, 2016. (copy)
5. Approve Collector's Report for February, 2016; Supplement No. 4 for 2015; and Supplement No. 15 for 2014. (copy)
6. Approve Pay Estimate 4 to CE Contracting, Inc. relative to St. Joseph and French Lane Water Main Project - \$67,154.45 (copy)  
**This relates to the water study improvements being made along French Lane and St. Joseph Streets. The new lines have been connected to the system which briefly resulted in some cloudy water for our customers (air in the lines). We believe this has been resolved and the new lines are working as expected.**
7. Approve Change Order 3 for St. Joseph and French Lane Water Main Project - \$21,055.50 Increase. (copy)  
**This change order addresses final quantity adjustments including some extra water main necessary at Tanks 1&5, various additional fittings needed for the job, and some additional taps required at the tank site along with a deduction for curb stops and rock excavation.**

Please note that Item 44 is broken out on a separate sheet and included various items including additional time for various potholing activities, misc. excavation and delays. Additional fittings were needed around the tank site and were included based on the contractor's bid price. Also, included was some cost for restocking of fittings, and unusable parts based on changes made to the Tank site. Some changes were made to the crossing at St. Joseph St. including high early strength concrete which left a savings to the city as the amount of concrete pavement was reduced (see Item 24). Finally due to the depth of the new line, a hydrant extension was required. All these items were reviewed by the City's engineer and determined to be necessary for the project.

8. Approve request for Sunday Original Package (SOP) and Original Package Liquor (OPL) licenses for Joshua S. Grant, d/b/a Perryville Pit Stop at 312 S. Kingshighway. (copy)  
**Mr. Grant has the Conoco station next to Perryville Public Works. He has taken over his father's business so a new liquor license is needed.**
9. Approve request for music in the City Park on August 20, 2016. (copy)  
**This is a request to have a one-man band for a birthday party in the park. The performance will end at 10pm but, due to noise potential, such requests are reviewed and ultimately approved by the Board of Aldermen. Staff has reviewed the request and has no concerns as it is presented.**
10. Approve recommendation from Parks & Recreation Director Cadwell regarding modification of hours for the City Park. (copy)  
**In preparation for the upcoming summer season, staff has recommended modifications to the park hours of operation. This has been discussed with the Park Board and benchmarked against neighboring communities. Outside of sanctioned activities (e.g. men's softball, etc.), the City Park is suggested to close at 11:00 pm instead of 1:00 am. We believe this will also help reduce the potential for vandalism and other questionable activities that have been found in the park.**
11. Approve plan of action presented by Parks & Recreation Director Cadwell regarding Chamber of Commerce Park on Feltz Street. (copy)  
**Sometime ago, members of the Board of Aldermen expressed concerns with the neighborhood park on Feltz Street. After several meetings and much internal discussion (among staff and Park Board members), the following plan is presented for the Board's approval. More than anything, this is meant to communicate our efforts to respond to the concerns previously expressed by the Board of Aldermen. The biggest part of the plan is a complete playground redesign and overhaul in upcoming years.**
12. Approve bids received for 2016 Neighborhood Mini-Parks and Lots Mowing and award to Green View Lawn Care per recommendation of Parks & Recreation staff. (copy)  
**Staff continues to believe contractual mowing of neighborhood parks to be a cost-effective and practical approach to this work. In addition to parks, this year's request for bids includes several city-owned properties between Edgemont and Main Street. Mr. Johnson has done this work for the City in the past and staff was pleased with his efforts. The Board will notice his 10% discount given for the contract on all parks makes Green View the lowest bidder.**

13. Approve bids received for Scada Modification Project and award to R.E. Pedrotti Company, Inc., per recommendation of Hurst-Rosche Engineers. (copy)  
**This is the 3<sup>rd</sup> task, as listed in order of priority by our engineers at Hurst-Rosche. These improvements are necessary for the City to operate by SCADA the proposed modified (two pressure) system. These improvements will enable the City to switch over to the two pressure system easily once all other tasks, like the addition of Tanks 4 and 6 and construction of PRV stations at Tanks 1 and 3 are completed. Staff is happy to report our construction cost estimates have been modified downward considerably because staff has worked with our engineers to determine a full system overhaul would not be required at this time. Understanding this, instead of \$350K, the SCADA Improvements should be more around \$100K.**  
  
**Having received the bid prices, staff recommends eliminating item A11 (spare parts) from the contract and not pursuing the add alternate. Nothing changes in that Pedrotti will still be the low bidder, but the contract amount is reduced to \$82,505 (\$87,611 - \$5,106). Staff simply believes we can get a better price elsewhere for spare parts later.**
14. Approve Request for Qualifications and Proposals (RFQP) for Energy Savings Contract for the Perry Park Center and authorize staff to seek proposals. (copy)  
**Part of our master planning process was to also thoroughly evaluate the pressing maintenance needs of our park center. To that end, the City worked with [The CTS Group](#) out of St. Louis. Their review, along with the input of city staff, led to the previously provided list of priority projects. At this time, staff would like to solicit qualifications for an engineering firm to carry these projects forward.**
15. Approve Request for Qualifications (RFQ) for Downtown Pavilion/Bandstand and authorize staff to see proposals. (copy)  
**At a previous meeting, EDA Director Scott Sattler presented the recommendations of the Downtown Revitalization Committee for the former Hoeckele lot downtown. After previous discussions with the Board, staff would like to solicit qualifications for an engineer/architectural firm to design our downtown pavilion/bandstand.**
16. Approve request for reimbursement of 2015 Downtown Structural Improvement Grant to Mary Jane Burgers & Brew, LLC - \$20,000. (copy)  
**This was the only downtown grant project from the current year and we are pleased to say Ms. Stark's brewery is scheduled to open in March 2016, helping to further Perryville's Downtown renaissance.**
17. Approve requests for Biosolid Land Applications for property owned by Florence Aubuchon (PCR 200), Mary Ann Rutledge (PCR 208), and Michael C. Prost (PCR 501). (copy)  
**These are requests for sludge application. They have been reviewed and approved by Public Works staff and are presented here for the Board's approval as well.**
18. Approve plans and specifications for 2016 Water System Improvements—Grand Avenue, Progress Center/Dogwood Court, and Route AC and authorize City Clerk to advertise for bids. (copy enclosed – plans available at meeting)  
**This bid items consists of three smaller, separate water projects. The first of which is lowering the water line for MoDot's Industrial Connector (Route AC). The second of which relates to correcting a water hammer problem in Progress Center/Dogwood Court, and the third project will replace the water line under Grand Avenue at its intersection with Perryville Boulevard.**

**END OF CONSENT AGENDA**

19. Discussion relative to Park System Master Plan.  
**Parks and Recreation Director Jim Cadwell will lead a discussion of the Park System Master Plan, recently completed by SEMO RPC. The embedded link will take you to the final version of the [Parks Master Plan](#).**
20. Discussion relative to non-conforming trailer parks. (copy)  
**This continues a conversation previously started with the Board of Aldermen and, if approved, such changes would allow non-conforming mobile home parks to be seamlessly converted to new, multi-family developments. To accomplish this, staff proposes establishing a "+ 1" standard, where the developer could add one more unit than the existing number of mobile homes (allowing for duplex development).**
21. Discussion regarding establishment of Airport Commission.  
**Several years ago, the Board established the City's first Airport Advisory Board. With newly available fuel, AWOS and now FBO building, this same Board has offered to become an Airport Commission and manage the operations of the airport as opposed to simply advising the city of the same. This has been done elsewhere with great success and staff would like to discuss the possibilities with the Board.**
22. Bill No. 5503 for Ordinance No. 5733 – Entering into agreement with Aramark for uniforms and janitorial supplies – second reading and final passage. (copy)  
**After considerable review and negotiation, staff recommends renewing our contract with Aramark for Public Works uniforms. This contract will include a new uniform shirt that is yellow with built-in reflectors. With that uniform, employees will no longer wear t-shirts for duty and will not need to add a safety vest on top of their uniform.**
23. Bill No. 5504 for Ordinance No. 5734 – Entering into an agreement with Interstate Municipal Gas Agency (IMGA) to terminate the Natural Gas Long Term Supply Agreement – second reading and final passage. (copy)  
**In 2010, the City entered into a Long-Term Supply agreement regarding natural gas with IMGA. This agreement has never been activated. Staff proposes to terminate the agreement at this time.**
24. Bill No. 5505 for Ordinance – Entering into an agreement with Heartland Farm & Land LP relative to compensation for utility easements – first reading. (copy enclosed – may be read by title only)  
**In exchange for the needed utility easement along Highway 61, the City of Perryville will remove the dilapidated structure located at 17 South Main.**
25. Bill No. 5506 for Ordinance - Amending City Budget – Fiscal Year 2015-16 – first reading. (copy enclosed – may be read by title only)  
**This will make official the budget transfers that were required throughout the year. All transfers had prior approval of the Board but this is the collective result of those individual transfers.**
26. Bill No. 5507 for Ordinance – Adopting City Budget – Fiscal Year 2016-17 – first reading. (copy enclosed – may be read by title only)  
**We are proud to report the budget process has been completed and the full budget is presented for Board approval.**

27. Bill No. 5508 for Ordinance – Entering into an agreement with Green View Lawn Care LLC relative to Neighborhood Mini-Parks and three lots – first reading. (copy enclosed – may be read by title only)  
**See #12 above.**
28. Bill No. 5509 for Ordinance – Entering into an agreement with R.E. Pedrotti Co., Inc., relative to SCADA Modifications – first reading. (copy enclosed – may be read by title only)  
**See #13 above.**
29. Bill No. 5510 for Ordinance – Entering into an intergovernmental agreement with the County of Perry, Missouri, relative to sales tax – first reading. (copy enclosed – may be read by title only)  
**In preparation for the April 5<sup>th</sup> vote, the City and County have worked out an agreement for the continued operations and management of the Perry Park Center.**
30. Bill No. 5511 for Ordinance – Entering into an agreement with the County of Perry, Missouri, and the County Collector for the Collection of Real and Personal Property Taxes for the City of Perryville – first reading. (copy enclosed – may be read by title only)  
**In preparation for the City Collector’s retirement in April, staff has worked with County officials to develop this contract for the collection of city taxes in accordance with the November 2015 vote.**
31. Bill No. 5512 for Ordinance – Amending Title 10, Chapter 10.24 of the Code of Ordinances relative to Motor Vehicle License Tax – first reading. (copy enclosed – may be read by title only)  
**Staff proposes that the city sticker fees be modified by eliminating the need for stickers on motorcycles, motortricycles, and vehicles less than 12 horsepower, and by reducing the amount for commercial vehicles to \$3.00 rather than \$3.50. This will streamline this process for the County Collector.**
32. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
33. Report by City Administrator:
  - IMGGA Natural Gas Pricing (copy)
  - Purple Heart Parking (copy)
  - MoDot Presentation re [Funding Missouri's Transportation System-Patrick McKenna](#)
  - Spring Leaf Removal (copy)
  - Completed Projects for FY 2015-16 (copy)
34. Report by City Engineer.
35. Report by City Attorney.
36. Board concerns and comments and any other non-action items.
37. Closed Session to discuss security matters in accordance with Section 610.021(19) RSMo and real estate matters in accordance with Section 610.021(2) RSMo.
38. Adjourn.