

City of Hannibal
OFFICIAL COUNCIL AGENDA

**Tuesday, September 5, 2023
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.

Although the meeting will be shown live, residents will also be able to watch the meeting on the YouTube page after the meeting.

The instructions to watch the meetings online follow:

- 1. Type in 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.*
- 3. Click on "City of Hannibal" or the city of Hannibal crest.*
- 4. During the City Council meeting, there will be a red Thumbnail with the word "Live" on it.*
- 5. Click on the Thumbnail to watch the meeting.*
- 6. The meeting may be viewed on the website in its entirety after the meeting.*

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

Regular Schedule Council Meeting- August 15, 2023

APPROVAL OF PAYROLL AND CLAIMS

Second Half - August 2023

LINDA SPAUN- SCOTT'S CHAPEL U.M.C.

Re: Request, Street Closures/ Annual Block Party

Saturday, September 23, 2023, 10:00 a.m.- 2:00 p.m.

JAMIE MCCOY- HANNIBAL JAYCEES
Re: Request, Street Closures/ Annual Halloween Parade
Saturday, October 28, 2023, 5:00 p.m.- 7:00 p.m.

JAMIE MCCOY- HANNIBAL JAYCEES
Re: Request, Street Closures/ Annual Christmas Parade
Saturday, December 2, 2023, 5:00 p.m.- 7:00 p.m.

JOHN LIEURANCE – 3427 ST. CHARLES
Re: Access to Property/ Market Street Junkyard

A.J. VIOREL – 215 ROLLING MEADOWS
Re: Request to Serve Alcohol, Fette Orchard

JOHN LYNNG – 625 GRAND AVENUE
Re: Policy of Selective Law Enforcement

APRIL AZOTEA – HANNIBAL, MO
Re: Questions for Council

KEVIN KNICKERBOCKER – PRESIDENT of FREE PUBLIC LIBRARY BOARD
Re: Introduction of Caitlin Greathouse as Library Director

MIKE DOBSON – MAYOR PRO TEM

Re: Approval of Appointment

Hannibal Housing Authority
Kyra Belcher – Appointment for a term to expire April 2027

Re: Recommendation of Appointment

Hannibal Visitors and Convention Board
Katy Ayers Welch – Appointment for a term to expire September 2027

Airport Commission
Maria Kuhns – Appointment for a term to expire September 2025
Andy Fishback – Appointment for a term to expire September 2026

LISA PECK - CITY MANAGER

Re: Funding Application for St. Elizabeth Hospital Project
(Resolution No. 2482-23, to follow)

MELISSA COGDAL – CITY CLERK

Re: City's Postage Agreement

ANDY DORIAN - DIRECTOR – CENTRAL SERVICES

Re: Riverview Park Master Plan
Bid Award \$104,500 – T&B Trucking and Excavating
(Resolution No. 2478-23 to follow)

Re: Survey Agreement Riverview Park
Survey agreement \$15,000 – Allied Engineering Services, LLC
(Resolution No. 2481-23, to follow)

Re: Sell of City Owned Property
2010 Spruce Street/ Robert & Sonja White/ \$575.00
(Resolution No. 2479-23, to follow)

Re: Approval of Bid- 411 South Hayden Street
Bid Award \$750.00– Michael Weathers
(Resolution No. 2480-23, to follow)

Re: Update on Rezoning of Ward Maps

JACOB NACKE, POLICE CHIEF - HANNIBAL POLICE DEPARTMENT

Re: Approval of Bid-2005 Chevy Impala
Bid Award \$656.00-John Mack

MIKE MCHARGUE – BUILDING INSPECTOR

Re: Set Public Hearing Rezoning of 111 S. 10th Street

MATT MUNZLINGER– BOPW DIRECTOR of OPERATIONS

Re: Emergency Response Plan

(Resolution No. 2476-23 to follow)

Re: Safety Manual

(Resolution No. 2477-23, to follow)

RESOLUTION NO. 2476-23

**A RESOLUTION AUTHORIZING THE CITY COUNCIL OF THE
CITY OF HANNIBAL APPROVING AND ENDORSING THE
HANNIBAL BOARD OF PUBLIC WORKS EMERGENCY
RESPONSE PLAN**

RESOLUTION NO. 2477-23

**A RESOLUTION AUTHORIZING THE CITY COUNCIL OF THE
CITY OF HANNIBAL APPROVING AND ENDORSING THE
HANNIBAL BOARD OF PUBLIC WORKS SAFETY MANUAL**

RESOLUTION NO. 2478-23

**A RESOLUTION AUTHORIZING THE MAYOR PRO TEM TO
EXECUTE A \$73,900 ENGINEERING/ARCHITECTURAL SERVICE
AGREEMENT BETWEEN THE CITY OF HANNIBAL AND
PLANNING DESIGN STUDIOS FOR THE DEVELOPMENT OF A
PARK MASTER PLAN FOR RIVERVIEW PARK.**

RESOLUTION NO. 2479-23

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A SPECIAL WARRANTY DEED TO ROBERT AND SONJA WHITE FOR THE SALE OF CITY OWNED PROPERTY LOCATED AT 2010 SPRUCE IN THE AMOUNT OF \$575.

RESOLUTION NO. 2480-23

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A SPECIAL WARRANTY DEED TO MICHAEL WEATHERS FOR THE SALE OF CITY OWNED PROPERTY LOCATED AT 411 SOUTH HAYDEN IN THE AMOUNT OF \$800.

RESOLUTION NO. 2481-23

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A \$16,500 ENGINEERING SERVICE AGREEMENT BETWEEN THE CITY OF HANNIBAL AND ALLIED ENGINEERING SERVICES, LLC FOR THE BOUNDARY AND TOPOGRAPHIC SURVEY OF RIVERVIEW PARK.

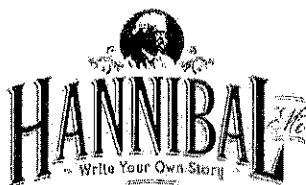
RESOLUTION NO. 2482-23

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY COUNCIL TO SUPPORT FAVORABLE CONSIDERATION TO BE GIVEN FOR A HOUSING TAX CREDIT AWARD FOR ADAPTIVE REUSE DEVELOPMENT TO NORTHEAST COMMUNITY ACTION CORPORATION (NECAC) AND 3 DIAMOND DEVELOPMENT, LLC (3DD)

CLOSED SESSION

In Accordance with RSMo 610.021 (1), (2)

ADJOURNMENT

**Return to:**

Office of the City Clerk
320 Broadway Hannibal, MO 63401 Ph.
(573) 221-0111

Fax (573) 221-8191

Email to: bdooley@hannibal-mo.gov

SPECIAL EVENT APPLICATION

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

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 8/18/23 Date you wish to be placed on Agenda: 9/5/23
Your Organization: Scott's Chapel UMC Special Event: Block Party
Date(s) of Event: 9/23/23 Requested Times (from-to): 10:00am - 2:00pm
Description of Activity: food and children's games

Primary Contact Person(s): Linda Spawen Home Phone: 573-221-3480
Work Phone: N/A Cell Phone: N/A E-mail: lspawen@yahoo.com
Assistance Needed (location, etc.): block off Hope Street from
Griffith to Locust (1800 block)

DEPARTMENTAL COMMENTS

Police: No cost to HPD. Dept. Cost: 0
-Lieutenant Routh

Fire: No issue with this event. Dept. Cost: 0
-Chief Ryan Neisen

Board of Public Works: The HBPW has no comments. Dept. Cost: 0
-BPW

Building Inspector: No comments or concerns with this events. Dept. Cost: 0
-Building Inspector's Office

✓Rec'd 08.22.2023-BKD

Parks: Parks has no objections. Dept. Cost: 0
-Andy Dorian

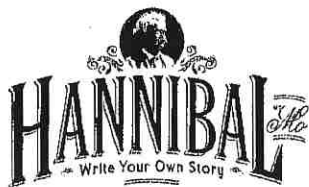
Street: Streets has no objections. Dept. Cost: 0
-Andy Dorian

Tourism: This sounds great! No comments or conflicts from HCVB. Dept. Cost: 0
-Trevor McDonald

Administration: All documents have been received and are on file. Dept. Cost: 0
-City Clerk's Office

STAFF RECOMMENDS: _____

✓Rec'd 08.22.2023-BKD

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SPECIAL EVENT APPLICATION

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

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 8/24/23 Date you wish to be placed on Agenda: 9/5/23

Your Organization: Hannibal Jaycees Special Event: Halloween Parade

Date(s) of Event: Oct 28, 2023 Requested Times (from-to): 5pm - 7pm

Description of Activity: Halloween parade - start at Save-a-lot to main street, left on main

Primary Contact Person(s): Jamie McRay Home Phone: -

Work Phone: - Cell Phone: 573-999-5073 E-mail: jamiecmray11@att.net

Assistance Needed (location, etc.): Close Broadway 5pm-7pm, some police assistance with roads & crowds!

DEPARTMENTAL COMMENTS

Police: Halloween Parade will take 6 officers @ \$38.00 x2 hours. Dept. Cost: \$456.00
-Lieutenant Michael Routh

Fire: No issues with this event. Dept. Cost: \$0
-Chief Ryan Neisen

Board of Public Works: No issue with the event. Dept. Cost: \$0
Jared Stewart & Darrin Gordon

Building Inspector: No concerns or objections on this event. Dept. Cost: \$0
-Building Inspector's Office

Parks: Parks has no objections to this event. **Dept. Cost:** \$0
-Andy Dorian

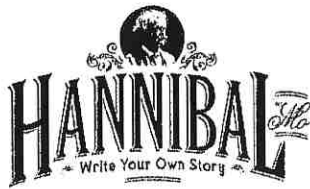
Street: Streets has no objections to this event. **Dept. Cost:** \$0
-Andy Dorian

Tourism: This event sounds great. **Dept. Cost:** \$0
-HCVB

Administration: All documents have been received & are on file. **Dept. Cost:** \$0
-Clerk's Office

STAFF RECOMMENDS: _____

✓Rec'd 08.29.2023-BKD

**Return to:**

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Email to: bdooley@hannibal-mo.gov

SPECIAL EVENT APPLICATION

(Council Meetings are the 1st & 3rd Tuesdays of each month)
Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 8/24/23 Date you wish to be placed on Agenda: 9/5/23
Your Organization: Hannibal Jaycees Special Event: Christmas Parade
Date(s) of Event: Dec 2, 2023 Requested Times (from-to): 5-7pm
Description of Activity: Trois for tots Christmas parade

Primary Contact Person(s): Jamie McCoy Home Phone: _____
Work Phone: _____ Cell Phone: 573-999-5073 E-mail: _____
Assistance Needed (location, etc.): Road closure, Broadway/main

DEPARTMENTAL COMMENTS

Police: Christmas Parade will take 6 Officers @ \$38.00 x 2 hours. Dept. Cost: \$456.00
-Lieutenant Michael Routh

Fire: No issues with this event. Dept. Cost: \$0
-Chief Ryan Neisen

Board of Public Works: No issues with this event. Dept. Cost: \$0
-Jared Stewart & Darrin Gordon

Building Inspector: No comments or concerns with this event. Dept. Cost: \$0
-Building Inspector's Office

✓ Rec'd 08.29.2023-BKD

Parks: Parks has no objections to this event. **Dept. Cost:** \$0
-Andy Dorian

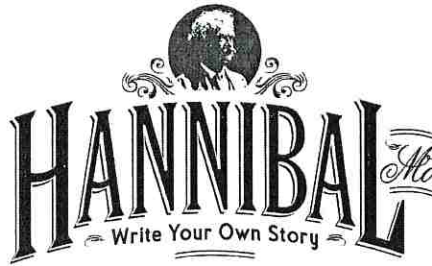
Street: Streets has no objections to this event. **Dept. Cost:** \$0
-Andy Dorian

Tourism: This event sounds great! **Dept. Cost:** \$0
-HCVB

Administration: All documents for this event have been received & are on file. **Dept. Cost:** \$0
-Clerk's Office

STAFF RECOMMENDS: _____

Office of the



City Clerk

City Council Request to Speak
Council Meetings are held the First and Third Tuesday of Each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting
Speakers Must Register Using Current Residential Address &
Residing Ward (if applicable)

Today's Date: _____

Date you wish to be placed on Agenda: September 5th 2023

Name: JOHN KIEURANCE

Address: 3427 ST. CHARLES HANN. MO.

Phone Number: 573-995-2383

Subject Matter: ACCESS TO AND FROM MY GARAGE

CAR JUNK YARD

DEVALUE PROPERTY

8-14-23

Date

John Kieurance
Speaker's Signature

Speakers shall be allowed up to a maximum of a (5) minute presentation.
Speakers shall adhere to the above stated subject matter.

"Deadlines subject to change based on holiday schedule, etc.," contact the
Clerk's office for official deadline relating to the specific meeting.
(573)221.0111

City of Hannibal 320 Broadway, Hannibal, MO 63401
P 573.221.0111 F 573.221.8191
www.hannibal-mo.gov
mcogdal@hannibal-mo.gov

*John Lyng
625 Grand Avenue
Hannibal, Missouri 63401*

July 25, 2023

City Clerk
City Hall
Hannibal, MO

Dear Melissa:

Please accept this as my request to address the Hannibal City Council at its meeting scheduled for September 5, 2023. I would like to address the policy of selective law enforcement currently in effect at the Hannibal Police Department..

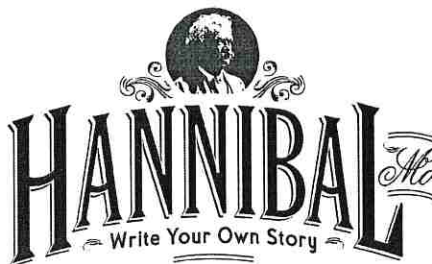
Thank you for your assistance in this regard.

Sincerely,



John Lyng

Office of the



City Clerk

City Council Request to Speak
Council Meetings are held the First and Third Tuesday of Each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting
Speakers Must Register Using Current Residential Address &
Residing Ward (if applicable)

Today's Date: 8-31-23

Date you wish to be placed on Agenda: 9-5-23

Name: April Anzota

Address: Hannibal, mo

Phone Number: 217-316-0004

Subject Matter: Questions for Council

8-31-23
Date

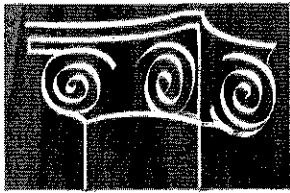
April Anzota
Speaker's Signature

Speakers shall be allowed up to a maximum of a (5) minute presentation.
Speakers shall adhere to the above stated subject matter.

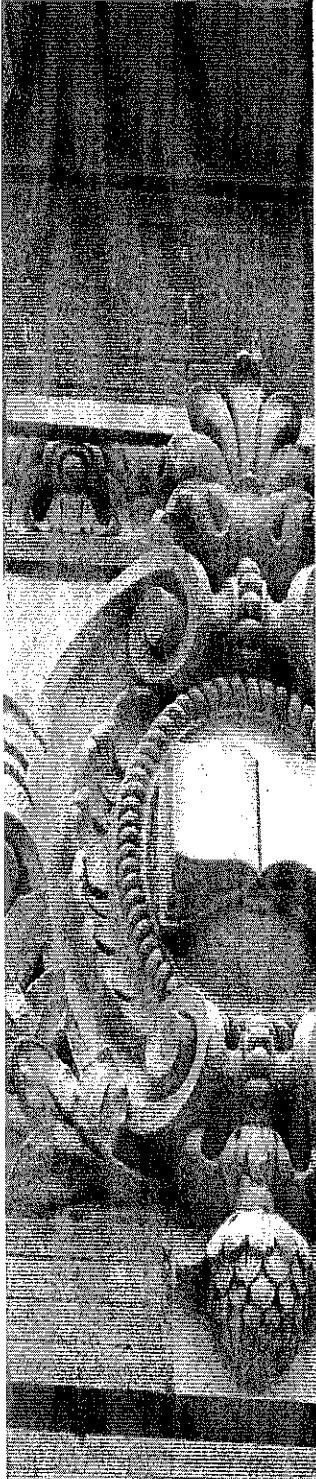
"Deadlines subject to change based on holiday schedule, etc.," contact the
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www.hannibal-mo.gov
mcogdal@hannibal-mo.gov

✓ Rec'd 08.31.2023 @ 3:48pm -BKD



HANNIBAL
FREE PUBLIC LIBRARY



TO: MELISSA COGDAL, CITY CLERK
FROM: HALLIE YUNDT SILVER, LIBRARY DIRECTOR
DATE: AUGUST 18, 2023

RE: CITY COUNCIL AGENDA REQUEST, SEPTEMBER 5,
2023

Kevin Knickerbocker, President of the Hannibal Free Public Library Board of Trustees, indicated that he wants to introduce Caitlin Greathouse formally to the City Council as my replacement. He suggested September 5th as a good time to do so.

May I please request a spot on the Council's agenda for him and Caitlin?

573-221-0222

200 SOUTH 5TH ST.

HANNIBAL, MO 63401

WWW.HANNIBALLIB.MO.US

HALLIEYS@HANNIBALLIB.MO.US

Melissa Cogdal

From: Michael Dobson
Sent: Friday, August 18, 2023 9:12 AM
To: Melissa Cogdal
Subject: CVB board appointment

Melissa,

Please place under my name for the next council meeting an appointment of Katy Ayers Welch to serve on the Hannibal Visitors and Convention Board for a term to expire September 2027.

Regards,
Michael J Dobson

Sent from my iPad

Melissa Cogdal

From: Michael Dobson
Sent: Monday, August 21, 2023 7:41 AM
To: Melissa Cogdal
Subject: Airport Commission

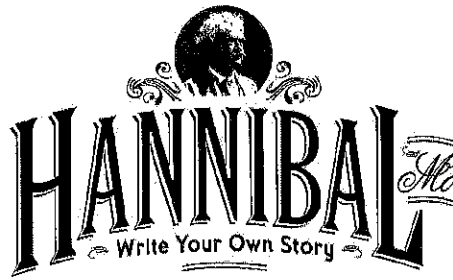
Melissa,

Please place under my name for appointments to the Airport Commission:

Maria Kuhns for a term to expire September 2025 Andy Fishback for a term to expire September 2026

Thank you,
Michael J Dobson

Sent from my iPad



MEMORANDUM

To: Mayor Pro Tem and Members of the City Council

From: Lisa Peck, City Manager

Re: Funding Application for St. Elizabeth's project

Date: September 1, 2023

The following documents are necessary for the developers to submit funding applications. As a reminder, the project consists of 6-affordable single-family homes for working families and the 60-unit adaptive reuse of the historic St. Elizabeth Hospital for seniors age 62 and above. North East Community Action Corporation (NECAC), in partnership with 3 Diamond Development, LLC (3DD), in submitting the proposed development for funding consideration.

St. Elizabeth Estates, as proposed, will offer not only 2 and 3 bedroom single family homes for working families but will also offer 1 and 2 bedroom units for seniors in the historic St. Elizabeth Hospital. Additionally, ownership will offer a significant, and much needed, menu of supportive services tailored to the meet the needs of not only low-moderate income working families, but services strategically tailored for seniors as well.

RESOLUTION NO. 2482-23

**A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY COUNCIL TO
SUPPORT FAVORABLE CONSIDERATION TO BE GIVEN FOR A HOUSING
TAX CREDIT AWARD FOR ADAPTIVE REUSE DEVELOPMENT TO NORTH
EAST COMMUNITY ACTION CORPORATION (NECAC) AND 3 DIAMOND
DEVELOPMENT, LLC (3DD)**

WHEREAS, North East Community Action Corporation (NECAC) and 3 Diamond Development, LLC (3DD) are proposing an adaptive reuse of the Old St. Elizabeth Hospital resulting in sixty (60) units of senior housing and common space for community activities. This adaptive reuse located in the limits of the City of Hannibal, Marion County, Missouri at 109 Virginia Street. Additionally, NECAC and 3DD are proposing six (6) single family homes designated for workforce housing. The six (6) single family homes located in the limits of the City of Hannibal, Marion County, Missouri at 315 South Griffith, 317 South Griffith, 1803 Hope, 1805 Hope, 2011 Gordon, and 2015 Gordon; and

WHEREAS, the City of Hannibal, Marion County, Missouri supports economic development and promotes affordable housing for the benefit of the citizens of the City of Hannibal, Marion County, Missouri.

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL
MISSOURI** that the City Council supports favorable consideration to be given for a housing tax credit award for this Development.

SECTION ONE: That the City Council will support the development in the form of donation of land and improvements located at the aforementioned addresses, securing environmental abatement grants, reduced fees, fee waivers, public improvements, tax abatements, donations of materials and/or labor; or any combination of the above as determined by the City Council as its sole discretion.

SECTION TWO: It is noted that the proposed development is consistent with the City of Hannibal, Marion County, Missouri affordable housing strategies and comprehensive plan.

ADOPTED THIS ____ DAY OF _____ 2023

APPROVED THIS ____ DAY OF _____ 2023

Mike Dobson, Mayor Pro Tem

ATTEST:

Melissa Cogdal, City Clerk

Office of the City



Clerk, Melissa Cogdal

MEMORANDUM

TO: MAYOR PRO TEM DOBSON AND CITY COUNCIL MEMBERS
FROM: CITY CLERK, MELISSA COGDAL
DATE: SEPTEMBER 5, 2023
SUBJECT: CITY POSTAL AGREEMENT

Due to new United States Postal Service Updates City Hall is needing to replace their current postage meter before January 1, 2024, as ours will not be compatible with the new updates.

A new machine from our current carrier would have the following cost associated with it:

Meter Service Fee \$38.25 – Monthly

New Meter Machine \$3,316.87 – Once

Meter Service \$114.75 – Billed Quarterly for 5 years (chip in machine that's returned after contract ends)

Equipment Maintenance \$333.60 – Billed Annually for 5 years

Plus, each additional piece of postage with a 3cent discounted rate.

With purchasing a new meter from Pitney Bowes, whom we currently have a meter through when something goes wrong with the meter that's beyond being fixed through the equipment maintenance agreement then we are stuck with it, like now, or we would have to purchase a new one to produce the mail. According to Pitney Bowes, generally, every five years a new meter will need to be purchased due to the updates made by USPS.

Currently, our contract with Pitney Bowes has expired, however we are still using them for the time being. We currently own the meter machine, purchased in 2017 for \$2,650.70. Since the meter machine is paid for in full, we currently pay a quarterly meter service fee for the chip of \$135.00, plus, each additional piece of postage that goes out, depending on its weight, and an equipment maintenance fee of \$324.75. However, I will point out that since about August of 2022 our postage meter has had issues with getting jammed and issues with not sealing the envelopes. These parts have since then either been on backorder or have not been covered in the equipment maintenance fee, so they haven't been able to be fixable. Since we are needing a new machine before January 1, 2024, we opted out of spending the money on trying to get a new one

City of Hannibal 320 Broadway, Hannibal, MO 63401

Ph: (573) 221.0111 Fax: (573) 221.8191

Mcogdal@hannibal-mo.gov

www.hannibal-mo.gov

yet or having to pay out of budget to get it fixed elsewhere and decided to explore our options of other companies.

Another company we had a lot of communication with was Stamps.com Enterprise. Stamps.com Enterprise is a postage meter alternative that allows authorized employees to print real US postage using existing PCs and printers. If there are packages to be sent out staff can easily weigh them from the convenience of their own desks! They are a qualified partner and vendor for the United States Postal Service.

If we went into agreement with Stamps.com Enterprise there would be a \$29.99 monthly fee, for a total of \$359.88, for a 12-month period, paid by credit card. Stamps.com would provide us with five 70lb weight scales, free of charge for starting the account. We are allowed up to 10 account codes so each department will be assigned a code that they will be able to log on and print their own postage labels. The account codes will allow us to still track how much each department spends on postage for purposes of postage spending. We will save 3cents per First Class Stamp. Stamps.com Enterprise also offers free training for each department. The best part about it is there is no maintenance fee, no special ink, and any misprints can all be refunded.

The ARP department recommends the Council's approval to sign a 12-month agreement with Stamps.com Enterprise to be paid by credit card.

City of Hannibal 320 Broadway, Hannibal, MO 63401

Ph: (573) 221.0111 Fax: (573) 221.8191

Mcogdal@hannibal-mo.gov

www.hannibal-mo.gov

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, City Manager and Mayor

FROM: Andrew Dorian

DATE: 8/30/2023

RE: Survey Agreement Riverview Park

As part of the Riverview Park Master Plan Project we need an updated Boundary Survey and Topographic Survey of the entire Park.

Allied Engineering Services, LLC has provided a Lump Sum Agreement in the amount of \$16,500 to conduct the survey.

The survey will include:

BASIC SERVICES SUMMARY

Attached to and made a part of the "Letter of Agreement for Topographic & Boundary Surveying Services" between Hutchison Engineering, Inc. (owners engineer) and Allied Engineering Services, LLC (surveyor), with respect to the "Project" described therein.

Reference Tract

All of the property owned by the City of Hannibal known as Riverview Park (Parcel # 010.04.20.0.00.001.000) consisting of approximately 236 acres.

Boundary Survey

Field Work & Deliverables

1. Perform the research and field work for a legal out boundary survey for all referenced tracts. Calculate and electronically establish the property boundaries of said tracts.
2. Create a final plat of survey showing the property boundaries.
3. Set or locate property pins for all corners.

Lump Sum Fee for Boundary Survey \$7,500

Field Work

Field Survey

1. Perform the research and acquire the necessary maps and information of the project area.
2. Set a minimum of four (4) control points within the project area.
3. Collect survey data via GPS and aerial drone technology of the project area.

Deliverables

We will provide

1. A 2D drawing with Survey accurate aerial imagery in the form of an Orthomosaic Image. The drawing will include the basic line work for major permanent site features, 1 foot contours and control points.
2. A 3D DTM surface model in Civil 3D or autocad format (dwg file) and in a land xml file for use in other programs.
3. An ASCII or TXT file with all control points and survey points including northing, easting and elevations.
4. Point cloud if requested that was used to create the DTM in an LAS file.
5. The 2d planimetric will have the current survey accurate aerial imagery flown by Allied Engineering Services, LLC at the time of our field work.
6. Integrate the completed Boundary Survey into the finished Civil 3D dwg file.

Lump Sum Fee for Topographic Survey \$9,00.00

The Hannibal Parks and Recreation Department recommends that the City Council authorize the Mayor Pro Tem to sign an engineering service agreement with Allied Engineering Services, LLC for the lump sum not to exceed amount of \$16,500 for the boundary and topographic survey of Riverview Park.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A \$16,500
ENGINEERING SERVICE AGREEMENT BETWEEN THE CITY OF
HANNIBAL AND ALLIED ENGINEERING SERVICES, LLC FOR THE
BOUNDARY AND TOPOGRAPHIC SURVEY OF RIVERVIEW PARK.**

WHEREAS, As part of the Riverview Park Master Plan the Parks Department needs an updated Boundary and Topographic Survey of Riverview Park, and

WHEREAS, Allied Engineering Services LLC, has presented the City a \$16,500 Engineering Service Agreement for the survey of the park, and

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL
MISSOURI**

SECTION ONE: That the Mayor is hereby authorized to execute an engineering service agreement between the City of Hannibal and Allied Engineering Services, LLC for a lump sum not to exceed amount of \$16,500.00 for the Boundary and Topographic Survey of Riverview Park.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

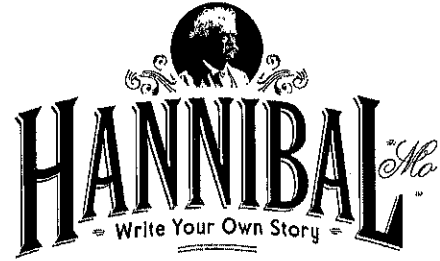
ADOPTED THIS _____ DAY OF _____, 2023

APPROVED THIS _____ DAY OF _____, 2023

Mike Dobson, Mayor Pro Tem

ATTEST: _____
Melissa Cogdal, City Clerk

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, City Manager and Mayor

FROM: Andrew Dorian

DATE: 8/29/2023

RE: Riverview Park Master Plan Agreement

The Hannibal Parks and Recreation Department, Hannibal Park Board and Friends of Riverview Park have started the process to develop a Master Plan for Riverview Park.

As part of the plan, we solicited Request for Qualifications (RFQ'S) from several design firms to help create the Master Plan. After interviewing three firms, the committee selected Planning Design Studio out of St. Louis to develop the plan.

Overall, the committee and Planning Design Studio will develop a comprehensive plan including forestry management, landscape design, non-native species removal, park road improvements, new entrance to the park, new playground and amenity designs for the areas that are not deed restricted, trail maintenance and restoration etc....

The process will take approximately 9 months and is detailed in the attached agreement. In the end, the Parks Department will have guidelines to use in order to restore and maintain the historic park as well as a tool in order to help future fundraising efforts.

The Parks Department recommends that the City Council authorize the Mayor Pro Tem to sign an engineering/architectural service agreement with Planning Design Studio for the lump sum not to exceed amount of (\$73,900) for the develop of the Riverview Park Master Plan.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE MAYOR PRO TEM TO EXECUTE A
\$73,900 ENGINEERING/ARCHITECTURAL SERVICE AGREEMENT
BETWEEN THE CITY OF HANNIBAL AND PLANNING DESIGN STUDIOS
FOR THE DEVELOPMENT OF A PARK MASTER PLAN FOR RIVERVIEW
PARK.**

WHEREAS, The Hannibal Parks and Recreation Department, Park Board and Friends of Riverview Park have been working together to develop a master plan for Riverview Park, and

WHEREAS, we selected Planning Design Studios after soliciting RFQ's and conducting interviews, and

WHEREAS, Planning Design Studios has submitted a \$73,900 lump sum not to exceed agreement for the development of the plan and,

WHEREAS, The Plan should take 9 months to complete, and

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL
MISSOURI**

SECTION ONE: That the Mayor Pro Tem is hereby authorized to execute an engineering/architectural service agreement between the City of Hannibal and Planning Design Studios for a lump sum not to exceed amount of \$73,900.00 for the development of a Park Master Plan for Riverview Park.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

ADOPTED THIS _____ DAY OF _____, 2023

APPROVED THIS _____ DAY OF _____, 2023

Mike Dobson, Mayor Pro Tem

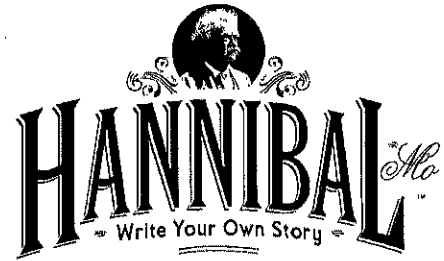
ATTEST: _____
Melissa Cogdal, City Clerk

Andrew Dorian
Director of Central Services
City of Hannibal
320 Broadway
Hannibal, MO 63401

Ph: 573-221-0154

Fax: 573 221-0707

Email: adorian@hannibal-mo.gov



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

FROM: Andrew Dorian

DATE: 8/4/2023

RE: 2010 Spruce Lot Purchase

Robert and Sonja White would like to purchase 2010 Spruce from the City. 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.
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 Contract and Special Warranty Deed with the sale price of \$575 to Robert and Sonja White.

RESOLUTION NO.

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR
TO EXECUTE A SPECIAL WARRANTY DEED TO ROBERT AND SONJA
WHITE FOR THE SALE OF CITY OWNED PROPERTY LOCATED AT 2010
SPRUCE IN THE AMOUNT OF \$575.**

WHEREAS, the City of Hannibal is the owner of a vacant lot at 2010 Spruce,
and

WHEREAS, Robert White and Sonja White would like to purchase this property,
and

WHEREAS, \$575 is the sale price which includes closing costs, and

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL,
MISSOURI.**

SECTION ONE: That the Mayor is hereby authorized to execute a contract on behalf of
the City of Hannibal for the sale of a vacant lot at 2010 Spruce in the amount of \$575 to
Robert White and Sonja White.

SECTION TWO: This resolution shall be effective immediately upon its adoption and
approval.

ADOPTED THIS _____ DAY OF _____, 2023.

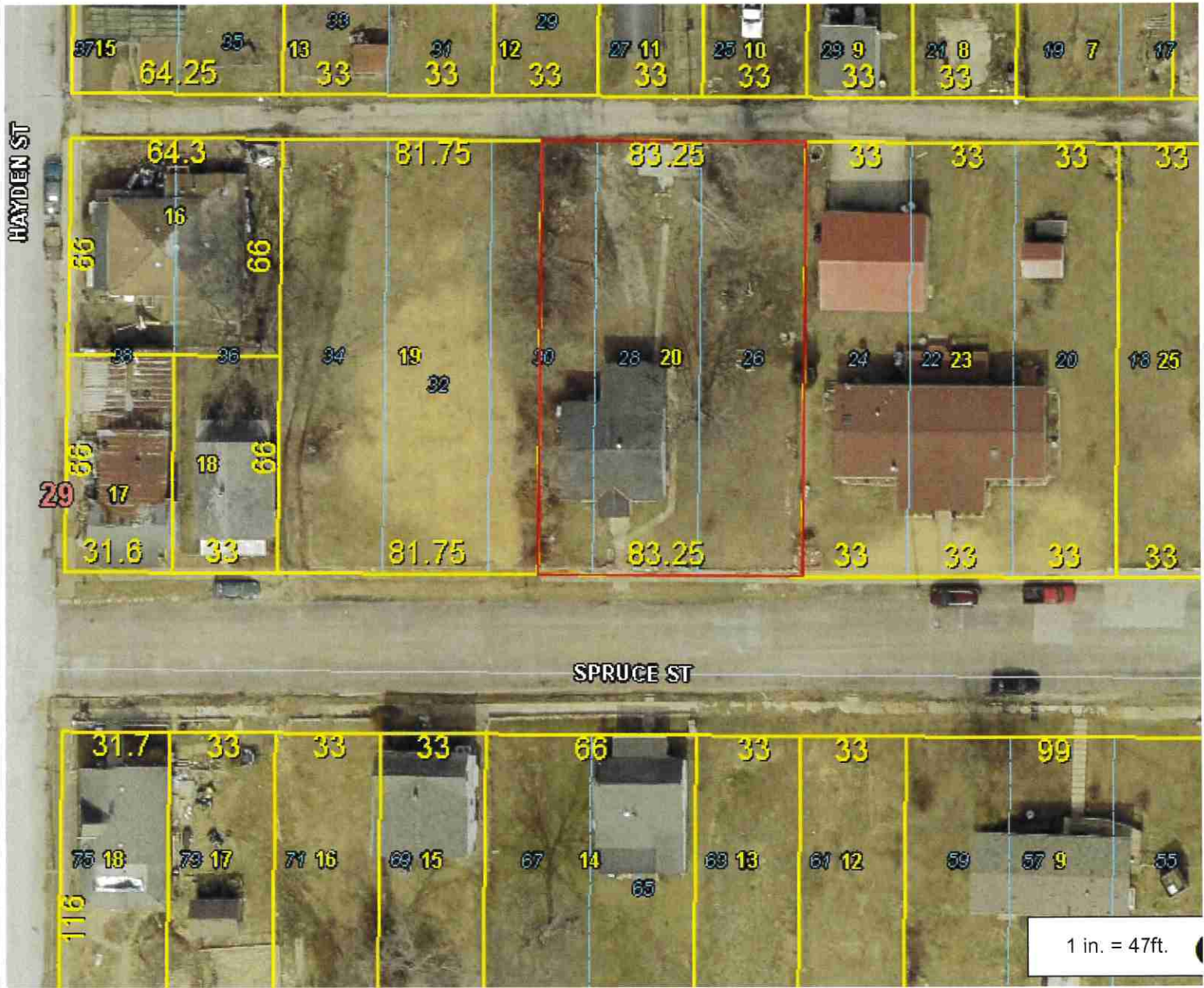
APPROVED THIS _____ DAY OF _____ 2023.

**_____
MIKE DOBSON, MAYOR PRO TEM**

ATTEST:

**_____
MELISSA COGDALL, CITY CLERK**

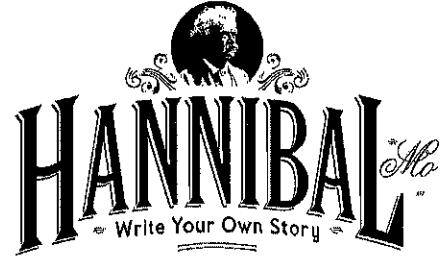
Marion County, MO



93.8 0 46.89 93.8 Feet

This Cadastral Map is for informational purposes only. It does not represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

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: 8/30/2023

RE: 411 South Hayden Lot Purchase

The City recently opened bids for the sale of the empty City owned lot at 411 South Hayden. Due to multiple interested buyers the city elected to advertise this property for sale. The minimum bid requirement was \$750.

Two people submitted bids with Michael Weathers submitting the high bid of \$800 for the lot.

A title report was completed showing no deed restrictions or liens.

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.
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 Contract and Special Warranty Deed with the sale price of \$800 to Michael Weathers.

RESOLUTION NO.

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR
TO EXECUTE A SPECIAL WARRANTY DEED TO MICHAEL WEATHERS
FOR THE SALE OF CITY OWNED PROPERTY LOCATED AT 411 SOUTH
HAYDEN IN THE AMOUNT OF \$800.**

WHEREAS, the City of Hannibal is the owner of a vacant lot at 411 S. Hayden,
and

WHEREAS, Michael Weathers would like to purchase this property, and

WHEREAS, \$800 is the sale price which includes closing costs, and

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL,
MISSOURI.**

SECTION ONE: That the Mayor is hereby authorized to execute a contract on behalf of
the City of Hannibal for the sale of a vacant lot at 411 S. Hayden in the amount of \$800
to Michael Weathers.

SECTION TWO: This resolution shall be effective immediately upon its adoption and
approval.

ADOPTED THIS _____ DAY OF _____, 2023.

APPROVED THIS _____ DAY OF _____ 2023.

MIKE DOBSON, MAYOR PRO TEM

ATTEST:

MELISSA COGDALL, CITY CLERK

Marion County, MO



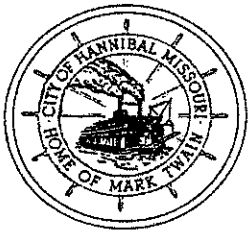
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THIS MAP IS NOT TO BE USED FOR NAVIGATION



- Legend**
- Road
 - <all other values>
 - Interstate
 - US Highway
 - Numbered State Highway
 - Lettered State Highway
 - Railroad
 - Parcel
 - Parcel Number/Acres
 - Land Hook
 - DASHED LAND HOOK
 - SOLID LAND HOOK
 - City Limit Line
 - Original Lot
 - Section
 - County Boundary

Notes



CITY OF HANNIBAL

DEPARTMENT OF PUBLIC WORKS

INTEROFFICE MEMORANDUM

TO: CITY COUNCIL
FROM: CANDY GOLIAN, MANAGEMENT ASSISTANT
SUBJECT: REZONING OF 111 S 10th STREET
DATE: AUGUST 28, 2023

An application has been received from the property owner of 111 S. 10th Street, George Lee. His request is to re-zone from E-Commercial to A- One & Two Family, to be able to turn the property back into a duplex.

The Planning and Zoning Commission public hearing for this request has been set for Thursday, September 21, 2023, at 4:00 P.M. The Department of Public Works has requested that Council set their public hearing date for Tuesday, October 3, 2023, at 6:15 P.M.



MEMO

To: Mayor Pro-Tem Dobson and City Council Members
From: Mathew Munzlinger, P.E.
Date: August 28, 2023
Re: Reliable Public Power Provider – Supporting Documentation

Emergency Response Plan & Safety Manual

Background: The Reliable Public Power Provider (RP₃) application process recommends review, updating, and approval of supporting documentation with each application. This is the fifth time that the HBPW has applied for this prestigious award only bestowed upon approximately 10% of the municipal utilities in the country. The HBPW received a perfect score with the 2017 application. As part of the process, staff reviews policies and procedures mostly focused on those affecting the Electric Utility. The two documents historically provided for approval are the Emergency Response Plan and Safety Manual.

Information Provided: Copies of the following documents have been provided from your review.

Emergency Response Plan

- Was modified to better reflect the existing organizational chart
- Contact information was updated.

Safety Manual

- After review, there was no modification of this document needed since its most recent update in April 2022

Action Requested: HBPW Staff has thoroughly reviewed all the documents and are requesting approval of both documents so that they can be provided with the application to be submitted by the end of September. Normally documents such as these are seen as management tools and not taken to the Board or City Council for approval, however, with these documents being submitted as part of the RP₃ application, it is suggested that the documents be approved by the highest level of local government to show the necessary support for carrying out the actions in the plans and the commitment to a safe working environment with the approval of the documents.

The HBPW Board approved the documents at its August 21, 2023, Board Meeting.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING OF THE CITY COUNCIL OF THE CITY OF
HANNIBAL APPROVING AND ENDORSING THE HANNIBAL BOARD OF PUBLIC
WORKS SAFETY MANUAL**

WHEREAS, the City of Hannibal, Board of Public Works (HBPW) has reviewed and updated the Safety Manual, and

WHEREAS, the Safety Manual has been reviewed and approved by Missouri Intergovernmental Risk Management Associations (MIRMA),

WHEREAS, the City of Hannibal, Board of Public Works (HBPW) is in the process of applying for the American Public Power Association (APPA) Reliable Public Power (RP₃) award, and

WHEREAS, applications are scored upon four categories including reliability, safety, workforce development, and system improvements, and

WHEREAS, this award can be used as a tool by the Economic Development Council to attract new industry into the City of Hannibal.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI

SECTION ONE: That the City Council of the City of Hannibal hereby endorses and approves the Hannibal Board of Public Works Safety Manual.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

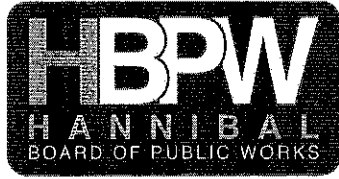
ADOPTED this _____ day of _____, 2023

APPROVED this _____ day of _____, 2023

Michael Dobson, Mayor Pro-Tem

ATTEST:

Melissa Cogdal - City Clerk



MEMO

To: Mayor Pro-Tem Dobson and City Council Members
From: Mathew Munzlinger, P.E.
Date: August 28, 2023
Re: Reliable Public Power Provider – Supporting Documentation

Emergency Response Plan & Safety Manual

Background: The Reliable Public Power Provider (RP₃) application process recommends review, updating, and approval of supporting documentation with each application. This is the fifth time that the HBPW has applied for this prestigious award only bestowed upon approximately 10% of the municipal utilities in the country. The HBPW received a perfect score with the 2017 application. As part of the process, staff reviews policies and procedures mostly focused on those affecting the Electric Utility. The two documents historically provided for approval are the Emergency Response Plan and Safety Manual.

Information Provided: Copies of the following documents have been provided from your review.

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The HBPW Board approved the documents at its August 21, 2023, Board Meeting.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING OF THE CITY COUNCIL OF THE CITY OF
HANNIBAL APPROVING AND ENDORSING THE HANNIBAL BOARD OF PUBLIC
WORKS EMERGENCY RESPONSE PLAN**

WHEREAS, the City of Hannibal, Board of Public Works (HBPW) has reviewed and updated the Emergency Response Plan, and

WHEREAS, the City of Hannibal, Board of Public Works (HBPW) is in the process of applying for the American Public Power Association (APPA) Reliable Public Power (RP₃) award, and

WHEREAS, applications are scored upon four categories including reliability, safety, workforce development, and system improvements, and

WHEREAS, this award can be can be used as a tool by the Economic Development Council to attract new industry into the City of Hannibal.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI

SECTION ONE: That the City Council of the City of Hannibal hereby endorses and approves the Hannibal Board of Public Works Emergency Response Plan.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

ADOPTED this _____ day of _____, 2023

APPROVED this _____ day of _____, 2023

Michael Dobson, Mayor Pro-Tem

ATTEST:

Melissa Cogdal - City Clerk



Hannibal Police Department

Jacob Nacke, Chief of Police

777 Broadway, P O Box 793
Hannibal, MO 63401

Chief's Office (573) 221-7111
Police Department (573) 221-0987
Department Fax (573) 221-3966
Confidential Fax (573) 406-1535
E-mail chief@hannibalpd.com

August 31, 2023

Dear Mayor Pro Tem Dobson and Council Members,

The Hannibal Police Department previously had a 2005 Chevrolet Impala (silver) declared surplus and sought bids for sale of the vehicle. On 08/24/2023 the following bids were opened:

John Mack	\$656
Jeff Barton	\$575

I am requesting the council accept the high bid by John Mack (\$656.00). The transfer would be pending receipt of a correct lien release.

Thank You,

A handwritten signature of Jacob Nacke in black ink, written over a horizontal line.

Jacob Nacke
Chief of Police

"Evil is powerless if the good are unafraid." – President Ronald Reagan