



**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, JANUARY 17, 2023**

**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. Present tenure awards issued to City employees:
  - 5 Years** - Ashley Brown
  - 15 Years** - Jeremy Mantz
  - 40 Years** - Tracy Prost
4. Public Hearing for a special use permit request from Buddy Hellman to build a duplex on a previously subdivided lot at Lot 23 Winwood Court. (copy)  
**Buddy Hellman is requesting a Special Use Permit to allow him to construct a duplex on a previously subdivided lot.**
5. Public hearing for a special use permit request from Oasis Tan & Spa, LLC, to allow a landlocked building at 805 North Main Street to be used for commercial use. (copy)  
**Oasis Tan & Spa, LLC is requesting a Special Use Permit to allow a landlocked building to be used for commercial use at 805 N. Main Street. The building is currently in a mobile home district with no means to rezone.**

**CONSENT AGENDA ITEMS**

6. Approve minutes from meeting of January 3, 2023. (copy)
7. Approve Financial Reports for December 2022. (copy)

8. Approve Pay Application 5 (Final) to Meinershagen Roofing and Sheet Metal relative to Perry Park Center Roof Project - \$6,884.05. (copy)  
**This was likely Phase 1 of the Perry Park Center roof replacement as other portions will be tackled in future years. This portion was in the worst condition by far and was a source for frequent leaks, despite staff and contractor efforts to patch and repair the existing roof. This roof will carry a 30-year warranty. This has been completed for some time and this the final release of their retainer.**
9. Approve Pay Application 5 from Zoellner Construction Co., Inc., relative to Fire Station Project - \$111,274.08. (copy)  
**This payment is to Zoellner Construction for the new Fire Station located along Perryville Boulevard.**
10. Approve Pay Application 28 from Robinson Industrial and Heavy Contracting and HDR for the WWTP Facility Improvement Project - \$1,357,200.63. (copy)  
**This invoice relates to the construction work being done at the new Wastewater Treatment Plan.**
11. Approve proposal from Flynn Drilling Company relative to Well 2 pump - \$28,533.00. (copy)  
**In December, staff worked to bring Flynn in for assessments to Well 2 problems. They have concluded their assessment and found the 12-year-old pump to be failing. We have solicited bids to replace the pump and Flynn was the lowest bidder. We are asking the Board to approve this purchase so the repair work may proceed.**
12. Accept bids received for Perry Park Center Weight Room Renovation Project and award to Kiefner Brothers, Inc., per recommendation of Dille Pollard - \$65,200. (copy)  
**Although not found in the original budget for FY2022-23, this project was since discussed and approved by the Board of Aldermen. It will add a new bathroom to the park center's lower level, adjacent to the weight room. It will also provide a one-half wall surrounding the area around the steps, extending the physical space for our workout equipment. These are the first updates in several years to the weight room and will allow for a better user experience, including afterhours access to the park center's weight room. The benefit of bringing it to the Board yet this year was the project's ability to make a very nice late winter project for a local contractor.**
13. Approve plans and specifications for the School Street Lift Station Improvement Project. (available for review at meeting)  
**This is a major project for the city and will replace and upsize the School Street lift station. Lift station connections to the new trunk line are still under design and will come back before the Board in the near future, along with requests to acquire needed easements to install that line.**
14. Approve Project Information Form from Buddy Hellman d/b/a Winwood Enterprises, LLC, relative to Financial Reimbursement for New Construction to Builder/Homeowner Program (519/521 Winwood Court). (copy)  
**This is the second application received for the Building Reimbursement Program. In this case, it is a recently started duplex and, as such, will be eligible for 50% of the reimbursement. In this case, the building is constructing 3 bedroom, 2.5 bathroom duplexes complete with a garage for each unit. Once approved by the Board, staff will return with a full contract to make everything official.**

15. Approve request from Heroes for Kids to waive Perry Park Center fees for their July 15, 2023, Comic Con Charitable Event. (copy)  
**This annual event is growing in stature every year. They would again like to see the park center donated so they can host their event here in Perryville with all proceeds going to charity.**
16. Approve request from River Hills Amateur Radio Club to waive pavilion rental fees for their ARRL Field Day at the Soccer Park and to allow them to stay in the park overnight. (copy)  
**HAM (Amateur Radio) radio operators are critical to local governments during an emergency situation. At one time, the City had trained operators on staff and hope to again in the future. This is a regional meeting of operators, and several will stay overnight in the Soccer Park, near to their equipment. Although supported by staff, this is somewhat unusual so we ask the Board to make final approval.**
17. Approve updated Trash Collection Schedule regarding addition of January, February, and March one-day leaf pickup. (copy)  
**At the previous meeting, the Board asked staff to reschedule additional leaf pickups. In considering the City's trash schedule, and measuring those against the City's holiday schedule during winter months, the 2nd Friday of each month was determined to be the best option. Similar to spring/fall cleanups, residents are asked to call and schedule their pickups. This is thought most efficient as it will save city staff and equipment from having to drive around town and look for piles all week long.**
18. Approve recommendation from Asst. Chief Jones to remove parking sign/pole on South Jackson Street. (copy)  
**The Board previously asked staff to explore moving the "no parking sign" in front of the new mural along Jackson Street. Major Jones has provided a detailed plan for doing so and it is presented for the Board's consideration and approval.**
19. Approve recommendations from Asst. Chief Jones relative to lighting studies on Dorothy Street and West Ste. Marie Street. (copy)  
**These studies were previously brought to the attention of staff by aldermen and are presented here for Board consideration and approval.**
20. Set public hearing date for request from Brad Moll to rezone 10 Henrietta Lane from R-5 to C-2 – February 7, 2023 @ 6:30 p.m. (copy)

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

21. Decision regarding a special use permit request from Buddy Hellman to build a duplex on a previously subdivided lot at Lot 23 Winwood Court.  
**See Item 4 above.**
22. Decision regarding a special use permit request from Oasis Tan & Spa, LLC, to allow a landlocked building at 805 North Main Street to be used for commercial use.  
**See Item 5 above.**
23. Resolution No. 2023-01 – Amending the Purchasing Policy relative to Change Orders. (copy)  
**As previously discussed, staff would like to have the option to approve minor items, in a fashion somewhat similar to what is allowed in our purchasing policy, up to \$20,000. All change orders would still be presented to the Board after the fact and the Board would**

**have the opportunity to then consider the items to make sure staff did the right thing. This policy change is presented here as a resolution for the Board's consideration.**

24. Bill No. 6369 for Ordinance No. 6585 – Entering into t-hangar agreement with Collective Force, LLC - second reading and final passage. (copy)  
**With the approval of this agreement, the t-hangar and FBO hangar spaces are completely filled.**
25. Bill No. 6370 for Ordinance No. 6586 – Approving Ballot Issue relative to Imposition of 3% Marijuana Tax - second reading and final passage. (copy)  
**The voter's legalized recreational marijuana in the November election. Included in this constitutional amendment is the ability for cities and counties to add a 3% sales tax to such sales. Even though Perryville doesn't currently have a dispensary, staff would recommend putting the question to voters in an upcoming election (so it will be in place if/when we do) and this ordinance provides the Board's approval in our doing so. NOTE: Perry County has proposed a similar tax for the same election.**
26. Bill No. 6359 for Ordinance No. 6587 – Entering into a first amendment to the Justice Center Intergovernmental Agreement with the County of Perry, Missouri - second reading and final passage. (copy)  
**This agreement provides that the City and County will share responsibility for the operations and oversight of the joint dispatch department, allowing us to better supervise the Department and realize the efficiencies of not having two 911 dispatch centers. NOTE: The first reading occurred several meetings back and the contract was recently ratified by the County Commission so it is now presented to the Board of Aldermen for final approval.**
27. Bill No. 6371 for Expedite Ordinance No. 6588 – Approving a special use permit request from Buddy Hellman to build a duplex on a previously subdivided lot at Lot 23 Winwood Court first and second reading and final passage. (copy enclosed - may be read by title only)  
**See Item 4 above.**
28. Bill No. 6372 for Expedite Ordinance No. 6589 – Approving a special use permit request from Oasis Tan & Spa, LLC, to allow a landlocked building at 805 North Main Street to be used for commercial use - first and second reading and final passage. (copy enclosed - may be read by title only)  
**See Item 5 above.**
29. Bill No. 6373 for Ordinance – Entering into an agreement with Buddy Hellman d/b/a Winwood Enterprises, LLC, relative to Financial Reimbursement Agreement for New Construction to Builder/Homeowner Program (519/521 Winwood Court) - first reading. (copy enclosed - may be read by title only)  
**See Item 14 above.**
30. Bill No. 6374 for Ordinance – Entering into an agreement with Lappe Cement Finishing, Inc., relative to Perryville Boulevard Shared Use Path – Phase 2 Project - first reading. (copy enclosed - may be read by title only)  
**This project extends a 10' wide sidewalk along Perryville Boulevard connecting the Bank of Missouri Soccer Park to Old St. Mary's Road. It is being done as a cost share with MoDOT, who has reviewed and approved the plans.**

31. Bill No. 6375 for Ordinance – Entering into an agreement with Kiefner Brothers, Inc., relative to Perry Park Center Interior Improvements Project (Weight Room Renovation) - first reading. (copy enclosed - may be read by title only)  
**See Item 12 above.**
32. Bill No. 6376 for Ordinance – Amending Title 10, Chapter 10.36 of the Code of Ordinances relative to Bicycles - first reading. (copy enclosed - may be read by title only)  
**It was recently pointed out to City Staff the absolute prohibition of bicycles on sidewalks is probably outdated and should be reconsidered. Major Jones and the Police Department researched this matter and proposed several changes, which were previously discussed with the Board. As directed, the final version allows only for youth under age 16, along with their escorting adults.**
33. Bill No. 6377 for Ordinance – Entering into a T-Hangar agreement with Hank Konzelmann d/b/a Mantis Aviation - first reading. (copy enclosed - may be read by title only)  
**Mr. Konzelmann has two small aircraft that will fit into this single hangar and, per policy, has agreed to pay full rent for both.**
34. Committee Reports: Public Works, Public Safety, Finance, Sidewalk, Liaison, and Economic Development.
35. Report by City Administrator:
  - Board Appreciation Dinner – February 17, 2023 @ Robinson Event Center (copy)
  - Comprehensive Plan Kickoff Meeting (copy)
  - ‘NIMBY’-backed Zoning Article ([link](#))
  - DNR Variance
  - MML Legislative Conference
  - MML Conference Dates (copy)
  - Marijuana Tax
  - Downtown Tree Grates
  - Economic Development in the Midwest Article ([link](#))
  - City Website Traffic
36. Report by City Engineer.
37. Report by City Attorney.
38. Report by Chief of Police.
39. Board concerns and comments and any other non-action items.
40. Closed Session to discuss personnel matters in accordance with Section 610.021(3) RSMo; contractual matters in accordance with Section 610.021(9) RSMo; and security matters in accordance with Section 610.021(19) RSMo
41. Adjourn.

Additional Attachments:

- Leaf Pickup Flyer
- Parks & Rec Report