

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday December 21, 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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ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

Regularly Scheduled Council Meeting – December 7, 2021

APPROVAL OF PAYROLL AND CLAIMS

First Half – December 2021

JAMES R. HARK, MAYOR

Re: Oath of Office

➤ *Debbie White – Deputy City Clerk*

JR DERKSEN – LIBERTY UTILITIES

DARREN GORDON – HANNIBAL BOARD OF PUBLIC WORKS

Re: Rising Energy Costs Impact on Consumer Rates

JAMES LEMON, CITY ATTORNEY

**Re: Code Amendment, Chapter 20 Parks & Recreation, Article II, Park Rules,
Section 20-29 Camping
(Bill No. 21-036, to follow)**

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STEPHAN FRANKE, COUNCIL MEMBER – 3RD WARD

Re: Proposal, Leadership 360 Surveys

Re: Proposal, Exit Interview Process – HR Counsel, Jackson, Lewis

ANDY DORIAN – DIRECTOR, CENTRAL SERVICES

Re: Traffic Committee Recommendation

- "No Semi Traffic" – Intersections of Grand Avenue & Pleasant Street

Re: Purchase Approval, Street & Parks Departments – Two (2) Truck beds, Hydraulics and Snowplows

Woody's Municipal Supply Company - \$69,770.50

Re: Municipal Refuse Collection of Dumpsters – Three-Year Contract Agreement

Republic Services - \$7,000 - 2022; \$7,350 – 2023; \$7,717.50 - 2024

(Resolution No. 2389-21, to follow)

Re: Riverfront Southern Dock Modification – Short Form Agreement

Klingner & Associates - \$8,600

(Resolution No. 2390-21, to follow)

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RESOLUTION NO. 2389-21

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO EXECUTE A
THREE-YEAR CONTRACT AGREEMENT BETWEEN
THE CITY AND REPUBLIC SERVICES FOR
MUNICIPAL REFUSE COLLECTION OF DUMPSTERS
IN THE AMOUNTS OF \$7,000 FOR 2022, \$7,350 FOR
2023 AND \$7,717.50 FOR 2024**

RESOLUTION NO. 2390-21

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING THE MAYOR TO EXECUTE AN
HOURLY, SHORT FORM AGREEMENT FOR
ENGINEER SERVICES BETWEEN THE CITY AND KLINGNER &
ASSOCIATES IN AN AMOUNT UP TO \$8,600 FOR MODIFCATIONS
TO THE SOUTHERN
RIVERFRONT DOCK**

BILL NO. 21-036

**AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING
CHAPTER 20 - PARKS AND RECREATION, ARTICLE II - PARK
RULES, OF THE ORDINANCES OF THE CITY OF HANNIBAL BY
ADDING A NEW SECTION 20-29 – CAMPING**

First Reading

CLOSED SESSION
In Accordance with RSMo. 610.021 (1) (12)

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ADJOURNMENT

MEMO

To: Hannibal City Council

From: City Attorney

Re: Parks Ordinance

A situation was raised with me regarding camping in our Park System, what rules applied etc. A review of our ordinances and a discussion with Andy led me to the conclusion that there were in fact no rules.

At the current time we do not have camping areas designated in the Park system. As a result it would make sense that we would not allow camping at this time. However, it also appears to me that we may at some future date designate camping areas as our park system expands.

As a result of the foregoing, I have drafted the attached ordinance which would establish the general rules and also establish a framework for the Parks Department to govern camping in the future.

Jfl

TO: Hannibal City Council

I propose that we seek out a firm to conduct annual Leadership 360 surveys + coaching in perpetuity for those employees who directly report to City Council: the City Clerk and City Manager.

The Clerk and Manager should also be empowered with the authority to implement this vital continuing education tool with their own employees as they see fit.

A Leadership 360 survey is an anonymous survey where leaders receive feedback from their colleagues and subordinates on their skills, effectiveness, behaviors, etc. After the results are compiled the City Council will get the results and the above will receive private coaching from a certified professional.

As part time elected representatives with other full time jobs there is a restriction on how much we as Councilpeople can learn about our own government. Additionally, often times there are "fires" to put out which make it difficult to focus on the long term. In other words, the urgent can crowd out the important. Using Leadership 360 surveys on an annual basis helps to address both of these limiting factors.

In a town/region such as ours, where our pool of employees is smaller and attracting outside talent is challenging, there is an even greater urgency to learn from ourselves. Conducting annual Leadership 360 surveys is a step towards further building a system where continuous improvement is a core value.

FROM: Stephan Franke, Councilperson for Hannibal's 3rd Ward

TO: Hannibal City Council

I propose that we use our existing HR Counsel, Jackson Lewis to conduct exit interviews with our employees in perpetuity until/if we hire a dedicated HR Administrator.

Each exiting employee should receive a written questionnaire. For those who are full-time (read: not seasonal) a followup oral interview is appropriate. Other measures can be taken on an as needed basis as determined by HR counsel.

Using an independent 3rd party to conduct exit interviews assures unbiased anonymity and that appropriate information will reach City Council as needed. Additionally, outsourcing this service will reduce the work burden internally allowing staff to concentrate on their areas of expertise.

In a town/region such as ours, where our pool of employees is smaller and attracting outside talent is challenging, there is an even greater urgency to learn from ourselves. Using professional third party services for exit interviews is a step towards further building a system where continuous improvement is a core value.

FROM: Stephan Franke, Councilperson for Hannibal's 3rd Ward



MEMORANDUM

To: Mayor and City Council

From: Andy Dorian, Central Services Director

Re: No Semi Sign

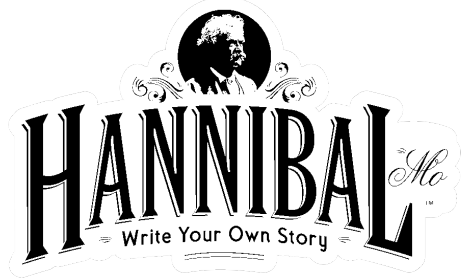
Date: December 16, 2021

At the most recent Traffic Committee Meeting, the BPW requested that “No Semi” signs be posted on Pleasant Street heading up to Country Club. The BPW has had to report to multiple incidents where semi trucks tried to make a right turn from Pleasant onto Country Club and hit the low hanging power lines ripping the services off people’s home.

The traffic committee had no objections to this request.

A recommendation was made from the Traffic Committee to send this request to council asking for a no semi traffic sign to be installed at the intersection of Grand and Pleasant.

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: 11/24/2021

RE: Street & Parks Department Truck Bed, Hydraulics and Snow Plow Purchase

The Street/Parks department recently solicited quotes for new truck beds, hydraulics and snow plows for the two 1 ton Chevrolets that were approved for purchase a few months ago.

We received two quotes;

Viking-Cives Midwest (MODOT STATE BID) \$35,710 per equipment package. For two trucks total price of \$71,420

Woody's Municipal Supply Company \$34,885.25 per equipment package. For two trucks total price of \$69,770.50.

The Street & Parks Department recommend the low quote of \$69,770.50 from Woody's Municipal Supply Company for the purchase of new truck beds, hydraulics and snow plows for the two new 1 ton Chevrolets.



Item	Price
Viking 9' platform body with hoist (includes electrical components and mud flaps)	\$ 13,275
Viking 9' stainless steel platform body with hoist (includes electrical components and mud flaps)	\$ 17,192
Rugby 9'4" platform body with 10 ga., smooth steel floor and hoist (includes electrical components and mud flaps)	\$ 7,313
Viking 9' dump body with hoist (includes electrical components and mud flaps)	\$ 18,403
Viking 9' stainless steel dump body with hoist (includes electrical components and mud flaps)	\$ 20,083
Rugby 9' dump body with hoist (includes electrical components and mud flaps)	\$ 8,953
Rugby 9' stainless steel dump body with hoist (includes electrical components and mud flaps)	\$ 16,364
Viking fold down sides	\$ 1,150
Viking stainless steel fold down sides	\$ 2,146
Rugby fold down sides	\$ 724
Rugby stainless steel fold down sides	\$ 1,021
Force America 5100EX remote hydraulic system, clutch pump (hoist only)	\$ 11,389
Force America 5100EX remote hydraulic system, clutch pump (hoist, plow, spreader)	\$ 14,982
Platform bulkhead	\$ 1,370
Stainless steel platform bulkhead	\$ 1,922
Western 8'6 Pro-Plus "Contractor-Grade" steel snowplow blade, Nighthawk plow lights, power angling (to operate on existing hydraulic system), and commercial-grade blade guides. Includes cylinders and hose kit	\$ 8,349
Class V receiver hitch with 7-wire RV trailer plug	\$ 1,027
SoundOff Signal grill lights (4x2 Amber/White) with mounting hardware (contains six total lights)	\$ 1,046
Two (2) rear facing LED warning lights mounted to rear of cab shield	\$ 657
Two (2) front facing LED warning lights mounted to front of cab shield	\$ 657
Pullout ladder	\$ 795
Add Armour-Seal to chassis frame and under cab	\$ 309

\$ 35,710

November 5, 2021

City of Hannibal
#3 Industrial Loop Drive
Hannibal, MO 63401
573-231-7129
Attn: Mike

Quote for a Custom designed and built Godwin flatbed body with a tapered bulkhead and the following options:

- 9.5' 10 gauge 3/16 steel body with 3/16 10 gauge floor
- Board pockets on each side of body
- Tapered bulkhead custom built to customer specs
- D-rings on all 4 corners for tie downs
- Light holes cut in body and bulkhead for LED lighting
- Zinc Primed
- Powder Coated Black
- Rigid mudflaps in front and rubber behind wheels
- High Vis reflective tape
- Champion GS515 Body Hoist

Hydraulics

- Certified Power Hydraulic system
- Pump 20GPM and 3000PSI at 2000rpms
- Snow Plow cushion valve mounted on truck
- 15 Gallon reservoir
- Return filter
- Valve capable of 30GPM and 3500psi to power hoist, plow, and spreader
- Freedom 2.0 Spreader Controls
- Joystick for hoist and plow control
- Control counsel for Freedom controller and joystick.

Snow Equipment / Miscellaneous

- Western 8.6 Pro Plus straight blade plow
- 15" mini light bar mounted on bulkhead
- Federal lighting strobes in the truck grill
- Federal Lighting strobes on all 4 corners of the body
- Strobes in rear of body
- 18x18x30 Aluminum Toolbox mounted on the frame

PO Box 432
Edwardsville IL, 62025

Phone 618-656-6404
Fax 618-656-6105

www.WoodysMunicipal.com

Woody's

Municipal Supply Co.

Quote

- All wiring enclosed in a water tight junction box
- Pintle Plate with 2" receive hitch and d-rings
- 7 plug trailer receptacle

Total Package Price: \$34,885.25

Optional Salt Dog 2.5 Cubic Yard Vbox Spreader \$6,150.00

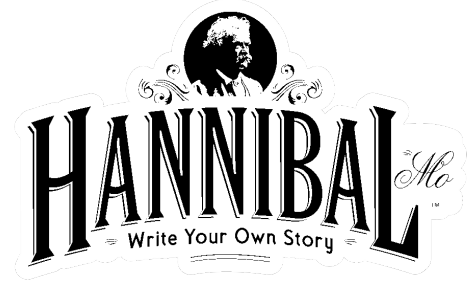
Signature for approval

Date

Quote good for 30 days

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: 12/15/2021

RE: City Dumpster Contract

The City recently went out for bid for trash dumpsters for various departments. I have attached the exact breakdown of the dumpster locations with this memo.

The City received one bid from Republic Services.

- \$7,000 for the 2022 Year,
- \$7,350 for the 2023 Year,
- \$7,717.50 for the 2024 Year

The City recommends award of the 3 year contract to Republic Services for trash dumpsters for various city departments.

MUNICIPAL REFUSE COLLECTION SERVICES
CITY DEPARTMENTS

DUMPSTERS

LOCATION	CONTAINER	SERVICE LEVEL
2333 Palmyra Rd Fire Station Administration Building	One Yd.	Weekly
4 th Street Fire Station	One Yd.	Weekly
McMaster's Fire Station	One Yd.	Weekly
Huckleberry Park Fire Station	One Yd.	Weekly
Public Library	One Yd.	Weekly
City Hall	Two Yd.	Twice Weekly
Police Station	Two Yd.	Twice Weekly
Parks and Recreation Shop	Four Yd	Twice Weekly
Armory	Four Yd	Twice Weekly
Riverview Park	Four Yd.	Twice Weekly (April 1st thru October 31st))
Community Pool	Four Yd.	Twice Weekly (May 1st thru August 31st))

**NOTE: Twice weekly collections are performed on Monday and Thursday.
Weekly collections are to be performed on Monday.**

Parks and Recreation

Andrew Dorian
Director of Parks & Recreation
City of Hannibal
320 Broadway
Hannibal, MO 63401
Ph: 573 221-0154 Fax: 573 221-0155
Email: adorian@hannibal-mo.gov



TO: City Clerk, City Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 12/16/2021

RE: Viking Dock Modification

In recent discussion with Viking Cruise Lines they have made a request that we make a modification to the Southern Dock in order to better accommodate their cruise ship. The need for the modification is due to the Viking Ships having an entrance to their ship further from the bow than the other cruise ships.

The modifications would include pulling the dock spud poles and re-locating the current dock approximately 50 feet south of where it is now. Contractors would then set the poles back in place. Additional work would include a new Deadman to tie up to and a new landing pad for the gangway.

Klingner & Associates has provided us and hourly contract up to \$8,600 for the design, bidding and construction administration for this project.

In discussions with Viking they have agreed to cover the cost of the project in addition to the City utilizing the \$50,000 Viking gave the City for dock work as part of the original contract agreement. The City has not used this money yet as it was specifically set aside for any future dock repairs or modifications such as this.

The Parks and Recreation Department recommends that the City Council authorize the Mayor to sign an engineering service agreement with Klingner & Associates for

the hourly contract not to exceed \$8,600 for the modification to the South Riverfront Dock.