



*Brent Buerck*

**AGENDA NOTES  
REGULAR MEETING  
6:30 P.M., TUESDAY, FEBRUARY 4, 2025**

**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 January 21, 2025. (copy)
4. Approve bills for January 2025. (copy)
5. Set public hearing date for proposed Fiscal Year 2025-26 City of Perryville Budget - February 17, 2025, at 6:30 p.m. (copy)  
**The budget has been reviewed in detail by the Finance Committee and is ready for its public hearing.**
6. Approve Change Order 1 from Centermark Construction, LLC, regarding the Heimos Lift Station project – update to the MoDNR construction permit. (copy)  
**On January 30th, MoDNR regulations changed to no longer required additional tankage for new lift stations. Although we previously submitted plans for approval that included extra storage, we were instructed to submit a change order when the regulations change when into effect. That time is now, and it is submitted here for Board approval.**
7. Review and approve bids received for Mowing Neighborhood Mini-parks and award to Welker Brothers Landscaping, per recommendation of Parks & Recreation Director Cadwell - \$750.00 per week for all five parks. (copy)

**Staff continues to believe contractual mowing of neighborhood parks to be a cost-effective and practical approach to this work. We would also like to offer a second year, mutually agreed upon renewal option if the service is good.**

8. Approve recommendation from Chief Hunt to amend GO-10-0801 to the Perryville Police Department Operations Manual regarding Promotions Process & Procedures. (copy)  
**Police Administration would like to revise the attached policy regarding Promotions Process & Procedures, ensuring more flexibility in picking the best fit for the promotion. The proposed changes were drafted by police administration, while city hall staff assisted with formatting and policy language.**
9. Approve bid specifications for City Hall Office Renovations and authorize staff to advertise for bids. (copy)  
**This project was previously discussed with the Board and will be part of next year's budget. As such, we requested permission to complete the design now and take the project to bid. In short, this will divide our "warehouse" space at City Hall into a storage area for files and an office for the Building Inspection department.**
10. Approve format of Right-of-way Construction Repairs agreement. (copy)  
**This form is being presented to the Board "blank" as, upon approval, it will become the basis for such agreements going forward. If the Board approves the form, we will bring it back with signatures from the property owner currently impacted.**
11. Approve revisions to the request for proposals for banking services for the city of Perryville. (copy)  
**Staff made a minor tweak to the RFP requiring the banking institution to provide annual fraud prevention training for city hall staff. Since the Board-approved RFP was changing, we wanted the Board to approve those changes and have a copy of the final version.**
12. Approve Project Information Form from Buddy Hellman d/b/a Winwood Enterprises, LLC, relative to Financial Reimbursement for New Construction to Builder/Homeowner Program (524/526 Winwood Ct.). (copy)  
**This is another application for the City's Building Utility Reimbursement Program. In this case, the builder is constructing a duplex with each unit containing 3 bedrooms, 2 baths, and a 1 car garage.**
13. Permanently extend the natural gas appliance rebates program. (copy)  
**As previously discussed with the Board, staff believes this program has been successful in promoting natural gas and securing additional customers. We suggest that we extend it indefinitely and need the Board's approval to do so.**
14. Approve request from Perry County Creative Arts to waive Perry Park Center fees for First Act's theatre production, July 14 – 20, 2025. (copy)  
**The City helped organize and establish this organization last year and they are working to bring back a live performance component. Due to the newness of the organization, funding is limited. Staff propose a one-time complimentary reservation to allow them to reestablish themselves and build funding to support future events.**

## END OF CONSENT AGENDA

15. Resolution 2025-03 – Entering into a Financial Reimbursement for New Construction agreement with Buddy Hellman d/b/a Winwood Enterprises, LLC, relative to new construction to builder/homeowner program (524/526 Winwood Ct.). (copy)  
**See item 12 above.**
16. Resolution 2025-04 – Entering into an agreement with Lappe Cement Finishings, Inc. relative to the Parks Department Concrete Improvement project. (copy)  
**The base bid consisted of the four concrete projects in the current year’s budget (i.e. basketball court, sidewalk connecting bathroom to pickleball court, handicap parking spot at Pavillion #10, and a handicap spot on the lower gravel parking lot at the soccer complex). Staff also proposed an alternate to address storm water concerns at the Perryville Youth Football Field but it came in at \$41,000.00. Staff will work with the engineer to develop an alternate solution for this item but recommend proceeding with the original 4 projects only, some of which were previously identified by the Board and all of which were in the budget.**
17. Resolution 2025-05 – Entering into an agreement with Zoellner Construction Co., Inc. relative to the Perry Park Center Interior Renovation project. (copy)  
**The Board previously expressed concerns with the cost of the upstairs, multi-purpose room. Staff has worked with the lowest bidder and architectural firm to value engineer the project and remove the upstairs room. As proposed by staff now, this project will expand the weight room, add a glass wall to the remaining racquetball court and install footings for multipurpose room upstairs (to preserve this option in the future).**
18. Resolution 2025-06 – Entering into a short-term rental agreement with Steven Greenwell relative to rental of hangar space. (copy)  
**Mr. Greenwell is a student of Jon Shadduck and is sharing hangar space until his lessons are completed this summer.**
19. Resolution 2025-07 – Approving Vacating Alleyway Policy. (copy)  
**As previously discussed, this policy will establish a guideline regarding requests to vacate city-owned alleys. Going forward, alleyways that provide a neighboring property rear access to structures, garages, or parking areas will not be considered for vacation.**
20. Resolution 2025-08 – Entering into an agreement with Bacon Workman Farmer Engineering regarding the Alma Avenue/Rte. 51 Roundabout project. (copy)  
**The City received proposals from two firms and City Administrator Buerck scored each proposal, recommending BFW for this exciting project. BFW was 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. There was a delay as MoDOT reviewed the proposed contract and associated fees. We now have their approval to proceed.**
21. Resolution 2025-09 – Entering into an amended real estate purchase and sale agreement with Perryville Development Corporation. (copy of agreement available at the meeting)  
**This purchase option has been discussed with the Board previously and would allow the City to purchase the Industrial Park, while leveraging that investment as a match**

for state money to make further improvements to the Park. Although the PDC originally offered an option for financing, if necessary, staff instead propose an outright purchase at this time.

22. Resolution 202-10 – Entering into an agreement with Centermark Construction, LLC, relative to the Heimos Lift Station project. (copy)  
**Given the time-sensitive nature of the project, the City chose a design-build delivery method for the lift station and contracted with Centermark Construction. This contract provided covers the construction phase of the project. City staff will review 'open book' pricing and oversee the payment of related invoices.**
23. Bill No. 6563 for Expedite Ordinance No. 6776- Approve Final Plat for Brick Addition from Brian and Amy Brickhaus. - first and second reading and final passage. (copy enclosed - may be read by title only)  
**The Brickhaus are looking to combine two existing lots for the purpose of building a shed.**
24. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
25. Report by City Administrator:
  - Tri-state Tornado Commemoration Event (link)
  - Board of Aldermen meeting on February 17, 2025
  - Emergency Management Guide for Elected Officials (copy)
  - Excellence in Paving (copy)
  - Parks & Recreation Master Plan Update Survey (link)
  - Ice Storm Response Letter
  - Holiday Schedule (copy)
26. Report by City Engineer.
27. Report by City Attorney.
28. Report by Chief of Police.
29. Board concerns and comments and any other non-action items.
30. 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.
31. Adjourn.

Attachments:

- Baer Engineering Invoices (copy)
- Parks & Recreation Report (copy)