

August 8, 2022
Golden Age Center Building
Nelson Hart Park
Regular City Council Meeting
7:00 pm

AGENDA ITEM: Call to Order

Meeting was called to order at 7:00 pm by Mayor Krawiecki

Councilmembers in attendance: Michael Gray, Tyler Wagnon, Margaret Roberts, David Bond, David Watkins, Mark Gray, Brittany Marston, Nathan Kemnitzer via Zoom.

The Council said the Pledge of Allegiance and Jim Fleming led a word in prayer.

AGENDA ITEM: Adoption of Agenda

A motion was made by Councilperson David Watkins and seconded by Councilperson Mark Gray to adopt the agenda. All councilmembers present voted "aye".

AGENDA ITEM: Minutes

Councilperson Mark Gray made a motion to approve regular city council minutes of July 11, 2022, meeting, seconded by Councilperson Tyler Wagnon. All councilmembers present voted "aye".

AGENDA ITEM: Review the Bills

Councilperson Michael Gray made the motion to approve the review of bills, seconded by Councilperson Mark Gray. All councilmembers voted "aye".

CITIZEN COMMENTS

Councilperson Tyler Wagnon stated she was approached by someone regarding an ordinance allowing chickens inside the city limits, and the mayor received a call from same person. Mayor Krawiecki stated it would be on agenda for September meeting. Councilperson David Watkins stated he received a phone call regarding an odor coming from the lift station on the 700th block of W. Washington so he drove past it and can confirm an odor was there and asked it to be looked into.

NEW BUSINESS

ORDINANCE 22-1224 Amend Chapter Forestry Board, Permit Required Section 240.260-Second Reading

Councilperson Michael Gray stated he spoke with several constituents and they still like the option available to them, but the concern is, in the future if there is a different administration, a plan needs to be put in place to save money to take care of the trees since we are a forest city and have a forestry board. A study from 2000 showed some trees in the City are not in the best condition, and the concern

is not to put the burden on the homeowners to take care of these trees in the future. Discussion followed

2nd reading- Councilperson Michael Gray made a motion seconded by councilperson Margaret Roberts to approve the second reading of ordinance. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemniter, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

ORDINANCE 22-1229 Contract with Missouri Transportation Commission for the approaches on Hwy 68 and parking areas downtown, City share \$30,148.38

City Administrator Jim Fleming presented a map to the council showing the streets, approaches, and parking lots to be paved. There is a new engineer on the project and some of the costs were not figured in on the original amount that is why they are asking for \$9000.00 more: Street supervisor Danny Scheel gave a brief overview of the streets, approaches, and parking lots to be paved. City Administrator Jim Fleming stated the MoDOT budget for whole project is \$5.3 million and the City's portion is \$30,148.38.

Councilperson David Watkins asked why it is costing the city \$9,000.00 more and City Administrator Jim Fleming stated the approaches were not included in the first pricing. Councilperson David Watkins also asked if a new ordinance needed to be done with the new change and City Attorney Jon Downard stated no since this ordinance had a first reading with changes and City Administrator Jim Fleming stated it was a discussion and vote from last month's meeting and not an ordinance so no change was necessary and the legal team from MoDot stated it needed to be passed by ordinance so that is why it is coming back as an ordinance this meeting. Discussion Followed.

1st reading- Councilperson Mark Gray made a motion seconded by councilperson David Watkins to approve the first reading of ordinance. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David voted "aye".

2nd reading- Councilperson Mark Gray made a motion seconded by councilperson Michael Gray to approve the second reading of ordinance. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

ORDINANCE 22-1230 Conflict of Interest

City Administrator Jim Fleming stated the Missouri Ethics Commission sends an ordinance to the city every 2 years to be passed and ours expires this year. The commission keeps up with all the state statutes. Discussion followed

1st reading- Councilperson David Watkins made a motion seconded by councilperson Mark Gray to approve the first reading of ordinance. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

2nd reading- Councilperson Tyler Wagnon made a motion seconded by councilperson David Watkins to approve the second reading of ordinance. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

ORDINANCE 22-1231 Fixing the rate to be levied for tax purposes

City Administrator Jim Fleming gave a brief explanation of the tax rate from State Auditor's office with the setback of the Hancock Amendment. Discussion followed

1st reading- Councilperson Margaret Roberts made a motion seconded by councilperson Michael Gray to approve the first reading of ordinance. Roll call: Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

2nd reading- Councilperson Mark Gray made a motion seconded by councilperson Margaret Roberts to approve the second reading of ordinance with changes. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

RESOLUTION 22-362 Authorization to close Utility Scrap Fund account located at Town & Country Bank

City Administrator Jim Fleming stated this account only gets used a couple times a year so it needs to be closed out and moved to the scrap account in electric general fund. The bank is requiring a resolution to be passed to close the account. Discussion followed.

Councilperson Mark Gray made the motion, seconded by Councilperson Margaret Roberts to approve the resolution. All councilmembers present voted "aye".

RESOLUTION 22-363 Update employee handbook to clarify drug and alcohol-free workplace, overtime, and on-call policies

City administrator Jim Fleming stated the City does random drug testing and it was not spelled out in our current handbook and no written policy of ramifications if an employee did not pass test. He also gave a brief overview of the overtime and on-call policies and stated that he included the utilities department in the on-call policy, as well, and both mirror Intercounty Electric for the most part.

Councilperson Margaret Roberts made the motion, seconded by Councilperson David Bond to approve the resolution. All councilmembers present voted "aye".

Review and approval of Organizational Chart and updated Public Works Director job description

City Administrator Jim Fleming gave a brief overview of the new organizational chart and the updated public works job description stating streets, parks and sanitation has been removed from the job description so the new director could acclimate to the position. He stated that he would be overseeing the 3 departments and is confident the supervisors can handle their department respectively and will report to him. The council gave permission for the City Administrator to advertise the job opening. Discussion followed.

AGENDA ITEM: Department Reports

PUBLIC WORKS---DANNY SCHEEL-No Report

ALLIANCE---BOB HATHCOCK-via Zoom

Mr. Hathcock stated there was a spill at the treatment plant from a leak in a line that pumps sludge on the ground. He stated that about 20,000 gallons went into the creek and the spent several days cleaning it up and DNR was contacted and was there several times. It has been cleaned up to DNR satisfaction and were no fish kills. He also stated with Billy leaving, they have had to get help from other counties but they have offered the position to a person pending background check and drug screen. He also wanted to mention that Dustin Wallace has done an outstanding job thru all of this. The rest of the report is attached to these minutes.

SCHOOLS—NATHAN KEMNITZER

Councilperson Kemnitzer stated he spoke with Superintendent Webster and said they are still working on projects at the high school, including roof, HVAC system and additions to the commons area. Teachers start back to school August 16 and kids start on August 23.

SENIOR CENTER—MICHAEL GRAY

Councilperson Gray stated the center is in crisis mode. Last commodity day they assisted 256 families approximately 1024 people, based on a family of four, which is one fourth of the population. The food banks are empty so when they go get supplies, they are only getting a fraction of what they usually get. They are needing money and donations of food and commodities. The center shared a letter on their Facebook page and encouraged everyone to read it for a better explanation of the situation.

POLICE—MARK GRAY

Councilperson Gray stated Police Chief Jones reported they had 796 calls for service last month which was less than the last month of 853 calls. He also reported that he had the batteries in the storm sirens changed and the fundraiser they recently had raised \$18,463.87.

MO HUMANITIES—No Report

PARK—TYLER WAGNON

Councilperson Wagnon stated no official report from Parks Director but summer sports are wrapped up and fall soccer sign-ups are underway. Mayor Kraweicki added the FFA rodeo was also this weekend coming up.

LIBRARY—DAVID BOND

Councilperson Bond reported the library has been a very busy place. They have been re-organizing materials and the summer reading program is finished. Sara from the library has added another preschool that she reads to. On the evening of August 16, there will be a guest lecturer from the State Historical Society. On August 30, a lady from Girl Scouts will be at the library to show how a girl scout troop can be organized. Dungeons and Dragons has been postponed and will resume after school starts.

STREET---DAVID WATKINS

Street supervisor Danny Scheel stated both bridges are open now. They have received a new striper but are having trouble finding parking paint but did find some in Rolla to start. He stated they have started working at Walmart again and weather permitting, they will be re-doing the entrance of Hardy Street off Hwy 68 by high school. Councilperson Watkins asked Mr. Scheel for an update of the backhoe, and he said he finally got a call back and it was in Waco Texas, and it should be here in about a week or so. He also stated the new tractor is in. Councilperson Watkins stated the south side of the street department building has water coming in when it rains, sometimes up to an inch running thru building. If it rains enough, it has been running thru the building and out the garage doors. He asked, if at all possible, for it to be fixed. Councilperson Watkins also stated he has received calls regarding a semi parked on Eldon Street leaving generator or air conditioning running in a residential area. He advised the callers he was not their councilperson but would make sure their councilperson got wind of it. He also stated there is a noise ordinance in place for this. City attorney Jon Downard is going to look at the ordinance and state statue and report back to the city. Discussion followed

SANITATION—MICHAEL GRAY

Councilperson Gray stated he hadn't had a chance to go over to sanitation but had heard they are still addressing staffing issues and possibly reducing recycling to one or two times a month. Its just an idea and he would like for others to talk to their constituents and get their perspective on the situation. As it is right now, the customers are not filling the recycle bins half full. It is just something to consider for the future.

PCAR---DAVID BOND

Councilperson Bond stated the shelter is in the process of having an outdoor dog meet and greet area set up to help with the adoption process. Adoptions have been steady.

CHAMBER-BRITTNEY MARSTON

Councilperson Marston stated the St. James Chamber completed a golf tournament on July 8, with over 20 teams in it, and funds will go into a concert account for the Grape and Fall Festival next year. Five new businesses joined the Chamber in July. The Chamber is working with MRPC to host a Taste of Phelps County on Saturday, September 24th, which will be a vendor market downtown.

IDA---MICHAEL GRAY—No Report

UTILITIES—MARGARET ROBERTS

Councilperson Margaret Roberts stated the utility board looked into some of the patron’s bills that had issues and are hoping the new meters will eliminate these issues. The board discussed the issue of replacing Lyle Thomas and it may be hard to find a qualified person with everything going on right now. The utility board was pleased with what the city council had passed at the meeting.

CITY ADMINISTRATION—JIM FLEMING

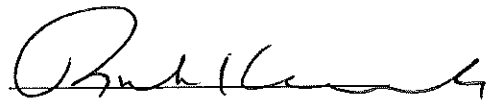
City Administrator Jim Fleming gave a brief overview of the budget worksheet displayed at the meeting going over revenues and expenses of each department so far and discussing each reserve account. He stated that fiber optic will be ran to various departments in the city. He also stated the MRPC Opioid Awareness Walk will be August 20. Discussion followed.

MAYOR----RICK KRAWIECKI

Mayor Krawiecki gave information on the upcoming Grape and Fall Festival. He stated a lot of projects are beginning including the wastewater treatment plant, remodeling the police department, lift station three and the AML water meter installation.

AGENDA ITEM: Adjourn

With no further business to discuss Councilperson Michael Gray made a motion seconded by Councilperson Mark Gray to adjourn. The meeting was adjourned at 8:38 pm.



Rick Krawiecki, Mayor

9-19-22

Date

ATTEST:



Linda Cochran, City Clerk

WATER RESOURCES®
Alliance
Professional Water and Wastewater Operations

**OUR
MISSION**

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management and financial oversight.

REPORT OF OPERATIONS
City of St. James, Mo.
Wastewater Treatment System

Month of July 2022

Submitted by Alliance Water Resources, Inc. for the

August 2022

City Council Meeting

SUMMARY OF FACILITY OPERATIONS.

Laboratory results July 2022 not received as of 8-8-22

Final Effluent Limitations				
Effluent Parameters	Units	Daily Max	Weekly Avg	Monthly Avg
Flow	MGD	*		
Biochemical Oxygen Demand	mg/l		45	30
TSS	mg/l		45	30
pH	SU	***		***
NH3 as N	mg/l			
(April 1- Sept 30)		5		1
(Oct 1- March 31)		12.1		2.5
Total Phosphorus	mg/l	****	****	****
Total Nitrogen	ug/l	****	****	****
Oil & Grease	mg/l	15		10
E. Coli	#100 ml		1030	206
Nitrate	mg/l	****	****	****
Nitrite	mg/l	****	****	****
Whole Effluent Toxicity	% Survival	**		

Results			
Monthly Results	Daily Max	Weekly Avg	Monthly Avg
Flow			.364131
BOD 97%			
TSS 98%			
pH			7.1
NH3 as N 99%			
(April 1- Sept 30)			
(Oct 1- March 31)			
Phosphorus			
Nitrogen			
Oil & Grease			
E. Coli			
Nitrate			
Nitrite			
WET			

* Monitoring requirement only

** % Survival of specified aquatic life when exposed to effluent.

*** pH limits are 6.5-9.0

**** Monitoring only, Once/month

PLANT HYDRAULIC AND ORGANIC LOADING

The average daily effluent flow for the month was 364,141 gallons per day.

BIOSOLIDS APPLICATION AND INVENTORY

Bio-solids inventory in the storage tanks at the end of the month was approx. 146,200 gal with, 2ft in holding tank # 1, 3ft in holding tank #2 and 3ft in holding tank # 3.

WATER SYSTEM OPERATIONS

- Well #1 (Downtown) produced 11,199,000 gallons.
- Well #2 (FBall field) produced 5,366,000 gallons.
- Well #4 (Parker LN) offline for repair.
- Well #5 (N Springfield) produced 6,077,400 gallons.
- Total Gallons Pumped 22,642,400.

WATER SYSTEM MAINTENANCE AND REPAIR

- Operated wells 7 days per week
- Completed meter reading on the 10th.
- Repaired 3 meters.
- Repaired 2 service line leaks at 503 E Springfield
- Fixed main break @ 6 Kathryn. Estimated 4MG lost to leak and flushing.
- Fixed service line at 27 Carson St

WWTP OPERATIONS approximatly 50,00 is the meter out of calibration.

- Lab NPDES permit testing completed and still waiting test results.
- All three clarifiers in use the majority of the month.
- UV issue for 2nd time in a month. 1 bank repaired parts coming for bank 2 on 8-9-22
- Preformed weekly and monthly testing at WWTP.
- Sludge overflow due to return issue. 20,000 appx to creek. Cleaned up. No fish kill DNR inspected.

WWTP/COLLECTION SYSTEM MAINTENANCE AND REPAIR

- Lift station 3 is a confined space that requires fall protection and air monitoring.
- Lift stations operated 7 day per week.
- We experienced pump failure at lift station #3 the caused an Sanitary Sewer Overflow of approximately 600 gallon. None to the creek. All reports were filed with DNR and an inspection occurred.
- Temporary electric pump now installed. One minor issue but has been rectified.

SAFETY

PROJECTS

- Continued maintenance on Hydrants

REGULATORY AGENCY, INSPECTION AND REPORTS

- EDMRs submitted

MISCELLANEOUS AND RECOMMENDATIONS