



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, APRIL 16, 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. Presentation of the 2019 Melvin D. Niswonger “The MEL” Scholarships to Noah Cadwell and Jack Kluender.
4. Canvass vote of April 2, 2019, City Election – Certification of Election by County Clerk Jared Kutz will be read by City Attorney Ludwig. (copy)
5. Administer Oath of Office to newly elected Board of Aldermen by City Clerk.  
**Our newly-elected aldermen will be sworn into office by City Clerk Tracy Prost.**
6. Reconvene with newly elected members of the Board of Aldermen.
7. Election of a President of the Board of Aldermen.
8. Appointment of the following 2019-20 standing Council Committees:  
a) Public Works; b) Public Safety; c) Finance; d) Liaison; and e) Economic Development.
9. Selection of Board member to serve on Planning & Zoning Commission.

**CONSENT AGENDA ITEMS**

10. Approve minutes from meeting of April 2, 2019. (copy)
11. Approve Financial Report for March, 2019. (copy)
12. Approve Pay Request 3 from Brockmiller Construction, Inc., relative to Perry Park Center Concession Stand Project - \$39,136.20. (copy)  
**Staff has worked extensively with the architects from Dille Traxel to develop a useable, customer-friendly space that will better serve our customers for many years to come.**
13. Accept recommendation from staff to enter into an Owner's Representative Services Agreement with Allgeier, Martin & Associates, Inc., relative to the next engineering phase of the Wastewater Treatment Plant project. (copy)  
**Staff solicited proposals from more than a dozen highly qualified firms to provide this service. Qualifications were received and evaluated and three firms were interviewed. At the end of the process, Allgeier, Martin & Associates stood out as the staff preference to serve as our Owner's Representative. Once approved by the Board, staff will work with them to bring back a service contract at a future meeting.**
14. Approve request from PHS Student Council for a Relay for Life fundraiser to be held on April 26-27, 2019, 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 26 from 4pm to 7pm and April 27 from 8am to 11am.**
15. Approve request from Rotary Club of Perryville to use the City Park to host a fireworks display on Wednesday, July 3, 2019. (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.**
16. Approve request from Perry County Historical Society to post "No Parking" signs at the Faherty House (11 South Spring Street) on May 11 for the annual Garden Club's Mayfest Plant Sale from 7am to 4pm. (copy)  
**This is an annual event but the first time a request has been made to limit parking. Staff has no objections and presents it here for Board approval.**

**END OF CONSENT AGENDA**

17. Review traffic study prepared by Assistant Chief Jones relative to French Lane. (copy)  
**Mayor Baer asked staff to study traffic flows on French Lane prior to the opening of the new splash pad. The Police Department's findings are submitted here for Board approval. It should be noted, this is an initial proposal and staff will continue to monitor traffic flow once the splash pad is operational. It could be revisited in the future if necessary.**
18. Resolution No. 2019-03 – Adopting Capital Asset Policy. (copy)  
**The value of money changes over the years and it is important that City policies be adjusted to reflect these changes. Our auditors have recommended clarifying city policy so that \$5,000 is now the capital asset benchmark not \$500 as in the current policy.**

19. Bill No. 5920 for Ordinance No. 6140 – Accepting Final Plat of Redbud Court – second reading and final passage. (copy)  
**Perryville Development Corporation would like approval of the Final Plat of Redbud Court. The plat would finalize 21 single-family home lots and would allow for construction to begin in the development.**
20. Bill No. 5921 for Ordinance No. 6141 – Amending Title 17 of the Code of Ordinances relative to Modular Units – first reading second reading and final passage. (copy)  
**These rules were recommended by the P&Z Commission and previously discussed with the Board of Aldermen. In short, it allows for modular housing in all residential districts provided they comply with existing building codes at the time they are located.**
21. Bill No. 5922 for Ordinance No. 6142 – Accepting an easement deed from Public Water Supply District Number 1 for placement of the tornado siren – second reading and final passage. (copy)  
**PWSD #1 has graciously offered this easement at no cost to the City of Perryville for the City to locate a new tornado notification siren, filing a “gap” in the current system.**
22. Bill No. 5923 for Ordinance No. 6143 – Accepting easement deeds from Jackson, LLC and Bey Family relative to Jackson Street Sewer Project – second reading and final passage. (copy)  
**This will officially accept the easements necessary for the Jackson Street sewer project.**
23. Bill No. 5924 for Ordinance No. 6144 – Entering into an agreement with Baer Engineering relative to engineering for Missouri Highways and Transportation Commission Transportation Alternatives Fund Program Project – second reading and final passage. (copy)  
**Baer Engineering is a MoDOT-approved design consultant. This contract will allow that office to begin the design of 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).**
24. Bill No. 5925 for Emergency Ordinance No. 6145 – Entering into an auditor’s agreement with Beussink, Hey, Roe & Stroder, LLC – first and second reading and final passage. (copy enclosed – may be read by title only)  
**The City of Perryville has long contracted with Jeff Hay of Kerber, Eck & Braeckel for city auditing services. Just recently, Mr. Hay announced he would no longer be able to provide this service due to health problems. He highly recommended a different firm who currently provides auditing services for Cape Girardeau, Ste. Genevieve, Jackson, and a host of other area municipalities. Staff has interviewed this firm and agrees with his assessment. It is nearing time to start our audit so the professional services contract is presented here as an emergency.**
25. Bill No. 5926 for Ordinance – Accepting easement deeds from Perryville Development Corporation, Southern Supply Company, and Stonie’s relative to TG Trail – first reading. (copy enclosed – may be read by title only)  
**These are three of the easements needed for the TG Trail. Additional easements are being acquired from TG and should be on an upcoming agenda for the Board’s approval.**

26. Bill No. 5927 for Ordinance – Entering into an agreement with KimHec Environmental Consulting relative to Pretreatment Program and NPDES Permit Assistance – first reading. (copy enclosed – may be read by title only)  
**This renews and extends the work Ms. Cole does for the City relating primarily to the City's industrial pre-treatment program and the discharge analysis for the Cinque Hommes Creek and the proposed sewer treatment plant.**
27. Bill No. 5928 for Ordinance – Entering into First Amendment to Employment Agreement with City Administrator Brent Buerck relative to Paid Time Off and Long Term Care – first reading. (copy enclosed – may be read by title only)  
**The recent conversion to the Paid Time Off policy requires an update to the City Administrator's contract. Using the same process as for general employees, staff has converted existing contract limits into PTO values. The annual totals vary slightly to accommodate the payroll schedule but are as close as believed possible.**
28. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
29. Report by City Administrator:
  - Update on Hotel Tax
  - Splash Pad Grand Opening Ribbon Cutting – Wednesday, May 1 at 10:00 am
  - [PPC Open House and Ribbon Cutting](#) – Saturday, May 4 at noon
  - PPC Evening Event – Thursday, May 23 at 5:00 pm
30. Report by City Engineer.
31. Report by City Attorney.
32. Board concerns and comments and any other non-action items.
33. 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.
34. Adjourn.