

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday May 4, 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 – March 16, 2021
Regularly Scheduled Council Meeting – April 20, 2021**

APPROVAL OF PAYROLL AND CLAIMS

Second Half – April 2021

JAMES R. HARK – MAYOR

Re: Approval of Appointment

EMPLOYEE BENEFIT TRUST BOARD

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

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LISA PECK – CITY MANAGER

Re: Approval of Appointment

HANNIBAL PARKS & RECREATION BOARD

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

KAREN BURDITT – DIRECTOR OF FINANCE

Re: Amendment to Payroll Amendment No. 3 – Municipal Court

ANGEL ZERBONIA – CITY CLERK

Re: Certification of Municipal Election – April 2021

I, Angelica N. Zerbonia, City Clerk of Hannibal, Missouri, do hereby certify that the attached is a complete and true copy of the Certification of Election, held on April 6, 2021, as certified to me by the Marion and Ralls County Clerks.

**Witness my Hand and the Seal
Of the City of Hannibal. Done
This 16th day of April, 2021.**

**CERTIFICATION OF ELECTION
Results of the General Municipal Election of
April 6, 2021**

The City Clerk gave the following results from the election:

For Municipal Judge:		<u>Total</u>
Donald McMaster Bastian		1,195
Write In		20
Total Votes	1,215	

Declaring Donald McMaster Bastian winner of the Hannibal Municipal Judge.

For Council Member – First Ward:		<u>Total</u>
Darrell McCoy		299
Write In		5
Total Votes	304	

Declaring Darrell McCoy winner of the First Ward Council seat.

For Council Member – Third Ward:		<u>Total</u>
Stephan Franke		91
Write In		8
	Total Votes	99

Declaring Stephan Franke winner of the Third Ward Council seat.

Proposition 1

Shall “Chapter 2, THE COUNCIL, Section 2.07 Meetings, Time and Place”, of the Charter of the City of Hannibal, be amended to allow council members to attend council meetings by electronic means in the event that due to illness of a council person or persons, contamination of city hall, a general health emergency or pandemic that council persons should quarantine and not be present in City Hall.

	<u>Yes</u>	<u>No</u>
Marion County	1,099	329
Ralls County	<u>23</u>	<u>5</u>
TOTAL VOTES	1,122	334

Showing a total vote of 1,456 for Proposition 1 for the City of Hannibal: 1,122 - YES and 334 - NO votes; declaring Proposition 1 having passed by 788 votes.

JAMES R. HARK – MAYOR

Re: Oath of Office

- *Municipal Judge – Donald McMaster Bastian*
- *1st Ward Council Member – Darrell McCoy*
- *3rd Ward Council Member – Stephan Franke*

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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

Second and Final 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

Second and Final Reading

ADJOURNMENT

Sine-Die

ROLL CALL

CALL TO ORDER

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KATHY WEAR – DUTCH COUNTRY GENERAL STORE
Re: Request, Street Closure & Use of City Owned Property – GROI Tractor Parade & Show
Saturday, June 5, 2021 – 11:00 a.m. – 2:00 p.m.

AMY ALLEN – HANNIBAL JAYCEES
Re: Request, Street Closures, Use of City Owned Property & Carnival Fee Waiver
National Tom Sawyer Days – June 26 – July 5, 2021

RICH STILLEY – HANNIBAL SCHOOL DISTRICT
Re: Request, Street Closure – Graduation Parade
Friday, May 21, 2021 – 6:00 p.m. – 7:00 p.m.

Re: Request, Street Closures & Discharge of Fireworks – 2021 Graduation Ceremony
Thursday, May 27, 2021 – 6:00 p.m. – 9:30 p.m.
 Rain date: Friday, May 28, 2021

LISA PECK – CITY MANAGER
Re: Recommendation of Appointments

HANNIBAL BOARD OF PUBLIC WORKS
 ➤ **Melissa Cogdal – appointment for an unexpired term to expire July 2023**

PLANNING & ZONING COMMISSION
 ➤ **Roger McGregor – appointment for a term to expire June 2025**

Re: Riverfront Docking – Lease Agreement
American Queen Steamboat Operating Company, LLC
(Resolution No. 2338-21, to follow)

Re: Marion County Multi-Jurisdictional Hazard Mitigation Plan
(Resolution No. 2339-21, to follow)

ANGELICA ZERBONIA – CITY CLERK

Re: Charter Amendment Ratification – Chapter 2 *The Council*, Section 2.07
Meetings, Time and Place
(Bill No. 21-012, to follow)

KAREN BURDITT – DIRECTOR OF FINANCE

Re: Request, Set Public Hearing – Fiscal Year 2021/2022 Budget
June 1, 2021 – 6:45 p.m.

ANDY DORIAN, DIRECTOR – CENTRAL SERVICES

Re: Airport Aviation Hangar – Hangar Lease Agreement
Air Cover Crop Solutions - \$200/Month
(Resolution No. 2340-21, to follow)

EDIE GRAUPMAN – DPW MANAGEMENT ASSISTANT

Re: Request, Set Public Hearing – Rezoning, 500 Bridge Street
Nancy Kaufman – P-1 Parks to H-1 Historic District
June 1, 2021 – 6:30 p.m.

Re: Acceptance of Donated Property, 1800 Grace Street – Settlement Agreement & Release & General Warranty Deed

Sandra Kay Whelan
(Resolution No. 2341-21, to follow)

MIKE BENJAMIN – FIRE CHIEF

**Re: Purchase Approval, HFD Service Vehicle - 2021 Chevrolet Silverado Z71
4X4 Crew Cab**
Don Brown Chevrolet - \$37,280.00

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RESOLUTION NO. 2338-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A LEASE AGREEMENT WITH THE AMERICAN QUEEN STEAMBOAT OPERATING COMPANY FOR RIVERBOAT LANDINGS ON THE HANNIBAL RIVERFRONT WITH TERMS AS DEFINED IN THE ATTACHED AGREEMENT

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RESOLUTION NO. 2339-21

A RESOLUTION OF THE CITY OF HANNIBAL ADOPTING THE MARION COUNTY MULTI-JURISDICTIONAL LOCAL HAZARD MITIGATION PLAN

RESOLUTION NO. 2340-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A ONE YEAR HANGAR LEASE AGREEMENT IN THE AMOUNT OF \$200 PER MONTH BETWEEN THE CITY AND AIR COVER CROP SOLUTIONS FOR THE USE OF THE CITY OWNED HANGAR AT THE HANNIBAL REGIONAL AIRPORT

RESOLUTION NO. 2341-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A GENERAL WARRANTY DEED AND SETTLEMENT AGREEMENT AND RELEASE FOR THE ACCEPTANCE OF DONATED PROPERTY TO THE CITY, KNOWN AS 1800 GRACE STREET FROM SANDRA KAY WHELAN

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BILL NO. 21-012

AN ORDINANCE OF THE CITY OF HANNIBAL REVISING CHAPTER 2, THE COUNCIL, SECTION 2.07 MEETINGS, TIME AND PLACE OF THE CITY CHARTER PURSUANT TO THE APPROVAL BY THE VOTE OF THE PEOPLE

First Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (1)

ADJOURNMENT



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 amended, amendment

Last council meeting I came to you with an ordinance to amend the FY 2021 payroll ordinance by eliminating the Municipal Court Office Assistant I position and replacing with an Office Assistant II position. At the time of the first reading, these positions were part-time. Since this reading, the part-time person in municipal court has resigned, and a full-time person will be needed to replace her. The workload does require a full-time person, but the person that held that position was very valuable and could not work full-time.

I am asking the Council for an amendment to the payroll ordinance amendment #3, to change the Part-time to a Full-time, and change the salary to reflect such change. This position can not be posted until the Council approves this amendment.

	<u>Department</u>	<u>Position</u>	<u>Salary</u>
Budget amount:	Municipal Court	Office Assistant I	\$18,012 Annual - \$12.94/hour (1392 hours per year)
Proposed amt.	Municipal Court	Office Assistant II	Starting Range 5 of \$28,284 Annual

Karen Burditt



CITY OF HANNIBAL

SPECIAL EVENT APPLICATION

Today's Date: 4-15-21 Date you wish to be placed on Council Agend May 4, 2021
 Your Organization: Dutch Country General Store Special Event: GROI Club Tractor Parade + Show
 Date(s) of Event: 6-5-21 Requested Times (from - to) 11am - 2pm
 Description of Activity: Tractor Parade by the ~~Old~~ Great River Old Fron Club. Arrive downtown 11:15 (approx.) park on city parking lot until 2:30. Parking lot is next to Dutch Country General Store at 305 N Main.

Primary Contact Person(s): Kathy Wear Home Phone: _____
 Work Phone: 573-719-3372 Cell Phone: 573-406-4280 e-mail: hannibalmgmt@dutchcountrygeneralstore.com

Assistance Needed (locations for street closures, etc.): They will come across bridge from IL, turn on to Mark Twain Ave. then turn on North to Main St. The tractor club is working with MoDOT to cover the roads not under the City's control (Street and Parking lot closure adjacent to Dutch Country General Store)

DEPARTMENTAL COMMENTS: (office use only)

Police Just received email from MoDOT on this after speaking with Captain Gottman
 MSHP will discuss with Chief Davis concerns all agencies having concerning it. Dept. Cost 0
 Public Works/Street Dept No objections A Dorian
 Dept. Cost 0
 Building Inspector No comment
Mike Murphy Dept. Cost 0
 Fire No problems with this event
Chief Benjamin Dept. Cost 0
 Parks No objections A Dorian
 Dept. Cost _____
 Tourism Administration No comments G Bryant
 Dept. Cost 0

STAFF RECOMMENDATION: approval - you City controlled areas - all others must be approved by respective entities.
Chris H. Johnson
City Clerk

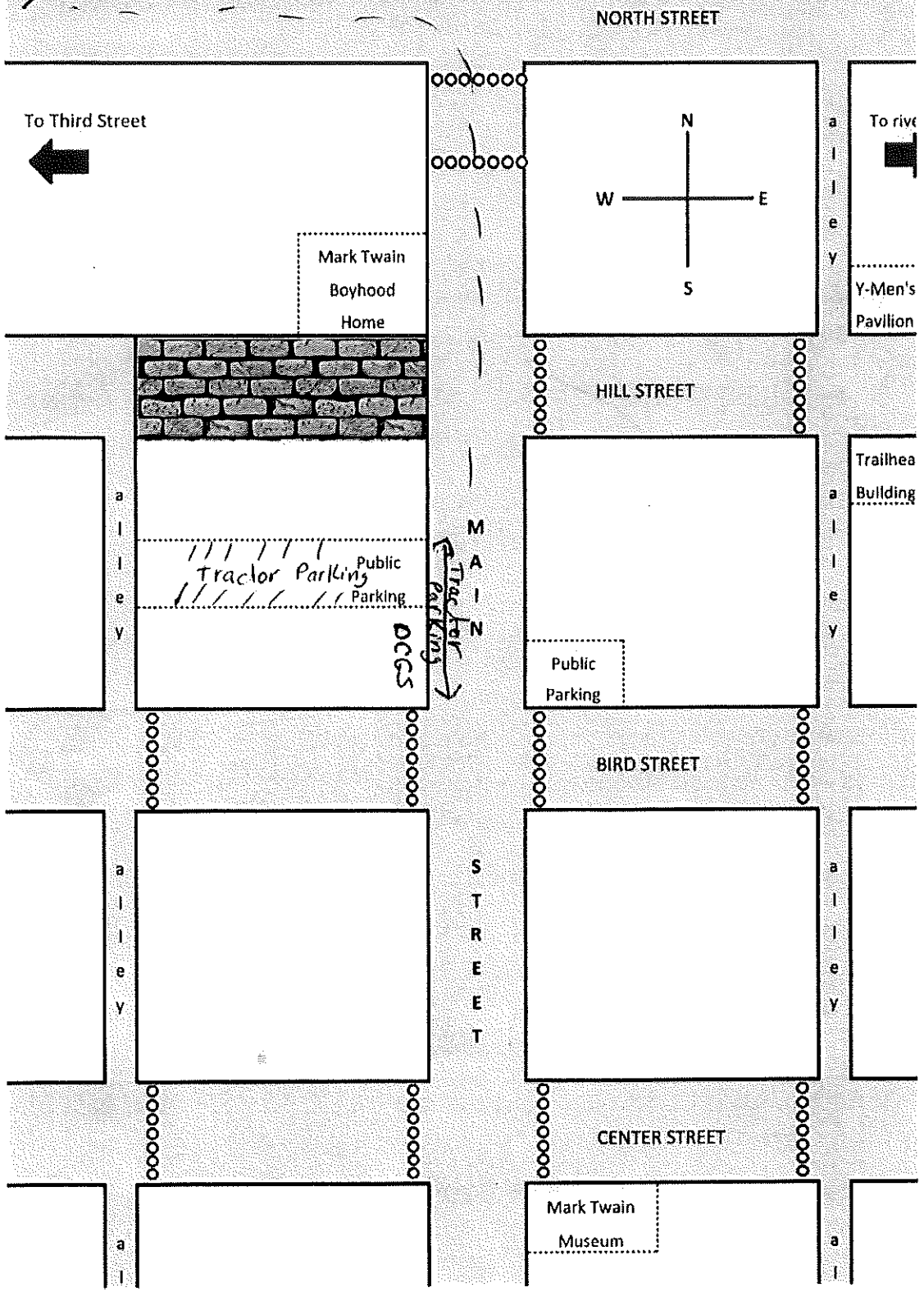
11:15 (ish)

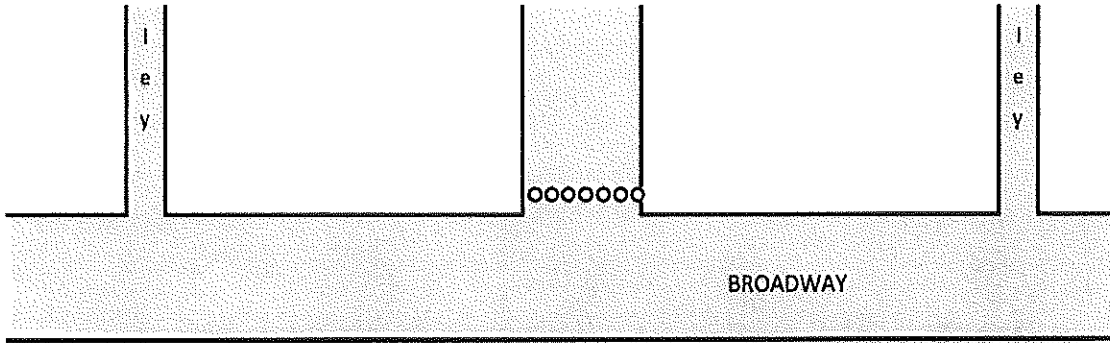
From IL

HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

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

Direct





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 NRDI Tractor Club Tractor Drive Date of Event June 5, 2021
Location/Address/Facility Name Dutch Country General Store
305 N Main St., Hannibal MO
Expected Number of Attendees: 150

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: Eric Duncan ^{NRDI} / Kathy Wear DCGS
Cell Phone: 217-430-2149 / 573-719-3372

B. Emergency Notification

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

2. Will on-sight EMS be provided?

Yes No

If yes, contact name and phone _____

3. Will on-site security be provided?

Yes No

If yes, contact name and phone _____

C. Severe Weather

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

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

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

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

D. Fire

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

Yes No

If yes, what has been identified? _____

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

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

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

E. Medical Emergencies

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

F. Law Enforcement

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

G. Emergency Vehicle Access

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

V. CONTACT INFORMATION

Primary Contact: Eric Duncan

Cell Phone: 217-430-2149

Secondary Contact: Kathy Wear

Cell Phone: 573-406-4280

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

4-19-21
Date

HOLD HARMLESS AGREEMENT

We Dutch Country General Store

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

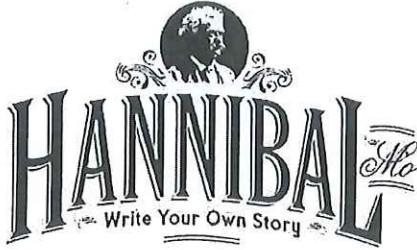
comply with and perform all the requirements and provisions agreed to and required by any

law or ordinance, during period commencing June 5 2021 at the premise

of 305 N. Main St.

By Kathy Weber

Store Manager
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: 3/25/2021 (Council Meetings are the 1st & 3rd Tuesday of each month) Date you wish to be placed on Agenda: 05-04-2021
~~4/6/2021~~

Your Organization: Hannibal Jaycees Special Event: National Tom Sawyer Days

Date(s) of Event: 6/26 thru 7/4 Requested Times (from - to) 6/26 thru 7/5

Description of Activity: Street closures for carnival, fence painting, parade, etc. Parade to be held Saturday - July 3rd

Primary Contact Person(s): Amy Allen Home Phone: _____

Work Phone: _____ Cell Phone: 573-795-5751 E-mail: aallen04@yahoo.com

Assistance Needed (location, etc.) see attached - Street Closures; use of City owned property; carnival fee waiver

DEPARTMENTAL COMMENTS:

Police: 13 Officers @ \$35.00 hr x 2.5 hrs Dept. Cost \$1137.50
LT Rowley

Fire: No problems with this event. I would highly suggest yearly meeting with departments & inspection process Dept. Cost 0

Public Works: N/A Dept. Cost 0

Building Inspector: No comment Dept. Cost 0

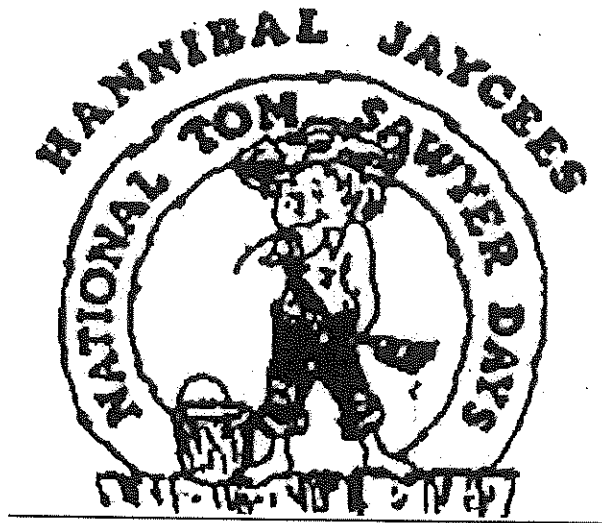
Parks: No objections Dept. Cost 0
M Murphy

Street: No objections Dept. Cost 0
A Dorian

Tourism: no comments Dept, Cost

Administration: _____ Dept, Cost

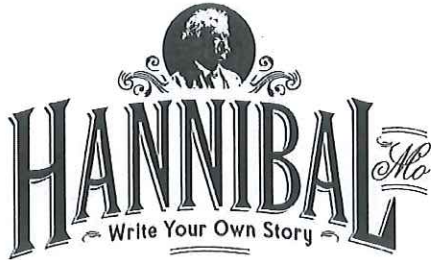
STAFF RECOMMENDS: Approval upon receipt of Emergency plan all other docs on file
Miguel D. Gomez
City Clerk



Special Event Application Attachment

We would like to request the following for 2021 NTSD

- STREET CLOSURES-3rd Street under both sides of the viaduct.
- N Main St. from Hill St. North St. for Fence Painting contest (begins at 2pm 7/2 and 7/3) (will not interfere with Hannibal Cannibal)
- Lyon St. from 3rd St viaduct to S. Main St., S. Main St (south) to flood wall
- Broadway beginning at Grand Ave. extending to and including S. Main St for parade on 7/3, parade will end at Church St. Request that there is no parking on Broadway after midnight on 7/2 for parade and request assistance from HPD with traffic control during the parade.
- Parking lot next to Admiral Coontz Rec Center for carnival storage/parking.
- Close alley between S. Main St. at Lyon St. (Hannibal Jaycee property- Tanyard Gardens.)
- ADDITIONAL- We request any fees for Archway Amusement carnival be waived



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

(Council Meetings are the 1st & 3rd Tuesday of each month)

Today's Date: 26-APRIL-2021 Date you wish to be placed on Agenda: 4-MAY-2021

Your Organization: HANNIBAL SCHOOL DIST. Special Event: GRADUATION PARADE

Date(s) of Event: Friday, 21-MAY-2021 Requested Times (from - to) 6 PM - 7 PM

Description of Activity: GRADUATION PARADE FOR THIS SENIORS. BEGINNING AT BROADWAY AND GRAND TO END AT BROADWAY AND MAIN.

Primary Contact Person(s): RICK STILLEY Home Phone: (573)221-3725

Work Phone: (573)221-1258 Cell Phone: (573)406-4120 E-mail: rstilley@hannibal60.com

Assistance Needed (location, etc.) STREET CLOSURES TO ALLOW FOR PARADE
- NORMAL PARADE ROUTE - (WILL FORM/STAGE ON BROADWAY TO 10TH STREET
THREE WIDE) Form/stage 10th to Grand on Broadway will

be staging area

DEPARTMENTAL COMMENTS:

Police: 7 OFFICERS @ \$35 X 1.5 hrs Dept. Cost \$347.50

Lt Router

Fire: No problems Dept. Cost 0

Chief Benjamin

City Clerk Approval upon certificate of insurance Dept. Cost 0
Hold Harmless

A Zerbonia

Building Inspector: No comment Dept. Cost 0

M Murphy

Parks: street No objections Dept. Cost 0

A Dorian

Dept. Cost _____

Tourism: No comments

Dept. Cost 0

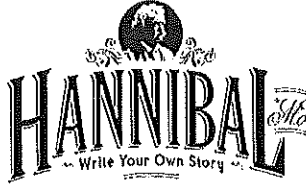
G Bryant

Administration: _____

Dept. Cost 0

STAFF RECOMMENDS:

Approval of all documents re July 2000
John N. [unclear]
City Clerk



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name HHS GRADUATION PARADE Date of Event MAY 21, 2021
Location/Address/Facility Name BROADWAY ST (NORMAL PARADE ROUTE)
HANNIBAL, MO 63401
Expected Number of Attendees: 512

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: RICH STILLEY
Cell Phone: (573) 406-4120

B. Emergency Notification

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

2. Will on-sight EMS be provided?

Yes No

If yes, contact name and phone _____

3. Will on-site security be provided?

Yes No

If yes, contact name and phone _____

C. Severe Weather

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

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

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

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

D. Fire

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

Yes No

If yes, what has been identified? _____

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

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

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

E. Medical Emergencies

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

F. Law Enforcement

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

G. Emergency Vehicle Access

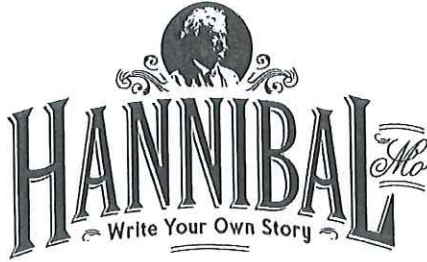
1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed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

V. CONTACT INFORMATION.

Primary Contact: RICH STILLEY Cell Phone: (573) 406-4120
Secondary Contact: TED SAMPSON Cell Phone: (573) 406-8626

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

(Council Meetings are the 1st & 3rd Tuesday of each month)

Today's Date: 26-APRIL-2021 Date you wish to be placed on Agenda: 4-MAY-2021

Your Organization: HANNIBAL SCHOOL DIST Special Event: 2021 GRADUATION @ HHS

Date(s) of Event: 28-MAY-21 (Friday) Requested Times (from - to) 6-9:30 PM

Description of Activity: ANNUAL GRADUATION CEREMONY - WILL BE AT Sunset + Edgewood off of Brackside. WILL BE A FIREWORKS SHOW AT CONCLUSION AS PER LAST YEAR.

Primary Contact Person(s): RICH STILLEY Home Phone: (573) 221-3725

Work Phone: (573) 221-1258 Cell Phone: (573) 406-4120 E-mail: rstilley@hannibal60.com

Assistance Needed (location, etc.) NPD/STREET/FIRE AS PER ABOVE Street Closures

Request Discharge Fireworks in City limits

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost 0

Lt Router

Fire: No problems with this event Dept. Cost 0

Chief Benjamin

City Clerk Approval upon Certificate of Insurance and Hold Harmless Dept. Cost 0

A Zerbonia

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 Comments

Dept, Cost 0

G Bryant

Administration: _____

Dept. Cost 0

STAFF RECOMMENDS:

Approval - all documents on file
Atty Gen. Egelman
City Clerk



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name HHS GRADUATION Date of Event 17-MAY-21 (28-MAY-21 RAIN DATE)
Location/Address/Facility Name 4500 MUMMASTERS AVE (PORTER STADIUM)
HANNIBAL, MO 63401
Expected Number of Attendees: 1500

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.

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A. EAP Event Representative

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Primary Contact: Renee STILLEY

Cell Phone: (573) 406-4120

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 MADISON COUNTY EMS

3. Will on-site security be provided?

Yes No

If yes, contact name and phone MPD

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.

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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? FIREWORKS DISPLAY

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.

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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
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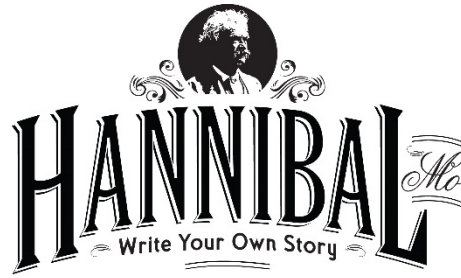
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4. Crowd control will be managed by:
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V. CONTACT INFORMATION

Primary Contact: RICH STILLEY Cell Phone: (573) 406-4120
Secondary Contact: TED SAMPSON Cell Phone: (573) 406-8626

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)



MEMORANDUM

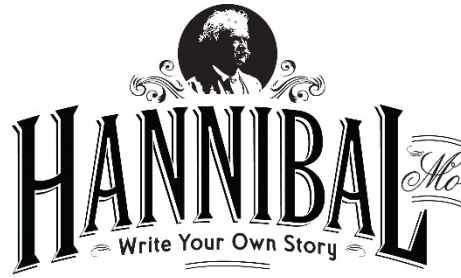
To: Angelica Zerbonia - City Clerk

From: Lisa Peck - City Manager

Re: Board of Public Works

Date: April 28, 2021

Please submit Melissa Cogdal's name to the next Council agenda for appointment to complete a term on the Board of Public Works. The term will expire July 2023.



MEMORANDUM

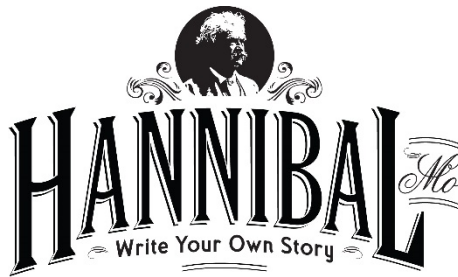
To: Angelica Zerbonia - City Clerk

From: Lisa Peck - City Manager

Re: Planning and Zoning Commission

Date: April 28, 2021

Please submit Roger McGregor's name to the next Council agenda for appointment to serve on the Planning and Zoning Commission. The term will expire June 2025.



MEMORANDUM

To: Mayor James Hark and Members of the City Council

From: Lisa Peck, City Manager

Re: Resolution authorizing the Mayor to execute a Ground Lease Agreement with American Queen Steamboat Operating Company

Date: April 26, 2021

On the agenda is a proposed Ground Lease Agreement with the American Queen Steamboat Operating Company. The Agreement covers several things, though its primary substance involves port availability for American Queen dockings, which are non-priority dockings, specifically subject to the priority docking rights of the other tenants. American Queen will provide compensation to the city in exchange for available docking rights with an initial 5-year term in conjunction with an initial payment of \$5,000 to be placed in an escrow account for repairs and maintenance, with an additional \$5,000 to be paid at each renewal and a basic rent of \$1 per passenger.

Staff recommends approval of the Resolution authorizing the Ground Lease Agreement.



CITY OF HANNIBAL

MEMORANDUM

To: Mayor Hark and Members of the City Council

From: Lisa Peck, City Manager

Re: Resolution Adopting Multi-Jurisdictional Hazard Mitigation Plan

Date: April 26, 2021

The Marion County Multi-Jurisdictional Hazard Mitigation Plan must be updated every five (5) years. Emergency Management Director John Hark will provide a brief presentation of this plan; upon which, a Resolution of adoption is being recommended. This Hazard Mitigation Plan is designed to identify future problems and prescribe necessary actions to minimize future impacts of future disasters.

Staff recommends Council approval of the Resolution adopting the city's portion of the Marion County Multi-Jurisdictional Hazard Mitigation Plan.



MEMORANDUM

TO: MAYOR HARK
CITY COUNCIL MEMBERS

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

DATE: APRIL 23, 2021

SUBJECT: CHARTER AMENDMENT, *CHAPTER 2, THE COUNCIL, SECTION 2.07
MEETINGS, TIME AND PLACE*

April 6, 2021 the duly qualified voters of the City of Hannibal voted to approve “*Proposition 1*” which authorized an amendment to the City Charter, Chapter 2, The Council, Section 2.07 Meetings, Time and Place.

This amendment will allow Council members to attend Council meetings by electronic means, in the event that due to illness f a Council person or persons, contamination of City Hall, a general health emergency or pandemic where Council members should quarantine and not be present in City Hall.

This Bill will ratify the decision of the voters with 1,122 *yes* votes and 334 *no* votes to amend the Charter and will be submitted to the Municipal Code Corporation to be included with the next available supplement.



MEMORANDUM

TO: Mayor Hark and Members of the City Council
FROM: Karen Burditt, Director of Finance
DATE: May 4, 2021
SUBJECT: Set Public Hearing for the FY-2022 Budget

I know that Council has already set the public hearing, but per Charter, the budget is due to the city council by June 1. Upon delivery of the budget to the city council, a public hearing must be set. Since I am delivering the budget to you tonight, I recommend the public hearing occur on Tuesday, June 1 at 6:45 p.m.

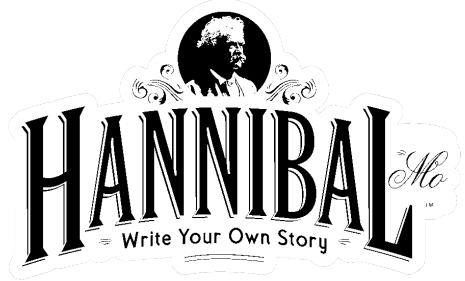
I ask that the city council set a public hearing for the FY-2022 budget on Tuesday, June 1, 2021 at 6:45 p.m.

Sec. 9.04. - Public hearing.

At the meeting of the council at which the budget and the budget message are submitted, the council shall determine the time and place of a public hearing on the budget, not less than ten (10) days thereafter, and the city clerk shall immediately provide by advertisement or otherwise for the general notice to the public of such hearing. At the time and place of such public hearing, or at the time and place to which the same may from time to time be adjourned, all interested persons shall be given an opportunity to be heard.

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

Fax: 573 221-0707



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

FROM: Andrew Dorian

DATE: 4/26/2021

RE: City Hangar Lease

Air Cover Crop Solutions, a crop-dusting company, would like to rent a space inside the City owned Airport Hangar at the Hannibal Regional Airport.

The term of the lease shall be for 12 months commencing on May 4th, 2021 and ending April 30th, 2022. Rent is \$200 per month due on the first day of each month.

A signed lease agreement and insurance are required.

The Department of Public works recommends approval of the lease agreement between the City of Hannibal and Air Cover Crop Solutions for a space inside the city owned hangar at the Hannibal Regional Airport.



CITY OF HANNIBAL

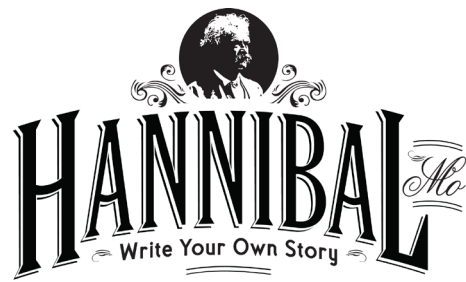
DEPARTMENT OF PUBLIC WORKS

INTEROFFICE MEMORANDUM

TO: PLANNING AND ZONING COMMISSIONERS AND CITY COUNCIL
FROM: LISA PECK, CITY MANAGER
SUBJECT: REZONING OF 500 BRIDGE STREET
DATE: APRIL 29, 2021
CC:

An application has been received from The City of Hannibal to rezone 500 Bridge Street. This property is currently owned by Nancy Kaufman. The request is to re-zone from P-1 Parks and Recreation to H-1 Historic District.

The Planning and Zoning Commission public hearing for this request has been set for Thursday, May 20, 2021 at 4:00 P.M. The Department of Public Works has requested that Council set their public hearing date for Tuesday, June 1, 2021 at 6:30 P.M.



MEMORANDUM

To: Mayor and City Council

From: Andy Dorian, Director of Central Services

Re: Acceptance of Donated Property

Date: April 22, 2021

Sandra Kay Whelan, the property owner of 1800 Grace Street wishes to donate her property to the City.

In March 2021, a structure fire occurred at this home resulting in a total loss of the property also resulting in an unsafe structure for occupancy. Ms. Whelan did not have insurance on the property, therefore does not have the funds for a demolition and has approached the City to see if the City would accept. The City would accept the property provided Ms. Whelan signed a settlement agreement release and a general warrant deed giving the property over to the City.

The property owner is in agreement and has signed all the necessary paperwork.





Hannibal Fire Department

Office of Fire Chief Mike Benjamin

2333 Palmyra Road • Hannibal, MO 63401

Phone: 573 221-0657 • Fax: 573 221-2431 • E-Mail: mbenjamin@hannibalfire.com

MEMORANDUM

Date: April 29, 2021

To: Mayor, City Manager and City Council

From: Mike Benjamin, Fire Chief

Subject: Purchase of Service Vehicle

The Hannibal Fire Department is asking for approval to purchase a new service vehicle from Don Brown Chevrolet. It is a **2021 Chevrolet Silverado 4X4 Crew Cab with the Z71 Off-Road Package**. This price also includes installation of emergency light package, siren package and radio. This would make the vehicle turn key ready on delivery. I have attached a copy of quotes, which is being purchased under State Contract # CC210581001 for the amount of **\$37,280.00**. It has the Off-Road package, to help with towing our emergency trailers and the crew cab would allow us to haul extra personnel on emergency calls.

We have had this vehicle in our budget for the last 2-3 budget cycles. This vehicle would replace two of our service vehicles that we currently have in service. The first is a 2000 Ford F-350 with 131,744 miles on it that we bought used from Doctor Brown, our medical director. The second is a 2001 Ford Expedition with 169,765 miles. Both of these vehicles are starting to tax our budget on repairs and have served their life/purpose for our department. We would list these vehicles for sale outside the department and on the government website, with any monies raised to help offset the price of the installation of the light package, siren package, radio and Fire Department lettering package.

The reason we feel the urgency to move on this at this time is that the auto industry is having an inventory crisis due to a computer chip issue. The plant that makes the chips is located in Asia and the only plant that makes these chips for the auto industry burned down earlier in the year. This has caused an inventory problem throughout the whole auto industry. We have checked with a local vendor and they had nothing comparable to our needs at this time.

We feel that this truck meets the needs of our department and they have it in stock. With the State Bid pricing, we feel this is a great value and would be a great replacement option for our two older service vehicle.

The staff is asking for the purchase of the 2021 Chevrolet Silverado 4x4 Crew Cab from Don Brown Chevrolet for the price of \$37,280.00.



4501 Oleatha Ave. St. Louis, Mo 63116
 (314)772-1400

dave@donbrownchevrolet.com
jkennedy@donbrownchevrolet.com

ATTN: Hannibal Fire

DATE: 04/23/21

QUOTE

	DESCRIPTION		TOTAL
	State Contract # CC210581001		
1	2021 Chevrolet Silverado 4X4 Double Cab Line Item #161 - Summit White In Color	\$22,235.00	\$22,235.00
1	Line Item #179 - 5W4 Special Service Package - Which includes Item #168 - Power windows, power locks, power exterior mirrors, & keyless entry, Line Item #171 - Crew Cab, & Line Item #175 - 5.3L V8	\$6,487.00	\$6,487.00
1	Item #163 - Extra Set of Keys	\$44.00	\$44.00
1	Option AKO - Deep-Tinted Glass	\$190.00	\$190.00
1	Option ZLQ - WT Fleet Convenience Package - Remote Keyless Entry, Lift Assist Tailgate, Cruise Control, Outside Power-Adjustable Heated Mirrors	\$673.00	\$673.00
1	Option Z71 Off-Road Package - Includes 2-Speed Transfer Case, Hill Descent Control, Auto-Locking Rear Differential, Skid Plates, & Z82 Trailering Package	\$915.00	\$915.00
1	Option R30 - LT275/68R18 Goodyear Duratrac All Terrain Tires	\$479.00	\$479.00
1	Option PZX - 18" Aluminum Wheels	\$630.00	\$630.00
1	Option JL1 - Integrated Trailer Brake Controller	\$267.00	\$267.00
1	Option 6J3 - Wiring Provisions for Grille Lamps & Siren Speakers	\$201.00	\$201.00
1	Option 6J4 - Horn & Siren Circuit Wiring	\$101.00	\$101.00
1	Option V46 - Chrome Bumpers	\$194.00	\$194.00
1	Option VQO - Assist Steps	\$435.00	\$435.00
1	Option Spray-in Bed Liner	\$495.00	\$495.00
GRAND TOTAL			\$33,346.00

If you should have any questions, please don't hesitate to give me a call. Thank you!



4501 Oleatha Ave St. Louis, Mo 63116

(314)772-1400

dave@donbrownchevrolet.com

jkennedy@donbrownchevrolet.com

ATTN: Hannibal Fire

DATE:

04/23/21

QUOTE

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	Code 3 Exterior Lighting Package:		
	Code 3 Covert LED Lightbar Red Driver Blue Passenger with Alleys & Takedown - wire down windshield		
	Code 3 Z3 Siren Controller		
	Code 3 100 Watt Siren Speaker		
	JottoDesk 20" Console - 425-6569, Dual Cup Holder - 425-3704, ZRT Arm Rest - 425-1849, 3-12V Outlets, Motorola XTL2500 425-6117 F.P.		
	Speed Turtle Headlight/Taillight Flasher	\$3,791.00	\$ 3,791.00
1	Install Customer Supplied Radio	\$143.00	\$ 143.00
	All Auxiliary wiring to be protected through a power fuse module located under hood. Fuse bus is energized with a solenoid that is energized with "KEY ON". All wire, switches, relays, and power fuse modules must be properly secured and mounted as per industry standards. All leads from this main power point are to be fused using ATO/ATC bus 12 circuits 30A/ 100A MAX fuse block with screw terminals for securing wires. All ring terminals & other circuit connections to be mechanically crimped using a ratcheting crimper to insure proper tension & 3:1 adhesive lined black heat shrink to cover crimp so to insure protection to connections. All circuits must have proper wiring gauge & circuit protection as recommended by equipment manufacturer.		
	<i>Grand Total</i>		<i>\$ 3,934.00</i>