



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, OCTOBER 15, 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. Public Hearing relative to the rezoning request from Jerry Flentge to convert a barn into a self-storage facility located at 901 Edgemont Blvd. (copy)

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of October 1, 2024. (copy)
5. Approve financial reports for September 2024. (copy)
6. Approve Invoice 2024-04 from Perry County relative to the September Dispatch Services. (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. Staff came to an agreement on the pricing structure (\$50/hour) with billing cycles occurring monthly.
7. Approve Pay Estimate 1 from Earth First Contractors, LLC, relative to the Waterline Improvements – Schindler Rd. to Dowling Dr. project - \$132,581.05. (copy)
This is a budgeted project to improve the water distribution and fire flows to the residential area in the southeast section of the city.

8. Approve Pay Estimate 2 from Saline Creek Grading, LLC, relative to the Baseball Field #5 Improvements 5 project - \$94,273.91. (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.
9. Approve Pay Estimate 2 from Jokerst, Inc., relative to the School Street Lift Station Force Main Replacement project - \$283,160.94. (copy)
This project will connect the new School Street lift station to the new trunkline.
10. Accept Department of Labor findings regarding dispatch hours investigation as it relates to overtime. (copy)
Several years ago, the City converted the police department's schedule to what is called a Pittman Schedule (essentially 12-hour shifts). At the time, we had a legal opinion that supported us doing this for all departmental staff, including our dispatchers. We recently learned by way of the Department of Labor this approach is unacceptable, as dispatchers do not meet the federal definition of "law enforcement" and should not be treated as such for purposes of overtime. The item has the Board approving the back payment of missed overtime compensation only and did not include penalties or financial sanctions, as it was a well-intentioned mistake and misunderstanding of the federal guidelines. It should be noted that staff have corrected the matter going forward.
11. Accept proposals received for upgrades to the Perry Park Center's theater lighting and control system and award to dB Productions, per recommendation from Parks & Recreation Director Jim Cadwell. (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.
12. Accept bids received for the Wastewater Treatment Plant Buildout (administrative building) project and award to Centermark Construction, per recommendation of Dille Pollard Architecture. - \$322,608.00 (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. The initial estimates for the lab/office area were pushing \$1 million but, by working on a more efficient redesign with our architect and putting that design out as a small, standalone project, we were able to save upwards of \$650,000.

13. Approve proposed route for shared path connecting Miget Memorial Park to Edgemont Blvd. (copy)
This was previously shared with the Board of Aldermen via email and is being placed here for official approval before it is sent to MoDOT for their review and consideration. This portion will connect the Midget Memorial Park to Edgemont Boulevard.
14. Approve request from Rotary Club of Perryville to host their annual Pennies for Polio fundraiser at the Downtown Square on October 23, 2024, from 3 p.m. – 6:30 p.m. (copy)
The local Rotary Club would like to host their annual penny drive around the downtown square for their work to support international efforts to eradicate polio.
15. Approve request from Perry County Toy for Tots to place a collection box in the Perry Park Center from October 1 – December 1. (copy)
This was something done in the past but not in recent years. A large box would be placed at the Park Center’s front foyer area for those wishing to donate and the collected toys would then be shared with those less fortunate.
16. Approve request from Girl Scouts Kinsley Webrecht and Hallie Christensen to construct a pollinator garden in City Park off Huber Road for a Girl Scout Silver Award project. (copy)
Periodically over recent years we have discussed the possibility of adding a “natural area” to the sinkhole basin along Huber Road. While this is not that, it could represent the beginning of such a project. Instead, the small section of that area that once served as community garden plots would be repurposed by the Girl Scouts as a small natural area for pollinators, most notably bees and butterflies.

END OF CONSENT AGENDA

17. Discuss managed hunts. (copy)
Previously the Board asked staff to look into the option of managed deer hunts within the City limits. Although staff researched this immediately, recent agendas have been “full”, so staff delayed this conversation with the Board. The attached document from City Attorney Pistorio includes several questions the Board will need to work through so we, as staff, know how best to proceed in drafting ordinance language. Also included is a memo from Parks Director Jim Cadwell who has overseen such hunts at a previous job.
18. Review and approval of 5-Year Capital Improvement Plan for FY 2025-26 to 2029-30. (copy)
This final Capital Improvement Plan (CIP) has been prepared by staff and is presented to the Board as a continued path forward for the City of Perryville. The approved CIP will lead staff directly into next year's budget preparation. Once approved, staff will begin engineering projects slated for next year's budget (e.g. street design for Alma Avenue).

NOTE: This is the tool by which staff communicates our observations, needs, and recommended projects for the foreseeable future. The document is reviewed and adjusted annually, and all projects will require additional review and approval during the Board of Aldermen's budget process.

19. Resolution 2024-73 – Entering into an agreement with Bootheel Fence Co., Inc., relative to the Parks and Recreation Department South 61 Maintenance Building Security Fence project. (copy)
Staff is working to renovate the South 61 Maintenance buildings (Bailey property) to fit the Parks & Rec Maintenance team needs.
20. Resolution 2024-74 – Approving Federal Awards Administration Policies and Procedures. (copy)
This issue was previously raised by our auditors as the City was missing a policy on how federal grants were to be handled. This policy is technically required for the City to seek and obtain such grants, and we are asking the Board to approve it here.
21. Resolution 2024-75 – Entering into an agreement with Premier Pyrotechnics, Inc. relative to the 2025 Fireworks Show - July 3, 2025. (copy)
Our contract with Premier Pyrotechnics included a clause allowing us to renew it for next year and the Board previously provided direction that they wanted staff to exercise this option. In doing so, we will receive an additional 20% off fireworks for no additional cost. Next year, the July 4th 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 choosing to leave on Friday morning and we have used the day before the holiday for the past several years to help ensure everyone could still be off work the next day.
22. Resolution 2024-76 - Entering into an agreement with ZellPro Crackfill Inc. relative to the Perry Park Center Parking Lot Improvement Project. (copy)
This parking lot sealing project includes the Board-suggested add alternate of sealing the areas that are in poor condition as previously discussed. The Board approved this bid on September 17, 2024.
23. Resolution 2024-77 – Entering into an agreement with Nicholson Heating & Air, LLC relative to the 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. The Board approved this bid on September 17, 2024.
24. Resolution 2024-78 – Entering into an agreement with Koehler Engineering and Land Surveying, Inc. for environmental consulting services relative to the Perry County EDA Missouri Certified Sites Program project. (copy)
On behalf of the City of Perryville, the Perry County Economic Development Authority requested proposals for an Environmental Site Assessment (ESA) on 61 acres of city-owned industrial land for submission to the Missouri Certified Site Program. EDA Director Jones and her board reviewed those proposals and recommended the City proceed with Koehler, a known entity but also the lowest bidder.

25. Resolution 2024-79 – Entering into an agreement with Koehler Engineering and Land Surveying, Inc. for geotechnical services relative to the Perry County EDA Missouri Certified Sites Program project. (copy)
See 24 above.

26. Bill No. 6537 for Ordinance 6751 – Authorizing the Issuance of a Revenue Anticipation Note relative to the State of Missouri Lead Service Line Inventory Loan Program – second reading and final passage. (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 and that program dictates this process.

The entire project was supposed to be done by October 2024 but was delayed in many communities, including Perryville, as the DNR grants were being processed and approved.

27. Bill No. 6538 for Ordinance 6752 - Entering into Amendment 2 to the Missouri Highways and Transportation Commission Amendment to State Block Grant Agreement 20-063A-1 relative to Airport Layout Plan Update - second reading and final passage. (copy)
This project stems from our work with the FAA to reconstruct the runway. Although the first step was to update the Airport Layout Plan, the MoDOT paperwork was never received for City approval. This amendment makes the funding agreement with MoDOT official for the already-completed work.

28. Bill No. 6539 for Ordinance – Entering into an agreement with Missouri Highways and Transportation Commission relative to the Construction of a roundabout at Alma Drive and access management along Rte. 51 Project – first reading. (copy enclosed – may be read by title only)
Official acceptance of the grant award for the intersection of Alma Avenue was announced at the last meeting. Our consultants determined a roundabout will improve traffic flow and significantly reduce fatal accidents in that area. This project was accepted by MoDOT for a 50/50 cost share. The process to solicit qualifications is underway and Statement of Qualifications were due to the City on October 11th.

29. Bill No. 6540 for Ordinance – Approving Miget Park Deed Restriction relative to the Land Water Conservation Fund grant for the Lucas & Friends Backyard Adventure Playground Project – first reading. (copy enclosed – may be read by title only)
The Board may have noticed all the new playground equipment has been installed for Phase 2 of the Lucas & Friends playground and we expect the fencing will be completed by month's end, allowing the official opening of the playground. This restriction essentially commits the City to maintaining the area as a park for perpetuity and is a requirement to close out the project with LWCF.

30. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
 31. Report by City Administrator:
 - LAGERS Hero Award – Tracy Prost
 - Justice Center Evidence Rooms (copy)
 - Perry County Transfer Station Rates (copy)
 - Purple Wave Auction Items Sold (link)
 - Lightning Strike Insurance Claim at Public Works (copy)
 - Zoning Mantra (copy)
 - Great Central US Shakeout – October 17th (link)
 - Missouri Arts Tour – October 17th (copy)
 - Perry County Foundation Anniversary Event Update – November 7th (copy)
 - DLN Visit Evaluation Comments (copy)
 - Airport Ribbon Cutting Ceremony?
 - Vincentian Way Trees (copy)
 - Wild Caving Brochure (copy)
 - Article: Six Airports Want to Charge ahead preparing for electric aircraft (copy)
 - Article: Former Perryville Woman continues run TV’s “Bar Rescue” (copy)
 - Article: Small Water Utilities cannot achieve PFAS cleanup on their own (copy)
 - Article: Earned Paid Sick Time on Missouri’s 2024 Ballot (copy)
 - Article: Missouri American Water Files Rate Request (copy)
 - Article: Missouri American Water Requested a +34.4% Rate Increase (copy)
 - Article: Liberty Gas Customer Urged to Attend Public Hearing in Cape Girardeau (copy)
 32. Report by City Engineer.
 33. Report by City Attorney.
 - Time requirement relative to resubmitting a rezoning request after a denial (copy)
 34. Report by Chief of Police.
 35. Board concerns and comments and any other non-action items.
 36. 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 matter in accordance with Section 610.021(9) RSMo;
 37. Adjourn.
- Attachments:
- Charter Communications (copy)
 - Parks & Recreation Report (copy)