

City of Hannibal
OFFICIAL COUNCIL AGENDA

**Tuesday February 21, 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 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 MINUTES

**Regularly Scheduled Council Meeting – February 7, 2023
Regularly Scheduled Council Meeting – (Amended) December 6, 2022**

**APPROVAL OF PAYROLL AND CLAIMS
First Half- February 2023**

HALLE YUNDT SILVER – HANNIBAL FREE PUBLIC LIBRARY EGG DROP

Re: Request, Street Closures

- *Saturday, March 18, 2023, 10:00 a.m. until 11:30 a.m.*

JULIE VIEHMANN – OAKWOOD ELEMENTARY SCHOOL

Re: Request, Street Closures – Oakwood 5K

- *Friday, May 5, 2023 5:30 p.m. until 7:30 p.m.*

JESSE SOONDRUM – MAPLE LAWN NURSING HOME
Re: April 4, 2023 Election County Nursing Home Tax Levy

ALAN BOWEN – 13394 OLD 79
Re: Questions for City Council

APRIL AZOTEA – 323 N. MAIN STREET
Re: City Priorities

JAMES R. HARK – MAYOR
Re: Recommendation of Re-Appointments

Affirmative Action Committee

- **Candy Weems – reappointment for a term to expire March 2026**
- **Faye Dent– reappointment for a term to expire March 2026**

ANDY DORIAN – DIRECTOR OF CENTRAL SERVICES
Re: Airport Farm Lease
(Resolution No. 2442-23, to follow)

Re: Aviation Project Consultant Agreement
Engineering Services Agreement with Woolpert, INC.
(Resolution No. 2441-23, to follow)

Re: 2023 Excavator Bid Award
Altorfer Bid Award, 2022 CAT 310 Excavator

MIKE MURPHY – BUILDING INSPECTOR
Re: Request, Set Public Hearing

- **Section 32-660 Code Amendment**
Tuesday, March 21, 2023 – 6:00 p.m.

Re: Request, Set Public Hearing
➤ **Section 4-110 Code Amendment**
Tuesday, March 21, 2023 – 6:15 p.m.

**CHARLES PHILLIPS – 4TH WARD COUNCIL MEMBER
STEPHEN FRANKE – 3RD WARD COUNCIL MEMBER
Re: Monthly City Managers Report**

BILL NO. 23-004

**AN ORDINANCE REVISING CHAPTER 2 - ADMINISTRATION,
ARTICLE IV. – OFFICERS AND EMPLOYEES BY CREATING A
NEW DIVISION 3, COMPLAINT PROCESS; OF THE REVISED
ORDINANCES OF THE CITY OF HANNIBAL TO CLARIFY THE
PROCESS FOR COMPLAINTS REGARDING OFFICERS OF THE
CITY**

Second and Final Reading

RESOLUTION NO. 2441-23

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
\$79,013.85 AVIATION PROJECT CONSULTANT AGREEMENT
WITH WOOLPERT, INC. FOR THE ENGINEERING DESIGN,
BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES
FOR THE AIRPORT TERMINAL PROJECT.**

RESOLUTION NO. 2442-23

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
FARM LEASE AGREEMENT BETWEEN THE CITY OF HANNIBAL
AND GREG KEIM FOR THE LEASING OF AIRPORT PROPERTY
FOR TEMPORARY AGRICULTURAL FARM USE IN THE
AMOUNT OF \$9,000 FOR THE 2023 YEAR.**

CLOSED SESSION

In Accordance with RSMo. 610.021 (1) and (2)

ADJOURNMENT



* All Documents
Received *

Melissa's Copy

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 1st & 3rd Tuesdays of each month)
Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 2-11-2023 Date you wish to be placed on Agenda: 2-21-2023

Your Organization: Hannibal Free Public Library Special Event: Egg Drop

Date(s) of Event: 3-18-2023 Requested Times (from-to): 10:00-11:30

Description of Activity: Eggs are wrapped & dropped from various heights including of the Library's roof, to see which survive without breaking

Primary Contact Person(s): Amber Cooley Home Phone: _____

Work Phone: 573-221-0222 Cell Phone: _____ E-mail: a.cooley@hannibal.lib.mo.us

Assistance Needed (location, etc.): Hallie Yundt Silver to present request at Council meeting

Lane closure on S. ~~Church~~ St. from alley to S. 9th St.
Alley closure from S. Church St. to Library's main drive
Barricades to block access by cars to Library's back parking lot

DEPARTMENTAL COMMENTS

Police: It appears the Egg Drop will require no additional police involvement. Dept. Cost: 0

-Lieutenant Locke

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

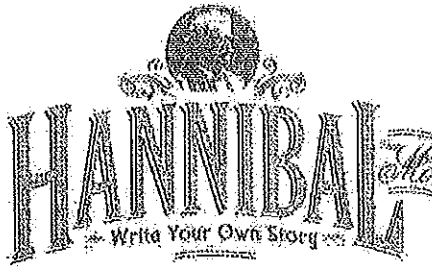
Administration: No issue with this event. It seems all the appropriate documents have been received as

Dept. Cost: 0

the Library falls under the City's Certificate of Insurance.

-Clerk's Office

STAFF RECOMMENDS:



Hold Harmless and Insurance Requirements

Library is covered under MIRMA with rest of the City

- 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.

By _____

Title

Date

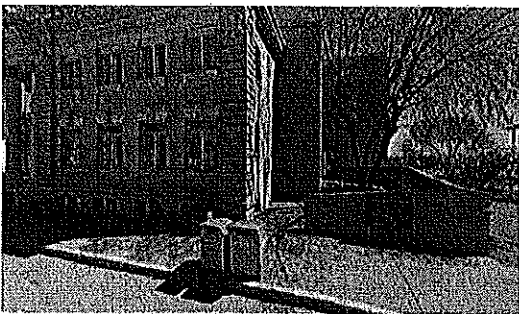
ACTIVITY		PROCESS
<input type="checkbox"/>	<i>Business License</i>	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
<input type="checkbox"/>	<i>Alcohol</i>	1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u> . 2. Approval is needed from the City of Hannibal
<input type="checkbox"/>	<i>Retail Vendors</i>	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 573-751-3505 or by visiting the Business tax Registration Forms at http://dor.mo.gov
<input type="checkbox"/>	<i>Food Vendors</i>	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at 573-221-1166.
<input type="checkbox"/>	<i>Parade or other run / walk event</i>	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 573-221-0987 within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/>	<i>Security</i>	(Must Provide Own) Method of Security
<input type="checkbox"/>	<i>Waste Removal / Recycling</i>	Responsibility of Event Holder
<input type="checkbox"/>	<i>Port-A-Potties</i>	Not supplied by City
<input checked="" type="checkbox"/>	<i>Barricades</i>	Available through Street Department 573-221-0134

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

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



Imagery ©2023 City of Hannibal, Map data ©2023 20 ft



200 S 5th St
Building



Directions



Save



Nearby



Send to
phone

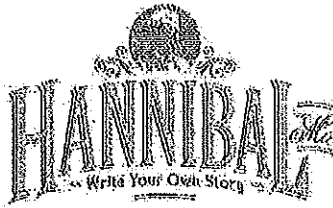


Share



200 S 5th St, Hannibal, MO 63401

Photos



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name: Egg Drop Date of Event: 3-18-2023
Location/Address/Facility Name: Hannibal Free Public Library
200 S. Fifth St.
Expected Number of Attendees: 75

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: Amber Cooley
Cell Phone: 373-795-4215

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 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: Amber Cooley Cell Phone: 573-795-4215
Secondary Contact: Sheila Dennehy Cell Phone: 573-406-3789

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)



★ Need Certificate
of Insurance ★

Melissas Copy

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 1st & 3rd Tuesdays of each month)

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 2/15/23 Date you wish to be placed on Agenda: 2/21/23

Your Organization: Oakwood Elementary Special Event: Oakwood 5K

Date(s) of Event: MAY 5th Requested Times (from-to): 5:30 - 7:30p

Description of Activity: 5K run/walk

Primary Contact Person(s): Julie Viehmann Home Phone: _____

Work Phone: _____ Cell Phone: 810 914 4757 E-mail: julieviehmann@gmail.com

Assistance Needed (location, etc.): Barricades needed - (see attached map)

DEPARTMENTAL COMMENTS

Police: I spoke with Julie in regards to this event and I do not believe additional police resources will be needed. Dept. Cost: 0
-Lieutenant Locke

Fire: I see no issues. Dept. Cost: 0
-Mark Kempker

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

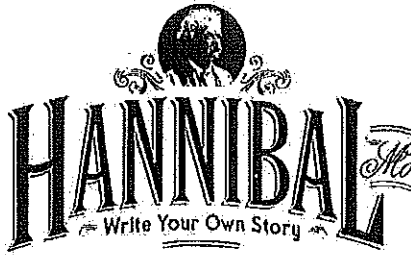
-Megan Rapp

Administration: Approval upon receipt of Certificate of Insurance.

Dept. Cost: 0

-Clerk's Office

STAFF RECOMMENDS:



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.

Janie Viehmann

By

Organizer / director

Title

7/15/23

Date

ACTIVITY	PROCESS
<input type="checkbox"/> Business License	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"/> Alcohol	1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u> . 2. Approval is needed from the City of Hannibal
<input type="checkbox"/> Retail Vendors	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 573-751-3505 or by visiting the Business tax Registration Forms at http://dor.mo.gov
<input checked="" type="checkbox"/> Food Vendors	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at 573-221-1166.
<input checked="" type="checkbox"/> Parade or other run / walk event	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 573-221-0987 within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/> Security	(Must Provide Own) Method of Security
<input type="checkbox"/> Waste Removal / Recycling	Responsibility of Event Holder
<input type="checkbox"/> Port-A-Potties	Not supplied by City
<input checked="" type="checkbox"/> Barricades	Available through Street Department 573-221-0134

****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 Oakwood 5K Date of Event 5/5/23

Location/Address/Facility Name Main St at Bear Creek Trail Entrance

Expected Number of Attendees: 75-100

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: Tina Viehmann

Cell Phone: 800 964 9757

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.
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If yes, what has been identified? _____

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1. Access to emergency vehicles will be maintained at all times.
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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:
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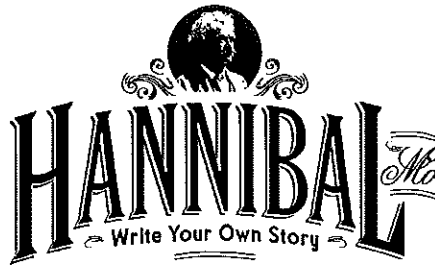
V. CONTACT INFORMATION

Primary Contact: Julie Vienmann Cell Phone: 810 964 4757
Secondary Contact: _____ Cell Phone: _____

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)

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: 2-16-23

Date you wish to be placed on Agenda: 2-21-23

Name: Alan Bower

Address: 13394 Old 79

Phone Number: 573-541-8222

Subject Matter: Questions for City Council

2-16-23
Date

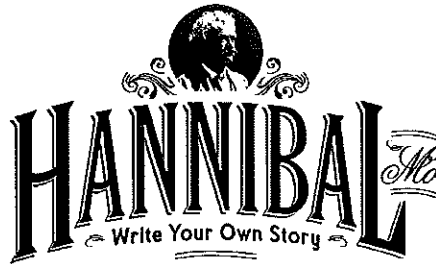
AlB
Speaker's Signature

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

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: 2-16-23

Date you wish to be placed on Agenda: 2-21-23

Name: April Ayotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: City priorities

2-16-23
Date

April Ayotea
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

✓ Rec'd 02.16.2023 @ 3:42pm BCR

MEMORANDUM

To: Melissa Cogdal -Deputy City Clerk

From: James Hark - Mayor

Re: Affirmative Action Committee

Date: February 15, 2023

Please submit Candy Weems' name to the next Council agenda for appointment to the Affirmative Action Committee. The term will expire March 2026.

MEMORANDUM

To: Melissa Cogdal -Deputy City Clerk

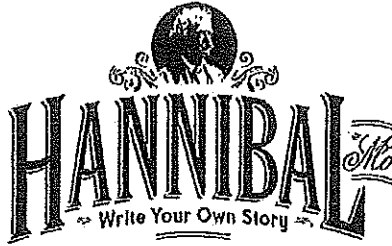
From: James Hark - Mayor

Re: Affirmative Action Committee

Date: February 15, 2023

Please submit Faye Dant's name to the next Council agenda for appointment to the Affirmative Action Committee. The term will expire March 2026.

Office of City Clerk



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: 02/16/2023

Date you wish to be placed on Agenda: 02/21/2023

Name: Jesse Soondrum w/ Maple Lawn Nursing Home.

Address: 1410 West Line Palmyra MO 63461.

Phone Number: 573-769-2213.

Subject Matter: April 4th 2023 Election, Proposition A request to increase county nursing home tax levy from 13 cents to 25 cents.

02/16/2023.
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

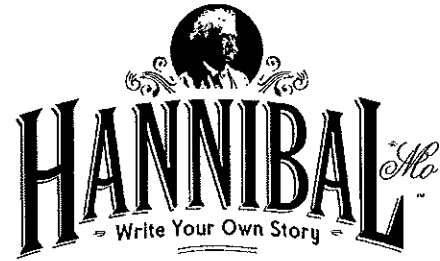
City of Hannibal 320 Broadway, Hannibal, MO 63401
P 573.221.0111 F 573.221.8191
www.hannibal-mo.gov

**Andrew Dorian
Director of Central Services
City of Hannibal
320 Broadway
Hannibal, MO 63401**

Ph: 573-221-0154

Fax: 573 221-0707

Email: adorian@hannibal-mo.gov



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

FROM: Andrew Dorian

DATE: 2/14/2023

RE: Airport Farm Lease

The City of Hannibal recently opened bids on Thursday, February 9th for the leasing of approximately 50 acres of tillable farm land at the Hannibal Regional Airport.

We received 1 bid, with the low bid being submitted from Greg Keim in the amount of \$9,000. The lease is for a term commencing on February 21st, 2023 and expiring December 31st, 2023.

The Department of Public Works recommends approval of the of the low bid of \$9,000 from Greg Keim for the farming lease at the Hannibal Regional Airport.

RESOLUTION NO. 2442-23

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A FARM LEASE AGREEMENT BETWEEN THE CITY OF HANNIBAL AND GREG KEIM FOR THE LEASING OF AIRPORT PROPERTY FOR TEMPORARY AGRICULTURAL FARM USE IN THE AMOUNT OF \$9,000 FOR THE 2023 YEAR.

WHEREAS, the City of Hannibal owns approximately 50 acres, more or less, of tillable ground, which is part of the Hannibal Municipal Airport, and

WHEREAS, bids were let, and received February 9th, 2023, and

WHEREAS, bids were received from one bidder with Greg Keim submitting the low bid, and

WHEREAS, said lease would not unduly burden or otherwise hinder the City's efforts to operate or expand the Hannibal Municipal Airport, and

WHEREAS, in consideration of said lease agreement, Greg Keim agrees to pay the City of Hannibal \$9,000 for the 2023 Year, and

WHEREAS, this lease shall be for a term commencing February 21st, 2023 and expiring December 31st, 2023.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL MISSOURI

SECTION ONE: That the Mayor is hereby authorized to execute a contract in the amount of \$9,000 between the City of Hannibal and Greg Keim for the purpose of an Airport Farm Lease Agreement.

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

ADOPTED THIS 21st **DAY OF** February, 2023

APPROVED THIS 21st **DAY OF** February, 2023

James R. Hark, Mayor

ATTEST:

Melissa Cogdal – Deputy City Clerk

FARM LEASE
(CASH RENT AGREEMENT)

THIS LEASE, entered into this ____ day of February, 2023 by and between The City of Hannibal, Missouri (hereinafter referred to as "Lessor"), and Greg Keim, 5617 CR #421 Hannibal, Mo 63401 (hereinafter referred to as "Lessee");
(name), (address)

WITNESSETH:

1. That Lessor hereby leases and demises unto the Lessee **50 acres**, more or less, of the tillable ground, situated in the County of Marion, State of Missouri, which is part of the Hannibal Municipal Airport property located in Section 22, Township 57 in, Range 5 W. This Lease applies only to that portion of said property which is currently being used for agricultural purposes.

2. This Lease shall be for a term commencing **February 21st, 2023** and expiring **December 31st, 2023**, provided however, as follows:

3. In consideration of such demise, and as rental for said premises, the Lessee covenants and agrees to pay the lump sum amount of: **\$ 9,000.00** annually by January 31st 2024.

4. It is expressly understood and agreed that the Lessor shall bear no expense in operating and maintaining the farm as herein provided and in producing said crops or hauling the same to place of delivery.

5. The Lessee further covenants and agrees:

- a. To use the premises for agricultural purposes only.
- b. To till all of the tillable land in a husbandman-like manner.
- c. To harvest and remove all crops in due season.
- d. To retain possession of the premises during the term hereof and not to assign or sublet without the Lessor's written consent.
- e. That the Lessor shall have the right to enter the demised premises at any reasonable time to view the same or show the same to prospective purchasers or tenants, or to make repairs or improvements.
- f. That in case the Lessee shall fail to pay the cash rent or other sums due Lessor hereunder or account for the share rent as herein stipulated, all costs of the Lessor in enforcing collection including reasonable attorney's fees shall be added to and become a part of the rental payable by the Lessee hereunder and Lessor shall be entitled to immediate possession.
- g. That Lessee takes possession of the leased premises and performs the services to be rendered hereunder as an independent contractor, subject

to the usual hazards of operating a farm, and assumes all risk of accidents in pursuance of his farming operations or in performing necessary repairs to the buildings, fences and other improvements.

- h. To surrender said premises at the expiration of the terms of this Lease, without further demand or notice, in such condition as shall be in compliance with the provisions hereof.
- i. That Lessor shall have the landlord's lien provided by law as security for the rental herein specified, and if the Lessee shall fail to cultivate said premises as herein agreed, or shall fail to keep any of the other covenants in this Lease contained, the Lessor may have the necessary work done and shall be reimbursed therefore from the Lessee's share of the crops, or may, at his election terminate this Lease.

6. Lessee agrees to follow the recommended Guidelines for Agricultural Leases on Airports as set forth by the FAA, a copy of which is attached hereto and incorporated herein, and to limit the planting of tillable ground to those areas which are currently being used for agricultural purposes.

7. The Lessor expressly covenants: that the Lessee, observing and performing the several covenants and stipulations herein on his part, shall peacefully hold and enjoy said premises during said term without interruption by the Lessor, or any person rightfully claiming under him, except as herein provided.

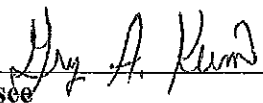
8. This Lease shall be binding upon the heirs, executors and administrators of the parties and the assigns of the Lessor and the assigns of the Lessee, if assignment is permitted.

9. If the Hannibal Municipal Airport should alter the layout of the Airport creating a lessor acreage amount to be leased, said difference in acreage amount will be calculated and payment will be adjusted to said Lessee.

IN TESTIMONY WHEREOF, the parties hereto have hereunto affixed their signatures as of the day and year first above written.

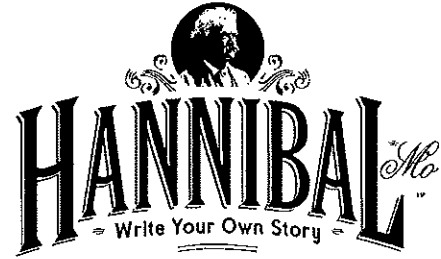
The City of Hannibal, Lessor

By: _____



Lessee

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



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

FROM: Andrew Dorian

DATE: 2/14/2023

RE: Aviation Project Consultant Agreement Memo

As part of the Airport Terminal Project, we are required to enter into an Aviation Project Consultant Agreement with Woolpert, Inc (JVIATION) for the engineering design, bidding and construction administration services.

Jviation is our Airport Engineering firm and was selected utilizing the Request for Qualification process. Jviation has submitted a lump sum not to exceed amount of \$79,013.85 for the project.

The BIL Grant will pay for 95% of this contract, with the City paying \$3,950.69.

The Department of Public Works recommends the City Council authorize the Mayor to sign a \$79,013.85 Aviation Project Consultant Agreement with Woolpert, Inc for the engineering design, bidding and construction administration portion of the Airport Terminal Project.

RESOLUTION NO. 2441-23

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A \$79,013.85
AVIATION PROJECT CONSULTANT AGREEMENT WITH WOOLPERT, INC.
FOR THE ENGINEERING DESIGN, BIDDING AND CONSTRUCTION
ADMINISTRATION SERVICES FOR THE AIRPORT TERMINAL PROJECT.**

WHEREAS, The City has been awarded a 95%/5% BIL Grant for indoor/outdoor repairs at the Hannibal Regional Airport Terminal Building, and

WHEREAS, Woolpert, Inc (Jviation) has provided a \$79,013.85 engineering contract for the design, bidding and construction administration services portion of the project, and

WHEREAS, the City of Hannibal's costs will be \$3,950.69, and

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

SECTION ONE: That the Mayor is hereby authorized to execute a \$79,013.85 Aviation Project Consultant Agreement with Woolpert, Inc for the design, bidding and construction administration services for the Airport Terminal Building Project.

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

ADOPTED this _____ day of _____, 2023.

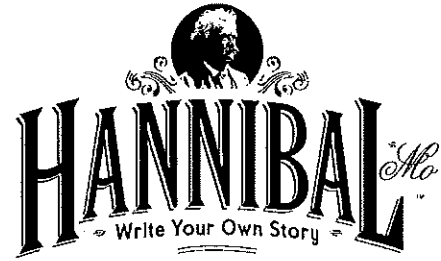
APPROVED this _____ day of _____, 2023.

James R. Hark, Mayor

ATTEST:

Melissa Cogdal, Deputy City Clerk

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



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

FROM: Andrew Dorian

DATE: 2/14/2023

RE: 2023 Excavator Bid Award

The Department of Public Works recently opened bids for the purchase of a new 2022 CAT 310 Excavator. We received one bid with the low bid of \$150,587 submitted by Altorfer.

The low bid will also include a new CAT 36" Heavy Duty Bucket, CAT Hydraulic Bucket Thumb and 60 Month/2,000 Hour Warranty.

The Street Department currently owns a 2011 Excavator which has had numerous mechanical issues over the last couple of years. We can no longer rely on the excavator for heavy demolition work. We plan to keep this excavator permanently located at the leaf lot to load out tree debris hoping to get more life out of the machine.

The excavator is the primary piece of equipment for all house demo's, loading out the tree lot and stormwater culvert repairs.

The Department of Public Works recommends the low bid of \$150,587 for the purchase of a new 2022 CAT 310 Excavator from Altorfers.

BID PROPOSAL

2022 CAT 310 Excavator

Proposal of Caterpillar 310 (hereinafter referred to as
"Bidder"), a Missouri State Corporation/Partnership/Sole Proprietorship.
(Strike-Thru)

1. The undersigned vendor proposes to furnish the City of Hannibal, Missouri one 2022 CAT 310 Excavator and accessories in accordance with the Invitation to Bid and the Specifications.

Bidder acknowledges receipt of the following Addenda:

Addendum No.

Addendum Date

TOTAL FOR 2022 CAT 310 EXCAVATOR	
\$	150,587

One hundred fifty thousand, five hundred and eighty seven dollars
Total in Words

Anticipated Delivery Time (in days) 30

2. For the above-stipulated equipment, each vendor shall include specifications, descriptive literature, a listing of options and warranty information to document compliance with the specifications. The equipment shall meet current safety standards, shall be of a new and current manufacture, and shall be furnished complete, serviced, and ready to use, FOB, Hannibal, MO.

3. In the case of a discrepancy between the Totals, the "Total in Words" will take precedence over the "Total in Figures". The bid will be awarded based on the Total bid amount.

4. The quoted price for the equipment shall include all costs for installation including the equipment, materials, options, labor, delivery charges, title preparation, and other administration costs.

5. The Excavator is to be delivered to the Hannibal Street Department Maintenance Facility at 701 Warren Barrett Dr, Hannibal, MO 63401. Phone: 573-221-0111.

Brett Peters Attorney Inc.

Contact Name

3520 Moberly Ave Hannibal MO 63401
Address City State Zip

Address

City

State

Zip

573-248-7942

Telephones

Fax Number

Cell Number (If Applicable)

attorfer.com
website address.

website address

bpeters @ attorfer .com
email address

email address

Signature of Authorized Official

Signature of Authorized Official

2/8/2023
Date Signed

Date Signed

Brett Peters Sales Rep.
Print or Type Name and Title

Print or Type Name and Title

ALTORFER



January 25, 2023

City of Hannibal

Attention: Mike McHargue/Andy Dorian

We are pleased to provide the following proposal for your review:

One (1) New 2022 CAT® 310 Excavator

Includes the following standard equipment and options:

ROPS Cab w/ Retractable Front Window	CAT C3.3B Tier 4f Diesel Engine
Air Conditioner & Heater/ Defroster	Two-Speed, Auto-Shift Travel
High Back, Air Suspension Seat	Automatic Engine Idle
Next Generation Monitor	AM/FM Radio
Skylight	Travel Alarm
Hand Control Pattern Changer	LED Work Lights
12V Auxiliary Power Supply	Counterweight
Load Sensing/Flow Sharing Hydraulics	Stick Steer Software
Long Stick w/ 16'11" Dig Depth	17.7" Tracks w/ Pads
CAT Hydraulic Pin-Grabber Quick Coupler	97" Straight Blade w/ Bolt-on Edge
CAT 36" Heavy Duty Bucket	Bucket Linkage w/ Lifting Bar
CAT Hydraulic Thumb	Customer Pick up at Hannibal Altorfer

Equipment Protection Plan (EPP)

60 Month / 2,000 Hour Premier Warranty (total machine)

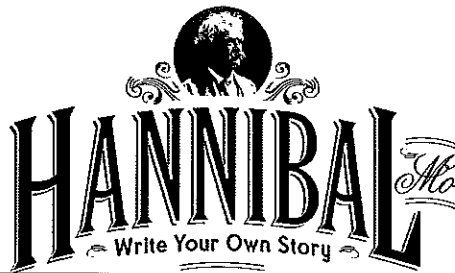
Sourcewell 2022/2023 Pricing

Selling Price \$ 150,587

- Sales Tax Additional, if applicable.

Availability

In inventory, subject to prior sale.



To: City Council
From: Candy Golian, DPW Management Assistant
Re: Request Public Hearing – Code Amendment
Date: February 17, 2023

Planning and Zoning Commission is proposing the following revision to the Code of Ordinances:

Proposed Revision to Chapter 4, Article IV – Household Domestic Animals – Section 4-110

- **Sec. 4-110. - Keeping of cats.**

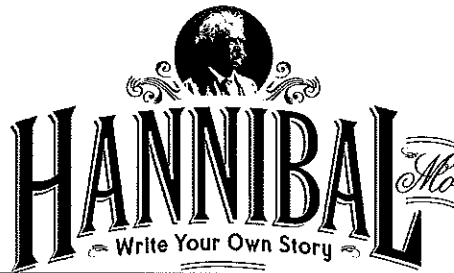
No person shall keep more than three cats over six months of age in the city at any place or in any premises in the city without first obtaining a permit from the humane society to do so; and the humane society may grant or refuse such permit in its discretion as necessary for the health, safety and welfare of the city; provided that if such permit is granted, the humane society may prescribe such conditions as may be advisable or necessary to prevent the keeping of any and all such cats from becoming a nuisance. The keeping or harboring of cats contrary to this section is hereby declared to be a nuisance. This limitation shall not apply to a licensed veterinarian relative to a veterinary hospital or clinic maintained and operated by the licensed veterinarian. No charge shall be made for any permit issued hereunder. This provision shall not apply to commercial animal establishments under 32-660 of the Code of Ordinances.

(Code 1963, § 280.140; Code 1988, § 4-90; Ord. No. 4182, § 1, 7-3-2001)

They are requesting Council to set their public hearing for Tuesday, March 21, 2023 at 6:15 p.m.

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





To: City Council

From: Candy Golian, DPW Management Assistant

Re: Request Public Hearing – Code Amendment

Date: February 17, 2023

Planning and Zoning Commission is proposing to add the following section to the code of Ordinances:

Add a division to Chapter 32, Article XII Supplemental Regulations, Division 6 - Animal Care:

Sec. 32-660. – Commercial Animal Establishments

- (a) Any person(s) conducting any of the following activities shall be defined as commercial animal establishment and shall be required to obtain a commercial animal establishment business license as set forth in the fee schedule defined in Chapter 15, Article II – Business Licenses:
 - 1. Animal Shelter or Animal Rescue
 - 2. Animal Training Facility (Domestic Animals Only)
 - 3. Grooming shop
 - 4. Kennel
 - 5. Performing animal exhibition
 - 6. Pet shop
 - 7. Riding School or Stable
 - 8. Veterinary hospital
 - 9. Zoological park (There is no fee for government operated zoological parks)
- (b) The requirements of Chapter 4 – Animals, shall be followed by all commercial animal establishments within the city limits.
- (c) The applicable requirements of 2 CSR, Division 30, Chapter 9 – Animal Care Facilities, shall also be followed by all commercial animal establishments within the city limits.
- (d) Commercial animal establishments shall be allowed as acceptable uses within Zones C, D, E, and F, except for Riding School or Stable, which shall only be allowed in Zone F.

They are requesting Council to set their public hearing for Tuesday, March 21, 2023 at 6:00 p.m.



MEMO
Proposal to Promote Accountability and Transparency with
Monthly City Manager's Report

TO: Hannibal City Council

Honoring the adage that "when it comes to fixing a broken bureaucracy, choose to interpret 'no' as 'not yet'", we come to City Council for a second time in as many meetings with a request to amend the ordinances to create a monthly City Manager's report as a part of the City Council agenda.

We, as members of City Council, work for the public who elects us. In our opinion, the public would be better able to offer feedback on our performance if they received a monthly update on the happenings in Hannibal's Government.

Such reports are commonplace in other governments and even in Hannibal at the Hannibal Board of Public Works and Hannibal Regional Economic Development Council. As both current and former Board Members of those organizations we benefited greatly from monthly reports.

The current meeting agenda ordinance appropriately shines light on contracts, ordinances, appointments, etc., whereas updates on long term projects and normal day to day operations are unfortunately left in the dark.

We feel this ordinance will increase transparency by exposing both Council and the Public to all of the good work that goes on behind the scenes to keep Hannibal running. Additionally, it will increase Council's opportunity to offer oversight of the Manager and the public's ability to hold Council accountable.

Unfortunately when we last brought this proposal, Council voted to table the effort citing, "ongoing investigations, pending hearings, current and potential litigation", whatever that means and how it relates to common sense best practices is unclear.

We have a responsibility to be responsive to constituent needs, in this instance through basic transparency. Please support our efforts to better serve the public through a Monthly City Manager's Report.

Specific ordinance verbiage can be found on the following page.

FROM:

Charles Phillips, Councilperson for Hannibal's 4th Ward

Stephan Franke, Councilperson for Hannibal's 3rd Ward

Sec. 2-172. - Order of business; call to order.

At the hour appointed for the meeting, the clerk or someone appointed to serve in **their** absence shall proceed to call the roll of members, marking the absentees, and announce whether a quorum is present. Upon the appearance of the quorum, the council shall be called to order by the mayor, if present. If the mayor is absent, the meeting shall be called to order by the mayor pro tempore. If both are absent, the council shall elect a temporary chairman. The council may then proceed to do the business before it. The order of business shall be as follows:

- (1) Roll Call.
- (2) Call to Order.
- (3) Invocation.
- (4) **City Manager's Report.***
- (5) Financial Reports.
- (6) Mayoral appointments, council approvals thereof, and resignations.
- (7) Miscellaneous business.
- (8) Resolutions and ordinances.
- (9) Adjournment.

* the report shall occur at least once a month at the same regularly scheduled City Council Meeting of the Manager's choice. Failure to provide such a report will result in an automatic loss of half a vacation day for the Manager. Updating which meeting the Manager wishes to offer their Report at can be done so with the majority vote of Council in the open session of a regularly scheduled Council Meeting,