



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, SEPTEMBER 17, 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 September 3, 2024. (copy)
4. Approve financial reports for August 2024. (copy)
5. Approve quarterly principal and interest payment to UMB Bank for 2021A Combined Waterworks and Sewerage System Revenue Bonds relative to WWTP Improvement Project - \$241,401.22 (copy)
This relates to the repayment of the WWTP bonds.
6. Approve semi-annual principal and interest payment to UMB Bank for 2021B General Obligation Bonds relative to WWTP Improvement Project - \$133,965.21 (copy)
This relates to the repayment of the WWTP bonds.
7. Approve quarterly principal and interest payment to UMB Bank for 2021C Capital Improvement Sales Tax Revenue Bonds relative to WWTP Improvement Project - \$241,401.22 (copy)
This relates to the repayment of the WWTP bonds.

8. Approve Pay Estimate 4 from Millstone Weber, LLC relative to the Runway Rehabilitation Project - \$811,994.35 (copy)
Millstone Weber has made quick work of a major project, completing all the concrete pours already at this writing. Temporary runway markers are in place and the runway is opening everyday around 4pm. There will continue to be intermittent closures as the rest of the project is buttoned up, including things like runway lights, grading, and seeding and strawing.
9. Approve Pay Estimate 6 from Emery Sapp & Sons, Inc. relative to the Southeast Taxiway Project - \$219,070.52 (copy)
This relates to the reconstruction of the taxiway and aprons at the airport. While all the work has been done on the taxiways, remaining tasks relate to the seeding and strawing and site restoration.
10. Approve Pay Estimate 1 from Saline Creek Grading, LLC relative to the Baseball Field #5 Improvements Project - \$16,791.54 (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.
11. Approve recommendation from Parks & Recreation Director Jim Cadwell to accept the Community Center HVAC Replacement Project bid from Nicholson Heating & Air - \$23,465. (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 the Board to approve these bids.
12. Approve recommendation from Public Works Director Jeff Layton to accept the Lead Service Line Inventory Project bid from All Clear Pumping & Sewer, LLC - \$398,000 (copy)
This inventory is federally required and is meant to identify lead service lines on private property. Although the regulations require the City to produce such an inventory, there is no requirement for homeowners to provide necessary access. This may potentially set up an awkward situation or two or, at the very least, incomplete reports for some communities. Staff was able to secure a partial grant totaling \$102,500 which will help offset some of these costs.
13. Approve recommendation from City Engineer Tim Baer to accept the Perry Park Center Parking Lot Reseal Project bid from ZellPro Crack Fill, LLC- \$38,849.02. (copy)
This parking lot sealing project was placed out for bid. It included 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. The base bid is \$31,083.22 with the alternate potentially adding \$7,765.80.

14. Review and approve bids received for the Perryville Boulevard Shared Use Path – Phase 3 Project and award to Lappe Cement Finishing, Inc., per recommendation of City Engineer Baer contingent upon approval from MoDOT - \$171,882.80; also approve a contingent award to second low bidder Kluesner Construction, Inc., also contingent upon approval from MoDOT - \$187,860.43. (copy)
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 was rebid due to MoDOT rejecting the previous bids as the first several bidders failed to meet the DBE (Disadvantaged Business Enterprise) goals MoDOT had in place for the project. While we fully expect the lowest bidder will be approved by MoDOT, staff are also asking for approval of the 2nd lowest bidder just in case we need to pivot later.
15. Approve bid specifications relative to pest control services for city-owned buildings. (copy)
Staff does not remember the last time pest control was actually bid. Our previous provider was recently bought out by a St. Louis company so staff proposes starting this process over to make sure we have the best value for the City.
16. Approve request for qualifications for professional engineering services relative to Route 51 from Interstate 55 to its intersection with Alma and Vincentian Way. (copy)
After studying the intersection of Alma Avenue, our consultants determined the best course of action was to construct a roundabout. It will improve traffic flow and significantly reduce fatal accidents in that area. This project has been submitted to MoDOT for a 50/50 cost share. This will now allow the City to solicit qualifications and select the best engineering design team for our project.
17. Approve traffic study recommendation from Corporal Dustin Miller, Traffic Division, regarding a child-at-play sign at Smith Street alley. (copy)
One of the Commissions shared the concern that a citizen would like a “children at play” sign on this alley. The City really doesn’t have a history of posting such signs in alleys and the Police Department suggest increase enforcement.
18. Approve request from City Clerk relative to destruction of records in accordance with the State of Missouri Municipal Records Retention Schedule. (copy)
This process is completed in accordance with state guidelines upon the Board’s consent.
19. Approve request from Perryville Fire Department to hold a boot drive fundraiser on September 21, 2024 from 10:00 a.m. – 1:00 p.m. at West St. Joseph and Perryville Boulevard intersection. (copy)
This event will raise funds to continue the smoke detector program that aids those in the community that need assistance with obtaining detectors.
20. Approve request from Perry County “Shop-with-a-Cop” Program to hold their annual Stuff a Stocking fundraiser on October 19, 2024 from 8:00 a.m. – 12:00 p.m. at West St. Joseph and Perryville Boulevard intersection. (copy)
The Perry County “Shop-with-a-Cop” Program has requested permission to hold a Shop-with-a-Cop fundraiser at the intersection of Perryville Boulevard and St. Joseph Street.

21. Approve request from Chamber of Commerce regarding Moonlight Madness event on the Square – October 24, 2024, 4:00 p.m. – 8:00 p.m. (copy)
This long-time downtown event is a great way to promote our downtown area and its businesses. They plan to use the Downtown Plaza and are asking for several streets around the Square (everything but Main) to be closed to ensure safe travel during the event.

END OF CONSENT AGENDA

22. Discuss Fire Department 2024-25 Payroll. (copy)
For the first time in a long time, our fire department has a full roster. This has resulted in increased payroll and the City is unlikely to stay within our budget. We just wanted to give the Board the heads up of what we would coin a “good problem.”
23. Resolution 2024-62 - Entering into a sludge farm crop lease agreement with Tim Miesner. (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. Miesner was the only bidder this year and has held the contract for the previous five years. The previous contact amount was a little higher at \$5,991.23.
24. Resolution 2024-63 – Amending the City Administrator employment agreement with Brent Buerck. (copy)
Minor tweaks to the contract have been drafted allowing the City Administrator to assist other communities by consulting on certain problems and issues if/when it would be needed. Although nothing is imminent, this language is being changed now as the contract has historically only been reconsidered every three years and September 9th marked Administrator Buerck’s 15th year with the City of Perryville.
25. Resolution 2024-64 - Entering into an agreement with Dille Pollard Architecture relative to the Perry Park Center Public Toilet Improvement project - \$3,500. (copy)
This project will remodel the lower level bathrooms at the park center, allowing direct access from the gym floor. Originally, Dille Pollard proposed no charge for this work, instead using an existing credit from a previous job to offset the costs. Staff preferred a separate contract and resolution for each project as it will allow us to better track related expenses in the future (and ensure actual expenses are applied to the correct account) so it is being presented now for the Board’s approval, even though the design work has already been completed and the construction portion of the project already bid out. The same is partially true for the two Dille Pollard design projects that follow as well as the plan was to use the full \$15,000 credit.
26. Resolution 2024-65 - Entering into an agreement with Dille Pollard Architecture relative to the Perry Park Center Conference Room project - \$20,000. (copy)
This budgeted project will remodel a portion of the park center, eliminating one racquetball court in favor of additional workout space and a meeting room upstairs. Additionally, we hope to move the entrance to the 2nd racquetball court allowing direct entry from the hallway instead of the weight room. This project is the next step in the continued modernization of the now 25-year-old facility.

27. Resolution 2024-66 - Entering into an agreement with Dille Pollard Architecture relative to the Wastewater Treatment Buildout project - \$18,000. (copy)
This portion of the work at the new Wastewater Treatment plant was removed from the original scope as we were pushing the limits of our budget given the supply chain struggles and inflationary increases during COVID construction projects. The intention was always to come back later with a smaller construction project to finish the inside of the laboratory and office spaces. This project is part of this year's budget and was set up to be winter work for somebody.
28. Resolution 2024-67 – Entering into an agreement with All Clear Pumping & Sewer, LLC relative to Lead Service Line Inventory project - \$398,000. (copy)
See #11 Above.
29. 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)
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 but staff will request to review this matter in closed session prior to the Board's consideration for approval.
30. Bill No. 6535 for Expedite Ordinance No. 6749 – Amending Title 2, Chapter 2.36, Section 2.36.020 of the Code of Ordinances relative to the city administrator. - first and second reading and final passage. (copy enclosed - may be read by title only)
Similar to the explanation above, this ordinance change would allow the City Administrator to live outside the City (already present in the contract) and consult for other communities but only with the Board's express approval or changes in Missouri State Law (which have been proposed in several recent sessions so we thought it best to clean up now).
31. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
32. Report by City Administrator:
 - Heimos Lift Station Variance
 - Airport Runway Construction
 - Lucas & Friends Playground Phase 2 update
 - Alma Avenue roundabout
 - City Hall hours during Tracy's retirement party
 - Ingram's Magazine Ad (copy)
 - City of Perryville Website refresh (link)
 - Welcome to Perryville videos (copy)
 - EPA Study through Oregon State University
 - Forward Slash trainings
 - Kids Out & About video
 - SEMA Training Opportunity – May 15, 2025 (copy)
 - Article: Gilster-Mary Lee to Receive First Spectrum Certified (R) Designation (copy)
 - Citizen Electric News Release (copy)

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 real estate matters in accordance with Section 610.021(2) RSMo; personnel matters in accordance with Section 610.021(3) RSMo; contractual matter in accordance with Section 610.021(9) RSMo; litigation matters in accordance with Section 610.021(12) RSMo; and security matters in accordance with Section 610.021(19) RSMo.
38. Adjourn.

Additional Attachments:

- Parks & Recreation Report (copy)
- Tourism Report (copy)