

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday December 20, 2022
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

Regularly Scheduled Council Meeting – December 6, 2022

APPROVAL PAYROLL AND ACCOUNTS PAYABLE First Half –December 2022

SILAS ACUFF – SHAMROCK SHUFFLE

Re: Request, Street Closures – 5k Run/Walk
(Saturday, March 18, 2023 – 10:30 a.m. – 12:30 p.m.)

KRISTY TREVATHAN-HANNIBAL MO

Re: Employee Retention and Transparency

SUSAN WELKER-4007 RIVERBLUFF DR.

Re: Employee Retention and Transparency

**JOHN TOMKO-200 S. MAPLE AVE
Re: Conduct of City Employee**

**WILLIAM & TERRY MARTIN- 16 RIVERPOINT RD.
Re: Conduct of City Employee**

***DENA ELLIS-2310 MARSH AVE*
Re: Employees Departure**

**ROBERT HENDRICKSON-55891 OAKBROOK RD.
Re: Hannibal Proud**

**LUCAS JUDLOWE – 1116 HILL STREET
Re: Direction of City Management**

**EDIE GRAUPMAN – 1 CENTERVILLE ROAD
Re Prospective from former employee**

**JOHN LYNG – 625 GRAND AVE
Re: Following the law, and including citizens**

**STEVE AYERS-615 CENTER ST
Re: Proposal before Council**

**CLARK CRUIKSHANK – 311 N. 6TH STREET
Re: Andy Dorian**

**BRANSON WOOD – 1001 CENTER STREET
Re: Employment Retention / Policies**

**ALAN BOWEN – 13394 OLD 79
Re: Employee Policy**

LISA PECK – CITY MANAGER
Re: Letter of Support /Lakeside Industrial Park

JAMES HARK – MAYOR
Re: Approval of Reappointments

INDUSTRIAL DEVELOPMENT AUTHORITY
➤ **Louis Riggs – reappointment for a term to expire**
January 2028

Tom Batenhorst-reappointment for a term to expire
January 2028

POLICE AND FIRE RETIREMENT BOARD
➤ **Dane Riefesel– reappointment for a term to expire**
December 2028

Re: Recommendation of Appointments

POLICE AND FIRE RETIREMENT BOARD
➤ **Dalton Benn – appointment as alternate for a term to expire**
December 2025

STEPHAN FRANKE- 3RD WARD COUNCIL MEMBER
Re: Unbiased External Investigation

MIKE MCHARGUE-ASSISTANT DIRECTOR CENTRAL SERVICES/STREET
Re: Purchase approval-New Plow Truck

Re: Sale of City Owned Surplus Property

1982 Ford F-700
2000 Sterling 2-Ton
2006 Chevy 3500
John Deere Zero-turn lawnmower

BILL NO. 22-033

**AN ORDINANCE AMENDING THE CODE OF THE CITY OF
HANNIBAL TO ENSURE THAT THE MUNICIPAL COURT IS IN
COMPLIANCE WITH THE APPLICABLE RULES OF THE
MISSOURI SUPREME COURT**

Second and Final Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (1), (2), (3), (12), (13)

ADJOURNMENT



Return to:
Office of the City Clerk
320 Broadway
Hannibal, MO 63401
Ph. (573) 221-0111
Fax (573) 221-8191

SPECIAL EVENT APPLICATION

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

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 11/1/2022 Date you wish to be placed on Agenda: 12.20.2022

Your Organization: YMCA of Hannibal Special Event: Shamrock Shuffle

Date(s) of Event: 3/18/23 (Rain date 3/25/23) Requested Times (from-to): 10:30am to 12:30pm

Description of Activity: This is our 9th annual 5K run/walk fundraiser. All proceeds from the event benefit our Strong Community campaign, which help provide memberships and programs to the YMCA available for the Hannibal community

Primary Contact Person(s): Silas Acuff Home Phone: _____

Work Phone: 573-221-0586 Cell Phone: 573-777-2616 E-mail: Silas.Acuff@ymcaofhannibal.com

Assistance Needed (location, etc.): Requesting closure of a portion of Palmyra Road during the 5K to keep participants safe. Requesting to reserve Riverview Park during the 5K as well.

DEPARTMENTAL COMMENTS

Police: I've spoken with Silas. He agreed to move western barricade to Central and Palmyra, leaving the other at Country Club. He'll have volunteers at both barricades to assist with letting local traffic through. All of the runners should be off the roadway until they cross to get to the park. As long as things are taken care of we won't need to be involved.
Dept. Cost: 0
-Lieutenant Grote

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

Public Works: N/A
Dept. Cost: 0
N/A

Building Inspector: I have no comment.
Dept. Cost: 0
-Mike Murphy

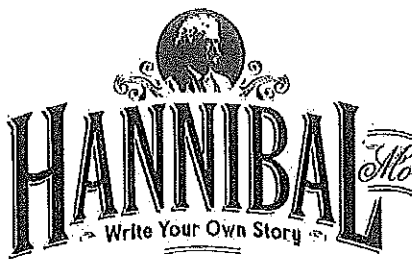
Parks: Approved by the Park Board on Nov. 17th to keep Riverview Park **Dept. Cost:** 0
closed to traffic until 11:30am. **-Andy Dorian**

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

Tourism: No comment. **Dept. Cost:** 0
-Megan Rapp

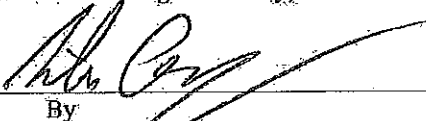
Administration: Approval upon receipt of insurance. **Dept. Cost:** 0
-Angelica Zerbonia

STAFF RECOMMENDS: _____



Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.
Workers Compensation Insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.


By

Wellness Director

Title

11/1/22

Date

**STATE OF MISSOURI SALES TAX
REQUIREMENTS FOR
SPECIAL EVENT VENDORS**

- SPONSOR OF SPECIAL EVENT WILL BE REQUIRED TO CONTACT THE DEPARTMENT OF REVENUE (314-877-0177) TO REQUEST SPECIAL EVENT SALES TAX PACKETS FOR EACH VENDOR.
- PRIOR TO ISSUING LICENSES - COVER SHEET FROM THE DEPARTMENT OF REVENUE VERIFYING PACKETS WERE REQUESTED/RECEIVED MUST BE PROVIDED.

This checklist is for your planning and to help us better understand the needs for your event.
Please check all activities that apply to your event.

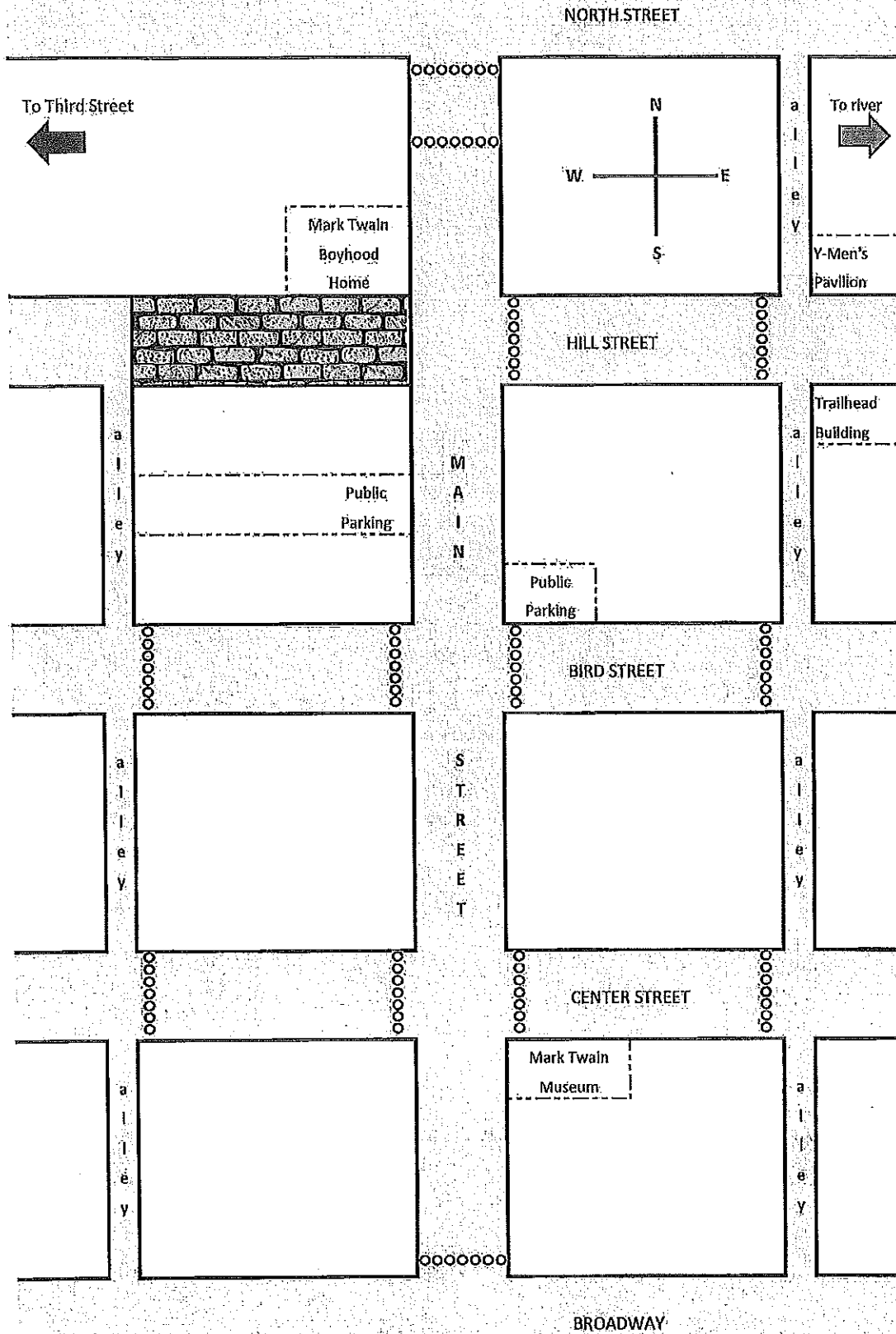
ACTIVITY		PROCESS
<input type="checkbox"/>	Business License	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
<input type="checkbox"/>	Alcohol	1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u> . 2. Approval is needed from the City of Hannibal
<input type="checkbox"/>	Retail Vendors	If retail sales are being made, vendors are required to collect and report sales tax to Missouri Department of Revenue. Tax Packets may be obtained by calling 573-751-3505 or by visiting the Business tax Registration Forms at http://dor.mo.gov
<input type="checkbox"/>	Food Vendors	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at 573-221-1166.
<input type="checkbox"/>	Parade or other run / walk event	Special Events that occur on public property, require street closures, or involve outdoor retail sales, first require City Council approval. Parades require you to obtain a permit from the Police Department after Council Approval, but prior to your event. You must contact the Police Department 573-221-0987 within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/>	Security	(Must Provide Own) Method of Security
<input type="checkbox"/>	Waste Removal / Recycling	Responsibility of Event Holder
<input type="checkbox"/>	Port-A-Potties	Not supplied by City
<input checked="" type="checkbox"/>	Barricades	Available through Street Department 573-221-0134

****All special events; etc. must contact the Hannibal Fire Department for appropriate permits****

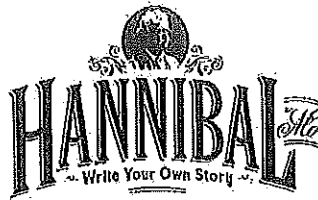
**Administration Building
2333 Palmyra Road
(573) 221-0651
Training Officer Kempker**

HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

****The circles represent the bollards; mark with an "X" those you don't wish to have placed.****



For assistance in determining the bollard placement/openings, contact Mike McHargue, Street Supervisor at (573) 822-6950



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name Shamrock Shuffle Date of Event 3/18/23
Location/Address/Facility Name YMCA, to be held at the Hannibal Country Club
and Riverview Park
Expected Number of Attendees: 150

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: Silas Acuff
Cell Phone: 573-777-2616

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 Marion County Ambulance District, 573-221-5510
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 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 thoroughways.
4. Crowd control will be managed by:
☒ Staff or ☐ On-site Security

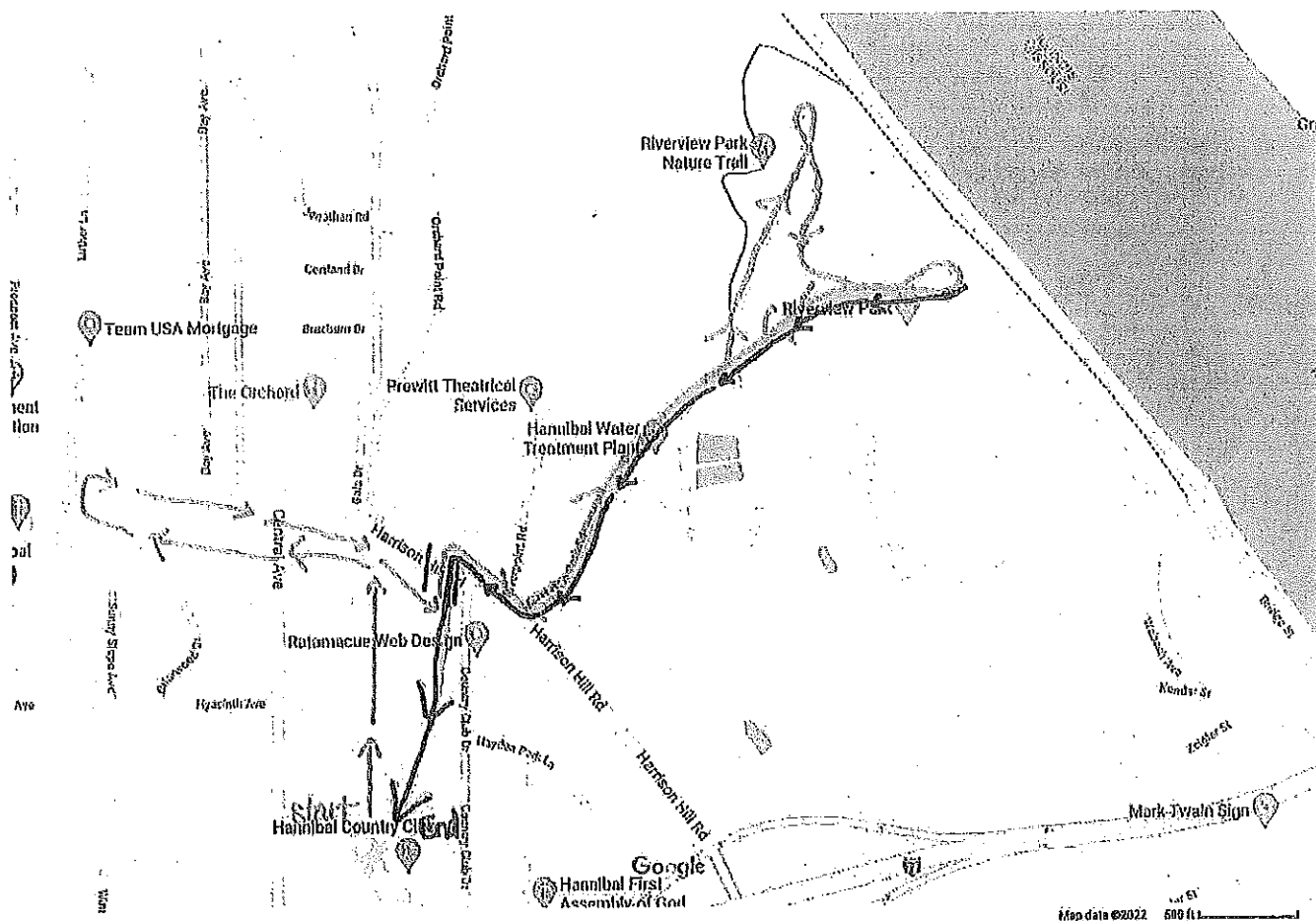
V. CONTACT INFORMATION

Primary Contact: Silas Acuff Cell Phone: 573-777-2616
Secondary Contact: Crystal Freeman Cell Phone: 314-686-2429

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)

Google Maps



Red = closure

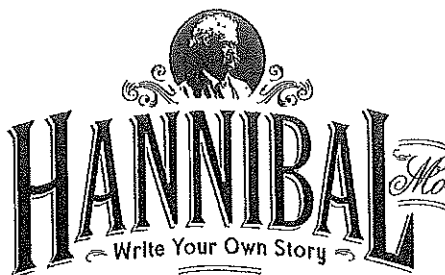
Green = Initial crossing

Blue = Return crossing

Please place me on the December 20, 2022 to speak about employee retention and transparency.


Kristy Travathan

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 12.14.2022

Date you wish to be placed on Agenda: 12.20.2022

Name: Susan Welker

Address: 4007 Riverbluff Dr. Hannibal MO. 63401

Phone Number: 573.270.6854

Subject Matter: Employee Retention + Transparency

Speaking with Kristy Travathan

12.14.2022

Date

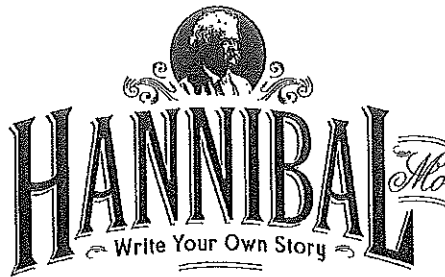
Susan J. Welker
Speaker's Signature

**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 the specific meeting.
(573)221.0111, ext. 209**

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

Office of City Clerk



Angelica N. Zerbonia

City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting

Today's Date: 12-14-22

Date you wish to be placed on Agenda: 12-20-22

Name: John Tomko

Address: 200 S. Maple Ave

Phone Number: 573-340-9213

Subject Matter: Investigation into conduct of
City Clerk Angelica Vance Kendrick
Zerbonia.

12-14-22
Date

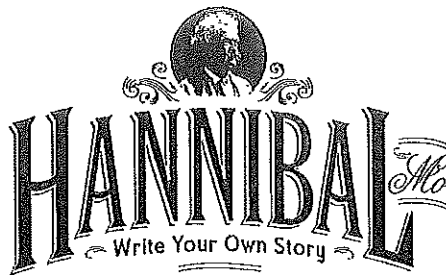
[Signature]
Speaker's Signature

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Today's Date: 12.14.2022

Date you wish to be placed on Agenda: 12.20.2022

Name: William Martin & Terry Martin

Address: 16 Riverpoint R

Phone Number: 573-795-1399

Subject Matter: Conduct of City employees

12-14-22
Date

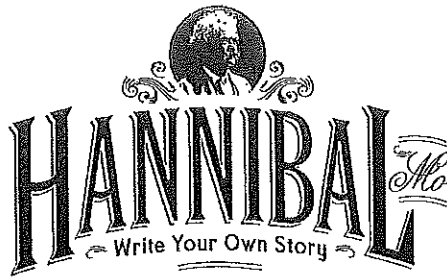
William Martin
Speaker's Signature

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Today's Date: 12.14.2022

Date you wish to be placed on Agenda: 12.20.2022

Name: Dena Ellis

Address: 2310 Marsh Ave. Hannibal, MO 63401

Phone Number: 573-248-9410

Subject Matter: Andy Dorian & Corry McHaffey leaving
and code enforcement.

(Speaking with Kristy Trevathan)

12/14/22
Date

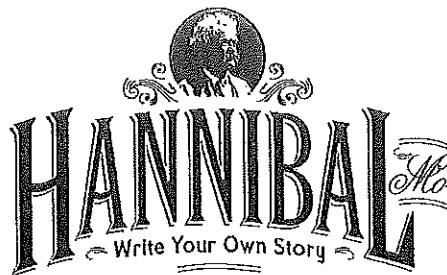
Dena Ellis
Speaker's Signature

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Today's Date: 12.14.2022

Date you wish to be placed on Agenda: 12.20.2022

Name: Robert Hendrickson

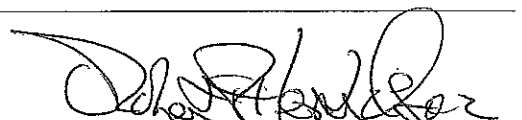
Address: 55891 Oak Brook Road

Phone Number: 443-255-8282

Subject Matter: Hannibal Proud

12-14-22

Date

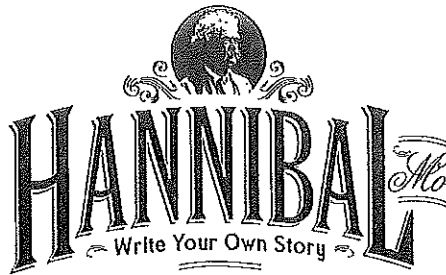

Speaker's Signature

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Angelica N. Zerbonia

City Council Request to Speak
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Today's Date: 12/14/2022

Date you wish to be placed on Agenda: 12/20/2022

Name: LUCAS JUDLOWE

Address: 1116 HILL STREET

Phone Number: 573-822-9257

Subject Matter: CONCERNS WITH DIRECTION OF CITY MANAGEMENT

12/14/2022
Date

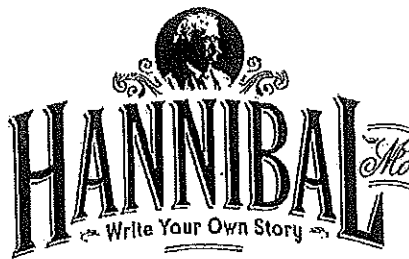
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Speaker's Signature

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Angelica N. Zerbonia

**City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: December 14, 2022

Date you wish to be placed on Agenda: December 20, 2022

Name: Edie Graupman

Address: 1 Centerville Road Hannibal, MO 63401

Phone Number: 573-231-1248

Subject Matter: Perspective from former Employee

12/14/2022
Date

Edie Graupman
Speaker's Signature

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P 573.221.0111 F 573.221.8191
www.hannibal-mo.gov**

**John Lyng
625 Grand Avenue
Hannibal, Missouri 63401**

Telephone (573) 406-9225

December 15, 2022

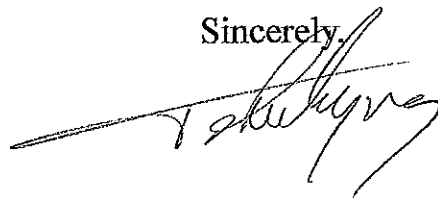
Clerk
City Hall
Hannibal, MO 63402

Dear Madam Clerk:

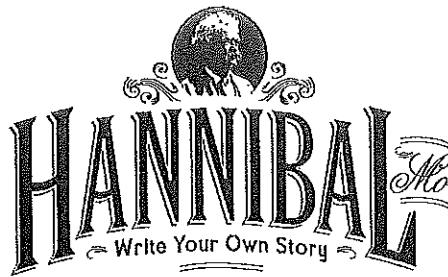
Please accept this as my request to address the City Council at its meeting on December 20, 2022. My brief remarks will be on the topic "Following the law and including the citizens."

Thank you for your service.

Sincerely,

A handwritten signature in black ink, appearing to read "John Lyng", written over a horizontal line.

Office of City Clerk



Angelica N. Zerbonia

City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting

Today's Date: 12.15.2022

Date you wish to be placed on Agenda: 12.20.2022

Name: Steve Ayers

Address: 615 Coulter St.

Phone Number: 573-295-2868

Subject Matter: _____

Proposal before council

12/16/22
Date

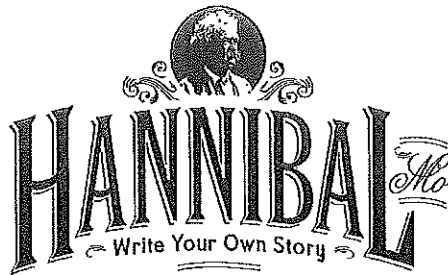
[Signature]
Speaker's Signature

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Today's Date:

12/13/2022

Date you wish to be placed on Agenda:

Yes

Name: Clark A. Cruikshank

Address: 311 N. 6th St

Phone Number: (612) 306-5247

Subject Matter: Andy Dorian

12/13/2022
Date


Speaker's Signature

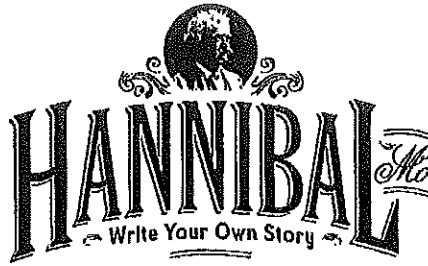
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'Rec'd 12.15.2022 BKD 10:51am

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 12/15/22

Date you wish to be placed on Agenda: 12/20/22

Name: Branson Wood

Address: 1001 Center Street, Hannibal, MO 63401

Phone Number: 573-221-4255

Subject Matter: public comment portion of the meeting regarding the topic of employment retention/employment policies.

12/15/22

Date

Branson Wood

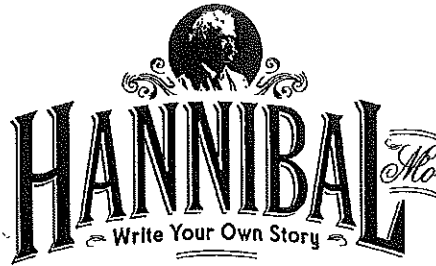
Speaker's Signature

**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 the specific meeting.
(573)221.0111, ext. 209**

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

Office of the



City Clerk

City Council Request to Speak
Council Meetings are held First and Third Tuesday of each Month
Deadline is 4:00 P.M. Thursday prior to City Council Meeting

Today's Date: 12-15-22
Date you wish to be placed on Agenda: 12-20-22
Name: Alan Bower
Address: 13394 Old 79
Phone Number: 573-541-8222
Subject Matter: Employment Policies

12-15-22

Date

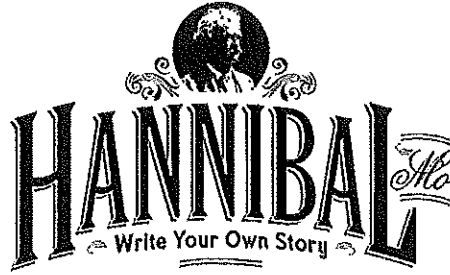
Al B

Speaker's Signature

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James Hark
Mayor

December 16, 2022

Dear Investor,

The City of Hannibal strongly supports the designation of Missouri Certified Site status for the Hannibal Lakeside Technology Park in Hannibal. We also support the active marketing and development activities of the business park as a certified site to potential investors as performed by the Hannibal Regional Economic Development Council (HREDC).

A great deal of time and investment has gone into the creation of this business park and considerable efforts have been applied toward obtaining Missouri Certified Site status. In addition to the initial investment, the Hannibal Board of Public Works (HBPW) budgets funds each year for ongoing improvements to the park in an effort to enhance the attractiveness of the park for investment.

Our goal is a developer-friendly investment site, profitable, economical and attractive for producers and employees alike. The Missouri Certified Site allows producers to bring their talents and products to market much cheaper, quicker and in a seamless fashion. We welcome investors to the Hannibal Lakeside Technology Park in Hannibal, a Missouri Certified Site, to become part of this profitable project, this wonderful community and to grow along with us.

Sincerely,

James Hark
Mayor

Melissa Cogdal

From: Jacob W. Nacke <JNacke@hannibalpd.com>
Sent: Wednesday, December 7, 2022 1:54 PM
To: Melissa Cogdal
Cc: John A. Grote
Subject: Pension Board (Alternate) Police

Importance: High

We held our election and Officer Dalton Benn was selected. Can you please add him for approval in the coming council meetings.

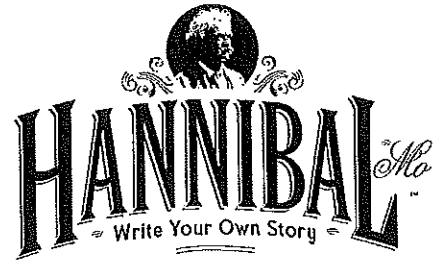
Thanks,

Chief Jacob Nacke

Hannibal Police Department
777 Broadway
Hannibal, MO 63401
573-221-0987

WARNING: This document is LAW ENFORCEMENT SENSITIVE and contains sensitive information that should be used for valid law enforcement purposes only. Release of this information could adversely affect or jeopardize investigative activities. It contains information that may be exempt from public release under the Missouri Revised Statutes Section 610.021 (Missouri Sunshine Law). Release or transmittal of the information in this document to the public, the media, or other personnel who do not have a valid need-to-know without prior approval of the Hannibal Police Department may constitute a violation of 610.115 RSMo.

Mike McHargue
Street Superintendent
City of Hannibal
320 Broadway
Hannibal, MO 63401
Ph: 573-822-6950
Email: mmchargue@hannibal-mo.gov



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

FROM: Mike McHargue

DATE: 12-14-22

RE: New plow truck and surplus items

After receiving council approval last May to purchase a 2022 Chevrolet 3500 I received word from Don Brown Chevrolet the truck was cancelled. Given the supply crisis of today I am asking council to approve a budget of \$100,000 to order a new 350 or 450 truck with the hopes of an arrival date by November of 2023.

I am also asking council approval to surplus a

1982 Ford F700 #1FDPF70H9DVA20263 (old oil distributor) Cab and chassis. Runs

2000 Sterling 2-ton. Runs but engine issues. Repair beyond its worth.

2006 Chevrolet 3500 runs but major frame rust and other issues. Repair beyond its worth.

One John Deere zero turn lawnmower. Runs but over 1200 hours and in need of repair.