

***CITY OF HANNIBAL***  
***OFFICIAL COUNCIL AGENDA***

**Tuesday, June 4, 2019**  
**Council Chambers**  
**7:00 p.m.**

**ROLL CALL**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**  
**Closed Session Minutes – March 5 & 19, 2019**  
**Regularly Scheduled Council Meeting – May 21, 2019**

**APPROVAL OF PAYROLL AND CLAIMS**  
**Second Half – May, 2019**

**SCOTT D. GOLLAHER – 2935 MARKET STREET**  
**Re: Request, Purchase Railroad Abandoned ROW**  
*(adjacent to his existing property at 2935 Market Street)*

**NICKOLAS REEVES – 2835 MARKET STREET**  
**Re: Request, Purchase Railroad Abandoned ROW**  
*(adjacent to his existing property at 2835 Market Street)*

**MARK KEMPKER – HANNIBAL COMMUNITY PROMOTIONS GROUP**  
**Re: Request, Lover’s Leap Closure & Discharge Fireworks within City Limits**  
*Annual 4<sup>th</sup> of July Fireworks Display*  
*Thursday, July 4 & 5 2019 – 9:00 a.m. – 9:00 a.m.*

**MELISSA CUMMINS – MARK TWAIN HOME FOUNDATION**  
**Re: Request, Street Closure & Sales/Consumption of Alcohol on City Owned Property**  
*Music Under the Stars*  
*Weekly, Thursday’s June – August*  
*\*\*excluding July 4<sup>th</sup>\*\**

**JAMES R. HARK – MAYOR**  
**Re: Approval of Appointments**  
HANNIBAL LIBRARY BOARD

- **Tom Prater – reappointment for a term to expire May, 2022**
- **Lauren Youse – reappointment for a term to expire May, 2022**

**Re: Recommendation of Reappointment**  
HANNIBAL BOARD OF PUBLIC WORKS

- **Stephan Franke – reappointment for a term to expire July, 2023**

**ANGELICA ZERBONIA, MRCC, CMO – CITY CLERK**  
**Re: Loss Prevention Policy Manual**  
*(Resolution No. 2209-19, to follow)*

**KAREN BURDITT – FINANCE DIRECTOR**  
**Re: Approval, Bond Payments**

- *2010 Build America - \$552,689.98*
- *2013 Series “A” - \$199,412.48*
- *2016 Series - \$288,698.39*

**Re: 2018/19 Fiscal Year, Budget Amendment – No. 4**  
*(Resolution No. 2211-19, to follow)*

**ANDY DORIAN – DIRECTOR, CENTRAL SERVICES**  
**Re: 929 Collier Street – Restrictive Covenant Regarding Petroleum Contamination**  
*(Resolution No. 2210-19, to follow)*

**EDIE PRICE – DPW MANAGEMENT ASSISTANT**  
**Re: Minnow Creek Subdivision Final Plat - Phase One and Two**  
*Ball Investment Group*  
*(Bill No. 19-009, to follow)*

**RESOLUTION NO. 2209-19**

**A RESOLUTION OF THE CITY OF HANNIBAL ADOPTING AND APPROVING THE UPDATED EMPLOYEE LOSS PREVENTION POLICY**

**RESOLUTION NO. 2210-19**

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A RESTRICTIVE COVENANT REGARDING PETROLEUM CONTAMINATION RELATING TO CITY OWNED PROPERTY AT 929 COLLIER STREET**  
*(SITE FORMERLY KNOWN AS THE DISPLAY CENTER)*

**RESOLUTION NO. 2211-19**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL FY-2018-2019 (NO. 4) BUDGET BY AUTHORIZING SUPPLEMENTAL APPROPRIATIONS FOR GENERAL MILLS WAREHOUSE MAINTAINANCE, AND UNUSED SICK LEAVE, AND BUDGET AMENDMENTS FOR REVENUES TO THE BROADWAY TREE DONATIONS AND EXPENDITURES FOR TREE EXPENSES, AND THE INCREASE OF BICENTENNIAL EXPENSES AND REVENUES**

**BILL NO. 19-008**

**AN ORDINANCE AMENDING THE FISCAL YEAR 2018/2019  
PAYROLL ORDINANCE RELATIVE TO THE RECLASSIFICATION  
AND PROMOTION OF THE FORMER DIRECTOR OF PARKS &  
RECREATION TO DIRECTOR OF CENTRAL SERVICES (NO. 3)**

*Second and Final Reading*

**BILL NO. 19-009**

**AN ORDINANCE APPROVING AND ACCEPTING THE FINAL  
PLAT OF PHASE ONE AND TWO OF MINNOW CREEK  
SUBDIVISION, A SUBDIVISION LYING IN THE PART OF THE  
SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 57 NORTH,  
RANGE 5 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE  
CITY OF HANNIBAL, MARION COUNTY, MISSOURI**

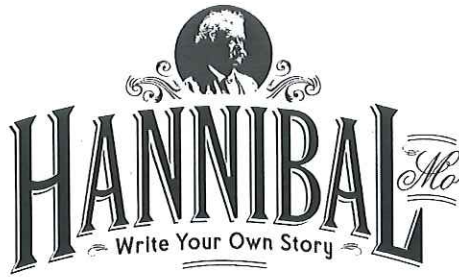
*First Reading*

**CLOSED SESSION**

*In Accordance with RSMo. 610.021 (12)*

- *Contract Negotiations*

**ADJOURNMENT**



**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: 5/20/2019

Date you wish to be placed on Agenda: June 4th 2019

Name: Scott D Gollaker

Address: 2935 Market St

Phone Number: 573-271-8681

Subject Matter: acquire abandoned property to property

adjacent to currently owned property of Gollaker (2935 Market Street)

Business location, building has pnci been erected on this property.

*under assumption from former BI property would be automatically abandoned to adjacent property owner (Gollaker) with no action necessary.*

5.6

5/20/2019  
Date

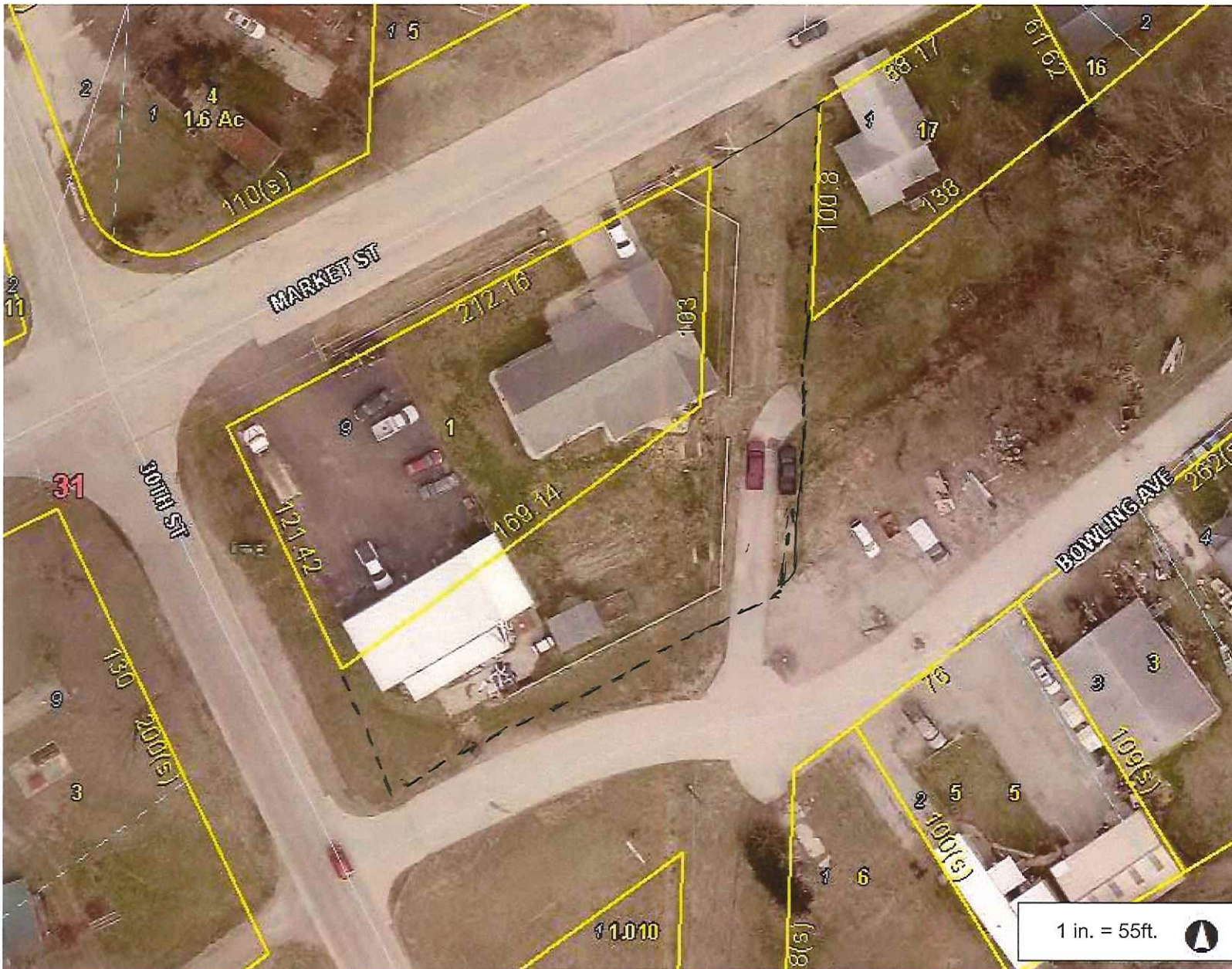
[Signature]  
Speaker's Signature

**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**

# Marion County, MO

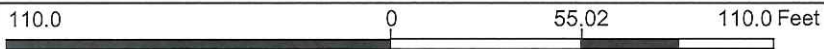
June 4<sup>th</sup>



## Legend

- Road
  - <all other values>
  - Interstate
  - US Highway
  - Numbered State Highway
  - Lettered State Highway
- + Railroad
- Parcel
- Parcel Number/Acres
- Land Hook
  - DASHED LAND HOOK
  - SOLID LAND HOOK
- City Limit Line
- Original Lot
- Section
- County Boundary

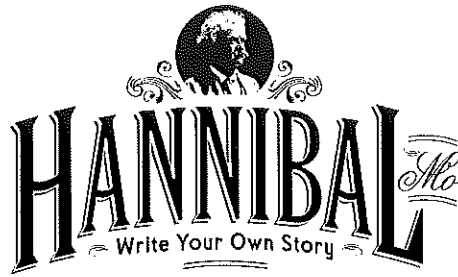
1 in. = 55ft.



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Notes



**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: 5-20-19

Date you wish to be placed on Agenda: June 4<sup>th</sup> 2019

Name: Nickolas Reeves

Address: 2835 market<sup>st</sup> Hannibal MO, 63401

Phone Number: 573 248 4556

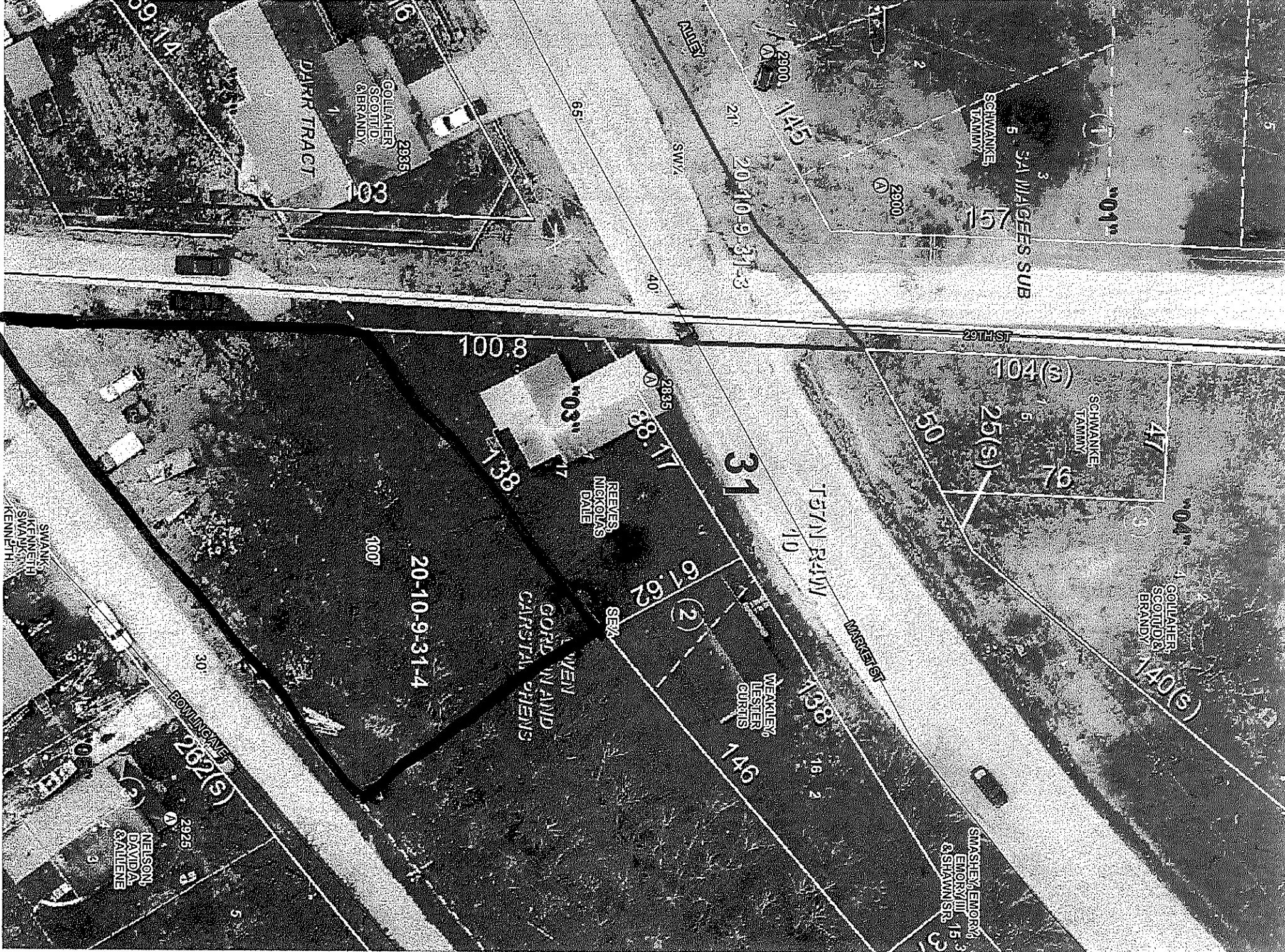
Subject Matter: would like to buy the additional  
property joining mine (see attached map)

5-20-19  
Date

Nickolas Reeves  
Speaker's Signature

**Speakers shall be allowed up to a maximum of a (5) minute presentation.  
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6  
GOLLAMER  
SCOTT  
& BRANDY  
2935  
103  
DARK TRACT

5  
SCHWANKE  
TAMMY  
107  
3  
5A WIDGEES SUB

5  
SCHWANKE  
TAMMY  
104(S)  
25(S)  
76

4  
GOLLAMER  
SCOTT  
& BRANDY  
140(S)

REEVES  
MIKOLAS  
DALE

GORDON  
AND  
WHENS  
CHRISTAL

WEXLEY,  
LESHER  
CURTIS

SIMASHEK, EMORY,  
EMORY III  
& SHAWNSR

NELSON,  
DAVIDA  
& CALLENE

ALLEY  
SW 1/4

29TH ST

MARKET ST

BOWLING ALLEY

31

(2)

15

5

20-10-9-31-4

20-10-9-31-3

262(S)

100.8

88.17

67.62

146

138

10

19.2

145

2900

2900

65'

40'

104'

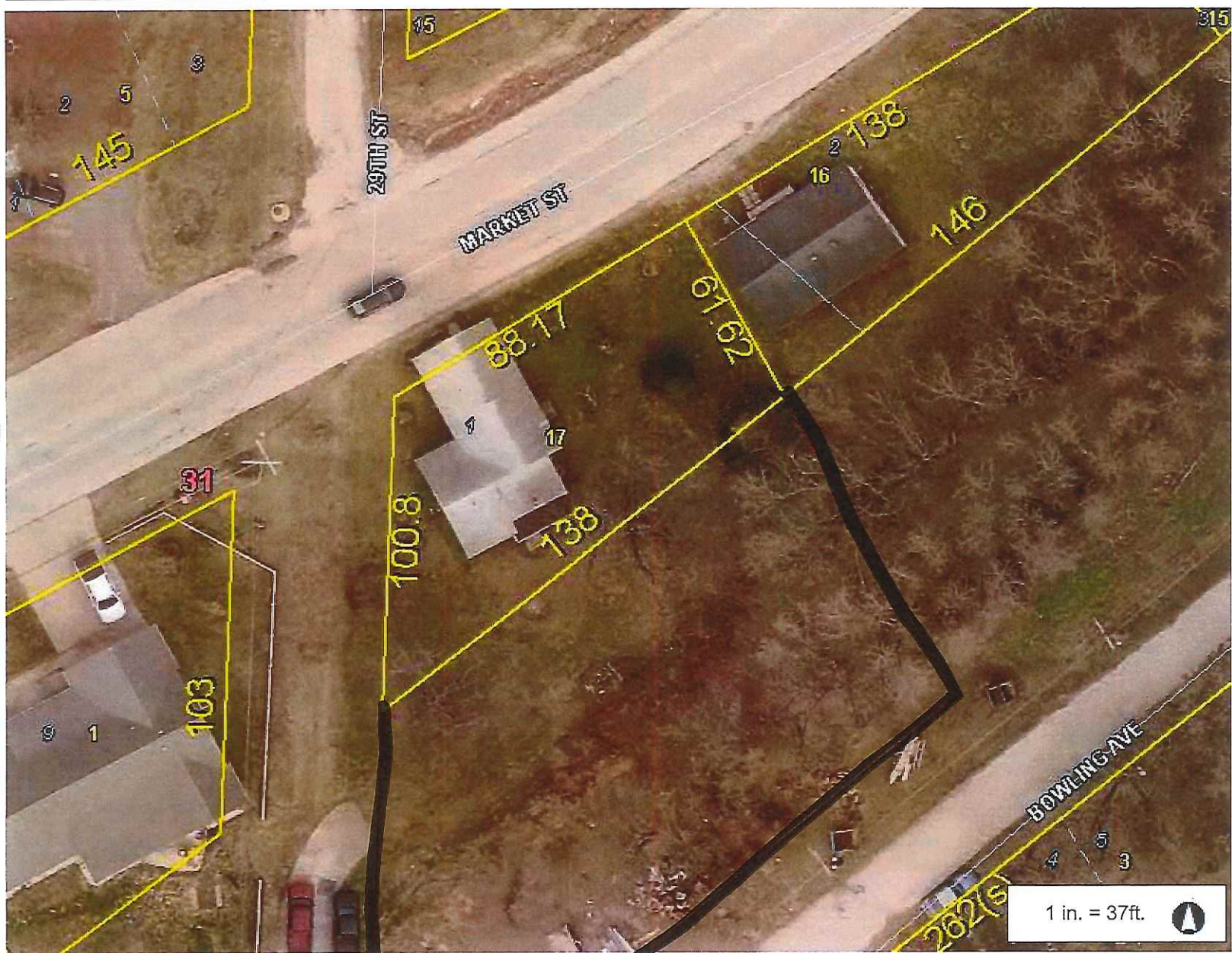
100'

30.0'

69-114



# Marion County, MO



### Legend

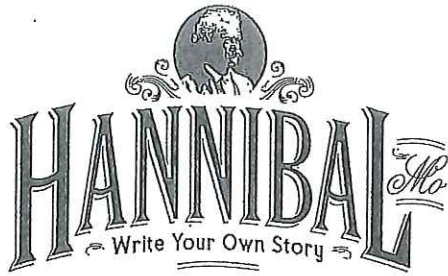
- Road
  - <all other values>
  - Interstate
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  - Numbered State Highway
  - Lettered State Highway
- + Railroad
- Parcel
- Parcel Number/Acres
- Land Hook
  - DASHED LAND HOOK
  - SOLID LAND HOOK
- City Limit Line
- Original Lot
- Section
- County Boundary

1 in. = 37ft.

### Notes

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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: 05/24/2019 Date you wish to be placed on Agenda: 06/04/2019

Your Organization: Hannibal Community Promoters Group Special Event: 4th of July Fireworks

Date(s) of Event: 07/04/2019 Requested Times (from - to) Dusk 9:00 AM - 7/5 9:00 AM  
*Lovers Leap closure -> \* 7/4/19  
-> Fireworks Display*

Description of Activity: 4th of July Fireworks

Primary Contact Person(s): Mark Kemper Home Phone: 573-221-0657

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

Assistance Needed (location, etc.) close lovers leap & fire department assistance - Request, discharge fireworks within city limits

**DEPARTMENTAL COMMENTS:**

Police: No cost to HPD Dept. Cost \_\_\_\_\_  
Lt Routh

Fire: No problem with this event Dept. Cost \_\_\_\_\_

Public Works: N/A Dept. Cost \_\_\_\_\_

Building Inspector: No comment Dept. Cost \_\_\_\_\_  
J Burnham

Parks: No objections Dept. Cost \_\_\_\_\_  
D White

Street: is okay Dept. Cost \_\_\_\_\_  
R Dauma

Tourism: \_\_\_\_\_

Dept, Cost \_\_\_\_\_

Administration:  
received

Approval, upon Certificate of Ins

Dept. Cost \_\_\_\_\_

A. Zerbonia

STAFF RECOMMENDS:

approval - *John Zerbonia* *xxxxx cmw*  
*Asst Clerk*

Office of City Clerk



Angelica N Vance

SPECIAL EVENT APPLICATION

Today's Date: 5-28-18 Date you wish to be placed on Agenda: June 4, 2019  
 Your Organization: Mark Twain Home Foundation Special Event: Music Under the Stars  
 Date(s) of Event: June 6 - August 29 Requested Times (from - to) 6 pm to 9:30 pm  
 Description of Activity: Music Under the Stars Summer Concerts  
7-9 pm on Hill Street pedestrian area -> No concert July 4th  
Open container - Alcohol sold by Main Street Wine Shop or  
Cave Hollow West Winery  
 Primary Contact Person(s): Melissa Cummins Home Phone: 573-795-4559  
 Work Phone: 221-9010 ext 404 Cell Phone: 795-4559 E-mail: melissa.cummins@marktwainmuseum.org

① Assistance Needed (location, etc.) Street Closure at Hill and 3rd at top of  
pedestrian area of alley adjacent to Pecky Walker  
House Request Public Consumption of alcohol on City owned

DEPARTMENTAL COMMENTS: Property

Police: No cost to PD Dept. Cost 0

Fire: No problems Dept. Cost 0

Public Works: N/A Dept. Cost 0

Building Inspector: No comment Dept. Cost 0

Parks: No objections Dept. Cost 0

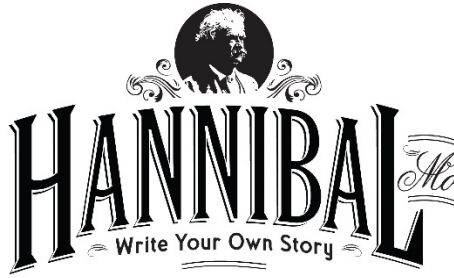
Street: Will supply barricades Dept. Cost 0

Tourism: No comments Dept. Cost Q

Administration: approval upon certificate of insurance on file Dept. Cost Q

STAFF RECOMMENDS: approval upon certificate of insurance  
copy to Finance with CMO  
City Clerk





## MEMORANDUM

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**To:** Angelica Zerbonia - City Clerk

**From:** James Hark - Mayor

**Re:** Hannibal Board of Public Works

**Date:** May 30, 2019

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Please submit Stephan Franke's name to the next Council agenda for reappointment to the Hannibal Board of Public Works. The term will expire July 2023.



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## MEMORANDUM

**TO:** MAYOR JIM HARK  
CITY COUNCIL MEMBERS

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

**DATE:** MAY 29, 2019

**SUBJECT:** LOSS PREVENTION POLICY MANUAL

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The City of Hannibal being committed to the safety and health of all employees established guidelines to ensure a safe work environment, known as the *Loss Prevention Policy*.

In accordance with the *Employee Guide to Success*, Safety acknowledgement of the Loss Prevention Policy and compliance with work place safety is considered a condition of employment, and maintaining a safe work environment requires cooperation of all employees.

On April 18, 2019, the City's Executive Safety Committee adopted and approved the attached, revised Loss Prevention Policy for submission to the City Council, for formal adoption.

Not only is safety in the workplace to be given primary importance in every aspect to protect employees from injury, illness it's also important to minimize potential loss of services to citizens.

Sections of this document are also used for MIRMA to assess the City during the annual Loss Prevention Evaluation process and further requires the adoption of a safety program. With this revision it ensures we meet those areas contained in the evaluation process.

Meeting these requirements assists the City in the ability to maintain a 100% evaluation score; ultimately resulting in a financial impact of a decrease on the annual assessment. This year, the City recognized a Loss Experience Credit of over \$22,000.



## MEMORANDUM

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

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

**DATE:** June 4, 2019

**SUBJECT:** Bond Payments due July 1, 2019

The 2010 Build America Bond, the 2013 Series "A" Bond, and the 2016 Series payments are due on July 1, 2019 in the amounts as follows:

		Principal	Interest	Less Cash	Fund	Total
2016	Streets	\$170,000.00	\$118,762.50	(64.11)	Sales Tax Cap.	\$288,698.39
2013 A	Streets Facil.	\$190,000.00	\$ 9,418.75	(6.27)	General Fund	\$199,412.48
2010 BAB	Streets	\$535,000.00	\$ 22,552.50	(4,862.52)	Sales Tax Cap.	\$552,689.98
	Sub-Total	\$895,000.00	\$150,733.75	(4,932.90)	Sub-Total	\$1,040,800.85
2010 BAB	Less Subsidy		( 7,403.98)		Sales Tax Cap.	7,403.98
	Net Amount	\$895,000.00	\$143,329.77	(4,932.90)	Total	\$1,033,396.87

July 1, 2019 payment of principal and interest is due for the three street bonds issued in 2016, 2013 and 2010 respectively. The Trustee of the Bonds will require payment prior to the bondholder's due date and with the holiday week due date we must make the payment in advance just to be certain that the funds are in hand at the bank in time for processing. We propose payment by wire transfer on June 21, 2019.

The matter is presented to you because of the lapse over the close of one fiscal period (our year ends on June 30th) and the opening of a new fiscal year. This is a normal timing issue in business but you will not see a claim through the accounts payable system because we shall be sending the funds via Federal Wire Transfer. As such, we want you to be informed as to the total liability and the transaction which will be made.

The funds are available in our accounts including, Sales Tax Capital Improvement Fund and/or General Fund. Payment must be made appropriate, judicious and well-timed to continue with our excellent bond rating. The FY-2020 budget has funds appropriated for these payments.

*City of Hannibal*  
 320 Broadway  
 Hannibal, Missouri 63401



PAGE TWO

With the “Build America Bonds” program we will receive a subsidy (rebate) on the dollars of interest paid. Each year that amount depends on 1) the amount of interest paid which declines each year until the bonds are paid off and 2) on the amount Congress appropriates for this program. The subsidy is normally received within thirty days of the payment of the interest. The subsidy is shown as revenue to the City.

The Series 2010 BAB has a \$340,000 reserve fund, which is held until the last payment in July, 2020. At that time the reserve will go towards the final payment of \$347,820.

Therefore, note that the City will pay the full interest expense, \$22,552.50, prior to receipt of the subsidy. I estimate the subsidy to be \$7,403.98.

We ask for your voice vote to allow payment of these funds.

Below is a recap of the bonds and the balance after this payment:

Bond Title	Purpose	REFI or Original Principal	Paid to Date: Principal and Interest	Balance Due Remaining	Closes (Ends)
2016	Streets	\$6,765,000	\$697,557.29	\$6,275,000.00	7/1/2027
2013 (REFI)	Street Facility	\$1,595,000	\$1,283,242.00	\$495,000.00	7/1/2022
2013 (REFI)	Streets	\$690,000	\$735,826.00	-0-	7/1/2017
2010 BAB	Streets	\$3,400,000	\$4,005,345.85	\$330,000.00	7/1/2020
2010 Reserve				-340,000.00	
	Totals	\$12,450,000	\$6,721,971.10	\$6,760,000.00	

Thank You

*Karen*

*City of Hannibal  
320 Broadway  
Hannibal, Missouri 63401*



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## MEMORANDUM

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

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

**DATE: June 4, 2019**

**SUBJECT: Resolution Amending the FY 2018/2019 No 4**

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

On January 22, 2019 the Mayor presented an Emergency Declaration for the damage to a section of the roof and insulation at the General Mills Warehouse. The repair to the roof was bid out and on March 5<sup>th</sup> I came to Council with a budget amendment for an additional \$18,000 from Revolving Loan Fund. At that time I said there may be additional repairs needed. Soon after that amendment, we had a second unrelated leak. The repair of the different section of roof was \$10,500. The Council was also made aware by Jeff LaGarce on March 5 that General Mills requested for an area along the rail be paved as a safety concern. The cost of these two items once again went over the amended amount and an additional \$10,000 for these two items is needed.

A local citizen donated \$13,200 for the planting of trees up Broadway. The first two trees have been planted in front of City Hall. This amendment would increase the donation line #10.1141, Broadway Tree Donations and the expense #10.29.121 by the \$13,200.

This year we had seven employees leave service, who had accumulated unused sick leave. The payout for unused sick leave exceeded the amount budgeted of \$110,052. This amendment will increase the fund expense by \$15,000.

At the time the budget was approved, the Bicentennial Fund had not received donations for the expenses. The only funds that had been deposited into the account were the funds from the City and this amount was budgeted for expenses. Since that time, we have received donations into the fund that will be spent through 2019. During the recent Chris Janson concert, this fund had \$89,827 in expenses to date and \$88,997 in ticket sales. Other expenses this year will not exceed the \$50,000 budget. This amendment will increase the Bicentennial Expense line #83.83.598, and the Other Revenue line #83.1149 by \$88,997 each.

I ask the Council to approve the 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](mailto:adorian@hannibal-mo.gov)**



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TO: City Clerk, City Council and Mayor

FROM: Andrew Dorian

DATE: 5/22/2019

RE: Declaration of Restrictive Covenant

The City of Hannibal has been working with the Missouri Department of Natural Resources (MDNR) on the clean-up of underground storage tanks at 929 Collier Street, the site formerly known as the Display Center.

A risk assessment for the property has been completed and so long as the restrictions set forth in the covenant are complied with, no additional action is required.

The restrictions on the property are attached.

This commercial flood-buyout property was also part of MDNR's Brownfields/Voluntary Clean-Up Program. In August of 2015 the City Council also approved MDNR's environmental covenants that included no residential use of the property as well as no potable use of groundwater.

The Department of Public Works recommends the acceptance of the restrictive covenant regarding petroleum contamination at 929 Collier Street and approval to have the covenant recorded with the Marion County Recorder of Deeds.



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# MEMORANDUM

**To: Mayor and City Council**

**From: Edie Price-DPW Management Assistant**

**Re: Phase One and Two Final Plat Approval-Minnow Creek**

**Date: April 25, 2019**

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On April 18<sup>th</sup>, 2019, The Ball Investment Group along with 4-Points Land Surveying came back before The Planning and Zoning Commission to present the Final Plat for Phase One and Two of The Minnow Creek Subdivision. This will be a residential subdivision, that was annexed into the City of Hannibal that is located on Jimmy O'Donnell Road. The property is zoned A One and Two Family, and the Balls propose a single-family residential subdivision. This subdivision came before the Council in May of 2018 for approval and passed but since that time the Ball Investment Group had went out for construction bids and the numbers had come in higher than what they had expected. So, because of those higher numbers a new plat was resubmitted to the Planning and Zoning Commission with the additional of 33 lots. With the addition of these lots, it doesn't affect anything else as far as water, sewer, etc. it is just moving the lines and making so lots smaller in size to accommodate the additional lots.

The Minnow Creek Subdivision Final Plat includes 26-foot-wide roads, rather than 32-foot. The City proposed subdivision code revision, which is in progress, will prescribe new residential streets to be 26-foot wide. The last two subdivisions that were approved in Hannibal also included 26-foot residential street widths, and staff had no objections to this. Also, the Minnow Creek Subdivision Final Plat shows a reduction for the cul-de-sac of 32 feet wide per side for a total of 64 feet wide. This reduction in size is still within the ordinance guidelines of the City and was approved by The City Fire Department.

All City and BPW comments on the Final Plat of Phase One and Two were forwarded to the Applicant's Engineer who agreed to address all comments prior to the Planning and Zoning hearing. The Planning and Zoning Commission approved the Final Plat of Phase One and Two of The Minnow Creek Subdivision on April 18<sup>th</sup>, 2019 and recommended favorably.

*Staff recommends the first reading of the Ordinance approving the Final Plat of Phase One and Two for the Minnow Creek Subdivision received from the Ball Investment Group.*