



**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, MAY 17, 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.
3. Introduction of Public Works employee, Scott Coppaway.

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of May 3, 2016. (copy)
5. Approve Financial Report for April, 2016. (copy)
6. Schedule public hearing for input regarding the Downtown Bandstand Pavilion – June 21, 2016, at 6:30 p.m.
7. Approve Pay Estimate 2 to TGB, Inc., for the AWOS Procurement and Installation Project - \$81,760.34. (copy)
The AWOS installation is complete. It has been inspected and approved for use. Pilots and members of the general public can access this information via the web or by calling 573-543-5390. The City will continue to work with Mr. Rollins to provide the required quarterly inspection services at the rate of \$750/quarter. Mr. Rollins is a MoDOT approved contractor and came highly recommended by our engineers at CMT.

8. Approve Pay Estimate 7 (Final) to CE Contracting, Inc., for the St. Joseph Street and French Lane Water Main Project - \$59,614.27. (copy)
The grass has started to grow and this project is now finished. At this time, we would ask the Board to approve final payment. It should be noted, the completion of this project allowed the City to continue its ISO rating of 4.
9. Approve request from Scott Sattler, on behalf of Bikers on the Square, for a Retail Liquor by Drink—Picnic (RBDP) license for June 16-18, 2016, on Jackson Street. (copy)
This is the liquor license for the third annual Bikers on the Square event, which is hosted by the Downtown Revitalization Committee.
10. Approve Festival Application for Downtown Revitalization Committee relative to the Bikers on the Square event scheduled for June 17-18, 2016. (copy)
The Downtown Revitalization Committee is also requesting a Festival Permit for Outdoor Consumption. Similar to the Mayfest, this permit allows fair attendees the opportunity to go in and out of the downtown establishments as long as they have a wristband and event cup.
11. Approve request from the Downtown Revitalization Committee relative to scheduled events for the Bikers on the Square event scheduled for June 17-18, 2016. (copy)
This request includes permission and assistance for the parade route, street closures, trash pickup, and picnic tables. Please note this year's request includes placing the burnout pit on St. Joseph Street. See the request and maps attached.
12. Approve payment to Missouri Highways & Transportation Commission for local match relative to Route AC connector road - \$558,336.69.
This is the final scheduled payment for the local match associated with this project. Bids are scheduled to be opened on May 20. At that time, the City can either expect a refund (if bids come in lower than expected) or a request for the balance. Staff understand MoDot should break ground on this project as soon as August.
13. Approve Spoils Application Request from PCSD Superintendent Scott Ireland at 326 College Street. (copy)
This request has been reviewed and accepted by staff. It is presented here for the Board of Aldermen's consideration and approval.
14. Approve Biosolids Land Application Request from Arnold Farms Properties, LLC, at PCR 208. (copy)
This request has been reviewed and accepted by staff. It is presented here for the Board of Aldermen's consideration and approval.
15. Approved specifications for a combination sewer cleaner truck and authorize City Clerk to advertise for bids. (copy)
This critical piece of equipment is part of the City's FY16-17 budget. These specifications include, as an alternate, a trade-in value for the City's current truck. Staff included this as an alternate in order to preserve the option of taking the vehicle to auction if the trade-in value comes in lower than expected.
16. Approve bids received for gasoline and diesel fuel and award to MFA Oil Company per the recommendation of City Clerk Prost. (copy enclosed)
This process occurs regularly every two years. MFA Oil was again the low bidder.

17. Approve bids received for propane and award to Landmark Gas Company per the recommendation of City Clerk Prost. (copy enclosed)
This process also occurs every two years. The previous contact was with Hoff Brothers, but Landmark was several cents lower this bid cycle.
18. Approve bids received for two lawn mowers for the park and award to Davis Farm Supplies per recommendation of Parks & Recreation Director Cadwell - \$21,411.00 (copy)
This is a budgeted purchase for the Parks Department.
19. Approve bids received for Tree and Stump Removal Project and award to Worley Services, Inc., per recommendation of Parks & Recreation Director Cadwell - \$6,800.00. (copy)
Worley Services, Inc. was not the lowest bidder, although they were the lowest bidder that complied with the bid specifications published. The other bidders did not carry workers' compensation insurance on their employees. As such, staff recommend awarding the bid to Worley and proceeding immediately so a dead tree of high concern (near the end of Mecker Street) may be removed ASAP. It should be noted, this item is below \$10,000 so staff recommend proceeding with a simple bid awards as opposed to a full contract.
20. Approve plans and specifications for Water Towers 4 and 6 and authorize the City Clerk to advertise for bids. (copy) (plans and specs will be available at meeting)
This project includes the construction of a new, larger tank 4 near the interstate and the removal of current tank 4 near Wal-Mart. It also includes the construction of tank 6 near PCSD#32 (which will better serve downtown district and the area around the schools campus). These specs also include an alternate to remove the soon to be retired tank 5 at French Lane Park (golf ball); alternate logo designs for tanks 4 and 6; and logo designs for tank 1 at French Lane Park.

END OF CONSENT AGENDA

21. Approve Pay Estimate 1 (Final) to Earth First Contractors, LLC, for the 2016 Water System Improvements Project - \$52,624.20. (copy)
This project 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.
22. Resolution No. 2016-03 – Approving concession stand policy. (copy)
This policy has been debated and revised by staff and the park board for years. The Park Board unanimously approved the policy, and it was the consensus of the Board of Aldermen to place this policy on the agenda as a resolution.
23. Bill No. 5534 for Ordinance No. 5760 – Amending Title 13, Chapter 13.08 and Chapter 13.24 of the Code of Ordinances relative to civil tampering penalty on water and natural gas – second reading and final passage. (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 process for this, and staff proposes adding a penalty of \$100 for those who turn on 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).

24. Bill No. 5535 for Ordinance No. 5761 – Entering into a contract with Jokerst, Inc., relative to Route AC Water Main Relocation project – second reading and final passage. (copy)
This project is to lower the water line for MoDot's industrial connector (Route AC). It has been reviewed and approved by both MoDOT and the EDA.
25. Bill No. 5536 for Ordinance No. 5762 – Entering into a contract with Cochran relative to Downtown Pavilion/Bandstand design – second reading and final passage. (copy)
At a previous meeting, EDA Director Scott Sattler presented the recommendations of the Downtown Revitalization Committee for the former Hoeckele lot downtown. Staff has received several responses from architectural firms and has selected Cochran Engineering as our consultant for this project. Cochran had far more experience with similar projects than the other firms that expressed interest and have recently completed similar pavilion projects in both Sullivan and Union. We are coordinating community meetings to solicit design input from the Chamber of Commerce, Downtown Revitalization Committee, and are scheduling a public hearing for June 21, 2016.
26. Bill No. 5537 for Ordinance No. 5763 – Accepting a general warranty deed from Sam and Madhu, LLC for the placement of water tower #4 – second reading and final passage. (copy)
This will finalize and make official the city's purchase of the necessary property for our water tower number four. The property has already been paid for and engineering is well underway.
27. Bill No. 5538 for Emergency Ordinance No. 5764 – Entering into an agreement with Worley Services, Inc., regarding tree and stump removal in the city parks – first and second reading and final passage. (copy enclosed – may be read by title only)
See #19 above.
28. Bill No. 5539 for Ordinance – Amending Title 17, Chapter 17.64, Section 17.64.040 of the Code of Ordinances relative to rezoning and special use permit application fees – first reading. (copy enclosed – may be read by title only)
The current ordinance for rezoning includes a \$75 fee, along with the requirement the applicant address the envelopes and provide postage to notify the affected parties. Staff believes this is antiquated and cumbersome. Instead, we would like to raise the fee to \$100 and accept responsibility for addressing and mailing the letters. The end result, staff believes, would be easier on the applicant and appear more professional. This nominal increase in fees will, for the most part, cover the city's costs although there will be exceptions. For example, a recent matter regarding a special use permit cost of more than \$100 for newspaper publication fees alone.
29. Bill No. 5540 for Ordinance – Amending Title 2, Chapter 2.68, Section 2.68.280 of the Code of Ordinances relative to sheriff's retirement fund – first reading. (copy enclosed – may be read by title only)
This ordinance results from a Missouri Attorney General opinion that municipal courts should be collecting at \$3 surcharge on all case for the Missouri Sheriff's Retirement Fund. Their position was appealed to the Courts and upheld. As such, it is presented here for the Board's approval.

30. Bill No. 5541 for Ordinance – Accepting an easement deed from Marvin J. Robinson and Patricia A. Robinson relative to gas line extension – first reading. (copy enclosed – may be read by title only)
This easements continues our efforts to extend natural gas services into the Moore Drive subdivision as requested by several residents from that area.
31. Bill No. 5542 for Ordinance – Accepting an easement deed from Harold G. Hale and Wanda L. Drury relative to sewer line extension – first reading. (copy enclosed – may be read by title only)
This easement is necessary to extend sewer services into the new senior housing development along Alma Drive. Once it has been installed by the developer, it will be dedicated to the City of Perryville and become a permanent part of our collection system.
32. Bill No. 5543 for Ordinance – Entering into an agreement with Cochran relative to professional design services for Police Station Reroofing Project – first reading. (copy enclosed – may be read by title only)
Staff previously shared photos of the leaking roof at the Police Department with the Board of Aldermen via email. It was staff’s intention to contract for minor repairs, hoping to buy a couple more years with the existing roof. As such, this was not a budgeted item. After further review, simple repairs do not appear to be a viable option. As such, we would like to contract with our chosen architect for the downtown pavilion project to develop specifications for a standing seam metal roof (similar to the roof at Citizen’s Electric).
33. Bill No. 5544 for Ordinance – Entering into an agreement with Public Water Supply District No. 1 of Perry County relative to secondary water supply - first reading. (copy enclosed – may be read by title only)
This will update a long-standing relationship with the PWSD #1 (a.k.a. Brewer Water District). Per the Board’s direction, it clearly details the steps necessary before the City could become the Districts sole source of water. It also details upgrades necessary to their system (e.g. new water meter, back flow prevention valve, “well house,” etc.) necessary for us to remain in the good graces of the Missouri Department of Natural Resources.
34. Bill No. 5545 for Ordinance – Entering into an agreement with Perry County, Missouri, and the Perryville Development Corporation relative to economic development – first reading. (copy enclosed – may be read by title only)
This contractual agreement, previously discussed with the Board of Aldermen, will help further support the Perry County Economic Development Authority’s efforts to improve educational opportunities in the Perry County area.
35. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
36. Report by City Administrator:
 - [Energy Efficiency Letter of Intent \(Dectron\)](#)
 - American Water Resources Insurance Ltr (copy)
37. Report by City Engineer.
38. Report by City Attorney.

39. Board concerns and comments and any other non-action items.
40. Adjourn.