

CITY OF HANNIBAL
OFFICIAL COUNCIL AGENDA

Tuesday, March 1, 2016
Council Chambers
7:00 p.m.

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES
Closed Session Meeting – December 15, 2015
Regularly Scheduled Council Meeting – February 16, 2016

APPROVAL OF PAYROLL AND CLAIMS
Second Half – February, 2016

O.C. LATTA – MARK TWAIN FEDERATED DEMOCRAT CLUB
Re: Grain Belt Express Transmission Project

KRISTIN DOYLE – CLASS OF 2016 PROJECT GRADUATION
Re: Request, Street Use – Color Run
(Saturday, April 2, 2016 – 7:00 a.m. – 12:00 p.m.)

ROY G. HARK – MAYOR
Re: Approval of Appointment
INDUSTRIAL DEVELOPMENT AUTHORITY

- Stewart McIntyre – reappointment for a term to expire January, 2022

JEFF LAGARCE – CITY MANAGER
Re: Approval of Appointment – Finance Director

DOUG WARREN – FINANCE DIRECTOR
Re: Amendment 2016/17 Annual Bid Limits
(Bill No. 16-006, to follow)

Re: Other Post Employment Benefits (OPEB) Actuarial Study – Engagement Agreement
Lewis & Ellis, Inc.
(Resolution No. 2028-16, to follow)

BRIAN CHAPLIN – DPW SUPERINTENDENT
Re: FAA State Block Grant Agreement – Amendment #2
Missouri Highways and Transportation Commission
(Bill No. 16-007, to follow)

Re: Traffic Committee Recommendations

BILL NO. 16-004

AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING CERTAIN SECTIONS OF CHAPTER 9, ARTICLE III FLOOD DAMAGE PREVENTION, ADDING A NEW DEFINITION TO SECTION 9-58, AMENDING SECTION 9-60(c)(1), AND CREATING A NEW SECTION 9-69

Second and Final Reading

BILL NO. 16-005

**AN ORDINANCE RESTRUCTURING THE STREET
DEPARTMENT TO ELIMINATE THREE STREET
MAINTENANCE WORKER POSITIONS AND
SIMULTANEOUSLY CREATE THREE LEAD MAINTENANCE
WORKER POSITIONS**

Second and Final Reading

RESOLUTION NO. 2028-16

**A RESOLUTION AUTHORIZING AND APPROVING AN
ENGAGEMENT AGREEMENT WITH LEWIS & ELLIS,
INC. FOR ACTUARIAL SERVICES FOR THE CITY OF
HANNIBAL INCLUDING THE CITY, LIBRARY, PARKS,
TOURISM AND BOARD OF PUBLIC WORKS IN THE
COMBINED AMOUNT OF \$9,000**

BILL NO. 16-006

**AN ORDINANCE AMENDING THE ANNUAL BID LIMITS IN
ACCORDANCE TO SECTION 9.13 (b) OF THE CITY OF
HANNIBAL CHARTER**

First Reading

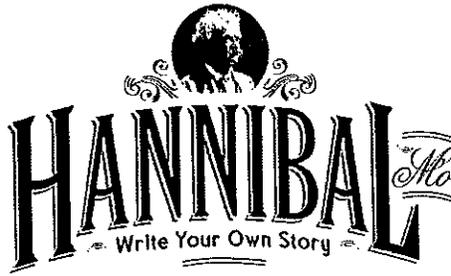
BILL NO. 16-007

**AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE
AMENDMENT #2 BETWEEN THE CITY OF HANNIBAL AND
THE MISSOURI HIGHWAYS AND TRANSPORTATION
COMMISSION AMENDMENT TO STATE
BLOCK GRANT AGREEMENT**

First Reading

ADJOURNMENT

Office of City Clerk



Angelica N Vance

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

Today's Date: 2/12/16

Date you wish to be placed on Agenda: YES - March 1, 2016

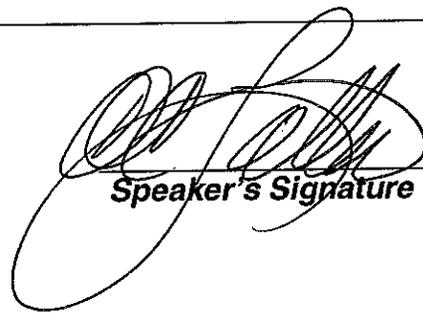
Name: O.C. Latta - Mark Twain Federated Democrat Club

Address: 22 Luther Lane, Hannibal, Mo 63401

Phone Number: 573-795-1244

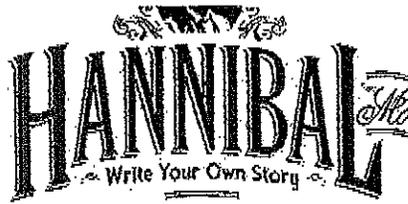
Subject Matter: GRAIN Belt Express TRANSMISSION

2/12/16
Date


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.

Office of City Clerk



Angelica N Vance

Amended

SPECIAL EVENT APPLICATION

Today's Date: 2/16/16 Date you wish to be placed on Agenda: 3/1/2016

Your Organization: Class of 2016 Project Graduation Special Event: Color Run

Date(s) of Event: 4/1/2016 + 4/2/2016 Requested Times (from - to) 4/1, 5:00pm - 7:00pm + 4/2, 7:00am - 12:00pm

Description of Activity: April 1 pre-registration and packet pick-up
April 2 Color Run / Fun Run

Primary Contact Person(s): Kristin Doyle Home Phone: 573-221-5285

Work Phone: 573-221-2747 Cell Phone: 573-795-1769 E-mail: kristindoyle39@yahoo.com

Assistance Needed (location, etc.): Use of city streets as proposed on attached map and included in attached directions, use of pavilion at Dalaney Park and use of Dalaney park.

SEE ATTACHED

DEPARTMENTAL COMMENTS:

Police: Two officers 2 hours of overtime Dept. Cost: \$130

Chief Davis

Fire: No objections Dept. Cost: _____

Chief Hampton

Public Works: No objections Dept. Cost: _____

B. Chaplin

Building Inspector: No comment Dept. Cost: _____

J Burnham

Parks: No objections Dept. Cost: _____

A Dorian

Street: No comment - per Brian Dept. Cost: _____

B Chaplin

Tourism: No comments Dept. Cost: _____

_____ G Bryant

Administration: No objections Dept. Cost: _____

_____ J LaSalle

STAFF RECOMMENDS: Approval to Cont. of Im mgnt *[Signature]*



Debbie White

From: Kristin Doyle <kdoyle@district.hannibal.k12.mo.us>
Sent: Tuesday, February 16, 2016 4:31 PM
To: Debbie White
Subject: Color Run

Debbie,

We will not need to use Warren Barret Drive. We will begin at Dulaney Park. Runners will run down Colfax to 6th street and take a left at 6th street. They will access Bear Creek Pedestrian Trail off of 6th street and proceed to South Main Street. The route will loop around in the flood plain and back track to Dulaney park via the pedestrain trail and Colfax street. Road closures will not be required. We will need possible assistance from the Hannibal Police department during the race, as used in last year's race.

Thank You.

Kristin Doyle



Jeff LaGarce
City Manager

MEMORANDUM

To: Mayor Hark and Members of the Hannibal City Council

From: Jeff LaGarce, City Manager

Re: Appointment of Finance Director

Date: February 25, 2016

Finance Director Doug Warren retires on April 1, 2016. At this writing, an offer for the position of Finance Director has been tendered and accepted.

Final “post-offer” steps are occurring today; therefore, the applicant has not yet had opportunity to provide notice to their employer. Because of this, I am placing this appointment on the March 1 city council agenda as a placeholder, omitting her name, background, and qualification details.

I will provide a full appointment memorandum to you by e-mail either Friday (tomorrow) or Monday. The memo is already written, but I’d prefer to retain confidentiality at this point in consideration of the applicant.

Staff recommends Council confirmation of the Finance Director appointment.



MEMORANDUM

To: Roy Hark, Mayor
City Council

From: Douglas Warren, Director of Finance

Date: February 10, 2016

Subject: Bid Limits

This memo is in reference to the bid limit increases pursuant to Section 9.13 (b) of the Charter of the City of Hannibal, which states that the Council of the City of Hannibal shall amend the bid limits annually.

In past practice Council has used the “National All Urban Consumers – (base 1984)” Table of the Bureau of Labor Statistics’ Consumer Price Index (CPI). Utilizing the December to December comparison, the index increased 0.735% from December 2014 to December 2015.

No purchase shall be made without first advertising for sealed bids shall be amended as follows:

- “(1) For purchases of personal property at or above \$4,560.00 (up from \$4,525.00).*
- “(2) For purchases for repairs on buildings and light equipment at or above \$12,250.00 (up from \$12,145.00).*
- “(3) For purchases for repairs on heavy equipment or for construction of infrastructural facilities at or above \$26,900.00 (up from \$26,730.00).*
- “(4) For purchases of service contracts at or above \$5,550.00 (up from \$5,490.00).”*

All purchases made under bid limits shall be substantiated by two (2) or more quotes from reliable firms or individuals. Policy set forth under the guideline of the City Manager state that all purchases shall be competitively shopped. Procurement under the bid limit but above \$1,000.00 requires proof of the competitive process (documents of telephone quotes obtained, who called, date called amount quoted. Under \$1,000.00 though competitively obtained do not require documented proof.

The council shall have the right to waive the bidding requirements in the event of a state of emergency directly affecting the City of Hannibal and as so declared by council action.



MEMORANDUM

**TO: Roy G. Hark, Mayor
City Council**

FROM: Douglas A. Warren, Director of Finance

DATE: February 12, 2016

SUBJECT: GASB-45 Actuary Study for OPEB

Per the Government Accounting Standards Board statement number 45, all government entities are obligated to have an actuarial study done for the expected cost of all benefits other than pension benefits that are promised to employees to extend past the retirement of the employee. Specifically, this is intended to capture promised continued health insurance coverage costs.

GASB-45 does not go so far as to require the expense to be recorded today but the liability must be placed on the books and it must be the best estimate of a third party certified actuary. It is time again to engage an actuary to determine the extent of liability for both the City and BPW. Lewis and Ellis (L&E) Actuaries & Consultants have completed the GASB-45 study in the past. The combined appropriate actuarial study to determine cost estimate for the City and the BPW have been offered by L&E for a combined cost of \$9,000.00 (City \$5,000.00 and BPW \$4,000.00). This is less than what we paid in 2014 for the same study, paid in March of 2014.

L&E have done excellent work in the past for both the GASB-45 and they have done work for the Police and Fire Pension plan.

We recommend that the Council move forward with an exception to regular bidding procedure in light of the fact that the cost of this study is being quoted at less than what we paid in both 2012 and 2014.

We will bring a resolution to the Council to agree to this price and allow the Mayor to enter into an agreement with Lewis and Ellis Actuary Consultants.



CITY OF HANNIBAL

DEPARTMENT OF PUBLIC WORKS

INTEROFFICE MEMORANDUM

TO: MAYOR AND CITY COUNCIL MEMBERS
FROM: BRIAN CHAPLIN – PUBLIC WORKS SUPERINTENDANT
SUBJECT: MODOT STATE BLOCK GRANT AGREEMENT
DATE: FEBRUARY 18, 2016
CC:

The City of Hannibal and MoDot Aviation entered into a previous agreement to sponsor and assist with Terminal Area Plan; Design and Construct Taxilanes at the Hannibal Regional Airport. The Council had previously approved the funds necessary for the Airport Taxilane but when the project was completed there was insufficient funds to cover the costs associated the construction terminal expenses as we went over the allotted time frame and cost amount for the project. MoDot is going to increase the grant amount given to the city to cover the additional costs involved in the Airport Taxilane project with the additional sum coverage of \$84,598.00. The city however has to provide a matching fund of \$9,400.00 toward the project as part of the 90/10 percentage agreement. This grant will cover the construction phase of the project. Per MoDot the City will have to request a third amendment request once our 2016 NPE funding is available.



MEMORANDUM

To: Mayor and City Council

From: Brian Chaplin-DPW Superintendent

Re: Traffic Committee Approval

Date: February 25, 2016

The Traffic Committee met on Thursday, February 25, 2016 at Council Chambers and have made a recommendation for the following items to go to Council.

A handicap application at 205 North 10th Street for Mary Colliver. Mary has turned all of the necessary paperwork and meets all of the requirements for the handicap parking space.

A handicap application at 219 Bird Street for Jimmy Latta. Jimmy has turned all of the necessary paperwork and meets all of the requirements for the handicap parking space.