



**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, OCTOBER 18, 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. Public hearing for Special Use Permit request from Jerry and Hillary Childers to open a laundry service at their property located at 1104 West St. Joseph Street, currently zoned R-2 Single Family Residential. (copy)  
**The Childers would like to pick up household laundry, bring it to their house, wash and fold it, and then return it to the owners. Their market customer would be the elderly, infirmed or otherwise housebound who are unable to do their own laundry. They have no plans for onsite customer visits or commercial equipment. It will be done through their own household laundry machines.**

**CONSENT AGENDA ITEMS**

4. Approve minutes from meeting of October 4, 2016. (copy)
5. Approve Financial Report for September, 2016. (copy)
6. Approve plans and specifications for Downtown Plaza Project and authorize the City Clerk to advertise for bids. (copy)  
**These are the plans and specifications based on the Board of Aldermen's prior input. In speaking with the architect, the plans presented here are 95% complete but are ready for advertisement. Staff will continue to work through final details with her regarding minor things like outlet locations, electrical service, etc.**

7. Approve Pay Request No. 3 (Final) from TGB, Inc., relative to AWOS Procurement and Installation Project - \$10,973.54. (copy)  
**The AWOS is complete and working. The engineer has advised the release of the final retainage is now appropriate as the grass has taken root and the project is ready to be closed out.**
  8. Approve Pay Request No. 2 to Phoenix Fabricators & Erectors, Inc., relative to Construction of Tanks 4 and 6 – \$60,726.85. (copy)  
**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.**
  9. Approve request from TG Missouri to serve alcoholic beverages at their annual holiday party held at the Perry Park Center on Saturday, December 3, 2016, from 6:00 p.m. to 12:00 midnight. (copy)  
**TG Missouri has begun planning and preparing for their Holiday Party. They would like to use the Perry Park Center again and are asking Board's permission to sell alcohol onsite. This request has been approved in years past.**
  10. Approve request from St. Vincent Athletic Director Bruce Valleroy to waive fees for use of the Perry Park Center Gymnasium to host the 2017 and 2018 Class 2, District 2 Boys and Girls Basketball Tournaments. (copy)  
**This request will allow St. Vincent to host two district tournament events as their venue isn't large enough. In the past, the Board has approved this fee waiver. The Park Center will provide concessions during the event.**
  11. Approve request to contract with Citizens Electric to bury existing overhead lines in the City Park. (copy)  
**This was a budgeted project but our original estimate was only \$6,000 instead of the nearly \$12,000 final cost proposed here. Director Cadwell did a great job of documenting the benefits of our proceeding with this project and staff would ask the Board of Aldermen to approve the same. It should be noted; this project will save the City an estimated \$720/year in meter fees and also provides other, yet unquantified, cost savings for future planned projects.**
  12. Approve request from Bank of Missouri to provide a fireworks display to celebrate their 125<sup>th</sup> Anniversary on Thursday, November 3, 2016, at 7:00 p.m.  
**The Bank of Missouri will be hosting a Business after Hours as part of the celebrations for their 125<sup>th</sup> anniversary. They would like to conclude the evening's event with a small fireworks show and have contracted with a professional company (J & M Displays) to provide said show. In order to proceed, they will need the Board's approval. Please note, J & M Displays have a \$10 million insurance certificate for this event listing the City of Perryville as additionally insured.**
- END OF CONSENT AGENDA**
13. Decision regarding Special Use Permit request from Jerry and Hillary Childers to open a laundry service at their property located at 1104 West St. Joseph Street, currently zoned R-2 Single Family Residential.  
**See Item #3 above.**

14. Review and approve proposed revisions relative to poultry and fowl limitations. (copy)  
At a prior meeting, staff was instructed to work in committee with Aldermen Riney to finalize a chicken ordinance for the Board's consideration. Staff proposes utilizing a complaint-driven enforcement process in accordance with the submitted ordinance. In summary, the number of chickens ranges from 8-20 depending on the size of one's lot. A single rooster would be allowed only on lots larger than 10 acres and only then if there is not a nuisance noise complaint filed.
15. Discussion regarding priority sidewalks for installation by Public Works. (copy)  
As directed by the Board, staff bought concrete forms and is ready to begin the process of self-installing sidewalks. Staff proposes beginning along Star Street (connecting the Soccer Park to Viola Blechle Park), continuing to Huber Road (on the city park property), and then, assuming sufficient ROW exists, working in the North Parkview neighborhood (ultimately connecting to the park via Jenny and then Janet Street).  
  
These areas were selected by giving an obvious priority to our parks and younger users. We also looked for places that didn't currently have a sidewalk on either side of street but were known to have pedestrians walking. Star and Huber have existing ROW. Upon approval, staff will complete the research on the Parkview project as well. This work can begin with the Board's approval.
16. Discussion regarding Airport Apron Paving Project. (copy)  
The attached photographs help explain why this project was included in this year's budget and why apron replacement is the priority project for the Airport Board (first item on the Airport's Capital Improvement Plan). MoDOT's most recent condition survey also found this area is in particularly poor condition and in need of repair. The current condition of the asphalt is presenting FOD (Foreign Object Debris) challenges for the planes and making it harder and harder to park planes in the hangars (as you now have to push a plane up and over the asphalt lip in several places). In this case, concrete would have to meet a federally-defined FAA standard. This standard is somewhat unfamiliar to local vendors and contractors and, though possible, is considerably more expensive than the asphalt alternative (which simply must meet MoDOT standards). It should be noted the majority (90%) of project costs will be covered by MoDOT's maintenance program for airports such as ours. As such, an asphalt project can proceed immediately while the concrete alternative would require us to wait several more years in order to accumulate sufficient funds.
17. Discussion regarding City Greenway Master Plan. (copy)  
One of the major initiatives presented in the Parks Master Plan was a city-wide greenway. This greenway would follow a yet-undetermined route around the City of Perryville and allow for a nature trail for hiking and biking. Staff believes there could be nearby opportunities to start parts of the project with local partners and perhaps even donated land. In order to do so, staff would like to first map the preferred route for the entire trail. This was originally going to be proposed as part of next year's budget. However, SEMO RPC has capacity available now to develop the route and the winter months will provide a better time to walk through the woods and survey potential terrain. Staff would request Board's approval to proceed.
18. Discussion regarding CTS project scope and concession stand improvements. (copy)  
Staff has tried to take a "big picture" approach to the CTS renovations, hoping to ensure a quality project unfolds for both now and the future. As such, staff would ask the Board's permission to modify the project to include concession stand renovations. The problems with the current concession stand are well-documented and the undersized concession stand is a point of frustration for our customers and

staff. By simply moving the current stand across the hallway, we could better serve patrons on both sides (theater and gymnasium). It would relieve us of the need to set up temporary stands to support larger events in the gym as we could simply open up the half-doors and serve customers. It would also allow us to create a hallway providing direct access to the pool (instead of having to walk through the bathroom/changing room). We believe a large portion of both this project and the previously discussed new lockers will be offset by an insurance claim to the sky lights in the roof.

19. Discussion regarding Public Works Legends Scholarship. (copy)  
**Public Works Director Brown works to support the entirety of his recognition banquet through vendor and community donations. With Board approval, he believes he has willing parties to support a small scholarship for two lucky members of our community. The goal, in part, is to draw attention to some of the opportunities city employment presents and encourage young people to consider a career in local government.**
20. Bill No. 5588 for Ordinance No. 5811 – Accepting Voluntary Annexation from Richard and Sherry Stark – second reading and final passage. (copy)  
**The Starks have built a home on a property somewhat behind Keller Motors. They would like to annex into the City in order to access both the water and sewer utilities. Any main extension necessary will be at their cost.**
21. Bill No. 5589 for Ordinance No. 5812 – Entering into an agreement with Paraquad DEAF Way Interpreting Services relative to Municipal Court – second reading and final passage. (copy)  
**Our municipal court is required to provide sign language interpreting services if they are needed by patrons of the Court. This became necessary for a recent case so we contacted Perry County's Circuit Court for more information. Their provider, Paraquad DEAF Way Interpreting Services, suggests a contract with the City to formalize our relationship. The presented contract is "as needed, if needed" and the City will only pay for services used.**
22. Bill No. 5590 for Ordinance No. 5813 – Accepting an easement deed from Douglas and Gretchen Schnurbusch – second reading and final passage. (copy)  
**Doug and Gretchen Schnurbusch are developing their side yard by adding a driveway and a shed. This area of Edwards Street is known to have standing water during high rain events. To alleviate this issue, they have agreed to add an additional catch box to the City's street via 50/50 cost share. This easement is needed for the new pipe.**
23. Bill No. 5591 for Expedite Ordinance No. 5814 – Approving Special Use Permit request from Jerry and Hillary Childers to open a laundry service at their property located at 1104 West St. Joseph Street, currently zoned R-2 Single Family Residential – first and second reading and final passage. (copy enclosed – may be read by title only)  
**See Item #3 above.**
24. Bill No. 5592 for Ordinance – Accepting an easement deed from Midwest Lodging, LLC – first reading. (copy enclosed – may be read by title only)  
**This is the required easement for the Liberty Street Water Line Relocation Project.**

25. Bill No. 5593 for Ordinance – Amending Title 2, Chapter 2.78, Section 2.78.010 of the Code of Ordinances relative to composition of Airport Board – first reading. (copy enclosed – may be read by title only)  
**The current Advisory Board is actually bigger than the five members currently specified in the ordinance. This change will allow the Board to vary from a low of five members to a high of nine, hopefully allowing the flexibility to get and maintain good and knowledgeable board members.**
26. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
27. Report by City Administrator:
  - 2017-18 Budget Preparation
  - Suggested Future Skate Park Location (copy)
  - Housing and Economic Data (copy)
  - Perryville Boulevard Resurfacing (copy)
  - Regional Retail Development Workshop (copy)
28. Report by City Engineer.
29. Report by City Attorney.
30. Board concerns and comments and any other non-action items.
31. Closed Session to discuss real estate matters in accordance with Section 610.021(2) RSMo and contractual matters in accordance with Section 610.021(9) RSMo.
32. Adjourn.

Additional Attachments

- Parks & Rec Report
- Airport Site Management Report
- Minutes of Airport Board Meeting
- Charter TV Ltr
- PW Newsletter