



Brent Buerck

**AGENDA NOTES
REGULAR MEETING
6:30 P.M., MONDAY, FEBRUARY 17, 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.
3. Public Hearing for proposed Fiscal Year 2025-26 city of Perryville Budget. (copy)
The budget has been reviewed in detail by the Finance Committee.

CONSENT AGENDA ITEMS

4. Approve minutes from meeting of February 4, 2025. (copy)
5. Approve financial reports for January 2025. (copy)
6. Approve quarterly principal and interest payment to UMB Bank re 2021A CWSS Revenue Bonds relative to WWTP Improvement project - \$325,572.84. (copy)
This relates to the repayment of the WWTP bonds.
7. Approve semi-annual principal and interest payment to UMB Bank re 2021B General Obligation Bonds relative to WWTP Improvement project - \$134,734.94. (copy)
This relates to the repayment of the WWTP bonds.
8. Approve quarterly principal and interest payment to UMB Bank re 2021C Capital Improvement Sales Tax Revenue Bonds relative to WWTP Improvement project - \$241,534.98. (copy)
This relates to the repayment of the WWTP bonds.

9. Approve Final Pay Request from dB Productions, LLC, relative to the Upgrades to the Perry Park Center's Theater Lighting and Control System project - \$18,316.50. (copy)
This is a budgeted project to improve the lighting systems in the Park Center's theater. Staff worked with Dean Bader of dB Production to design and install an LED lighting system that will equal the audio system (installed in 2021) and carry us forward. The system came in below budget and staff have asked for quotes for a couple final pieces, such as a spotlight for performances and floor lights to compliment meetings, conferences, and speaking engagements.
10. Approve Pay Estimate 2 from Centermark Construction, LLC relative to the Wastewater Treatment Plant Buildout (administrative building) project - \$42,843.24. (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.
11. Approve Pay Estimate 6 from Schuessler Excavating, LLC, for the Northeast Outfall Sewer Replacement project – Phase 3 - \$96,985.65. (copy)
This work relates to the final phase of the trunkline project.
12. Approve Change Order 2 to Lappe Cement Finishing, Inc. relative to the Perryville Boulevard Shared Use Path III MoDOT TAP 5000(010) project – time extension to March 30, 2025. (copy)
The majority of this work has already been completed. When finished, it will connect the greenway along Highway 51 to the intersection at Highway 61. This change order is about timing as weather has impacted final touches and we are fast approaching the deadline.
13. Review and accept proposal from CBIZ regarding a salary study - \$11,400.00. (copy)
Included in the budget for FY25-26, this will review the city's current pay plan, benchmarking city pay scales against both the public and private sectors. It is expected that this project will take upwards of 90-120 days to complete.
14. Approve bid specifications for City Hall Plan Review Office Renovation project and authorize staff to advertise for bids. (copy)
This project was previously discussed with the Board and is part of next year's budget. 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.
15. Authorize Forward Slash Technology to destroy obsolete hardware. (copy)
The provided list is obsolete, outdated, or surplus equipment found in storage or made available with the move to the Perry County Joint Justice Center (PCJJC). Normally, staff would simply approve the destruction of such equipment as it occurs but, given the long list of equipment found, we thought it best to have the Board authorize the destruction this time.

16. Acknowledge receipt of Termination and Release from Security Bank of Kansas City regarding the Ground Lease dated March 15, 2007, for the Police Station building at 120 N Jackson St. (copy)
This document was never received when the City paid off the Police Station building many, many years ago. This became evident as we prepared for next week's closing. Although probably not necessary, we are placing it in the Board's packet so we can find it easily in the future should it ever be needed.
17. Set public hearing date for the applications for the DRA and EDA grant programs regarding the Perryville Airport Renovation project. (copy)
This work relates to our partnership with Ranken Technical College and will establish an A&P school at the Perryville Regional Airport. Similar to other federal opportunities, the grant process requires public hearing. If approved, these grants would help remodel and update two existing hangars, converting them to classrooms and a lab space.
18. Review recommendation from staff and approve staff to donate the proposed trailer to the Perryville Chamber of Commerce. (copy)
This surplus trailer is being "gifted" to the Chamber of Commerce. It will be painted and repaired and form the base of their ticket booth going forward. Transfer documents developed by City Attorney Pistorio will ensure the finished ticket trailer is available not only for Chamber events, but also available for city use if needed in the future.
19. Approve request from Police Captain Worthington to sell equipment and supplies on Purple Wave auction site. (copy)
These items have either been in storage at the Police Station for many years or were rendered unnecessary with the construction of the PCJJC. Given the nature of the items, staff are working to host an "old-fashioned" in-person, live auction on the first Saturday possible (at this writing, we are still looking for an auctioneer). The items are currently being stored at the Impound building (which will serve as the location of the auction) but could soon be in the way and interfere with the building's normal use. Of note, the former DARE BBQ trailer will be made available as part of the auction.
20. Approve traffic study recommendation from Police Captain Worthington, regarding lighting at the intersection of Kelly St. and Edgemont Blvd. (copy)
This study was completed following a citizen concern. The Police Department has found sufficient lighting exists and recommends no change. It is presented here simply for Board awareness.
21. Approve Project Information Form from Blake Hellman d/b/a Hellman Properties, LLC, relative to Financial Reimbursement for New Construction to Builder/Homeowner Program (523/525 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 a two bedroom and three bedroom unit both containing 2 baths and a 1 car garage.
22. Acknowledge receipt of draft zoning and subdivision ordinances for review. (copy)

This was previously distributed via email on February 6, 2025, to the Board of Aldermen, P&Z Board, Steering Committee, Department Heads and the County's assessor with a deadline for feedback of February 25th. The proposed key dates to complete this process include:

- February 25 – comments due
- February 26 – P&Z Review and during their meeting
- March 13 – Final Draft received from PGAV
- March 26 – P&Z Approval
- April 1 – Public Hearing in front of Aldermen
- April 1 – 1st Reading with Aldermen
- April 15 – 2nd and final reading with Aldermen

23. Approve request from Aidan Unverferth to install a gaga court “Eagle’s Nest Gaga” at Feltz St. Park as an Eagle Scout project. (copy)
Scout Unverferth presented his plan to the Board at the previous meeting of the Board of Aldermen. Although approved that evening, it is placed here to create an official record of that approval.
24. Approve request from Perryville Optimist Club to install a sign to the storage shed located at the Bank of Missouri Soccer Park. (copy)
The Optimist Club worked with several local companies and partners to build this small storage shed and will soon place signage on that building to thank those businesses for their support.
25. Approve Chamber of Commerce request for 2025 Mayfest street closures. (copy)
This year’s street closures for the Mayfest are a little different than last year, which was a little different than the years before. The carnival is returning to the American Legion’s parking lot so the closed streets are somewhat of a return to earlier years. Note: Included in the request for street closures is a small portion of Jackson (near Baer Engineering). This is necessary given the nearby thrift store construction and related fencing, pushing more pedestrian traffic into the street.

END OF CONSENT AGENDA

26. Resolution 2025-11 – Amending the Purchasing Policy. (copy)
Minor tweaks and updates were made throughout the policy and are highlighted for the Board’s review. The largest and most repeated change was related a realignment of duties between the treasurer and the former city clerk. Staff was also able to add language regarding maintenance and repairs being considered in our recommendations for a “best value” purchase as opposed to strict decision based solely on price (e.g. HVAC systems).
27. Resolution 2025-12 – Entering into an agreement with Welker Brothers Landscaping, LLC relative to mowing neighborhood mini-parks. (copy)
Staff continue 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.

28. Resolution 2025-13 – Entering into a Utility License agreement with Big River Broadband d/b/a Circle Fiber relative to fiberoptic cable lines upon city property. (copy)
Instead of an easement, City Attorney Pistorio recommends this be done with a license, which is also similar to previous permissions given to Circle Fiber for their utility boxes. It affords the same permissions and protections for Circle Fiber, includes termination language if the use ceases and allows us to move forward faster. At this writing, we have not yet received a signed copy, but we would like to place in on the agenda for formal adoption (assuming it arrives).
29. Resolution 2025-14 – Entering into an amended lease agreement with St. Vincent de Paul Society relative to the Thrift Store building (123 West North St.). (copy)
This will allow the thrift store to finish their current lease with the City using the former 911 building, located adjacent to city hall, as a warehouse space. NOTE: This lease will expire on March 31, 2028, at which time the City will be able to consider alternate uses for this space.
30. Resolution 2025-15 – Entering into an agreement with Perryville Area Chamber of Commerce relative to a mural on the Chamber of Commerce office building at 2 W St. Marie St. (copy)
This agreement provides the City permission to install our next mural on the walls of the Chamber while also requiring them to leave the mural for no less than 10 years to justify our investment.
31. Resolution 2025-16 – Entering into an agreement with Christine Brunk-DeShazo relative to the creation of a mural on the Chamber of Commerce office building at 2 W St. Marie St. (copy)
This agreement is typically signed by the artist after the mural is finished and our payment is made. It is our hope that the mural will be finished before the Mayfest event downtown, and presenting the agreement now puts us in the position to complete the mural when the weather breaks and make payment after the fiscal year rolls over.
32. Resolution 2025-17 – Entering into an asset transfer agreement with Perryville Area Chamber of Commerce regarding the donation of a trailer. (copy)
See item 18 above.
33. Resolution 2025-18 – Entering into a Financial Reimbursement for New Construction agreement with Blake Hellman d/b/a Hellman Properties, LLC, relative to new construction to builder/homeowner program (523/525 Winwood Ct.). (copy)
See item 21 above.
34. Resolution 2025-19 – Entering into an agreement to Repair Improper Construction in City Right-of-way with Innovative Comfort Solutions, LLC (Michael Gremaud Jr. and Cora Gremaud) relative to 1601 Old St. Marys Rd. (copy)
The Gremaud's poured their concrete driveway along Old St. Mary's Road without consideration of City specifications. The agreement acknowledges this fact but stops short of requiring them to replace it. Instead, it provides their agreement to do so if/when the City requires it in the future, most likely associated with a sidewalk project or similar work.

35. Bill No. 6564 Ordinance – Approving 2025-26 Pay Plan – first reading. (copy enclosed – may be read by title only)
The pay plan is now presented here for official approval before it goes into effect with the upcoming fiscal year. As proposed, it includes the 3.2% COLA previously approved by the Board of Aldermen.
 36. Committee Reports: Public Works, Public Safety, Finance, Liaison, and Economic Development.
 - Economic Development – Regional Advocacy 2025 Report (copy)
 37. Report by City Administrator:
 - Mineral Area College President Dr. Joe Gilgour a finalist for AACC CEO of the Year (link)
 - Article: Philadelphia Playground Attracts Teens, Adults, with Largest US Swing Set (link)
 - Winter Storm Blair City Report
 - Saturday Limb Drop off Dates and Hours (copy)
 - Missouri Disaster Relief Fund Grant (copy)
 - Chester Airfield History (copy)
 - Missouri Top 1% Destinations & Activities Statistics (copy)
 - Zoning Code Update
 - Heimos Lift Station project change order
 - ID Badges
 - Flood Preparedness Meetings (copy)
 - Board Appreciation Dinner – February 28, 2025, at Petunia & Lily's (copy)
 - Chamber of Commerce Meeting – March 20th at 5 p.m. (copy)
 - Perry County Joint Justice Center Grand Opening – March 22nd at 10 a.m. (copy)
 - L.O.V. Event – March 15, 2025 (copy)
 38. Report by City Engineer.
 39. Report by City Attorney.
 40. Report by Chief of Police.
 41. Board concerns and comments and any other non-action items.
 42. 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.
 43. Prosecuting Attorney Pistorio presentation regarding upcoming ballot measures.
 44. Adjourn.
- Attachments:
- Parks & Recreation Report (copy)
 - Community Calendar of Events – February & March 2025 (copy)