



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, SEPTEMBER 3, 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 August 20, 2024. (copy)
4. Approve bills for August 2024. (copy)
5. Acceptance of City of Perryville Audit Report for Year Ended March 31, 2024. (copy)  
**The audit is provided here for the Board’s review. Although it was again a “clean” audit, there is a recommendation that the City will need to adopt a policy regarding the receipt of federal funds (given some of the particularly large projects this year, the most notable of which is the airport runway reconstruction). City Treasurer Terbrak is working with the auditors to obtain policy samples and staff will present the same for adoption in the near future.**
6. Approve Pay Estimate 3 from Millstone Weber, LLC relative to the Airport Runway Rehabilitation project - \$10,603,935.25 (copy)  
**Millstone Weber has made quick work of a major project, completing all the concrete pours already at this writing. Temporary runway markers are being added today (8/30) and it is fully expected that the runway will be open by the time of the Aldermen meeting. Going forward, there will be intermittent closures as the rest of the project is buttoned up, including things like runway lights, grading and seeding and strawing.**

7. Approve Pay Estimate 1 from Jokerst, Inc. relative to the School Street Lift Station Force Main Replacement project - \$139,545.98. (copy)  
**This project will connect the new School Street lift station to the new trunk line.**
8. Approve Pay Estimate 6 from Zoellner Construction Company relative to the School Street Lift Station Force Main Replacement project - \$386,072.01. (copy)  
**This is a major project for the city and will replace and upsize the School Street lift station.**
9. Approve Invoice 2024-01 from Perry County regarding Dispatch Coverage for June 2024 - \$4,550. (copy)  
**Given several former city dispatchers have understandably elected to transfer into permanent employment elsewhere, the County has been providing dispatch services for the City of Perryville during the overnight hours while City Dispatchers continue to serve as the primary dispatch entity during the daytime hours. The initial billing cycles were delayed as staff worked to come to an agreement on pricing structure (\$50/hour). Although bills for 3 separate months are provided for Board review at this meeting, future billing cycles are expected to occur monthly.**
10. Approve Invoice 2024-02 from Perry County regarding Dispatch Coverage for July 2024 - \$10,850. (copy)  
**See #9 above.**
11. Approve Invoice 2024-03 from Perry County regarding Dispatch Coverage for August 2024 - \$10,850. (copy)  
**See #9 above.**
12. Acknowledge payment of Bois Brule Levee and Drainage District assessment for 2022 - \$22,172.60. (copy)  
**The City's tax levee was agreed upon in the 2022 settlement, a copy of which is attached here. There was some confusion by staff based on the assumption that a bill would be generated but never was. At this time, staff has confirmed our need to pay the 2022 amount based on the original settlement and future years based on the invoices received. Future years will be paid based upon received invoices.**
13. Acknowledge payment of Bois Brule Levee and Drainage District assessment for 2023 - \$25,340.12. (copy)  
**See #12 above.**
14. Acknowledge City Administrator Buerck's signature for 2024-25 employee health insurance options with United Healthcare (UHC) and administration services for employee health reimbursement account (HRA) with Paylocity. (copy)  
**Since presenting insurance options to the Board at the last meeting, our advisor suggested a minor tweak in our annual plan. For the past several years, we have operated on an October 1 renewal. This was beginning to present problems as it limited our ability to secure a 3rd party administrator for the City's HRA. It also presented some confusion for staff and employees regarding their individual deductibles and Flexible Spending Accounts. To fix this, our new insurance agreement with UHC will run 15 months instead of 12 months. This will simplify**

our process going forward for all employees and improve our ability to secure outside

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partners. The City's decision to now offer a high-quality base plan with a "buy up" option for our employees, coupled with the addition of the guaranteed pricing for the additional three months of coverage (3% premium), allowed the City to maintain its insurance costs until January 2026. This schedule change was discussed with Mayor Riney between meetings, and he concurred with this decision, allowing our open enrollment process to occur as necessary for paycheck deductions.

15. Approve Change Order No. 2 from Main Street Signs relative to the Perry Park Center Exterior Signage Project regarding placement of aquatic center sign - \$0. (copy)  
**The subcontractor who was installing the aquatic center sign accidentally placed the sign on the rear of the building instead of the front as was intended. Instead of removing the sign, the contractor has proposed an additional, identical sign for the buildings front side at NO ADDITIONAL CHARGE. Staff found this to be an acceptable solution and asks the Board to proceed with approving this change order.**
16. Approve specifications and plans for the Perry Park Center Parking Lot Improvements project. (copy available at meeting)  
**This parking lot sealing project is being placed out for bid. It includes the Board-suggested add alternate of sealing the areas that are in poor condition instead of including them in the base package. With that information, the Board will determine how best to proceed.**
17. Approve recommendation from Jeremy Meyer, Director of WWTP/WP Operations, to accept the Sludge Farm Lease bid from Tim Miesner for \$4,825 rent per year for a term of five years. (copy)  
**The current agreement with Miesner Farms will expire in April 2025. This is a 5-year contract with a renewable option for an additional 5 years. The Miesners were the only bidder this year and held the contract for the previous five years. The previous contact amount was a little higher at \$5,991.23.**
18. Approve preliminary plat for Schilli Subdivision - Todd and Tasha Schilli, applicants. (copy)  
**Approve the preliminary plat of Schilli Subdivision in order to subdivide two lots so they can be sold for development. This plat has been approved by Planning & Zoning Commission.**
19. Approve preliminary plat for Montenot Meadows Subdivision – RCH Development, Inc. c/o Chad Hartle, applicant. (copy)  
**Approve the preliminary plat of Montenot Meadows Subdivision in order to develop duplexes. This plat has been approved by Planning & Zoning Commission.**
20. Approve recommendation from Parks and Recreation Director Cadwell to extend the Fireworks Display contract with Premier Pyrotechnics for the 2025 firework show – July 3, with rainout date of July 6, 2025. (copy)  
**Our contract with Premier Pyrotechnics included a clause allowing us to renew it for next year. If we do so quickly, we will receive an additional 20% of fireworks for no additional cost. Next year, the July 4<sup>th</sup> holiday is on a Friday but the only day**

available for the contractor was Thursday. After considering this matter, staff felt it was still a good option as it would allow for an extended weekend for those

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choosing to leave on Friday morning and we have used the day before for the past several years to help ensure everyone could still be off work the next day.

21. Approve request from the Community Counseling Center to promote awareness of Suicide Prevention Month by placing information and ribbons in Miget Memorial Park near the water tower. (copy)  
**September is Suicide Awareness month, and the Community Counseling Center would like to have a weekend display in Miget Memorial Park (corner nearest Edgemont and Perryville Boulevard) to help bring attention to this matter.**
22. Approve request from Denise Waller, Coordinator of St. Patrick Center, to host a Thanksgiving meal at the Community Center on Thursday, November 28, 2024, along with access to the Community Center on November 27<sup>th</sup> for meal preparation. (copy)  
**This event has been well attended and highly supported by the community since beginning some 10 years ago. Staff again recommends its approval and we thank Ms. Waller for her and her team's efforts to bring the community together for the holidays.**

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

23. Discussion and approval of recommendation from the Downtown Revitalization Design Committee regarding submittal of façade and structural grant applications for the 2024-25 TIF Downtown Improvement Grants. (copy)  
**This year's grant cycle had a single applicant for the property that used to house Friendly Furniture. Normally, this would occur on the consent agenda but it is separated here as it is likely one of the alderman will need to be absent from this conversation, motion, and vote.**
24. Resolution 2024-60 - Entering into a development agreement with Select Capital Group, LLC relative to façade improvement grant at 5 N Main Street. (copy)  
**See # above.**
25. Resolution 2024-61 – Entering into an agreement with Saline Creek Grading, LLC relative to the Baseball Field #5 Improvements project. (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.**
26. Bill No. 6530 for Ordinance No. 6744 – Readopting Title 2 of Chapter 2.48 of the Code of Ordinances regarding Personal Financial Disclosure – second reading and final passage. (copy)  
**This ordinance is adopted annually to accommodate the requirements of the Missouri Ethics Commission.**

27. Bill No. 6531 for Ordinance No. 6745 – Amending Section 2.88.300 of the Code of Ordinances relative to Personnel Rules and Regulations regarding Residence – second reading and final passage. (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**

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**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.**

28. Bill No. 6532 for Ordinance No. 6746 – Accepting an easement deed from St. Vincent DePaul Catholic Church - second reading and final passage. (copy)

**This easement was necessary for the recent sinkhole work completed at the corner of Waters and Rosati.**

29. Bill No. 6533 for Expedite Ordinance No. 6747 – Approving Final Plat of Sycamore Estates Subdivision contingent upon receipt of bond - first and second reading and final passage. (copy enclosed - may be read by title only)

**This is the first phase to build five duplex homes to start the subdivision. This subdivision will be developed in several phases. NOTE: *At this writing, staff had not yet received the required bond (or other accepted form of collateral) for the public works infrastructure that is required for the project so we would ask that any approval given be contingent upon the owner satisfying this requirement.***

30. Bill No. 6534 for Expedite Ordinance No. 6748 – Approving Final Plat of Schilli Subdivision - first and second reading and final passage. (copy enclosed - may be read by title only)

**See item #18 above.**

31. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.

32. Report by City Administrator:

- **Warning Siren Activation (copy)**

**The automatic siren equipment has been installed and is properly functioning. The attached map and memo provides necessary details for the Board and documents the estimated 5-mile radius around the City's center.**

- **Update to Regional CEDS Plan (copy)**

**This serves as an FYI for any of the Board members that may wish to participate in this process. To date, EDA Director Jones and City Administrator Buerck have been involved in both the local and state level planning.**

- **Fall Cleanup Flyer – October 21 – 25, 2024 (copy)**

**Just a reminder for the Board of the dates and process for citizens to request and secure a trash pickup.**

- **Planning & Zoning Code Update Open House – Oct. 10 from 4-7pm at PPC (copy)**

**This open house has been scheduled and is being actively promoted, including though an October billing insert for all city residents. The community is encouraged to join us in this important endeavor and provide any input and suggestions they may have.**

- **Community Foundation Marshall Faulk event – Nov. 11<sup>th</sup> from 9-11pm (copy)**

It's hard to believe it was 10 years ago that city leaders along with members of our community worked together to create the Perry County Community Foundation. This year's event will be slightly different than those in the past. There will be no Humanitarian of the Year dinner, instead there will be a reception for foundation supporters that is limited in number. Given the importance of this group and their impact on the community, the city has always

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participated. This time, staff proposes purchasing a ticket for the Board members who are available to attend but not include spousal tickets (unless purchased privately by the Board member). NOTE: We need to respond ASAP so please provide names this evening for anyone who is interested so we can reserve our spots.

- **All-American Circus – Sept. 12 at PPC (copy)**  
This is a new and unique rental for the park center so we wanted to share some information and the date with the Board. It is being promoted privately but we wish them great success in their event.
- **Airport Aggregate Base Gravel (copy)**  
As instructed, staff approached our airport engineers and contractors about the possibility of relocating the gravel base currently used for the concrete plant. The attached email explains why that is not possible and staff shares it to verify our efforts.
- **CEC Utility Pole Inspection (copy)**  
This is just a Board notice that CEC contractors will be conducting pole inspections throughout the community and those inspectors will be walking through yards and ROWs, really anywhere there is an electric pole.
- **MNVM Fall Events Flyer (copy)**  
Just a notice for the Board of some of the exciting things being planned at the Missouri National Veterans Memorial this fall.
- **Thank you from County for partnership on DHSS grant (copy)**  
This is a very nice note of appreciation from the Sheriff's Department for the City's support and work on the DHSS grant they applied for and its impacts on the new justice center.
- **Article: What Kalamazoo Reveals about the Nation's Housing Crisis (copy)**  
This was an interesting housing article staff wanted to share with the Board.
- **Article: New Missouri law leads to \$800,000 shortfall in Ste. Genevieve Co. (copy)**  
This was an interesting article regarding some recent tax struggles our closest neighbor to the north is dealing with on the County government side.

33. Report by City Engineer.
34. Report by City Attorney.
35. Report by Chief of Police.
36. Board concerns and comments and any other non-action items.
37. Closed Session to discuss personnel matters in accordance with Section 610.021(3) RSMo; and contractual matters in accordance with Section 610.021(9) RSMo.
38. Adjourn.

Additional Attachments:

- Baer Engineering Invoice (copy)
- Parks & Recreation Report (copy)
- Charter Communications Update (copy)