



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., TUESDAY, NOVEMBER 19, 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:
 - Eric Abernathy – Street Maintenance Technician

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of November 5, 2024. (copy)
5. Approve financial reports for October 2024. (copy)
6. Approve the Perry County EDA 2025 budget. (copy)
The EDA budget has been reviewed and approved by the EDA Board and is being presented to both the City of Perryville and Perry County.
7. Approve Pay Estimate 2 from Earth First Contractors, LLC, relative to the Waterline Improvements – Schindler Rd. to Dowling Dr. project - \$32,877.95 (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 3 from Jokerst, Inc., relative to the School Street Lift Station Force Main Replacement project - \$11,707.28.00 (copy)
This project will connect the new School Street lift station to the new trunkline.

9. Approve Invoice 2024-05 from Perry County relative to the October Dispatch Services - \$10,850.00. (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.
10. Approve Invoice 7099488 from Nicholson Heating & Air relative to the Community Center HVAC Replacement project - \$23,465.00. (copy)
Last year, the city replaced two units that were failing and budgeted to replace the other two this year. The Board approved this agreement on October 15, 2024. NOTE: Staff are working on updates to the purchasing policy and plan to suggest language allowing the City to give consideration for equipment maintenance and equipment servicing when we recommend future such purchases.
11. Approve Invoice 0238531 from Crawford, Murphy, & Tilley Engineering, Inc. (CMT) relative to the Runway Rehabilitation project - \$74,402.34. (copy)
This relates to our engineering consultant's work who was responsible for both designing and inspecting the runway.
12. Approve Invoice 4751038-B from Robinson Industrial and Heavy Contracting for the release of a portion of the retainage fee relative to the Wastewater Treatment Facility project, contingency upon staff acceptance of the pump #2 failure solution - \$300,000.00. (copy)
This payment releases the majority of the retainage still held by the City of Perryville. The remaining balance is \$20,214.94 is being withheld while a couple minor items of warranty work are resolved. At the previous meeting, staff asked to delay this payment while we worked through a pump issue with the contractor and engineer. We continue our efforts to understand exactly what happened with this pump and may make a similar request at this meeting as well.
13. Accept recommendation from City Administrator Brent Buerck to select Bacon Farmer Workman Engineering (BFW) for engineering services relative to the Construction of a roundabout at Alma Avenue and access management along Rte. 51 project. (copy)
The City received proposals from two firms and City Administrator Buerck scored each proposal, recommending BFW for this exciting project. BFW is the original firm that we contracted with for the initial study of the Alma Avenue intersection since they were pre-approved by MoDOT for traffic studies and we again worked with BFW for engineering support on the cost share grant application.
14. Approve the request for proposals specifications relative to the Combo Coil Trailer. (copy)
This is a budgeted item and will replace our "homemade" gas construction trailer. This equipment is specially designed to help staff unroll and straighten our gas lines for underground installation.
15. Approve the renewal of the Airport Mowing Agreement with M&S Lawn Enforcement, for an additional one-year period as outlined in Article IV of the agreement. (copy)
Mr. Reitzel was the lowest bidder on the airport grounds in 2023. At that time, the contract included an option for renewal for up to two additional years, provided both

parties agree. Staff has confirmed Mr. Reitzel is agreeable to extending his bid an additional and final year and we would like to continue to use his services.

END OF CONSENT AGENDA

16. Resolution 2024-85 – Entering into an administration agreement with SEMO Regional Planning Commission relative to the Recreational Trails Program Viola Blechle Paved Trail project. (copy)
This program is designed to help develop park infrastructure in communities throughout Missouri. We have been a successful applicant multiple times in the past and this year’s proposed project was first identified in our park’s master plan. The project’s goal will better connect Viola Blechle to the soccer park and the sidewalk infrastructure running along Bruce Street. Additionally, it will add a perimeter trail around Viola Blechle Park to better serve the neighborhood there. We received the maximum grant award of \$250,000.00 to help offset the total estimated project cost of \$399,900.00.
17. Resolution 2024-86 – Entering into a rental agreement with Doug Hopkins relative to rental of hangar space. (copy)
Mr. Hoskins will be renting T-hangar #10.
18. Bill No. 6541 for Ordinance 6755 – Calling for General Election - second reading and final passage. (copy)
This annual process sets the stage for April’s municipal elections which will include three aldermanic seats: Ward 1 – Seth Amschler; Ward 2 – Doug Martin; and Ward 3 – Dave Schumer. Note that this year’s filing period begins on December 10 and concludes on December 31.
19. Bill No. 6542 for Ordinance 6756 – Amending Title 2, Chapter 2.88, Section 2.88.710 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Long term care (LTC) - second reading and final passage. (copy)
This was a minor tweak to the ordinances that will allow Human Resource staff greater flexibility in obtaining proper documentation from doctors which is used to determine long term care (LTC) eligibility.
20. Bill No. 6543 for Ordinance 6757 – Amending Title 2, Chapter 2.88, Section 2.88.740 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Light duty - second reading and final passage. (copy)
This change was designed to limit repeated requests for extended light duty and requires those situations to be reviewed and approved by the City Administrator or Chief of Police, in the case of the Police Department.
21. Bill No. 6544 for Ordinance 6758 – Amending Title 2, Chapter 2.88, Section 2.88.805 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Discipline - second reading and final passage. (copy)
This change adds “excessive use of unpaid leave” to the city’s ordinances as “improper conduct and grounds for discipline.”
22. Bill No. 6545 for Ordinance 6759 – Amending Title 2, Chapter 2.88, Section 2.88.985 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Workers’

compensation workplace accidents/injuries/illnesses exposure - second reading and final passage. (copy)

This modification removes a cross reference to the “light duty policy” for cases of workers’ compensation injuries and accidents, allowing the City greater flexibility in considering an employee’s situation and our insurance suggestions and recommended accommodations.

23. Bill No. 6546 for Ordinance 6760 – Amending Title 2, Chapter 2.88, Section 2.88.705 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Paid time off (PTO) - second reading and final passage. (copy)
This change clarifies that an employee’s prior use of their PTO and Long Term Care (LTC) leave shall be considered in evaluating the amount of PTO Share Pool he/she is allowed to take in that an employee that chooses not to accumulate their own PTO leave may not be eligible for a time allotment (or alternatively see a reduced allotment) from the PTO Share Pool.
24. Bill No. 6547 for Ordinance 6761 – Amending Title 2, Chapter 2.88, Section 2.88.765 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Leave of absence- Without pay (non-FMLA) - second reading and final passage. (copy)
This change clarifies that the city’s obligation to provide health insurance for an employee end if an employee spends more than one-half of the month on unpaid leave.
25. Bill No. 6548 for Ordinance 6762 – Amending Title 2, Chapter 2.88, Section 2.88.620 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Health and life insurance - second reading and final passage. (copy)
This change updates city ordinances to reflect our current practice of employee health insurance beginning the first of the month following an employee’s start date.
26. Bill No. 6549 for Ordinance – Amending Title 2, Chapter 2.88, Section 2.88.720 of the Code of Ordinances relative to Personnel Rules and Regulations relative to Family and Medical Leave Act (FMLA) - first reading. (copy enclosed – may be read by title only)
City ordinances previously failed to detail how city health insurance coverage related to FMLA leave, particularly at the point when all leave has been exhausted. Staff worked with the city attorney to clarify that here.
27. Bill No. 6550 for Ordinance – Accepting an easement deed from TG Missouri Corporation - first reading. (copy enclosed – may be read by title only)
This utility easement is for a city water main installed for the recent TG Missouri building expansion.
28. Bill No. 6551 for Ordinance – Adding Chapter 15.20 to the Code of Ordinances relative to solar systems. (copy enclosed – may be read by title only)
This was previously requested by the Board of Aldermen and helps ensure retired solar panels are not abandoned in place and must instead be removed at the point they are not long producing electricity for their owner.
29. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.

30. Report by City Administrator:
 - Board Appreciation Dinner – TBD
 - Financial Reimbursement for New Construction Program terming out March 31, 2025
 - PPC gym level bathroom entrances (copy)
 - Police Department building subdivision to Planning & Zoning Commission for review
31. Report by City Engineer.
32. Report by City Attorney.
33. Report by Chief of Police.
34. Board concerns and comments and any other non-action items.
35. 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 matter in accordance with Section 610.021(9) RSMo; and security matters in accordance with Section 610.021(19) RSMo.
36. Adjourn.

Attachments:

- Parks & Recreation Report (copy)