

CITY OF HANNIBAL
OFFICIAL COUNCIL AGENDA

Tuesday, October 15, 2019
Council Chambers
7:00 p.m.

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

Closed Session Council Meeting – May 21, 2019
Closed Session Council Meeting – July 16, 2019
Closed Session Council Meeting – September 17, 2019
Regularly Scheduled Council Meeting – October 1, 2019

APPROVAL OF PAYROLL AND CLAIMS

First Half – October, 2019

RICHARD MAYS – VFW COMMANDER

Re: Handicap Parking Accessibility during Festivals

Re: Request, Additional Handicap Parking Space on South Bird Street

CHRISTOPHER KEMPKE – SHRINERS INTERNATIONAL

Re: Request, Approval of Street Solicitations

*Shriner's Paper Drive Fundraiser – Intersection of Stardust Drive & Munger Lane
Saturday, November 2, 2019 – 7:00 a.m. – 12:00 p.m.*

JAMES R. HARK – MAYOR

Re: Approval of Reappointment

HANNIBAL AIRPORT COMMISSION

➤ **Dick Rupp – Reappointment for a term to expire September, 2022**

ANGELICA ZERBONIA – CITY CLERK

Re: April, 2020 Municipal Election

(Bill No. 19-022, to follow)

- Council Member 5th Ward
- Council Member 6th Ward
- Proposition “R”

ANDY DORIAN – DIRECTOR, CENTRAL SERVICES

Re: Airport Mechanic – Commercial Lease

Lear Field Aviation, LLC

\$1/year

(Resolution No. 2234-19, to follow)

MIKE BENJAMIN – FIRE CHEIF

Re: NARCAN (Naloxone) Sustainment Grant – Memorandum of Understanding

Missouri Department of Health & Senior Services

(Resolution No. 2235-19, to follow)

GAIL BRYANT – DIRECTOR, HCVB

Re: Bid Award Approval - HCVB Welcome Center Office Furniture

Golden Ruler - \$25,466.88

Re: Bid Award Approval, 2020 Visitor Guide Layout & Design

Next To Nothing Designs - \$5,000

Re: Bid Award Approval, 2020 Visitor Guide Printing

EP Graphics - \$23,745

RESOLUTION NO. 2234-19

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A THREE YEAR COMMERCIAL
LEASE BETWEEN THE CITY AND LEAR FIELD AVIATION, LLC
FOR THE USE OF THE MECHANIC'S HANGAR (HANGAR A) AT
THE HANNIBAL REGIONAL AIRPORT IN THE
AMOUNT OF \$1 PER YEAR**

RESOLUTION NO. 2235-19

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A MEMORANDUM OF
UNDERSTANDING BETWEEN THE HANNIBAL FIRE
DEPARTMENT AND THE MISSOURI DEPARTMENT OF HEALTH
AND SENIOR SERVICES FOR A GRANT TO ASSIST WITH THE
SUSTAINMENT OF NALOXONE, A DRUG FOR APPARENT
OPIATE-RELATED OVERDOSES**

BILL NO. 19-022

**AN ORDINANCE OF THE CITY OF HANNIBAL PROVIDING FOR
A MUNICIPAL ELECTION TO BE HELD, TUESDAY, APRIL 7, 2020
FOR THE PURPOSE OF ALLOWING ELECTORS TO DETERMINE
THE CONTINUATION OF FUNDING THE CITY'S RECYCLING
PROGRAM, *PROPOSITION R* AND ELECTING COUNCIL
MEMBERS OF THE FIFTH AND SIXTH WARDS**

First Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (2)

- *Real Estate Contract Negotiations*

ADJOURNMENT

10-01-19

RE HANDICAP PARKING
V.F.W. 209 S. BIRD ST
HANNIBAL MO 63401

I WOULD LIKE TO MEET WITH THE HANNIBAL
CITY COUNCIL TO ADDRESS THE BLOCKING OFF
OFF OF S. BIRD ST. DURING ACTIVITIES ON
S. MAIN ST. OUR BUSINESS (VFW) HAS MANY
DISABLED VETERANS THAT CANNOT FIND PLACES
TO PARK. THE HANDICAP PARKING SPOT IN
FRONT OF OUR BUILDING IS BLOCKED SO WE
DONT HAVE ACCESS TO THE HANDICAP PARKING SPOT

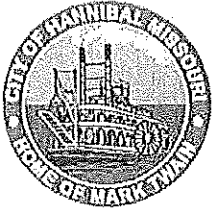
ALSO WE WOULD LIKE TO HAVE ANOTHER HANDICAP
PARKING SPOT ON S. BIRD ST. AS IT IS NEEDED FOR
PARKING ACCESS FOR OUR DISABLED VETERANS. IF
POSSIBLE COULD WE ALSO HAVE SIGNS POSTED FOR
DISABLED VETERANS PARKING ONLY WHICH WOULD HELP
KEEP THOSE SPOTS OPEN FOR OUR DISABLED VETERANS

THANK YOU

RICHARD MAYS

VFW COMMANDER

863.604.9475



City of Hannibal
Office of City Clerk

320 Broadway • Hannibal, MO 63401
Phone: 573-221-0111 • Fax: 573-221-8191

City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday Prior to City Council Meeting

Meeting Date: October 15, 2019
Name: Christopher Kempke
Address: 4211 B Wildwood Ct. Hannibal, MO
Phone Number: (573) 629-7233
Subject Matter: Requesting Permission for Shriner's Paper Drive *Fundraiser*
Intersection of Stardust and Munger
November 2, 2019 - 7:00 a.m. - 12:00 p.m.
Speaker shall be allowed up to a maximum of a five (5) minute presentation.

Speaker shall adhere to the above stated subject matter.

10-10-2019

Date

Chris Kempke

Speaker's Signature

Sec. 17-468. - Street solicitations.

No person shall operate a toll road on any street or public alley within the city. The term "toll road" means, as used in this section, the use of persons, vehicles, or any other devices which serve the purpose of blocking the free flow of traffic, used for the purpose of selling items, requesting donation, making collections, etc., for any purpose, including fundraising.

(Code 1963, § 245.400; Code 1988, § 17-604; Ord. No. 3286, § 1, 11-16-1982)



MEMORANDUM

TO: MAYOR HARK
CITY COUNCIL MEMBERS

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

DATE: OCTOBER 8, 2019

SUBJECT: APRIL 2020 MUNICIPAL ELECTION

In accordance with the provisions of Section 17.01 Charter of the City of Hannibal, a general municipal election may be held for the purpose *of electing a mayor, councilmen, and other elective officers of the city, and for the purpose of deciding any question which may lawfully be submitted to the electors.*

At this time, I hereby request Council approval to give a first reading of **Bill No.19-022** which authorizes a Municipal Election to be held, Tuesday, April 7, 2020. The 2020 City of Hannibal Election schedule provides for the election of Council Members for the Fifth and Sixth Wards. These positions are currently held by Council Members Colin Welch and Jeff Veach, respectively, along with **Proposition R**.

Proposition R will allow the electors to decide whether to continue funding the City's Recycling Program by approving a recycling fee of \$1.90 (One dollar and ninety cents) per month, to be charged on each utility bill issued by the City of Hannibal Board of Public Works for service provided within the City limits of Hannibal, Missouri with said recycling services to be provided by a third party contractor, with preference granted to contractors providing meaningful, productive employment for people with disabilities. If adopted, this fee shall continue for a three year period to expire April 30, 2023.

Candidate filing for the above mentioned positions will commence Tuesday, December 17, 2019 at 8:00 a.m., concluding January 21, 2020 at 5:00 p.m.

Should you have additional questions, please contact me directly. Your consideration and approval is greatly appreciated.

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: 10/9/2019

RE: Mechanic Hangar Lease

The Hannibal Regional Airport is currently without an airplane mechanic. A mechanic is an extremely important part of a successfully ran airport. I was recently approached by Michael Geisendorfer who is an airplane mechanic in Quincy. Michael currently works on several Hannibal resident's planes in Quincy.

Michael has over 30 years' experience as an aviation mechanic and is looking to start his own business here in Hannibal. Michael would like to lease the City owned maintenance hangar at our airport to start his business, Lear Field Aviation, LLC. Michael would perform annual inspections, general aviation mechanics and sell aviation products such as oil and tires.

The Department of Public Works recommends a three year lease for \$1 per year followed by an additional three year lease for \$1 per year if both parties agree. Lear Field Aviation would be responsible for all utilities they use in the Hangar.



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: September 30, 2019

To: Mayor, City Manager and Council Members

From: Mike Benjamin, Fire Chief

Subject: Memorandum of Understanding between Hannibal Fire Department and Missouri Department of Health and Senior Services

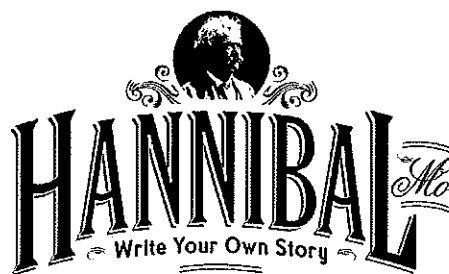
CC:

The Hannibal Fire Department is requesting permission to partner with the Missouri Department of Health and Senior Services for a sustainment grant for NARCAN (Naloxone HCl) Nasal Spray 4mg. NARCAN is currently being used by HFD first responders to combat opioid overdose emergencies.

HFD currently budgets for 10 units with 2 two doses per package (4mg per dose) annually. This sustainment grant would be at no cost to us after our first ten budgeted boxes and would replenish our stock after each use during an emergency.

HFD currently uses 8mg to 12 mg per emergency to reverse the effects during an opioid event. Feel free to contact HFD for additional information.

Gail Bryant, CTIS
Director



Megan Rapp, CTIS
Assistant Director

MEMORANDUM

TO: Mayor James Hark and Members of City Council
CC: Lisa Peck, City Manager
FROM: Gail Bryant, Director of Conventions & Tourism
DATE: October 8, 2019
REGARDS: Bid Approval - HCVB Office Furniture

HCVB New Welcome Center Office Furniture

We would like to request bid approval for the purchase of office furniture at the new HCVB Office/Welcome Center. A legal notice was placed in the Hannibal Courier Post on September 13, 2019, and a Request for Proposal (RFP) was sent to the vendors requesting the information. The bids were opened on September 30, 2019, by the city clerk. The first bid was in the amount of \$25,466.88. The second bidder submitted three proposals. One for \$24,621.26, another for \$38,415.67, and a third option for \$50,371.83.

After further review, the HCVB Board agrees the lowest bid does not meet the requirements stated in the Request for Proposal (RFP) for the project. Also, the bid of \$25,466.88 is of comparable quality to the products in the second option of \$38,415.67.

The HCVB recommends the bid award to Golden Ruler, in the amount of \$25,466.88, for office furniture in the HCVB Office/Welcome Center.

Hannibal Convention & Visitors Bureau
505 North Third Street
Hannibal, Missouri 63401
573.221.2477
VisitHannibal.com

Gail Bryant, CTIS
Director



Megan Rapp, CTIS
Assistant Director

MEMORANDUM

TO: Mayor James Hark and Members of City Council
CC: Lisa Peck, City Manager
FROM: Gail Bryant, Director of Conventions & Tourism
DATE: October 7, 2019
REGARDS: Bid Approval - 2020 Hannibal Visitor Guide

2020 OFFICIAL HANNIBAL VISITOR GUIDE - DESIGN & LAYOUT

We would like to request bid approval for the layout & design of the 2020 Official Hannibal Visitor Guide. A legal notice was placed in the Hannibal Courier Post on September 12, 2019, and a Request for Proposal (RFP) was sent to the vendors requesting the information for the layout & design. The bids were opened on September 30, 2019, by the city clerk. We received two bids on the project. One bid of \$3,600.00, plus additional author alterations at a rate \$35.00 and omits copywriting. The other bid is \$4,500; proofing and copywriting for \$300; and photography/stock art for \$200, if applicable.

After further review, the HCVB Board agrees the lowest bid does not meet the requirements stated in the Request for Proposal (RFP) for the project.

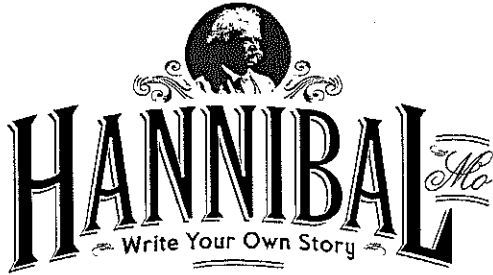
The HCVB recommends the bid award to Next To Nothing Designs, in the amount up to \$5,000.00 for the design & layout of the 2020 Hannibal Visitor Guide.

2020 OFFICIAL HANNIBAL VISITOR GUIDE - PRINTING

We would like to request bid approval for the printing of the 2020 Official Hannibal Visitor Guide. A legal notice was placed in the Hannibal Courier Post on September 12, 2019, and an RFP was sent to the vendors requesting the information for the printing. The bid was opened on September 30, 2019, by the city clerk. We received a bid of \$22,220.00, plus estimated freight charges of \$1,525.00, plus \$20.00 per page for any author alterations.

The HCVB recommends the bid award to EP Graphics, in the amount of \$23,745.00, but not to exceed \$25,000.00 for the printing of the 2020 Hannibal Visitor Guide.

Hannibal Convention & Visitors Bureau
505 North Third Street
Hannibal, Missouri 63401
573.221.2477
VisitHannibal.com



Angelica N. Zerbonia, MRCC
City Clerk

Project Number: Hannibal Convention & Visitors Bureau

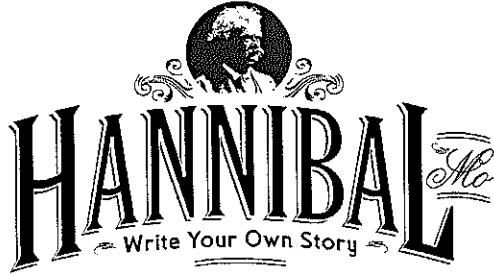
Project Descriptions: 2020 Official Hannibal Visitor Guide Design & Layout

Date: Monday, September 30, 2019 @ 10:20 a.m.

BIDDER	AMOUNT	HOURLY RATE	COMMENTS
EP Graphics	\$ 3,600.00	* 35.00 / hour	
Text 2 Nothing Designs	\$ 5,000.00	* 75.00 / hour	

Angelica N. Zerbonia
Angelica N. Zerbonia, MRCC – City Clerk

09.29.2019 - 10:20 AM
Date & Time



Angelica N. Zerbonia, MRCC
City Clerk

Project Number: Hannibal Convention & Visitors Bureau

Project Descriptions: Printing 2020 Official Hannibal Visitor Guide

Date: Monday, September 30, 2019 @ 10:20 a.m.

BIDDER	AMOUNT	COMMENTS
EP Graphics	100,000 - 27,220. ⁰⁰ 125,000 - 26,451. ⁰⁰	Allowance @ 20/pp Freight: 100,000 - 1,525. ⁰⁰ 125,000 - 1,832. ⁰⁰

Angelica N. Zerbonia, MRCC CMO - City Clerk
Angelica N. Zerbonia, MRCC - City Clerk

09.30.2019 - 10:20 a.m.
Date & Time