



**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, MAY 21, 2024**

Brent Buerck

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 May 7, 2024. (copy)
4. Approve financial reports for April 2024. (copy)
5. Set a Public Hearing date for a special use permit request from Marty Petty to operate a tattoo establishment at 108 North Jackson Street – June 4, 2024 at 6:30 p.m. (copy)
Review a request by Marty Petty for approval of a special use permit to operate a tattoo establishment at 108 N. Jackson Street. This is in the old ‘Man Cave’ building, next to J Street Eats.
6. Accept lease bids received regarding new police vehicles and award to Bank of Missouri at 4.85% interest rate. (copy)
This is a budgeted purchase for next fiscal year (FY2024-25). As in the past, this PD vehicle purchase will be financed over the next three years, at which time we will upgrade another portion of our fleet. Preparing the purchase now ensures delivery and billing when the fiscal year rolls over.

7. Approve Pay Estimate No. 3 to Schuessler Excavating, LLC, for the Northeast Outfall Sewer Replacement Project - Phase 3 - \$86,661.66. (copy)
This is for work relating to the final phase of the trunkline project.
8. Approve Pay Estimate 7 from Fronabarger Concreters, Inc., relative to Vincentian Way Extension project - \$319,449.94. (copy)
This project extends the street currently known as Progress Drive from its current termination point behind Stonies and connects it to the street currently known as Alma located behind Frank's Produce.

The street is expected to be finished on or before June 17 at which time a grand opening will be scheduled in conjunction with representatives from the Seminary.
9. Approve Change Order 1 relative to Exterior Improvements at Perry Park Center (Ramp) – \$15,652.09 increase. (copy)
This project permanently replaced the electronic stair lift with an accessible concrete ramp. The project is complete and this change order serves to document final design. CO#1 adds the additional work of \$15,652.98. This was necessary to correct design flaws found in the bid project. The entirety of this change order will be paid by our consultant Dille-Pollard.
10. Approve Change Order 2 relative to Exterior Improvements at Perry Park Center (Ramp) - \$7,500.00 decrease. (copy)
See Item 9 above. CO#2 deducts the \$7,500.00 contingency amount found in the original contract as we did NOT utilize this allocation of funds.
11. Approve 55% payment to Brda Electric, Inc., for municipal area network buildout - \$169,400.00. (copy)
The Metropolitan Area Network will create a fiber ring connecting city and county buildings, providing efficiency and redundancy for the future of both levels of government. Forward Slash is our contracted IT provider. They designed the network and will oversee the installation of the network, the cost of which will be divided with Perry County according to linear feet of service line. The new IT server room will be located in the hardened basement of the Perry County Joint Justice Center.

Brda is the selected contractor and the City will make direct payment to said contractor in order to save administrative processing and overhead fees that would have been necessary should the bills have been processed through Forward Slash. This and future bills will be proportionately split with Perry County where the City is responsible for 55% of the initial construction based on our portion of the project scope (and Perry County responsible for the other 45%).
12. Approve recommendation from Chief Hunt to adopt GO-06-0208 to the Perryville Police Department Operations Manual regarding Complaint Reporting on Police Department Personnel/Internal Investigations a/k/a Police Officer's Bill of Rights. (copy)
On the final day of the 2021 legislative session in May, Missouri lawmakers passed a "law enforcement bill of rights" that gives officers special legal protections and closes files to police misconduct. Chief Hunt has worked with City Staff, including

City Attorney Pistorio, to develop appropriate policy in response to this state law. After Chief Hunt's review, it is presented here for the Board to officially adopt the related policy.

13. Approve recommendation from Parks & Recreation Director Cadwell to allow the SEMO Grotto Cavers to utilize the acquired portable shed for their caving supplies. (copy)
The property recently purchased from the Baileys included several outbuildings, one of which was a small portable shed. The SEMO Grotto (local caving community) recently approached the City and asked if they could locate a shed on our property to hold their equipment, much of which is used for the Wild Caving program offered through the Perry Park Center. Although the City approved this request, the Grotto has yet to secure a shed. Since this shed was acquired through a related real estate purchase, staff proposes allowing the Grotto to use it to store their equipment. The shed will be located at the new maintenance facility along Highway 61.
14. Approve recommendation from Parks & Recreation Director Cadwell to allow Brewer Chain Saw to encroach upon City of Perryville property until the Parks Department needs the area for future growth. (copy)
For many years, Brewer Chainsaw has enjoyed a gentleman's agreement with the Baileys where they would display and, in some cases store, lawnmowers and other equipment on the Bailey's property. Staff reviewed this situation and proposes allowing it to continue into the future, or until it becomes an operation issue or concern for city staff. Prior to proceeding, staff wanted to ensure the Board finds this arrangement acceptable. Once approved, the relationship will be documented and detailed in a letter to Mr. Brewer.
15. Approve proposed locations for the placement of the Missouri Creative Community signs. (copy)
The Missouri Arts Council has provided metal signs for the City to display throughout town recognizing the City of Perryville as a "Missouri Creative Community." This was based on our selection and award by Lt. Governor Mike Kehoe in 2024. Staff has worked to identify locations for said signs and present our thoughts here for Board approval.
16. Approve sinkhole priorities list for 2024-25. (copy)
This process is completed annually and identifies sinkhole priorities for the coming year. The list is updated each year based on changing conditions and priorities and is nearly always longer than the City expects to complete in a single year. The list is subject to change (as new sinkholes open up or conditions change significantly) but it serves to document our game plan and helps direct our activities for the coming year.

NOTE: In a similar fashion, staff is working on a sidewalk repair list. It is our hope this list of priorities will be finished in the very near future and presented at our next meeting.

END OF CONSENT AGENDA

17. Approve Baer Engineering 2024-25 Fee Schedule. (copy)
There was a concern with the bill's structure at the last meeting and staff asked to table this item (which requires it to be brought back at the next meeting for a resolution). In later discussions with City Engineer Baer, it was understood the City's contract included an annual adjustment to their rates in an amount equal to the COLA provided to City employees. This is part of the contract language so future changes to the fee schedule, when made according to the contract, occur automatically and need not be presented in this manner. However, in this particular case, it is being presented since the item was tabled at the last meeting, ultimately satisfying Robert's Rules of Order.

18. Discussion regarding Main Street Striping.
Staff has worked with MoDOT to understand how and why the confusion came when portions of Main Street (inside the City limits) were recently striped. At this point, it is our intention to leave the stripes but document they will not be maintained in the future as the City does not have proper equipment for such striping and the area is located outside of MoDOT's responsibility. That said, MoDOT has agreed to "double stripe" the portion of South Main, but only at the request of the Board of Aldermen (if that is indeed desired).

NOTE: Neither city staff, nor MoDOT, have found an indication such double striping is required as passing in this area is already prohibited elsewhere in city ordinances and the Missouri Uniform Traffic Code, but MoDOT has indicated they would do so upon the Board's request, effectively closing the door on this issue.

19. Resolution No. 2024-36 – Entering into an Irrigation Sewer Credit Agreement with the Congregation of the Mission, Western Province relative to utility sewer credit for irrigation water. (copy)
This agreement memorializes our negotiation regarding the seminary's irrigation equipment; meaning they will not pay sewer charges on water they use for irrigation, but neither will they receive the 10% summer discount offered other customers.

20. Bill No. 6503 for Ordinance No. 6718 – Approving special use permit request from Rinehart Properties, LLC to build self-storage units on Lots 17 and 18 of Colonial Plaza and Lot 2 of Sides Minor Subdivision – second reading and final passage. (copy)
The proposed location is in the vicinity of the Holiday Inn and Days Inn properties. This is a highly trafficked commercial area but staff questions if the location would be better suited as a traditional retail, restaurant, or strip mall development. This was discussed in detail at the Board's last meeting and is presented here this evening for a final decision.

21. Bill No. 6504 for Ordinance No. 6719 – Accepting a general warranty deed from Billy G. Bailey Revocable Living Trust – second reading and final passage. (copy)
This is the deed from the Bailey family to the City for their property by the park.

22. Bill No. 6505 for Ordinance No. 6720 – Approving and confirming the Comprehensive Plan for the City of Perryville – second reading and final passage. (copy)
This is the final step required by state statutes for the comprehensive plan's approval.

23. Bill No. 6506 for Ordinance No. 6721 – Approving amendment to 2024-25 Pay Plan - second reading and final passage. (copy)
These minor adjustments recognize the new city clerk position, along with increasing responsibilities for the treasurer as was discussed with the Board. Note: Some of these changes will not take place until City Clerk Prost's retirement later this fall.
24. Bill No. 6507 for Ordinance – Amending the City of Perryville Stop Sign Ordinance by adding Vincentian Way - first reading. (copy enclosed - may be read by title only)
This is being done now in preparation for the upcoming opening of Vincentian Way (formerly Progress Drive).
25. Bill No. 6508 for Ordinance – Amending the City of Perryville Prohibited Parking Schedule by adding Vincentian Way - first reading. (copy enclosed - may be read by title only)
This is being done now in preparation for the upcoming opening of Vincentian Way (formerly Progress Drive), preventing vehicular parking along the side of the streets.
26. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
27. Report by City Administrator:
 - Leadership Missouri Class Directory 2024 (copy)
 - Mural Aviation Key (copy)
 - Eclipse Visitor Quotes (copy)
 - Vincentian Way Update
 - PGAV Zoning Re-Write
 - Soccer Fields Closed
 - EPA Honorable Mention re WWTP (copy)
 - Purposity App (copy)
 - Salvation Army (copy)
 - Upcoming MoDot Bridge Replacement Projects (copy)
 - Cave and Karst Day – June 6 2024 ([link](#))
 - The Old Guard Ceremony – June 9 @ 2:30pm (copy)
28. Report by City Engineer.
29. Report by City Attorney.
30. Report by Chief of Police.
31. Board concerns and comments and any other non-action items.
32. 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 security matters in accordance with Section 610.021(19) RSMo.
33. Adjourn.

Additional Attachments:

- Ltrs to Airport Advisory Board Members (copy)
- Housing Article (copy)
- Sam Barber – Twister Album (copy)
- Parks & Rec Report (copy)