



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, FEBRUARY 5, 2019**

**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 Jamia Goldsmith, Police Department Part-time Dispatcher.

**CONSENT AGENDA ITEMS**

4. Approve minutes from meeting of January 22, 2019. (copy)
5. Approve bills for January, 2019. (copy)
6. Approve unbudgeted transfer from CWSS (Acct. 614) to TIF 3 I-55/Highway 51 (Acct. 417) - \$150,000. (copy)  
**This transfer will help staff provide more efficient accounting for the development costs at Red Bud Court. Staff plans to return the money to the original accounts once the lots are sold and the city is reimbursed for our expenses.**
7. Approve proposed Part-time Pay Plan. (copy)  
**Staff has been working to incorporate the new “base” into our part-time pay plan since the changes to minimum wage were originally discussed with the Board several meetings ago. Instead of having to revisit this annually when minimum wage is again adjusted, we wanted to provide a single plan to cover the entire migration to \$12/hour. As such, changes for each of the next five years are listed here for the Board to consider.**
8. Approve Invoice 5099 (Final) from Richardet Floor Covering relative to City Hall Carpet Project - \$38,570. (copy)  
**This is a budgeted project and continues the City Hall remodel (windows, roof, and paint have all been finished in recent years).**

9. Approve Invoice 20185484 from Utility Safety & Design, Inc., relative to upgraded regulator station at McBride - \$25,000.00. (copy)  
**This is a sole source provider as we have a contract with USDI for these services. However, at this price the Board's approval is required.**
10. Approve Pay Estimate 1 to Lappe Cement Finishing, Inc., relative to Jet A Fuel Containment Project - \$17,619.65. (copy)  
**This contract installs the required secondary containment around the City's jet fuel farm as required by state regulators.**
11. Approve Pay App 2 to Control Technology & Solutions relative to Perry Park Center Energy Efficiency Project – Phase II - \$271,264.00. (copy)  
**The work continues on the Perry Park Center's HVAC system.**
12. Approve Invoice 9668 (Final) from HD Media Systems relative to Perry Park Center Theater Sound Project - \$9,941.44. (copy)  
**This is the final payment due to HD media for their work on the theatre speakers and soundboards. This bill includes minor adjustments to the original contract in that (1) the parts did not need all new cabling since our old ones were still in good shape (deduct); (2) we needed to order an additional Dante Card so the I-pads can "talk" to the sound board (increase); and (3) project labor was discounted 15% as the speakers did not take as long to install as they first thought (deduct). The new system has proven easy to use and staff is very pleased with the final product and the service provided by HD Media.**
13. Approve Quote from Municipal Equipment Company for SmartCover Sewer Monitoring System - \$34,670.00. (copy)  
**This is a budgeted project to better locate the City's I&I issues. The system is portable and will be moved among the City's many basins in an effort to pinpoint which lines are failing. This equipment is proprietary and still under patent so competing bids are not possible. Many cities, including Cape Girardeau, have used this system to great success. This PO is to purchase 5 such monitors and includes two years of data service.**
14. Set public hearing date for proposed Fiscal Year 2019-20 City of Perryville Budget - February 19, 2019, at 6:30 p.m. (copy)  
**The budget has been reviewed in detail by the Finance Committee and is ready for its public hearing.**
15. Set public hearing date for special use permit request from Great Eight, LLC to install a shipping container at 1011 South Perryville Boulevard (Buchheit's) – February 19, 2019, at 6:30 p.m. (copy)  
**Great Eight, LLC would like to install a shipping container on their property located at 1011 South Perryville Blvd (Buchheit's). The shipping container is already on the property and was installed after the ordinance requiring a special use permit. Buchheit's was notified in December and submitted their paperwork in a timely manner.**
16. Accept bids received for National Guard Drive Water Main Extension Project and award to Clifton Excavating, LLC per recommendation of City Engineer Baer - \$124,102.00. (copy)  
**The water budget includes money each year specific to necessary water line extensions. City Engineer Baer and Public Works Director Brown have identified a water main extension along National Guard Drive as the highest-need project for this cycle. This project will provide a "loop" for the existing lines, providing better service**



to the District #32 campus and surrounding residential neighborhoods. The Board authorized the City Engineer to begin designing this project at the December 4<sup>th</sup> meeting.

17. Accept bids received for Mowing Neighborhood Mini-Parks and award to Kueker's Nursery and Garden Center per recommendation of Parks & Recreation Director Cadwell - \$674 per event. (copy)  
**Staff continues to believe contractual mowing of neighborhood parks to be a cost-effective and practical approach to this work. This contract varies slightly from those previously advertised. This structure will select a single contractor for five city parks as the sinkhole and cleanup work in Northdale in 2018 has left it now suitable for a mowing contractor. Similar to 2017, we would like to also offer a second year, mutually agreed upon renewal option if the service is good. NOTE: the lowest bid was rescinded after the submitter found an error in his calculations; Kueker was the 2<sup>nd</sup> lowest bidder.**
18. Approve Police Department Operations Manual Policy GO-18-0301 re naloxone use for opioid overdoses. (copy)  
**Per previous discussion with the Board, this will allow the Police Department to carry and administer Naloxone in life-critical situations.**
19. Approve recommendation from City Clerk Prost for the destruction of records in accordance with the State of Missouri Municipal Records Retention Schedule. (copy)  
**This process is completed in accordance with state guidelines upon Board's approval.**
20. Acknowledge Invitation sent to engineering firms requesting Design-Build Wastewater Plant Proposals to select an Owner's Representative per DNR selection process. (copy)  
**Staff sent several letters to suitable consultants for Owner's Representative services. This engineering consultant will finalize the facility plan for the new Wastewater Treatment Plant and then help the City in securing a Design-Build Team and successfully navigating the design and construction process.**

#### **END OF CONSENT AGENDA**

21. Bill No. 5893 for Ordinance No. 6113 – Amending Title 10 of the Code of Ordinances relative to adding stop sign on Winwood Drive – second reading and final passage. (copy)  
**This new street extension requires a stop sign.**
22. Bill No. 5894 for Ordinance No. 6114 – Entering into an agreement with Lions Gate Releasing, LLC relative theatrical license agreement – second reading and final passage. (copy)  
**This contract allows the City to continue to show Lions Gate movies. This new Master License Agreement (MLA) supersedes the previous MLA we had in place with Lions Gate. This new MLA will govern the theatrical licensing of all Lions Gate releases going forward.**
23. Bill No. 5895 for Ordinance No. 6115 – Entering into an agreement with Missouri Highways and Transportation Commission relative to installation of “Noise Ordinance Enforced” signs – second reading and final passage. (copy)  
**This revised contract will help fill “gaps” in the sign spacing relative to the use of Jake Brakes.**

24. Bill No. 5896 for Ordinance No. 6116 – Entering into a municipal agreement with Missouri Highways and Transportation Commission relative to its improvement of sidewalks along Highway 61 and Route T – second reading and final passage. (copy)  
**MoDOT has self-identified and prioritized the replacement of sidewalks along both Kingshighway and T-Road. There is no cost to the City for this project.**
25. Bill No. 5897 for Ordinance No. 6117 – Entering into Transportation Alternatives Funds Program (TAP) agreement with Missouri Highways and Transportation Commission relative to construction of a trail from Star Street to Miget Park – second reading and final passage. (copy)  
**This project was discussed with the Board at a previous meeting and would extend a 10' wide sidewalk along Perryville Boulevard connecting Bob Miget Memorial Park to the Bank of Missouri Soccer Park (essentially Rand Avenue to St. Joseph Street).**
26. Bill No. 5898 for Ordinance No. 6118 – Entering into a license agreement with Missouri Highways and Transportation Commission relative to right-of-way along trail from Star Street to Miget Park – second reading and final passage. (copy)  
**See Item 20 above. This agreement is relative to the use of MoDot right-of-way for the TAP project.**
27. Bill No. 5899 for Ordinance No. 6119 – Entering into an agreement with Marzucio Electric, Inc. for Ballfield 2 and 3 Electrical Upgrades project – second reading and final passage. (copy)  
**This is a budgeted project that will improve the electrical services to ballfields 2 & 3. In addition, the low price allowed the City to also include electrical runs for the scoreboards. Both projects will be completed under the original budget of \$60,000.**
28. Bill No. 5900 for Ordinance No. 6120 – Vacating an alley between Shelby Street and Church Street – second reading and final passage. (copy)  
**City Administration was unaware of this “alley” extending into the K of C Bowling Alley parking lot but we were asked by the K of C Board to consider vacating it. Staff agrees as it no longer serves any purpose to the City as an alley.**
29. Bill No. 5901 for Ordinance – Amending Title 17, Chapter 17.56, Section 17.56.010 of the Code of Ordinances relative to digital billboards – first reading. (copy enclosed – may be read by title only)  
**The temporary moratorium has allowed staff to work on a revised ordinance to govern digital billboards. These changes have been approved by P&Z and are submitted here for the Board’s approval. In short, this will require a 500’ buffer for billboards (as opposed to the current 200’) and limit the number of signs allowed in any defined “corridor” within the City to one. NOTE: Staff has included a map in the attachments showing the potential locations for the Board’s clarification.**
30. Bill No. 5902 for Ordinance – Entering into an agreement with Clifton Excavating, LLC relative to National Guard Drive Water Main Extension Project – first reading. (copy enclosed – may be read by title only)  
**See #16 above.**
31. Bill No. 5903 for Ordinance - Entering into an agreement Kueker’s Lawn Service, LLC d/b/a Kueker’s Nursery and Garden Center relative to Mowing Neighborhood Mini-Parks Project – first reading. (copy enclosed – may be read by title only)  
**See #17 above.**

32. Bill No. 5904 for Ordinance - Entering into an agreement with Missouri Highways and Transportation Commission relative to installation of Purple Heart City signs – first reading. (copy enclosed – may be read by title only)  
**The Board previously approved the designation of a Purple Heart City as requested by Mr. Mike Lundy. Although the City hung the signs, we did not have proper permission from MoDOT. This agreement will rectify that and may require some signs be relocated in accordance with State highway rules.**
33. Bill No. 5905 for Ordinance – Approving 2019-20 Pay Plan – first reading. (copy enclosed – may be read by title only)  
**Similar to last year, the City's consultant, CBIZ, recommends a 2.2% adjustment to the City of Perryville's pay plan for the upcoming year.**
34. Bill No. 5906 for Ordinance – Show Me Green Sales Tax Holiday for 2019 – first reading. (copy enclosed – may be read by title only)  
**In the past, the Board elected to have the City of Perryville participate in this event but also asked that we revisit it every year. Over 50 cities participated statewide in 2018 including several SE Missouri communities. Essentially, the City forgives its sales tax on “energy star” appliances during a seven-day period starting on April 19th and ending April 25<sup>th</sup>. This allows our citizens the opportunity to purchase these appliances without paying both City and State sales taxes. There is no obligation to participate but the Board has always chosen to do so in years past. More information can be found at: <http://dor.mo.gov/business/sales/taxholiday/green/>.**
35. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
36. Report by City Administrator:
  - Board Appreciation Dinner set for Friday, March 1st
37. Report by City Engineer.
38. Report by City Attorney.
39. Board concerns and comments and any other non-action items.
40. Closed Session to discuss contractual matters in accordance with Section 610.021(9) RSMo; and litigation matters in accordance with Section 610.021(12) RSMo.
41. Adjourn.