

*City of Hannibal*  
**OFFICIAL COUNCIL AGENDA**

**Tuesday July 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:

*City Council meetings will be videotaped to be shown live on the City of Hannibal YouTube page.*

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*The instructions to watch the meetings online follow:*

- 1. Type in [www.youtube.com](http://www.youtube.com) in the web browser*
- 2. Type in City of Hannibal in the "Search" bar and hit Enter and hit the magnifying glass on the right side of the search bar.*
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**ROLL CALL**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**Regularly Scheduled Council Meeting – July 6, 2021**

**APPROVAL OF PAYROLL AND CLAIMS**

**First Half – July 2021**

**JAMES HARK - MAYOR**

**Re: Approval of Reappointments**

HANNIBAL HOUSING AUTHORITY

- **James Silvey – appointment for a term to expire April 2025**

**Re: Recommendation of Reappointments**

HANNIBAL HOUSING AUTHORITY

- **Chad Collier – reappointment for a term to expire April 2024**
- **Kelly Smith – reappointment for a term to expire April 2025**

**Re: City Manager Employment Agreement**  
*(Resolution No. 2352-21, to follow)*

**LISA PECK – CITY MANAGER**

**Re: Hannibal Regional Airport Runway Light Replacement Project –  
MoDOT Application for Federal /State Assistance**

*\$638,118*

*(Resolution No. 2353-21, to follow)*

**ANGELICA ZERBONIA – CITY CLERK**

**Re: Request, Set Public Hearing - USDA Rural Development Grant  
Application**

*MOSWIN Radios – Police, Fire & Building Inspection Departments*

*(Tuesday, August 3, 2021 – 6:30 p.m.)*

**Re: Approval, Destruction of Documents**

*Exhibit A-10*

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**RESOLUTION NO. 2352-21**

**A RESOLUTION OF THE CITY OF HANNIBAL  
AUTHORIZING THE MAYOR TO EXECUTE A  
THREE-YEAR CITY MANAGER EMPLOYMENT  
AGREEMENT BETWEEN THE CITY AND LISA C.  
PECK FOR SERVICES AS HANNIBAL CITY  
MANAGER**

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## RESOLUTION NO. 2353-21

### A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A MISSOURI DEPARTMENT OF TRANSPORTATION (MODOT) AVIATION APPLICATION FOR FEDERAL/STATE ASSISTANCE IN THE ESTIMATED AMOUNT OF \$690,500 FOR THE REPLACEMENT OF THE RUNWAY LIGHTS, REIL AND PAPIS AT THE HANNIBAL REGIONAL AIRPORT

#### BILL NO. 21-018

### AN ORDINANCE RATIFYING AND REAFFIRMING THE CITY OF HANNIBAL'S, PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS AND EMPLOYEES AS REQUIRED, BIENNIALY, BY MISSOURI STATE STATUTES 105.483 & 105.485

*Second & Final Reading*

#### BILL NO. 21-019

### AN ORDINANCE OF THE CITY OF HANNIBAL REVISING CHAPTER 32 - ZONING OF THE REVISED ORDINANCES OF THE CITY BY ADDING A NEW ARTICLE XVI. - DISTRICT P-1, PARKS AND RECREATION DISTRICT

*Second & Final Reading*

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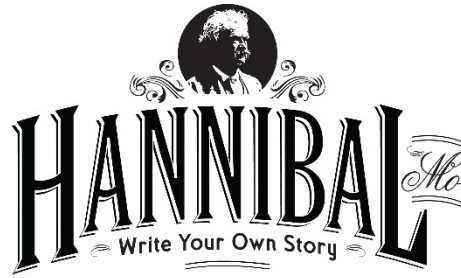
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## **BILL NO. 21-020**

# **AN ORDINANCE OF THE CITY OF HANNIBAL REZONING 500 BRIDGE STREET FROM P-1 PARKS AND RECREATION DISTRICT TO H-1 HISTORIC DISTRICT AND AMENDING THE CITY'S ZONING MAP ACCORDING**

## ***Second & Final Reading***

**ADJOURNMENT**



## MEMORANDUM

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**To:** Angelica Zerbonia - City Clerk

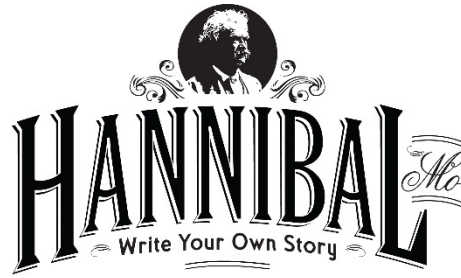
**From:** James Hark - Mayor

**Re:** Hannibal Housing Authority

**Date:** July 15, 2021

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Please submit Chad Collier's name to the next Council agenda for reappointment to the Hannibal Housing Authority. The term will expire April 2024.



## MEMORANDUM

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**To:** Angelica Zerbonia - City Clerk

**From:** James Hark - Mayor

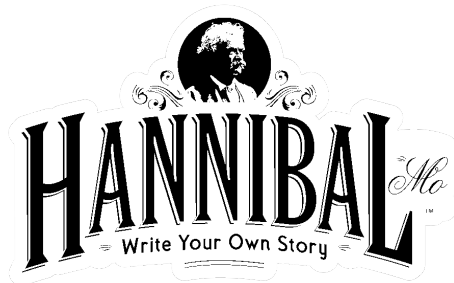
**Re:** Hannibal Housing Authority

**Date:** July 15, 2021

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Please submit Kelly Smith's name to the next Council agenda for reappointment to the Hannibal Housing Authority. The term will expire April 2025.

**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 Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 7/14/2021

RE: MODAT Aviation Runway Light Replacement Grant

The Department of Public Works is asking permission to apply for a MODOT Aviation Grant for the replacement of runway lights, PAPI'S and REIL's at the Hannibal Regional Airport.

Currently, our runway lights are out of compliance due to their height and age. In addition our PAPI (Precision Approach Path Indicator) and REIL (Runway End Identifier Lights) are at the end of their useful life and are suffering consistent failures.

Our Aviation Engineering Firm, Jviation, has put together a cost estimate of \$690,500 for this project. A breakdown of the estimated costs are attached.

This grant application is for a 90/10 cost share which breaks down to

- \$638,118 Federal Funding
- \$52,383 City of Hannibal Funding
- \$690,500 Total Costs

The City has approximately \$660,000 of Aviation Non-Primary Entitlement Funding for this project which covers the 90% portion.

DPW recommends approval to send in a MODOT Aviation Application for Federal/State Assistance for the estimated amount of \$690,500 to replace the runway lights, reil's, and papi's at the Hannibal Regional Airport.



**FUNDING SUMMARY**

**Hannibal Regional Airport  
Runway 17-35 Lighting Rehabilitation**

21-049A-1

		FAA 90.00%	FAA 100.00%	LOCAL 10.00%
Engineer's Estimate of Construction Costs	TOTAL			
SCHEDULE I				
Runway 17/35 Edge Lighting, PAPI's, and REILs	\$ 489,000	\$ 123,866	\$ 332,902	\$ 32,232
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 489,000</b>	<b>\$ 123,866</b>	<b>\$ 332,902</b>	<b>\$ 32,232</b>
Administrative Costs	\$ 500	\$ 450	\$ -	\$ 50
FAA Flight checks	\$ 23,000	\$ 20,700	\$ -	\$ 2,300
IFE	\$ 5,000	\$ 4,500	\$ -	\$ 500
Estimated Design & Bidding Fee	\$ 83,000	\$ 74,700	\$ -	\$ 8,300
Estimated Construction Management Fee	\$ 90,000	\$ 81,000	\$ -	\$ 9,000
Estimated Quality Assurance Fee (0% - Done by QC)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 690,500</b>	<b>\$ 305,216</b>	<b>\$ 332,902</b>	<b>\$ 52,382</b>

**Proposed Funding**

		FAA 100%	FAA 90%	Local 10%
2017 NPE	\$ 5,796		\$ 5,216	\$ 580
2018 NPE	\$ 166,667		\$ 150,000	\$ 16,667
2019 NPE	\$ 166,667		\$ 150,000	\$ 16,667
2020 NPE	\$ 166,666	\$ 166,667		
2021 NPE	\$ 184,705.11	\$ 166,235		\$ 18,471
<b>Total Available Funding</b>	<b>\$ 690,500</b>	<b>\$ 332,902</b>	<b>\$ 305,216</b>	<b>\$ 52,383</b>



## HAE-049A-1 Preliminary Cost Estimate

**SCHEDULE I**  
Runway 17/35 Edge Lighting, PAPI's, and REILs

Item No.	Item Description	Unit	Quantity	Engineer's Estimate	
				Unit Cost	Cost
<b>C-105</b>	<b>MOBILIZATION</b>				
C-105a	Mobilization	LS	1	\$ 45,000.00	\$ 45,000.00
<b>L-108</b>	<b>UNDERGROUND POWER CABLE FOR AIRPORTS</b>				
L-108a	Install #8 AWG, L-824C, 5000V Wire	LF	30,000	\$ 2.00	\$ 60,000.00
L-108b	Install #6 AWG, Bare Copper Counterpoise Including Ground Rods and Terminations	LF	12,000	\$ 2.50	\$ 30,000.00
L-108c	Install #6 AWG Ground Wire	LF	8,000	\$ 2.00	\$ 16,000.00
<b>L-109</b>	<b>AIRPORT TRANSFORMER VAULT AND VAULT EQUIPMENT</b>				
L-109a	Install New L-828 Constant Current Regulator	EA	1	\$ 20,000.00	\$ 20,000.00
<b>L-110</b>	<b>AIRPORT UNDERGROUND ELECTRICAL DUCT BANKS AND CONDUITS</b>				
L-110a	Install 1-2" Sch. 40 PVC Duct, Direct Earth Buried (DEB)	LF	11,000	\$ 10.00	\$ 110,000.00
<b>L-115</b>	<b>ELECTRICAL MANHOLES AND JUNCTION STRUCTURES</b>				
L-115a	Install Electrical Junction Box, Complete	EA	5	\$ 1,500.00	\$ 7,500.00
<b>L-125</b>	<b>INSTALLATION OF AIRPORT LIGHTING SYSTEMS</b>				
L-125a	Remove Runway Edge Light, Complete	EA	45	\$ 125.00	\$ 5,625.00
L-125b	Install L-861 LED Runway Edge Light, Base Mounted	EA	45	\$ 1,200.00	\$ 54,000.00
L-125c	Remove Runway Threshold Light, Complete	EA	16	\$ 125.00	\$ 2,000.00
L-125d	Install L-861E LED Runway Threshold Light, Base Mounted	EA	16	\$ 1,200.00	\$ 19,200.00
L-125e	Remove PAPI System	EA	2	\$ 5,000.00	\$ 10,000.00
L-125f	Install L-880A LED PAPI System	EA	2	\$ 35,000.00	\$ 70,000.00
L-125g	Remove REIL System	EA	2	\$ 2,000.00	\$ 4,000.00
L-125h	Install L-849V LED REIL	EA	2	\$ 17,500.00	\$ 35,000.00
<b>SCHEDULE SUBTOTALS</b>					<b>\$ 488,325.00</b>
<b>PROJECT TOTAL</b>					<b>\$ 488,325.00</b>



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# MEMORANDUM

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

**FROM:** Angelica Zerbonia, MRCC, CMO – City Clerk

**DATE:** July 15, 2021

**SUBJECT:** Request, Set Public Information Meeting – USDA Grant  
*Tuesday, August 3, 2021 – 6:30 p.m.*

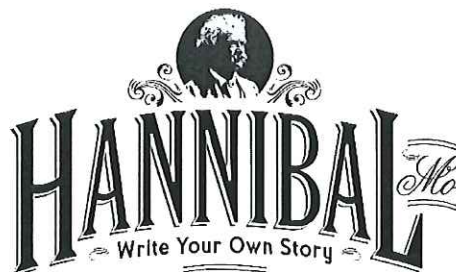
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We are requesting City Council to set a Public Information Meeting to be held Tuesday, August 3, 2021 at 6:30 p.m., prior to the City Council meeting. This public hearing was previously held Tuesday, July 6<sup>th</sup>, however, the mandatory 10-day notification was not met.

The subject of the meeting is to again to make the public aware of the City's intent to submit application to USDA Rural Development, applying for assistance in the purchase, from the General Fund, of MOSWIN Radios for Police, Fire and Building Inspection Departments.

The public will be invited and encouraged to attend this informational meeting to discuss this project.

**City of Hannibal 320 Broadway, Hannibal, MO 63401**  
**P 573.221.0111 F 573.221.8191**  
[www.hannibal-mo.gov](http://www.hannibal-mo.gov)



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# MEMORANDUM

**TO:** MAYOR HARK  
CITY COUNCIL MEMBERS

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

**DATE:** July 14, 2021

**SUBJECT:** DESTRUCTION OF RECORDS

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The Missouri Secretary of State oversees document retention in Missouri's political subdivisions. According to the Missouri Records Retention Manual published by that office, certain records need only be retained for limited periods of time, at which point they can be destroyed.

The Clerk's Office has identified documents eligible for destruction, in accordance with the Missouri Secretary of State, Records Retention Schedule. The list of documents requested to be destroyed is attached to this memo as *Exhibit A10*.

As required; the minutes of the meeting authorizing the destruction, along with *Exhibit A10*, will serve as the permanent record, in accordance with the practice outlined by the Secretary of State's office.

Following Council approval, staff will oversee the shredding and disposition of the records. Your consideration and approval is appreciated.

## Records Destruction Request

Documents to be Destroyed (Exhibit A-10)	Date Ranges
Employee Comp Time hours accrual/used	2004 - 2012
Closed Business License	2017 - 2019
Mileage Logs	2017-2019
Request off/Absent Sheets	2015
Employment Eligibility Verifications (I'9's)	termed employees from 2018 & seasonal workers that worked in 2017 only
Employer's Quarterly Federal 941 Tax Returns	2014
1099 - MISC	2014
Employer's monthly MO-941 Statements	2013 - 2014
Wage Determination bid Asphaltic cement	10/2/1980
Insurance Claims	2015 - 2019
Self-Insurance Plan Documents (Health & Dental)	2000 - 2014
Self Insurance Revenue and Expenditure Reports	July 2018 - May 2020