



**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, APRIL 3, 2018**

**Police Station Training Room • 120 North Jackson 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 regarding 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. (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.**
4. Public Hearing regarding 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. (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.**
5. Public Hearing regarding 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. (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.**

**CONSENT AGENDA ITEMS**

6. Approve minutes from meeting of March 20, 2018. (copy)
7. Approve bills for March 2018. (copy)
8. Approve Change Order 6 to Phoenix Fabricators relative to Tanks 4 & 6 Project - \$8,700.00 Decrease. (copy)  
**This relates to the construction and demolition work associated with the two new water towers. This decrease comes from a reduction in necessary 10" tapping sleeve, rock excavation and our painting only one side of Tank #4 (Miget Memorial Park water tower) and our needing less retaining wall than originally thought at Tank #6. All changes were reviewed and approved by our engineers at Hurst-Rosche.**
9. Approve Certificate of Substantial Completion regarding Tanks 4 & 6 Project. (copy)  
**See Item #8 above. The City's warranty typically begins at the point of substantial completion which has been determined by our engineers at Hurst-Rosche.**
10. Set Public Hearing date to review updates to the Code of Ordinances regarding Tiny Homes and Shipping Container as proposed by the Planning & Zoning Commission – April 17, 2018, at 6:30 p.m. (copy)  
**This is the next step required in the Board moving to regulate both Tiny Homes and Shipping Containers (particularly when used as buildings).**
11. Approve declaration of 2017 Residential Surplus Funds in the amount of \$27,164.73 relative to I55/Hwy 51 TIF and acknowledge that said funds were never collected by the TIF but were disbursed to the taxing entities by the County of Perry. (copy)  
**In accordance with our Tax Increment Financing (TIF) plans and agreements, residential property taxes are declared as surplus and distributed to the taxing entities (instead of being collected by the TIF District). It is necessary for auditing purposes to have record of its being declared surplus by the Board of Aldermen so it is presented here for your approval.**
12. Approve declaration of 2017 Residential Surplus Funds in the amount of \$331.95 relative to Downtown Perryville TIF and acknowledge that said funds were never collected by the TIF but were disbursed to the taxing entities by the County of Perry. (copy)  
**See Item #11 above.**
13. Approve specifications for gasoline and diesel fuel and propane gas and authorize City Clerk to advertise for bids. (copy)  
**This is for a new two-year contract to provide fuel for all City vehicles and equipment. This requires a 24/7 gas station within City limits and also includes delivery to those places where we have on-site tanks (i.e. airport for tractor, public works and sewer plant). This second portion of this bid is for our propane gas needs (water plant and dog pound/sewer plant).**
14. Approve Festival Application for Cruise Ins, Home Brew Block Party, and Rocktober Fest. (copy)  
**EDA Director Scott Sattler submits these activities on behalf of the Downtown Revitalization Committee. These events are similar to those requested and approved by the Board of Aldermen in years past.**

15. Approve request from Relay for Life regarding their April 27, 2018, Perry County Event to be held at the Downtown Plaza. (copy)  
**Relay for Life is an important fund raiser for the American Cancer Society. It also supports and celebrates cancer survivors and their families. They are asking for permission to use the Downtown Plaza (free of charge), close streets, and have picnic tables and trash cans provided for the event.**
16. Approve request from PHS Student Council for a Relay for Life fundraiser to be held on April 27-28, 2018, at the four corners of the Downtown Square. (copy)  
**This is a youth-initiated, annual project that has occurred for many years. It is scheduled to occur April 27 from 4pm to 7pm and April 28 from 8am to 11am.**
17. Approve request from Jerry Davis relative to Old Timers Day at the Seminary Picnic grounds on May 26-27, 2018. (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. Staff has expressed no concerns with continuing this endeavor.**
18. Approve request from Rotary Club of Perryville to use the City Park to host a fireworks display on Tuesday, July 3, 2018. (copy)  
**This is a very popular, free experience for the entire community and is one of the Rotary's signature events. Included in their letter is the request for fire department support.**
19. Approve plans and specs for the 2018 Grand Avenue Improvement Project and authorize City Clerk to advertise for bids. (copy available at meeting)  
**City Engineer Tim Baer has completed the plans and specifications for the Grand Avenue Improvement Project. This project will reconstruct the portion of Grand Avenue between Blake and Waters. This design will remove the Grand Avenue stop sign at Blake Street as the Board previously directed and completes the sidewalk installation along Grand Avenue.**
20. Approve update to Police Department Operations Manual relative to Sale of Retired Weapons (GO-18-0305). (copy)  
**This has previously been discussed with the Board and is presented by the PD here as official policy of the Department.**

**END OF CONSENT AGENDA**

21. Review proposed changes to Chapter 13.16 of the Code of Ordinances relative to Sewer Service System. (copy)  
**The City continues to prioritize I&I issues by annually lining sewer mains. As a result, our contractor has notified us that a special sewer tap "tee" will be needed in order to maintain the integrity of the new lining. Currently, contractors are allowed to tap onto our sewer main and are only required to have the city inspect the work once installed. Staff is instead requesting that all sewer connections now be performed by the City in order to ensure that the lined sewers are not damaged. We propose that the sewer connection fees be modified to include the material and labor costs associated with this work. Staff believes this change will preserve the integrity of the new linings throughout the system and will ensure continued reduction of I&I throughout the system. If approved, this modification will appear in Ordinance 13.16 in regards to the sewer connection procedure. Note: This new charge will only be applied to the sewer lines that have been lined.**

22. Bill No. 5795 for Ordinance No. 6017– 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 – second reading and final passage. (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.**
23. Bill No. 5796 for Ordinance No. 6018 – Approving rezoning request from SMS Investments Group, LLC to rezone proposed annexed property from R-1 (single family residential) to R-5 (general residential district) – second reading and final passage. (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.**
24. Bill No. 5797 for Ordinance No. 6019 – 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) – second reading and final passage. (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.**
25. Bill No. 5798 for Ordinance No. 6020 – Entering into an agreement with Daren Brown Construction Company, LLC, regarding the Street Department Building Project – second reading and final passage. (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 the 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. As presented, this contact includes a \$2,750 adjustment from the last meeting as staff has made minor adjustments to the floor plan primarily to allow for more urinals in the men's room (now have a women's room and a men's room, instead of two unisex restrooms).**
26. Bill No. 5800 for Ordinance No. 6021 – Accepting Quit Claim Deed from Missouri Department of Transportation relative to 0.59 acre tract in Miget Park – second reading and final passage. (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).**

27. Bill No. 5801 for Expedite Ordinance No. 6022 – Accepting Final Plat from Tom and Geraldine Sutterer for Lot 1 of Sutterer’s 3<sup>rd</sup> Addition – first and second reading and final passage. (copy enclosed – may be read by title only)  
**Mr. Tom Sutterer would like to subdivide his property off of Sutterer Crossing. The new subdivision will contain a 2.71 acre tract accessible from Branch Circle.**
28. Bill No. 5802 for Ordinance – Granting Quit Claim Deeds to property owners abutting excess right-of-way along the Edgemont Boulevard Extension – first reading. (copy enclosed – may be read by title only)  
**These are remnants from the properties purchased to extend Edgemont Boulevard. This unneeded property will be given to adjoining property owners.**
29. Bill No. 5803 for Ordinance – Amending Title 2, Chapter 2.88, Article 3, Section 2.88.300 of the Code of Ordinances relative to residency requirement for city employees – first reading. (copy enclosed – may be read by title only)  
**This removes the residency requirement for general employees as previously discussed with the Board. Exceptions include the City Administrator (who must reside in the City); the Police Department who must reside within 60 miles (if called for an emergency) and public works staff who must live within 15 miles (for on call response due primarily to the natural gas system).**
30. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
31. Report by City Administrator:
  - Tank 1 Lettering (copy)
  - #WeLovePerryville – Model Search
  - Local Legend Chris Janson performing at Sikeston Rodeo – Aug 8, 2018 (copy)
  - Dr. Carolyn Anderson Book Release (copy)
  - [Father/Daughter Dance](#)
32. Report by City Engineer.
33. Report by City Attorney.
34. Board concerns and comments and any other non-action items.
35. 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.
36. Adjourn.