



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, MARCH 3, 2020**

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 the Wastewater Improvement Project regarding presentation and discussion of planned wastewater system improvements. (copy)
The Wastewater Treatment Plant Project is partially financed by a loan from the Missouri State Revolving fund. MoDNR requires public hearings to discuss the wastewater improvement project. The first hearing will discuss the engineering alternatives (e.g. location, design, discharge, etc.); and the second hearing will discuss the impact on user rates (none is expected at this time).
4. Public hearing for the Wastewater Improvement Project regarding discussion of impact that these improvements will have on user rates. (copy)
See Item 3.

CONSENT AGENDA ITEMS

5. Approve minutes from meeting of February 18, 2020. (copy)
6. Approve bills for February, 2020. (copy)
7. Approve Invoice from BBL Construction relative to Airport T-Hangar Improvements and Repairs - \$66,295.00. (copy)
As we mentioned earlier, we discovered it was next to impossible for staff to come up with good specifications on the repair work the T-Hangars need. At the same time, it would be very expensive for an architect to assess the building, develop specifications, and bid out the work. Similar to other repair work in the past at the

airport, a *Time and Materials* contract seemed to make the most sense. Staff suggested, and the Board agreed, that we work with BBL for this as they are most experienced with the building and actually provided the original estimate that was used to build the budget. This invoice provides for the majority of the repairs, but 3-4 doors still remain. In speaking with the contractor, all headers had a similar level of rot and required replacement.

8. Approve proposals received for the 2020-2025 Bank Services and award to The Bank of Missouri per recommendation of staff. (copy)
Historically, every five years, we ask for proposals from the local banks to provide our banking needs. Again, Bank of Missouri submitted the most attractive proposal to the City of Perryville and staff recommends they continue to provide our banking services.
9. Review and approve bids received for the Perryville Boulevard Shared Use Path project and award to Fronabarger Concreters, Inc. per recommendation of City Engineer Baer, contingent upon approval from MoDOT - \$277,111.54. (copy)
This project will extend a 10' wide sidewalk along Perryville Boulevard connecting Miget Memorial Park to the Bank of Missouri Soccer Park (essentially Rand Avenue to St. Joseph Street).
10. Acknowledge staff's selection of two teams that have been prequalified to proceed in the Wastewater Plant Design-Build process – HDR/Robinson Construction Team and CMT/Goodwin Brothers Team. (copy)
We received proposals from six different Design-Build teams. Staff and our consulting engineers at AMCE were unanimous in our selection of the top two firms. The next step will be to invite the two highest scoring teams to submit proposals and staff interviews.
11. Approve recommendation from Building Inspector/Zoning Administrator Ray Jackson to enter into an agreement with iWorQ regarding community development/building permit software. (copy)
The budget also includes software to modernize our building department. Staff has reviewed multiple vendors and found iWorQ to be the best value. This will provide detailed reports of building activities on an annual basis but also streamlines the inspection process. Of most value perhaps will be the ability of customers to schedule inspections after hours for the next day.
12. Review and approve Festival Application for Temporary Outdoor Consumption Permit from Scott Sattler on behalf of the Downtown Revitalization Committee for St. Patrick's Festival on the Square - March 14, 2020. (copy)
This is a new event for the Downtown Revitalization Committee and will include the local eating and drinking establishments downtown. The highlight of the evening will be music at the downtown plaza, which will end at 11pm. There is no liquor license associated with this event, as, instead, patrons will utilize local restaurants for drinks through the festival license.
13. Review and approve Fall Festival and Craft Fair request from John and Jill Brown, JB's Customer Furniture and Décor – October 24, 2020. (copy)
Similar to last year, this event includes regional artisans and is located on North Jackson Street.

14. Review and approve request from John and Jill Brown, JB's Customer Furniture and Décor, to place a tent on the city parking lot next to their building at 115 North Jackson Street from March 15 to June 15. (copy)
The Browns would like to sell plants for approximately three months during spring. The PD has reviewed this request and expressed no concerns as it will not limit their access to the impound building, nor do they utilize this particular area for parking.

END OF CONSENT AGENDA

15. Decision regarding special use permit request from Tim Brewer to install a crematory retort inside his existing Brewer Monument business at 111 South West Street. (copy)
Tim Brewer is seeking the approval of a Special Use Permit for his property at 111 S. West Street. He would like to install a crematory retort inside his existing Brewer Monument Co. business. Tim would like to provide Perryville families the option to purchase cremation services locally. Today a family has to travel approximately 45 minutes or more to have this option. Families are choosing this option at an increasing rate and it is a cheaper alternative to the family at the time of death. This would keep business local as well. The property is currently zoned C2. Enclosed is a copy of the map showing the location.

NOTE: There was a significant response to the public hearing and the residential neighbors nearby were opposed to this project. After consideration, the P&Z Board did not recommend the approval of this project.

16. Bill No. 6024 for Ordinance No. 6242 – Amending Title 2, Chapter 2.88 of the Code of Ordinances relative to Personnel Rules and Regulations – second reading and final passage. (copy)
Staff has been working on this project over the course of several years with the Board periodically adopting policies and smaller sections and pieces (e.g. PTO). This will incorporate all those policies and changes and ultimately be a wholesale modernization and replacement of the old ordinances with the newer, streamlined version (with everything being in the same place). Upon Board approval, city administration will provide an employee meeting (morning and afternoon session) on March 17 to answer questions the employees might have. Note that the enclosed ordinance has a few minor housekeeping changes from our last agenda. They are highlighted in yellow. These new policies shall become effective April 1, 2020.
17. Bill No. 6025 for Ordinance No. 6243 – Approving 2020-21 Pay Plan – second reading and final passage. (copy)
The City's consultant, CBIZ, recommends a 2% adjustment to the City of Perryville's pay plan for the upcoming year. It should be noted, staff recently learned that CBIZ was selected to perform a similar evaluation for the entire State of Missouri, demonstrating the legitimacy of this firm. Any changes previously discussed with the Board are highlighted in red for easy review.
18. Bill No. 6026 for Ordinance No. 6244 – Entering into an agreement with Clifton Excavating, LLC, relative to Vincent Drive Water Main Extension Project – second reading and final passage. (copy)
This project is part of our annual investment into the water distribution system. In this case, it will “loop” the water system across Highway 51 (from Wal-Mart side to the Keller Motor's side). This line is necessary for good operations and optimal system design.

19. Bill No. 6027 for Ordinance No. 6245 – Accepting sinkhole easement deed from Wayne and Marjorie Martin – second reading and final passage. (copy)
This easement is necessary for the city to perform proper repairs to a catch box on Northdale Drive that had completely silted in.
20. Bill No. 6028 for Ordinance No. 6246 – Entering into an agreement with Forward Slash Technology relative to Voice Communications Solution – second reading and final passage. (copy)
This item is somewhat coupled with the Spectrum contract that follows. Staff continues to work with Forward Slash to secure the City’s technological infrastructure. This contract will add the web filtering software that was previously discussed with the Board and purchase new phone hardware. The current NEC phone system dates back to the old city hall and is outdated to the point we would struggle to get parts and pieces to make repairs. The new hardware will provide VoIP service using the fiber below. The new phones are part of next year’s budget and this contract will allow us to proceed with the order.
21. Bill No. 6029 for Ordinance No. 6247 – Entering into an agreement with Charter Communications Operating, LLC, relative to Spectrum Enterprise Service Agreement – second reading and final passage. (copy)
The first page of the attachment summarizes our expected savings, estimated by Forward Slash at just over \$500/month for city-wide internet/phone services. This has been made possible by the previous investments and upgrades we have been working on for the past several years. The end game will allow nearly all city offices to interconnect using shared resources and be protected by our centralized security hardware/software.
22. Bill No. 6030 for Ordinance – Amending Title 5, Chapter 5.04 of the Code of Ordinances relative to remedies related to operating without a business license – first reading. (copy enclosed – may be read by title only)
Currently, staff has little recourse when a business elects not to pay their business license beyond beginning a court process. We researched other cities and found the approach of suspending city utilities to help encourage compliance. This would provide another, perhaps more expedient, way of addressing this concern that, while rare, does occur occasionally.
23. Bill No. 6031 for Ordinance - Amending City Budget – Fiscal Year 2019-20 – first reading. (copy enclosed – may be read by title only)
This will make official the budget transfers that were required throughout the year. All projects had prior approval of the Board but this is the collective result of those individual transfers.
24. Bill No. 6032 for Ordinance – Adopting City Budget – Fiscal Year 2020-21 – first reading. (copy enclosed – may be read by title only)
We are proud to report the budget process has been completed and the full budget is presented for Board approval.
25. Bill No. 6033 for Ordinance – Entering into an agreement with CivicPlus, LLC relative to City of Perryville mobile application (cell phone app) – first reading. (copy enclosed – may be read by title only)
Next year’s budget includes the development of a mobile application (i.e. smart phone app). We are excited to take this next step of direct access for our citizenry.

It will allow for, among other things, citizens to report a concern, sign up for park programs,

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follow board meetings, and review city ordinances. In addition, it will provide an access portal for employees.

26. Bill No. 6034 for Ordinance – Entering into an agreement with iWorkQ Systems relative to Community Development/Building Permit Software – first reading. (copy enclosed – may be read by title only)
See Item 11 above.
27. Bill No. 6035 for Ordinance – Entering into an agreement with The Bank of Missouri relative to 2020-2025 Banking Services – first reading. (copy enclosed – may be read by title only)
See Item 8 above.
28. Bill No. 6036 for Ordinance – Entering into an agreement with Fronabarger Concreters, Inc., relative to Perryville Boulevard Shared Use Path – first reading. (copy enclosed – may be read by title only)
See Item 9 above.
29. Bill No. 6037 for Ordinance – Entering into an agreement with KimHEC regarding Wastewater Pretreatment Program and NPDES Permit Assistance – first reading. (copy enclosed – may be read by title only).
Kim is a trusted advisor and vital component of our industrial pre-treatment program. This simply renews her support contract for the City of Perryville at her 2020 rates (please note: The City of Perryville was KimHEC's first customer and we still enjoy a discount for being such).
30. Bill No. 6038 for Ordinance – Amending Title 9, Chapter 9.04 of the Code of Ordinances relative to Tobacco Products—Age Twenty-One – first reading. (copy enclosed – may be read by title only)
Changes in Food and Drug Administration regulations have increased the legal age to purchase and use tobacco products to 21. This change will simply update our ordinances to match.
31. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
32. Report by City Administrator:
 - Board Appreciation Dinner – Mar 7
 - Spring Leaf Removal – Mar 9-13
 - Spring Cleaning – Apr 13-17 (copy)
 - Mo National Veterans Memorial Events (copy)
 - Perry Park Center Community Events
 - 2020 Big BAM (Bicycle Across Missouri) (copy)
 - TG Trail pictures (copy)
 - Mural (copy)
33. Report by City Engineer.
34. Report by City Attorney.
35. Board concerns and comments and any other non-action items.

36. 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.
37. Adjourn.