



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, AUGUST 20, 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.
3. Introduction of new city employees:
 - Lacy Best – License/Permit Clerk
 - Leslie Lowes III – Street Maintenance Technician
 - Darrell Shrum – Street Maintenance Technician
 - Joshua Steele – Water/Wastewater Maintenance Technician

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of July 30, 2024. (copy)
5. Approve financial reports for July 2024. (copy)
6. Approve Pay Estimate 5 to Schuessler Excavating, LLC, for the Northeast Outfall Sewer Replacement Project - Phase 3 - \$87,617.43. (copy)
This work relates to the final phase of the new sewer trunk line.
7. Approve Pay Estimate 1 from Millstone Weber, LLC, relative to the Runway Rehabilitation project - \$280,560.89. (copy)
Millstone Weber has begun the runway reconstruction project at the airport, which has required a complete shutdown of the runway for 30 days. This project has been a decade or more in the making and we are very excited to have reached this point.

8. Approve Pay Estimate 2 from Millstone Weber, LLC, relative to the Runway Rehabilitation project - \$4,207,001.74. (copy)
See Item 7 above. The first pay estimate was received after the last agenda was posted so we have two payments for this meeting.
9. Approve Invoice 684196 from Joe Geile Excavating, LLC, relative to sinkhole repairs at St. Vincent School - \$41,025.00. (copy)
This is one of those sinkholes that grew bigger as staff got into it. All sinkholes are completed on a time and material basis but because of the depth and breadth of this sinkhole, it became more expensive than most (this sinkhole also required an Aqua Swirl filter). Given the cost of the improvement, we thought it was best to have the Board approve this particular invoice for the related excavation services. The good news, if we can call it that, is that the sinkhole was fixed correctly and should not be a problem in the future.
10. Approve Invoice 10328994 from Delta Companies Inc. relative to the MoDOT Route B Overlay project - \$12,410.31. (copy)
This project “piggy-backed” off of MoDOT’s contract to reseal B-Road and will finish the city-owned, but still asphalt portion of B-Road that is within the City limits, but before the concreted portion of Main Street.
11. Acknowledge staff approval to allow KS Technical LLC to complete necessary cleaning, inspection, and sand blasting to the jet fuel tank - \$25,336.00. (copy)
A recent inspection found a bacteria beginning to grow within a fuel tank at the airport. Seizing the moment with the runway being shut down, staff worked to secure an emergency contractor to complete the cleaning and repairs before the runway would reopen. Given the price exceeded staff’s purchasing authority, it was discussed with and preapproved by the Mayor prior to our proceeding. This bill serves only as an estimate and staff expects the final bill may be lower than estimated as we have had good luck so far as the bacteria was very early in its growth. NOTE: Despite the growth, the fuel was never in jeopardy and passed all required testing.
12. Approve recommendation from Public Works Director Layton relative to revision of Personnel Rules and Regulations regarding Public Works Employee Distance Requirement. (copy)
Staff has researched other communities and found our address restrictions for public works on-call employees may be a little more onerous than others. Staff would ask the Board consider revisions to our current standard of 25 miles (without a specification for time) which will better match industry norms. To this end, staff propose a new standard of 35 miles and 45 minutes for employee home-to-work distance and time.
13. Authorize staff to rebid Perryville Boulevard Shared Use Path – Phase 3 (MoDot TAP 5000(010)).
This is for the previously approved TAP project connecting the City’s greenway along Perryville Boulevard to Kingshighway. It is an 80/20 match with the Missouri Highway Department. It is being rebid as MoDOT required the rejection of the previous bids as the first several bidders failed to meet the DBE (Disadvantaged Business Enterprise) goals MoDOT had in place for the project.

14. Approve Request for Qualifications regarding Theater Lighting and Controls for the Perry Park Center. (copy)
This is a budgeted project to improve the lighting systems in the Park Center's theater. Once selected, staff will work with the chosen contractor to design and install an LED lighting system that will equal the audio system (installed in 2021) and carry us forward.
15. Approve Bid Specifications for Community Center HVAC Replacement Project. (copy)
Last year, the city replaced two units that were failing and budgeted to replace the other two this year. We are now ready for that work to occur and ask Board permission to proceed with obtaining bids on the remaining two units.
16. Approve recommendation from Parks & Recreation Director Cadwell for reassigning resources in the park budget to outfit the newly acquired maintenance shed building. (copy)
Director Cadwell did a good job outlining the staff's plan (and supporting reasons) to begin refurbishing the newly acquired park maintenance complex. It is important that these improvements be made before we begin the process of moving in and will make the buildings useable for many years to come. The delayed projects will be reconsidered and reinserted into future Capital Improvement Plans (CIPs).
17. Approve plans and specifications for Transportation Alternative Program TAP 9900(149) Star Street path. (copy available at meeting)
MoDOT has reviewed and approved the city's design and prework on this project and we are now ready to go out for bid.
18. Review and approve bids received for the Baseball Field #5 Improvements and award to Saline Creek Grading, LLC, per recommendation of City Engineer Baer - \$116,767. (copy)
This project is a complete reconstruction of Field 5 (last major field to do so), including fencing and dura-edge surface and grading work. Dura-edge helps the field dry out quickly and has been successful on the other fields. This project was included in the 2024-25 budget.
19. Approve request for a traffic study relative to a "children at play" sign at the alley of Smith Street and Ash Street, south of Thomas Street. (copy)
While campaigning, one of the commissioners was asked by a concerned citizen to explore the possibility of adding a "Children at Play" sign on this gravel alley. It appears this is due to a teenage driver that travels that alley at a high rate of speed. Staff has no recollection of the city posting such signs in an alley and, quite frankly, are uncertain if it makes sense to begin doing so now, believing enforcement may be a better option. That said, it is presented here for Board approval which will allow the PD to study the current situation and explore options through a traffic study.
20. Approve recommendation from Parks & Recreation Director Cadwell to accommodate temporary lifeguard staff shortage. (copy)
National news stories have been previously shared with the Board documenting the national shortage of qualified lifeguards but, with our summer students returning to school, the problem has started to affect us here locally. Staff is actively

recruiting new lifeguards but must now propose minor adjustments at the pool until we have returned to full staff. Specifically, this means the deep well and dive boards may be unavailable for patron use at different times of the week.

21. Approve recommendation from Parks & Recreation Director Cadwell for plan to install solar overhead trail lights in Bank of Missouri Soccer Complex and City Park and to request Citizens Electric Company to install two electric streetlights in City Park. (copy)
This was discussed at our previous meeting and is now being presented for official approval. Staff would like to see Citizens install the new street lights immediately and, upon Board approval, will include the solar lights in next year's budget.
22. Approve the appointments of the Planning & Zoning Code Update Steering Committee members. (copy)
These members were selected by the Mayor to help steer the community through the process of reworking our zoning codes. All have readily agreed to serve and their combination will provide a diverse background and varied experiences which will prove highly useful in our process.
23. Approve request from Immanuel Lutheran School 7th Grade to hold a boot drive around the Square on Friday, April 4th, 2025 at 4-7pm and Saturday, April 5th, 2025 at 10:30am - 12:00pm to benefit Washington, D.C. Youth Trip. (copy)
Parents of Immanuel Lutheran School 2023 7th Graders are holding various fund raisers to support their 8th grade class trip to Washington D.C. This fundraiser will help defer the cost of the trip for the students and their families. They have requested permission to hold a "boot drive" in the Downtown Square. The hours of consideration are April 4 and 5, Friday from 4:00pm-7:00pm and Saturday from 10:30am to noon. The event will be staffed by both students and parents. They will stand at the intersection, collecting change from vehicles at the stoplights. All necessary precautions will be taken to keep everyone safe. If approved, staff propose that traffic lights be set to "stop and go" as opposed to "red light/green light."
24. Approve request from Perry County Creative Arts to place a banner in Miget Park at its intersection with St. Joseph St. and North Perryville Blvd. (copy)
In September of 2023, Perry County Creative Arts hosted an event called Chalk N Talk. The event went over very well to the point it was decided to re-brand it as the Perryville Chalk Art Festival. This new event will take place in Downtown Perryville at the Warehouse Entertainment District, at the corner of Jackson and West North Street. This event has expanded and is grant-funded by Perry County Community Foundation. They will be bringing in a Professional Chalk Artist, Craig Thomas (painted the railroad mural downtown); along with several interactive events. Although the request doesn't call for specific dates for the sign to be displayed, staff recommend no more than three weeks before the date of the event.
25. Acknowledge the receipt of the Perry Plaza Community Improvement District Annual Report 2024. (copy)
This is an annual process where the Board acknowledges receipt of the CID's annual report. NOTE: EDA Director Crystal Jones serves as a Board member and city representative for the organization.

26. Accept responsibility for owning and maintaining two panel additions to the Wall of Honor at City Park.
The Rauhs and the Military History Museum continue to draw interest for more names for the Wall of Honor. They have completed the latest phase and it is presented it for official acceptance by the City of Perryville.

END OF CONSENT AGENDA

27. Discussion regarding project to reseal parking lots surrounding the Perry Park Center. (copy)
It has been about 10 years since we last resealed the parking lots surrounding the park center. Staff budgeted to do so again this year. The darkly shaded areas have deteriorated substantially since our last sealing. These areas consist primarily of parking spots where vehicles leak oil and the like accelerating the deterioration. Staff will seek Board direction at the meeting regarding one of the following options:
- 1. *Reseal everything*, knowing some of it is really too far gone to benefit but it would keep everything the same color and looking the same**
 - 2. *Reseal only the good areas* and allow the slow deterioration of the others, knowing they will eventually need to be replaced but ensuring we get the maximum value and life out of our previous investment**
 - 3. *Reseal nothing*, allowing the natural deterioration to occur and eventually replacing everything.**
28. Resolution No. 2024-55 – Entering into a five-year agreement with Pepsi Mid-America relative to inside and outdoor concession soft drinks for the Park and Recreation Department. (copy)
Pepsi presented a better pricing structure than Coca-Cola and staff recommends entering into this 5-year agreement to provide our soft drinks at the Park Center.
29. Resolution No. 2024-56 - Entering into an agreement with Perry County, Perry Development Corporation (PDC), and Industrial Development Authority of Perry County (IDA) relative to funding support by city and county to the Perry County EDA. (copy)
This addendum to the current contract provides the EDA office “catch up” funding for the past several years of hyperinflation. It also establishes a new standard for annual increases going forward which will be equal to the cost-of-living adjustment made by the City and County for its own employees.
30. Resolution No. 2024-57 - Entering into an agreement with SEMO Regional Planning relative to the park master plan update. (copy)
The Park’s master plan was first established in 2015 and this year’s budget included money for SEMO RPC to review and update the plan, ensuring it is kept current and aligned with the community’s goals and preferences.
31. Resolution No. 2024-58 - Amending the Broadcasting Board Meetings Policy relative to unattended video equipment. (copy)
Current Board policy doesn’t address what we should do with unattended recording devices left during meetings, so we have asked the City Attorney to address this matter. Also included is language that disallows private recording if/when the City makes an official recording or live-streaming option available to our community.

32. Resolution No. 2024-59 - Entering into an agreement with Perry County relative to the installation and maintenance of a Metropolitan Area Network (MAN). (copy)
The installation of the MAN is nearly complete, helping locate core city and county buildings on a single fiber network, complete with redundant sources of data and a hardened space to protect the network. This contract details the agreement.
33. Bill No. 6527 for Emergency Ordinance No. 6742 - Establishing 2024-25 Property Tax Rate re General Revenue and Park - first and second reading and final passage. (copy enclosed - may be read by title only)
This annual process will help establish the City's tax rates for the upcoming year. At this time, no adjustment is recommended.
34. Bill No. 6528 for Emergency Ordinance No. 6743 - Establishing 2024-25 Property Tax Rate re Bond Indebtedness – first and second reading and final passage. (copy enclosed - may be read by title only)
This annual process will help establish the City's tax rates for the upcoming year. At this time, staff is recommending a minor adjustment of .0005% to help close the debt service gap. REMINDER: This adjustment will simply satisfy our debt obligations for the wastewater treatment plant. It is not generating revenue for operating or capital expenses.
35. Bill No. 6529 for Ordinance – Amending the City of Perryville Prohibited Parking Schedule by adding no parking on both sides of Church Street from its intersection with West Ste. Marie Street and West St. Joseph Street and both sides of West Ste. Marie Street from its intersection with Shelby Street to Church Street – first reading. (copy enclosed - may be read by title only)
Although staff is asking for the ordinance now, signs will not be posted until construction is completed. This street previously carried somewhat limited traffic, but will likely see an large increase with the completion of the new justice center. As such, we wanted to limit the parking in the vicinity of this hard, 90° corner.
36. Bill No. 6530 for Ordinance – Readopting Title 2 of Chapter 2.48 of the Code of Ordinances regarding Personal Financial Disclosure – first reading. (copy enclosed - may be read by title only)
This ordinance is adopted annually to accommodate the requirements of the Missouri Ethics Commission.
37. Bill No. 6531 for Ordinance – Amending Section 2.88.300 of the Code of Ordinances relative to Personnel Rules and Regulations regarding Residence – first reading. (copy enclosed - may be read by title only)
See Item 12 above.
38. Bill No. 6532 for Ordinance – Accepting an easement deed from St. Vincent DePaul Catholic Church - first reading. (copy enclosed - may be read by title only)
This easement was necessary for the recent sinkhole work completed at the corner of Waters and Rosati.

39. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
 - RFP re Environmental Services (copy)
40. Report by City Administrator:
 - Capital Improvement Plan
 - SEMO RPC Annual Dinner - 6:00 pm on Sep 24 at Robinson Event Center
 - VOTE PERRYVILLE as Host Community for MU Extension 2025 CEC Conf (link)
 - Accolades for Captain Worthington (copy)
 - Fall MVOR Conference – Sep 19–22
 - Twisted Cat Tournament (copy)
 - StormReady Community (copy)
 - Storm Siren Update
 - DNR Lift Station Variance
 - Rocktoberfest Vinyl Signs
 - Lucas & Friends Playground Update
 - Lift Station Variance
 - Downtown Gateway (copy)
 - Courthouse Transition (copy)
41. Report by City Engineer.
42. Report by City Attorney.
43. Report by Chief of Police.
44. Board concerns and comments and any other non-action items.
45. 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; and contractual matters in accordance with Section 610.021(9) RSMo.
46. Adjourn.

Additional Attachments:

- Parks & Rec Report (copy)