



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, JULY 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. Introduction of Jordan Yamnitz, newly-hired Street Department Maintenance employee, and Caleb Keller, newly-hired Patrolman.
4. Issuance of tenure awards to City employees:
 - 5 Years** - Charlie McLeod
 - 10 Years** - Kim Messmer; Lyle Mudge
 - 20 Years** - Keith Riney; Amy Webb
 - 35 Years** - Bill Jones
5. Public hearing regarding a request from Denise Ulrich for a special use permit to allow a commercial use (Farmers Insurance office) in an R-2 (Single-Family Residential) District at 1122 West St. Joseph Street. (copy)
Denise Ulrich would like the approval of a special use permit for a property located at 1122 West St. Joseph Street in order to relocate her Farmers Insurance office. The property is currently zoned R-2 (Single-Family Residential) but has been used as a daycare under a special use permit and is in a mixed use area. The dwelling cannot easily be converted to residential and is more suitable for commercial purposes.

CONSENT AGENDA ITEMS

6. Approve minutes from meeting of July 2, 2019. (copy)
7. Approve Financial Reports for June 2019. (copy)
8. Set Public Hearing date for 2019 Property Tax Rates – August 6, 2019, at 6:30 p.m. (copy)
This annual process will help establish the City's tax rates for the upcoming year.
9. Approve Pay Application 5 (Final) to Brockmiller Construction, Inc., relative to Perry Park Concession Stand Project - \$8,315.35. (copy)
The concession stand is finished and in full use. Staff recommend making our final payment.
10. Approve amended Part-Time Pay Plan. (copy)
Staff noticed that several positions were not included in step increases based on tenure.
In general, these positions turn over well before the 5-year milestone has been met. Recently, an employee reached her 5-year anniversary which brought this issue to light. This revised pay plan simply adds steps for the positions in question, while combining the Theatre Assistant & Concession Assistant positions into a single position Theatre/Concession Supervisor.
11. Accept proposals received for CNG Station Upgrade and award to CNG Source Solutions, Inc. per recommendation of Public Works Director Brown - \$84,600.00. (copy)
This is a budgeted item. The city's growing NGV fleet requires another storage unit for fast-fill during the day.
12. Approve sale of surplus items. (copy)
These surplus items have reached the end of their useful life to the City and are recommended for auction through the online auction site Purple Wave.
13. Approve Mayor's appointments for:
 - (a) Planning and Zoning – 4 year term
Robynne Duvall - reappointment
Chris Schemel - reappointment
 - (b) Board of Adjustments – 5 year term
David Clements - appointment (to replace expired term of Jean Clements)
 - (c) Airport Advisory Board – 3 year term
Greg Gremminger - reappointment
Rick Schemel, Jr. - reappointment
Larry Dauer - reappointment
 - (d) Park Board – 5 year term
Yvonne Spears - reappointment
Jennifer Fulford - reappointment
 - (e) Cablecast Board – 3 year term
Jennifer Streiler - reappointment
 - (f) Perry County EDA Board – 2 year term
Tom Guth - reappointment

- (g) Higher Ed Advisory Council – 3 year term
Joanie Robinson - reappointment

END OF CONSENT AGENDA

14. Decision regarding request from Denise Ulrich for a special use permit to allow a commercial use (Farmers Insurance office) in an R-2 (Single-Family Residential) District at 1122 West St. Joseph Street.
See Item 5 above.
15. Discussion regarding recommendation from Public Works Director Brown to increase the minimum residency requirement for on-call Public Works employees from a 15-mile radius to a 25-mile radius. (copy)
Similar to what has been done for nearly all other positions in the City, staff recommends extending the distance from home-to-base for our Public Works employees. This will help ensure a larger applicant pool and also provide more flexibility for existing employees. Although this will slightly add to our on-call response time, it will still far exceed anything required by the Public Service Commission for natural gas emergencies.
16. Discussion regarding Section 12.04.050 of the Code of Ordinances relative to clean sidewalks and gutters—property owner and occupant responsibility. (link)
At the last meeting, the aldermen raised concerns about gravel littering the streets after a hard rain. More often than not, this gravel can be attributed to a nearby driveway or parking lot. Current ordinances (see above link) allow for staff to enforce this standard and require said property owner to clean up that area of the street. Staff sent letters to the properties the Board previously identified but wants to ensure we have a solid understanding of the Board’s intention (and expected level of enforcement) going forward.
17. Discussion regarding proposed modifications to Code of Ordinances relative to bulk trash pickup and spring and fall cleaning. (copy)
Staff would like to modify the existing ordinance slightly by allowing all city residents to pay for and receive a bulk trash pickup. This doesn’t come up often but can be an issue for residents of apartments, mobile home parks, etc. that utilize a dumpster service but still have a couch or appliance they need to dispose of.

In addition, staff would like require customers to call ahead to schedule the pickup and no longer accept furniture during the spring/fall cleanup events. Staff believes this will help resolve the known abuses and problems pointed out in the past by the Board of Aldermen.
18. Discussion regarding park patrol. (copy)
In year’s past, a City employee helped patrol City Park during the summer months. This helped control things such as after-hours access and vandalism. Although we haven’t done so for several years, it appears wise to do so again. This time, the focus would be on after-hours trespassing by transients known to be sleeping in the park. Once observed, staff would contact the police department for enforcement.

Staff researched various methods of service delivery and recommend contracting with a temporary employee agency to expedite our process and help secure our parks ASAP.

19. Bill No. 5950 for Ordinance No. 6171 – Entering into a settlement agreement with Zeno Development, Daniel Gebhardt and Heidi Gebhardt – second reading and final passage. (copy)
This will purchase the property along Zeno Street formally known and Zeno Mobile Home Park.
20. Bill No. 5953 for Ordinance No. 6172 – Entering into an agreement with Parrot Film Company relative to pre-show advertising – second reading and final passage. (copy)
This will renew the contract with this company relative to ads appearing before a movie starts at the Perry Park Center. This new contract includes our ability to include “local commercials” at no cost to us, along with those sold by Parrot. This will be a great way to communicate with the community about local events, activities, and heritage tourism sites.
21. Bill No. 5954 for Ordinance No. 6173 – Accepting General Warranty Deed, Permanent Easement and Temporary Construction Easement from Mount Hope Cemetery Association – second reading and final passage. (copy)
This will purchase the right-of-way required from Mt. Hope Cemetery Association for Sycamore Road, along with a small parcel needed for the “pocket park” where the Lindbergh Monument will be located (at the corner of T-Road and Sycamore Road).
22. Bill No. 5955 for Ordinance No. 6174 – Accepting Easement Deed from Robert and Gladys Roy Trust – second reading and final passage. (copy)
This easement is for the sewer line along Sycamore Road. This will ensure that the street will not need to be torn up at a later date for sewer repairs.
23. Bill No. 5956 for Expedite Ordinance No. 6175 – Approving request from Denise Ulrich for a special use permit to allow a commercial use (Farmers Insurance office) in an R-2 (Single-Family Residential) District at 1122 West St. Joseph Street – first and second reading and final passage. (copy enclosed – may be read by title only)
See Item 5 above.
24. Bill No. 5957 for Emergency Ordinance No. 6176 – Entering into an agreement with Paraquad Deaf Way Interpreting Services – first and second reading and final passage. (copy enclosed – may be read by title only)
This renews our agreement with Paraquad. Our municipal court is required to provide sign language interpreting services if they are needed by patrons of the Court. The presented contract is "as needed, if needed" and the City will only pay for services used. It is presented as an emergency ordinance as the current contract, though rarely used, expired and said service are needed for an upcoming hearing.
25. Bill No. 5958 for Ordinance – Accepting Easement Deed from Lappe Cement Finishing, Inc. – first reading. (copy enclosed – may be read by title only)
This will purchase what appears to be the *next* to last piece of right-of-way required for Sycamore Road.
26. Bill No. 5959 for Ordinance - Amending Title 10, Chapter 10.20 of the Code of Ordinances relative to the Prohibited Parking Schedule (TG Way near TG Missouri rear entrance driveway) – first reading. (copy enclosed – may be read by title only)
Administration at TG asked the City to look into the parking situation along TG Way after several street signs were recently hit. They asked if we could limit on-street parking near their entrance as trucks were struggling to avoid the parked

cars when turning into their driveway. The Police Department concurred with their findings and recommends limited parking in that area.

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27. Bill No. 5960 for Ordinance – Entering into an agreement with CNG Source Solutions, Inc. relative to CNG Station Upgrade – first reading. (copy enclosed -may be read by title only)
See Item 11 above.
28. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
29. Report by City Administrator:
 - Mo Public Water Council Workshop in Perryville Aug 1 2019 (copy)
 - Ozark Digital Media Apprenticeship Ltr (copy)
 - Discussion regarding hotel/motel tax collection.
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 security matters in accordance with Section 610.021(19) RSMo.
34. Adjourn.