



**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, JANUARY 2, 2024**

**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 December 19, 2023. (copy)
4. Approve bills for December 2023. (copy)
5. Acknowledge receipt of Amended Budget for 2024 Perry Plaza CID and 2025 Perry Plaza CID Budget. (copy)  
**Statute requires CIDs provide a copy of their annual budget to the governing body that first approved their establishment. The proposed budget fits the stated intentions of the Board to improve the Perry Plaza’s appearance and infrastructure.**
6. Approve Invoice 549013 Final to Robinson Industrial, Heavy & Commercial Contracting, Inc., relative to Technical Education Facility. (copy)  
**This invoice relates to work being done on the new Perryville Technical Education Campus. This is the final invoice. All work has been completed and the contract satisfied. This invoice will be paid by the City but reimbursed in full by Ranken.**
7. Approve purchase of two Ford F-550 trucks from Bening Ford - \$114,791.28. (copy)  
**This is a budgeted purchase originally listed as one-ton and two-ton dump trucks. Staff researched the matter and such equipment is now labelled differently, using the F-Series titles (e.g. F-150, F-250, F-350, F-450, F-550, and F-650). Each higher**

number indicates a bigger truck. Through their research, staff has determined that it is actually slightly cheaper to purchase and outfit an F-550 than an F-450 so this is the request before the Board. The next item on the agenda will outfit the new cabs and chassis with a dump bed and CNG conversion kit.

8. Approve Quote 171973-3 from Knapheide for purchase of two CNG kits and dump truck beds for Ford F-550 trucks - \$88,284.00. (copy)  
**See Item 7 above.**
9. Approve Quote 36594 from Banner Fire Equipment, Inc., for purchase of 19 sets of turnout gear for Fire Department - \$63,878.00. (copy)  
**This was previously discussed with the Board as it reassigns money in the Fire Department's budget to purchase turnout gear to outfit Station #2 (new station on the bypass), making this location much more useable and valuable during emergencies.**
10. Approve proposed Part-Time Pay Plan 2023-24. (copy)  
**The Part-Time Pay Plan is being adjusted based on the minimum wage for private businesses increasing to \$12.30 on January 1. Further adjustments were also made to official pay (first increase since 2017) and group swimming lesson instructors.**
11. Approve recommendation from Parks & Recreation Director Cadwell to move the Parks Groundskeeper position from a Grade 3 to a Grade 5 on the City Pay Plan and use the existing title of Maintenance Technician. (copy)  
**This adjustment will change the grade for the position formerly known as our full-time Groundskeeper by making it a Maintenance Technician position similar to what is found in other departments and is already found in the park's maintenance department (inside staff member). We will leave the Groundskeeper position on the Pay Plan as a Level 1. Going forward, this will represent part-time and seasonal help who largely spend their time outside mowing grass, landscaping, and maintaining ballfields and outside grounds.**
12. Approve bids received for the Perry Park Center Exterior Signage Project and award to Main Street Signs per the recommendation of Parks & Recreation Director Jim Cadwell - \$20,967.07. (copy)  
**Now that the building is painted, it is ready for the new signs. We have worked with Brewer Signs on the specifications and advertised the project for bid, having received several bids from local companies.**
13. Approve Project Information Form from D Properties, LLC, (Jason Dauster) re Financial Reimbursement for New Construction to Builder/Homeowner Program relative to 30 Zeno Street. (copy)  
**This is another application for the City's Building Reimbursement Program. This is an exciting project as it will add three quad-plex buildings (12 units total) on the property that was formerly Zeno Mobile Home Park. This is something the Board worked very deliberately on several years ago when that property and several tenants had become problematic for the City and the Police Department. Somewhat unique is that all units will be electric-only and thus ineligible for the natural gas reimbursement.**

14. Approve Vincentian Way speed limit recommendation from Corporal Dustin Miller, Police Department Traffic Division. (copy)  
**As requested previously by the Board, the PD studied this street extension and recommends a speed limit of 25 MPH.**
15. Acknowledge selection of Bacon, Farmer, Workman Engineering & Testing, Inc., relative to Highway 51 Corridor Congestion Study.  
**MoDOT has preapproved qualified and eligible firms as consultants on their Traffic Engineering Assistance Program (TEAP). Although we were not selected for a grant this cycle, staff felt it important to use a qualified firm whose quality of work was already “blessed” by MoDot. We interviewed two firms and recommend Bacon, Farmer, Workman Engineering & Testing. They have a Cape Girardeau office that is largely staffed with former MoDOT employees, many of whom city staff have a long history of positive working relationships with.**

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

16. Decision regarding special use permit request from DGOGPerryville 05312023 to construct a 10,640 square foot Dollar General Store at property located on the southeast side of Highway 61 and Sutterer Place. (copy)  
**The public hearing on this matter was held at the December 19<sup>th</sup> meeting, and the Board has had time to fully consider the input received. Staff will be asking for a final decision on this matter.**
17. Resolution No. 2024-01 – Entering into a Surplus Property Transfer agreement with the Perry County Health Department relative to HVAC equipment transfer of ownership to City of Perryville. (copy)  
**The Health Department purchased this HVAC equipment during their renovation and it is no longer needed. As such, it was offered to local agencies and partners at no cost. Staff reports having need for three such units. This contract will officially transfer ownership to the City of Perryville.**
18. Resolution No. 2024-02 – Entering into a Financial Reimbursement Agreement for New Construction to Builder/Homeowner with D Properties, LLC, (Jason Dauster) relative to 30 Zeno Street. (copy)  
**See Item 13 above.**
19. Resolution No. 2024-03 – Entering into a Recission of Contract for Water Main Extension with G&G Investment Properties, LLC, and Bruce and Lorna Gibbar. (copy)  
**The Gibbar’s have purchased property located just outside the city limits along T-Road. Originally, they signed promissory paperwork agreeing to annex into the city in the future as they wanted immediate access to City utilities, specifically water. After engineering the project further, they instead opted for a well and will no longer require city utilities. They have since asked to be released from this agreement.**

20. Resolution No. 2024-04 – Entering into an agreement with Zoellner Construction Company relative to the School Street Lift Station Improvement Project. (copy)  
**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 will come back before the Board in the very near future, along with requests to acquire needed easements to install that line.**
21. Resolution No. 2024-05 – Entering into a Mutual Aid Agreement with Missouri Public Utilities Alliance. (copy)  
**This is simply an update to an existing agreement, allowing the City of Perryville to participate in mutual aid requests from neighboring Missouri cities during times of emergency and allowing other cities to reciprocate for us if ever needed.**
22. Resolution No. 2024-06 – Entering into a license for encroachment with Patricia Amschler relative to Northeast Force Main Sewer Project. (copy)  
**Due to a recent death of the owner, a traditional easement for this property is not possible at this time. We have worked with City Attorney Pistorio on an alternate means of permission known as a License for Encroachment. This will allow us to do the necessary work on the sewer line and eventually return to the new property owner for an official easement. Although not a perfect solution, staff is comfortable proceeding in this manner and believes it to be the best available option at this time.**
23. Bill No. 6488 for Ordinance – Amending Section 3.04.060 of the Code of Ordinances relative to Required Protest of any Tax, Fee, or Other Payment to the City - first reading. (copy enclosed - may be read by title only)  
**This ordinance was drafted several years ago and approved by the Board at that time. During recent review, staff felt the need to clarify that we have the ability to go back administratively as much as 90 days if/when necessary to correct an inaccurate customer billing that comes to our attention.**
24. Committee Reports: Public Works, Public Safety, Finance, Liaison, Sidewalk, and Economic Development.
25. Report by City Administrator:
  - Southeast Missourian Article re Innovate SOMO (copy)
  - FAA Temporary Tower Request
  - Comprehensive Plan Updated Time Frame (copy)
  - Grotto Sculpin Recovery Plan Draft (copy) ([link](#))
  - Article – Recipes for Rural Prosperity as Populations Change (copy)
  - Perry County Heritage Tourism Virtual Tours ([link](#))
  - Big, Bright Light Show ([link](#))
  - Warehouse Market Days (copy)
  - City-Wide Internet Services
  - Elected Officials Guide re Emergency Management (copy)
  - Soccer Park Trail Lights (copy)
  - Analysis of Tax Rates for City of Perryville (copy)
  - Winter/Spring Leaf Pickup Flyer (copy)
  - City/County Appreciation Dinner – February 9, 2024

26. Report by City Engineer.
27. Report by City Attorney.
28. Report by Chief of Police.
29. Board concerns and comments and any other non-action items.
30. 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.
31. Adjourn.

Additional Attachments:

- Parks & Rec Report (copy)
- Baer Engineering Invoice (copy)