



Posted April 3, 2020

*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, APRIL 7, 2020**

**City Hall Council Chambers • 215 North West Street • Perryville, MO 63775**

**VIRTUAL MEETING SITE • Webex (1<sup>st</sup> Option)**

Call-In @ 1-408-418-9388; Access Code: 626 398 044  
Internet @ <https://cityofperryville.my.webex.com/meet/cityhall>

**VIRTUAL MEETING SITE • GoToMeeting (2<sup>nd</sup> Option in case of internet disruption)**

Call-In @ 1-646-749-3122; Access Code: 171 172 621  
Internet @ <https://global.gotomeeting.com/join/171172621>

**ORDER OF BUSINESS:**

- As part of our Continuity of Options Plan, RSMo Section 610.015, Ordinance No. 6257, and the recommendation of the President of the United States, the Governor of the State of Missouri, and the CDC, the Board of Aldermen will meet electronically during the COVID-19 Pandemic.
- Staff and members of the Board should log into the 1<sup>ST</sup> option Virtual Meeting Site 3-5 minutes prior to the meeting start time. Please remember to enter your name so we can properly record attendance.
- Members of the public may submit comments/questions up to one (1) hour before the meeting to [BOAcomments@cityofperryville.com](mailto:BOAcomments@cityofperryville.com). Staff will read your question and members of the Board or staff will provide response as necessary.
- The public may view the Board of Aldermen electronic meeting live by visiting the Republic-Monitor's Facebook page available at The Republic-Monitor

**AGENDA:**

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. Members of the public may submit comments/questions up to one (1) hour before the meeting to [BOAcomments@cityofperryville.com](mailto:BOAcomments@cityofperryville.com). Staff will read your question and members of the Board or staff will provide response as necessary.

**CONSENT AGENDA ITEMS:**

3. Approve minutes from meeting of March 17, 2020. (copy)
4. Approve bills for March, 2020. (copy)
5. Confirm Mayor Baer's Declaration and Order No. 03-20 regarding COVID-19 State of Emergency. (copy)  
**Upon Perry County's first COVID-19 positive case, both the Perry County Commission and the City of Perryville issued a declaration of emergency, joining the State of Missouri who had already done so. Given this action was taken outside of an official meeting, it is presented here for Board approval. Please Note: This action opens up the possibility of Federal support and aid for the local community.**
6. Approve continued closure of the Perry Park Center and modified employee work schedules to coincide with the Perry County Commission's Stay at Home Order and subsequent potential updates to it, State of Missouri or Federal such orders. (currently set to expire April 24) (copy) ( attach order and frequently asked questions)  
**Perry County's Stay at Home Order has been extended until at least April 24, 2020. At the time of this writing, there are suggestions the State of Missouri could also be preparing its own order. The Board's approval of this item will extend the continued closure of the Park Center and the modified work schedules until all such orders expire. It is possible such orders will be extended or modified going forward so this will help provide clarity to staff and allow us to plan and prepare for our eventual reopening.**
7. Authorize change of City of Perryville basis of accounting from modified accrual to modified cash beginning with the 2019-20 audit.  
**The auditors suggested this change to make the auditing process more streamlined. It was discussed during our audit process last year but must be made official by the Board of Aldermen.**
8. Approve renewal of engagement with Beussink, Hey, Roe & Stroder, LLC for the 2019-20 auditing services. (copy)  
**This will extend the agreement with our auditors for another year.**
9. Approve Invoice (Final) from BBL Construction relative to Airport T-Hangar Improvements and Repairs - \$27,525.00. (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. Airport Operator Maxwell has inspected the work and found it to be of good quality and a much needed improvement.**
10. Approve Pay Estimate 5 to Lappe Cement Finishing, Inc., regarding Sycamore Road Improvements - \$97,943.44. (copy)  
**This project runs from T-Road to the city limits on Sycamore Road and includes a concrete collector street, curb & gutters, sidewalks, and all storm water controls.**



11. Approve declaration of 2019 Residential Surplus Funds in the amount of \$41,926.71 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, all 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 2019 Residential Surplus Funds in the amount of \$378.20 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 request from River Hills Antique Tractor Club regarding Old Timers Days held on Saturday and Sunday, May 23-24, 2020. (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, provided, however, that all Stay at Home orders have expired and the nations response to COVID-19 allows for such gatherings.**
14. Approve request from Rotary Club regarding the fireworks display at City Park to be held on Friday, July 3, 2020 (with a rainout date of July 10). (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. Staff has expressed no concerns with continuing this endeavor, provided, however, that all Stay at Home orders have expired and the nations response to COVID-19 allows for such gatherings.**
15. Approve Festival Application from the Chamber of Commerce to hold their annual Mayfest celebration on Friday and Saturday, July 10-11, 2020. (copy)  
**COVID-19 required the rescheduling of this annual event to a date later in the summer. The Chamber requests a festival permit which will allow downtown establishments to sell alcoholic beverages to patrons who may then choose to take them outside into the Mayfest venue. This also includes approval of street closures and permission to sell alcohol on the street. Note that live music will end at 11pm. Staff has expressed no concerns with continuing this endeavor, provided, however, that all Stay at Home orders have expired and the nations response to COVID-19 allows for such gatherings.**
16. Approve date changes for the following events:
  - Polar Beer Run – moved to June 6, 2020 (from Mar 28)
  - Immanuel Lutheran Church & School 5K – moved to Sep 12 (from Apr 18)**Staff has expressed no concerns with continuing either endeavor, provided, however, that all Stay at Home orders have expired and the nations response to COVID-19 allows for such gatherings.**
17. Approve application for federal/state assistance from MoDot Aviation Section regarding Runway Reconstruction and Justification Study. (copy)

This is the final step in the process to determine the proper length and width of our runway as recommended by both MoDOT and the FAA. Similar to other airport work, this project is financially supported by MoDOT (90/10).

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18. Approve request from Courtney Hotop to host an nondenominational worship service on Easter Sunday, April 12, 2020, at the Soccer Park. (copy)  
**Ms. Hotop has visited with the Perry County Commission regarding her plans to host an outside worship service using the parking lots at the Soccer Park. Ms. Hotop's service will feature a sound system, prayer, and praise, followed by a goodwill offering to support local businesses. Staff has expressed no concerns with continuing this endeavor, provided, however, that all Stay at Home orders have expired and the nations response to COVID-19 allows for such gatherings.**

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

Motion to approve Consent Agenda:

Second:

Voice Vote:

#### **RESOLUTION:**

19. Resolution No. 2020-02 – Approving Work from Home Policy. (copy)  
**This schedule was discussed with the Board prior to its implementation and the proposed policy helps lend structure to the current COVID-19 work schedules which divided most City offices and locations into split teams to help better ensure continuity of operations if a member of one of the teams were to become infected.**

Motion to approve Resolution No. 2020-02:

Second:

Voice Vote:

#### **ORDINANCES – SECOND READING AND FINAL PASSAGE:**

- A single motion and a second will be made for 2<sup>nd</sup> reading on items #20 through #22; Attorney Ludwig will read all of the titles in order; followed by a motion and second for final reading and a roll call vote on all such items.
- Any Board member can request the removal of any item for further discussion and an independent vote.

20. Bill No. 6039 for Ordinance No. 6258 – Approving a Petition for the Creation of the Perry Plaza Community Improvement District – second reading and final passage. (copy)  
**City leaders have worked with the owner of the Perry Plaza to develop a plan to improve the appearance and function of this property by way of a Community Improvement District (CID).**

21. Bill No. 6040 for Ordinance No. 6259 – Entering into Amendment No. 2 with Horner & Shifrin, Inc., relative to Tank Repair and Painting of 550,000 Gallon Standpipe – second reading and final passage. (copy)

**This latest change order totals \$1300 and will allow the engineers to review construction submittals such as paint, handrails, etc. It is expected to provide for up to three different reviews and will help ensure a quality project at the end.**

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22. Bill No. 6041 for Ordinance No. 6260 – Entering into Amendment 3 approving a completion date extension of the Missouri Highways and Transportation Commission State Block Grant Agreement relative to additional funds committed to T-Hangar Apron Pavement and Update of Exhibit A – second reading and final passage. (copy)

**This work was previously approved as necessary by MoDOT and the FAA so now we must adjust the contract to properly reflect this change order. The work has been completed and the T-Hangar's apron area is much improved.**

### **ORDINANCES – FIRST READING:**

- **A single motion and a second will be made for 1<sup>st</sup> reading on items #23 through #24; Attorney Ludwig will read all of the titles in order.**
- **Any Board member can request the removal of any item for further discussion and an independent vote.**

23. Bill No. 6042 for Ordinance – Amending Title 2, Chapter 2.76, Section 2.76.010 relative to parks and recreation board composition (county member) – first reading. (copy enclosed – may be read by title only)

**Ever since the opening of the Perry Park Center, it was decided to include one member from the County in the parks and recreation board. Staff noticed that the ordinances were never updated to officially include that member. This ordinance clarifies that process.**

24. Bill No. 6043 for Ordinance – Entering into a T-Hangar Rental Agreement with Henry Konzelmann – first reading. (copy enclosed – may be read by title only)

**Adoption of this contract will leave the Airport with only one open hangar spot.**

### **REPORTS/CONCERNS/COMMENTS:**

25. Committee reports, Board concerns, comments, or any other non-action items (as your name is called):

- Tom Guth (Public Works and Economic Development)
- Larry Riney (Finance)
- Curt Buerck (Public Safety)
- Doug Martin (Liaison)
- Dave Schumer
- Prince Hudson

26. Report by City Administrator:

- Cancel 2020 Spring Cleaning  
**This was previously discussed with the Board via email and effectively cancelled the event for the Spring season. We fully expected the fall pickup to occur as scheduled.**
- Municipal Election Postponed to June 2, 2020

By order of the Governor, April's elections have been postponed until June 2, hopefully after the COVID-19 response.

- ICMA Credentialed Managers (copy)  
It seems almost petty considering national events with COVID-19, but I wanted the Board to know my application for credentialing through the International City Managers Association was recently approved. This is the highest level of

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professional recognition possible through ICMA and is based on my education and experience. Also, 573 Magazine recently recognized both Carisa Stark and myself as a Person of the Year for 2019. That article can be found [here](#).

27. Report by City Engineer:

- Perryville Shared Use Path Project  
A pre-construction meeting was held on Wed. April 1, 2020. We anticipate a Notice to Proceed from MoDOT within a couple of days after the meeting. We will then be able to issue a Notice to Proceed to Fronabarger Concrete Inc. to begin work on the project.
- Sycamore Road Project  
The concrete street has been completed up to the end of the current phase of the project, which is the top of the hill in front of Kemner's house. We anticipate this section of street will be open to traffic by mid-week (approximately Wed. April 8th). Lappe will continue with excavating, storm piping, and constructing the street on the next phase. When this occurs, the Trishia Street/Sycamore Rd. intersection will be closed to traffic. The traffic from Winwood Estates will need to use Sandstone Road to get to Sycamore Road.
- Vincent Street Water Main Project  
Most of the water main piping work is completed. We are waiting on the subcontractor to start and complete the highway bore, which is anticipated to begin early next week (April 6th). When the bore is completed, Clifton will construct the water main piping through the steel casing pipe bored under the highway and connect to the water main on each end of the bore.
- North Street Sewer Project  
The sewer main piping work is complete, all homes are connected, and the sewer main is functioning. Earth First is currently working on smoothing out the yard area and seeding/strawing between the houses on North Street. The subsoils are still very wet, so we need more drying time before the final grading can be completed and fencing installed in the back yards of the Grand Avenue homes.

28. Report by City Attorney:

- No Report

#### ADJOURNMENT:

29. Adjourn.