



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, OCTOBER 19, 2021**

**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.

**CONSENT AGENDA ITEMS**

3. Approve minutes from meeting of October 5, 2021. (copy)
4. Approve Financial Report for September, 2021. (copy)
5. Approve Pay Application 13 to Robinson Industrial and Heavy Contracting and HDR relative to Wastewater Treatment Facility Improvements Project – \$158,952.50. (copy)  
**This invoice is from the Design Build team of Robinson Industrial & Heavy Contracting (RiHC) and HDR for work relating to the new Wastewater Treatment Plant.**
6. Approve Quote from United Systems relative to upgrade of meter reading equipment and training - \$33,310.00. (copy)  
**This is a sole-source item and will update the city’s meter reading software and purchase necessary new equipment. It was a budgeted item and is presented here for Board of Alderman approval.**
7. Approve Pay Application 1 from Lappe Cement Finishing, Inc., relative to 2021 Street Improvements Project - \$88,892.07. (copy)  
**This bill relates to the North Parkview street reconstruction and water line project.**

8. Approve quote from Bening Ford for the purchase of three Ford F-250 trucks with CNG conversion - \$135,881.04. (copy)  
**This year's budget included the purchase of three public works vehicles. Staff has confirmed the state bid and Bening Ford has nearly matched that bid (\$35.04 higher than state bid) but due to their proximity to Perryville, staff recommends purchasing from Bening Ford as opposed to a dealer in Columbia, Missouri.**
9. Designate Mayor Baer and Mayor Pro Tem Riney to be authorized representatives of the City of Perryville to sign documents related to Series 2021A, B and C bonds. (copy)  
**UMB Bank, the financial institution for the SRF loan, requires written documentation from the city as to who is authorized to sign withdrawal requests. After speaking with our attorney and financial advisor, staff recommends listing the Mayor and President of the Board. These individuals can be changed as necessary by the Board of Alderman in the future.**
10. Authorize investment of all moneys held in any fund created related to Series 2021A, B and C bonds as follows: Fidelity Treasury Only Class #1 (FSIXX).  
**Quarterly payments made by the City of Perryville to the Department of Natural Resources on our SRF loan will be held in an account designated by the City until time for payment. City staff worked with our financial advisor and representatives from UMB bank to select the proper account which complies with state and federal laws regarding investment.**
11. Approve bid received for Airport Snow Removal and accept bid from Todd Schilli Farms, LLC - \$75 per hour. (copy)  
**This year's specifications have been adjusted slightly based on observations and experiences from the last bid. Even with these changes, the bid price was the same as last year.**
12. Approve Request for Qualifications for the solicitation of a construction manager for the technical workforce training center. (copy)  
**The next step in our quest to build a technical education facility is for the city to select a construction manager. This firm will most likely be a general contractor and they will secure necessary subcontractors based on individual bid packages. The Construction Manager at Risk (CMR) is a form of Design Build and will provide the city open-book pricing and expedited construction.**
13. Approve Request for Qualifications for the solicitation of a construction manager for the police and fire impound building and the fire station. (copy)  
**Similar to above, staff recommends proceeding with a CMR process. In this particular situation, both smaller projects will be combined to secure a single construction management firm. This will allow subcontractors to bid on larger combined packages (e.g. concrete or plumbing for both packages), hopefully securing some economies of scale in the process.**
14. Approve request from Perry County "Shop-with-a-Cop" Program to hold their annual Stuff a Stocking drive on November 6, 2021, at the West St. Joseph and Highway 51 intersection. (copy)  
**The Perry County "Shop-with-a-Cop" Program has requested permission to hold a Shop-with-a-Cop fundraiser at the intersection of Perryville Boulevard and St. Joseph Street.**

15. Approve spoils request from James Southard for 507 Doerr Street. (copy)  
**James Southard requests 2-3 pickup loads of dirt. PW Director Layton recommends approval of this request.**
16. Approve update to Police Department Operations Manual per request from Chief Hunt – GO-21-1001. (copy)  
**Police Administration would like to revise the attached policy related to Second Amendment Preservation Act. This change was made necessary due to new legislation passed by the Missouri legislature last session.**
17. Affirm Board's decision relative to Natural Gas Risk Management. (copy)  
**Staff polled the Board on Friday to lock in our natural gas. IMGA has secured an annual winter strip price of \$3.71 beginning this winter (2021-22) and continuing through the winter of 2027-28. This ensures the city has at price certainty on no less than 75% of our annual projected purchases.**

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

18. Discussion regarding proposed Purchasing Policy revisions. (copy)  
**As has been suggested several different times, staff has been working on updates to the Purchasing Policy. The current limits of \$10,000 are now suggested to increase to \$20,000. Staff believes this is necessary due to increases in material and equipment pricing. Purchases at that level will always require city administrator approval and be reviewed by the Finance Committee but no longer be presented to the full Board for prior approval. As expected, this will also allow for expedited repairs and for the faster replacement of necessary items such as pumps. The attached document shows all the changes and staff will be prepared to answer any questions the Board may have.**
19. Discussion regarding capital reserve recommendation from City Treasurer Terbrak. (copy)  
**Current ordinances require the city to maintain a capital reserve of 25% and an operating budget spanning three months. Several years ago, the Board approved staff's request to go below these limits in order for the city to complete several necessary projects for the good of our citizens. In light of this, staff has reviewed these policy standards and compared them to other cities and recommendations made by the Government Finance Officers of America. At this time, we recommend a 30% operating reserve is all that is necessary. City Treasurer Paula Terbrak will be on hand to answer any questions the Board may have.**
20. Discussion relative to ward redistricting. (copy)  
**Ward populations have changed to the point some redistricting is required. Staff has worked with Southeast Regional Planning Commission to narrow our choices down to two viable options. One option accomplishes the goal with the least amount of impact while the second accomplishes the goal with the most consideration for the future growth of the city. Staff will be prepared to review these changes with the Board and ask for direction on which option to bring back as an ordinance.**
21. Bill No. 6222 for Ordinance No. 6440 – Entering into an agreement with Lappe Cement Finishing, Inc., relative to Northeast Outfall Sewer Replacement – Phase 2 Project - second reading and final passage. (copy)

**This is the second phase of the new sewer trunk line which delivers sewage to the WWTP from the city limits. Previously, the Board purchased the necessary pipe associated with the project in a separate bid (\$474,230.36).**

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22. Bill No. 6223 for Ordinance No. 6441 – Entering into Amendment 1 to the Missouri Highways and Transportation Commission Amendment to State Block Grant Agreement 20-063A-1 relative to Airport Layout Plan Update - second reading and final passage. (copy)  
**This project stems from our work with the FAA to secure a project to reconstruct the runway. The first step is to update the Airport Layout Plan. This contract provides for the funding agreement with MoDot while the next item provides for the contract with CMT Engineers.**
23. Bill No. 6224 for Ordinance No. 6442 – Entering into an Aviation Project Consultant Supplemental Agreement No. 1 Construction Services with Crawford, Murphy & Tilly, Inc., relative to Airport Layout Plan, Airport GIS, and FAA Planning Deliverables - second reading and final passage. (copy)  
**See Item 22 above.**
24. Bill No. 6225 for Ordinance – Amending Section 2.88.732 relative to victims of domestic or sexual violence leave - first reading. (copy enclosed - may be read by title only)  
**New laws require all employers to provide unpaid leave for victims of sexual and domestic violence. This makes those changes official in city ordinances.**
25. Bill No. 6226 for Ordinance – Amending Section 3.04.035 of the Code of Ordinances relative to reserve fund policy - first reading. (copy enclosed - may be read by title only)  
**See Item 19 above.**
26. Bill No. 6227 for Ordinance – Amending Title 9 of the Code of Ordinances relative to repeal of Chapter 9.05 regarding regulation of methamphetamine precursor drugs - first reading. (copy enclosed - may be read by title only)  
**Changing state legislation eliminated the option for the city to have an ordinance regulating precursor drugs. In compliance with state law, the city no longer enforces such legislation and this will officially delete the ordinance from our books.**
27. Bill No. 6228 for Ordinance – Amending Section 9.04.190 of the Code of Ordinances relative to protecting free speech and prohibiting the display of certain words - first reading. (copy enclosed - may be read by title only)  
**At the Board's request, City Attorney Tom Ludwig has drafted the attached ordinance which would prohibit the public display of signs that contain certain obscene words that fall outside normal community standards.**
28. Bill No. 6229 for Ordinance – Amending Section 17.28.020 of the Code of Ordinances relative to removal of shipping containers from C-2 General Commercial District - first reading. (copy enclosed - may be read by title only)  
**Similar to above, P & Z considered the matter of allowing storage containers to be used for rental storage and felt this was inappropriate. Their recommendation was previously excepted by the board of alderman and the ordinance is presented here for approval.**

29. Bill No. 6230 for Ordinance – Amending Section 17.64.030 of the Code of Ordinances relative to time limit for acting upon a decision of the Board of Adjustment - first reading. (copy enclosed - may be read by title only)  
**At the Board’s suggestion, P & Z considered the matter of “expiration” limits for Board of Adjustment decisions and settled on the same 2-year timeframe specified in the**

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**ordinance for preliminary plats. Upon approval, staff developed the attached ordinance for Board consideration.**

30. Bill No. 6231 for Ordinance – Entering into an agreement with Todd Schilli Farms, LLC relative to Snow Removal at the Perryville Regional Airport - first reading. (copy enclosed - may be read by title only)  
**See Item 11 above.**
31. Bill No. 6232 for Ordinance – Accepting easement deeds from Kimberly Kimmell and from Sam and Diane Watts - first reading. (copy enclosed - may be read by title only)  
**These deeds are associated with the NE Outfall Sewer project.**
32. Committee Reports: Public Works, Public Safety, Finance, Liaison, Sidewalk, and Economic Development.
33. Report by City Administrator:
- West Star Facility Spotlight ([link](#))
  - USPS Delivery Times and Paper Inventory (copy)
  - Global War on Terror Memorial ([link](#))
  - WWTP Cash Flow Report (copy)
  - Humanitarian of the Year Dinner – Nov 4 (copy)
  - Missouri Veterans Hall of Fame Class of 2021 (copy)
  - Airport Hay Lease Agreement Termination (copy)
  - Other Duties as Assigned (copy)
34. Report by City Engineer.
35. Report by City Attorney.
36. Board concerns and comments and any other non-action items.
37. Closed Session to discuss real estate matters in accordance with Section 610.021(2) RSMo; personnel matters in accordance with Section 610.021(3) RSMo; contractual matters in accordance with Section 610.021(9) RSMo; and litigation matters in accordance with Section 610.021(12) RSMo
38. Adjourn.