

# City of Hannibal

## OFFICIAL COUNCIL AGENDA

Tuesday January 17, 2023  
Council Chambers  
7:00 p.m.

Meetings are open to the public, however, if you would like to view the meeting, you may do so using the following instructions:

*City Council meetings will be videotaped to be shown live on the City of Hannibal YouTube page.*

*Although the meeting will be shown live, residents will also be able to watch the meeting on the YouTube page after the meeting.*

*The instructions to watch the meetings online follow:*

- 1. Type in [www.youtube.com](http://www.youtube.com) in the web browser*
- 2. Type in City of Hannibal in the "Search" bar and hit Enter and hit the magnifying glass on the right side of the search bar.*
- 3. Click on "City of Hannibal" or the city of Hannibal crest.*
- 4. During the City Council meeting, there will be a red Thumbnail with the word "Live" on it.*
- 5. Click on the Thumbnail to watch the meeting.*
- 6. The meeting may be viewed on the website in its entirety after the meeting.*

### ROLL CALL

### CALL TO ORDER

### INVOCATION

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

### APPROVAL OF PAYROLL AND CLAIMS First Half- January 2023

#### JOHN BUCKMAN – LOAFERS CAR CLUB

**Re: Request, Street Closures – Loafers 27<sup>th</sup> Annual Car Show**  
*Saturday, May 13, 2023 – 6:00 a.m. – 5:00 p.m.*

#### **Re: Request, Street Closures – Monthly Car Cruise Show**

*Saturday, April 1, 2023 – 5:00 p.m. – 9:00 p.m.*  
*Saturday, May 6, 2023 – 5:00 p.m. – 9:00 p.m.*  
*Saturday, June 3, 2023 – 5:00 p.m. – 9:00 p.m.*  
*Saturday, August 5, 2023 – 5:00 p.m. – 9:00 p.m.*  
*Saturday, September 2, 2023 – 5:00 p.m. – 9:00 p.m.*  
*Saturday, October 7, 2023 – 5:00 p.m. – 9:00 p.m.*

**DARRIN GORDON – GENERAL MANAGER, BOPW**  
**Re: Bill No. 23-001 – Stormwater Ballot Proposal**

**JIM MULHERN – 9298 CO RD 416**  
**Re: Stormwater Ballot Proposal**

**JOHN LYNG – HANNIBAL MO**  
**Re: Stormwater Ballot Proposal**

**ROBERT CHRISCINSKE – 14 OAK RIDGE POND RD**  
**Re: Stormwater Ballot Proposal**

**CARL BALL – 8954 CR 422**  
**Re: Stormwater Ballot Proposal**

**BENJAMIN HICKMAN – 9608 HWY 168**  
**Re: Stormwater Ballot Proposal**

**APRIL AZOTEA – 323 N MAIN STREET**  
**Re: Multiple Subjects regarding Hannibal**

**JAMES R. HARK – MAYOR**  
**Re: Oath of Office**  
*Emergency Management Director – Jacob Nacke*

**Re: Recommendation of Appointments**

**INDUSTRIAL DEVELOPMENT AUTHORITY**  
**➤ Jeff Evans – reappointment for a term to expire January 2029**

**TREE BOARD**

- **Harry Graves – reappointment for a term to expire September 2026**

**Re: Recommendation of Re-appointment**

**HANNIBAL HOUSING AUTHORITY**

- **Patti Talbert – reappointment for a term to expire January 2027**
- **Jay Ghanti– reappointment for a term to expire January 2027**

**Re: Recommendation of Removal from Board**

**HANNIBAL HOUSING AUTHORITY**

**James Silvey – removal from board**

**JAMES LEMON – CITY ATTORNEY**

**Re: Council Rules Regarding Public Speaking**

**LISA PECK – CITY MANAGER**

**Re: Payroll Amendment #4**

*(Bill No. 23-003, to follow)*

**ANDY DORIAN – DIRECTOR OF CENTRAL SERVICES**

**Re: Bid Award Airport Terminal Project**

**Re: Change Order #1 Union Street**

*(Resolution No. 2436-23, to follow)*

**STEPHAN FRANKE – 3<sup>RD</sup> WARD COUNCILMEN**  
**CHARLES PHILLIPS – 4<sup>TH</sup> WARD COUNCILMEN**

**Re: Exit Interview Policy**

**BILL NO. 23-001**

**AN ORDINANCE OF THE CITY OF HANNIBAL CALLING A MUNICIPAL ELECTION TO BE HELD TUESDAY, APRIL 4, 2023, TO ALLOW HANNIBAL VOTERS TO CONSIDER THE IMPLEMENTATION OF A TAX RATE FOR THE PURPOSE OF FUNDING A UTILITY TO ACQUIRE, CONSTRUCT, MAINTAIN AND IMPROVE THE CITY'S STORMWATER CONVEYANCE SYSTEM, *Proposition S***

*Second and Final Reading*

**BILL NO. 23-002**

**AN ORDINANCE PROVIDING FOR SUBMISSION OF A PROPOSAL (*PROPOSITION ONE*) TO ALLOW THE CITY OF HANNIBAL TO IMPOSE A CITYWIDE SALES TAX ON ALL TANGIBLE PERSONAL PROPERTY RETAIL SALES OF ADULT USE MARIJUANA TO THE QUALIFIED VOTERS OF THE CITY FOR THEIR APPROVAL AT THE MUNICIPAL ELECTION TO BE HELD ON TUESDAY, April 4, 2023**

*Second and Final Reading*

**BILL NO. 23-003**

**AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING THE FISCAL YEAR 2022/2023 PAYROLL ORDINANCE (NO. 4) RELATIVE TO THE INCREASE OF THE SALARIES OF THE POLICE CHIEF, THE FIRE CHIEF AND DIRECTOR OF CENTRAL SERVICES DUE TO THE ADDITION OF DUTIES AS A RESULT OF ASSUMING EMERGENCY MANAGEMENT RESPONSIBILITIES**

*First Reading*

**RESOLUTION NO. 2436-23**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A  
\$3,676.53 CHANGE ORDER #1 FOR THE UNION STREET  
STORMWATER REPLACEMENT PROJECT.**

**CLOSED SESSION**

*In Accordance with RSMo. 610.021 (1), (3), and (13)*

**ADJOURNMENT**



Return to:  
Office of the City Clerk  
320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

**SPECIAL EVENT APPLICATION**

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)  
Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 01.03.2023 Date you wish to be placed on Agenda: 01.17.2023

Your Organization: Loafers Car Club Special Event: Loafers 27<sup>th</sup> Annual Car Show

Date(s) of Event: May 13, 2023 Requested Times (from-to): 6am - 5pm

Description of Activity: Car Show

Primary Contact Person(s): John Buckman Home Phone: 573.769.2841

Work Phone: n/a Cell Phone: 573.600.0104 E-mail: tbird-man70@yahoo.com

Assistance Needed (location, etc.): Street Closures - Main street from Broadway to North street then Center street - Bird and Hill street - East and west to alleys.

DEPARTMENTAL COMMENTS

Police: The police department has no objections. Dept. Cost: 0  
-Chief Jacob Nacke

Fire: No issue with this event. Dept. Cost: 0  
-Ryan Neisen

Public Works: N/A Dept. Cost: 0  
N/A

Building Inspector: I have no comment. Dept. Cost: 0  
-Mike Murphy

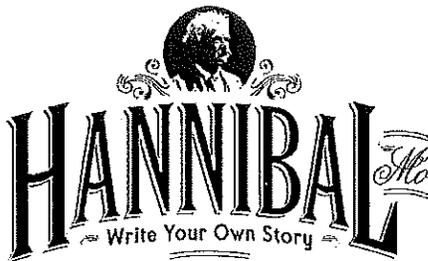
Parks: Parks has no objections. Dept. Cost: 0  
-Andy Dorian

Street: Streets has no objections. Dept. Cost: 0  
-Andy Dorian

Tourism: No comment. Dept. Cost: 0  
-Megan Rapp

Administration: No Objections. Dept. Cost: 0  
-Clerk's Office

STAFF RECOMMENDS: ALL DOCUMENTS HAVE BEEN SUBMITTED.



## Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.  
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.  
Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

John Buchanan  
By

Sec.

Title

1-6-23

Date

<b>ACTIVITY</b>		<b>PROCESS</b>
<input type="checkbox"/>	<b>Business License</b>	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
<input type="checkbox"/>	<b>Alcohol</b>	<ol style="list-style-type: none"> <li>1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u>.</li> <li>2. Approval is needed from the City of Hannibal</li> </ol>
<input type="checkbox"/>	<b>Retail Vendors</b>	If retail sales are being made, vendors are required to collect and report sales tax to Missouri Department of Revenue. Tax Packets may be obtained by calling <b>573-751-3505</b> or by visiting the Business tax Registration Forms at <a href="http://dor.mo.gov">http://dor.mo.gov</a>
<input type="checkbox"/>	<b>Food Vendors</b>	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at <b>573-221-1166</b> .
<input type="checkbox"/>	<b>Parade or other run / walk event</b>	Special Events that occur on public property, require street closures, or involve outdoor retail sales, first require City Council approval. Parades require you to obtain a permit from the Police Department after Council Approval, but prior to your event. You must contact the Police Department <b>573-221-0987</b> within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/>	<b>Security</b>	(Must Provide Own) Method of Security
<input type="checkbox"/>	<b>Waste Removal / Recycling</b>	Responsibility of Event Holder
<input type="checkbox"/>	<b>Port-A-Potties</b>	Not supplied by City
<input checked="" type="checkbox"/>	<b>Barricades</b>	Available through Street Department <b>573-221-0134</b>

**\*\*All special events; etc. must contact the Hannibal Fire Department for appropriate permits\*\***

**Administration Building**  
**2333 Palmyra Road**  
**(573)221-0651**  
**Training Officer Kempker**



# CITY OF HANNIBAL

## Special Event Safety Plan

Questions or Inquiries: Contact Hannibal Fire Department @ 573-221-0657

### I. GENERAL

Event Name Loafers Car Show Date of Event May 13, 2023  
Location/Address/Facility Name Main Street - Starting on Broadway  
down to North Street. Also all side streets  
to alley.  
Expected Number of Attendees: 350-400 vehicles

### II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the event in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

### III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

### IV. BASIC PLAN

#### A. EAP Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as:

Primary Contact: John Buckman

Cell Phone: 573.600.0104

## B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

Yes  No

If yes, contact name and phone \_\_\_\_\_

3. Will on-site security be provided?

Yes  No

If yes, contact name and phone \_\_\_\_\_

## C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.

2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.

3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.

4. There are limited provisions for sheltering participants in the event of severe weather.

## D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

Yes  No

If yes, what has been identified? \_\_\_\_\_

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.

3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.

4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.

**E. Medical Emergencies**

1. As with any event, there is a potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries
2. Are there limited provisions for on-site Emergency Medical Services at this event?  
 Yes  No
3. Should an incident occur that requires Emergency Medical Services, contact as indicated to this this resource. The caller will have the following information ready: Nature of emergency, precise location and contact person with callback number  
 On-site EMS officer or  911 Dispatch

**F. Law Enforcement**

1. Has a need for constant Law Enforcement presence been identified at this event?  
 Yes  No
2. Should an incident occur that requires Law Enforcement, contact as indicated below to request this resource. Have the following information ready: Nature of emergency, precise location and contact person with callback number.  
 On-site Security or  911 Dispatch for Law Enforcement

**G. Emergency Vehicle Access**

1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed by:  
 Staff or  On-site Security

**V. CONTACT INFORMATION**

Primary Contact: John Buckman Cell Phone: 573.600.0104  
Secondary Contact: Shawn Schultz Cell Phone: 573.424.5037

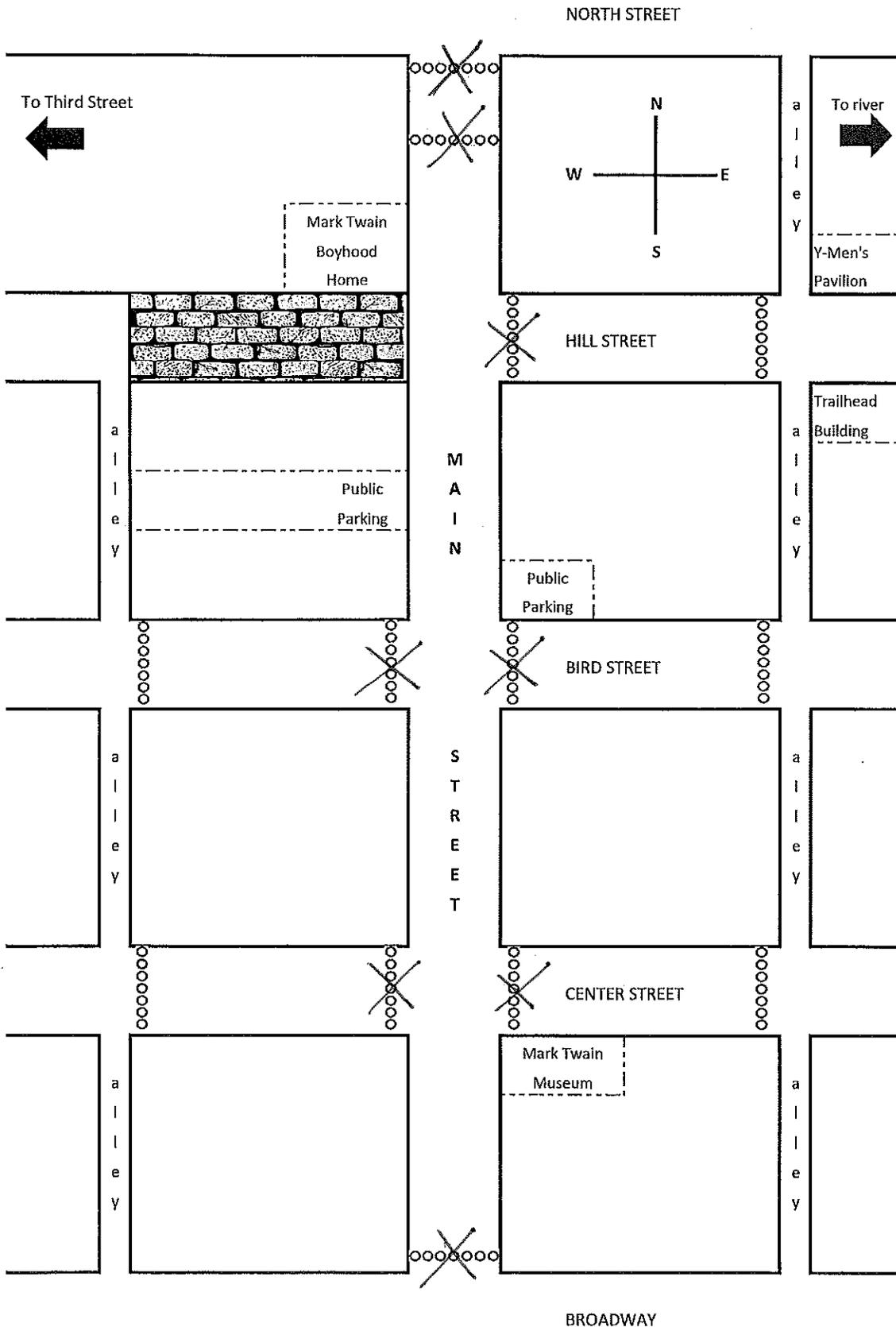
*Dial 911 in case of emergency*

**VI. EVENT AREA MAP (attach next page)**

Covered on Bollard Placement page as follows—  
Main St. - Broadway to North St.  
Center St. - Bird + Hill St. - East + West to alleys.

# HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

\*\*The circles represent the bollards; mark with an "X" those you don't wish to have placed.\*\*



For assistance in determining the bollard placement/openings, contact Mike McHargue, Street Supervisor at (573) 822-6950



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/05/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

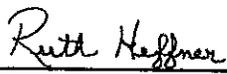
<b>PRODUCER</b> Trust GDC Ins. Svcs. a Division of First State Ins. 123 N. 6th Street  Hannibal MO 63401		<b>CONTACT NAME:</b> Ruth Heffner <b>PHONE (A/C, No, Ext):</b> (573) 324-9848 <b>FAX (A/C, No):</b> (573) 324-9844 <b>E-MAIL ADDRESS:</b> rheffner@fsia.bz	
<b>INSURED</b> Loafers Car Club 409 E Second St.  New London MO 63459		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> The Cincinnati Insurance Company NAIC # 10677 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** Certificate of Insurance      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD   WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	ENP 0168068	10/15/2022	10/15/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED <input type="checkbox"/> AUTOS ONLY HIRED <input type="checkbox"/> AUTOS ONLY SCHEDULED AUTOS NON-OWNED <input type="checkbox"/> AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
CG2026 0413 Additional Insured-Designated Person or Organization

<b>CERTIFICATE HOLDER</b>		<b>CANCELLATION</b>	
City of Hannibal 320 Broadway  Hannibal MO 63401		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 	

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

CITY OF HANNIBAL CITY HALL  
320 BROADWAY  
HANNIBAL, MO 63401-4406

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf.

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than

that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



Return to:  
Office of the City Clerk  
320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

**SPECIAL EVENT APPLICATION**

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)  
*Deadline for Submission: Wednesday, Prior to Council Meeting*

Today's Date: 01.03.2023 Date you wish to be placed on Agenda: 01.17.2023

Your Organization: Loafers Car Club Special Event: Monthly Car Cruise Trs

04.01.23, 05.06.23, 06.03.23

Date(s) of Event: 08.05.23, 09.02.23, 10.07.23 Requested Times (from-to): 5pm-9pm

Description of Activity: A car cruise where participants park on the street and visit with each other and spectators.

Primary Contact Person(s): John Buckman Home Phone: 573.769.2841

Work Phone: n/a Cell Phone: 573.600.0104 E-mail: tbird-man70@yahoo.com

Assistance Needed (location, etc.): 200 block of church street - 3rd to South Main  
We will need 2 barricades for each end of street.

**DEPARTMENTAL COMMENTS**

Police: The police department has no objections. Dept. Cost: 0  
-Chief Jacob Nacke

Fire: No issues with this event. Dept. Cost: 0  
-Ryan Neisen

Public Works: N/A Dept. Cost: 0  
N/A

Building Inspector: I have no comment. Dept. Cost: 0  
-Mike Murphy

Parks: Parks has no objections.

Dept. Cost: 0

-Andy Dorian

Street: Streets has no objections.

Dept. Cost: 0

-Andy Dorian

Tourism: No comment.

Dept. Cost: 0

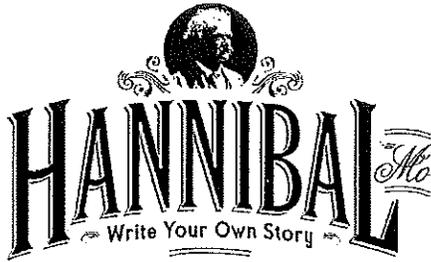
-Megan Rapp

Administration: No Objections.

Dept. Cost: 0

-Clerk's Office

STAFF RECOMMENDS: ALL DOCUMENTS HAVE BEEN SUBMITTED.



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## Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.  
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.  
Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
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By \_\_\_\_\_

Title

Sec.

1-10-23

Date

ACTIVITY	PROCESS
<input type="checkbox"/> <b>Business License</b>	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
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<input type="checkbox"/> <b>Retail Vendors</b>	If retail sales are being made, vendors are required to collect and report sales tax to Missouri Department of Revenue. Tax Packets may be obtained by calling <b>573-751-3505</b> or by visiting the Business tax Registration Forms at <a href="http://dor.mo.gov">http://dor.mo.gov</a>
<input type="checkbox"/> <b>Food Vendors</b>	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at <b>573-221-1166</b> .
<input type="checkbox"/> <b>Parade or other run / walk event</b>	Special Events that occur on public property, require street closures, or involve outdoor retail sales, first require City Council approval. Parades require you to obtain a permit from the Police Department after Council Approval, but prior to your event. You must contact the Police Department <b>573-221-0987</b> within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/> <b>Security</b>	(Must Provide Own) Method of Security
<input type="checkbox"/> <b>Waste Removal / Recycling</b>	Responsibility of Event Holder
<input type="checkbox"/> <b>Port-A-Potties</b>	Not supplied by City
<input checked="" type="checkbox"/> <b>Barricades</b>	Available through Street Department <b>573-221-0134</b>

**\*\*All special events; etc. must contact the Hannibal Fire Department for appropriate permits\*\***

**Administration Building**  
**2333 Palmyra Road**  
**(573)221-0651**  
**Training Officer Kempker**



# CITY OF HANNIBAL

## Special Event Safety Plan

Questions or Inquiries: Contact Hannibal Fire Department @ 573-221-0657

### I. GENERAL

Event Name Loafers Car Club Monthly Car Cruise Ins Date of Event 04.01.23, 05.06.23, 06.03.23, 08.05.23, 09.02.23, 10.07.23  
Location/Address/Facility Name 200 Block of Church St. 3rd to South Main  
Expected Number of Attendees: 50-70 Vehicles

### II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the event in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

### III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

### IV. BASIC PLAN

#### A. EAP Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as:

Primary Contact: John Buckman

Cell Phone: 573.600.0104

## B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-site EMS be provided?

Yes  No

If yes, contact name and phone \_\_\_\_\_

3. Will on-site security be provided?

Yes  No

If yes, contact name and phone \_\_\_\_\_

## C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.

2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.

3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.

4. There are limited provisions for sheltering participants in the event of severe weather.

## D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

Yes  No

If yes, what has been identified? \_\_\_\_\_

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.

3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.

4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.

**E. Medical Emergencies**

1. As with any event, there is a potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries
2. Are there limited provisions for on-site Emergency Medical Services at this event?  
 Yes  No
3. Should an incident occur that requires Emergency Medical Services, contact as indicated to this this resource. The caller will have the following information ready: Nature of emergency, precise location and contact person with callback number  
 On-site EMS officer or  911 Dispatch

**F. Law Enforcement**

1. Has a need for constant Law Enforcement presence been identified at this event?  
 Yes  No
2. Should an incident occur that requires Law Enforcement, contact as indicated below to request this resource. Have the following information ready: Nature of emergency, precise location and contact person with callback number.  
 On-site Security or  911 Dispatch for Law Enforcement

**G. Emergency Vehicle Access**

1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public throughways.
4. Crowd control will be managed by:  
 Staff or  On-site Security

**V. CONTACT INFORMATION**

Primary Contact: John Buckman Cell Phone: 573.600.0104  
Secondary Contact: Shawn Schultz Cell Phone: 573.424.5037

*Dial 911 in case of emergency*

**VI. EVENT AREA MAP (attach next page)**

200 Block of Church St.  
3rd St. to South Main.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/05/2023

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

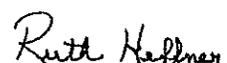
<b>PRODUCER</b> Trust GDC Ins. Svcs. a Division of First State Ins. 123 N. 6th Street  Hannibal MO 63401	<b>CONTACT NAME:</b> Ruth Heffner <b>PHONE (A/C, No, Ext):</b> (573) 324-9848 <b>FAX (A/C, No):</b> (573) 324-9844 <b>E-MAIL ADDRESS:</b> rheffner@fsia.bz
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> The Cincinnati Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b>  Loafers Car Club 409 E Second St.  New London MO 63459	

**COVERAGES**      **CERTIFICATE NUMBER:** Certificate of Insurance      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		ENP 0168068	10/15/2022	10/15/2023	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH-ER	\$
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
CG2026 0413 Additional Insured-Designated Person or Organization

<b>CERTIFICATE HOLDER</b>  City of Hannibal 320 Broadway  Hannibal MO 63401	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  
--	--

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

CITY OF HANNIBAL CITY HALL  
320 BROADWAY  
HANNIBAL, MO 63401-4406

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf.

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than

that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

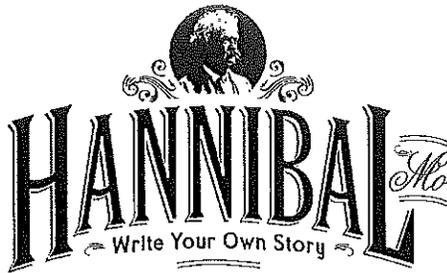
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Darrin Gordon, GM Hannibal Board of Public Works

RE: Stormwater Ballot Initiative

Office of City Clerk



Angelica N. Zerbonia

---

**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1/10/23

Date you wish to be placed on Agenda: 1/17/23

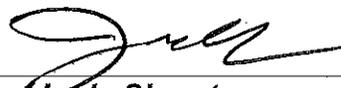
Name: Jim Mulhean

Address: 9298 Co Rd 416

Phone Number: 573-231-1400

Subject Matter: Ballot Proposal for Stannorton

1/10/23  
Date

  
Speaker's Signature

**Speakers shall be allowed up to a maximum of a (5) minute presentation.  
Speakers shall adhere to the above stated subject matter.**

**"Deadlines subject to change based on holiday schedule, etc", contact the  
Clerk's office for official deadline relating the specific meeting.  
(573)221.0111, ext. 209**

**City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)**

**John Lyng  
625 Grand Avenue  
Hannibal, Missouri 63401**

**Telephone (573) 406-9225**

January 10, 2022

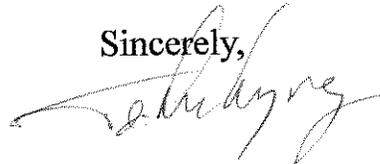
Clerk  
City Hall  
Hannibal, MO 63402

Dear Madam Clerk:

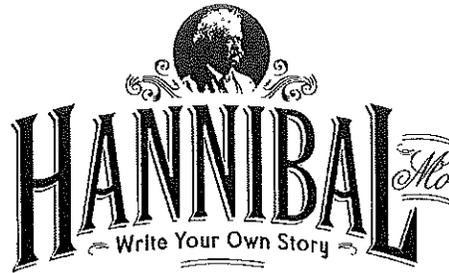
Please accept this as my request to address the City Council at its meeting on January 17, 2022. My brief remarks will be on the topic "Problems with the stormwater tax proposal."

Thank you for your assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read "John Lyng", written in black ink.

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: JAN 11, 2023

Date you wish to be placed on Agenda: JAN 17, 2023

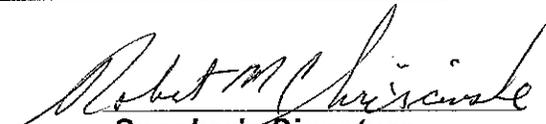
Name: ROBERT CHRISCINSKE

Address: 14 OAK RIDGE POND RD

Phone Number: 573-221-6819

Subject Matter: STORMWATER PROPOSAL 2<sup>ND</sup> READING

JAN 11, 2023  
Date

  
Speaker's Signature

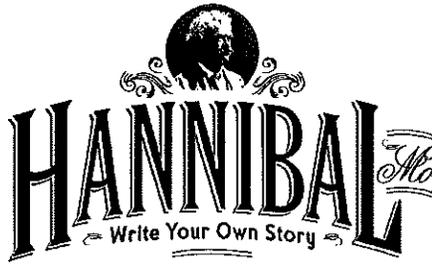
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City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)

Rec'd.  
01.11.2023  
Bkio 9:48am

Office of the



City Clerk

**City Council Request to Speak**  
**Council Meetings are held First and Third Tuesday of each Month**  
**Deadline is 4:00 P.M. Thursday prior to City Council Meeting**

Today's Date: 01/11/2023

Date you wish to be placed on Agenda: 01/17/2023

Name: Carl Ball, Aaron Ball, Lisa Ball

Address: 8954 CR 422 Hannibal Mo

Phone Number: 573-248-6252

Subject Matter: Prop S

\_\_\_\_\_

\_\_\_\_\_

01/11/2023  
Date

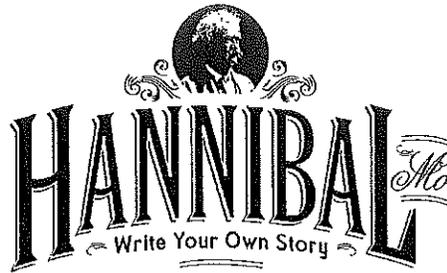
Carl Ball  
Speaker's Signature

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**City of Hannibal 320 Broadway, Hannibal, MO 63401**  
**P 573.221.0111 F 573.221.8191**  
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Rec'd  
BKP  
01.11.23  
10:15am



**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: Jan 11, 2023

Date you wish to be placed on Agenda: Jan 17, 2023

Name: Benjamin Hickman

Address: 9608 Hwy 168

Phone Number: 217-316-0428

Subject Matter: <sup>Storm</sup> ~~Pool~~ water ballot issue

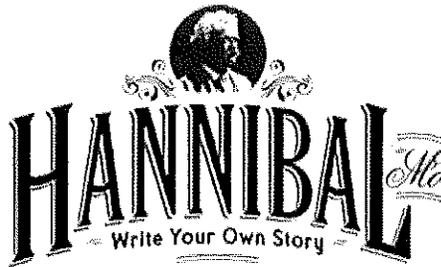
Jan 11, 2023  
Date

Speaker's Signature

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(573)221.0111, ext. 209**

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Anzotea

Address: 323 N main st

Phone Number: 217-316-0004

Subject Matter: Security at City hall

*\*please put me at the end of the section on the agenda so it don't hold up the meeting. Thank you!*

1-10-23  
Date

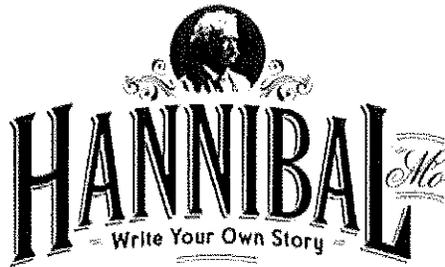
*April Anzotea*  
Speaker's Signature

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**www.hannibal-mo.gov**

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: City Training

1-10-23  
Date

April Azotea  
Speaker's Signature

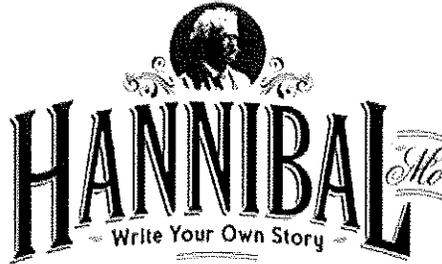
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(573)221.0111, ext. 209**

**City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)**

Rec'd 01.11.2023 4:54PM BKD

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23  
Date you wish to be placed on Agenda: 1-17-23  
Name: April Amatea  
Address: 323 N main St  
Phone Number: 217-316-0004  
Subject Matter: State Laws

1-10-23  
Date

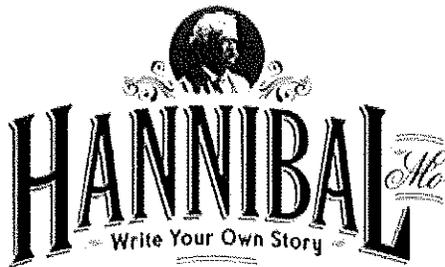
April Amatea  
Speaker's Signature

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Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N main St

Phone Number: 217-316-0004

Subject Matter: Dept. duties and responsibilities

1-10-23  
Date

April Azotea  
Speaker's Signature

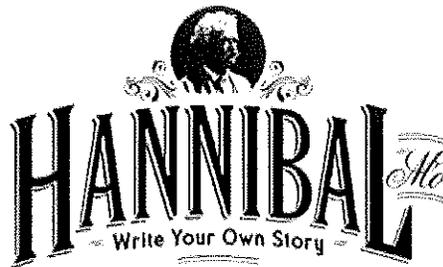
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**City of Hannibal 320 Broadway, Hannibal, MO 63401**  
**P 573.221.0111 F 573.221.8191**  
**www.hannibal-mo.gov**

Rec'd  
01.11.2023 4:54pm BKO

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Amatea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: Investigation update on city clerk. Company hired and cost?

1-10-23  
Date

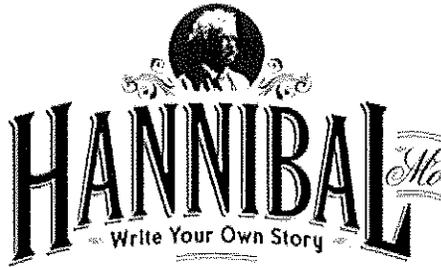
April Amatea  
Speaker's Signature

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City of Hannibal 320 Broadway, Hannibal, MO 63401  
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[www.hannibal-mo.gov](http://www.hannibal-mo.gov)

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N main St

Phone Number: 217-316-0004

Subject Matter: Updating city website,  
codes and ordinances

1-10-23  
Date

April Azotea  
Speaker's Signature

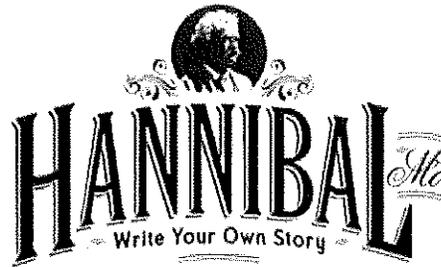
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**City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)**

Rec'd 01.11.2023 BKD 4:54 PM

Office of City Clerk



Angelica N. Zerbonia

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**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N main St

Phone Number: 217-316-0004

Subject Matter: open alcohol ordinance

1-10-23  
Date

April Azotea  
Speaker's Signature

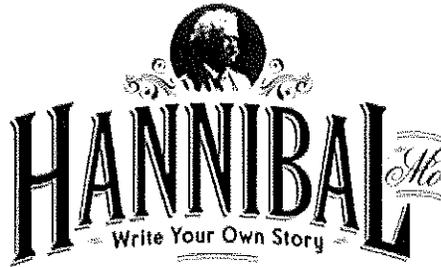
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City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)

Rec'd 01.11.2023 4:54PM BKD

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak**  
**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Anotea

Address: 323 N main St

Phone Number: 217-316-0004

Subject Matter: Use of city tax dollars collected

1-10-23  
Date

April Anotea  
Speaker's Signature

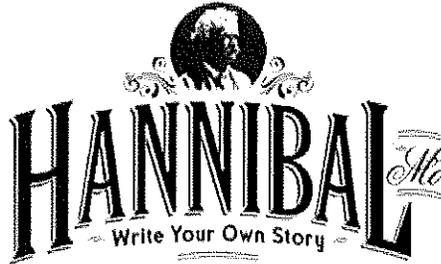
**Speakers shall be allowed up to a maximum of a (5) minute presentation.**  
**Speakers shall adhere to the above stated subject matter.**

**"Deadlines subject to change based on holiday schedule, etc", contact the Clerk's office for official deadline relating to the specific meeting.**  
**(573)221.0111, ext. 209**

City of Hannibal 320 Broadway, Hannibal, MO 63401  
P 573.221.0111 F 573.221.8191  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)

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Angelica N. Zerbonia

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**First and Third Tuesday of each Month**  
**Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: HR Department

1-10-23  
Date

April Azotea  
Speaker's Signature

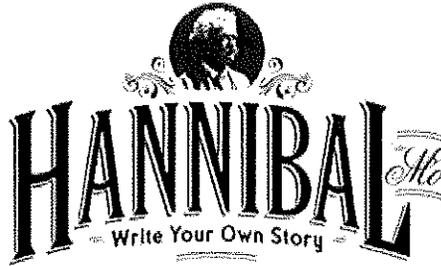
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Angelica N. Zerbonia

**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N main St

Phone Number: 217-316-0004

Subject Matter: Available city jobs  
and hiring process

1-10-23  
Date

April Azotea  
Speaker's Signature

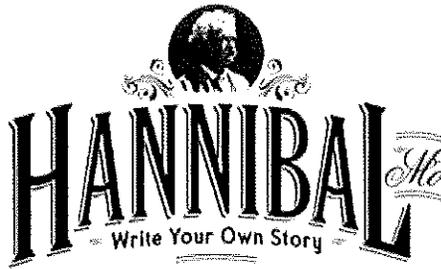
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First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Azotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: Safety & Security in the  
city

1-10-23  
Date

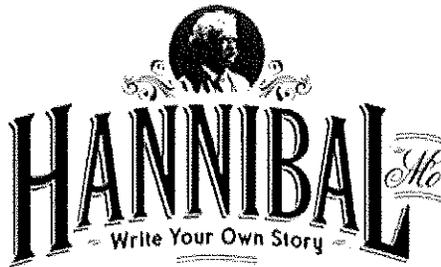
April Azotea  
Speaker's Signature

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Angelica N. Zerbonia

**City Council Request to Speak  
First and Third Tuesday of each Month  
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 1-10-23

Date you wish to be placed on Agenda: 1-17-23

Name: April Anztea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: City Salaries

1-10-23  
Date

April Anztea  
Speaker's Signature

**Speakers shall be allowed up to a maximum of a (5) minute presentation.  
Speakers shall adhere to the above stated subject matter.**

**"Deadlines subject to change based on holiday schedule, etc", contact  
the Clerk's office for official deadline relating to the specific meeting.  
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*Mayor*



*James Hark*

---

Please place myself on the agenda for the swearing in of Chief Jacob Nacke as the Emergency Management Director.

Please removes James Silvey from the Hannibal Housing Authority. Mr Silvey was placed on the board in May of 2021 by the Mayor, Mr. Silvey has not attended a board meeting and will need replaced.

Also please add Patti Talbert and Jay Ghanti to your agenda for reappointment for 4-year terms to expire 2027.

A handwritten signature in cursive script that reads "Harold Johnston". The signature is written in black ink on a white background.

## Melissa Cogdal

---

**From:** James Lemon <james@thelemonlawfirm.net>  
**Sent:** Thursday, January 12, 2023 4:32 PM  
**To:** Melissa Cogdal  
**Subject:** Rules for public comment  
**Attachments:** City council rules regarding public comment.doc

Melissa,

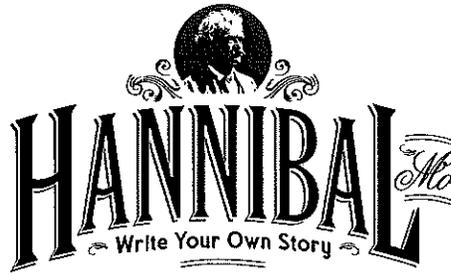
The council passed ordinance 2-185 regarding public comments. Part of the ordinance suggested that rules would be promulgated. I have prepared the attached proposed set of rules. I would request that you place this on the Agenda under my name and provide a copy of the proposed rules to the council with this email in explanation.

James

## **COUNCIL RULES REGARDING PUBLIC SPEAKING**

The Hannibal City Council shall utilize the following rules regarding public comment at the City Council meetings:

1. As required under Section 2-185 of the Ordinances of the City of Hannibal, the council sets out a period for public comment which shall begin at 6:30 P.M. immediately prior to every regular council meeting.
2. Persons wishing to speak may do so without prior notification by appearing no later than 6:20 on the day of the meeting signing up to speak and giving a general statement of what they want to speak about.
3. Each person may have up to 5 minutes to speak. If a person wishes to speak longer than 5 minutes they must request an extension. If a councilperson moves to extend their time, it is seconded and a majority of the council votes to approve it, a person may have up to an addition 5 minutes to speak.
4. In the event that any commenter misuses the public comment period, the Mayor or Mayor Pro tem in the Mayor's absence shall be empowered to terminate that commenter's speaking privilege. Misuse shall include, but not be limited to use of obscenity, attacks on individuals or businesses, discussion of topics which are not reasonably related to the City of Hannibal or the business of the City.
5. The council will endeavor to be present during the public comment period.
6. The public comment period will terminate no later than 6:55 P.M.
7. If a person wishes to address the council during the council meeting, they must fill out the form provided by the City Clerk and must also follow all requirements for placing an item on the council agenda.
8. Each person may have up to 5 minutes to speak during their council agenda item. If a person wishes to speak longer than 5 minutes they must request an extension. If a councilperson moves to extend their time, it is seconded and a majority of the council votes to approve it, a person may have up to an addition 5 minutes to speak.
9. If multiple persons request to be on the agenda for the same or similar items, prior to the first person beginning to speak, the mayor shall notify the council of the overlap. The mayor shall request a motion to either allow all persons to speak or to limit the speakers. If no motion is made or seconded then all persons shall be allowed to speak for 5 minutes.



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# MEMORANDUM

**To: Mayor and City Council**

**From: Lisa Peck, City Manager**

**Re: Payroll Amendment #4**

**Date: January 11, 2023**

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This payroll amendment reflects an increase in the salaries of the police chief, the fire chief and director of central services due to their assuming additional emergency management responsibilities.

**BILL NO. 23-003**

**ORDINANCE NO. 4921**

**FIRST READING: 01.17.2023**

**SECOND READING:**

**AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING THE FISCAL YEAR 2022/2023 PAYROLL ORDINANCE (NO. 4) RELATIVE TO THE INCREASE OF THE SALARIES OF THE POLICE CHIEF, THE FIRE CHIEF AND DIRECTOR OF CENTRAL SERVICES DUE TO THE ADDITION OF DUTIES AS A RESULT OF ASSUMING EMERGENCY MANAGEMENT RESPONSIBILITIES**

**WHEREAS**, the City previously used the services of a contracted Emergency Management Director, and

**WHEREAS**, the Police Chief, Fire Chief and Director of Central Services will now be assuming these duties, and

**WHEREAS**, the assumption of these additional duties warrant an increase in compensation.

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HANNIBAL, MISSOURI:**

**SECTION ONE:** The fiscal year 2022/2023 payroll ordinance is hereby amended to include the following changes:

<u>Department</u>	<u>Position</u>	<u>Current</u>	<u>Amended</u>
Police	Chief	\$79,058	\$84,058
Central Services	Director	\$90,722	\$95,722
Fire	Chief	\$75,386	\$80,386

**SECTION TWO:** This ordinance shall become effective immediately upon its adoption and approval.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2023.

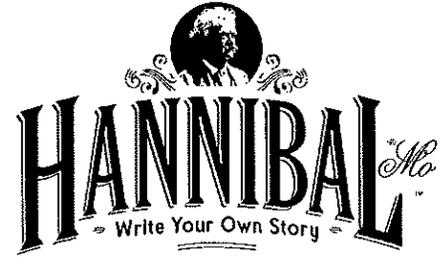
Approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

**ATTEST:**

\_\_\_\_\_  
**James R. Hark, Mayor**

\_\_\_\_\_  
**Melissa Cogdal, Deputy Clerk**

**Andrew Dorian**  
**Director of Central Services**  
**City of Hannibal**  
**320 Broadway**  
**Hannibal, MO 63401**  
**Ph: 573-221-0154**  
**Email: adorian@hannibal-mo.gov**



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**TO: City Clerk, City Manager, City Council and Mayor**

**FROM: Andrew Dorian**

**DATE: 1/6/2023**

**RE: Change Order #1 Union Street**

As part of the Union Street Stormwater Project a portion of the sanitary sewer main had to be replaced due to its age. Based on the information available the Engineers called out the section to be replaced with 6" pipe. When the sewer main was exposed, it was 8" so we had to get new material on site ASAP as the ditch was open. T&B was able to get the 8" from D&K supply for an additional \$3,676.53.

The City/BPW still have to match \$88,000 for this project with most of that coming from the labor/material for the re-construction of the road/curb/gutter later this Spring. The \$3,676.53 for this Change Order would go towards that \$88,000 match.

Original Contract Amount	\$705,634
Change Order #1	\$3,676.53
Revised Contract Amount	\$709,310.53

CDBG will pay for \$616,350 for the construction portion of this project.

The Department of Public Works recommends approval of Change Order #1 in the amount of \$3,676.53 for the Union Street Stormwater Replacement Project.

**RESOLUTION NO. 2436-23**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A \$3,676.53  
CHANGE ORDER #1 FOR THE UNION STREET STORMWATER  
REPLACEMENT PROJECT.**

**WHEREAS**, T&B Trucking & Excavating LLC submitted Change Order #1 in the amount of \$3,676.53 and

**WHEREAS**, the change order was for the addition of 8" sewer main pipe instead of 6" pipe for the sanitary sewer replacement, and

**WHEREAS**, the total contract price goes from \$705,634 to \$709,310.53

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL  
MISSOURI**

**SECTION ONE:** That the Mayor is hereby authorized to execute the attached Change Order #1 between T&B Trucking & Excavating LLC and the City of Hannibal for the amount of \$3,676.53 for the Union Street Stormwater Replacement Project.

**SECTION TWO:** This Resolution shall become effective immediately upon its adoption and approval.

**ADOPTED THIS** \_\_\_ **DAY OF** \_\_\_\_\_, **2023**

**APPROVED THIS** \_\_\_ **DAY OF** \_\_\_\_\_, **2023**

\_\_\_\_\_  
**James R. Hark, Mayor**

**ATTEST:** \_

\_\_\_\_\_  
**Melissa Cogdal, Deputy City Clerk**

**CHANGE ORDER NO. 1**

<b>PROJECT:</b>	Hannibal, Missouri Union Street	<b>DATE OF ISSUANCE:</b>	21-Dec-22
<b>OWNER:</b>	City of Hannibal	<b>PROJECT NO.:</b>	
		<b>PSBA NO.</b>	C-21-054
<b>CONTRACTOR:</b>	T&B Trucking & Excavating LLC P.O. Box 86 Hurdland, MO 63547	<b>ENGINEER:</b>	POEPPING, STONE, BACH & ASSOC. P.O. BOX 190 HANNIBAL, MO 63401

You are directed to make the following changes in the Contract Documents:

Change 6" PVC sewer pipe to 8"

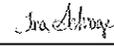
Item No.	Item Description	Units Provided for	Units to Add or Deduct	Units to be Built	Dollars per Unit	Amount Added or Deducted
10	8" PVC Pipe	0	173	173	\$21.25	\$3,676.53
						\$0.00
						\$0.00

TOTAL CHANGES MADE WITH THIS CHANGE ORDER:	<u>\$3,676.53</u>
TOTAL CHANGES MADE BY PREVIOUS CHANGE ORDERS:	<u>\$0.00</u>
TOTAL CHANGES TO DATE:	<u>\$3,676.53</u>
ORIGINAL CONTRACT AMOUNT:	<u>\$705,634.00</u>
REVISED CONTRACT AMOUNT:	<u>\$709,310.53</u>

The terms of settlement outlined above are hereby agreed to:

**CONTRACTOR:** T&B Trucking & Excavating, LLC

**ENGINEER:** PSBA, INC.

By:   
Authorized by T&B Trucking & Excavating, LLC  
 P.O. Box 86, Hurdland, MO 63547  
 Phone: 314.264.4141  
 Email: info@tandb.com

By: 

Date: 12/26/2022

Date: \_\_\_\_\_

**OWNER:** City of Hannibal

1/3/2023

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Andrew Dorian**  
**Director of Central Services**  
**City of Hannibal**  
**320 Broadway**  
**Hannibal, MO 63401**  
**Ph: 573-221-0154**  
**Email: [adorian@hannibal-mo.gov](mailto:adorian@hannibal-mo.gov)**



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TO: City Clerk, City Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 1/6/2023

RE: Bid Award Airport Terminal Project

The City of Hannibal recently opened bids for the Airport Terminal Project.

We received 3 bids with the low bid of \$162,135 being submitted by T&B Trucking and Excavation.

The bulk of the project consists of measures to stop rain/stormwater from infiltrating the building causing damage. Contractors will be digging new trenches for French drains, adjustments for downspouts, hard pipes to carry water away from the building and repairs to the water damaged foundation.

The project also includes insulating of water lines inside the building. We have had two water line breaks over the last 2 years.

The City applied for and was awarded a BIL Terminal Grant earlier in the year which will pay for 95% of the project. The total cost for the City will be \$8,106.75.

The Department of Public Works recommends council approve the \$162,135 bid from T&B Trucking and Excavation for the Airport Terminal Project. The contract and resolution will be approved at a future Council meeting.

1.17.2023

**MEMO**  
**Proposal to Promote Accountability and Transparency by Updating**  
**Exit Interview Policy**

**TO: Hannibal City Council**

Recently a good friend shared some wise words of advice: "when it comes to fixing a broken bureaucracy, choose to interpret 'no' as 'not yet.'" In light of this, we propose for the third time in thirteen months (in open session) City Council hire an unbiased external third party to conduct exit interviews with departing City employees.

The Charter provides "...all powers of the city shall be vested in the council, which council shall enact municipal legislation as in this Charter provided, adopt budgets, determine policies... by duly enacted ordinances of this city not in conflict with this Charter."

In a town/region such as ours, where our pool of employees is smaller and attracting outside talent is challenging, there is an even greater urgency to learn from ourselves. Each time an employee leaves, for whatever reason, they take with them valuable institutional knowledge that we have a duty to try and capture for those who come next.

Using an independent third party to conduct exit interviews assures unbiased anonymity and an informed City Council. Additionally, outsourcing this service will reduce the work burden of all current managers, internally allowing them to concentrate on their areas of expertise.

Each exiting employee should receive a written questionnaire. For those who are full-time (read: not seasonal) a follow-up oral interview is appropriate. Other measures can be taken on an "as needed basis" as recommended by HR counsel and adopted by the City Council, in order to inform us whether we are providing the best workplace environment for our employees to grow and thrive, and if not, to adopt policies through the passage of ordinances that will clearly articulate unambiguously the best practices for the workplace. All department director exit interviews (and any other deemed appropriate by the independent interviewer) will be submitted to each member of the Council.

We wonder how much of the recent happenings could have been avoided if common sense HR policies had been in place. We believe and dearly hope that the above is reason enough for Council to approve hiring an unbiased third party to conduct exit interviews.

Please, join us in our effort to be proactive in setting our HR policies to promote accountability and transparency for our City and for our constituents.

**FROM:**

**Charles Phillips, Councilperson for Hannibal's 4th Ward**

**Stephan Franke, Councilperson for Hannibal's 3rd Ward**