

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday April 20, 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:

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ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

**Closed Session Minutes – September 1, 2020
Closed Session Minutes – October 20, 2020
Regularly Scheduled Council Meeting – April 6, 2021**

APPROVAL OF PAYROLL AND CLAIMS

First Half – April 2021

MICHAEL GAINES – HANNIBAL ARTS COUNCIL

**Re: Request, Street Closures, Use of City Owned Property, Sale & Consumption of Alcohol on City Owned Property – 45th Annual Folklife Festival
(October 15th – 5:00 p.m. – October 17th – 7:00 p.m.)**

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MIKE SKEEN – HANNIBAL EARLY BIRD KIWANIS
Re: Request, Street Closures – Spring Pork Chop Dinner
(Friday, May 14th – 8:00 a.m. – 6:00 p.m.)

Re: Request, Street Closures – Fall Pork Chop Dinner
(Friday, September 10th – 8:00 a.m. – 6:00 p.m.)

ALLISON SANDERS –MOBILE BEVERAGE CATERING COMPANY
Re: Request Zoning Waiver/License Restrictions, Promotional Event for Mobile Beverage Catering Company - 229 Broadway
(Saturday, May 29, 2021)

APRIL AZOTEA – 323 NORTH MAIN STREET
Re: Animal Ordinance

JAMES R. HARK – MAYOR
Re: Recommendation of Appointment

EMPLOYEE BENEFIT TRUST BOARD

- **Sue Lewis – reappointment for a term to expire May 2024**

LISA PECK – CITY MANAGER
Re: Recommendation of Appointment

HANNIBAL PARKS & RECREATION BOARD

- **LeeAnn Beard Homberger – appointment for an unexpired term to expire July 2023**

ANGEL ZERBONIA – CITY CLERK
Re: August 2021 Special Election

- *Proposition One – One-Half Percent Sales Tax (Bill No. 21-010, to follow)*

KAREN BURDITT – DIRECTOR OF FINANCE

Re: Payroll Amendment No. 3

Position

Municipal Court – Office Assistant II \$19,502 Annual - \$14.01/hour (1392 hours per year)

Salary

(Bill No. 21-011, to follow)

Re: Hannibal Sanitary Landfill – Contract of Obligation

*Missouri Department of Natural Resources – Solid Waste Management Program -
\$211,272*

(Resolution No. 2337-21, to follow)

ANDY DORIAN, DIRECTOR – CENTRAL SERVICES

Re: Palmyra Road Sidewalk Project – Change Order No. 1

RL Persons Construction - <\$10,060.75>

(Resolution No. 23334-21, to follow)

EDIE GRAUPMAN – DPW MANAGEMENT ASSISTANT

Re: Traffic Committee Recommendations

- *Extension, School Crossing Zone – St. John’s Lutheran School*

Re: Acceptance of Donated Property, 200 Willow Street – Settlement Agreement & Release & General Warranty Deed

Christopher Davis & Hailey Davis

(Resolution No. 2335-21, to follow)

Re: Sale of City Owned Property, 1925 Market Street – Agreement for Transfer of Real Estate & Special Warranty Deed

Brad Walden - \$500, plus costs

(Resolution No. 2336-21, to follow)

RESOLUTION NO. 2334-21

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE CHANGE ORDER NO. 1 BETWEEN
THE CITY AND RL PERSONS CONTRUCTION INC., FOR A
DEDUCTION OF \$10,060.75 RELATIVE TO THE PALMYRA ROAD
SIDEWALK PROJECT**

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RESOLUTION NO. 2335-21

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO ACCEPT AND EXECUTE
A GENERAL WARRANTY DEED AND SETTLEMENT
AGREEMENT AND RELEASE FOR DONATED PROPERTY
TO THE CITY FROM CHRISTOPHER LEE DAVIS AND
HAILEY MARIE DAVIS, KNOWN AS 200 WILLOW
STREET, HANNIBAL MISSOURI**

RESOLUTION NO. 2336-21

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO EXECUTE A SPECIAL
WARRANTY DEED AND AGREEMENT FOR TRANSFER OF REAL
ESTATE FOR THE SALE OF CITY OWNED PROPERTY, KNOWN
AS 1925 MARKET STREET TO BRAD WALDEN IN THE AMOUNT
OF \$500, PLUS COSTS**

RESOLUTION NO. 2337-21

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A CONTRACT OF OBLIGATION
BETWEEN THE CITY AND THE MISSOURI DEPARTMENT OF
NATURAL RESOURCES FOR THE REQUIREMENTS OF THE
POST-CLOSURE OF A SOLID WASTE DISPOSAL AREA IN THE
AMOUNT OF \$211,272**

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BILL NO. 21-006

**AN ORDINANCE OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO EXECUTE A
GOVERNOR'S TRANSPORTATION COST SHARE
AGREEMENT WITH THE MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION IN THE AMOUNT OF
\$835,000 RELATIVE TO, LAKESIDE
DRIVE EXTENSION PROJECT**

Second & Final Reading

BILL NO. 21-007

**AN ORDINANCE OF THE CITY OF HANNIBAL VACATING
A PORTION OF AN UNDEVELOPED STREET LYING IN PART OF
SHEPHERD PLACE EXTENDED, CITY OF HANNIBAL, MARION
COUNTY, MISSOURI**

Second & Final Reading

BILL NO. 21-008

**AN ORDINANCE AMENDING CHAPTER 4, ANIMALS OF THE
ORDINANCES OF THE CITY OF HANNIBAL, AMENDING,
CERTAIN SECTIONS, INCLUDING NEW SECTIONS AND
AMENDING CERTAIN DEFINITIONS**

Second & Final Reading

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BILL NO. 21-009

AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING THE FISCAL YEAR 2020/2021 PAYROLL ORDINANCE NO. 2, RELATIVE TO AN INCREASED NEED FOR STAFFING AT THE HANNIBAL CONVENTION AND VISITORS BUREAU TO SUPPORT THE DEMAND IN VISITATION, INQUIRIES AND MEETING PLANNING, CREATING A FULL-TIME SALES MANAGER POSITION AND PART-TIME VISITOR CENTER ASSOCIATE POSITION

Second & Final Reading

BILL NO. 21-010

AN ORDINANCE OF THE CITY OF HANNIBAL PROVIDING FOR SUBMISSION OF A PROPOSAL (*PROPOSITION ONE*) TO ALLOW THE CITY OF HANNIBAL TO IMPOSE AN ADDITIONAL, LIMITED CITY SALES TAX OF ONE HALF (1/2) PERCENT FOR THE SOLE PURPOSE OF FUNDING CITY-WIDE INFRASTRUCTURE AND REMEDIAL IMPROVEMENTS TO THE QUALIFIED VOTERS OF THE CITY FOR THEIR APPROVAL AT THE ELECTION TO BE HELD ON TUESDAY, AUGUST 3, 2021, AND IF ADOPTED THIS NEW TAX SHALL CONTINUE UNTIL REPEALED BY THE VOTERS OF HANNIBAL BY A CERTIFIED ELECTION

First Reading

BILL NO. 21-011

**AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING
THE FISCAL YEAR 2020/2021 PAYROLL ORDINANCE NO.
3, RELATIVE TO ELIMINATING THE OFFICE ASSISTANT I
POSITION AND REPLACING WITH AN OFFICE
ASSISTANT II POSITION IN THE MUNICIPAL COURT
DEPARTMENT**

First Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (1) (2) (12)

ADJOURNMENT

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CITY OF HANNIBAL

SPECIAL EVENT APPLICATION

Today's Date: 03/27/2021 Date you wish to be placed on Council Agenda: 04/20/2021
 Your Organization: Hannibal Arts Council Special Event: 45th Annual Folklife Festival
 Date(s) of Event: October 16-17, 2021 Requested Times (from - to) 10/15 - 5:00 p.m. - 7:00 p.m. 10/17
 Description of Activity: Annual Festival in Downtown Hannibal to include entertainment, arts & crafts vendors, food vendors and sale of alcohol by Hannibal Arts Council

Primary Contact Person(s): Michael Gaines Home Phone: _____
 Work Phone: 573-221-6545 Cell Phone: 573-795-2247 e-mail: michaelg@hannibalarts.com
 Assistance Needed (locations for street closures, etc.): SEE ATTACHED - Street Closures, Use of City Owned Property, including parking lots, sale of alcohol on City owned property **Requesting street closures to begin at 5:00 p.m. Friday October 15th for setup**

DEPARTMENTAL COMMENTS: (office use only)

Police No cost to HPD
Lt Routh Dept. Cost 0
 Parks /Street Dept No objections
A Dorian Dept. Cost 0
 Building Inspector No Comment
M Murphy Dept. Cost 0
 Fire No problems with this event as long as they do the inspection process as we have in the Past Chief Benjamin Dept. Cost 0
 HCVB No Comments
G Bryant Dept. Cost 0
 ARP approval
Stybr Dept. Cost 0

STAFF RECOMMENDATION: approval upon receipt of certificate of insurance
Chris Taylor, MCCC, CMO
City Clerk



Hannibal Arts Council
P.O. Box 1202
Hannibal, MO 63401
(573) 221-6545

Honorable Mayor Hark and
Hannibal City Council
City Hall
320 Broadway
Hannibal, MO 63401

Dear Mayor Hark and Hannibal City Council Members:

The Hannibal Arts Council will proudly present the 45th Hannibal Folklife Festival on October 16 and 17 in Downtown Hannibal. At this time, we would like to be placed on the City Council agenda to request and get approval for use of city streets for the event. Hannibal Arts Council staff will be glad to attend a City Council meeting in order to answer any questions. Please let us know which Tuesday we will be on the agenda and we will have someone there.

We would like to request permission and approval of the City Council to use the following area for the festival:

- ◆ North Main Street from Broadway north to North Street. PLEASE NOTE: HNB Bank closes their drive-thru on Saturday morning to allow us full use of the 100 block of North Main. Also, even though we request full use of the 400 block of North Main Street, we work with the Mark Twain Museum and keep their southernmost driveway open for pedestrian access and their northernmost drive-way open to allow motor coach and museum visitor access to their parking lot.
- ◆ Side Streets of Center, Bird and Hill to alleys east and west of Main Street to the alley. PLEASE NOTE: Even though we do not fully utilize side streets in each direction, we request this in order to keep side street parking a safe distance from the festival area.
- ◆ Main and Bird parking lot. This area is used for many purposes, including placement of dumpsters, portable toilets, etc. This area is also used for the use of the sale of alcohol by the Hannibal Arts Council, who will obtain all proper paperwork and permits for that purpose.

- ◆ **Ole Planters parking lot.** We typically only use the front half of this parking lot and no longer officially block it off. This area is used for limited vendor parking and dumpster placement.

Our Grounds Committee will block off the streets **at 5:00 p.m. on Friday night and they will stay closed until 7:00 p.m. on Sunday.** Downtown merchants and the Historic Downtown Marketing Council are aware of this request. We have more and more exhibitors who are requesting Friday evening set-up after 5:00 p.m. This certainly lessens the congestion on Saturday morning and so far has worked out without incident. Festival security is contracted for Saturday night. We also coordinate with the Hannibal Police Department, Street Department, Fire Department, Parks and Recreation Department, Downtown Merchants, and Board of Public Works for other festival issues and infrastructure needs.

Thank you, City of Hannibal, for supporting the Hannibal Folklife Festival from year to year. We truly appreciate the efforts!

Very truly yours,

Michael Gaines

Michael Gaines
Director

Brenda Beck Fisher

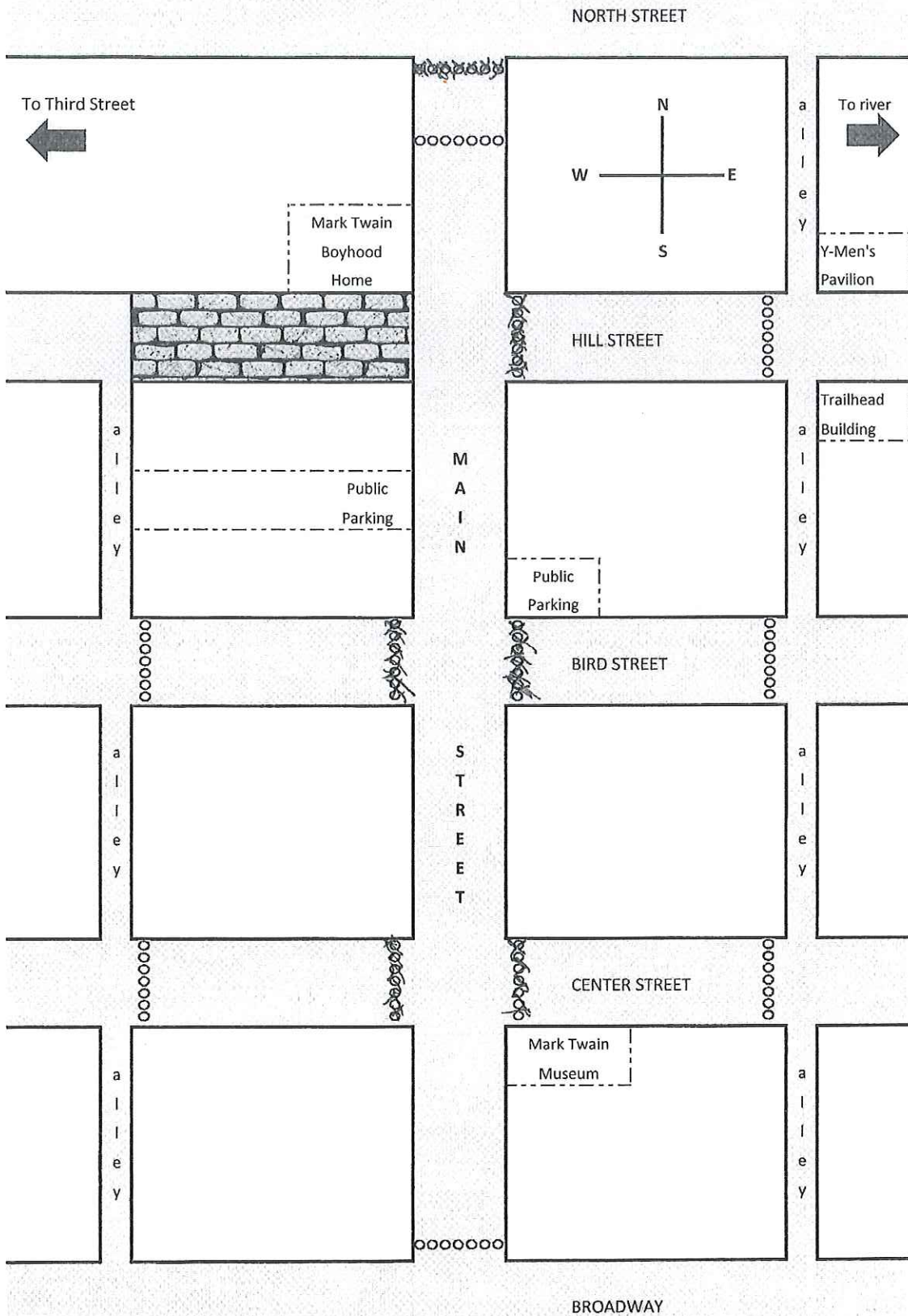
Brenda Beck Fisher
Program Coordinator

Ruth Garner

Ruth Garner
President

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

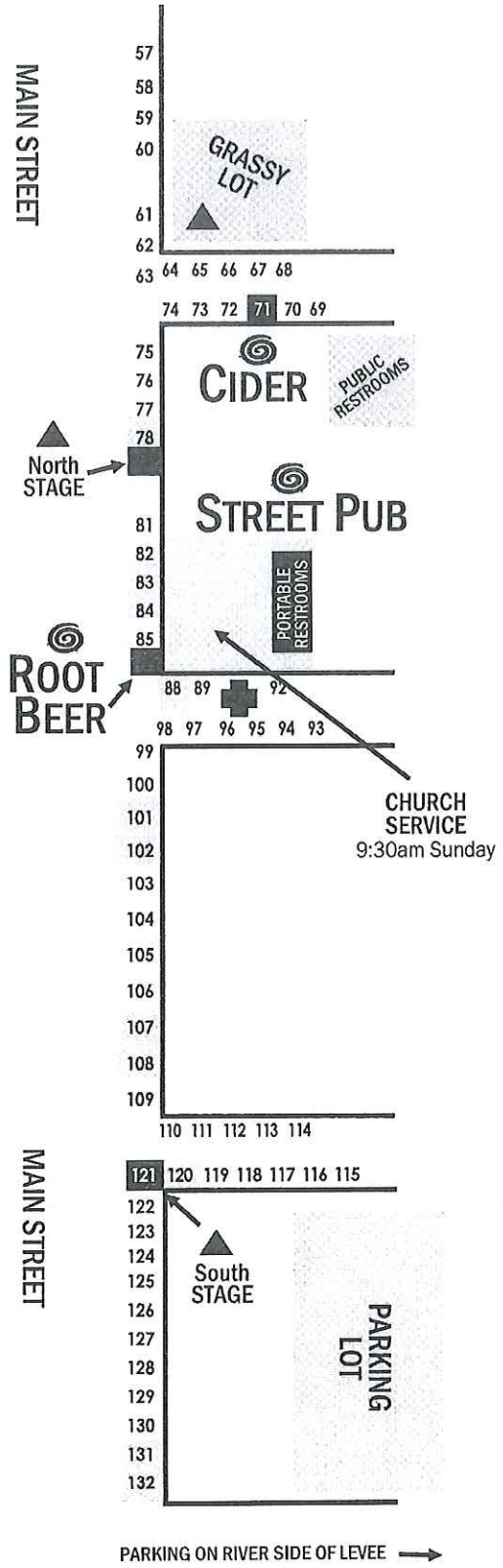
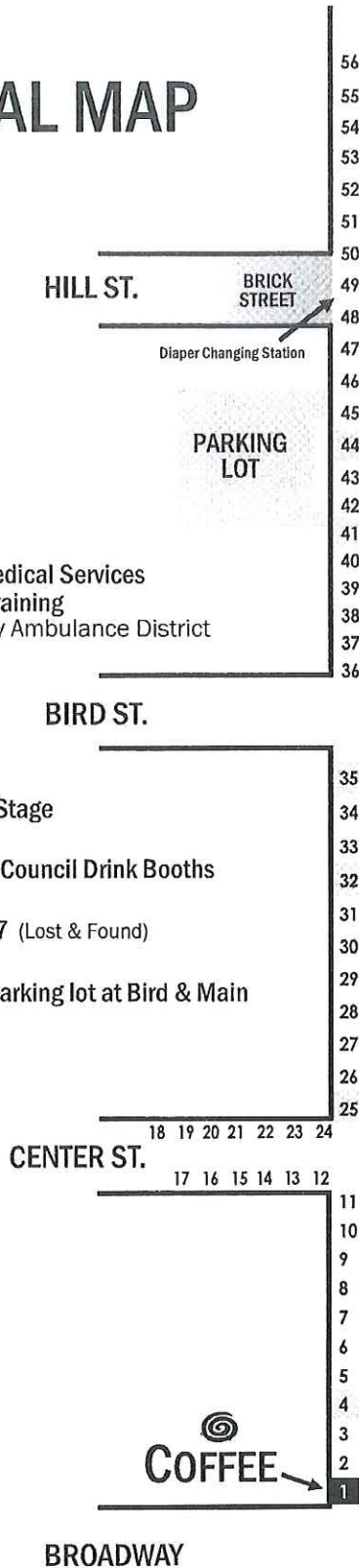
FESTIVAL MAP

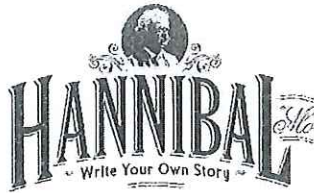


= Emergency Medical Services & CPR Training
 Marion County Ambulance District

= Performance Stage
 = Hannibal Arts Council Drink Booths
 Cider - 71
 Root Beer - 87 (Lost & Found)
 Coffee - 1
 Street Pub - parking lot at Bird & Main

= Food Booth





CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name Hannibal Folklife Festival Date of Event October 16-17, 2021
Location/Address/Facility Name Main Street, Historic Downtown Hannibal

Expected Number of Attendees: 20,000+

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: Michael Gaines
Cell Phone: 573-795-2247

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

John Nemes-Marion County Ambulance District - 221-5510

If yes, contact name and phone _____

3. Will on-site security be provided?

Yes No

Extra Duty Officers - HPD - 221-0987 10/16 10pm -10/17 6am

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

Limited food booths with cookers/open flame

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: Michael Gaines Cell Phone: 573-795-2247
Secondary Contact: Brenda Fisher Cell Phone: 573-629-7572

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)



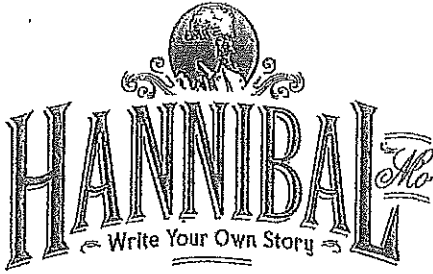
City of Hannibal
City Clerk's Office
320 Broadway • Hannibal, MO 63401
Phone: 573 221-0111 • Fax: 573 221-8191

6 April 21
Date

HOLD HARMLESS AGREEMENT

We Hannibal Arts Council
agree to protect, indemnify, save and keep harmless, the City of Hannibal and _____
_____ against and from any and all loss, cost
damage or expense, arising out of or from any accident or other occurrence on or about said
premises, causing injury to any person or property whomsoever and whatsoever and will
protect, indemnify and save and keep harmless the above mentioned parties from any and
all claims, costs or expenses arising out of any failure of the contractor in any respect to
comply with and perform all the requirements and provisions agreed to and required by any
law or ordinance, during period commencing Oct 15 @ 5 pm - at the premise
of Downtown Hannibal Oct 17 @ 7 pm
including Main Street,
Side streets & parking
lots.

M. J. Cain
By
Executive Director
Title



Return to:
Office of the City Clerk
Attention: Debbie White
320 Broadway
Hannibal, Mo 63401
Phone (573) 221-0111 ext.221
Fax (573) 221-8191

SPECIAL EVENT APPLICATION

Today's Date: 4/8/2021 Date you wish to be placed on Agenda: 4/20/2021

Your Organization: Hannibal Early Bird Kiwanis Special Event: Spring Porkchop Dinner - Fund Raiser

Date(s) of Event: 5/14/2021 Requested Times (from - to) 8:00 AM - 6:00 PM

Description of Activity: Fund RAISER for Early Bird Kiwanis serving butterfly porkchop or pulled pork sandwich with baked beans, potato salad + drink - soda/water

Primary Contact Person(s): MIKE SKEEN Home Phone: 573-221-3792

Work Phone: - Cell Phone: 573-231-9195 E-mail: mdskeen@sbcglobal.net

Assistance Needed (location, etc.) WE ARE REQUESTING "NO PARKING" IN THE 100 block of Hill Street on 5/14/2021. Also a street closed barrier overnight at Main + Hill. Also we need 12 traffic cones to help direct traffic during the event. Hot water + sink at the pavillion.

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost 0

Fire: No problems with this event Dept. Cost 0

Chief Benjamin

Public Works: Dept. Cost

Building Inspector: No Comment Dept. Cost 0

M Murphy

Parks: No objections Dept. Cost 0

A Dorian

Street: No objections Dept. Cost 0

A Dorian

Tourism: No comment

Dept. Cost 0

G Bryant

Administration: _____

Dept. Cost 0

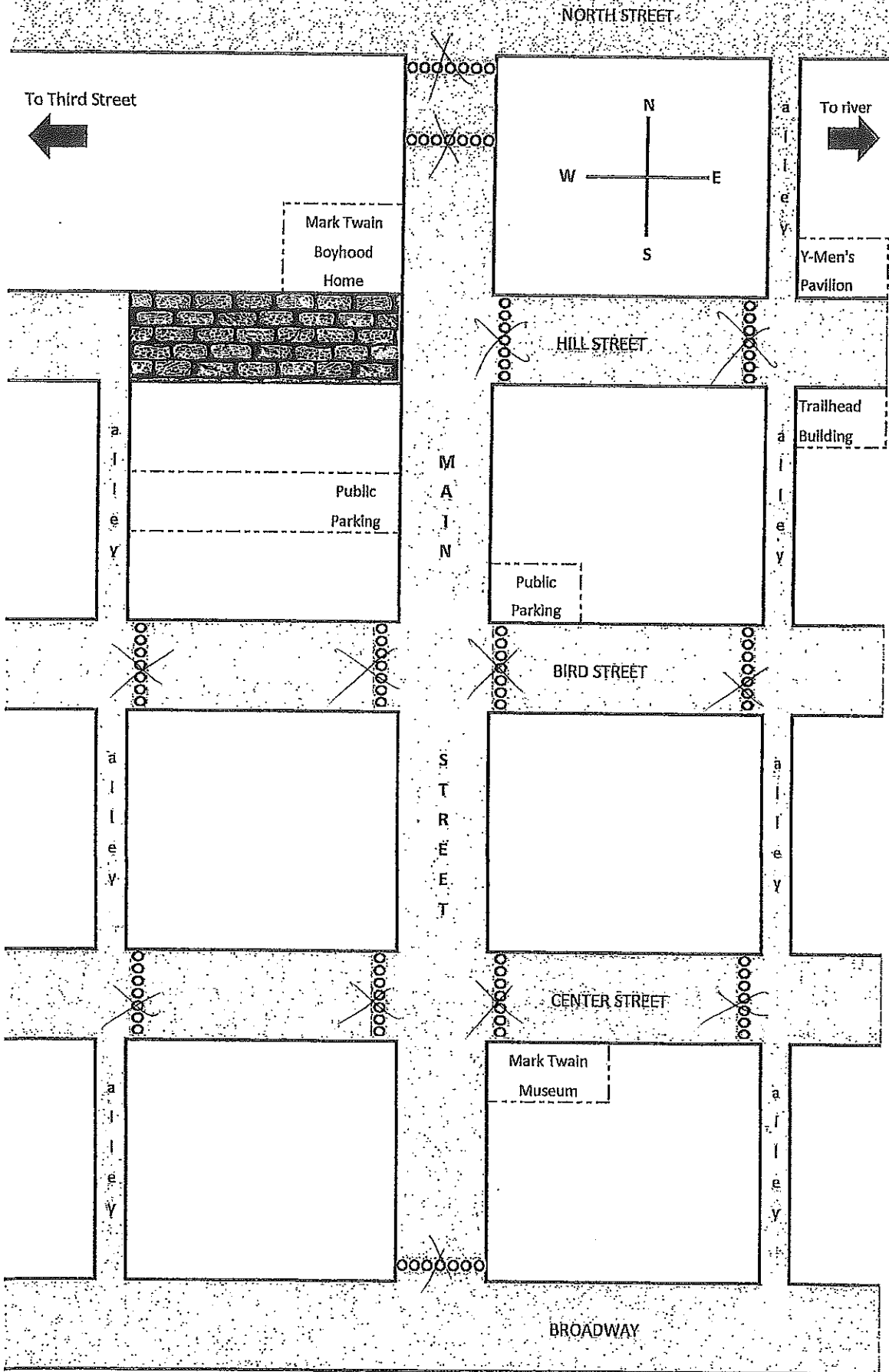
STAFF RECOMMENDS:

Approval - OK N. Bryant MCCL OMO
City Clerk

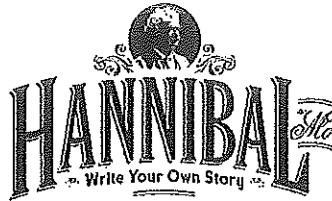
HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

No Street Closures Needed

****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



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name EARLY BIRD KIWANIS Spring Forkchop Dinner Date of Event 5/14/2021
Location/Address/Facility Name Y MEN'S PAVILLION - HILL STREET

Expected Number of Attendees: 300-400 CARS DRIVE THRU - LIMITED SEATING IN PAVILLION - PERHAPS 50 PEOPLE.

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: MIKE SKEEN

Cell Phone: 573-231-9195

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? Propane Gas Grills (2) → Portable Fire Extinguisher reserved for 5/14/2021 TARA H.F.A.

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

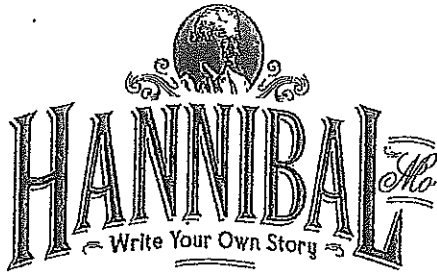
1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public throughways.
4. Crowd control will be managed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

V. CONTACT INFORMATION

Primary Contact: MIKE SKEEN Cell Phone: 573-231-9195
Secondary Contact: LARRY CRAIG Cell Phone: 573-248-8800

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)



Return to:
Office of the City Clerk
Attention: Debbie White
320 Broadway
Hannibal, Mo 63401
Phone (573) 221-0111 ext.221
Fax (573) 221-8191

SPECIAL EVENT APPLICATION

Today's Date: 4/8/2021 Date you wish to be placed on Agenda: 4/20/2021

Your Organization: Hannibal Early Bird Kiwanis Special Event: Fall Porkchop Dinner - Fund Raiser

Date(s) of Event: 9/10/2021 Requested Times (from - to) 8:00 AM -> 6:00 PM

Description of Activity: Fund Raiser for Early Bird Kiwanis. Serving butterfly pork chop or pulled pork sandwich with baked beans, potato salad & drink (Soda/untz)

Primary Contact Person(s): Mike Skeen Home Phone: 573-221-3992

Work Phone: Cell Phone: 573-231-9195 E-mail: mikeskeen@sbccglobal.net

Assistance Needed (location, etc.) We are requesting "no parking" in the 100 block of Hill Street on 9/10/2021, also a street closed barrier overnight (9/9/21) at Main & Hill and 12 traffic cones to help direct traffic during the event. We also need a sink & the 1st water heater at the 4 men's pavilion.

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost 0

LT Routh

Fire: No problems with this event Dept. Cost 0

Chief Benjamin

Public Works: Dept. Cost

Building Inspector: No comment Dept. Cost 0

M Murphy

Parks: No objections Dept. Cost 0

A Dorian

Street: No objections Dept. Cost 0

A Dorian

Tourism: No Comment

Dept, Cost 0

G Bryant

Administration: _____

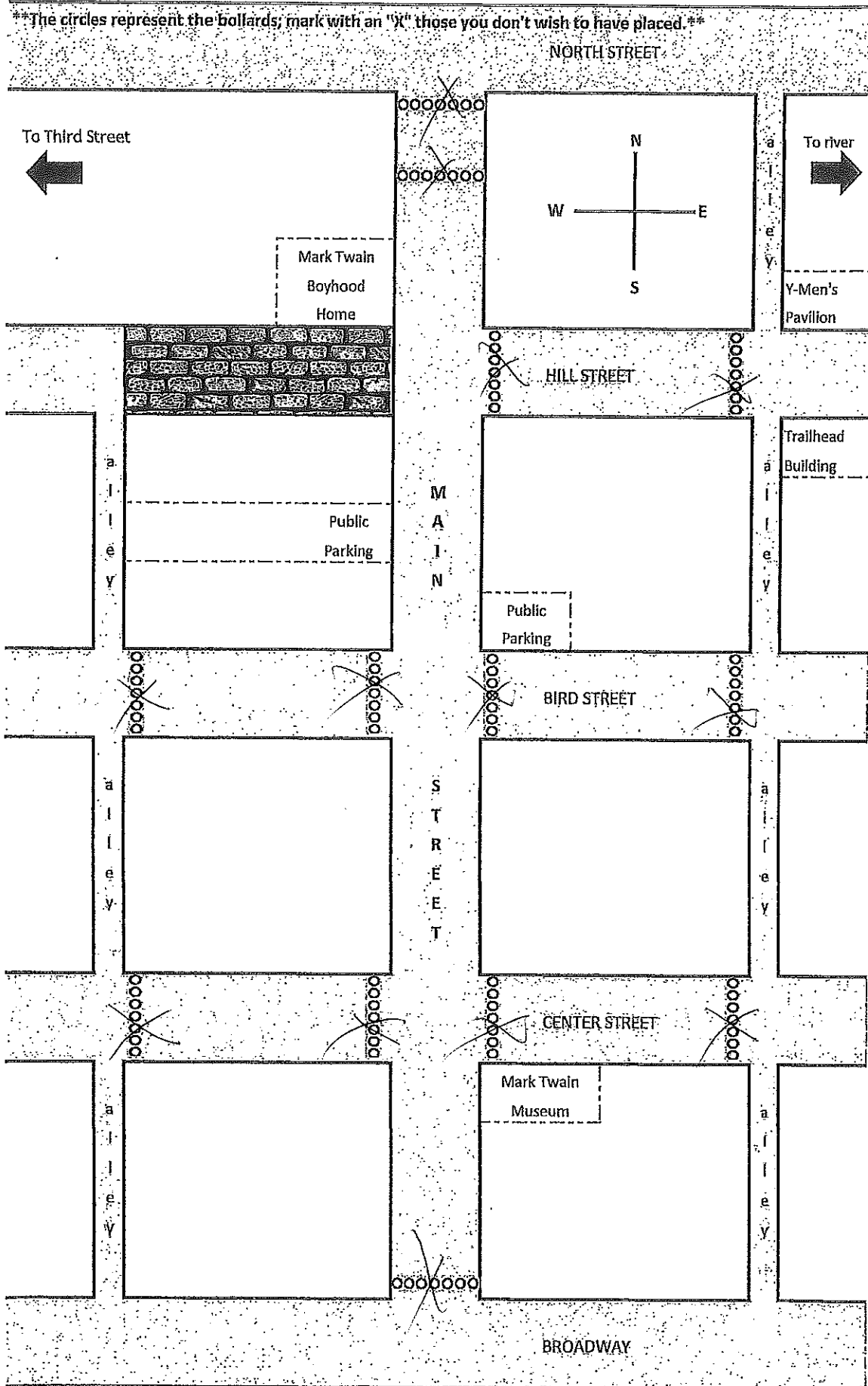
Dept, Cost 0

STAFF RECOMMENDS:

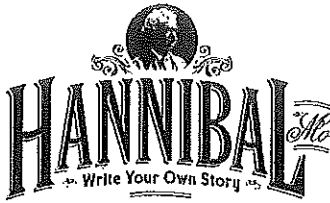
Approval Orig to Exhbn. XXXX CMO City Clerk

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



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name Early Bird Kiwanis Fall Porkchop Dinner Date of Event 9/10/2021
Location/Address/Facility Name Y MEN'S Pavillion - Hill Street

Expected Number of Attendees: 300-400 CARS - Drive Thru
Limited Seating in Pavillion - perhaps 50 people

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: MIKE SKREEN

Cell Phone: 573-231-9195

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? Propane Gas Grills (2) Portable Fire Extinguisher. Reserved for 9/10/2021 thru H.F.D.

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

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V. CONTACT INFORMATION

Primary Contact: MIKE SKEN

Cell Phone: 573-231-9195

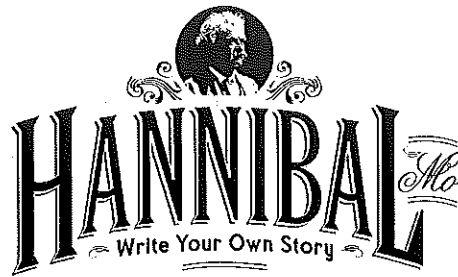
Secondary Contact: LARRY CRAIG

Cell Phone: 573-248-8800

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)

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: April 13, 2021

Date you wish to be placed on Agenda: April 20, 2021 @ 7pm

Name: Allison Saunders

Address: 60680 Antioch Lane Hannibal MO 63407

Phone Number: 573-822-2006

Subject Matter: Pass out free promotional items,
(flyers, water, soda, popcorn) at 229 Broadway,
on May 29, 2021.

4/13/21
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

- Due to zoning requirements I was told by property owner city would not allow, even though it is private property.
- Promoting a new business that I will be opening soon.
- Mobile beverage catering company
- Owner of property Jason + Stacy Roach.

Sec. 17-350. - Vending from parked vehicle.

- (a) No person shall sell or offer to sell any produce, goods, merchandise or personal property of any kind whatsoever from any vehicle of any kind which is parked upon any of the following streets:
 - (1) Broadway Street;
 - (2) St. Mary's Avenue;
 - (3) Market Street;
 - (4) Main Street;
 - (5) North Third Street; or
 - (6) South Third Street.
- (b) This section shall not apply to a person having a regularly established business within or without the city who has, at his place of business, taken orders for the delivery of merchandise or personal property, and who thereafter delivers such previously ordered merchandise or property from a vehicle temporarily parked upon such streets for such purpose.

(Code 1963, § 301.090; Code 1988, § 17-315; Ord. No. 3296, § 2, 1-4-1983)

Sec. 32-446. - Exterior architectural feature and uses.

- (a) *Definitions.* The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Exterior architectural feature means the architectural style and general arrangement of such portion of the exterior of a structure as is designed to be open to view from a public street or way including kind, color and texture of building material of such portion, and type of all windows, doors, lights, signs and other appurtenances to such portion, including off-street parking.

Farmers market means any privately owned or operated open-air market involving five or more individual operators working in the same general location for sale at retail or wholesale of fresh fruits and vegetables, produce, herbs and spices, jams and jellies, and homemade/handcrafted products. Any sales of poultry, meat or meat products, fish, and milk or milk products must be inspected by the United States Department of Agriculture, the Missouri Department of Agriculture, or the appropriate federal, state, and/or county health agencies having jurisdiction over the sale and distribution of such products. Farmers markets are prohibited from selling or offering for-sale large livestock. All farmers markets and individual operators must meet the guidelines of Marion County's food ordinance, and all provisions of the Marion County Health Department's policy on farmers markets.

- (b) *Permitted uses, H-1 district.* Subject to the issuance of a letter of approval, one or more of the following uses are permitted:
- (1) Museums, libraries and public parks, passive recreation.
 - (2) Any retail sales stores within a building, including sale of intoxicating beverages and food for consumption on the premises. The requirements herein that retail sales take place within a building or that food is consumed on the premises shall not apply to farmers markets, nor the authorized use of public streets and other city property nor to the fundraising activities of nonprofit corporations during public events lasting no longer than seven consecutive days.
 - (3) Farmers markets.
 - (4) Any service facilities within a building such as a bank, office, restaurant, motel, barbershop, photographer, hotel, shoe repair, amusement or similar facilities.
 - (5) Accessory buildings and uses customarily incident to the permitted uses as specified in this section, including off-street parking.
 - (6) Any other use permitted in district C, local business district, except medical marijuana dispensary facilities.

(Ord. No. 4620, § 1, 8-21-2012; Ord. No. 4799, § 5, 5-7-2019)

Editor's note— Ord. No. 4620, § 1, adopted Aug. 21, 2012, repealed former § 32-446, and enacted a new § 32-446 as set out herein. Former § 32-446 pertained to the same subject matter and derived from Ord. No. 4514, § 1, adopted 11-17-2009.

Sec. 15-30. - Businesses near roadways.

(a)

Any business licensed under this section which is located within 100 feet of a four-lane highway, four-lane street, or signalized intersection shall:

(1)

Be located in a permanent structure; and

(2)

Not place items for exterior sale or display within 100 feet of any four-lane highway, four-lane street, or signalized intersection, nor place such items for exterior sale or display in any fashion so as to obstruct the view of traffic along main corridors or intersecting streets, unless said business is located in Zones E1 or H, as defined in the Code of the City of Hannibal; or

(3)

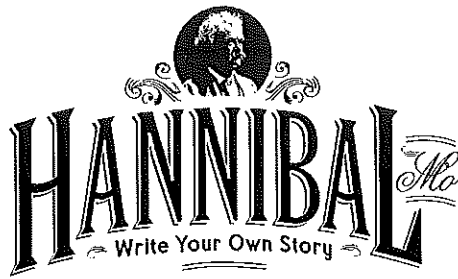
If located in Zone E1 or H as defined in the Code of the City of Hannibal, not place items for exterior sale or display within ten feet of the traveled roadway, exclusive of parking areas of any four-lane highway, four-lane street, or signalized intersection, nor place such items for exterior sale or display in any fashion so as to obstruct the view of traffic along main corridors or intersecting streets.

(b)

This section shall not apply to businesses participating in a special event of duration of seven consecutive days or less, which has been approved by the city council.

(Ord. No. 4472, § 1, 5-20-2008; 4490, § 1, 11-04-2008)

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**

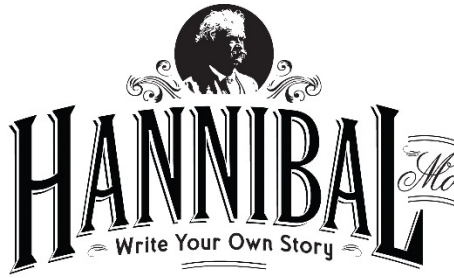
Today's Date: 4-15-21
Date you wish to be placed on Agenda: 4-20-21
Name: April Azotea
Address: 323 N main St
Phone Number: 217-316-0004
Subject Matter: animal ordinance

4-15-21
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**



MEMORANDUM

To: Angelica Zerbonia - City Clerk

From: James Hark - Mayor

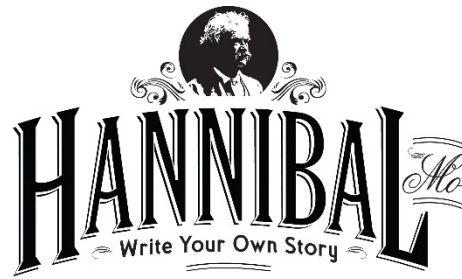
Re: Hannibal Employee Benefit Trust Board

Date: April 12, 2021

I am recommending Sue Lewis for a reappointment to the Hannibal Employee Benefit Trust Board, for a three-year term to expire May 2024.

According to Board Chair, Angel Zerbonia, Sue has served the Board, both professionally and in a volunteer capacity for more than 23 years. Zerbonia too recommends the reappointment of Ms. Lewis, citing that her leadership as Vice-Chair, contributions and knowledge of self-funded health plans, is invaluable to the Board.

The approval of this appointment will be slated for the May 4th Council meeting, with a recommendation during the April 20th meeting.



Lisa Peck
City Manager

MEMORANDUM

To: Mayor Hark and Members of the City Council

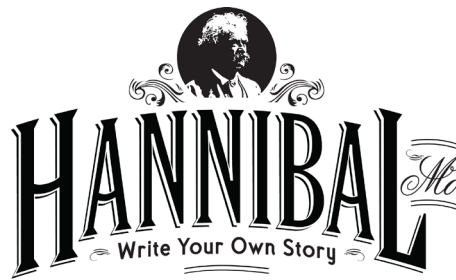
From: Lisa Peck, City Manager

Re: Appointment of LeeAnn Beard Homberger to the Hannibal Park Board

Date: April 14, 2021

I would like to recommend LeeAnn for the Park Board, to fulfill the unexpired term of Jeriod Turner, subject to Council confirmation. She has recently moved back to Hannibal, where she was born and raised. She is excited about all of the recent development and wants to get involved in the community.

I am therefore recommending appointment of LeeAnn Beard Homberger to the Hannibal Park Board to fulfill the remaining term of Jeriod Turner, expiring in July 2023.



MEMORANDUM

TO: MAYOR HARK
CITY COUNCIL MEMBERS

FROM: ANGELICA N. ZERBONIA, MRCC, CMO
City Clerk

DATE: APRIL 13, 2021

SUBJECT: AUGUST 2021 MUNICIPAL ELECTION

In accordance with the provisions of Section 17.01 Charter of the City of Hannibal, *special elections may be held as called by the Council.*

During the Council meeting on Tuesday, March 16th Council voted to approve an election to be held in August for the purpose of allowing the qualified voters of the City of Hannibal to consider the imposition of an additional sales tax of one-half (1/2) percent for the sole purpose of funding City-wide infrastructure and remedial improvements. (*Proposition One*)

At this time, I hereby request Council approval to give a first reading of *Bill No. 21-010* which will authorize such election on August 3, 2021.



MEMORANDUM

TO: Mayor Hark and Members of the City Council
FROM: Karen Burditt, Director of Finance
DATE: April 20, 2021
SUBJECT: FY 2020/2021 payroll ordinance #3 amendment

The Municipal Court wants to promote from within, the Office Assistant I to the Office Assistant II position. With the restructuring of the City Hall offices, additional duties will be asked of the part-time Office Assistant. Phyllis Nelson, Collector, has reviewed the present and additional duties of the part-time Office Assistant and feels it more closely aligns with that of an Office Assistant II. Since these additional duties have already started, Phyllis would like the new pay rate to be retroactive beginning March 15, 2021.

Ordinance to follow for first reading tonight.

Karen Burditt



MEMORANDUM

TO: Mayor Hark and Members of the City Council

FROM: Karen Burditt, Director of Finance

DATE: April 20, 2021

SUBJECT: Contract of Obligation for the Landfill

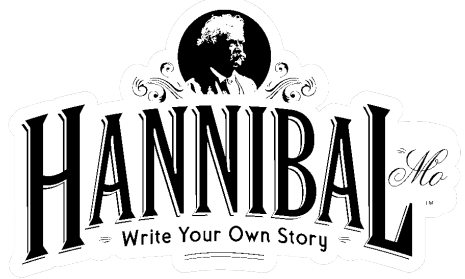
The Contract of Obligation is required by Missouri Department for Natural Resources as an assurance that the City will maintain the Landfill. This contract authorizes the Director of the Department of Revenue and the State Treasurer to withhold the \$211,272 from any funds that the state will disburse to the City if the City fails to properly provide post-closure care to the landfill.

This post-closure Obligation amount has decreased from \$305,900 in 2014, to the new \$211,272 this year.

Resolution to follow.

Karen Burditt

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 Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 4/13/2021

RE: Palmyra Road Sidewalk Change Order #1

RL Persons has submitted change order #1 for the Palmyra Road Sidewalk Project. It is broken down as followed:

Additional Costs

1. Curb Adjustment due to some locations having a shallow curb.
Total Price = \$32,436

Deduction in Costs

1. Elimination of a concrete driveway.
2. Elimination of sidewalk going all the way across the front of the Riverview Park entrance.

Total Price= \$42,496

These changes will result in a total contract deduct of \$10,060.75

Original Contract Price= \$359,999
Deduct of \$10,060.75

New Contract Price= \$349,938.25

The Department of Public Works recommends approval of the Deduct Change Order #1 for the Palmyra Road Sidewalk Project.



MEMORANDUM

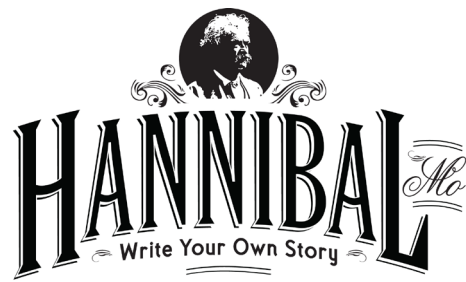
To: Mayor and City Council

From: Edie Graupman, Mgmt. Asst. for the Dept. of Public Works

Re: Acceptance of Donated Property

Date: April 12, 2021

A Traffic Committee recommendation was made to extend the school crossing zone on Market Street for Eugene field school down to the Market/Lyon and Grand intersection to cover St. John's Lutheran school. Per St. John's Lutheran School so many parents are picking up their children from school and as their enrollment numbers continue to grow more and more a school zone area is needed to help ensure that their students have a safe area to safely enter and exit for their transportation needs.



MEMORANDUM

To: Mayor and City Council

From: Edie Graupman, Mgmt. Asst. for the Dept. of Public Works

Re: Acceptance of Donated Property

Date: April 13, 2021

Christopher Lee and Hailey Marie Davis, the property owners of 200 Willow Street wish to donate their property to the City.

This property is a home that is on the City's Pending Demolition list and is ready to be demolished as the home itself is just a shell. The inside of the home has been completely gutted over the years and has been a problem for Property Maintenance and CSO departments. Mr. Davis is incarcerated and will not be present to maintain the home for several years. Mrs. Davis does not have the funds for a renovation of the property and has approached the City to see if she and her



ex-husband can sign it over with our new property acquisition project. The City would accept the property provided Christopher Lee and Hailey Marie signed a settlement agreement release and a general warrant deed giving the property over to the City

The property owners agree and have signed all the necessary paperwork.



MEMORANDUM

To: Mayor and City Council
From: Edie Graupman, DPW Management Assistant
Re: Selling of 1925 Market Street
Date: April 12, 2021

Brad Walden wishes to purchase 1925 Market Street, a parking lot that the City currently owns. Brad has purchased the adjacent business at 1921 Market Street and would like to use the lot for parking. He plans to repave the lot as it has buckled in several areas and landscape the area around the lot to continue beautifying this stretch of Market that he has been cleaning up for the past few years.

A letter report was ran to determine whether liens or other title clouds existed. The report suggests a clean title. The Council stipulated a \$500.00 sale, plus closing costs and a Special Warranty Deed that states the following covenants:

COVENANTS AND RESTRICTIONS

Subject however, to the following covenants and restrictions:



1. The property shall be kept maintained in accordance with the requirements of applicable laws and ordinances. The property shall be kept mowed at a minimum to the standards established by ordinance. Any structures on the home shall be maintained in such a manner as to comply with all applicable ordinances, and under no circumstances shall they be allowed to reach the status of a common law public nuisance or a nuisance in violation of Hannibal City Ordinances.

2. The property shall be utilized on in accordance with the laws of the State of Missouri and the zoning ordinances of the City of Hannibal. No unlawful uses shall be allowed.
3. All taxes on the property, including federal, state, county or city shall be kept paid and current at all times.
4. These covenants and restrictions shall touch and concern the land, and shall be binding upon all subsequent title holders.

This Resolution would authorize the Mayor to execute the Transfer of Real Estate and Special Warranty Deed, with the sale price of \$500.00 plus closing costs.