



AGENDA NOTES

REGULAR MEETING 6:30 P.M., TUESDAY, APRIL 19, 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. Canvass vote of April 5, 2016, City Election – Certification of Election by County Clerk Jared Kutz will be read by City Attorney Ludwig. (copy)
3. Administer Oath of Office to newly elected Mayor, Board of Aldermen, and Municipal Judge by City Clerk Prost.
Mayor Baer, along with Aldermen Tom Guth (Ward 1), Curt Buerck (Ward 2) and Prince Hudson (Ward 3), and Judge Wayne Keller were all elected on April 5 to a 2-year term.
4. Reconvene with newly elected members of the Board of Aldermen.
5. Request by Mayor Baer relative to re-appointment of Jeremy Triller as the Fire Chief for the City of Perryville per the recommendation of the members of the Fire Department. (copy)
Chief Triller has served admirably for several years and was elected by the fire fighters to serve another 2-year term as Chief.
6. Administer Oath of Office to newly appointed Chief of Police by City Clerk Prost.
7. 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.

8. Public hearing for a special use permit request from John Milfelt to continue to operate a knife grinding business under new ownership at 801 Feltz Street, R-5 (General Residential). (copy)
This company has been located at this address for nearly 40 years but recently changed ownership. A special use permit is specific to the individual and not the property so Mr. Milfelt must apply for a special use permit to continue his operations.

CONSENT AGENDA ITEMS

9. Approve minutes from meeting of April 5, 2016. (copy)
10. Approve Financial Report for March, 2016. (copy)
11. Approve payment to Missouri Highways & Transportation Commission for local match relative to Route AC connector road - \$1,235,423.75. (copy)
12. Authorize Mayor Baer's signature on Department of Natural Resources' Notice to Recipients of Abatement Orders. (copy)
This relates to the Show Me Shell lift station's failure in 2014 along with wastewater treatment plant violations related to the ultraviolet lights. Both matters have been rectified to the satisfaction of DNR. The final step is to accept this negotiated Abatement Order on Consent (AOC).
13. Approve Invoice 24828 to Artisan Contracting, LLC regarding the Water Treatment Plant Ultraviolet Disinfection Improvements Project - \$57,636.61. (copy)
This project will ensure the city is able to continue to meet federal and state regulations regarding our system's water treatment (aka [Log-4](#)).
14. Approve Invoice 24829 (Final) to Artisan Contracting, LLC regarding the Water Treatment Plant Ultraviolet Disinfection Improvements Project - \$22,298.65. (copy)
This project will ensure the city is able to continue to meet federal and state regulations regarding our system's water treatment (aka [Log-4](#)).
15. Approve Change Order 1 to TGB, Inc., relative to Airport AWOS Procurement and Installation Project - \$1,030.20 addition. (copy)
The AWOS project is nearing completion and the tower has been installed. It is expected to be commissioned in the near future and turned on for pilot use.
16. Approve Pay Request No. 1 to TGB, Inc., relative to Airport AWOS Procurement and Installation Project - \$101,086.92. (copy)
See #15 above.
17. Approve Task 6 to Hurst-Rosche, Inc., relative to engineering services for updates to Water Towers 1, 2 and 3 – not to exceed \$32,400. (copy)
These projects are again part of the Water Master Plan. This project will replace an Altitude Value at Tower 1 with a Pressure Regulating Valve (PRV) and install a PRV station at both Tower 2 and 3. Necessary SCADA modifications are also included as part of the project.
18. Approve recommendation from City Clerk Prost for the destruction of records in accordance with the State of Missouri Municipal Records Retention Schedule. (copy)
This annual process is completed in accordance with state guidelines but only after the Board gives its consent.

19. Approve recommendation from City Clerk Prost to discontinue issuance of supplemental personal property tax bills. (copy)
This request is part of the conversion process from a City Collector to a contractual arrangement with the County Collector's office. In time, this will self-correct and this memo will cover the initial transition period while both offices still maintain tax records.
20. Approve specifications for two riding lawn mowers for the Parks & Recreation Department and authorize City Clerk to advertise for bids. (copy)
This is a budgeted purchase for the Parks Department.
21. Approve Request for Proposals for Perryville Municipal Airport's Fixed Base Operator (FBO). (copy)
With the return of the FBO building to the City of Perryville, the city must now secure a qualified individual or firm to provide airport management services at the Perryville Municipal Airport. The Airport Advisory Board will be heavily involved in reviewing the proposals and ultimately charged with recommending an operator to the Board of Aldermen.
22. Approve bids received for the 2016 Grand Avenue Improvements Project and award to Fronabarger Concreters, Inc., per recommendation of City Engineer Baer - \$217,712.00. (copy)
It is staff's intention to coordinate this work with MoDot's resurfacing of Perryville Boulevard. This piece of the Grand Avenue project will begin at the intersection and continue east approximately one block. Next year, the project will continue from that point. Please note the redesigned intersection will include a left turn lane.
23. Approve request for Retail Liquor by Drink – Caterers (RBDC) license from Carisa Stark, Mary Jane Burgers & Brew, for Painting the Midwest Art Exhibit to be held at Robinson Event Center, 2411 Walters Lane, on Thursday, April 21, 2016. (copy)
Thursday night's ticket-only affair for the Drone Art Show will be catered by Mary Jane Burgers & Brews and include hors d'oeuvres and drinks as part of the evening's social event.
24. Approve date for Farm-to-Table Community Dinner – September 17, 2016, at 6:00 p.m. and authorize closing a portion of East Ste. Marie Street for the event. (copy)
This event was approved at the March 15th meeting; however, a date was not finalized at that time. Approval of this request will confirm the street closings for September 17th.
25. Approve request to include the May Cruise-In with the Mayfest. (copy)
The Chamber's Mayfest and Downtown Revitalization's Cruise-In event will be "merged" for the month of May. As a matter of efficiency, we would ask to simply replace the Mayfest's tractor display along St. Joseph with Cruise-In cars that evening.
26. Approve Festival Application for Temporary Outdoor Consumption Permit from the Perryville Chamber of Commerce for the Mayfest (includes times set for evening music) – May 5-7, 2016. (copy)
The Chamber requests a festival permit which will allow downtown establishments to sell alcoholic beverages to patrons who may then choose to take them outside into the Mayfest venue.

Of note, and in accordance with previous discussions of the Board of Aldermen, live music for this and future events will terminate at 11pm.

27. Approve request from Perryville Chamber of Commerce to hang banners for the 2016 Mayfest. (copy)
The City has partnered in purchasing patriotic banners for this year's Mayfest (although they can be used and reused in the future) and the Chamber would like the City's support in hanging these banners for our Mayfest celebration.
28. Approve request from Perryville Chamber of Commerce for street closings for the 2016 Mayfest. (copy)
The Chamber would again like the streets closed for their annual Mayfest event.
29. Approve request from Rotary Club of Perryville to use the City Park to host a fireworks display on Monday, July 4, 2016, with a rain-out day scheduled for July 5th. (copy)
This is a very popular, free experience for the entire community and is one of the Rotary's signature events. Included in their letter is the request for fire department support.
30. Approve Perryville Police Department Operations Manual Update G0-16-0402. (copy)
This is a new policy for our Police Department and addresses how the Department will handle its Field Training Officers (FTO), who provide orientation and training to newly hired police officers.
31. Approve Perryville Fire Department's Standard Operating Procedures (SOP). (copy)
As part of the recent ISO process, the Fire Department needed to codify existing practices into a formal policy manual. These SOPs, along with the work already finished on the Water Master Plan, proved just enough for the City to maintain its ISO rating of 4.

END OF CONSENT AGENDA

32. Presentation of CID Petitions by Mike Lundy.
Mr. Mike Lundy has requested an opportunity to speak to the Board of Aldermen about the Veterans Plaza Community Improvement District (CID) he has been pursuing for several months. Staff understands Mr. Lundy will present land owner petitions for the CID's formation.
33. Approve special use permit request from John Milfelt to continue to operate a knife grinding business under new ownership at 801 Feltz Street, R-5 (General Residential)
See No. 8 above.
34. Approve recommendation from Parks & Recreation Director Cadwell to allow volunteers to expand the disc golf course in the City Park. (copy)
Similar to the original request by the Mahathaths to develop the Frisbee golf course, Mr. Dusty Popp and his friends have requested to work with staff to expand the existing course. This request has the full support of the Park staff.
35. Discussion regarding amendment to Code of Ordinances relative to tampering with city meters. (copy)
There are times each month the City must turn off the water at individual addresses when the customer refuses to pay their bill. There are a small number of customers who take it upon themselves to get into the meter pit and turn their water back on (even though they haven't paid their bill). This presents challenges for staff and adds

significantly to our work process. There is currently no penalty through the billing the water and \$250 for those who turn on the gas (please understand gas is much more dangerous and the Public Service Commission requires a proper leak check each time gas service is turned on).

36. Bill No. 5517 for Ordinance No. 5744 – Amending Title 2, Chapter 2.78 of the Code of Ordinances relative to Airport Board – second reading and final passage. (copy)
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. These changes were reviewed and approved by the Airport Board and are presented here for the Board of Aldermen's consideration.
37. Bill No. 5518 for Ordinance No. 5745 – Entering into a Development Agreement with Midwest Lodging, LLC – second reading and final passage. (copy)
This agreement is required by the TIF statutes and has been thoroughly discussed and approved by the Board of Aldermen.
38. Bill No. 5519 for Ordinance No. 5746 – Entering into a Real Estate Contract with Sam and Madhu, LLC – second reading and final passage. (copy)
This will provide the location for the new Water Tower #4, better serving properties from Wal-Mart to Walgreens. This is part of the Board-approved water study improvements.
39. Bill No. 5520 for Ordinance No. 5747 – Entering into an Agreement for Rental of T-Hangar Space with Leon Basler – second reading and final passage. (copy)
Mr. Basler would like to rent our vacant T-Hangar and has plans to provide flying lessons at the airport in Perryville, something that hasn't been done for many years.
40. Bill No. 5521 for Ordinance No. 5748 – Amending Titles 1, 2, 3, 5, 6, 8 and 12 of the Code of Ordinances relative to eliminating all references to City Collector as a result of the election held on November 3, 2015 – second reading and final passage. (copy)
Staff has worked to "clean up" the existing ordinances to better reflect operations going forward since we will now utilize the County Collector (as approved by Perryville voters).
41. Bill No. 5522 for Ordinance No. 5749 – Entering into a contract with Earth First Contractors, LLC relative to 2016 Water System Improvements – Grand Avenue and Progress Center/Dogwood Court – second reading and final passage. (copy)
This bid items consists of two smaller, separate water projects. The first of which relates to correcting a water hammer problem in Progress Center/Dogwood Court, and the second project will replace the water line under Grand Avenue at its intersection with Perryville Boulevard.
42. Bill No. 5523 for Ordinance No. 5750 – Accepting an easement deed from David and Mary K. Sauer – second reading and final passage. (copy)
This easement is needed for the extension of the natural gas line to Moore Drive.
43. Bill No. 5524 for Ordinance No. 5751 – Entering into an Agreement for Engineering Services with Baer Engineering, LLC – second reading and final passage. (copy)
The Baer Engineering contract is renewed annually. This contract includes a 3% increase across the board to rates and services. It should be noted, there was no increase in last year's contract.

44. Bill No. 5525 for Expedite Ordinance No. 5752 – Approving special use permit request from John Milfelt to continue to operate a knife grinding business under new ownership at 801 Feltz Street, R-5 (General Residential) – first and second reading and final passage. (copy enclosed – may be read by title only)
See No. 8 above.
45. Bill No. 5526 for Ordinance – Entering into an intergovernmental agreement with the County of Perry, Missouri, relative to approved sales tax – first reading. (copy enclosed – may be read by title only)
In preparation for the April 5th vote, the City and County have worked out an agreement for the continued operations and management of the Perry Park Center.
46. Bill No. 5527 for Ordinance – Amending Title 17, Chapter 17.13 of the Code of Ordinances relative to R-3 Family Residential District – first reading. (copy enclosed – may be read by title only)
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 and multi-family development).

This proposal received the unanimous support of the Planning and Zoning Commission.
47. Bill No. 5528 for Ordinance – Amending Title 12, Chapter 12.16 of the Code of Ordinances relative to park curfew - first reading. (copy enclosed – may be read by title only)
The Board of Aldermen previously directed staff to adjust the park hours to an 11pm closing. Mr. Steve Keller and others spoke at a previous meeting and asked the Board to reconsider this decision. After considerable discussion, the Board decided to compromise with a closing time of 12 midnight. Note that the neighborhood parks will retain their 10:00 pm closing time.
48. Bill No. 5529 for Ordinance – Amending Title 12, Chapter 12.16 of the Code of Ordinances relative to park tennis courts – first reading. (copy enclosed – may be read by title only)
Based on the Board's discussion regarding park hours and their expressed desire for consistent application of this ordinance, staff also suggest eliminating the "controlled area" provisions found in Ordinance 12.16.110 and instead simply prohibiting the use of improper equipment on the tennis courts.
49. Bill No. 5530 for Ordinance – Entering into a contract with the County of Perry, Perryville Development Corporation, and The Industrial Development Authority of Perry County, Missouri relative to renewal of cooperative agreement – first reading. (copy enclosed – may be read by title only)
This will renew the City/County/IDA/PDC contract extension and has included language for funding for the Cultural Resource Management Office.
50. Bill No. 5531 for Ordinance – Accepting a general warranty deed from Perry County School District #32 – first reading. (copy enclosed – may be read by title only)
Perry County District #32 has agreed to donate the property necessary to construct a new downtown water tower (#6). This tower will better serve the entire school campus and the downtown business district.

51. Bill No. 5532 for Ordinance – Accepting an easement deed from Perry County School District #32 – first reading. (copy enclosed – may be read by title only)
This easement is part of the water tower project described above.
52. Bill No. 5533 for Ordinance – Entering into a contract with Fronabarger Concreters, Inc., relative to 2016 Grand Avenue Improvements Project – first reading. (copy enclosed – may be read by title only)
See #22 above.
53. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
54. Report by City Administrator:
 - Berome Moore Cave Open House – June 11
 - ISO Update (copy)
 - Chamber Spring Membership Meeting – April 28 (copy)
 - LED Street Light Update
55. Report by City Engineer.
56. Report by City Attorney.
57. Board concerns and comments and any other non-action items.
58. Election of a President of the Board of Aldermen.
59. Appointment of the following 2016-17 standing Council Committees by Mayor Baer:
a) Public Works; b) Public Safety; c) Finance; d) Liaison; and e) Economic Development.
60. Selection of Board member to serve on Planning & Zoning Commission.
61. Closed Session to discuss contractual matter in accordance with Section 610.021(9) RSMo.; and personnel matters in accordance with Section 610.021(3) RSMo.
62. Adjourn.