

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday November 16, 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

**Special Called Council Meeting – October 26, 2021
Regularly Scheduled Council Meeting – November 2, 2021**

APPROVAL OF PAYROLL AND CLAIMS

First Half – November 2021

KATY WELCH - HISTORIC HANNIBAL MARKETING COUNCIL
Re: Request, Street Closures and Sale of Alcohol – Victorian Festival of Christmas
Saturday, December 11, 2021 – 3:00 p.m. – 9:00 p.m.

JAMES LEMON – CITY ATTORNEY

Re: April, 2022 Municipal Election

*Proposition 1 – Infrastructure and Remedial Improvements Sales Tax (1/2 percent)
(Bill No. 21-035, to follow)*

LISA PECK – CITY MANAGER

Re: Sale of Real Estate – 612 Mark Twain Avenue – Declarations of Restrictions and Special Warranty Deed

*Horizons Rentals - \$2,870
(Resolution No. 2381-21, to follow)*

Re: Property Acquisition, 317 Broadway (former Wareco Lot) –Environmental Service Agreement, General Warranty Deed, Contracts

*Kathleen Fisher, Samuel R. Schultz and Terry Schultz to City of Hannibal - \$10,000
(Resolution No. 2386-21, to follow)*

Re: Approval of Appointment

BOARD OF ADJUSTMENT

- **Andrew Wikstrom – appointment as alternate for a term to expire May 2026**

Re: Recommendation of Appointments

BOARD OF ADJUSTMENT

- **John Hamilton – appointment as alternate for a term to expire May 2026**

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ANDY DORIAN – DIRECTOR, CENTRAL SERVICES

Re: Sale of City Owned Property, 609 South Hayden – Special Warranty Deed & Agreement for Transfer of Real Estate

*Mike Miles - \$575
(Resolution No. 2382-21, to follow)*

Re: Sale of City Owned Property, 2311 Market Street – Special Warranty Deed & Agreement for Transfer of Real Estate

*Mike Miles - \$575
(Resolution No. 2383-21, to follow)*

Re: Sale of City Owned Property, Prince Avenue – Special Warranty Deed & Agreement for Transfer of Real Estate

*Larry Welch - \$575
(Resolution No. 2384-21, to follow)*

Re: Lakeside Drive Extension Project - Engineering Service Agreement

*Klingner & Associates - \$54,999.50
(Resolution No. 2385-21, to follow)*

Re: Bid Award Approval, Sale of City Owned Surplus Property – (2) Kubota Zero Turn Mowers

Webster Morris - \$3,910 (mower #2)

Webster Morris - \$4,010 (mower #3)

MEGAN RAPP– DIRECTOR, HCVB

Re: Bid Award Approval, 2022 Hannibal Visitors Guide Printing

Poole Communications - \$34,863 (100,000 copies)

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RESOLUTION NO. 2381-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE CONTRACT FOR SALE OF REAL ESTATE, DECLARATION OF RESTRICTIONS AND COVENANTS, DEEDS AND OTHER RELATED CLOSING DOCUMENTS FOR THE SALE OF CITY OWNED PROPERTY, KNOWN AS 612 MARK TWAIN AVENUE TO HORIZON RENTALS IN THE AMOUNT OF \$2,870

RESOLUTION NO. 2382-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR TRANSFER OF REAL ESTATE AND SPECIAL WARRANTY DEED FOR THE SALE OF CITY OWNED PROPERTY, KNOWN AS 609 SOUTH HAYDEN TO MIKE MILES, IN THE AMOUNT OF \$575

RESOLUTION NO. 2383-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR TRANSFER OF REAL ESTATE AND SPECIAL WARRANTY DEED FOR THE SALE OF CITY OWNED PROPERTY, KNOWN AS 2311 MARKET STREET TO MIKE MILES IN THE AMOUNT OF \$575

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RESOLUTION NO. 2384-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR TRANSFER OF REAL ESTATE AND SPECIAL WARRANTY DEED FOR THE SALE OF CITY OWNED PROPERTY, TO LARRY WELCH LOCATED AT THE END OF PRINCE AVENUE IN THE AMOUNT OF \$575

RESOLUTION NO. 2385-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A \$54,999.50 ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF HANNIBAL AND KLINGNER & ASSOCIATES FOR THE DESIGN, BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE EXTENSION OF LAKESIDE DRIVE INTO THE INDUSTRIAL PARK

RESOLUTION NO. 2386-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE CONTRACTS, AGREEMENTS, DEEDS AND CLOSING DOCUMENTS, TO ACQUIRE CERTAIN REAL PROPERTY, KNOWN AS 317 BROADWAY (FORMER WARECO LOT) IN THE AMOUNT OF \$10,000, BY THE CITY OF HANNIBAL

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BILL NO. 21-033

AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING CHAPTER 32, ZONING ARTICLE V – DISTRICT B, MULTIPLE RESIDENCE DISTRICT ADDING “GALLERIES” TO ALLOWED USES OF THE CITY OF HANNIBAL CODE OF ORDINANCES

Second and Final Reading

BILL NO. 21-034

AN ORDINANCE REZONING 3700 PALMYRA ROAD, CITY OF HANNIBAL, MARION COUNTY, MISSOURI FROM E-COMMERCIAL TO B- MULTIPLE FAMILY AND AMENDING THE CITY’S ZONING MAP ACCORDING

Second and Final Reading

BILL NO. 21-035

**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 APPROVAL AT THE MUNICIPAL ELECTION
TO BE HELD ON TUESDAY, APRIL 5, 2022**

First Reading

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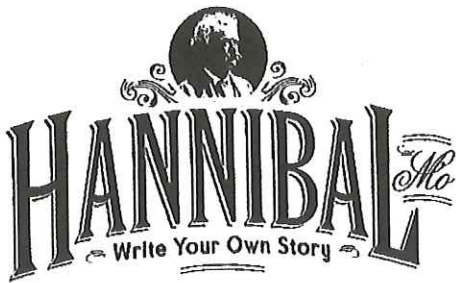
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CLOSED SESSION

In Accordance with RSMo. 610.021 (1) (2) (12)

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

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

Today's Date: November 4, 2021 Date you wish to be placed on Agenda: Nov. 9th * (or 30th)
 Your Organization: HHMC - (VFC) Special Event: Victorian Festival of Christmas
 Date(s) of Event: December 11 Requested Times (from - to) 3-9:00 pm
 Description of Activity: Victorian Festival of Christmas' -> Babes in Toyland Parade, Living Windows and Street Vendors. Closure of N. Main from Hill Street to Broadway. Alcohol Vendor on Street, Food Vendors on Street. Children's Walking Parade @ 4:00, Living Windows 5-8pm.
 Primary Contact Person(s): Katy Welch Home Phone: 573-231-6889
 Work Phone: 573-221-1017 Cell Phone: 231-6886 E-mail: java@hannibal@gmail.com
 Assistance Needed (location, etc.) Street Closure = barricades from Main -> Hill to Broadway.

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost 0

Lt Routh

Fire: No problems with this event Dept. Cost 0

Chief Benjamin

City Clerk
 Public Works: Need Caterer's License for alcohol sales Dept. Cost 0

Special Event licenses, and hold harmless, and Certificate of Insurance on file

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 comment

Dept. Cost 0

M. Rapp

Administration: _____

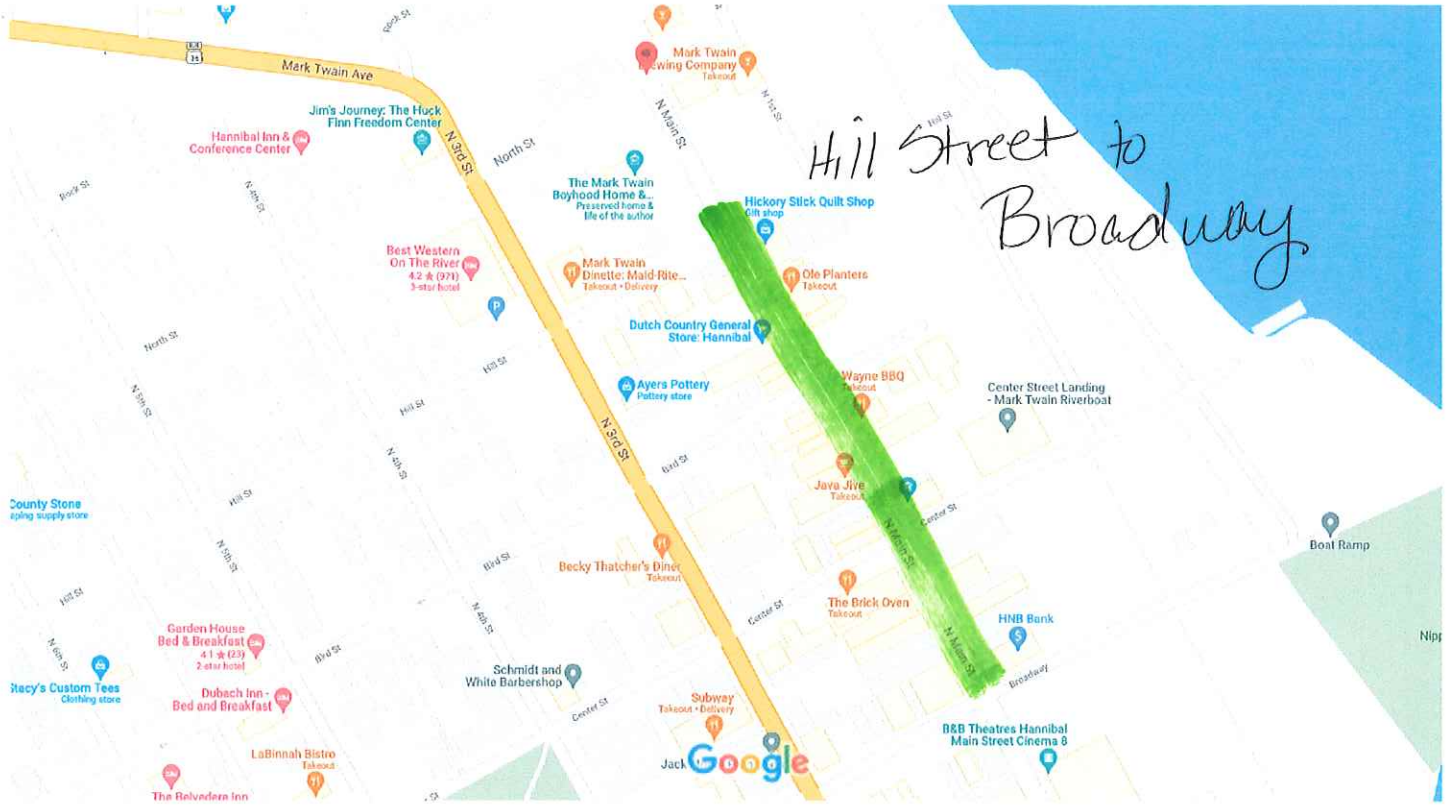
Dept. Cost 0

STAFF RECOMMENDS:

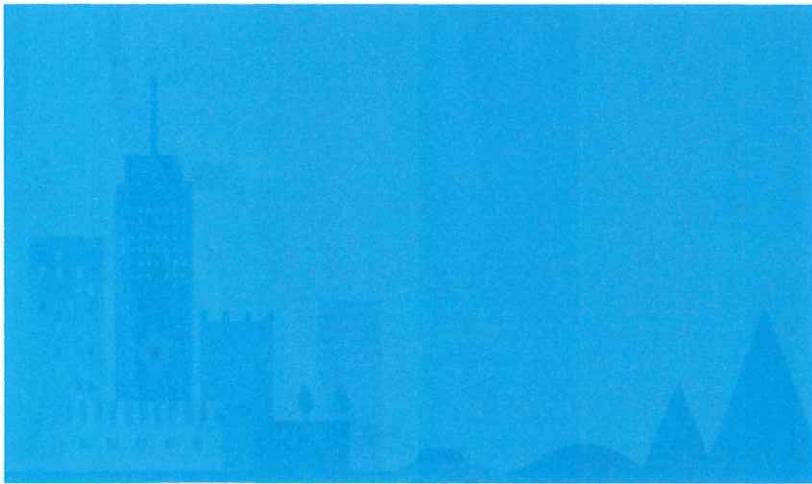
Approval upon Certificate of Insurance

John H. Johnson






N Main St




Map data ©2021 Google 100 ft



N Main St

-  Directions
-  Save
-  Nearby
-  Send to your phone
-  Share

 Hannibal, MO 63401



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name Victorian Festival of Christmas Living Windows Date of Event December 11, 2021
Location/Address/Facility Name 0 North Main Street

Expected Number of Attendees: ? 800-1,000

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: Katy Welch
Cell Phone: 573 - 231-6889

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 throughways.
4. Crowd control will be managed by:
 Staff or On-site Security

V. CONTACT INFORMATION

Primary Contact: Katy Welch

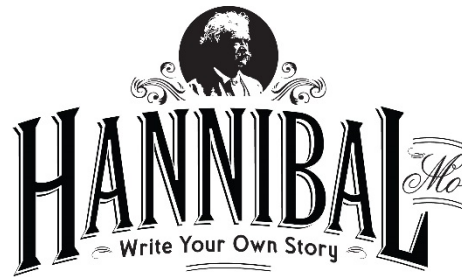
Cell Phone: 573-231-6889

Secondary Contact: Melissa Cummins

Cell Phone: 573-795-4559

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)



MEMORANDUM

To: Mayor Hark and Members of the Hannibal City Council

From: Lisa Peck, City Manager

Re: Transfer of Ownership of City Owned Property (612 Mark Twain Ave)

Date: November 9, 2021

Horizon Rentals proposes the redevelopment of the former Bestway Hotel, located at 612 Mark Twain Ave into a functional hotel. The City obtained the hotel at no cost and proposes to transfer the property for \$2870, which covers the City portion of the past due taxes at the time the City accepted the property, as well as the labor and materials for boarding up the property. The property will carry covenants on it for a period of 5 years, and include 50% real property only tax abatement for 15 years (currently, the property is not generating any tax revenues) and the project is estimated to generate just over \$1,000,000 of new investment in that area.



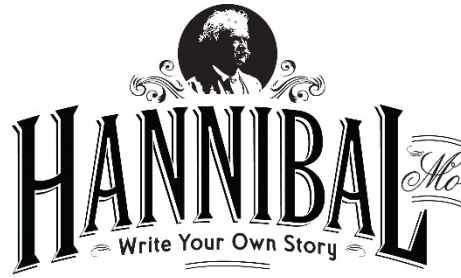
Lisa Peck
City Manager

MEMORANDUM

To: Mayor Hark and Members of the Hannibal City Council
From: Lisa Peck, City Manager
Re: Acquisition of 317 Broadway, former Wareco property
Date: November 10, 2021

The City has the opportunity to acquire 317 Broadway, the former Wareco site for \$10,000, \$5,000 from the Parks fund and \$5,000 from the HBPW. The City would use the space as much needed additional parking.

The property is covered under the Petroleum Storage Tank Insurance Fund, and it estimates the remaining environmental monitoring to cost under \$100,000. The Fund has a legal obligation to fund all remaining work up to the statutory obligation of \$990,000.



MEMORANDUM

To: Angelica Zerbonia - City Clerk

From: Lisa Peck – City Manager

Re: Board of Adjustment

Date: November 2, 2021

Please submit John Hamilton's name to the next Council agenda for appointment to the Board of Adjustment as an alternate. The term will expire May 2026.



MEMORANDUM

To: Mayor and City Council

From: Andy Dorian, Central Services Director

Re: Selling of 609 South Hayden

Date: October 28, 2021

Mike Miles wishes to purchase 609 South Hayden, a lot that was acquired from the Marion County Trustee Sale. Mr. Miles owns the neighboring lot at 607 South Hayden and uses this home as a rental property. Mr. Miles plan is to rebuild the home on this vacant lot and use it as well as a rental property.

A letter report was ran to determine whether liens or other title clouds existed. The report suggests a clean title. The Council stipulated a \$575.00 sale and a Special Warranty Deed that states the following covenants:

COVENANTS AND RESTRICTIONS

Subject however, to the following covenants and restrictions:

1. The property shall be kept maintained in accordance with the requirements of applicable laws and ordinances. The property shall be kept mowed at a minimum to the standards established by ordinance. Any structures on the home shall be maintained in such a manner as to comply with all applicable ordinances, and under no circumstances shall they be allowed to reach the status of a common law public nuisance or a nuisance in violation of Hannibal City Ordinances.
2. The property shall be utilized on in accordance with the laws of the State of Missouri and the zoning ordinances of the City of Hannibal. No unlawful uses shall be allowed.
3. All taxes on the property, including federal, state, county or city shall be kept paid and current at all times.
4. These covenants and restrictions shall touch and concern the land, and shall be binding upon all subsequent title holders.

This Resolution would authorize the Mayor to execute the Transfer of Real Estate and Special Warranty Deed, with the sale price of \$575 .00 plus recording fees.



MEMORANDUM

To: Mayor and City Council

From: Andy Dorian, Central Services Director

Re: Selling of 2311 Market Street

Date: November 1, 2021

Mike Miles wishes to purchase 2311 Market Street, a lot that the city has owned for several year. Mr. Miles is not quite sure what he and his son want to do to the property just yet, but they are going to develop it into some sort of commercial space soon. For the time being their plans are to keep the lot mowed and maintained until they have decided on a final plan that they can develop with the building inspector's office.

A letter report was ran to determine whether liens or other title clouds existed. The report suggests a clean title. The Council stipulated a \$575.00 sale and a Special Warranty Deed that states the following covenants:

COVENANTS AND RESTRICTIONS

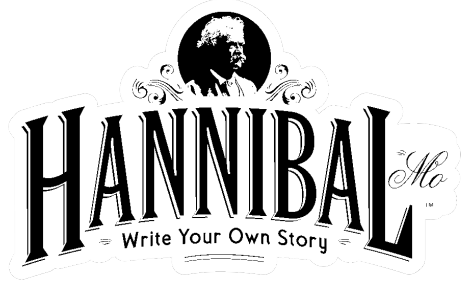
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4. These covenants and restrictions shall touch and concern the land, and shall be binding upon all subsequent title holders.

This Resolution would authorize the Mayor to execute the Transfer of Real Estate and Special Warranty Deed, with the sale price of \$575.00 plus recording fees.

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 Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 11/9/2021

RE: Prince Ave Lot Purchase

Larry Welch would like to purchase a small section of City owned property at the end of Prince Avenue behind his business. A title report was completed showing no deed restrictions or liens.

The recommended sale price for this property is \$575 which covers all closing costs.

In addition, the following covenants will be placed on the property.

COVENANTS AND RESTRICTIONS

1. The property shall be kept maintained in accordance with the requirements of applicable laws and ordinances. The property shall be kept mowed at a minimum to the standards established by ordinance. Any structures on the home shall be maintained in such a manner as to comply with all applicable ordinances, and under no circumstances shall they be allowed to reach the status of a common law public nuisance or a nuisance in violation of Hannibal City Ordinances.
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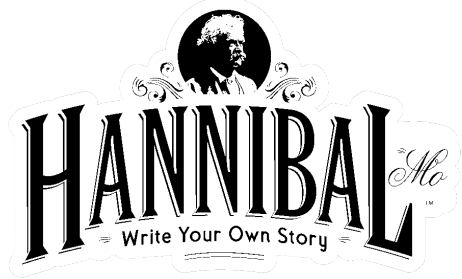
3. All taxes on the property, including federal, state, county or city shall be kept paid and current at all times.

4. These covenants and restrictions shall touch and concern the land, and shall be binding upon all subsequent title holders.

This resolution would authorize the Mayor to execute the Transfer of Real Estate Contract and Special Warranty Deed with the sale price of \$575.

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: 11/9/2021

RE: Engineering Agreement Lakeside Drive Construction

The City of Hannibal/BPW was awarded an \$835,000 Governor's Cost Share Grant for the construction of an extension of Lakeside Drive into the Industrial Park.

Klingner & Associates has provided a \$20,779.20 contract agreement for the preparation of the final design.

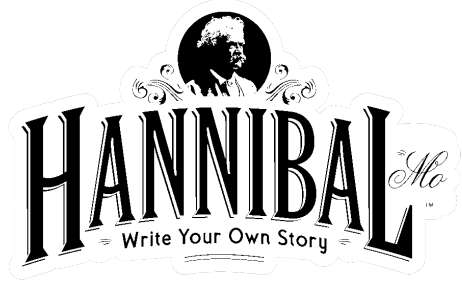
Klingner & Associates has provided a \$34,220.30 contract agreement for the bidding, construction administration, and construction inspection for the project.

Total Engineering Contract with Klingner is \$54,999.50.

The engineering portion of the project is not reimbursable under the grant, therefore the BPW Board has agreed to pay for this portion of the project.

The DPW and BPW recommend that the City Council authorize the Mayor to sign an engineering service agreement with Klingner & Associates for the contract amount of \$54,999.50 for the design, bidding and construction administration services for the extension of Lakeside Drive into the Industrial Park.

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 Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 11/10/2021

RE: Sale of Kubota Mowers

The Street Department recently opened bids for the sale of 2 Kubota Mowers and received 5 bids each.

The high bid for mower #2 was \$3,910 submitted by Webster Morris.

The high bid for mower #3 was \$4,010 submitted by Webster Morris.

The Street Department recommends approval of both high bids from Webster Morris.



Angelica N. Zerbonia, MRCC, CMO
City Clerk

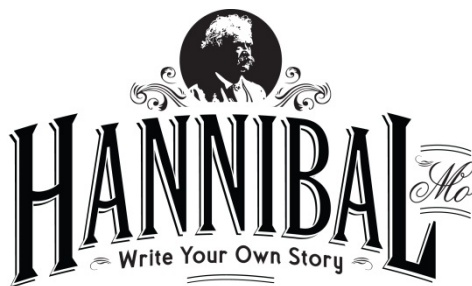
Project Number: Street Department
Project Descriptions: Kubota Zero Turn Mower
Date: Wednesday, November 10, 2021 @ 1:00 p.m.

BIDDER	Kubota Zero Turn Mower #2	Kubota Zero Turn Mower #3	Comments
John Mack			withdrew bids
Neal Baker	\$500.-	\$1000.-	
Webster Morris	\$3,910.-	\$4,010.-	
Fecht Brothers Inc	\$2,125.-	\$2,425.-	
JD Albsmeyer	\$2,500.-	\$3,500.-	
Mark Gille	\$1,550.-	\$2,050.-	

Candy Holman - Deputy Clerk
Angelica N. Zerbonia, MRCC - CMO City Clerk

1:02 p.m. 11/10/2021
Date & Time

* opened at 1:02, no one present * CJ



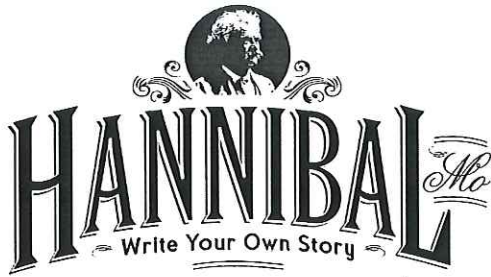
MEMORANDUM

TO: Mayor James Hark and Members of City Council
CC: Lisa Peck, City Manager
FROM: Megan Rapp, Director of Conventions & Tourism
DATE: November 10, 2021
REGARDS: Bid Approval – 2022 Hannibal Visitors Guide Printing

2022 OFFICIAL HANNIBAL VISITORS GUIDE - PRINTING

A legal notice was placed in the Hannibal Courier-Post on October 27, 2021 and an RFP was sent to vendors requesting the information for the 2022 Hannibal Visitor Guide printing. We requested pricing for both 100,000 and 125,000 copies. Bids were opened on November 10, 2021, by the city clerk. One bid was received by Poole Communications. The bid is for \$35,863 for 100,000 copies, or \$42,072 for 125,000 copies. The company was verified by the city clerk's office and does have a Hannibal business license.

HCVB Staff recommends the bid be awarded to Poole Communications in the amount of \$34,863 for printing 100,000 copies of the 2022 Hannibal Visitors Guide.



Angelica N. Zerbonia, MRCC, CMO
City Clerk

Project Number: Hannibal Visitors Bureau

Project Descriptions: 2022 Official Hannibal Visitors Guide

Date: Wednesday, November 10, 2021 @ 10:00 p.m.

BIDDER	AMOUNT	Comments
Pool Communication	#34,863 - 100,000 #42,072 - 125,000	Freight subject to change

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

November 10, 2021 - 10:00am
Date & Time