



**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, MARCH 20, 2018**

**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 Kaysea Plunkett, new part-time Police Department Dispatcher.
4. Public hearing for proposed rezoning request from SMS Investments Group, LLC to rezoning proposed annexed property from R-1 (single family residential) to R-5 (general residential district). (copy)  
**Dominic and Stephanie Stark would like to develop a small parcel along Highway 61 North by adding 5 duplexes. They would like to attach to City utilities and have begun the annexation and rezoning process accordingly. The Planning & Zoning Commission approved this request at their February 28<sup>th</sup> meeting.**
5. Public hearing for proposed rezoning request from the City of Perryville to rezone a portion of Trishia Street and all of Richele Street from its current zoning of R-3 (family residential) to the more appropriate zoning of R-2 (single family residential). (copy)  
**After review of this location, City staff recommends the area be zoned R-2. Currently, the properties have been developed into single family homes; however, the current zoning would allow duplexes and condominiums to be built in the area. The R-2 designation would only allow for single family homes to be built in the future. The Planning & Zoning Commission approved this request at their February 28<sup>th</sup> meeting.**

**CONSENT AGENDA ITEMS**

6. Approve minutes from meeting of March 6, 2018. (copy)
7. Approve Financial Report for February 2018. (copy)
8. Approve Pay Application 18 to Phoenix Fabricators & Erectors, Inc., relative to Tanks 4 and 6 - \$26,692.15. (copy)  
**This relates to the construction and demolition work associated with the two new water towers.**
9. Accept bids received for the Street Department Building Project and award to Brown's Construction, LLC per recommendation from Public Works Director Brown - \$312,800. (copy)  
**This year's budget includes \$300,000 to tear down/replace the current Street Department shed which staff understands dates back to the MoDOT days. The selected bid includes a complete removal of the structure (including Legends' Hall), replacement of the water and sewer lines, new foundation and new building. City staff, including Building Inspector Angie Brown, City Engineer Tim Baer and Public Works Director Mark Brown has vetted the contractor, including a trip to Fredericktown where he is currently building a fire house of similar construction.**
10. Accept bids received for the Water Main Replacement Materials Project and authorize purchase from Core and Main per recommendation from Public Works Director Brown - \$49,453.55. (copy)  
**In our previous report, Staff incorrectly reported this bid was for the Mecker/Ganahl Street water lines. In fact, this is the necessary inventory for the upcoming year. In previous years, the city would buy this material when needed, as needed and pay retail prices in the process. After researching the matter, staff believes the best price will come through an advertised bid for a bulk purchase.**
11. Accept bids received for a Utility Type Vehicle (UTV) for shared-use by the Police and Fire Departments and authorize purchase from Davis Farm Supplies, Inc. per recommendation of Assistant Chief Jones - \$13,982. (copy)  
**This is a budgeted purchase and will provide a significant upgrade for our emergency management team over the current UTV (which was really better suited for landscaping than emergency response). The specs call for a unit with a short wheel base but still capable of expanding from three to six seats.**
12. Approve request from Chief Hunt to purchase four Dodge Chargers and three Ford Explorers through the state bid and local dealer and to finance with city reserves. (copy)  
**This is a budgeted purchase. In this case, staff took the state bid price to both local dealers hoping they could match it. Unfortunately, the Charger police car package is unavailable to local Dodge dealers so staff recommends proceeding with the State bid price. The local Ford dealer, however, could match the price and staff would like to get the Explorers locally through Benings. In addition to the base bid, the Chief would like to add Sync to each vehicle (\$295 option). This approach ensures the City gets the best price for the vehicles but also allows local dealers an opportunity to compete for the business.**
13. Approve purchase of 0.59 acre tract from MoDot in the amount of \$500 (located along Route 51 in Miget Park). (copy)  
**This small tract is needed for the complete development of Miget Memorial Park. In hind sight, staff should have recommended purchase a couple years ago when the adjoining right-of-way was purchased from MoDOT. This price was set by MoDOT and is believed to be more than fair based on recent appraisals for similar property (i.e. fire house property at the corner of Rand and Perryville Boulevard).**

14. Accept time and material quote from Klaus Construction for airport roof repairs. (copy)  
**As previously shared with the Board via email, several roof leaks were recently found at the Perryville Airport. Material had to be ordered ASAP and it wasn't a large enough project to develop full specifications. We have worked with Klaus Construction to secure a time and material bid and it is submitted here for the Board's official approval.**
15. Approve bid specifications for Water Line Materials for Ganahl and Mecker Project and authorize City Clerk to advertise for bids. (copy)  
**Similar to Grand Avenue last year, the City crews need to replace several water mains in upcoming years beginning with Mecker and Ganahl in 2018. This is part of our Master Plan and will coincide with street projects in following years. Please note that staff is working on developing a plan that would allow city crews to continue to self-install and upgrade water lines throughout the City. This full plan will be presented to the Board in the upcoming months. Note: this is the project staff erroneously mentioned in Item #10 above.**
16. Approve recommendations from Assistant Chief Jones relative to Grand Avenue Lighting Study. (copy)  
**The repaving of Grand Avenue, coupled with Citizen Electric's work to replace electric poles, provided staff an opportunity to review line spacing for street lights. The Police Department's recommendation is submitted here for the Board's approval.**
17. Authorize Assistant Chief Jones to prepare a study relative to the request for "No Trucks" signs on Sycamore Road.  
**Staff has received recent concerns about large truck traffic on Sycamore Road. The Board previously lifted the truck route designation and staff subsequently notified local trucking companies but that was several years ago. The city has been asked to consider adding signs indicating large trucks should not be using that particular stretch of road. As is customary, staff would ask the Board to allow the Police Department to research this matter. This is particularly important given the design standard used for Sycamore was never intended for heavy vehicles and prohibiting such vehicles could prolong the life of the road.**
18. Verify receipt of Petition for Voluntary Annexation from the City of Perryville, Missouri, for part of a 50 foot wide roadway known as Kiefner Street as recorded in Book 183, Page 747 of the Perry County Deed Records, containing .31 acres, and set a public hearing for April 3, 2018, at 6:30 p.m. at the Police Station meeting room. (copy)  
**This essentially amounts to our cleaning up a previous oversight by staff. There is a small portion at the end of Kiefner that was never annexed into the City although the city constructed and maintains the street.**
19. Verify receipt of Petition for Voluntary Annexation from the City of Perryville, Missouri, and Aaron and Mark Roy for property described as part of a 3.10 acre tract as recorded in Document #2007R00380 of the Perry County Deed Records, containing 5,523 square feet, and set a public hearing for April 3, 2018, at 6:30 p.m. at the Police Station meeting room. (copy)  
**Similar to above, this essentially amounts to our cleaning up a previous oversight by staff. There is a small portion of the street that was never annexed and this will accept that parcel into the city limits.**

20. Verify receipt of Petition for Voluntary Annexation from the Perryville Development Corporation for property described as part of a 100.0 acre tract as recorded in Document #2010R02153 of the Perry County Deed Records, containing 17.46 acres, and set a public hearing for April 3, 2018, at 6:30 p.m. at the Police Station meeting room. (copy)  
**As part of our PDC contract, the Development Corporation property is annexed into the City so they will have access to city utilities in developing their property. This particular parcel is located along Veterans Memorial Parkway.**

**END OF CONSENT AGENDA**

21. Discussion relative to Summer Walking Pass memo from Parks & Recreation Director Cadwell. (copy)  
**Staff will seek the Board's direction on this item as the concern was previously raised by the Board. The memo includes several options including a new walking pass for (\$17.50/month) although a far better value would be found in our current offering of a complete senior quarterly pass which would average only \$20/month and provide full access to all amenities.**
22. Resolution No. 2018-05 - Accepting Voluntary Annexation Petition from the City of Perryville for part of a 50 foot wide roadway known as Kiefner Street as recorded in Book 183, Page 747 of the Perry County Deed Records, containing .31 acres. (copy)  
**See #18 above.**
23. Resolution No. 2018-06 – Accepting Voluntary Annexation Petition from the City of Perryville and Aaron and Mark Roy for property described as part of a 3.10 acre tract as recorded in Document #2007R00380 of the Perry County Deed Records, containing 5,523 square feet. (copy)  
**See #19 above.**
24. Resolution No. 2018-07 – Accepting Voluntary Annexation Petition from the Perryville Development Corporation for property described as part of a 100.0 acre tract as recorded in Document #2010R02153 of the Perry County Deed Records, containing 17.46 acres. (copy)  
**See #20 above.**
25. Resolution No. 2018-08 – Adopting the Perry County, Missouri, All-Hazard Mitigation Plan (Updated 2017). (copy)  
**This is a cross-jurisdictional plan for Perry County. The plan is developed by SEMO RPC at the direction of the Federal Emergency Management Agency (FEMA) and in conjunction with the State Emergency Management Agency (SEMA). The plan, which is under development, will identify local hazards, geographic areas of concern and ways for the community to mitigate potential damage.**
26. Bill No. 5791 for Ordinance No. 6012 – Accepting an easement deed from Midwest Lodging, Inc. – second reading and final passage. (copy)  
**Our new water tower's overflow discharges over Mr. Patel's property. This has resulted in some considerable erosion so the city crews have installed piping to better control damage to Mr. Patel's property. This easement will allow us to maintain that piping.**
27. Bill No. 5792 for Ordinance No. 6013 - Amending City Budget – Fiscal Year 2017-18– second reading and final passage. (copy)  
**This will make official the budget transfers that were required throughout the year. All transfers had prior approval of the Board but this is the collective result of those individual transfers.**

28. Bill No. 5793 for Ordinance No. 6014 – Adopting City Budget – Fiscal Year 2018-19 – second reading and final passage. (copy)  
**We are proud to report the budget process has been completed and the full budget is presented for Board approval.**
29. Bill No. 5794 for Ordinance No. 6015 – Entering into revised contract with Baer Engineering, LLC. – second reading and final passage. (copy)  
**This will renew our annual contract with Baer Engineering, LLC as our City Engineer. It includes a 3% increase in fees but, otherwise the contract is unchanged.**
30. Bill No. 5795 for Ordinance – Accepting Voluntary Annexation from SMS Investment Group, LLC for property described as 3.32 acres on Highway 61 North as described in Document No. 2017R01957 of the Perry County Deed Records – first reading. (copy enclosed – may be read by title only)  
**Dominic and Stephanie Stark would like to develop a small parcel along Highway 61 North by adding 5 duplexes. They would like to attach to City utilities and have begun the annexation and rezoning process accordingly.**
31. Bill No. 5796 for Ordinance – Approving rezoning request from SMS Investments Group, LLC to rezoning proposed annexed property from R-1 (single family residential) to R-5 (general residential district) – first reading. (copy enclosed – may be read by title only)  
**See #4 above.**
32. Bill No. 5797 for Ordinance – Approving rezoning request from the City of Perryville to rezone a portion of Trishia Street and all of Richele Street from its current zoning of R-3 (family residential) to the more appropriate zoning of R-2 (single family residential) – first reading. (copy enclosed – may be read by title only)  
**See #5 above.**
33. Bill No. 5798 for Ordinance – Entering into an agreement with Daren Brown Construction Company, LLC, regarding the Street Department Building Project – first reading. (copy enclosed – may be read by title only)  
**See #9 above.**
34. Bill No. 5799 for Ordinance – Entering into a contract with Starman Bros. Auctions, Inc., relative to auction at the airport – first reading. (copy enclosed – may be read by title only)  
**Avmats has scheduled an airport auction for their property on April 20, 2018. The City has several items located at the airport that are fairly specific to the aviation industry. As discussed with the Board previously, it makes sense for us to combine our stuff with this scheduled auction in order to potentially increase attendance and share advertising costs. The auctioneer's cut is 20% which is higher than a local auctioneer but includes a final cleaning of the buildings and company experts to identify, catalog, and advertise very specific items for promotion to the aviation world.**
35. Bill No. 5800 for Ordinance – Accepting Quit Claim Deed from Missouri Department of Transportation relative to 0.59 acre tract in Miget Park – first reading. (copy enclosed – may be read by title only)  
**See #13 above.**
36. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.

37. Report by City Administrator:
  - Jackie Smith visits St. Vincent School (copy)
  - TG Trail Events (copy)
  - Tourism Report (copy)
  - Elected Officials Training Conference – June 7-8 (copy)
  - Downtown Business Recruitment Matrix (copy)
  - Jet A Fuel Facility at the Airport (copy)
  - Worker's Compensation Rates (copy)
  - SRF Application Process
38. Report by City Engineer.
39. Report by City Attorney.
40. Board concerns and comments and any other non-action items.
41. Closed Session to discuss contractual matters in accordance with Section 610.021(9) RSMo; and personnel matters in accordance with Section 610.021(3) RSMo.
42. Adjourn.