

KIRKSVILLE CITY COUNCIL **NEWSLETTER . . .**

Mari E. Macomber, City Manager
November 2, 2012

SUBJECTS:

**UNITED WAY
COUNCIL BUDGET MEETING
TRENCH RESCUE
FRANKLIN STREET PROJECT
DESIGN GUIDELINES
DREAM FINAL MEETING
BICYCLES/CYCLIST
PERSONNEL UPDATE
EMPLOYEE MEETING
KDIC ANNUAL MEETING**

UNITED WAY

The City employees increased their total United Way pledge during this past campaign increasing the amount pledged by \$1,100 over last year's pledge. City employees pledged \$5,100 toward United Way.

COUNCIL BUDGET MEETING

Council budget meeting will take place on Monday November 19 starting at 4:00 pm. You will break for the Council meeting at 6 pm and then return to review the budget until about 8 pm. If we are not finished with the budget, the plan would be to continue on the following day at the same time, 4 pm. Remember that we need to have the budget finished and available to the public for review prior to the December 3 Public Hearing.

TRENCH RESCUE

The Kirksville Fire Department along with Public Works just finished a trench rescue class at the West Burton training site. The trench class consisted of 8 hours of classroom along with 8 hours of field work. This course prepared Firefighters and Public Work Personnel to perform rescue operations in trench and excavation emergencies of depths greater than 8 feet. The following topics were covered: identifying the construction, application, limitations, and removal of supplemental sheeting and shoring systems; manufactured trench boxes and isolation devices; adjusting protective systems based on digging operations and environmental conditions; evaluating existing and potential conditions; coordinating the use of heavy equipment; and patient management. The Fire Department applied for a MIRMA grant for additional trench rescue equipment and was awarded \$5,000 of the \$11,000 requested for additional trench rescue equipment. The Departments plan on another joint class in the spring after receiving new trench equipment. It was a great experience of the two departments working together to achieve a goal.

FRANKLIN STREET PROJECT

The City awarded the first phase of the Franklin Street project to Mihalevich. As they were putting in the sidewalk between Scott to Fillmore, it became obvious that retaining walls were going to be necessary. A change order of \$9,340 was prepared at the end of last week and authorized for the project to continue.

DESIGN GUIDELINES

The Kirksville Historic Preservation Commission and the Planning and Zoning Commission have started discussing the Design Guidelines for the downtown. As a reminder, the consensus was to explore establishing guidelines for existing structures and an ordinance requiring new construction to meet the design standards of those adjacent properties within the downtown. Brad Selby will be going to a few of the businesses downtown to meet with the business owners to discuss the guidelines and get their feedback. Correspondence will be sent to all the businesses or property owners within the area to share information and get feedback from them on the proposals. The guidelines will also be found on our website and at the beginning of the guidelines the following will appear.

DREAM FINAL MEETING

The consultants who have been working with Kirksville Downtown Improvement Committee and the State of Missouri held a final meeting here in Kirksville on October 23 to close out the Kirksville DREAM project. Mike Hemmer, consultant with PGAV and Kim Martin with the Missouri Department of Economic Development were in attendance. Mike reviewed the proposed strategic plan for downtown Kirksville. We may bring this to the Council for your review and overall comment before it is finalized by DREAM. The City has gone ahead and put the Strategic Plan on our website since there is not an active KDIC. The link to view the Strategic Plan is <W:\DREAM Initiative\10-23-12 Kirksville Strategic Plan Draft complete.pdf>.

BICYCLES/CYCLIST

The Police Department is implementing a community project to increase bicycle and vehicle awareness, safety and acceptance program. Bicycle operators are required to follow the same rules of the road as motor vehicles. However, the public including both the cyclist and motor vehicle operators need to understand these rules. The Police Department is working with community members to improve roadway safety for everyone. The first project will be an education program to make bicyclists aware that they cannot ride their bikes on the sidewalks downtown. Signs will be going up in the near future and painted on the sidewalks to let everyone know this. The Police Department will then begin an educational campaign. Other issues will be addressed in the future. See the press release included in this Newsletter that went out last week.

PERSONNEL UPDATE

We have hired Jason Underwood, Police Officer and Cameron East and Evan Jennings, Firefighters. Evan Jennings was hired as temporary/full-time to cover Ken Scott's position while he is away on military leave. Austin Stroud was hired as a Reserve Firefighter and will work additional shifts to cover a shift for an extended Worker's Compensation leave of absence. In the E911 Center, Tara Hamlin and Nick Myers

were hired as Communications Operators. We have three positions available in the Public Works Department: Utility Operator at the Wastewater Treatment Plant, Maintenance Worker position at the Water Treatment Plant, and then a position in the Street Division to cover a temporary vacancy when Matt Ledford leaves on extended military leave on or before December 7. We will be offering employees disability insurance through Prudential and asking Prudential to extend our rates through the end of 2013. In addition, we will eliminate AFLAC as our voluntary benefit provider and offer similar benefits through Humana.

EMPLOYEE MEETING

The Annual Employee meeting is scheduled for November 26 from 1:00 until 3:30 at the Downtown Cinema 8. This venue has worked well for employee recognition, open enrollment, and an overview of the City Council goals and objectives for 2013. In addition, we will be reviewing the provisions of our Sexual Harassment policy in accordance with Federal law. This means that City Hall will be closed from 1:00 pm until 3:30 pm on that day. We will advertise this and place signs out front of City Hall.

KDIC ANNUAL MEETING

The KDIC will be hosting its annual meeting on November 13 at 5:30 PM at the Kirksville Arts Association (located at 117 S. Franklin Street in Kirksville). Please note the topics of discussion, as the KDIC is making a determination whether to dissolve or not. Topics for the meeting will include: Possibility to dissolve the KDIC; Desire to get more people involved; Possibility of joining the Kirksville Chamber of Commerce

Attachments

- Budget Calendar
- Baltimore Sales Tax Information – 2nd Qtr
- Special Events for November
- Aquatic Center Holiday Hours
- Trench Rescue Classes
- Franklin Street Construction
- Bicycle News Release
- Hazel Creek Duck Blind Letter
- Ribbon Cutting
- Trip Reports

Enclosure

- September Revenues vs. Expenses

BUDGET CALENDAR FOR FY 2013 (REVISED 10/12/2012)

July 23	Budget schedule distributed to department heads.
August 6	Templates for temporary/overtime payroll projections for current and upcoming year distributed.
August 13	Temporary/overtime payroll requests due to City Manager.
August 20	Review performance measurements with departments.
August 31	Budget templates distributed to departments.
September 5	Upcoming year revenue projections and items for Council retreat due: <ul style="list-style-type: none"> • Status of FY 2012 budget goals • General Fund revenue projections • Utility Fund revenue projections • Multi-year capital plans: streets; utilities; rolling stock; CIST-building maintenance, computers, radios, Airport, parks, etc. • City Council goals for FY 2012 • Financial policies and practices
September 10	City Council retreat (4:30 pm - 8:30 pm)
September 17	Review results of Council retreat and performance measurements with department heads.
September 21	Central Garage budget proposal* due to City Manager.
September 24	City Manager budget review meeting with Central Garage.
October 1	All other Fund/departmental budget proposals* due to City Manager.
October 8-12	City Manager budget review meetings with departments and follow-up meetings as necessary.
November 19-20	Preliminary budget submittal to City Council and City Council review of budget.
November 26	Preliminary budget available on website and in Administration for public inspection.
December 17	
December 3	Public hearing on FY 2013 budget and first reading. Adoption of FY 2011 amendment ordinance.
December 17	City Council adoption of FY 2013 budget.
January 1	New year begins.
January 31	FY 2013 budget document distributed.

The following is a listing of new construction in Kirksville for the period September 1, 2012 through September 30, 2012:

Baltimore Sales Tax

Cumulative Totals

	<u>1st quarter</u>	<u>2nd quarter</u>	<u>3rd quarter</u>	<u>4th quarter</u>
2009	\$40,175.39	\$ 88,035.97	\$136,817.77	\$184,027.85
2010	\$40,446.99	\$ 88,962.32	\$135,406.01	\$184,794.90
2011	\$40,891.18	\$ 91,774.13	\$141,769.72	\$192,863.57
2012	\$44,352.48	\$ 92,920.07	\$143,069.51	\$143,069.51

Quarterly Totals

	<u>1st quarter</u>	<u>2nd quarter</u>	<u>3rd quarter</u>	<u>4th quarter</u>
2009	\$40,175.39	\$ 47,860.58	\$ 48,781.80	\$ 47,210.08
2010	\$40,446.99	\$ 48,515.33	\$ 46,443.69	\$ 49,388.89
2011	\$40,891.18	\$ 50,882.95	\$ 49,995.59	\$ 51,093.85
2012	\$44,352.48	\$ 48,567.59	\$ 50,149.44	\$ -

November Special Events

November 3 – Plastic Pumpkin Classic at Rotary Park

November 4 – Toy Run sponsored by the Freedom of the Road Riders from Wal-Mart to the Salvation Army

November 10 – Turkey Trot 5K sponsored by the YMCA

The Kirksville Aquatic Center holiday hours for 2012:

Thanksgiving

- Thursday November 22nd, Closed for thanksgiving
- Friday November 23rd, No morning lap swim, open 12pm-7pm
- Saturday 24th, regular hours, open 12pm-7pm

Christmas Hours

- Monday, December 24th and Tuesday December 25th, closed for Christmas Eve and Christmas Day
- Wednesday December 26th, regular hours open 6am-9am, 12pm-7pm

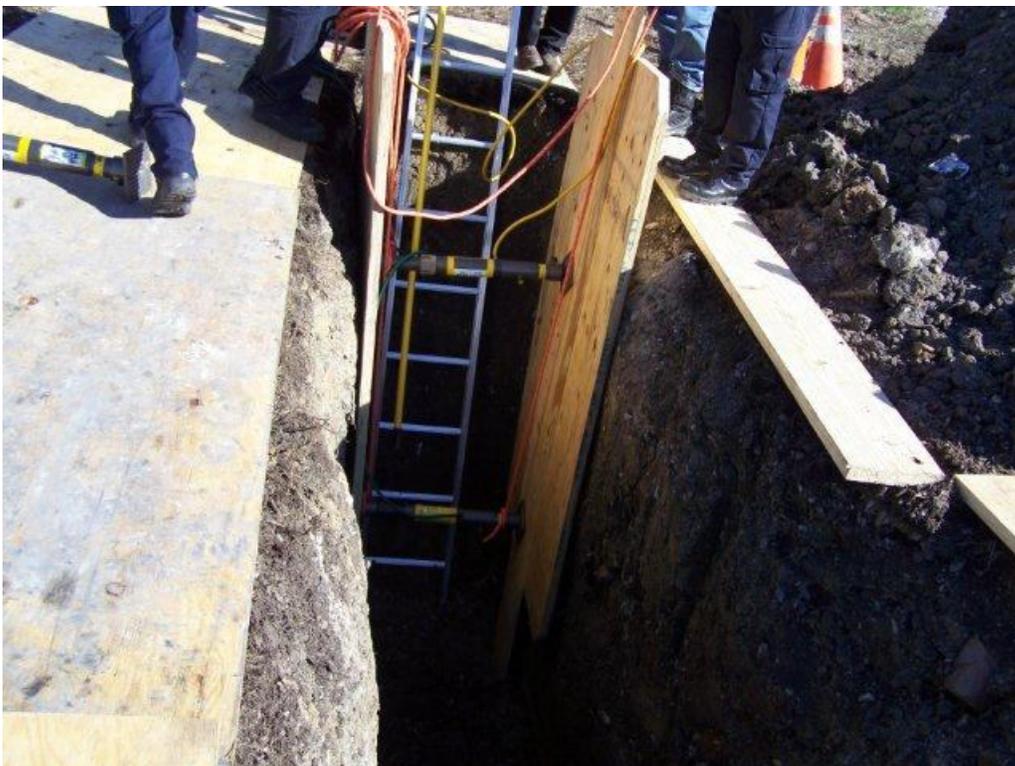
New Years

- Monday December 31st, 6a-9a, 12pm-5pm, close early for new Year's Eve
- Tuesday January 1st, 2013, closed for New Years Day
- Wednesday January 2nd, regular hours 6am-9am, 12pm-7pm

Starting the Trench Rescue



The first 4 feet



A finished 12 foot area to work in



FRANKLIN STREET PROJECT – required retaining wall



Police Begin Long-Term Community Project to Increase Bicycle/Vehicle Awareness, Safety and Acceptance

Bicycling is a great way to get around. It's healthy, reduces traffic congestion and frees up parking spaces.

Cyclists have all the rights and responsibilities afforded to those who drive motor vehicles. Unfortunately, some out there (both cyclists and motorists), either don't quite understand this or disagree.

Whether it is a motorists who passes too close, or harasses a cyclists; or a cyclist who runs a stop sign or rides on the sidewalk where prohibited, there are ample opportunities for misunderstandings and conflict.

Although the majority of cyclists and motorists get along safely and courteously, complaints, on both sides, are common.

As a result, the Police Department, in collaboration with others in the community, would like to try and make this a safer and more enjoyable place for all of those who use the roadways in Kirksville.

The first piece of this project will involve cyclists who ride on the sidewalks in the downtown area (which is a violation of Municipal Ordinance). Why? It is a safety issue for cyclists, pedestrians and motorists.

- Studies strongly suggest that riding on a sidewalk, under most circumstances, actually puts a cyclist more at risk than the roadway.
- Vehicles stopped at intersections expect pedestrians to enter the crosswalks, not someone on a speeding bicycle.
- Bicycles, which are notoriously quiet, can collide with pedestrians or frighten them as they pass by.
- Bicycles zipping down sidewalks are no match for a business door that opens suddenly in their path.

In the near future, you will see new signs posted downtown and painted on the sidewalks informing everyone that you cannot ride your bicycle on the sidewalks in the downtown area. Once that is complete officers will begin an education campaign. Hopefully, voluntary compliance will resolve this safety issue. If not, as a last resort, the Police will resort to enforcement.

In the future, there will be campaigns to deal with aggressive drivers, bicycles at night without lights, bike registration (the Department disposes of hundreds of found bikes every year), drivers who fail to yield to cyclists and cyclists who do not obey the rules of the road.

Anyone interested in helping with this project, or who may have input on future efforts, contact Officer Nick Panos, Bicycle Community Project Coordinator; npanos@kirksvillecity.com, 660-785-6945.



CITY OF
KIRKSVILLE

Administration 660.627.1225 Human Resources 660.627.1458
Economic & Community Development 660.627.1224

October 17, 2012

Jim Hughes
PO Box 7553
Kirksville, MO 63501

Dear Jim,

Hazel Creek Lake is an exceptional multi-purpose resource that does not require permits, draws, blind fees and/or reservations for use in hunting waterfowl. However, with this freedom come responsibilities. In the past, the City of Kirksville has received complaints that some waterfowl blinds are not removed in a timely manner, as required in the City's Code of Ordinances, Section 19-117. In addition, "It shall be unlawful for any person to store private property upon Hazel Creek Lake or the lands owned or leased by the city surrounding Hazel Creek Lake..." The City has also received numerous complaints regarding the use of gas motors, which are prohibited on Hazel Creek as stated in the City's Code of Ordinances, Section 19-118.

The light geese order is typically in effect until the end of April each year, therefore all blinds should be removed within 30 days of the end of the season, or by the end of May each year. We have several blinds each year that are not removed by the date set in the ordinance. This requires staff time and expense to locate the blinds, contact the owners and ultimately remove the blind(s) if they are not removed by the owner.

In an effort to minimize the expense to the City for offering this privilege at Hazel Creek, we will not longer send reminder notices for blinds that are not removed. If the blind, or component parts, are not removed from City property by the time set by ordinance, they will be removed by the City and destroyed. You will be charged the cost of this removal/destruction. In addition, you will be prohibited from hunting from that specific blind location, and erecting another blind or helping to erect a blind for anyone else anywhere on Hazel Creek Lake property, for the next waterfowl season. If you are uncertain about the exact date for removals or need clarification on exact dates for removals, please contact Police Chief Jim Hughes at 660-785-6945.

Your cooperation in this matter is appreciated.

Sincerely,

Melanjie L. Robinson-Smith
Assistant City Manager

Cc Missouri Department of Conservation
Lakes, Parks and Recreation Commission
Mari Macomber, City Manager

Jim Hughes
PO Box 7553
Kirksville, MO 63501

Brian Todd
22462 State Hwy F
Kirksville, MO 63501

Richard Gooch, Sr.
19656 Turtle Trail
Kirksville, MO 63501

Richard Gooch, Jr.
2107 Somerset Dr.
Kirksville, MO 63501

Bill Puryear
610 East Harrison
Kirksville, MO 63501

Larry Baker
28354 Hwy. 6
Kirksville, MO 63501

Bob Behnen
1304 Cherry Lane
Kirksville, MO 63501

Ray Jagger
17118 New Hope Way
Kirksville, MO 63501

Bill Henderson
22697 Buck Creek Road
Greentop, MO 63546

Jeff Fuller
22533 Buck Creek Road
Greentop, MO 63546

Jonathan Walker
15745 Hwy. 63
Kirksville, MO 63501

Board of Directors, Ambassadors,
and Community Supporters:

*Please join us for a ribbon cutting to
welcome:*

Milano's Italian Restaurant

2523 South Franklin St

Kirksville, MO 63501

November 8, 2012

11:30 am

Sweet Espressions

204 North Franklin St

Kirksville, MO 63501

November 14, 2012

10 am

Here comes Santa!



November 23, 5:00 pm, Santa arrives at the courthouse on the Kirksville fire engine.

He will be in the courthouse
2:00 – 4:00 pm



Saturday, November 24
Saturday, December 1
Saturday, December 8
Saturday, December 15
Saturday, December 22



KIRKSVILLE

M I S S O U R I

2001 N. Osteopathy
Kirksville, MO 63501
(660) 627-1291
FAX: (660) 785-6937

Public Works Department

MEMORANDUM

TO: Mari Macomber, City Manager

FROM: John R. Buckwalter, Public Works Director 

DATE: October 31, 2012

SUBJECT: Trip Report-Stormwater Management Plan Development Workshop

I attended a workshop hosted by MML and DNR on October 30, 2012 at the Governor's Office Building, Jefferson City. Over 140 representatives of the MS4 communities participated. St. Louis County and the 53 co-permittees with MSD were not there, they have already submitted their 5year SWMP and it is out on Public Notice. The agenda is attached. The PowerPoint presentations used will be available on the DNR website within a few days. After a brief introduction by Richard Sheets of the MML Ruth Wallace facilitated the rest of the meeting, including making the first presentation.

Seven new cities were added to the list of MS4's in 2012, including Branson and Troy. There are a total of 154 MS4 communities today. DNR has issued over 14,000 NPDES permits, only 154 are for MS4's. Permit renewals are now due May14, 2013. The next general permit (which we fall under) is scheduled to be issued on June 13, 2013. The short time allowed DNR by the legislature will not allow review of SWMP's before the permit is issued.

The application components are:

- Forms M and L
- Comprehensive written SWMP (not a rehash of the last one)
- Map and list of representative outfalls
- Application fee of \$150 for new permutes

Forms are available on the DNR website.

The SWMP document was discussed. Ordinances are required as part of three of the minimum control measures: IDDE, Construction site runoff control, and post-construction runoff control. MSD has a template for PP and good housekeeping which any MS4 can use. There was finally some clarification on "outfalls". The map which is part of the permit application is to show major and representative outfalls. The map associated with the IDDE minimum measure must show "All" outfalls. So the permit map would have 15 to 30 outfalls, while the IDDE map could show thousands for a larger community. There is a definition in the federal regulation (40 CFR).

Ruth emphasized that the MS4 program is not just a public works or utility program. It must involve multiple city departments, and leadership.

The new permit is not expected to change in substance from the current one. The permit may have to be reopened to include new rules adopted by EPA, including water quality standards for post-construction run off and integrated management for wastewater and stormwater.

There are several court cases in progress regarding the legality of a stormwater fee. The MSD stormwater fee has been ruled a tax by a court and thus illegal without a vote, and is in the appeals court now.

The MS4 program is required by federal law. A lack of resources to implement it is not an excuse.

Techniques to make annual reporting easier and more accurate were discussed. DNR suggests that a format like that used to track progress on 319 grants be used to document progress on each of the MCM's.

Federal regulations require the permitting authority (DNR) to review MS4 programs. This is done thru the administrative review program. The purpose of the administrative review is to assess MS4 program adequacy. The DNR has reviewed 50 out of the 154 MS4 programs. SWMP's are placed on the web. The review uses two tools, the SWMP checklist, and the Annual report addendum form. Inspections and audits are conducted by both EPA and DNR. Inspections target specific information or components of a program and are often triggered by complaints. An audit reviews the entire program. EPA set a goal that all MS4's will be inspected by October 2014. To date, less than 20 have been inspected in Missouri.

There was an extensive discussion of the green infrastructure guide and related BMP's such as rain gardens, porous pavements, and design standards such as APWA 5600 and the MidAmerica (MARC) standards, and demonstration projects in the MSD.

The meeting adjourned at about 3:00 pm.

CC: Ed Ieans