

CITY OF HANNIBAL
OFFICIAL COUNCIL AGENDA

Tuesday, July 16, 2019
Council Chambers
7:00 p.m.

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

Closed Session Meeting – December 5, 2017
Closed Session Meetings – November 20 & December 4, 2018
Closed Session Meetings – April 16 & May 7, 2019
Regularly Scheduled Council Meeting – July 2, 2019

APPROVAL OF PAYROLL AND CLAIMS

First Half – July, 2019

MICHAEL GAINES – HANNIBAL ARTS COUNCIL

Re: Requests, Street Closures, Use of City Owned Properties and Sale of Alcohol
43rd Annual Folklife Festival – October 19 & 20, 2019

RICH STILLEY – BUSINESS MANAGER, HANNIBAL SCHOOL DISTRICT #60

Re: Permit Fees, Hannibal High School & Hannibal Career & Technical Center
Renovations

JAMES HARK – MAYOR

Re: Approval of Appointments

BOARD OF ADJUSTMENT

- **John Moore – reappointment for a term to expire May, 2024**

HANNIBAL MUNICIPAL ASSISTANCE CORPORATION

- **Jon Obermann – reappointment for a term to expire June, 2022**

Re: Approval, City Hall Mural Design & Funding

JAMES LEMON – CITY ATTORNEY

Re: Code Amendment, Chapter 17, Article II, Division 3, Roadway Commission & Article II, Division 2, Committee for the Management of Traffic Problems
(Bill No. 19-018, to follow)

LISA PECK – CITY MANAGER

Re: Recommendation of Appointments

PARK BOARD

- **Quintin Heaton – reappointment for a term to expire July, 2022**
- **Tom Batenhorst – reappointment for a term to expire July, 2022**
- **Beth Knight – reappointment for a term to expire July, 2022**

ANDY DORIAN – DIRECTOR, CENTRAL SERVICES

Re: Hot Mix Asphalt Rehabilitation Project, Add'l Engineering Services – Engineering/Architectural Service Agreement
Poepping, Stone, Bach & Associates - \$10,000
(Resolution No. 2218-19, to follow)

KAREN BURDITT – FINANCE DIRECTOR

Re: 2019/20 Audit Services – Engagement Letter

Wade Stables, PC
(Resolution No. 2220-19, to follow)

Re: GASB 75 Reporting – Fiscal Year 2018/19 – Engagement Agreement

Lewis & Ellis, Inc.
(Resolution No. 2221-19, to follow)

HEATH HALL – GENERAL MANAGER, BOARD OF PUBLIC WORKS

Re: Update, Chloramine Replacement Project

Re: Update, North Street Stormsewer

Re: Water Territorial Escrow Agreement - First Amendment to Escrow Trust Agreement

Public Water Supply No. 1 of Ralls County, Missouri & The Bank of New York Trust Company

(Resolution No. 2219-19, to follow)

Re: Code Amendment, Chapter 25, Sewers and Sewage Disposal

(Bill No. 19-017, to follow)

RESOLUTION NO. 2218-19

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE AN
ENGINEERING/ARCHITECTURAL SERVICE AGREEMENT
BETWEEN THE CITY OF HANNIBAL AND POEPPING, STONE,
BACH & ASSOCIATES, INC FOR ADDITIONAL SERVICES
RELATING TO THE HMA REHABILITATION PROJECT IN THE
AMOUNT OF \$10,000**

RESOLUTION NO. 2219-19

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO EXECUTE THE FIRST
AMENDMENT TO ESCROW TRUST AGREEMENT
(EARLY PAYOFF) OF THE ESCROW AGREEMENT WITH
PUBLIC WATER SUPPLY DISTRICT NO. 1 (PWSD) OF
RALLS COUNTY, MISSOURI AND THE BANK OF NEW
YORK TRUST COMPANY, N.A.**

RESOLUTION NO. 2220-19

A RESOLUTION AUTHORIZING AND APPROVING A CONTRACT WITH WADE STABLES P.C. FOR AUDIT SERVICES FOR THE CITY OF HANNIBAL INCLUDING LIBRARY AND BOARD OF PUBLIC WORKS IN THE AMOUNT OF \$43,500 (CITY \$25,740, BPW \$17,760) FOR THE FISCAL YEAR ENDING JUNE 30, 2019

RESOLUTION NO. 2221-19

A RESOLUTION AUTHORIZING AND APPROVING AN ENGAGEMENT AGREEMENT WITH LEWIS & ELLIS, INC. FOR ACTUARIAL SERVICES RELATING TO OTHER POST EMPLOYMENT BENEFITS (OPEB) FOR FISCAL YEAR 2018-19 FOR THE CITY OF HANNIBAL INCLUDING THE CITY, LIBRARY, PARKS, AND TOURISM FOR A TOTAL OF \$2,700

BILL NO. 19-015

AN ORDINANCE OF THE CITY OF HANNIBAL APPROVING ANNEXATION OF PROPERTY LOCATED IN THE ROLLING MEADOWS SUBDIVISION, ALSO KNOWN AS 107 CLOVER ROAD, INTO THE CITY LIMITS OF HANNIBAL, MARION COUNTY, MISSOURI

Second and Final Reading

BILL NO. 19-016

**AN ORDINANCE OF THE CITY OF HANNIBAL APPROVING
ANNEXATION OF PROPERTY LOCATED IN THE ROLLING
MEADOWS SUBDIVISION, ALSO KNOWN AS 70 MEADOWS
ROAD INTO THE CITY LIMITS OF HANNIBAL, MARION
COUNTY, MISSOURI**

Second and Final Reading

BILL NO. 19-017

**AN ORDINANCE OF THE CITY OF HANNIBAL REVISING
CHAPTER 25, SEWERS AND SEWAGE DISPOSAL**

First Reading

BILL NO. 19-018

**AN ORDINANCE REVISING CHAPTER 17 OF THE REVISED
ORDINANCES OF THE CITY OF HANNIBAL, BY AMENDING
CERTAIN DUTIES ASSIGNED TO THE TRAFFIC COMMITTEE
AND CREATING AND ASSIGNING SUCH DUTIES AS
DETERMINED TO BE APPROPRIATE TO THE ROADWAY
COMMISSION**

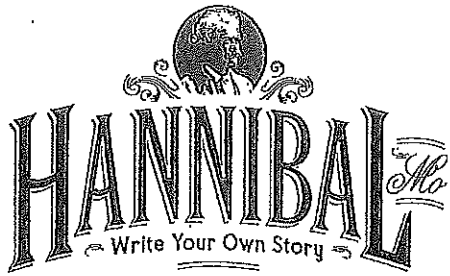
First Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (12)

- *Contract Negotiations*

ADJOURNMENT



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: 5/29/19 Date you wish to be placed on Agenda: 7/16/19
Your Organization: Hannibal Arts Council Special Event: 43rd Annual Hannibal Folklife Festival
Date(s) of Event: 10/19-20/19 Requested Times (from - to) _____
Description of Activity: Annual Festival in Downtown Hannibal

Primary Contact Person(s): Michael Guines
Brenda Fisher Home Phone: _____
Work Phone: 573.221.6545 Cell Phone: _____ E-mail brendaf@hannibalarts.com
Assistance Needed (location, etc.) Road Closure
Alcohol Sales } See attached
Use of City Property }

DEPARTMENTAL COMMENTS:

Police: No cost HPD Dept. Cost _____
Lt Routh

Fire: No problems with event as long as they follow inspection process Dept. Cost _____
Chief Benjamin

Public Works: N/A Dept. Cost _____

Building Inspector: No comment Dept. Cost _____
J Burnham

Parks: No objections Dept. Cost _____
Andy Dorian

Street: Will supply bollards & barricades Dept. Cost _____
R Danna

Tourism: No comments

Dept, Cost _____

G Bryant

Administration: Please be sure all trash is removed from Dept, Cost _____
the streets + barrels in front of businesses, at the end of the
festival. A Zerbonia

STAFF RECOMMENDS: approval upon certificate of insurance receipt

Angelica T. Fabrega, MRCC, CS10
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 43rd Hannibal Folklife Festival on October 19 and 20 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,

Susan Till

Susan Till
President

Michael Gaines

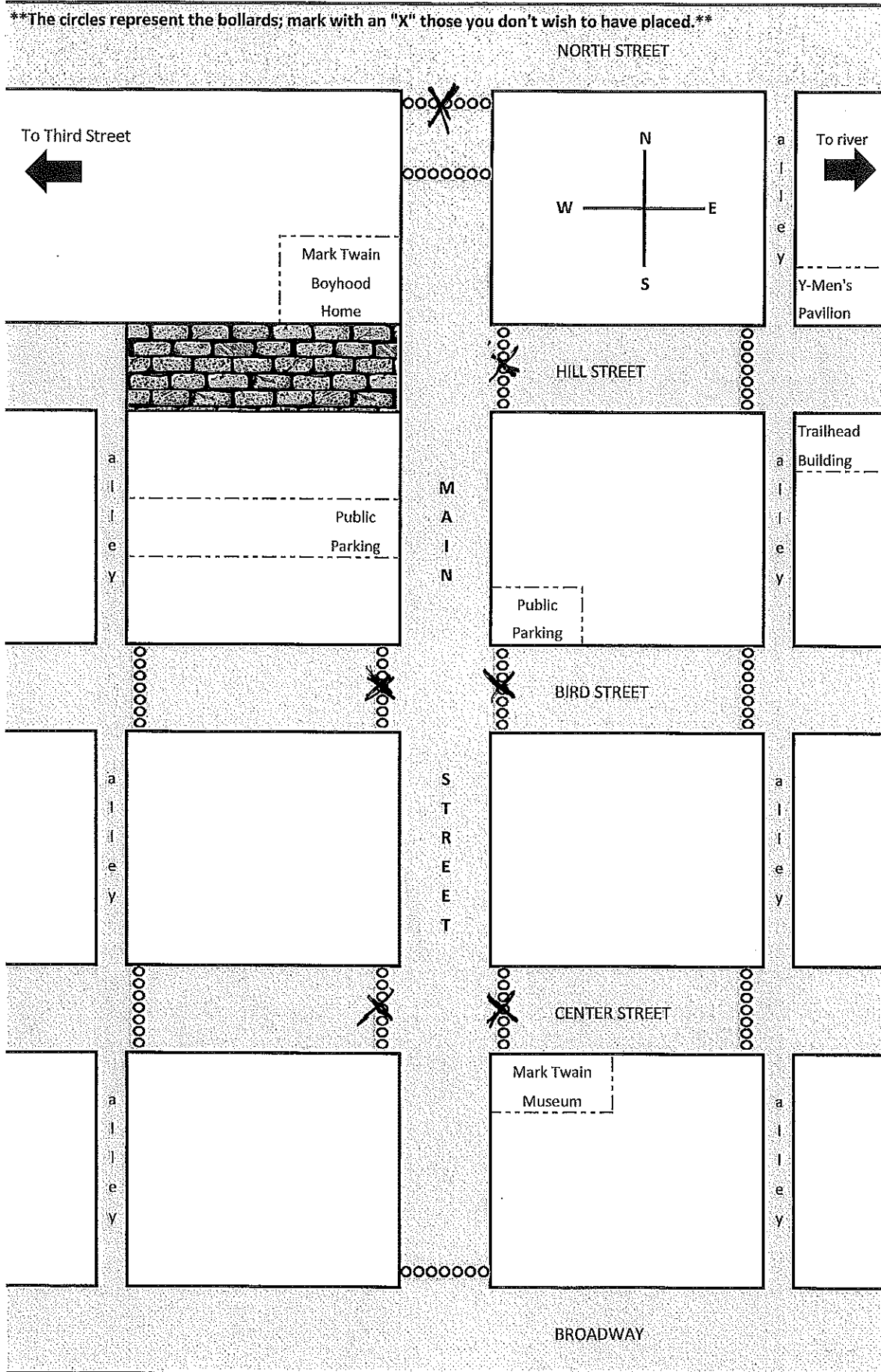
Michael Gaines
Director

Brenda Beck Fisher

Brenda Beck Fisher
Program Coordinator

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

Angel:

I appreciate you calling!

I would appreciate the opportunity to visit with the Council on July 2 regarding the fees associated with the permits for the renovation of HHS and HCTC.

Thank you and please feel free to contact me if you have any questions or need additional information.

--

Rich Stilley
Business Manager
Hannibal School District #60
4650 McMasters Avenue
Hannibal, MO 63401
(573)221-1258 (P)
(573)221-2994 (F)
(573)406-4120 (C)
rstilley@hannibal60.com

The Mayor asked me to send the email below to you all to get your opinion of the proposed mural that would be located on the side of City Hall. The Mayor has had discussions with Ray Harvey on the concept and below is what Ray has come up with.

If the council approves of the concept then Ray will start a Kickstarter Campaign to raise the money. He would be selling smaller prints/posters of the below mural to help raise the money.

The City would not pay anything for the mural, it would all be through donations.

Thanks,

From: Ray Harvey [<mailto:rayharveyart@gmail.com>]

Sent: Thursday, May 30, 2019 10:50 AM

To: Andy Dorian <ADorian@hannibal-mo.gov>

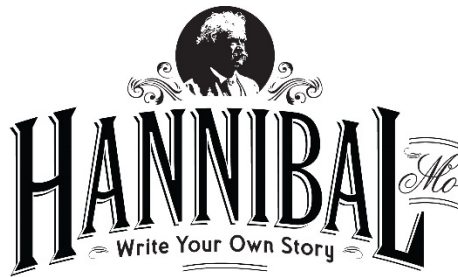
Subject: Mural Design

Andy, Good to speak with you this morning. I look forward to working this out with you. Attached is the initial mural design as discussed.

I intend to paint the entire brick area. It will need to be power washed first but should be in good condition other than that. I decided to go with a Trompe L'oeil design which helps with all of the windows, wires and such. It means "fool the eye" which allows me to draw things that look like they are there when actuality they are not. Case in point, I will repaint an arched wall with lots of trim and carving. Through this wall is the actual scene. As discussed with the mayor, it includes the steamboat, Mark Twain and a young boy whistling and fishing who could be Tom, Huck or Sam Clemens. Because of all of the eagle nesting and viewings you have in the area I included a view of an eagle flying out of the scene into reality. This element will really bring the scene to life for the viewer. As I said, this is the initial concept layout. I'm not looking for art direction but looking for good suggestions regarding other elements or changes in content if necessary. I think it's important on this wall especially to promote the common sense of Hannibal history which of course includes the river, the boats and Mark Twain. This is only a photo composite used for discussion purposes. I will choose the colors and drawing style as I progress. A scene as this produced as a poster with Hannibal Missouri headline and the bicentennial dates should look very nice for the public.

I look forward to your comments or questions and I'll take it from here. Thank you, Ray





MEMORANDUM

To: Mayor James Hark and Members of the City Council

From: Lisa Peck, City Manager

Re: AN ORDINANCE REVISING CHAPTER 17 OF THE REVISED ORDINANCES OF THE CITY OF HANNIBAL, BY AMENDING CERTAIN DUTIES ASSIGNED TO THE TRAFFIC COMMITTEE AND CREATING AND ASSIGNING SUCH DUTIES AS DETERMINED TO BE APPROPRIATE TO THE ROADWAY COMMISSION

Date: July 11, 2019

As an addition to the previously discussed revisions to the Traffic Committee and in conjunction with the creation of the Roadway Commission, I would suggest the Council include the addition of a member of the Board of Public Works on the Commission, as revised. In this manner, coordination between departments can be maximized and the city will be better able to prioritize projects, leverage funds and minimize unnecessary repetitive efforts.

Staff recommends approval of the revised Ordinance.

MEMORANDUM

To: Angelica Zerbonia - City Clerk

From: Lisa Peck – City Manager

Re: Hannibal Parks & Recreation Board

Date: July 10, 2019

Please submit Quintin Heaton's name to the next Council agenda for reappointment to the Hannibal Parks and Recreation board. The term will expire July 2022.

MEMORANDUM

To: Angelica Zerbonia - City Clerk

From: Lisa Peck – City Manager

Re: Hannibal Parks & Recreation Board

Date: July 10, 2019

Please submit Tom Batenhorst's name to the next Council agenda for reappointment to the Hannibal Parks and Recreation board. The term will expire July 2022.

MEMORANDUM

To: Angelica Zerbonia - City Clerk

From: Lisa Peck – City Manager

Re: Hannibal Parks & Recreation Board

Date: July 10, 2019

Please submit Beth Knight's name to the next Council agenda for reappointment to the Hannibal Parks and Recreation board. The term will expire July 2022.

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



TO: City Clerk, City Council and Mayor

FROM: Andrew Dorian

DATE: 7/1/2019

RE: HMA Rehabilitation Project- Additional Services

With the street paving project winding down we were fortunate to be able to pave more streets than was originally planned for three years ago. As a result of the additional roads we have paved, PSBA had to incur additional paving inspection costs. These services included planning estimates, field inspections and documentation.

PSBA has submitted an additional engineering service agreement for the lump sum amount of \$10,000 to cover these additional costs. The original contract amount with PSBA was \$260,000.

The Department of Public Works recommends the City Council authorize the Mayor to sign an engineering service agreement with PSBA for additional services for the HMA Rehabilitation Project for the lump sum not to exceed amount of \$10,000.



MEMORANDUM

TO: Mayor Hark and Members of the City Council

FROM: Karen Burditt, Director of Finance

DATE: July 10, 2019

SUBJECT: FYE 06/30/2019 and FYE 06/30/2020 Audit

As you are aware, the City is required to have an independent audit annually. The City is required to have an A-133 Single Audit (more depth and more sampling of data) because of the utilization of Federal and State Grants in excess of \$500,000 during the fiscal year.

In 2015, the City ran an advertisement in the Hannibal Courier Post for open proposals from qualified auditing firms and directly mailed RFP packages to six accounting firms from St. Louis, Columbia, and Springfield, Illinois. The City only received two quotes at that time and one "No Quote". In June, 2015, the Council adopted and approved Resolution #2001-15 awarding Wade Stables PC the contract for one year and at the City's option may be extended either one or two additional years (FYE 6/40/16 and FYE 6/30/2017).

This fiscal year will be the one year extension presented with resolution #2129.18 dated March 2, 2018 to continue with Wade Stables P.C. With the complicity of the City's outdated accounting system I would like to continue with Wade Stables PC while working on updating our financial software. I have been working the past three years to consolidate and streamline many of our accounts. I feel it would be very difficult to go through educating a new accounting firm when our goal is to improve and update this system. The software update was postponed this past fiscal year and has been budgeted for this current year.

I have received a letter to engage from Wade Stables PC for the FYE 2019 as follows:

City of Hannibal (G/F, Parks, Library, Grants, HCVB, Etc.)	\$25,740
Board of Public Works	<u>\$17,760</u>
Total Cost of FYE 6/30/2019	\$43,500

I recommend and ask the Council to approve the following Resolution to extend the contract with Wade Stables PC for audit services for the City of Hannibal, Library, and Board of Public Works for the year ending June 30, 2019 and June 30, 2020.

*City of Hannibal
320 Broadway
Hannibal, Missouri 63401*



MEMORANDUM

TO: James R. Hark, Mayor
City Council

FROM: Karen Burditt, Director of Finance

DATE: July 11, 2019

SUBJECT: GASB-75 Actuary Study for OPEB

Per the Government Accounting Standards Board statement number 75, all government entities are obligated to have an actuarial study done for the expected cost of all benefits other than pension benefits that are promised to employees to extend past the retirement of the employee. Specifically, this is intended to capture promised continued health insurance coverage costs.

GASB-75 requires the full liability to be recognized immediately on the balance sheet using the best estimated calculation of the present liability for future benefits by a third party certified actuary.

Lewis and Ellis (L&E) Actuaries & Consultants completed the GASB-75 study in the past and is familiar with the City's Self-Insurance program. The cost for this study of the City is \$2,700.

I recommend that the Council authorize the Mayor to execute and accept on behalf of the City, the engagement agreement for Actuarial Services with Lewis & Ellis. Resolution to follow.

Karen



DATE: July 8, 2019
TO: Mayor Hark and Members of the City Council
FROM: Heath N. Hall, Board of Public Works General Manager

Updated on Chloramine Alternative Project

Pilot Testing

The 3rd Round of Pilot testing is nearing completion, and three carbons stood out and performed very similarly throughout the multiple pilot tests. The three best performing carbons will go through a bidding process in August. We are shooting for a three year contact with the chosen carbon supplier. Black and Veatch is in the process of writing a specification for bidders.

Construction Update

Construction on the new Granular Activated Carbon (GAC) Facility is well underway. After much anticipation and planning, our contractor broke ground on April 25th. The first large task was to perform an approximate 25 feet deep excavation near the existing Filter Building that was constructed in 1924. This excavation required extensive shoring to make the area safe for construction workers. The contractor completed the piling and foundation work for the new building as well as many of the concrete walls for the building's basement.

Due to an unusual amount of rain days, the contractor is slightly behind schedule at this point. I still believe the project will be substantially complete before the March 31, 2020 deadline.

Matt Munzlinger (BPW Utility Planning and Construction Engineer) will be at the Council meeting with some pictures and more details on the project.



MEMO

To: Hannibal City Council
From: Heath N. Hall, General Manager
Date: June 24, 2019
Re: PWSD #1 Escrow Agreement Early Payoff

Background:

In October, 2004 the HBPW purchased customer territory from PWSD #1 of Ralls County for \$1.5 million, with \$150,000 of the purchase price paid up front and the remainder paid out over a 20 year period per the terms of an Escrow Trust Agreement. The Agreement calls for semi-annual payments of \$33,750 commencing 7/1/2005 until the balance is paid off on 1/1/2025. There is no interest charged on the unpaid balance. All payments so far have been made and the unpaid as of today is \$405,000. The HBPW is required to fund the Escrow account with cash and securities valued in excess of the principal balance outstanding, and the account's most recent reconciled total balance was approximately \$594,000.

Several years ago the HBPW and PWSD #1 attempted to reach a mutually acceptable early payoff arrangement. However, negotiations were unsuccessful and were eventually terminated. Recently, the PWSD #1 reached out to us to see if we would entertain an early payoff off. The PWSD #1 is offering the HBPW an amount approximately \$65,000 less than the current principal balance. We have performed our own present value calculations and feel their offer is fair to the HBPW. By terminating the agreement early we can both save approximately \$65,000 on the outstanding principal balance and also free up approximately \$255,000 of reserves, which would be transferred to the Water Fund's unrestricted cash balance.

During the April Board meeting our Board accepted the PWSD #1 offer. Their legal counsel has prepared an amendment to the Escrow Trust Agreement to carry out the early payoff.

Data Provided:

On the following pages is the amendment to the Escrow Trust Agreement, showing the revised payment schedule and early payoff.

Action Requested:

HBPW management requests that the Council authorize the Mayor to sign the amendment to the Escrow Trust Agreement.