

City of Hannibal

OFFICIAL COUNCIL PROCEEDINGS

**Tuesday July 20, 2021
Council Chambers
7:00 p.m.**

ROLL CALL

Present: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach McCoy and Mayor Pro Tem Dobson - 7

Absent: - 0 -

CALL TO ORDER

There being a quorum present, Mayor Hark called the meeting to order.

INVOCATION

The invocation was then given by Mayor Pro Tem Dobson.

PLEDGE OF ALLEGIANCE

Mayor Hark then requested Lieutenant Grote and Corporal Logsdon, from Hannibal Police Department, to lead the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

A motion was made by Council Member McCoy to approve the agenda, as presented, and posted. The motion was seconded by Council Member Veach.

Motion carried.

**APPROVAL OF MINUTES
Regularly Scheduled Council Meeting – July 6, 2021**

A motion was made by Council Member Veach to approve the regularly scheduled Council meeting minutes from July 6, 2021. The motion was seconded by Mayor Pro Tem Dobson.

Motion carried.

**APPROVAL OF PAYROLL AND CLAIMS
First Half – July 2021**

A motion was made by Council Member Veach to approve the payroll and claims for the first half of July 2021. The motion was seconded by Council Member Bowen.

Motion carried.

**JAMES HARK - MAYOR
Re: Approval of Reappointment**

Mayor Hark reminded Council of the candidate presented for recommendation of re-appointment during the last Council meeting. He is recommending approval of James Silvey to be re-appointed to the Hannibal Housing Authority.

HANNIBAL HOUSING AUTHORITY

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

A motion was made by Mayor Pro Tem Dobson to approve the re-appointment of James Silvey to the Hannibal Housing Authority for a term to expire April 2025. The motion was seconded by Council Member Veach.

Motion carried.

Re: Recommendation of Reappointments

Mayor Hark made the following recommendation of re-appointments to the Hannibal Housing Authority Board.

HANNIBAL HOUSING AUTHORITY

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

He advised these nominations will be considered for approval at the next regular Council meeting, to be held August 3, 2021.

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

Mayor Hark then advised Resolution No. 2352-21 is to follow for approval which is the employment agreement between the City and Lisa Peck, City Manager.

LISA PECK – CITY MANAGER
**Re: Hannibal Regional Airport Runway Light Replacement Project – MoDOT Application
for Federal /State Assistance**
\$638,118
(Resolution No. 2353-21, to follow)

Lisa Peck, City Manager advised she is requesting, on behalf of Andy Dorian, Director of Central Services, approval to apply for a Missouri Department of Transportation (MoDOT)

Aviation Grant for the replacement of runway lights, Precision Approach Path Indicators (PAPI) and Runway End Identifier Lights (REIL) at the Hannibal Regional Airport.

She advised that currently the runway lights are out of compliance due to the height and age. In addition, the PAPI's and REIL's are at the end of their useful life and are suffering consistent failures. The cost estimate, provided by the City's Aviation Engineering Firm, Jviation, is \$690,500 to conduct this project.

This grant, if awarded, is a 90/10 cost share which breaks down as follows:

\$638,118 - Federal Funding

\$52,383 - City Funding

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

Mayor Hark stated Resolution No. 2353-21 is to follow, for approval.

ANGELICA ZERBONIA – CITY CLERK

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

MOSWIN Radios – Police, Fire & Building Inspection Departments

(Tuesday, August 3, 2021 – 6:30 p.m.)

Angel Zerbonia, City Clerk advised she has two items to present with her first item being a request to set a public hearing regarding the City's intent to apply for a funding through the United States Department of Agriculture (USDA), Rural Development grant process for the purchase of MOSWIN radios for the Fire, Police and Building Inspection Departments.

Zerbonia advised, Council previously held a public hearing for this same issue on July 6th, however, the mandatory 10-day publication requirement was not met. The legal notice for the public hearing was published in the local newspaper six days prior to the hearing, therefore, USDA is requiring Council to hold the hearing, meeting the 10-day publication requirement. She did verify with USDA that there was no need for Council to reapprove the grant application and they were continuing to proceed through the grant application process, providing the necessary financial data, equipment needs justification and quotes.

The subject of the meeting is to again make the public aware of the City's application to USDA Rural Development for financial assistance in the purchase, from the City's general fund, of MOSWIN radios for Police, Fire and Building Inspection Departments.

A motion was made by Mayor Pro Tem Dobson to set a public hearing at 6:30 p.m. on Tuesday, August 3, 2021, notifying the public the City's intent to apply for financial assistance through the USDA Rural Development to purchase MOSWIN Radios for the Police and Fire Departments along with the Building Inspector's office. The motion was seconded by Council Member Veach.

Motion carried.

Re: Approval, Destruction of Documents

Exhibit A-10

Zerbonia’s final order of business is approval for the destruction of documents. She advised the listing of documents was attached to the agenda as exhibit A10. According to the Missouri Records Retention Manual, certain records need only be retained for limited periods of time, at which point they can be destroyed, upon Council approval.

The Clerk’s Office has identified documents eligible for destruction in accordance with the Missouri Secretary of State, Records Retention Schedule. The list of documents requested to be destroyed are as follows:

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

Zerbonia stated as required, the minutes of the Council meeting authorizing this destruction, known as **Exhibit A10**, will serve as the permanent record, in accordance with the practice outlined by the Secretary of State’s office.

A motion was made by Mayor Pro Tem Dobson to approve the destruction of documents identified in Exhibit A10. The motion was seconded by Council Member Veach.

Motion carried.

RESOLUTION NO. 2352-21

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

A motion was made by Council Member Bowen to have the City Clerk read Resolution No. 2352-21 and call the roll for adoption. The motion was seconded by Council Member Welch.

ROLL CALL

Yes: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach, McCoy and Mayor Pro Tem Dobson - 7

No: - 0 -

Absent: - 0 -

Motion carried.

Mayor Hark declared Resolution No. 2352-21 duly approved and adopted on this date.

RESOLUTION NO. 2353-21

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

A motion was made by Council Member McCoy to have the City Clerk read Resolution No. 2353-21 and call the roll for adoption. The motion was seconded by Council Member Veach.

ROLL CALL

Yes: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach, McCoy and Mayor Pro Tem Dobson - 7

No: - 0 -

Absent: - 0 -

Motion carried.

Mayor Hark declared Resolution No. 2353-21 duly approved and adopted on this date.

BILL NO. 21-018

AN ORDINANCE RATIFYING AND REAFFIRMING THE CITY OF HANNIBAL'S, PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS AND EMPLOYEES AS

**REQUIRED, BIENNIALLY, BY MISSOURI STATE STATUTES
105.483 & 105.485**

Second & Final Reading

A motion was made by Council Member Welch to have the City Clerk read Bill No. 21-018 and call the roll for adoption. The motion was seconded by Mayor Pro Tem Dobson.

ROLL CALL

Yes: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach, McCoy and Mayor Pro Tem Dobson - 7

No: - 0 -

Absent: - 0 -

Motion carried.

Mayor Hark declared Bill No. 21-018 duly approved and adopted on this date.

BILL NO. 21-019

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

Second & Final Reading

A motion was made by Council Member Veach to have the City Clerk read Bill No. 21-019 and call the roll for adoption. The motion was seconded by Council Member Bowen.

ROLL CALL

Yes: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach, McCoy and Mayor Pro Tem Dobson - 7

No: - 0 -

Absent: - 0 -

Motion carried.

Mayor Hark declared Bill No. 21-019 duly approved and adopted on this date.

BILL NO. 21-020

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

Second & Final Reading

A motion was made by Council Member Bowen to have the City Clerk read Bill No. 21-020 and call the roll for adoption. The motion was seconded by Council Member Veach.

ROLL CALL

Yes: Council Member Franke, Mayor Hark, Council Members Bowen, Welch, Veach, McCoy and Mayor Pro Tem Dobson - 7

No: - 0 -

Absent: - 0 -

Motion carried.

Mayor Hark declared Bill No. 21-020 duly approved and adopted on this date.

ADJOURNMENT

A motion was then made by Mayor Hark to adjourn the meeting. The motion was seconded by Mayor Pro Tem Dobson.

Motion carried.

James R. Hark, Mayor

Angelica N. Zerbonia, MRCC, CMO - City Clerk