

KIRKSVILLE CITY COUNCIL

NEWSLETTER . . .

Mari E. Macomber, City Manager
January 17, 2011

SUBJECTS:

**DATES TO REMEMBER
COUNCIL FILING
STATE OF THE CITY
COUNCIL ON THE RADIO
TCRC AGREEMENT
SOUTH 63 PROJECT
LEGISLATIVE SESSION
SNOW REMOVAL
KREDI ANNUAL MEETING
KHPC UPDATE
GRANT OPPORTUNITY
WASTEWATER TREATMENT PLANT UPDATE
SAFE ROUTES TO SCHOOL
BATTLE OF KIRKSVILLE
SURPLUS PROPERTY**

DATES TO REMEMBER

1/17 – No Council Meeting – Martin Luther King Holiday – city offices closed
1/18 – Last Date to file for City Council
1/20 – TCRC Executive Committee Meeting
1/21- State of the City – 7:30 refreshments, 8:00 am State of the City address
1/25 – Council on the Radio
2/1 – KREDI Annual Meeting – 11:45 at Kirksville Country Club

COUNCIL FILING

There are two more candidates who filed today. Their names in the order of filing are: Roger A. Edge, Sr. and Jerry Mills. They join Kevin Alm on the ballot. Two positions are open on the Council this time – Mayor Todd Kuhns and Council Member Martha Rowe. Filing closes on Tuesday at 5:00 pm. City Hall is closed on Monday.

STATE OF THE CITY

The State of the City event will be held on Friday, January 21 at 8:00 am. The presentation format will be much like it was last year with an introduction, a review of Council goals, and a summary report from each department. If there are other thoughts or if any member of the City Council would like to participate in this presentation, let me know.

COUNCIL ON THE RADIO

The City Council is scheduled to be on the radio on the 25th of this month at around 9:00 am. Please let me know who would like to represent the City Council. Information will be prepared for your use.

TCRC AGREEMENT

The Executive Committee of the TCRC will be meeting next week to review a draft Memorandum of Agreement. A copy of this document is included for your information. If you have any comments, please send those to me by the end of the day on Wednesday, January 19. There was a question from the City Council regarding the budget. The proposed 2011 budget proposed Revenues of \$181,831.60 and Expenditures \$178,004.92 these numbers include \$22,000 in-kind contribution from the City of Kirksville leaving the actual Revenues and Expenditures at \$159,831.60 and \$156,004.92. Partner contributions excluding the City's contribution totaled \$140,118 or 79% of the total estimated revenues. The Salary and Benefit expense for three staff was the largest expenditure totaling \$136,950 or 77%.

SOUTH 63 PROJECT

Included with this Newsletter is the latest site plan for the south 63 improvement project. The site plan focus is on the improvements, more specifically the number of entrances along the highway into this shopping area. MoDOT requested a limited number of entrances. The drawing shows two (2) entrances down from five (5) and a center turn lane. What you cannot see from the drawing is the landscaping and sidewalk that is proposed. We need to find out what is being proposed for lighting improvements.

LEGISLATIVE SESSION

Included with this Newsletter are the bills that were filed this week. Several of them have local implications and have been highlighted. If members of the City Council have any comments regarding these bills, let me know so that I may communicate those comments to our legislators. [S.B. 93 Business Licenses \(Kraus\)](#)...requires municipal business licenses to be issued within 60 days. This means that within 60 days a city must either issue a license or send a letter explaining why the license was denied. [H.B. 121 Municipal Elections \(Dugger\)](#)...changes the filing period for municipal offices to December 1 for the opening date, and January 1 for the closing date. This would reduce the amount of time that is available to file from six (6) to four(4) weeks. [H.B. 152 Sales Tax \(Kelly, 24\)](#)...expands the sales tax base to include services and lowers the income rate for individuals. This one will be interesting to follow. Not sure without reading the entire bill to determine implications to the City. [H.B. 157 Employment Contracts \(Faith\)](#)...provides that no municipal employment contract or renewal of such contract shall exceed two years. Limited review seems that the Council would have to proactively renew the City Manager's employment contract, may possibly affect the Municipal Judge and City Attorney.

SNOW REMOVAL

We are back to normal staffing. We had a 4 or 5 inch storm. This resulted in 224 - Regular Hours; 76 - Overtime Hours; 83 ton of Salt; 7000 gallon of Brine; and plowed

2500 miles of street. The biggest issue we saw had to do with parked vehicles. Cleaning local streets is difficult, but there are areas where on-street parking is all that is available. There are some citizens who parked their vehicles on the curb, just ahead of their driveways, requiring the snow plow operators to swing around them. This is a real problem when occupants of two residences on opposite sides of the street get the same idea. There are more and more cars in the downtown area that do not move for days at a time. They are easy to spot right now, they are the ones covered with snow, which again, we have to plow around. Overall, snow removal went very well. The brine did make snow plowing easier on the primary and emergency routes. Crews cleared the driving lanes in the downtown on Tuesday morning, which improved traffic flow and safety, even though they could not get the parking areas until Wednesday morning. Equipment held up well. We have one truck down for replacement of wheel studs, and a spreader which is in for some minor repair, both will be ready to go by the next storm.

KREDI ANNUAL MEETING

Mark your calendar to attend the Annual K-REDI Membership Meeting set for February 1, 2011 at the Kirksville Country Club. Lunch will be served starting at 11:45 a.m. with the business meeting to start at noon. This is the election of board members and a report of activities to the membership, as well as an opportunity for members to give comments, ideas and other input to the organization. The lunch is provided by K-REDI but invitations will be out soon asking for reservations for planning purposes.

KHPC UPDATE

At the last meeting of the KHPC, the Commission voted to have the Executive Director of the KDIC serve as an ex-officio member of the KHPC. This is not a voting membership, but they will be setting at the front table with the staff representatives, so the KDIC can more freely express their views and provide regular input towards any action that the KHPC is considering that may affect the downtown.

GRANT OPPORTUNITY

Area law enforcement has been working for months, on a collaborative effort with local health care providers, to improve the provision of mental health services in Adair County. Chief Hughes is on the Mental Health Advisory Board. He discovered a grant opportunity through the Bureau of Justice Assistance specific to a "Justice and Mental Health Collaboration Program." The grant proposal needs to be submitted by law enforcement and must encompass a collaborative effort with local health/treatment providers. The intended purpose of the grant fits perfectly with recent local efforts. The Mental Health Board intends to pursue this very competitive grant. Although the lion's share of the grant will be written by representatives from Mark Twain Behavioral Health and Preferred Family, the Police Department, and the Adair County Sheriff's Office, is actively working with them to submit the grant by its due date (February 3, 2011). The grant is broken into three categories, spread out over a five year period. Year one involves a \$50,000 award for planning (which is what is being applied for at this time). Category two and three involve planning, implementation and expansion (a combined total of \$400,000 in additional funds). The grant would require a 20% match; although

the 20% can be either cash or in-kind services and would be spread out among all participants. As the process moves forward more information will be made available.

WASTEWATER TREATMENT PLANT UPDATE

The City has anticipated hiring an engineering firm to assist staff by developing a Facility Plan for the Wastewater Treatment Plant, and then providing design services to prepare plans to upgrade or replace the plant to meet emerging environmental restrictions and permit limitations issued by the Department of Natural Resources. The City issued a Request for Qualifications from engineering firms for these services, requesting a response by August 16, 2010. We received response from 10 firms. A selection committee of City Manager Mari Macomber, Engineer Carl Brooks, Deputy Public Works Director Jack Schuster, Wastewater Plant Superintendent Doug Williams, and Public Works Director John Buckwalter reviewed the ten Statements of Qualifications submitted, and on November 15 officially narrowed the firms considered to a short list of four teams: CDM-GBA-B&A, Corollo, HDR-Klingner, and Jacobs-SKW. All teams include a major, national firm as the project leader. Staff scheduled tours of Missouri plants designed by each firm which would illustrate work similar to that anticipated for Kirksville. The engineering teams conducted tours and informational briefings at the selected plants, and staff spoke with operations personnel at each plant visit. Most firms also made virtual presentations of plants of interest to the City but not within reasonable travel distance. Jack, Carl, Doug and John visited the following plants between November 29 and December 8:

Jefferson City - CDM

Washington – Jacobs

Wentzville and Duckett Creek - Corollo

Blue Springs and Little Blue - HDR

On January 5 and January 6 the four firms made formal presentations to the selection committee and responded to interview questions. Doug Williams was not available during the interviews. Following the interviews each member of the committee prepared an evaluation of the four firms using the same criteria used in the initial screening. The firms were then ranked based on the sum of the individual ratings. HDR was selected as the best qualified firm by three of the five committee members, second by one, and third by one. CDM was rated as the next best qualified firm, having been rated first by two members, second by one member, third by one member, and fourth by one member. CDM partnered with two firms that are familiar to the City Council, George Butler and Associates and Benton and Associates. Benton and Associates is the only local firm. With Council's concurrence, staff will meet with representatives of HDR and define a scope of work, fee structure, and draft a proposed services contract. If an acceptable agreement can be reached, a contract will be brought to Council for review and approval. If the City and HDR cannot reach an agreement, then staff will begin negotiations with CDM. It is anticipated that Council action will be requested no later than March 7, and perhaps as early as February 7. In addition to our efforts to secure an engineering firm, information was also sent to Representative Blaine Luetkemeyer. The information sent to his office is included with this Newsletter.

SAFE ROUTES TO SCHOOL

The City received formal notification of approval from the Missouri Department of Transportation on a Safe Routes to School Project. The project will improve sidewalks around the Kirksville RIII School District campus. A copy of the letter and the latest map showing the improvements is included with this Newsletter. The City Council will be asked to approve an ordinance authorizing the approval of grant documents.

BATTLE OF KIRKSVILLE

The Battle of Kirksville Committee is meeting again. Councilmember Chrisman continues to serve as the chair of this group. There are two events being planned for this year. The first will be in April and will be a reenactment event at a location near Milan. The second event will occur in August in conjunction with the Battle of Kirksville anniversary.

SURPLUS PROPERTY

There are 124 Surplus Property Items listed on the Bid Form. Some of these items are computers, street lights and bleachers that were not bid on during the last bidding. Many items have been added which came from unclaimed property provided by the Police Department. This Bid Invitation will be offered to the general public and has been posted to the City's web site. The items to be seen at City Hall will not be available to look at until January 14.

Attachments

- TCRC Memorandum of Agreement
- Site Plan for South 63 Project
- Proposed Legislation
- Statement of Need
- Safe Routes to School
- Safe Routes to School Map
- Battle of Kirksville Events
- Surplus Property Bid Notice

Memorandum of Agreement
Kirksville, Missouri, Telecommunication Community Resource Center
University of Missouri Extension, City of Kirksville, Kirksville R-III School District and
Truman State University
March 1, 2011

The Kirksville Telecommunication Community Resource Center, TCRC, was established for the purpose of providing educational programming and training to the citizens of Kirksville and the surrounding communities. The TCRC is a university/community partnership and is governed by the Executive Committee consisting of a representative of University of Missouri Extension (Extension), the City of Kirksville (City), Kirksville R-III School District (School District) and Truman State University (Truman).

This document is intended to articulate the process by which the Kirksville TCRC will be closed for operations in accordance with the decision of the Executive Committee at its meeting on November 29, 2010.

Timeline

The TCRC will continue to be open to the public through August 12, 2011. From August 13 through August 31 TCRC personnel will assist in the closing of the office. **TCRC will be closed effective September 1, 2011.**

Contributions

Partners will complete their budgeted contributions through June 30, 2011. Operational costs, including direct costs of the City to operate the facility, between July 1 and August 31 will be paid from the reserves of the TCRC.

Personnel

Personnel of the TCRC will remain as University of Missouri employees through August 31, 2011 under the supervision of the Executive committee. Any employment subsequent to August 31, 2011 will be negotiated outside of this partnership.

Facility

The facility will be turned over to the City of Kirksville in good order on September 1, 2011. The facility will be inspected by the City to determine which fixtures should remain and send a list of such fixtures to Extension by April 1 so they can be removed from the furniture and equipment list.

Furniture and Equipment

All furniture and equipment listed in the inventory (Appendix A), will be distributed to the partners in proportion to their FY2010-11 TCRC contributions using the estimated fair market value. The percentages used will therefore be: Extension 63%, City 14%, School District 11%, and Truman 11%. Extension will take the lead to get input from each partner as to the equipment and furniture that is on their priority list by May 1, 2011. Extension will then share a list of the proposed distribution to the partners by

June 1, 2011 for approval. Once approved by the executive committee, TCRC personnel will work with the partners to arrange for pick up between August 15 and August 26.

Cash Balances

An accounting of the TCRC's cash balances will be made as of October 1, 2011. This cash balance will reflect any revenues and or any expenses of the TCRC as of August 31, 2011. Expenses will include: personnel costs paid, including payouts for vacation time, etc.; direct facility costs, such as utilities and janitorial services, incurred by the City of Kirksville for the two months ending August 31, 2011. The City will send a bill to Extension for the direct facility costs by September 1, 2011. The net balance will then be distributed to the partners in accordance with the percentage of contributions made by each partner in FY2010-11 as listed above. This distribution will occur no later than October 1, 2011.

Programming commitments

The TCRC will continue to make commitments to those entities wishing to utilize the facilities during the remaining period of operation but will make no commitments that will occur after August 12, 2011.

Contractual commitments

No contractual commitments will be made beyond August 31, 2011. TCRC personnel will notify Morenet of termination of connectivity contract as of August 31.

Partner liaisons

The individuals responsible for completing this transition will be Debbie Robison for Extension, Mari Macomber for Kirksville, Richard Coughlin for Truman, and Mike Bartig for the School District.

Conclusion

All parties agree to make this transition in good faith in the best interest of the students and entities served by the TCRC.

Agreed to by the Kirksville TCRC Executive Partners.

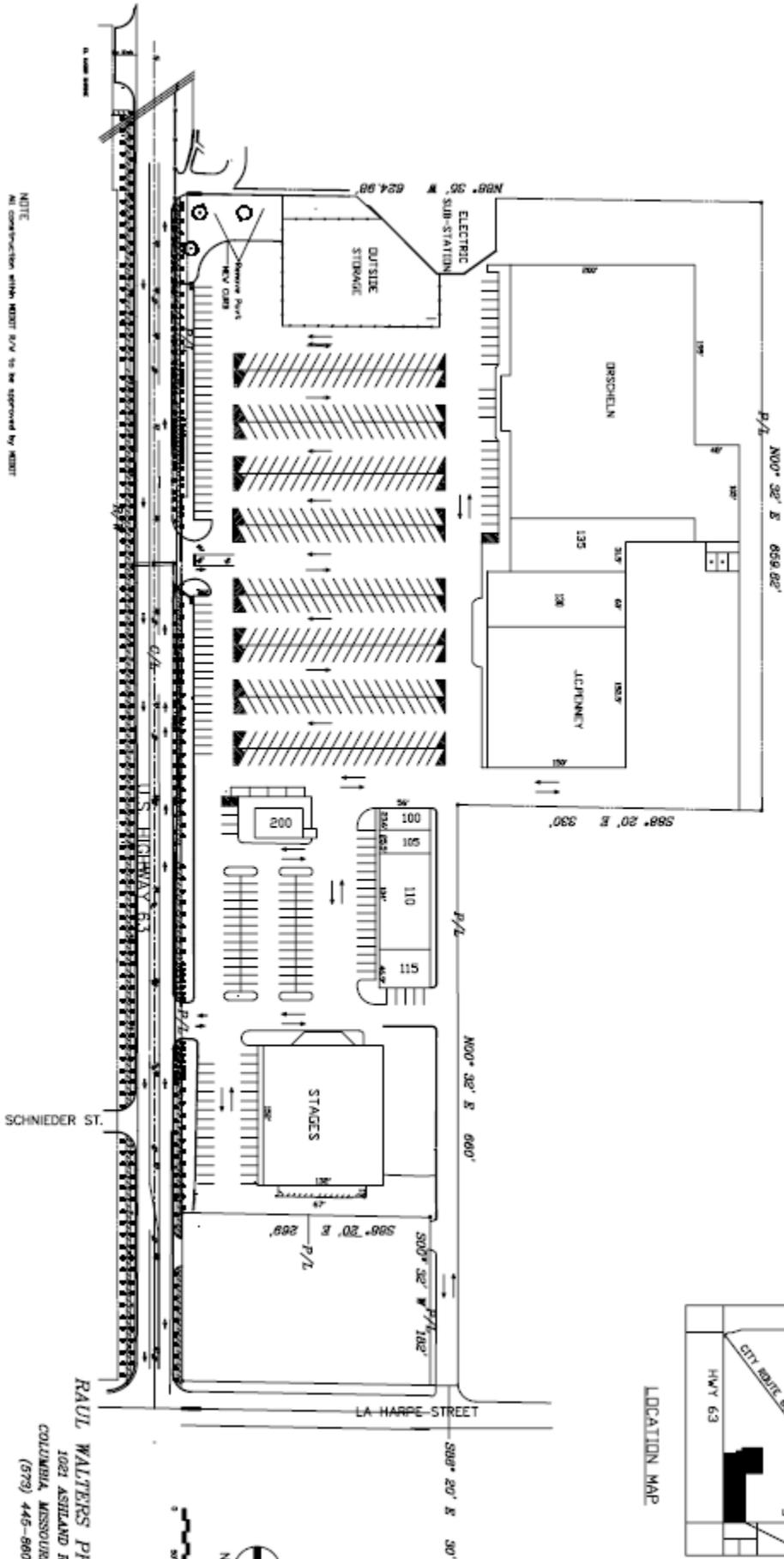
Truman State University

U of Missouri Extension

City of Kirksville

Kirksville R-III School District

KIRKSVILLE SHOPPING CENTER KIRKSVILLE, MISSOURI



BILLS OF MUNICIPAL INTEREST

SENATE

[S.B. 91 Funeral Protests \(Engler\)](#)...makes it a crime to picket or protest in front of or about any location at which a funeral is held.

[S.B. 93 Business Licenses \(Kraus\)](#)...requires municipal business licenses to be issued within 60 days.

HOUSE

[H.B. 104 Red Light Violations \(Nance\)](#)...requires 50% of the revenue generated from fines and court costs collected as a result of a red light traffic violation on a state highway to be distributed to the Missouri Department of Transportation.

[H.B. 105 Annual Traffic Violation Report \(Nance\)](#)...requires all municipalities to report its total annual revenue from fines and court costs for traffic violations.

[H.B. 121 Municipal Elections \(Dugger\)](#)...changes the filing period for municipal offices to December 1 for the opening date, and January 1 for the closing date.

[H.B. 122 Home Inspectors \(Webber\)](#)...prohibits municipalities from licensing or regulating home inspectors.

[H.B. 124 Electric Generation Facilities \(Riddle\)](#)...allows investor-owned electric utilities to include the cost of construction of electric generation facilities in their rate structure prior to the opening of the facilities.

[H.B. 133 HB 162 and HB 170 Workers' Comp. \(Brandom\)](#)...expands workers' compensation provisions to include occupational disease.

[H.B. 145 Lobbying \(Schoeller\)](#)...requires public entities to publish the name of and dues paid to organizations to which they belong, as well as, the name and compensation of each of their lobbyist(s).

[H.B. 152 Sales Tax \(Kelly, 24\)](#)...expands the sales tax base to include services and lowers the income rate for individuals.

[H.B. 157 Employment Contracts \(Faith\)](#)...provides that no municipal employment contract or renewal of such contract shall exceed two years.

[H.B. 160 Workers Comp. \(Brandom\)](#)...limits *co*-employee liability in workers' compensation cases.

[H.B. 171 Municipal Primary Elections \(Ruzicka\)](#)...allows the city council of a 3rd class city operating under a commission form of government to eliminate the primary election.

[H.B. 177 Speed Cameras \(McNeil\)](#)...prohibits the use of speed cameras except in school zones.

Statement of Need

Project Name: City of Kirksville - Wastewater Treatment Plant Improvement Project

Background:

The City of Kirksville's wastewater treatment plant was constructed in 1976, and was last upgraded in 1986. The plant utilizes Rotating Biological Contactors supplemented with a pack tower for secondary treatment. The plant was originally designed to treat 5.0 MGD, but has been de-rated by the Missouri Department of Natural Resources to its current permitted treatment capacity of 3.16 MGD. The plant currently has a second, wet-weather outfall with 45/45 limits which will not be permitted under proposed rules. In order to permit future residential and industrial growth in Kirksville, the treatment facility's capacity must be increased within the next few years. It is anticipated that the expanded capacity required will be between 5 and 6 MGD. The plant currently meets all permit water quality standards, but clearly will be unable to meet future more stringent standards. The current permit expires in February 2011. The plant discharges to a tributary of Bear Creek. This water body has been added to the 303(d) list of impaired waters. A draft TMDL for Bear Creek has been prepared by the EPA, and the extremely low limits it proposes for nutrient loading are far beyond the capability of the current plant.

Purpose:

The purpose of this project is to expand capacity and improve effluent quality to meet emerging and future standards while maintaining the existing treatment plant site and if possible to incorporate existing basins, buildings, and structures into the new expansion.

Project Cost: \$18-\$30 Million

Missouri
Department
of Transportation



Kevin Keith, Director

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P.O. Box 270
Jefferson City, MO 65102
(573) 751-2551
Fax (573) 751-6555
www.modot.org

January 10, 2011

Ms. Mari E. Macomber
City Manager
City of Kirksville
201 S. Franklin
Kirksville, MO 63501

JAN 12 RECD

Dear Ms. Macomber,

Congratulations, this letter serves as formal notification that the City of Kirksville has been selected to receive a 2010 Safe Routes to School Infrastructure grant. The attached page indicates the approved funding.

Some key reminders to receiving the SRTS grant include:

- No cost may be incurred and charged to the project until the Federal Highway Administration (FHWA) has obligated funding.
- Your agency will follow MoDOT's Engineering Policy Guide (EPG) for reasonable progress. Guidance may be found in the EPG, paragraph 136.1.2 titled "Reasonable Progress Policy". The EPG is located at <http://epg.modot.org>
- Your agency must abide by all federal, state, and local regulations; including the Safe Routes to School Administrative Guidelines and the Local Public Agency Policy in MoDOT's EPG.
- The schools affiliated with this grant must complete the *Parent Survey About Walking and Biking to School* and the *Safe Routes to School Students Arrival and Departure Tally Sheet* prior to the project beginning and within six months after its completion. Links to these documents can be found on MoDOT's SRTS home page. <http://www.modot.mo.gov/safety/SafeRoutesToSchool.htm>
- You must complete the project with the monies awarded. Any cost above the approved funding must come from another source for completion of the project.

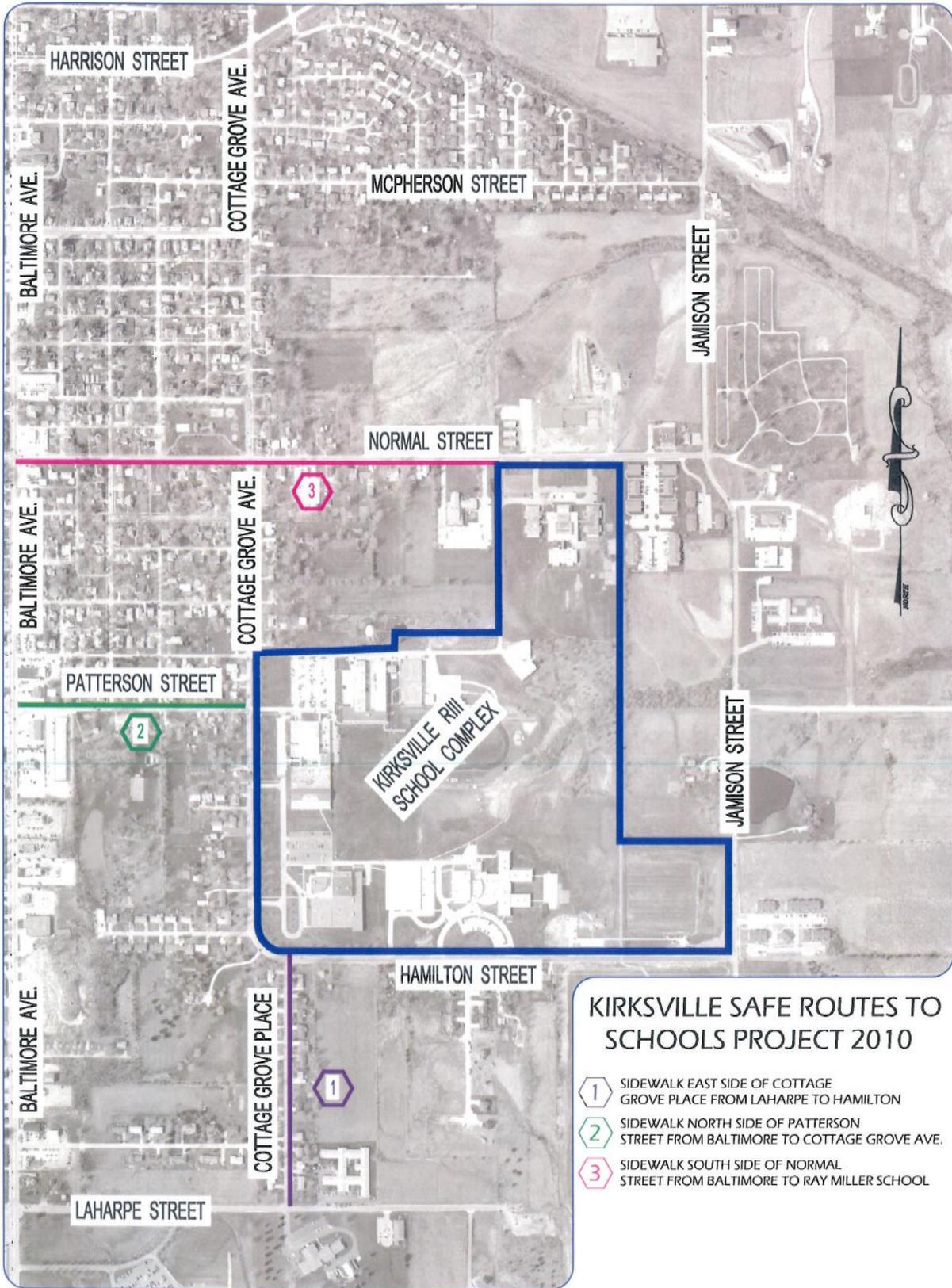
Your MoDOT contact to complete this grant will be Ron Watts. Ron can be contacted at 660-385-8618.

If you have any questions regarding the Safe Routes to School program, please contact me at 573-751-2845.

Sincerely,

John Schaefer
Missouri SRTS Coordinator

c: Ron Watts, District SRTS Representative
Attachment



KIRKSVILLE SAFE ROUTES TO SCHOOLS PROJECT 2010

- ① SIDEWALK EAST SIDE OF COTTAGE GROVE PLACE FROM LAHARPE TO HAMILTON
- ② SIDEWALK NORTH SIDE OF PATTERSON STREET FROM BALTIMORE TO COTTAGE GROVE AVE.
- ③ SIDEWALK SOUTH SIDE OF NORMAL STREET FROM BALTIMORE TO RAY MILLER SCHOOL

Battle of Kirksville re-enactment (near Milan)

APRIL 15-17, 2017



Schedule:

Friday, April 15th: Education Day for School Districts

Dinner in Kirksville with President Lincoln *invitation only

Saturday, April 16th: Open ALL Day

*Educational/Period themed artisans

*2 Battles

*Dinner with the troops

*2-3 minute scripted vignettes

*Sutter's Row

*Ladies Fashion Show

*Grog Circle (trying to make Guinness Record)

Sunday, April 17th: Open ALL Day (will conclude around 5-6pm)

*1 Battle

*Church service at cemetery

*Dedication of buried Civil War soldiers

*Display of Sullivan County Civil War veterans

Ticket price: \$10 per day

(all proceeds dedicated to restoring Civil War veteran's stones)

Proposed Schedule for Battle of Kirksville Anniversary Events

Friday, August 5th: 7pm on the Courthouse Lawn
Introduce music and invite everyone back
Period Piece music: band, choir, quartet?
DAV: handout flags
Table of info on activities

Saturday, August 6th: Flag ceremony with an Honor Guard?
4pm Medical Tent Opens
Children's Games begin
NEMO Country Dancers

6pm Explanation of Flag Display
Scavenger Hunt can begin
Begin vignettes and tour (make it candlelight as it gets
darker)

Sunday, August 7th: Kirksville Inter Church Ministry service

Ideas: Downtown businesses stay open later
Restaurants serve one item from time period
Window display contest
People dressed up to give short vignette inside some stores for scavenger hunt

CITY OF KIRKSVILLE, MISSOURI
SURPLUS PROPERTY FOR SALE

“Sealed” bids for Surplus Property items will be accepted at the City Clerk’s office, 1st floor of City Hall, **until 3:00 p.m. on Tuesday, February 1, 2011.** Any bids submitted after this time will not be considered. Bids will not be accepted by e-mail, phone call or FAX. All bids must be submitted on the “Bid Form”, and addressed to the City Clerk, City Hall, 201 South Franklin Street, Kirksville, MO 63501. Mark the outside of the envelope: **“SURPLUS BID”**.

The Mowers and Sign Cutter for Bid may be viewed by the public by contacting Al Dyer at 660-627-1291 for an appointment between the hours of 7:00 a.m. to 4:00 p.m., Monday through Friday.

Bleachers, Pavers and Street Light Posts for Bid may be viewed by the public by contacting Ray Sandstrom at 660-988-4325 for an appointment between the hours of 7:00 a.m. to 4:00 p.m., Monday through Friday.

The purchaser/s of the bleachers will be required to sign a Waiver Agreement that the bleachers are sold as is and do not meet the Consumer Product Safety Commission guidelines for public bleachers.

Computers and servers for Bid may be viewed by the public at City Hall by contacting Sarah Halstead at 660-627-1224 for an appointment between the hours of 9:00 a.m. to 11:00 a.m. and 2:00 p.m. to 4:00 p.m., Monday through Friday. Additional information is not known about the computers and servers.

Miscellaneous Items for Bid may be viewed by the public at City Hall by contacting Vickie Brumbaugh at 660-627-1225 for an appointment between the hours of 9:00 a.m. to 11:00 a.m. and 2:00 to 4:00 p.m., Monday through Friday. Additional information is not known about any of these items.

Property will be sold as is. No refunds.

The highest bidder on each item will be called, and a time for pickup of items will be scheduled. After notification of bid award, Bidders are to pay for their purchases at the Finance Department counter in City Hall **prior** to removal of the item/s.

All items must be removed from the City locations, by 4:00 p.m. on Thursday, February 17, 2011. Any items left after that date will be re-bid.

Vickie Brumbaugh, CMC, MRCC
City Clerk