



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, MAY 19, 2020**

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

VIRTUAL MEETING SITE • Webex (1st Option)

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

VIRTUAL MEETING SITE • GoToMeeting (2nd 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 Operations 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 1ST 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. Staff will read your question and members of the Board or staff will provide responses, 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. Staff will read your question and members of the Board or staff will provide responses, as necessary.

CONSENT AGENDA ITEMS

3. Approve minutes from meeting of May 5, 2020. (copy)
4. Approve Financial Report for April, 2019. (copy)
5. Set date for Public Hearing relative to amending Code of Ordinances regarding zoning requirements for crematoriums – June 16, 2020, at 6:30 p.m. (copy)
At the direction of the Board, staff considered the most appropriate location for a crematorium. After review, an I-2 (heavy industrial zone) was suggested, along with the requirements that it be “located at least five hundred (500) feet from a residential zone, school, daycare facility, or city park.” This suggestion was reviewed and approved by Planning and Zoning and is now ready for a public hearing.
6. Approve Pay Estimate 2 (Final) to Earth First re North Street Sewer Replacement Project - \$10,500.15. (copy)
This project was to replace a failing city main that served a small, North Street neighborhood.
7. Approve purchase of city-wide telephone hardware. (copy)
This is a budgeted project to modernize the city’s phone systems through our contracted provider. It will fully convert us to VoIP (Voice over Internet Protocol), utilizing the fiber and internet systems to provide phone service while reducing phone bills in the process. We have been working with Forward Slash several years to update the City’s IT systems and this is the biggest, final piece remaining.
8. Approve purchase of pump for repairs to Parkview Lift Station - \$19,867.07. (copy)
The design work for this project was previously approved last fiscal year in hopes of getting an early start come April 1. The Design specifications were approved by the Board of Aldermen and just recently Robinson Construction Company volunteered to complete the project as part of their donated labor during the pandemic. Staff sent the Board an e-mail advising of this development and requesting permission to order the equipment. It is now placed here for official approval.
9. Approve traffic study for parking along the intersection of Kiefner Street and St. Joseph Street. (copy)
Frequent motorists of this area asked the City to look at the traffic patterns and see if there is a way to make this intersection safer. After review, the PD has recommended painting the curb 30’ back from the intersection to ensure clear line of sight. This seems particularly important since many of the pedestrians are smaller children being dropped off or picked up from daycare.
10. Approve request from Karen Lundy of Rozier’s to reserve parking spots during the July Mayfest. (copy)
The new dates for Mayfest coincide with an important product release for the Hallmark stores. As such, Ms. Lundy would like to reserve several spots directly in front of her building during the Mayfest’s craft fair to ensure customer access to her building and store.

11. Approve COVID-19 Screening Tool. (copy)
Staff has worked with the Health Department to develop an appropriate screening tool for visitors to our buildings. Similar screening tools are being used at many places and its use provides several benefits. First, and perhaps most important, it helps educate our citizens as to what COVID-19 symptoms they need to be aware of and look out for. Second, it communicates a sense of safety to our visitors in that we are trying to do what we can to make the park center safe (and other offices) and to keep them healthy. Third, in absence of requiring a mask (which we have no intention of doing), it helps ensure those who are symptomatic are not entering the park center. *The signature line has been removed from the final version to better ensure confidentiality.*
12. Approve Perry County Emergency Operations Plan. (copy)
This plan was originally put together in 2017 but will need periodic, minor updates. Emergency Management Director Andrew Bohnert has made these adjustments and City Emergency Management Director Bill Jones has reviewed and approved them. It is presented here for official Board adoption.

Of note, upon approval, all members of the Board of Aldermen will be asked to sign this document as opposed to only the Mayor.

END OF CONSENT AGENDA

RESOLUTION:

13. Resolution No. 2020-04 – Approving Storm Water Drainage Policy. (copy)
Several years ago, the Board formalized our sinkhole improvement policy through a resolution. A similar, informal process has been used to cost share stormwater improvements for many years but staff would like to make it official city policy. This means the Board has approved how these matters are to be handled and also helps ensure fair and equitable treatment as issues arise.

ORDINANCES – SECOND READING AND FINAL PASSAGE

- A single motion and a second will be made for 2nd reading on items #14 through #17; 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.

14. Bill No. 6050 for Ordinance No. 6268 – Entering into an agreement with Strickland Engineering, LC regarding an engineering study of the electrical service of the Perry Park Center – second reading and final passage. (copy)
The budget included replacing the electrical panel at the park center and the installation of a transfer switch should a generator ever be needed. Strickland is familiar with the park center having recently completed the mechanical design for the concession stand and has provided a reasonable fee for their design work.

15. Bill No. 6051 for Ordinance No. 6269 – Accepting the plat of the Amended Plat of Redbud Court Subdivision – second reading and final passage. (copy)
This plat was submitted by Mr. He to incorporate Lots 8 through 21 of Red Bud Court Subdivision. This will complete the platting of the Red Bud Court Subdivision. This was approved at the April 22nd Planning & Zoning meeting.
16. Bill No. 6052 for Ordinance No. 6270 – Accepting the plat of Blackberry Circle 2nd Addition – second reading and final passage. (copy)
Jason and Lola Dauster have submitted a plat to subdivide a lot at the corner of East Harvest Circle and Blackberry Lane to provide two buildable lots from the original one. This was approved at the April 22nd Planning & Zoning meeting.
17. Bill No. 6053 for Ordinance No. 6271 – Entering into a t-hangar rental agreement with Shane Vogt – second reading and final passage. (copy)
One of our pilots moved out of his t-hangar this month and the hangar space was immediately made available to Mr. Vogt. All of our t-hangar spaces are full at this time.

ORDINANCES – FIRST READING

- **A single motion and a second will be made for 1st reading on items #18 through #20; 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.**
18. Bill No. 6054 for Ordinance – Amending Title 13 by adding Chapter 13.30 of the Code of Ordinances relative to wireless communication facilities on city property – first reading. (copy enclosed – may be read by title only)
City Attorney Ludwig has been working on this project for some time. In short, it is meant to bring city ordinances into compliance with Missouri State Laws. Staff also asked that the ordinance provide the City with a method to require towers be camouflaged, concealed, or otherwise designed to blend in with the surrounding environment, resulting in the separate ordinance below.
 19. Bill No. 6055 for Ordinance - Amending Title 17, Chapter 17.54 of the Code of Ordinances relative to camouflage of communication towers - first reading. (copy enclosed – may be read by title only)
See #18 above.
 20. Bill No. 6056 for Ordinance – Amending Title 10, Chapter 10.20, Section 10.20.090 of the Code of Ordinances relative to reserved parking – first reading. (copy enclosed – may be read by title only).
In light of recent discussions regarding downtown parking, Perry County Sheriff Gary Schaff offered to relinquish two reserved parking spots on North Jackson Street indicating these spots were no longer necessary.

REPORTS/CONCERNS/COMMENTS

21. 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
22. Report by City Administrator:
- Bulk Trash Pickup Reinstated
City Staff is again accepting bulk trash. Stickers may be purchased at City Hall for \$10 in most situations.
 - Jackson On-Street Dining Request Update (copy)
As directed, staff met with downtown businesses along Jackson and explained the process for requesting on-street dining during the COVID-19 reduced capacity period. To date, we have not received a completed request although it has been explored by at least one business.
 - Status of city office closures
City staff is again working regular schedules. The Park Center resumed operations on Monday, May 11 (while closing 2 hours early for a heavy cleaning). City Hall plans to again allow public entry once the counter shields have been installed, hopefully next week (similar to what you see at a gas station or retail location). Public Works will follow suit at that same time.
 - Perry Park Center Locker Room (copy)
Staff has worked with our architects to develop a floor plan for the Perry Park Center's locker room remodel. This remodel will have many of the amenities long-requested by our users, including private showers, family change rooms, outlets and mirrors. In addition, it will convert unused space into office areas and storage rooms, something sorely missing at the facility. This design has been reviewed by the Park Board and posted at the Perry Park Center for public input. Our goal is to set it up as a winter project towards the end of 2020.
 - Downtown Tree Replacement (copy)
Staff is working with the Department of Conservation for Tree Resource Improvement and Maintenance (TRIM) Grant project. Attached is one possible proposal staff is considering. The actual makeup of the final project is understood to be flexible which will allow us more time to develop the final plan, which will be submitted to the Mayor and Board for approval.

- Water Quality and Antidegradation Review (copy)
This antidegradation report is a required process for increasing our discharge loading (1.8 MGD to 2.5 MGD) with the new sewer plant. Our engineering team at Allgeier Martin has reviewed it and it is now out for public comment. It is presented here for the Board's information.
- Grotto Sculpin Status Assessment (copy)
Once classified as endangered, species are scheduled to receive a reassessment, occurring roughly every five years. The five-year review is designed to use the best available scientific and commercial data on a species to determine whether its status has changed since the time of its listing or its last status review. The Fish & Wildlife Service is in the early stages of completing this report relative to our Grotto Sculpin.
- Utility Billing Process
Unless the Board directs otherwise, staff will be returning to normal utility billing practices (late fees, cut offs, etc.) with June's bills due in July.

23 Report by City Engineer:

- Perryville Shared Use Path Project (concrete trail from Miget Park to Soccer Complex)
Approximately 75% of the concrete is poured for the 10' wide shared use path. The reinforced concrete box culvert is complete. They continue to work on backfilling, installing storm water piping, and constructing additional shared use path between the box culvert and Grand Ave. and on the north side of W. St. Joseph Street near the traffic signal.
- Sycamore Road Project
Lappe Cement has begun working on the last phase of the project, which is approximately 400 linear feet of street. Traffic is flowing smoothly through the portion of Sycamore that is open from Trishia Street to Hwy. T.
- Vincent Street Water Main Project
The project has been completed. The bacteria test results came back satisfactory so the new water main has been put into service.
- North Street Sewer Project
The project has been completed including the fencing, final grading, and seeding of the disturbed areas.
- Crestview Water Main Project.
This project is the installation of a new 8" water main to replace the old 4" cast iron water main on Crestview Lane from W. Harvest Circle to Forest Avenue, approximately 1400 linear feet. Robinson Construction has installed approximately 900 linear feet of the piping and continues working their way eastward toward Forest Ave. Currently they are working at the intersection of Crestview and East Harvest Circle.

24. Report by City Attorney.

ADJOURNMENT

25. Adjourn.