

City of Hannibal

OFFICIAL COUNCIL PROCEEDINGS

**Tuesday, December 19, 2023
Council Chambers
7:00 p.m.**

ROLL CALL

Present: Council Member McCoy, Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Members Phillips, Welch and Munger -7

Absent: - 0 -

CALL TO ORDER

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

INVOCATION

The invocation was then given by Council Member Munger.

PLEDGE OF ALLEGIANCE

Mayor Louderman requested Council Member Phillips to lead the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

A motion was made by Mayor Pro Tem Dobson to approve the agenda, as amended, to include the approval of three board appointments. The motion was seconded by Council Member McCoy.

Motion carried.

APPROVAL OF MINUTES
Regular Scheduled Council Meeting – December 5 , 2023
Closed Session Minutes- October 3, 2023
Closed Session Minutes- October 17, 2023
Closed Session Minutes- November 7, 2023
Closed Session Minutes- November 21, 2023

A motion was made by Council Member Phillips to approve the Regular Scheduled Council Minutes of December 5, 2023, and Closed Session Council Minutes from October 3 and 17th, November 7 and 21st, 2023. The motion was seconded by Council Member McCoy.

Motion carried.

APPROVAL OF PAYROLL AND CLAIMS
First Half- December 2023

A motion was made by Council Member Munger to approve the payroll and claims for the first half of December 2023. The motion was seconded by Council Member Phillips.

Motion carried.

PUBLIC COMMENTS
3 Minutes/ Sign Up Required

Steven Meyer, of 2611 Marsh Street advised he was speaking this evening regarding the Public Safety Tax and the hiring of a lobbyist. Mr. Meyer reminded Council that the Local 1211 has a lobbyist on staff and an offer was made to the City of Hannibal to utilize that lobbyist to promote and further the Public Safety Tax. Mr. Meyer inquired as to the status of a lobbyist being hired by the City of Hannibal, and where in the process the tax is currently.

April Azotea of 323 North Main Street advised she would like to address the Stormwater tax that is before the Council this evening and the impact it will make on a specific group. Ms. Azotea advised she believes that it is the Council responsibility to study the tax and makes sure it is fair to all citizens and not a tax burden to just one class. Ms. Azotea advised that the current tax being proposed and approved by Council for the ballot is not fair and puts a huge burden on the back of the property owners.

LISA PECK - CITY MANAGER
Re: Recommendation of Appointment

Park Board
Steve Viorel – Appointment for a term to expire July 2024

Lisa Peck, City Manager advised the Council she is requesting a motion to approve the appointment of Steve Viorel to serve on the Park Board for a term to expire in July 2024.

A motion was made by Council Member McCoy to approve the appointment of Steve Viorel for a term to expire July 2024, to the Park Board. The motion was seconded by Council Member Franke.

Motion carried.

Planning and Zoning
Cole Painter– Appointment for a term to expire June 2027

Lisa Peck, City Manager advised the Council she is requesting a motion to approve the appointment of Cole Painter to serve on the Planning and Zoning Commission for a term to expire in June 2027.

A motion was made by Mayor Pro Tem Dobson to approve the appointment of Cole Painter for a term to expire June 2027, to the Planning and Zoning Commission. The motion was seconded by Council Member Welch.

Motion carried.

Board of Adjustment
Hunter Haynes– Appointment for a term to expire May 2028

Lisa Peck, City Manager advised the Council she is requesting a motion to approve the appointment of Hunter Haynes to serve on the Board of Adjustments for a term to expire in May 2028.

A motion was made by Council Member Phillips to approve the appointment of Hunter Haynes for a term to expire May 2028, to the Board of Adjustments. The motion was seconded by Mayor Pro Tem Dobson.

Motion carried.

AMANDA SCHULTZ CPA – WILLIAMS KEEPERS
Re: Presentation of FY 2023 Audit

Amanda Schultz, audit partner with Williams Keeper, LLC, then addressed Council relating to the 2022/23 fiscal year auditing, reviewing the already distributed Summary Report, along with the annual financial report on the financial statements for the year ended June 30, 2023.

Williams Keepers have issued an “unmodified” or a “clean” opinion on the financial statements. In their opinion, the financial statements present fairly, in all material respects, the financial position of the activities and funds of the City as of June 30, 2023, and the respective changes in

its financial position and cash flows for the year then ended in conformity with generally accepted accounting principles (GAAP). She advised City management is responsible for the preparation and fair presentation of the financial statements, including the design and implementation of internal control. Williams Keepers prepared the financial statements, which were reviewed and approved by management. The firm uses their judgment in determining how to audit the City, in which was based on their risk assessment performed on balances, transactions, processes, and controls. They focused their attention on areas where the financial statements could be misstated.

The financial statements included two different sets:

- Government-wide financial statements, which are full accrual and include all funds as well as capital assets and long-term debt and other liabilities, and
- Fund financial statements, which separate into governmental funds (revenue from taxes and other general sources and use modified accrual), proprietary funds (revenue from user charges and use full accrual), and fiduciary funds (revenue from contributions, fines and forfeitures, and taxes, and use full accrual).

They also issued an Auditors' Communication Letter which consists of comments about the audit process and its results that required under their professional standards be communicated to an audit or similar committee of the governing board of an organization or entity. For the City, the City Council serves that role.

They also issued a Management Letter which is used to communicate any findings they may have about the City's internal controls and certain other matters that are, in their opinion, significant enough to warrant attention.

They also perform an audit report for MIRMA. This document contains the City's schedule of payroll reportable to MIRMA for the year ended December 31, 2022, along with a report included on the schedule. They issued an "unmodified" or a "clean" opinion on the schedule.

Ms. Schultz then thanked the city and its personnel for their cooperation and assistance during the audit and advised she is looking forward to next year.

STEPHAN FRANKE – 3RD WARD COUNCIL MEMBER
Re: Update on IT process

Stephan Franke, 3rd Ward Council Member, advised the Council he is requesting an update on the IT process which was a directive given by Council to Andy Dorian, Central Services Director and Melissa Cogdal, City Clerk in May of this year. Barry Louderman, Mayor reported the interview process will begin at the beginning of the New Year.

Re: Setting Goals Regarding Old St. Elizabeth's Hospital

Stephan Franke, 3rd Ward Council Member, advised the Council his second item this evening is a recommendation for the Council to address the St. Elizabeths Hospital issue immediately by

setting self-imposed deadlines to have a 100% investor identified if the deadline is not met the City to direct staff to do everything within reason to prepare for demolition of the structure. Mr. Franke advised both Mayoral candidates had addressed the structure issues in campaign items, and this is an issue the City needs to move forward and set deadlines sooner rather than later. Mr. Franke advised discussions need to begin regarding funding and development of land after demolition. Mr. Franke advised he believes the deadline should be within one year from now. Mayor Pro Tem Dobson advised he would like the deadline to be sooner rather than later.

A motion was made by Council Member Franke for Council to set a self-imposed July 1st, 2024, deadline for development of the old St. Elizabeths Hospital. If the City does not have a developer with financing 100% secured on July 1, 2024, the City will commit ourselves entirely to demolition. In addition to setting public meetings or hearings over the next coming months for community input. The motion was seconded by Council Member Phillips.

ROLL CALL

Yes: Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Members Phillips and Munger -5

No: Council Members Welch and McCoy -2

Motion carried.

MELISSA COGDAL – CITY CLERK

**Re: Reschedule Public Hearing for Revising Chapter 29 & Chapter 32
Set for January 2, 2024, at 6:45 p.m.**

Melissa Cogdal, City Clerk, advised Council the Public Hearing scheduled for this evening's Council agenda needed to be rescheduled due to some paperwork not being in place in time for the meeting. Mrs. Cogdal requested the Council reschedule the public hearing for revising Chapter 29 and Chapter 32 of the code to Tuesday, January 2, 2024, at 6:45 p.m.

A motion was made by Council Member Franke to reschedule the public hearing for revising code for Chapter 29 and Chapter 32 to Tuesday, January 2, 2024, at 6:45 p.m. The motion was seconded by Council Member Welch.

Motion carried.

Re: Approval of Purchase/ IT Equipment

Replacement of 24 port switches \$2,322.84

Replacement of Server \$9,500.00 including Installation

Total cost \$11,822.84

Melissa Cogdal, the City Clerk, advised the Council her second and final item this evening is regarding outdated and non-working hardware for City Hall. Mrs. Cogdal advised the current

system is grossly out of date and in need of replacement. Devon McClain, IT consultant for the City of Hannibal, researched and sought pricing to replace the server, which is 12 years old, two access points which are 10 years old, and three 24 port switches which range from 7 to 19 years old. Mrs. Cogdal is requesting Council approval for the replacement of the server, access points, and 24 ports in the amount of \$11,822.84 to happen immediately.

A motion was made by Mayor Pro Tem Dobson for the replacement of the server, access points, and switches to happen immediately in the amount of \$11,822.84. The motion was seconded by Council Member Franke.

Motion carried.

JAMES LEMON – CITY ATTORNEY
Re: Adding new Section 2-185 Voting by Mayor
(Bill No. 23-037, to follow, first reading)

Andrew Patterson, standing in for James Lemon, City Attorney, advised he is presenting a Ordinance revising Chapter 2 Article three of the Code Rules and Order of Business, by adding a new section 2-185 requiring the Mayor to be last in all voting by Council.

Mayor Louderman stated Bill No. 23-037 is to follow, for first reading.

ANDREW DORIAN – DIRECTOR OF CENTRAL SERVICES
Re: Sell of 1722 Grace St/ Fresh Start Restoration \$750.00
(Resolution No. 2492-23 to follow, for approval)

Andy Dorian, Director of Central Services, is requesting approval for the sell of 1722 Grace Street to Fresh Start Restoration in the amount of \$750.00. Mr. Dorian advised the cost covers all closing cost; in addition, the standard covenants will be placed on the property upon sell. Mr. Dorian also advised a title report was done on the property showing no liens or restrictions have been placed on the property.

Mayor Louderman stated Resolution No. 2492-23 is to follow, for approval.

Re: Great Rivers Bank Agreement
Temporary Construction Easement
(Resolution No. 2493-23 to follow, for approval)

Andy Dorian's, Director of Central Services, final item this evening is requesting approval for the Mayor to sign a temporary construction/use agreement with Great Rivers Bank for access to utilize City Right of Way for an upcoming project. Mr. Dorian advised the property along Diamond Boulevard will require a right-of-way permanent use agreement for access on completion of the project. Planning and Zoning discussed the project with no concerns and made a staff recommendation for approval.

Mayor Louderman stated Resolution No. 2493-23 is to follow, for approval.

RYAN NEISEN – CHIEF OF FIRE
Re: 2023 Regional Homeland Security Grant
Purchase of Ventilation Equipment/ Grant Amount \$17,399.85

Fire Chief Neisen’s first item this evening is a request for approval to have the Mayor execute subsequent acceptance documents for a grant award from Regional Homeland Security Grant in the amount of \$17,399.85 for the purchase of three battery powered ventilation fans. Chief Neisen advised this is a no match grant and there will be zero cost to the city.

Mayor Pro Tem Dobson made a motion to approve the Mayor to execute an acceptance of the Regional Homeland Security Grant in the amount of \$17,399.85. Council Member McCoy seconded the motion.

Motion carried.

Re: American Rescue Plan Act Grant/ Missouri Department of Public Safety
Grant Application & Subsequent Award Document
Replacement of Rescue Equipment- 50/50 Grant Match
Purchase of Two Support Vehicles- 50/50 Grant Match

Fire Chief Neisen’s final item this evening is a request to apply for an American Rescue Plan Act Grant funding First Responders Equipment Grant program for two projects. The first project would be a continuation of the rescue tolls purchased with a grant earlier this year. The cost of the equipment and grant amount would be \$66,775.00 with a 50/50 match amount and the cost to the city of \$33,387.50. The second project would be for the purchase of two replacement support vehicles. Chief Neisen advised they would like to purchase two full size SUVs with a total cost of \$150,000, with a 50/50 cost match to the City in the amount of \$75,000.

Council Member McCoy made a motion to approve the request and allow the Mayor to sign and complete the application and award documents for a grant from American Rescue Plan Act Grant in the total amount of \$108,387.50. Council Member McCoy seconded the motion.

Motion carried.

PHYLLIS NELSON – CITY COLLECTOR
Re: Delinquent Business License

Phyllis Nelson, City Collector, approached Council requesting approval to send “final” delinquent letters to businesses and contractors that still have not renewed their business license for the 2022/2023 fiscal year. She stated this is a process that is done annually, however, requires Council approval first, as this gives the entities 30 days to renew or their business will be closed.

If approved, Ms. Nelson will send a letter giving the business/contractor 30 days to renew their license, if not renewed she will then contact the Hannibal Police Department to close the business.

A motion was made by Mayor Louderman to authorize City Collector Nelson to send “final” letters to the delinquent businesses/contractors that have not renewed their 2022/2023 business license. The motion was seconded by Council Member Franke.

Motion carried.

MARK KEMPKER – CHAIRMAN OF POLICE & FIRE PENSION BOARD

Re: Plan Amendment

(Bill No. 23-038, to follow, first reading)

Mark Kempker, Chairman of Police & Fire Pension Board advised Council he is presenting a potential plan amendment for the Police and Fire Board that would allow employees of Police and Fire Departments to “buy back” into the pension plan for any military leaves for service. Kempker explained that currently any employee that is called for military service is required to pay back the plan for missed contributions during the leave. Under the current plan the employee is allowed three times the leave time or up to five years, if the employee fails to pay back the contributions the employee will be required to make up their time at the end of their career before being eligible for retirement. Kempker explained that under the plan change the employee will be allowed to pay back the plan anytime after return from leave.

Mayor Louderman stated Bill No. 23-038 is to follow, for first reading.

BILL NO. 23-034

**AN ORDINANCE OF THE CITY OF HANNIBAL CALLING
A MUNICIPAL ELECTION TO BE HELD TUESDAY,
APRIL 2, 2024, TO ALLOW HANNIBAL VOTERS TO
CONSIDER THE IMPLEMENTATION OF A FEE FOR THE
PURPOSE OF MAINTAINING AND IMPROVING THE
CITY’S UNDERGROUND STORMWATER CONVEYANCE
(PROPOSITION S)**

Second & Final Reading

A motion was made by Mayor Pro Tem Dobson to have the City Clerk read Bill No. 23-034 and call the roll for adoption. The motion was seconded by Council Member McCoy.

ROLL CALL

Yes: Council Member McCoy, Mayor Pro Tem Dobson, Mayor Louderman, Council Members Phillips, Welch, and Munger -6

No: Council Members Franke -1

Motion carried.

Mayor Louderman declared Bill No. 23-034 duly approved and adopted on this date.

BILL NO. 23-036

**AN ORDINANCE AMENDING CHAPTER 15 LICENSES,
TAXATION AND MISCELLANEOUS BUSINESS REGULATIONS
BY CREATING A NEW ARTICLE REGARDING VIDEO SERVICE
PROVIDERS**

Second & Final Reading

A motion was made by Council Member McCoy to have the City Clerk read Bill No. 23-036 and call the roll for adoption. The motion was seconded by Mayor Pro Tem Dobson.

ROLL CALL

Yes: Council Member McCoy, Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Members Phillips, Welch, and Munger -7

No: -0-

Motion carried.

Mayor Louderman declared Bill No. 23-036 duly approved and adopted on this date.

BILL NO. 23-037

**AN ORDINANCE REVISING CHAPTER 2 ADMINISTRATION,
ARTICLE III – CITY COUNCIL, DIVISION 2. – RULES AND
ORDER OF BUSINESS, BY ADDING A NEW SECTION 2-185
VOTING BY THE MAYOR**

First Reading

A motion was made by Council Member Franke to give Bill No. 23-037 a first reading. The motion was seconded by Council Member Phillips.

Motion carried.

BILL NO. 23-038

**AN ORDINANCE OF THE CITY OF HANNIBAL PROVIDING FOR
A MEMBER WHO LEAVES THE SERVICE OF THE CITY TO
SERVE IN THE ARMED SERVICES OF THE UNITED STATES OR
IN ANY QUALIFING MILITARY DEPLOYMENT TO MAKE-UP
CONTRIBUTIONS FOLLOWING PLAN REQUIREMENTS HEREIN.**

First Reading

A motion was made by Mayor Pro Tem Dobson to give Bill No. 23-038 a first reading. The motion was seconded by Council Member Welch.

Motion carried.

RESOLUTION NO. 2492-23

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A SPECIAL WARRANTY DEED TO
FRESH START RESTORATION FOR THE SALE OF CITY OWNED
PROEPRTY LOCATED AT 1722 GRACE IN THE AMOUNT OF \$750.**

A motion was made by Council Member Munger to have the City Clerk read Resolution No. 2492-23 and call the roll for adoption. The motion was seconded by Council Member Welch.

ROLL CALL

Yes: Council Member McCoy, Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Members Phillips, Welch, and Munger -7

No: -0-

Motion carried.

Mayor Louderman declared Resolution No. 2492-23 duly approved and adopted on this date.

RESOLUTION NO. 2493-23

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A TEMPORARY CONSTRUCTION EASEMENT/PERMANENT USE AGREEMENT BETWEEN THE CITY OF HANNIBAL AND GREAT RIVERS BANK FOR ACCESS OVER CITY RIGHT AWAY ALONG DIAMOND BOULEVARD

A motion was made by Council Member Munger to have the City Clerk read Resolution No. 2493-23 and call the roll for adoption. The motion was seconded by Council Member Welch.

ROLL CALL

Yes: Council Member McCoy, Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Members Phillips, Welch, and Munger -7

No: -0-

Motion carried.

Mayor Louderman declared Resolution No. 2493-23 duly approved and adopted on this date.

CLOSED SESSION
In Accordance with RSMo 610.021 (3) and (13)

Mayor Louderman then entertained a motion to enter closed session in accordance with RSMo. 610-021, sub-paragraphs (3) and (13). He is requesting to admit himself, City Council Members, City Attorney Andrew Patterson, City Manager Lisa Peck, City Clerk Melissa Cogdal, Director of Central Services Andy Dorian, and Police Chief Jacob Nacke.

A motion was made by Council Member Munger to enter closed session. The motion was seconded by Council Member Welch.

ROLL CALL

Yes: Council Members McCoy, Mayor Pro Tem Dobson, Council Member Franke, Mayor Louderman, Council Member Phillips, Welch, and Munger -7

No: - 0 -

Motion carried.

OPEN SESSION

A motion was made by Mayor Pro Tem Dobson to return to open session. The motion was seconded by Council Member Franke.

Motion carried.

ADJOURNMENT

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

Motion carried.

Barry Louderman, Mayor

Melissa Cogdal, City Clerk