



THE CITY OF
PERRYVILLE
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Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, FEBRUARY 7, 2023**

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 rezoning request from Christina A. Moll Revocable Trust to rezone 10 Henrietta Lane from R-5 (General Residential) to C-2 (General Commercial). (copy)
Brad Moll is requesting approval to rezone his property at 10 Henrietta Lane from an R-5 to a C-2 as he is trying to sell his property and buyers are looking for commercially viable purchases.

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of January 17, 2023. (copy)
5. Approve bills for January 2023. (copy)
6. Approve Invoice 549009 from Robinson Industrial, Heavy & Commercial Contracting, Inc., relative to Technical Education Facility - \$817,475.11. (copy)
This invoice relates to work being done on the new Perryville Technical Education Campus. This, and other future invoices, will be paid by the City but reimbursed in full by Ranken.
7. Approve Requisition 3 from Richardet Floor Covering relative to Perry Park Center Interior Flooring Project - \$5,843.45; and Requisition 4 (Final) - \$5,285.50. (copy)
All work on the main level has been completed. Materials for the lower level have already been purchased and staff will be soliciting bids to finish that work in the very near future.

8. Approve Pay Estimate 1 from Lappe Cement Finishing, Inc., relative to 2022 Street Improvements Project (Moulton) - \$169,594.12. (copy)
This invoice relates to the sidewalk and street reconstruction work along North Moulton Street (between St. Joseph Street and Drury Street).
9. Set public hearing date for proposed Fiscal Year 2023-24 City of Perryville Budget - February 21, 2023, at 6:30 p.m. (copy)
The budget has been reviewed in detail by the Finance Committee and is ready for its public hearing.
10. Police Department Pay Plan Modifications. (copy)
As previously discussed with the Board, our salaries for the Police Department staff have fallen behind local markets. We have seen several officers leave for neighboring communities in recent months (and years) and we currently have several vacancies. Department staff has suggested we attrit two vacant positions and, instead, distribute those salaries among the remaining, non-supervisory positions. Our most pronounced challenges were at the entry levels, so this was easily done by accelerating employee progression through the pay plan, meaning new employees would start higher and top out sooner than they do currently. Simply put, this was accomplished by eliminating the first three steps on the pay plan for our non-supervisory staff.

NOTE: This is made possible by the use of our 12-hour schedules, allowing for more coverage with less people. Even with the two less positions, Department staff has advised we will still be able to maintain our coverage of three officers at all times. Upon Board approval, these changes will go into effect with the next pay cycle and current vacancies will be advertised at higher FY23-24 salaries, making us much more competitive in the regional market. The total cost to the City for these changes is less than \$12,000/year.
11. Approve Request for Qualifications for Insurance Broker. (copy)
Staff continues to work towards a more effective, efficient delivery of insurance services. After exhausting public options, staff would like to solicit qualifications for an “insurance broker” model. In this arrangement, our insurance broker would work on a contractual basis for the City of Perryville and not a commission basis for the insurance companies. In theory, this changes the motivation from the highest commission to the best arrangement for the city.

NOTE: This is similar to how the City currently handles its health insurance coverage.
12. Approve Airport Mowing Bid Specifications and authorize staff to advertise for bids. (copy)
This represents a return to our previous arrangement of contracted mowing at the airport. We have tried to do this with City staff, but it proved too much for our single airport staff. This will again allow Airport Operator Maxwell to focus on the operations and maintenance of the airport campus as opposed to spending most of the warm months mowing grass.
13. Approve plans and specifications for the Northeast Outfall Sewer Replacement Phase 3 Project. (copy available at meeting)
This final portion of the trunkline has been designed and is ready for the Board approval. At the same time, staff has also requested an appraisal (Step 1) for all the easements necessary for this project. Once the appraisal is complete, staff will start acquiring easements (Step 2). Once easements have been acquired, this project will be advertised

for bids (Step 3). The goal in presenting it now is to have it ready for immediate advertisement as easements are acquired.

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14. Approve recommendation from Assistant Chief Jones relative to parking in the 1000 block of Star Street. (copy)
We have received several complaints regarding street parking along this narrow section of Star Street, particularly during pick up and drop off times at the daycare. Major Jones has reviewed the area and recommends limiting parking to one side of the street for the first 150' coming off Bruce Street. In the future, this length could be extended if necessary.
15. Approve recommendation from Public Works Director Layton regarding CDL license fees. (copy)
Staff would like to begin covering the cost of CDL licenses for Public Works employees. Similar to changes in other Departments, this is being done to remain competitive in the job market and will include the requirement the employee commit to stay for 24 months or reimburse the city for a pro-rata share of the training costs.
16. Approve Perry Park Center "Over-Night Fitness Center Rules." (copy)
The Board will be approving the construction contract this evening to make the weight room available to members 24 hours/day. In preparation for that, staff proposes the attached rules and requirements. Upon approval, staff can start advertising and promoting this amenity to new and existing members, hoping to ensure immediate use upon completion.
17. Approve request from Rotary Club regarding the fireworks display at City Park to be held on Monday, July 3, 2023. (copy)
This is a very popular, free experience for the entire community and is one of the Rotary's signature events. Similar to last year, the city and county would like to support the event by matching the funds raised by the Rotary Club. Included in their letter is the request for fire department support and the use of a food vendor at this event.
18. Approve Festival Application for Temporary Outdoor Consumption Permit from Downtown Perryville Advancement for the 2023 Cruise In Events. (copy)
EDA Director Jones has submitted these dates on behalf of Downtown Perryville Advancement, Inc. These events are similar to those requested and approved by the Board of Aldermen in years past.

END OF CONSENT AGENDA

19. Decision regarding a rezoning request from Christina A. Moll Revocable Trust to rezone 10 Henrietta Lane from R-5 (General Residential) to C-2 (General Commercial).
See Item 3 above.
20. Acknowledge receipt and discussion regarding SEMO Regional Planning Sidewalk Assessment. (copy)
Attached is the completed sidewalk assessment for the Board's review. Staff had the understanding it would also include the beginnings of a transition plan (priority listing of the sidewalks needing attention), but that remains noticeably absent. Staff has a meeting scheduled with SEMO RPC to work through this confusion but, either way, converting this information into an action plan must still be done.
21. Bill No. 6373 for Ordinance No. 6590 – Entering into an agreement with Buddy Hellman d/b/a Winwood Enterprises, LLC, relative to Financial Reimbursement Agreement for New

Construction to Builder/Homeowner Program (519/521 Winwood Court) - second reading and final passage. (copy)

This is the second application received for the Building Reimbursement Program. In this case, it is a recently started duplex and, as such, will be eligible for 50% of the reimbursement. In this case, the building is constructing 3 bedroom, 2.5 bathroom

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duplexes complete with a garage for each unit. Once approved by the Board, staff will return with a full contract to make everything official.

22. Bill No. 6374 for Ordinance No. 6591 – Entering into an agreement with Lappe Cement Finishing, Inc., relative to Perryville Boulevard Shared Use Path – Phase 2 Project - second reading and final passage. (copy)

This project extends a 10' wide sidewalk along Perryville Boulevard connecting the Bank of Missouri Soccer Park to Old St. Mary's Road. It is being done as a cost share with MoDOT, who has reviewed and approved the plans.

23. Bill No. 6375 for Ordinance No. 6592 – Entering into an agreement with Kiefner Brothers, Inc., relative to Perry Park Center Interior Improvements Project (Weight Room Renovation) - second reading and final passage. (copy)

Although not found in the original budget for FY2022-23, this project was since discussed and approved by the Board of Aldermen. It will add a new bathroom to the park center's lower level, adjacent to the weight room. It will also provide a one-half wall surrounding the area around the steps, extending the physical space for our workout equipment. These are the first updates in several years to the weight room and will allow for a better user experience, including afterhours access to the park center's weight room. The benefit of bringing it to the Board yet this year was the project's ability to make a very nice late winter project for a local contractor.

24. Bill No. 6376 for Ordinance No. 6593 – Amending Title 10, Chapter 10.36 of the Code of Ordinances relative to Bicycles - second reading and final passage. (copy)

It was recently pointed out to City Staff the absolute prohibition of bicycles on sidewalks is probably outdated and should be reconsidered. Major Jones and the Police Department researched this matter and proposed several changes, which were previously discussed with the Board. As directed, the final version allows only for youth under age 16, along with their escorting adults.

25. Bill No. 6377 for Ordinance No. 6594 – Entering into a T-Hangar agreement with Hank Konzelmann d/b/a Mantis Aviation - second reading and final passage. (copy)

Mr. Konzelmann has two small aircraft that will fit into this single hangar and, per policy, has agreed to pay full rent for both.

26. Bill No. 6378 for Expedite Ordinance No. 6595 – Approving rezoning request from Christina A. Moll Revocable Trust to rezone 10 Henrietta Lane from R-5 (General Residential) to C-2 (General Commercial) - first and second reading and final passage. (copy enclosed - may be read by title only)

See Item 3 above.

27. Bill No. 6379 for Expedite Ordinance No. 6596 – Approving Final Plat of The People's Subdivision - first and second reading and final passage. (copy enclosed - may be read by title only)

The County of Perry, MO is asking for approval of a subdivision to separate the Health Department building from the Assessor's office building to provide for two property entities instead of the current single property condition.

28. Bill No. 6380 for Emergency Ordinance No. 6597 – Entering into Real Estate Purchase and Sale Agreement with the Perryville Development Corporation - first and second reading and final passage. (copy enclosed - may be read by title only)

This purchase option has been discussed with the Board previously and would allow the city to purchase the industrial park, while leveraging that investment as a match for state money to make further improvements to the Park. The PDC has offered to provide some

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level of financing as part of this agreement. This will allow the City and PDC to work through the remaining details but still meet the deadline imposed by the Industrial Site Development Grant Program Final Guidelines.

29. Bill No. 6381 for Emergency Ordinance No. 6598 – Entering into Option to Purchase Real Estate Purchase with the Perryville Development Corporation - first and second reading and final passage. (copy enclosed - may be read by title only).

A separate, but related, agreement to the item above would transfer ownership of the remaining industrial park property in recognition of the previous investments the City has made in the industrial park over the years.

30. Bill No. 6382 for Ordinance – Entering into agreements with artists relative to sculpture exhibition - first reading. (copy enclosed - may be read by title only)

These artists were selected by the Office of Heritage Tourism via a committee process and this contract allows for their display on City property.

31. Bill No. 6383 for Ordinance – Amending Title 10, Chapter 10.20 of the Code of Ordinances relative to the Prohibited Parking Schedule regarding Star Street - first reading. (copy enclosed - may be read by title only)

See Item 14 above.

32. Committee Reports: Public Works, Public Safety, Finance, Sidewalk, Liaison, and Economic Development.

33. Report by City Administrator:

- Rescheduled Comprehensive Plan Kickoff Meeting – Feb 8 @ 4pm (copy)
- Budget Finance Committee Update
- DOR Ltr re marijuana tax (copy)
- 911 Dispatch Board
- CEC Rate Increase (copy)
- Sen. Schmitt's social media (copy)
- PPC Maintenance Hotline (copy)
- Sewer Main Easements (copy)
- WWTP Violation Ltr from MoDNR (copy)
- Flood Preparedness Workshop (copy)

34. Report by City Engineer.

35. Report by City Attorney.

36. Report by Chief of Police.

37. Board concerns and comments and any other non-action items.

38. Closed Session to discuss real estate matters in accordance with Section 610.021(2) RSMo; personnel matters in accordance with Section 610.021(3) RSMo; contractual matters in accordance with Section 610.021(9) RSMo; and security matters in accordance with Section 610.021(19) RSMo

39. Adjourn.

Additional Attachments:

- Light Cement Finishing Bond Letter
- Parks & Rec Report
- Baer Engineering