



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., MONDAY, FEBRUARY 20, 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 proposed Fiscal Year 2023-24 City of Perryville Budget.  
**The budget has been reviewed in detail by the Finance Committee and is ready for its public hearing.**

**CONSENT AGENDA ITEMS**

4. Approve minutes from meeting of February 7, 2023. (copy)
5. Approve Financial Reports for January 2023. (copy)
6. Approve Pay Application 6 from Zoellner Construction Co., Inc., relative to Fire Station Project - \$86,138.09. (copy)  
**This payment is to Zoellner Construction for the new Fire Station located along Perryville Boulevard.**
7. Approve Invoice 549010 from Robinson Industrial and Heavy Contracting relative to Technical Education Facility Project - \$327,451.49. (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.**

8. Approve Pay Application 29 from Robinson Industrial and Heavy Contracting and HDR for the WWTP Facility Improvement Project - \$1,326,658.22. (copy)  
**This invoice relates to the construction work being done at the new Wastewater Treatment Plan.**
9. Approve Change Order 5 to Robinson Industrial and Heavy Contracting relative to WWTP Facility Improvement Project – 91-day time extension. (copy)  
**This change order extends the construction contract for the WWTP. This was made necessary largely by supply chain issues well-outside of our local control. It has been reviewed and approved by our owner’s representative, Allgeier Martin & Associates.**  
  
**NOTE: This is likely leading towards a ribbon cutting sometime in mid-June 2023.**
10. Approve request for reimbursement to Garrett and Lillian Prevallet d/b/a Petunia & Lilly’s Flower Shop relative to completion of Downtown Façade Improvement Grant at 119 North Jackson Street – \$10,000. (copy)  
**The necessary work at Petunia & Lilly’s is complete and EDA Director Jones recommends full payment at this time.**
11. Approve plans and specifications for MoDot Aviation Project 22-063A-1 relative to Rehabilitation of Runway 2-20. (copy available at meeting)  
**Plans are substantially complete for the project, replacing the airport’s runway (which dates back to World War II) with a new concrete runway 6,484 feet long, and eliminating the displaced threshold per FAA standards.**  
  
**NOTE: A displaced threshold is a threshold located at a point on the runway other than the designated beginning of the runway. Displacement of a threshold reduces the length of runway available for landings.**
12. Approve budget for Industrial Site Development Grant Application. (copy)  
**With the purchase of the industrial park property, the City is eligible to apply for an Industrial Site Development Grant made available through the Missouri Department of Economic Development. It is our intention to leverage the purchase to improve the sewer capacity by replacing the current 8” line with a new 18” line, clearing the way for future development in the park.**
13. Acceptance of Governor’s Transportation Cost Share Program for Progress Drive - \$1,436,500. (copy)  
**The City finally received official documentation of our selection for the Governor’s Cost share program, aiding in the extension of Progress Drive from its current termination to Alma Drive (behind Frank’s Produce). It is expected this project will help alleviate some of the traffic challenges that currently exist between Alma and McDonald’s Drive.**
14. Approve update of Water Rate Schedule to include Bulk Water Station rate of 2¢ per gallon. (copy)  
**We are nearing the installation of the Bulk Water Station. In determining rates, staff felt it was important that the users of the bulk filler didn’t see better water rates than our traditional residential customers so we are proposing 2¢ per gallon. The rate has been added to the City’s Water Rate Schedule, which is updated each fiscal year.**

15. Approve JStreet Eats! Parklet Location Application. (copy)  
**Similar to Jackson Street Brewery's application last year, JStreet Eats! would like to add a small parklet outside their building for outside dining. Supply disruptions limited the impact of last year's parklet, but it is hoped an earlier start will provide different results this year. Staff remains supportive of this request as it enhances the visitor's experiences in downtown Perryville.**
16. Approve Request for Quotes for Sinkhole Development and Improvements. (copy)  
**It is time to rebid our annual time and material contract for sinkhole repairs and improvements. Final bids will be brought to the Board for approval before any work is done.**
17. Approve Project Information Form from Gotto Investments, LLC, relative to Financial Reimbursement for New Construction to Builder/Homeowner Program (Lot 2 of Crestview Place First Addition). (copy)  
**This is another application for the City's Building Reimbursement Program. In this case, the builder is constructing a 3 bedroom, 2 bathroom house complete with a garage. Once this project is approved by the Board and the final plat completed by Baer Engineering, staff will return with a full contract to make everything official.**  
  
**NOTE: This is a new construction project and work has not yet begun.**
18. Approve 2023-24 Part-Time Pay Plan. (copy)  
**Now that minimum wage has settled out at \$12/hour, staff has reworked the part-time pay plan using this new minimum wage as the base and building from there, giving consideration to position complexity and responsibility. This pay plan is greatly simplified from what we have used previously and will be accompanied by job descriptions for all hourly positions.**
19. Approve additional appointments to the Comprehensive Plan Steering Committee. (copy)  
**After visiting with Mayor Riney and the Board, staff has rounded out our steering committee, adding several well-respected community leaders, including business owner/real estate developer Carisa Stark, realtor/business owner Kelly Brown, and Chamber Director Kiley Eiland.**
20. Approve request from River Hills Antique Tractor Club regarding Old Timers Days held on Saturday and Sunday, May 20-21, 2023. (copy)  
**This is an annual event occurring over Memorial Day weekend that we have traditionally supported with trash service and police traffic control during the parade.**

**END OF CONSENT AGENDA**

21. Discussion regarding request from Gotto Investments, LLC, to approve Project Information Form from Gotto Investments, LLC, relative to Financial Reimbursement for New Construction to Builder/Homeowner Program (807 Crestview Lane). (copy)  
**The Gottos recently completed the construction of a new house and have approached the City requesting reimbursement through our new development program. Staff has advised the Gottos this is not how the program was intended to work as it could open up requests for reimbursement to include all housing in the City previously constructed. Currently, we offer full reimbursement for approved projects before construction begins and a 50% reimbursement for projects already started. The reimbursement criteria did not include or foresee a reimbursement occurring for houses already completed.**



22. Discussion regarding request from John Brown to close city streets for Fall Craft Festivals. **As directed, this matter was referred to the Downtown Perryville Advancement Committee for their consideration and input. There was a strong belief among members that all events occurring downtown reflect upon their organization and, as such, should be coordinated through their organization. To this point, Mr. Brown has not wanted to work with DTR. Instead, he proposed to the Board he would do an independent event and give the proceeds to the park system. With that in mind, the DTR committee suggested he host his event in the park instead of closing streets downtown. In order to ensure consistency and quality, it is the group's recommendation and preference that downtown events be coordinated through, or sanctioned by, the Chamber or DTR committees.**
23. Bill No. 6382 for Ordinance No. 6599 – Entering into agreements with artists relative to sculpture exhibition – second reading and final passage. (copy)  
**These artists were selected by the office of Heritage Tourism via a committee process and these contracts allow for their display on City property.**
24. Bill No. 6383 for Ordinance No. 6600 – Amending Title 10, Chapter 10.20 of the Code of Ordinances relative to the Prohibited Parking Schedule regarding Star Street – second reading and final passage. (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.**
25. Bill No. 6384 for Emergency Ordinance No. 6601 – Correcting a scrivener's error in Bill No. 6380, Ordinance No. 6597, relative to Real Estate Purchase and Sale Agreement with the Perryville Development Corporation passed by the Board of Aldermen on February 7, 2023 – 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 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.**
- NOTE: The concepts within this agreement are the same as before, however, missing language was incorporated into the final contract. There were two levels of initial review by outside council and one level was accidentally omitted from the final version of the contract. Once adopted, this will replace last week's contract.**
26. Bill No. 6385 for Emergency Ordinance No. 6602 – Correcting a scrivener's error in Bill No. 6381, Ordinance No. 6598, relative to Option to Purchase Real Estate with the Perryville Development Corporation passed by the Board of Aldermen on February 7, 2023 – 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.**

**NOTE: Similar to above, the concepts within this agreement are the same as before, however, missing language was incorporated into the final contract. There were two levels of initial review by outside council and one level was accidentally omitted from the final version of the contract. Once adopted, this will replace last week's contract.**

27. Bill No. 6386 for Ordinance – Entering into Aviation Project Consultant Supplemental Agreement No. 2 with Crawford, Murphy & Tilly, Inc., regarding Airport Layout Plan relative to Runway 2-20 Rehabilitation Design Services - first reading. (copy enclosed - may be read by title only)  
**This contract, approved by MoDOT, finalizes our consultant agreement for the work finishing the City's Airport Layout Plan. This work was considerable as our engineers negotiated the final design length for the reconstructed runway and work with West Star Aviation to coordinate a suitable project schedule.**
28. Bill No. 6387 for Ordinance – Approving 2023-24 Pay Plan - first reading. (copy enclosed - may be read by title only)  
**In December, the Board accepted the recommendation of CBIZ to incorporate a 5.3% adjustment to the City's pay plan structure. This is identical to adjustments made by Perry County and these changes have been incorporated into the City's proposed budget. According to tradition, the final pay plan is now presented here for official approval before it goes into effect with the upcoming fiscal year.**
29. Bill No. 6388 for Ordinance – Entering into an AWOS Maintenance Service Renewal agreement with DBT Transportation Services – first reading. (copy enclosed - may be read by title only)  
**The AWOS system at the airport requires regular monitoring and inspection. This has been a good relationship and staff recommends continuing with DBT.**
30. Bill No. 6389 for Ordinance – Entering into a Police Officer Training Employment Agreement with Morgan Hines - first reading. (copy enclosed - may be read by title only)  
**After visiting the academies and interviewing potential candidates, PD staff would like the City to enter into an agreement to hire Ms. Hines as our newest police officer.**
31. Committee Reports: Public Works, Public Safety, Finance, Sidewalk, Liaison, and Economic Development.
32. Report by City Administrator:
  - Comprehensive Plan Open House Flyer (copy)
  - Vehicle Replacement Schedule
  - LOV Event – March 4
  - *Missouri Resources* Article ([link](#))
  - 214 East North Street Auction – Feb 24 (copy)
  - Outdoor Pickleball Court Budget (copy)
  - Downtown Tree Grates (copy)
33. Report by City Engineer.
34. Report by City Attorney.
35. Report by Chief of Police.
36. Board concerns and comments and any other non-action items.
37. Closed Session to discuss personnel matters in accordance with Section 610.021(3) RSMo; and contractual matters in accordance with Section 610.021(9) RSMo.
38. Adjourn.

Additional Attachment: Parks & Rec Report (copy)