

# *City of Hannibal*

## **OFFICIAL COUNCIL AGENDA**

**Tuesday, January 19, 2021  
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.*
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- 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 MINUTES**

**Regularly Scheduled Council Meeting – January 5, 2021**

### **APPROVAL OF PAYROLL AND CLAIMS**

**First Half – January 2021**

**JAMES R. HARK - MAYOR**

**Re: Recommendation of Appointment**

**HANNIBAL LIBRARY BOARD**

- Kevin Knickerbocker – appointment for a term to expire June 2021

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**KAREN BURDITT – DIRECTOR OF FINANCE**  
**Re: Fiscal Year 2021/20 Budget – Amendment No. 2**  
*(Resolution No. 2314-21, to follow)*

**GAIL BRYANT – DIRECTOR, HCVB**  
**Re: Bid Award Approval, 2021 Hannibal Visitors Guide Printing.**  
*Poole Communications - \$20,072*

**PHYLLIS NELSON – CITY COLLECTOR**  
**Re: Approval, Business Closures - Delinquent, Unlicensed Businesses & Contractors**

## **RESOLUTION NO. 2314-21**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL FY-2020/2021 (NO. 2) BUDGET BY AUTHORIZING BUDGET AMENDMENTS TO INCREASE REVENUES TO DEPARTMENT'S CARES ACT GRANTS AND INCREASE THE DEPARTMENT'S EXPENSE LINE ITEMS, TRANSFER EXPENSES WITHIN EMERGENCE MANAGEMENT, TRANSFERRING POLICE CAPITAL EXPENSE TO CITY HALL CAPITAL EXPENSE LINE ITEM, INCREASE TOURISM GRANT REVENUE AND ADVERTISING EXPENSE, A BUDGET APPROPRIATION FOR INVESTIGATION CAPITAL EXPENSE, AND SUPPLEMENTAL APPROPREIATION FOR FIRE DEPARTMENT LEASE PAYMENT EXPENSE**

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## **CLOSED SESSION**

### ***In Accordance with RSMo. 610.021 (1) and (19)***

- (19) The City Council of the City of Hannibal wishes to meet in closed session pursuant to the provisions of RSMO 610.021 (19) to discuss security systems to be installed in Hannibal City Hall, which is real property owned by the City of Hannibal. The Council has determined that disclosure of this issue in an open meeting will impair the City's ability to protect the security and safety of City Employees and the City Hall building. The Council has further determined that the public interest in nondisclosure outweighs the public interest in disclosure of the records.

## **ADJOURNMENT**

## MEMORANDUM

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**To:** Angelica Zerbonia - City Clerk

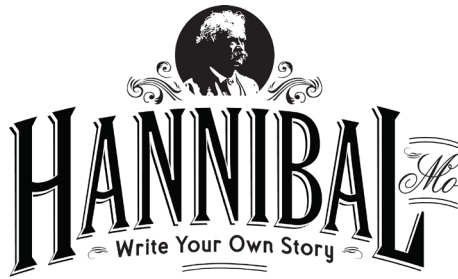
**From:** James Hark - Mayor

**Re:** Library Board

**Date:** January 5, 2021

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Please submit Kevin Knickerbocker's name to the next Council agenda for appointment to the Library Board for completion of a term due to expire June 2021.



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## MEMORANDUM

**TO: Mayor Hark and Members of the City Council**

**FROM: Karen Burditt, Director of Finance**

**DATE: January 19, 2021**

**SUBJECT: Resolution Amending the FY 2020/2021 No 2**

Attached you will find a budget supplemental and amendment resolution to address changes necessary for the current year. This list is not inclusive of all the amendments that will be required for this fiscal year.

The City applied for the CARES Act Grants through the Marion County Commissioners and we ask to increase the budgeted amount in the line items for the expenses that have been reimbursed:

- The police department received \$10,000 to apply towards the purchase of 15 self-contained breathing apparatus (SCBA) cylinders. The cost will be \$11,130 with the balance \$1,130 being absorbed in the police expense budget.
- On September 3 meeting, Council approved an application for CARES Act funds for hazard pay for our front-line police officers and firefighters. The increase was for actual hours worked from August 28 through December 30. The front-line personnel received \$3.00 per hour based on a 40-hour work week. During this period, we had 36 firefighters receiving a total of \$57,299.40, and 26 police officers receiving a total of \$46,347.75. The City was reimbursed the total hazard pay premium of \$103,647.15, plus \$40,422.39 in benefits.
- The City purchased eight UV-C Disinfection Lamps from EA Medical for a total of \$32,460 to be used in public areas. Pryor to this purchase, an application was submitted and approved for the reimbursement. The departments being reimbursed is City Hall, Fire, Police, and Tourism.

The police department had budgeted \$23,000 for an updated phone system. The City's AT&T contract expired in October and the Council approved the new contract with Crexendo, CDS Office Technologies. The updated hardware and system is for service for all departments at City Hall, Police, and Fire Admin and stations. The budget amendment will transfer \$9,000 of the \$12,728.60 cost from the Police budget for the phone to City Hall's budgeted line item which did not budget for a new phone system.

The emergency management's generator is requiring \$4,500 for repairs that were not budgeted and would like to move the funds from the capital equipment-building line item.

Tourism received two grants for a total of \$172,463. The first grant is a 100% Show Me Strong for \$153,900 which means there is no matching funds for tourism. The second grant is a 90/10 Matching Marketing Grant (MMG) Spring for \$20,625, which pays for 90%, (\$18,563) of the advertising and Tourism must pay the remaining ten percent (\$2,062). The additional ten

percent will be transferred from line item 48.48.569 Advertising and Promotion, to 48.48.575 State Advertising Grant. The entire expense for the advertising will come out of 48.48.575.

The police department was approved by council on September 1 council meeting to purchase the MILO Range Training System for \$80,695 from the Investigation Fund. This expense was not budgeted and is being paid from the funds deposited last fiscal year from the asset forfeiture in December 2019 for \$56,574 and the land transfer to BPW for \$30,000. The total supplemental appropriation is for \$81,000.

The last item is a supplemental appropriation for \$65,933 to increase the lease payment line item, to pay next year's February 1, 2022 payment. This is the last payment for the 2015 Smeal pumper fire truck which was purchased July of 2015 for \$439,159.06. The seventh payment of eight will be paid this week, leaving a balance of \$65,933. I would like to prepay this lease agreement and save \$1,300 in interest. This is not a large savings but investing the money for a year would only earn \$264.

I ask the Council to approve the Resolution to follow.

Karen Burditt

*Gail Bryant, CTIS*  
Director



*Megan Rapp, CTIS*  
Assistant Director

## MEMORANDUM

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TO: Mayor James Hark and Members of City Council  
CC: Lisa Peck, City Manager  
FROM: Gail Bryant, Director of Conventions & Tourism  
DATE: January 6, 2021  
REGARDS: Bid Approval – 2021 Hannibal Visitor Guide - Printing

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### **2021 HANNIBAL VISITOR GUIDE - PRINTING**

We would like to request bid approval for the printing of the 2021 Hannibal Visitors Guide. A legal notice was placed in the Hannibal Courier Post on December 22, 2020, and a RFP was sent to the vendors requesting the information for printing. Bid(s) were opened on January 5, 2021 by the city clerk.

*HCVB recommends the bid award to Poole Communications, in the amount of \$20,072.00 for the printing of the 2021 Hannibal Visitors Guide.*

**Hannibal Convention & Visitors Bureau**  
505 North Third Street  
Hannibal, Missouri 63401  
573.221.2477  
VisitHannibal.com



# City of Hannibal

Office of City Collector

320 Broadway Street • Hannibal, MO 63401

Phone: 573 221-0111 • Fax: 573 221-0707 • E-Mail: pnelson@hannibal-mo.gov

## MEMORANDUM

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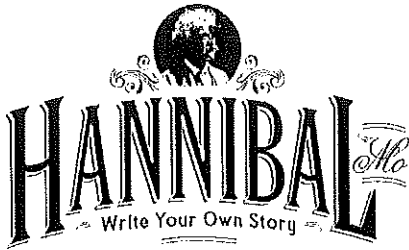
**Date:** January 13, 2021  
**To:** Mayor, City Council, City Manager, City Attorney, City Clerk  
**From:** Phyllis Nelson, City Collector  
**Subject:** Delinquent Business Licenses

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The businesses on the following list have still not acquired a current business license. We have sent out several reminders to them along with a note asking them to let us know if they are no longer doing business within the city limits of Hannibal. We sent out certified letters (copy enclosed) on January 4<sup>th</sup> to all the businesses still listed as delinquent. At that time there were 33 still delinquent. As of this memo there are still 20 unpaid (this number will most likely change before the actual council meeting). They were given notice to be ready to appear and give just cause why they are still not licensed if they wish to appeal.

I will generate a new list for council after the close of the day January 19<sup>th</sup>. At the council meeting I will ask council to authorize the closure of any businesses by the chief of police (or his designee) that are still un-licensed at that time. With your authorization I will then send out notices on January 20<sup>th</sup> letting each business know and informing them of the 30 day appeal period. If nothing is resolved or appealed within that time I will submit the list of remaining businesses to the police department. They will check to make sure the business is no longer operating.





# City of Hannibal

## Office of City Collector

320 Broadway Street • Hannibal, MO 63401  
Phone: 573 221-0111 • Fax: 573 221-0707

January 4, 2021

Dear Business Owner:

Our records show that you are still delinquent on your business license. The payment for your business license for fiscal year 2020-2021 was due on June 30<sup>th</sup>. It is now 5 months delinquent. If we do not receive payment along with penalties and any necessary paperwork by January 19<sup>th</sup> we will request of the council at their meeting on that evening to begin the procedure to have the police close your business (they have the authority to chain and padlock the doors if necessary). Once council permission is given you will have 30 days to appeal the closure to the circuit court as provided under RSMO chapter 36 or to come to the city clerk's office to complete the process for license renewal. I am enclosing a copy of the City of Hannibal codebook referring to revocation/suspension of business licenses. Please refer to it to know your rights in this matter.

If this has to go before council there is a chance this information will appear in the newspaper or on television as council proceedings are open to the public and the media usually attend.

Please be aware that if you currently have a contract with the city we will have to look to other vendors as we are prohibited from contracting with an unlicensed business. If you plan to bid on a city project you will not be selected for the same reason. Also all city taxes (included with your county tax bill) must be paid before a license can be issued, in addition to a "certificate of no tax due" issued by the Missouri Dept. of Revenue if you have a state sales tax number.

If you have any questions please contact my office at 573-221-0111, extension 206. If your business has closed it is necessary to contact Debbie White, Business License Manager, at 573-221-0111, extension 221.

Sincerely,

Phyllis Nelson  
Hannibal City Collector

## Sec. 15-31. - Revocation/suspension of business license.

Upon complaint that any provision of this chapter has been violated, the city council shall call and have a full and adequate administrative hearing upon the matter, giving the affected party at least 15 days notice, by personal service or certified mail of the hearing. Any party may be represented by counsel, and all parties shall have the opportunity to be heard. Any party aggrieved by the finding hereunder may appeal said order to the circuit court as provided under RSMo ch. 536.

- (1) If the city council finds that the licensee has failed to comply with the provisions of this chapter, they shall revoke or suspend the business license of such business. The action of the council shall be effective 30 days after the finding of the council unless an appeal is filed pursuant to the provisions of RSMo ch. 536. In the event such an appeal is filed, written notice must be provided to the city no later than 30 days after the determination of the council. Upon such filing and providing of written notice, action shall be stayed until a final determination by the circuit court or dismissal.
- (2) Suspension of a business license shall require the closure of such business for the period of suspension. The order of suspension shall set out the date the business is to close and the date upon which it may reopen, the date by which an appeal must be filed, and shall include a disclosure that failure to comply with the order of suspension without filing an appeal shall result in the immediate revocation of the business license without further process.
- (3) Revocation of a business license shall require the closure of such business.
- (4) Revocation or suspension under this section shall be in addition to any other penalties prescribed in these ordinances.

(Ord. No. 4593, § 3, 1-17-2012)

# Merchant's License -- New Accounts Book

For Frequency Code: FA -- Unpaid Accts.

for Taxyear: 2020

01/13/2021 14:38:11

Acct #: 2931L	FA	License Type: Business License		
A1 SOLAR SOURCE INC	2420 EAST TRUMAN ROAD	KANSAS CITY, MO 64127-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 2425L	FA	License Type: Business License		
ADECCO EMPLOYMENT SERVICES	CHERYL LIGGETT	1891 MAINE STREET SUITE 4	Amt.Due:	\$40.00
119 -- CONSULTING SERVICE				
Acct #: 2983L	FA	License Type: Business License		
ADVANCE LIGHTING & POWER	45 JASON COURT	ST CHARLES, MO 63304-	Amt.Due:	\$100.00
10 -- CONTRACTOR/ELECTRICIAN				
Acct #: 2525L	FA	License Type: Business License		
BOST RESTORATION & REMODELING	1407 36TH ST	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 2839L	FA	License Type: Business License		
BRIAN'S FOUNDATION REPAIR	45325 STATE HIGHWAY 6	HURDLAND, MO 63547-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 2912L	FA	License Type: Business License		
C.O.R.E. SOLUTIONS	3317 SAINT MARYS AVENUE	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 3292L	FA	License Type: Business License		
ELDER'S ELECTRIC	3111 MARKET STREET	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
10 -- CONTRACTOR/ELECTRICIAN				
Acct #: 2883L	FA	License Type: Business License		
FREE FLOW PLUMBING	109 E US HGHWAY 54	VANDALIA, MO 63382-	Amt.Due:	\$100.00
10 -- CONTRACTOR/ELECTRICIAN				
Acct #: 997L	FA	License Type: Business License		
HAIR STUDIO DESIGN TEAM	3601 MARKET STREET	HANNIBAL, MO 63401	Amt.Due:	\$60.00
113 -- BEAUTY SHOP				
Acct #: 1581L	FA	License Type: Business License		
HARD TIMES TATTOO	308 BROADWAY	HANNIBAL, MO 63401-	Amt.Due:	\$40.00
160 -- TATTOOS				
Acct #: 3019L	FA	License Type: Business License		
HEARTLAND RESTORATION INC	3323 N HIGHWAY 79	ELSBERRY, MO 63343-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 2749L	FA	License Type: Business License		
KEVIN WILLING CONSTRUCTION	591 HEAD LANE	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
12 -- CONTRACTOR/ELEC/PLUMBING				
Acct #: 2069L	FA	License Type: Business License		
LYDIA'S CABINET OF CURIOSITIES	223 NORTH MAIN	HANNIBAL, MO 63401-	Amt.Due:	\$40.00
62 -- RETAIL SHOP				
Acct #: 2833L	FA	License Type: Business License		
MAJOR CONSTRUCTION	1237 BROADWAY	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
128 -- CONTRACTOR - GENERAL				
Acct #: 3015L	FA	License Type: Business License		
RAVENS CRAFT REALTY - J RUHL	3522 C PALMYRA ROAD	HANNIBAL, MO 63401-	Amt.Due:	\$20.00
3 -- AGENT				

# Merchant's License -- New Accounts Book

For Frequency Code: FA -- Unpaid Accts.

for Taxyear: 2020

01/13/2021 14:38:11

Acct #: 2827L	FA	License Type: Business License		
ROAD WARRIOR TOWING	2300 HOPE STREET	HANNIBAL, MO 63401-	Amt.Due:	\$40.00
60 -- GENERAL MERCHANDISE				
Acct #: 2903L	FA	License Type: Business License		
SALLY BEAUTY SUPPLY #2877	3650 STARDUST DRIVE #G	HANNIBAL, MO 63401	Amt.Due:	\$40.00
60 -- GENERAL MERCHANDISE				
Acct #: 2311L	FA	License Type: Business License		
SWANK AUTOMOTIVE	KENNETH SWANK	2929 BOWLING AVENUE HANNIBAL, MO	Amt.Due:	\$40.00
109 -- AUTO REPAIR				
Acct #: 1599L	FA	License Type: Business License		
TISCHER MASONRY/BRENT TISCHER	12592 HWY O	NEW LONDON, MO 63459-	Amt.Due:	\$100.00
12 -- CONTRACTOR/ELEC/PLUMBING				
Acct #: 2917L	FA	License Type: Business License		
WOODPECKER'S TREE SERVICE	11316 DOVE RIDGE ROAD	HANNIBAL, MO 63401-	Amt.Due:	\$100.00
57 -- TREE SERVICE				

Number of Accounts: 20

Total Original Amount Due: 1,520.00

Total Amount Paid: 0.00

Office of City Clerk



Angelica N. Zerbonia,  
MRCC, CMO

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The City Council of the City of Hannibal wishes to meet in closed session pursuant to the provisions of RSMO 610.021 (19) to discuss security systems to be installed in Hannibal City Hall, which is real property owned by the City of Hannibal. The Council has determined that disclosure of this issue in an open meeting will impair the City's ability to protect the security and safety of City Employees and the City Hall building. The Council has further determined that the public interest in nondisclosure outweighs the public interest in disclosure of the records.