



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, June 6, 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. Introduction of new employees: Bryce Ernst, Parks & Recreation Maintenance Technician; Devin Smith, Cadet/Code Enforcement Officer; and Jesse Perry, Water/Wastewater Maintenance Technician.

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of May 16, 2023. (copy)
5. Approve bills for May 2023. (copy)
6. Approve engagement with Beussink, Hey, Roe & Stroder relative to 2022-23 single auditing services for the City of Perryville - \$2,500.00. (copy)
Based on the amount of federal funds expended during this audit year, the federal government requires an additional level of audit. This is not a full “single audit” as was traditionally required but specific to the spending of ARPA funds.
7. Approve Pay Application 32 from Robinson Industrial and Heavy Contracting and HDR for the WWTP Facility Improvement Project - \$509,685.35. (copy)
This invoice relates to the construction work being done at the new Wastewater Treatment Plant.

8. Approve Change Order 6 from Robinson Industrial and Heavy Contracting and HDR for the WWTP Facility Improvement Project – time extension of 105 calendar days – September 7, 2023. (copy)
Already known to the Board, there has been a nationwide shortage on material procurement and fabrication of all materials. To complete our WWTP project, we are still waiting on a few key items, including: 40 HP Variable Frequency Drives (VFD's) and 75 HP VFD's for the oxidation ditch equipment. The 75 HP VFDs are not scheduled to arrive onsite until June 12th. The 40 HP VFDs are not scheduled to arrive onsite until August 22nd. Once they arrive, RiHC will need around a week to swap out the equipment.
9. Approve Invoice 28191 to Vern Bauman Contracting Company relative to Moore Drive project - \$178,801.98. (copy)
This agreement provides for the improvement of Moore Drive, bringing the street up to the standards required for a *county road*. Once improved, it will be returned to the Perry County Commission for ongoing maintenance and repairs. A significant portion of this amount will be covered by adjoining property owners according to the formula previously approved by the Board so it is expected there will be several contracts for repayment in upcoming meetings.
10. Approve Pay Application 10 to Zoellner Construction relative to Fire Station Project - \$5,992.18. (copy)
This payment is to Zoellner Construction for the new Fire Station located along Perryville Boulevard.
11. Approve Pay Estimate 1 (Final) to Koch Electric, Inc., for the 2022 Lift Station Project - \$88,095.22. (copy)
This is a budgeted project to install new generators to replace the existing generators at two sewage lift stations (Welty & Show Me Shell).
12. Approve Pay Request 1 to Emery Sapp & Sons, Inc., relative to the Reconstruction of the Southeast Taxiway and East Apron Taxilane Project - \$756,840.16. (copy)
This relates to the reconstruction of the taxiway and aprons at the airport.
13. Accept bids received for the Soccer Complex Parking Lot project and award to Jokerst Paving & Contracting, Inc., per recommendation of City Engineer Baer. (copy)
This was a budgeted project designed to preserve and protect the asphalt parking lots at the Bank of Missouri Soccer Complex. In addition to seal coating the pavement, all the shrinkage cracks will be filled as the area is properly prepped.
14. Approve submittal of plans, specifications, and estimate regarding Vincentian Way (formerly known as Progress Drive) to MoDot. (copy)
The submittal of this information by May 31, 2023, was the next step in our process with MoDOT to complete the street extension to be known as Vincentian Way (partially funded through the Governor's Cost Share Program).
15. Approve placement of LED informational sign at the Downtown Plaza. (copy)
This was a budgeted project and staff has worked with the Perry County EDA Office, Perryville Area Chamber of Commerce, the Perryville Police Department, Perry County Heritage Tourism, and representatives of Main Street Signs to determine the best size and location for the sign. For consistency's sake and ease of operation, staff would like to continue using the Watchfire hardware (as can

already be found at the City Park and Miget Memorial Park) which is sold and serviced by Main Street

-3-

Signs. We have looked at both a 3'x6' sign and a 4'x8' and recommend proceeding with the 4'x8' size. It will be easier to read from the traffic light and eliminate structural voids on the sign itself.

16. Approve USDI Natural Gas Master Plan. (copy)
Staff has worked for several months to finish this budgeted master plan for the City's gas system. It has been completed by our engineers at USDI and includes input from City Administration, Public Works, and the Perry County EDA office.
17. Approve sinkhole priorities list for 2023-24. (copy)
Compiled annually by Public Works staff and the City's engineer, this is the list of priority sinkholes we will be endeavoring to complete through our contracted provider, Joe Guile. Although largely an administrative function, we present it to the Board each year for their awareness and understanding of our plans as staff.
18. Approve recommendation from Public Works Director Layton relative to fleet exchange. (copy)
The attrition of two police officers by way of 12-hour shifts resulted in two surplus police vehicles. Public Works Director Jeff Layton and Lead Mechanic Randy Finger have worked to identify the "worst" vehicles in the city fleet to retire while reassigning these two surplus police cars as their replacements. Staff presents this plan here for Board approval and, upon approval, will be posting the surplus vehicles through an online auction site.
19. Approve request from Heroes for Kids to place banners advertising their upcoming Comic Con event. (copy)
Event organizers haven't been able to coordinate the display of their banner over St. Joe downtown given other events already having that permission. As such, they would like to request permission to have a "Heroes for Kids Comic Con" banner replace the high school banners at the roundabout by Hardees and by the Edgemont Blvd water tower locations. Their hope is to put them up when those two banners are taken down, hoping it would still have sufficient time to be seen.
20. Approve recommendation from Parks & Recreation Director Cadwell regarding Perry Park Center overnight access for staff and board members. (copy)
We continue to work towards the 24-hour park weight room access for our members. This access will occur by use of an electronic "fob" issued to members and scanned at the door (logging and video recording each time). Staff previously presented a plan granting access to general members and what is presented here will cover employee (and family) access. In short, "fobs" will be issued at no cost to existing employees.
21. Approve recommendation from Parks & Recreation Director Cadwell regarding Veterans Memorial Field. (copy)
Recent and continued vandalism has led park staff and park Advisory Board members to suggest we return to locking the gates at Veterans Memorial Field. Access will still be granted to anyone interested but they will have to secure the keys through staff at the Perry Park Center. This position could again be softened in the future but will better protect park amenities for the time being.

22. Approve proposed promotional events for July Parks & Recreation Month. (copy)
Each year staff proposes a promotional plan for July's Parks & Recreation month. The plan includes some temporary promotional adjustments to pricing, so it is presented to the Board for approval.
23. Approve request from Parks & Recreation Director Cadwell to close the Perry Park Center at 5:00 p.m. on July 3rd for the fireworks display. (copy)
Staff has traditionally requested permission to close the park center early for the fireworks display and would suggest doing so again this year.
24. Approve amended request from Rotary Club regarding concessions in the City Park for the fireworks display. (copy)
Along with their annual fireworks display, the Rotary Club has requested permission to invite Luna Ice to sell their wares to youth and family in the park during the July 3rd festivities. Staff is in agreement with the request but it requires Board approval to proceed.
25. Approve request from Josh Cooper with SEMO Grotto to provide a trash truck for their Fall MVOR event – September 14-17. (copy)
The Mississippi Valley Ozark Region (MVOR) is an internal organization of the National Speleological Society. The purpose of the MVOR is to promote fellowship, exploration, and safety among cavers in the MVOR region. They are again scheduled to host their Fall meeting at the Seminary Picnic Grounds and have requested City support by way of a trash truck for waste disposal and the use of park center showers for those in attendance. This request was approved last year, and staff recommends doing so again.

END OF CONSENT AGENDA

26. Discussion regarding racquetball court usage. (copy)
Staff has observed a waning interest in racquetball in recent years. Park staff has been asked to track court usage and, specifically, the number of times both courts are used simultaneously (highlighted in the report). Staff would like to discuss this with the Board and explore the Board's willingness to reconsider that space, perhaps converting one of the courts into an alternative use that may be more productive.
27. Discussion relative to vacation of alleys. (copy)
Mr. Gabriel Shroust asked the Board to consider if we could vacate the alley behind his house. Some members of the Board may recall our going through a significant exercise several years ago when the City vacated multiple alleys and easements that were found unnecessary. This appears to be different as there are electric lines in that area, along with several sheds on the back side of properties that are accessed by the alley. Attached you will see comments from city staff regarding this matter. At this point, Administrator Buerck would advise against vacating the alley for these reasons.
28. Resolution 2023-03 - Authorizing the filing of an application with the Missouri Department of Natural Resources, State Revolving Fund Program, for a loan under the Missouri Safe Drinking Water Law. (copy)
On August 4, 2022, EPA released 'Guidance for Developing and Maintaining a Service Line Inventory' to support water systems with their efforts to develop inventories and to provide states with needed information for oversight and

reporting to EPA. The guidance provides essential information to help water systems comply with the Lead and Copper Rule Revisions requirement to prepare and maintain an inventory of service line materials by October 16, 2024. MoDNR recently released this grant to help cities fund the creation of this inventory. It was due on May 31 and staff submitted our application prior to the deadline but this Board-approved resolution is required to complete the application.

29. Bill No. 6422 for Ordinance No. 6640 – Entering into an agreement with Ollis/Ackers/Arney Insurance and Business Advisors relative to insurance brokerage services - second reading and final passage. (copy)
After much research and several interviews, staff recommends entering into a contract with Ollis/Ackers/Arney Insurance and Business Advisors as our insurance broker. This revised, final version removed the indemnity clauses and reflects our plan for a 3-year contract with automatic one-year renewals (unless either side provides notice).
30. Bill No. 6423 for Ordinance No. 6641– Entering into a cyber security agreement with Forward Slash - second reading and final passage. (copy)
Although a budgeted project, city staff was able to secure a grant to cover a portion of these expenses found in this agreement. This provides the next level of security for a changing cyber world and many of these features are required for us to simply acquire insurance. Among other things, this will convert the city to a .gov domain and add multi-factor authentication (MFA).
31. Bill No. 6424 for Ordinance No. 6642 – Entering into a Financial Reimbursement Agreement with Gotto Investments, LLC, relative to new construction to builder/homeowner (803 Crestview Lane) - second reading and final passage. (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. NOTE: This is a new construction project and work has not yet begun.
32. Bill No. 6426 for Expedite Ordinance No. 6643 – Approving Crestview Place First Addition Minor Subdivision - first and second reading and final passage. (copy enclosed - may be read by title only)
Gotto Investments, LLC is seeking approval of Crestview Place First Addition Minor Subdivision. This was approved at the May Planning & Zoning Commission meeting. This will add two additional lots to build more housing.
33. Bill No. 6427 for Emergency Ordinance No. 6644 – Entering into First Amendment to Lease Agreement with Ames Construction, Inc. - first and second reading and final passage. (copy enclosed - may be read by title only)
This amendment allows the contractor to store nuclear gauges at the airport provided all state and federal guidelines are followed. Additionally, it corrects a couple problems found in the signed contract where city staff inadvertently presented a previous version of earlier draft of the contract for final approval by the Board of Aldermen regarding base rent and contract term.

Note: Nuclear gauges use radioactive sources to identify the thickness, density or make up of a wide variety of material or surfaces. These gauges, which are safe to use when the proper safety measures are followed, help people build safe buildings, roads, and make reliable products (source: [EPA.gov](https://www.epa.gov)).

34. Bill No. 6428 for Ordinance – Entering into an agreement with Kenneth Killian relative to rental of hangar space - first reading. (copy enclosed - may be read by title only)
Previously, Mr. Killian and Mr. Shadduck were subleasing space in these hangars through Mr. Greg Gremminger. Our recently updated leases prohibit this activity, and we are making an effort to have each owner under a separate hangar agreement so that we can keep better track of the renters and better enforce the rules and insurance requirements for all tenants.
35. Bill No. 6429 for Ordinance – Entering into an agreement with John Shadduck relative to rental of hangar space - first reading. (copy enclosed - may be read by title only)
See Item 34.
36. Bill No. 6430 for Ordinance – Amending Title 5, Chapter 5.04, Section 5.04.020, adding Chapter 5.41, and updating Title 17, Chapter 17.04, Section 17.04.020 and Chapter 17.16, Section 17.16.020 of the Code of Ordinances relative to homeless shelters - first reading. (copy enclosed - may be read by title only)
Staff has worked for several months to develop this ordinance in an effort to have rules in place prior to the city being approached by someone hoping to open such an establishment. There are no pending projects falling under this category, but this ordinance will provide direction if/when it should occur in the future.
37. Bill No. 6431 for Ordinance – Amending Title 16, Chapter 16.20, Section 16.20.030 of the Code of Ordinances relative to curbs and guttering - first reading. (copy enclosed - may be read by title only)
First suggested as a point of concern by the Board of Aldermen, staff has worked to determine the appropriate City standard for a concrete apron on an aggregate (i.e. gravel) driveway is five feet beyond the City’s Right of Way. This will codify that change in city ordinances and will cover new driveways going forward. It is staff’s intention and belief that existing driveways will be grandfathered (although they can still be held responsible for aggregate that washes into the street from their driveway).
38. Bill No. 6432 for Ordinance – Amending Title 10, Chapter 10.20, Section 10.20.070 of the Code of Ordinances relative to trucks, large vehicle, and trailer parking - first reading. (copy enclosed - may be read by title only)
Mr. Gabriel Shrout (mentioned above) questioned some existing ordinance language that stated “No person shall park a trailer or other vehicle exceeding sixteen (16) feet in length or eight feet in width on any street in any residential area of the city...” It was never the City’s intention to prohibit on-street parking of all vehicles so this will clean up that language.
- Note: The established standard of 16’ (stern to bow) for trailers remains unchanged. It was much debated by the Board when it was first established and provides clear direction to the general public and city staff. Additionally, this standard can be quickly measured by police officers at the street and considers someone modifying a trailer with a longer tongue (something that is often done on canoe trailers, for example).**
39. Bill No. 6433 for Ordinance – Entering into an agreement with Jokerst Paving & Contracting, Inc., for the Soccer Complex Parking Lot project - first reading. (copy enclosed - may be read by title only)
See Item 13.

40. Bill No. 6434 for Ordinance – Entering into a Police Officer Training Employment Agreement with Devin G. Smith - first reading. (copy enclosed - may be read by title only)
Mr. Smith, who was introduced to the Board earlier this evening, was hired to be the City’s Code Enforcement Officer. He will begin training now under Lieutenant Lanier before starting the academy in August. Upon graduation from the academy, he will resume his code enforcement duties on a full-time basis.
41. Committee Reports: Public Works, Public Safety, Finance, Liaison, Sidewalk, and Economic Development.
42. Report by City Administrator:
 - Coffee and Connections – June 7 at Robinson Event Center re PGAV Master Plan
 - Ranken Open House – June 20 (link)
 - Sensory Saturday Movies (copy)
 - Wastewater Article re Drug Detection (copy)
 - Perry County Drug Overdose Fact Sheet (copy)
 - Electronics Recycling Event sponsored by TG Missouri – July 8
 - Airport Fly-In Summary (copy)
 - BETA Tech Electric Plane Charger
 - Jason Smith Thank You Letter (copy)
 - Filming Resumes for “The Spring” – June 7-17
 - Perry County Creative Arts (copy)
 - MML Conference Confirmations – Sept 10-13
 - 911 Board (copy)
 - ISO Rating
 - Article – Code Enforcement (link)
 - Article – Outdoor Dining is Here to Stay in New York (copy)
43. Report by City Engineer.
44. Report by City Attorney.
45. Report by Chief of Police.
46. Board concerns and comments and any other non-action items.
47. 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.
48. Adjourn.

Attachments:

- Keith Riney Retirement Party Invitation (copy)
- Purple Wave Results (copy)
- Municipal Court Report (copy)
- Article – How YIMBYs Won Montana (link)
- Parks & Rec Report (copy)
- Baer Engineering Invoice (copy)