



**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, MARCH 21, 2017**

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 newly-hired Public Works employee, Scott Barber.
We are very excited to welcome Mr. Barber to the Public Works family. He will work in the Natural Gas Department and brings many years of construction experience and a very broad skill set to the City of Perryville.

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of February 21, 2017, and March 7, 2017. (copy)
5. Approve Financial Report for February, 2017. (copy)
6. Approve Change Order 2 regarding the Downtown Plaza Project - \$5,019.00 addition. (copy)
Most of these items have previously been discussed with the Board and are presented here as a change order combining several small changes. In short, this will allow for the installation of pole sleeves for signs, conduit for future electric, cap stone on stairwell walls (simple design omission) and trench drain in the floor of the building (so the water doesn't sit on the floor or have to run down the stone face). At the same time, there is a partial removal of the colored concrete in the plaza area (only the front will remain colored--the sides and the back will not).

7. Approve request from Beth Yamnitz, of American Homes Realty, Inc., to hold a fund raiser for tornado survivors at the stop lights around the Courthouse Square on March 31, 2017, from 4:30 p.m. to 6:00 p.m. (copy)
Ms. Yamnitz and her team would like to raise money for tornado survivors and proposed to post volunteers at intersections around the Square on the evening on March 31.
8. Approve bids received for Grand Avenue Water Line Materials and award to HD Supply Waterworks per recommendation of Public Works Director Brown - \$60,356.88. (copy)
This is another FY 17-18 budget project and allows City staff to replace the water lines under Grand Avenue which will allow for Grand itself to be paved in future years in accordance with the City's Capital Improvement Plan. This work will be performed in-house by City staff.
9. Approve bids received for two three-quarter ton trucks and award to Dave Sinclair Ford per the recommendation of Public Works Director Brown - \$37,294.00 each (copy)
These will be the first two NGV vehicles at Public Works and are logically part of the Natural Gas Department. There is a premium paid for NGV vehicles but fuel savings will more than offset that cost over time (staff estimates approximately 2 - 3 years).
10. Approve bids received for City Hall Roof Renovations Project and award to Midwest Storm Restoration, LLC per the recommendation of Cochran Engineering - \$100,425.00. (copy)
Similar to the Police Department, we have been struggling with the city hall roof in recent years. There have been at least six different repairs since 2013 and we are starting to see patched areas open back up. The current roof predates City Hall and is done with sheeting and rocks. The vendor is unfamiliar to the City but our reference checks suggest a quality job will be done and our inspection process will help ensure it.
11. Approve bids received for West End Lift Station Roof Repairs and award to Franklin Contracting Company per recommendation from Public Works Director Brown - \$6,492.00. (copy)
This is a relatively small project and doesn't technically require staff to advertise for bids. That said, we advertised in the paper to open it up to interested contractors as it is a smaller job and many companies could readily perform the work. Oddly, this process only resulted in a single bidder, albeit one well-known to the City and with a long reputation of quality work.
12. Approve bids received for Edgemont Boulevard Extension Project and award to Lappe Cement Finishing, Inc., per recommendation of City Engineer Baer - \$673,908.22. (copy)
City staff is quite pleased with the bids received on the Edgemont project. City Engineer has reviewed the bids received and recommends proceeding with Lappe Cement Finishing. It should be noted, staff is nearly finished with the necessary easement and ROW acquisition (several items will be finalized tonight).
13. Set public hearing date for a Special Use Permit request from Heartland Baptist Church to hold church services in the building located at 829 West St. Joseph Street, currently zoned R-2 Single Family Residential – April 4, 2017, at 6:30 p.m. (copy)
Heartland Baptist Church has applied for a special use permit for the property located at 829 West St. Joseph Street (old Miller Funeral Home location). They would like to hold church services in the building. The property is currently zoned R-2 Single Family Residential.

14. Set public hearing date for a Special Use Permit request from Kelsey Meyer for a daycare at 1004 Star Street, currently zoned R-2 Single Family Residential – April 4, 2017, at 6:30 p.m. (copy)

Ms. Kelsey Meyer's business was lost to the recent tornado. Ms. Meyer has applied for a special use permit for the property located at 1004 Star Street. She would like to move her daycare to the building. The property is currently zoned R-2 Single Family Residential.

Staff took the liberty of allowing her to start operating prior to approval of the special use permit. This was done because the building was originally designed and built to house a daycare and was further supported by the emergency needs for affected parents to have a daycare for their kids.

15. Set public hearing date to review the Greenway Master Plan – April 18, 2017, at 6:30 p.m.

SEMO RPC will present the proposed route for the Greenway at this public hearing. It has been shared with the Park Board and this hearing will allow both Board of Aldermen and general public input. It should be noted, this is a phased, long-term vision and the suggested route is by no means guaranteed to be the final route.

END OF CONSENT AGENDA

16. Review recommendation from Major Jones regarding lighting request on Edgemont. (copy)
City staff received a request from Mr. Ralph Schamburg to evaluate lighting along Edgemont in front of his residence at 919. Major Jones has provided the enclosed options for the Board's consideration. It should be noted, some of these options may come at a cost as they are outside of our current contract with Citizens Electric.

17. Discussion relative to Oak Lane right-of-way. (copy)
More than one property owner along the tornado-affected area of Moore Drive has asked about the possibility of the City releasing the Oak Lane ROW. This is believed to be advantageous to those considering their options to rebuild. If released, staff would like to maintain a utility easement through the area.

18. Review and approve list of items for city auction. (copy)
Staff has compiled the provided list of surplus items. Although we are ready for an auction, we are not sure there is enough here. We have approached the County and District #32 about a joint auction for many of these items, provided the Board approves their disposal. Upon approval, we will move forward. Some items are specialty items and may be more appropriate for an online process (e.g. old projector) while others are better suited for a traditional auction.

19. Review and approve recommendation to sell the vac con truck through an internet auction site with a minimum reserve bid of \$50,000. (copy)
The new truck has arrived. Staff would propose an online auction through Purple Wave with a minimum reserve bid of \$50,000. If the minimum is not reached, we will try an alternate site (such as Richie Brothers or GovDeals.com).

20. Bill No. 5634 for Ordinance No. 5856 – Amending City Budget – Fiscal Year 2016-17– second reading and final passage. (copy)
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.

21. Bill No. 5635 for Ordinance No. 5857 – Adopting City Budget – Fiscal Year 2017-18 – second reading and final passage. (copy)
We are proud to report the budget process has been completed and the full budget is presented for Board approval.
22. Bill No. 5636 for Ordinance No. 5858 – Entering into updated agreement with Preferred Resource Network, Inc. for employee assistance services – second reading and final passage. (copy)
Personal Assistance Services is the company that provides our Employee Assistance Program. There is a nominal monthly fee for each employee but the benefits seem to far outweigh the costs. Our employees have historically taken advantage of the counseling and other services they offer and staff recommends continuing our relationship. There is a small increase this year changing the rates from \$2.24 to \$2.36 per subscriber, per month. This is the first increase since 2013.
23. Bill No. 5637 for Ordinance No. 5859 – Accepting General Warranty Deed from Paul H. Collins relative to Edgemont Blvd. Extension – second reading and final passage. (copy)
The proposed layout of Edgemont will require small pieces of additional right of way for sidewalks, turning lanes and proper intersections. In each of these instances, we are trading unneeded property along the road (something MoDOT would consider an uneconomic remnant) for a different piece that is actually needed for the road.
24. Bill No. 5638 for Ordinance No. 5860 – Accepting General Warranty Deed from Catherine M. End relative to Edgemont Blvd. Extension – second reading and final passage. (copy)
See #23 above.
25. Bill No. 5639 for Ordinance No. 5861 – Accepting General Warranty Deed from Vivian A. Shea relative to Edgemont Blvd. Extension – second reading and final passage. (copy)
See #23 above.
26. Bill No. 5640 for Ordinance No. 5862 – Entering into revised contract with Baer Engineering, LLC. – second reading and final passage. (copy)
This will renew our annual contract with Baer Engineering, LLC as our City Engineer. It includes a 3% increase in fees but, otherwise the contract is unchanged.
27. Bill No. 5641 for Emergency Ordinance No. 5863 – Entering into Amendment #2 with Missouri Highways and Transportation Commission relative to extension of project time allowed for completion of the AWOS installation at the Perryville Municipal Airport – first and second reading and final passage. (copy enclosed – may be read by title only)
The AWOS project at the airport took longer than expected. MoDOT has asked that we extend the allotted timeframe via this contract amendment. Since it is just an issue of timing, we have presented it here as an emergency ordinance to expedite the process.
28. Bill No. 5642 for Ordinance – Accepting an easement deed from U.S. Bank N.A., as Successor Trustee of the Stephen P. Unterreiner Irrevocable Trust relative to Edgemont Blvd. Extension – first reading. (copy enclosed – may be read by title only)
This purchase will provide the needed storm water easement for the Edgemont project. The area will serve as a detention basin of sorts.
29. Bill No. 5643 for Ordinance – Accepting General Warranty Deed from Kim P. Weber relative to Edgemont Blvd. Extension – first reading. (copy enclosed – may be read by title only)
See #23 above.

30. Bill No. 5644 for Ordinance – Entering into a T-Hangar Rental Agreement with Leon Basler – first reading. (copy enclosed – may be read by title only)
Mr. Basler already rents a spot in the hangar but is moving in an additional plane to use to teach students how to fly. Because of this, we are waiving his deposit fee.
31. Bill No. 5645 for Ordinance – Entering into an agreement with Lappe Cement Finishing, Inc., relative to Edgemont Boulevard Expansion Project – first reading. (copy enclosed – may be read by title only)
See #12 above.
32. Bill No. 5646 for Ordinance – Entering into an agreement with Midwest Storm Restoration, LLC, relative to City Hall Roof Renovation Project – first reading. (copy enclosed – may be read by title only)
See #10 above.
33. Bill No. 5647 for Ordinance Entering into an agreement with Franklin Contracting Company relative to West End Lift Station Roof Repairs Project – first reading. (copy enclosed – may be read by title only)
See #11 above.
34. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
35. Report by City Administrator:
 - Crevice Cave Entrance (copy)
 - Airport Mowing (copy)
 - Grotto Sculpin Sightings (copy)
 - MML Regional Meeting—April 27 @ 6 pm in Cape Girardeau
 - Heritage Tourism Board Report (copy)
 - Veterans Memorial Ground Breaking—March 29 @ 10 am
 - 2017 MML Elected Officials Training—June 8 and 9 in Columbia
36. Report by City Engineer.
37. Report by City Attorney.
38. Board concerns and comments and any other non-action items.
39. Closed Session to discuss contractual matters in accordance with Section 610.021(9) RSMo.
40. Adjourn.