

December 12, 2022
Golden Age Center Building
Nelson Hart Park
Regular City Council Meeting
6:30 pm

AGENDA ITEM: Call to Order

Meeting was called to order at 6:30 pm by Mayor Krawiecki

Councilmembers in attendance: Michael Gray, Tyler Wagnon (entered meeting at 6:54 pm) Margaret Roberts (entered meeting at 6:40 pm), David Bond, David Watkins, Brittney Marston, Nathan Kemnitzer and Mark Gray via Zoom

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

Presentation by Superintendent Tim Webster

Mr. Webster addressed the council introducing Proposition Tigers, a proposed .65 tax levy increase to be voted on. He presented a video and charts to support the tax and how much it would generate per student. The money would be used for building repairs and supplies, and the tax levy would generate a little less than a million dollars. If Proposition Tigers is approved by the school board, the levy would be on the April 4, 2023, ballot. Discussion followed.

AGENDA ITEM: Adoption of Agenda

Mayor Krawiecki asked to amend the agenda to remove award presentation because the awards were presented earlier at City Hall. A motion was made by Councilperson David Watkins and seconded by Councilperson Nathan Kemnitzer to adopt the agenda with changes. All councilmembers present voted "aye".

AGENDA ITEM: Minutes

Councilperson David Watkins made a motion to approve regular city council minutes of November 14, 2022, meeting, seconded by Councilperson Tyler Wagnon. All councilmembers present voted "aye".

AGENDA ITEM: Closed Session Minutes

Councilperson Margaret Roberts made a motion to approve closed session council minutes of November 14, 2022, seconded by Councilperson Tyler Wagnon. All councilmembers present voted "aye".

AGENDA ITEM: Review the Bills

Councilperson Tyler Wagnon made the motion to approve the review of bills, seconded by Councilperson David Watkins. All councilmembers voted "aye".

CITIZEN COMMENTS

Shane Anselm spoke to the council regarding the police station renovation.

Zach Woolsey spoke to the council regarding the park and "all inclusive playground".

NEW BUSINESS

ORDINANCE 22-1237 Unlawful Entry of a Motor Vehicle

Chief Ron Jones stated this defines the ordinance better and allows the police to charge a person if they are in a car moving stuff looking to steal or ransacking a vehicle. There have been lots of issues with people opening car doors looking in and moving items and the police had no authority to charge a person so this ordinance will give the police the authority to charge a person. Discussion followed.

Councilperson Mark Gray made a motion for first reading seconded by David Watkins. Roll Call Vote:

Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts and David Watkins all voted "aye".

Councilperson Tyler Wagnon made motion seconded by Councilperson Mark Gray for second reading. Roll Call Vote: Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins all voted "aye".

ORDINANCE 22-1238 Approve Final Plat of Overland Route 68 Subdivision

Mayor Rick Krawiecki stated the location was at the corner of Highway 68 and Matlock drive. A retail business is wanting to build a bigger building and need to consolidate lots. Nathan Browne stated the company, St. James Holding LLC .is the current property owner and they consolidated lots 1 thru 4 into one lot and Planning and Zoning voted unanimously.

Councilperson Margaret Roberts seconded by Councilperson David Bond approved first reading. Roll Call Vote: Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts and David Watkins all voted "aye".

Councilperson Margaret Roberts seconded by Councilperson Mark Gray approved second reading. Roll Call Vote: Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins all voted "aye".

RESOLUTION 22-370 Tourism Grant DED

City administrator Jim Fleming gave a brief overview of the grant stating this will help promote tourism, and the city is not obligated to pay any money due to investments from private citizens, previously awarded ARPA funds and in-kind contributions from the City. Discussion Followed.

Councilperson Margaret Roberts made a motion seconded by councilperson Michael Gray to approve resolution. Roll Call Vote: Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts and David Watkins all voted "aye".

RESOLUTION 22-371 Designating Jim Fleming as director for MAMU, MEC, MGC

City administrator Jim Fleming stated he didn't realize at the time Nathan Browne was elected as an alternate, that they still had Lyle Thomas listed as director on the books so Jim Fleming needed to be voted in as director. It came up at the last meeting and this resolution will designate Jim Fleming as the director to be able to vote at upcoming meetings. Councilperson Brittney Marston made a motion seconded by councilperson Margaret Roberts to approve the resolution. Roll Call Vote: Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins all voted "aye".

RESOLUTION 22-372 Police Department Construction Contract

Tabled until January 9, 2023, meeting.

Councilperson Michael Gray made a motion seconded by Margaret Roberts to table resolution until January 9, 2023, meeting. All present voted "Aye:"

RESOLUTION 22-373 Authorization to close Utility Scrap Fund account at Town & Country Bank

City administrator Jim Fleming gave a brief overview of the resolution stating previous employees needed to be removed from the account, designating City Clerk Linda Cochran to close the account and transfer the funds to Phelps County Bank utilities account. Councilperson Tyler Wagnon made a motion seconded by councilperson Margaret Roberts to approve resolution. All present voted "Aye".

AGENDA ITEM: Department Reports

PUBLIC WORKS—City Administrator Jim Fleming

Report attached to minutes

ALLIANCE—BOB HATHCOCK

Report attached to minutes

SCHOOLS—NATHAN KEMNITZER

Councilperson Kemnitzer stated that winter sports are in full swing

SENIOR CENTER—MICHAEL GRAY

Report attached to minutes

POLICE—MARK GRAY

Report attached to minutes

MO HUMANITIES—JIM FLEMING

City administrator Jim Fleming stated the final report of the feasibility study is complete. The Governor's office has been contacted to make sure if they start off with a phased approach and have some displays in the tourism center, they have not violated the quick claim deed but have not heard back yet. The attorney that Mr. Fleming spoke with thought they were within the guidelines. The feasibility study will be presented at the January 9, 2023, council meeting.

PARK—TYLER WAGNON

Report attached to minutes

LIBRARY—DAVID BOND

Councilperson Bond stated Santa visited the library on December 8. He was assisted by the St. James High School Beta Club. New shelving has been purchased and the installation will take place next month. Library hours will be affected while the new shelves are assembled and stocked. The library is seeking bids for the new cupola.

STREET---DAVID WATKINS

Councilperson Watkins stated the leak in the building is in the process of being fixed. New employees have been hired and are still sharing employees with the sanitation department until it can be fully staffed again.

SANITATION—MICHAEL GRAY

Report is attached to minutes

PCAR---DAVID BOND

Councilperson Bond stated the shelter cannot accept dogs or cats as they are currently full. The state is in an animal rescue crisis as nearly every facility is unable to accept animals also. They are still in need of wet cat food, dry kitten food and a few volunteers. Over the winter months, they will be open on Wednesday and Saturday or by appointment.

CHAMBER-BRITTNEY MARSTON

Councilperson Marston stated in November, the center had 293 visitors. The St. James Christmas parade had over 30 entries and some of the best floats ever. St. James annual award dinner will be on February 4, 2023 and are collecting nominations at the tourist information center with deadline being December 12, 2022.

IDA---MICHAEL GRAY—No Report

UTILITIES—MARGARET ROBERTS- No Report

CITY ADMINISTRATION—JIM FLEMING

Report attached to minutes

MAYOR----RICK KRAWIECKI

Mayor Krawiecki stated Streetscapes has placed 6 metal benches provided by IDA funds around town. He reminded everyone to shop and buy local and support our town. He stated the Christmas parade this year was one of the best St. James has had. Councilperson David Watkins asked the status of interviewing and hiring a city administrator and City administrator Jim Fleming stated he was going to start advertising at first of year again. Mr. Watkins stated he seen a couple recommendations that could be worthy of interviewing. Discussion followed.

AGENDA ITEM: Adjourn

With no further business to discuss Councilperson David Watkins made a motion seconded by Councilperson Brittney Marston to adjourn. The meeting was adjourned at 8:20 pm.



Rick Krawiecki, Mayor

1-9-23

Date

ATTEST:



Linda Cochran, City Clerk

Public Works Director Report –

Waste Water – Waste Water Treatment Facility upgrades – We met virtually on December 7th to discuss the progress for materials. Two sections of concern are the Chemical Feed equipment and mechanicals such as flow control gates and bar screens. The submittals have not been received so that we can approve and release for production. All are to be reviewed and released by 1-5-23. For instance, the control panel submissions are 2 months late. (due 9-29 and we still don't have them).

There is some equipment on site and at the next meeting on January 4th we the contractor will start cutting grade by the headworks and start excavation for the Chemical feed building. Also excavation by the flow splitter and start the Chemical Feed building foundation.

The Abatement On Consent has been signed and executed with the DNR and we have until December of 2023 to complete the modifications. We are keeping meticulous records of our correspondence with suppliers in case we have to ask for an extension, we'll have the documentation to back up the late deliveries of equipment and components.

Lift Station #3. There has been a leak on Anna Street for some time. DNR was notified and reports filed. We have contracted with Midstate Pipeline for the emergency repair and they started today. This is the force main that pumps the effluent from lift station 3 holding to the top of Anna where it starts the gravity feed to the treatment plant. Once we see how much damage is done to the street, we'll determine if we will do the repairs ourselves or contract that out.

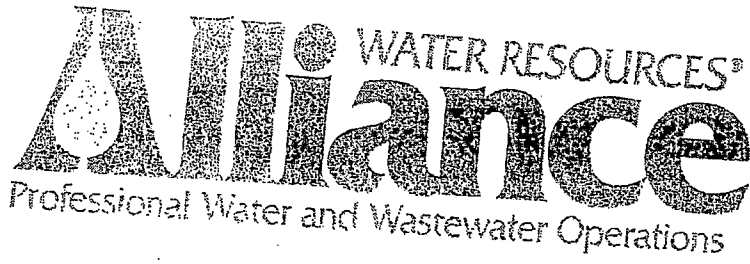
Water – AMI system. We will be receiving the new water meters this week. There is a hold up on the delivery of the radio units or Erts. We are trying to get a date for those deliveries as well as get a steady delivery of about 50 per month so we can get this program started.

Electric – The department did an extensive repair to replace a broken pole at the corner of B and 68. This took several weeks of preparation. This was a very difficult replacement and our guys did a great job of keeping outage to a minimum as well as traffic disruptions.

Utility Office – We have a Utility Accounting Clerk that started December 2nd. Her name is Melissa Stradt and she has been the assistant Municipal Clerk for Camdenton for many years. She has extensive bookkeeping experience and Linda is working with her to bring her up to speed using our software. This will be big help getting the office running smooth again.

The Gas department continues to do the mapping of their system and we'll be having them help with the AMI installation as soon as we can get the equipment.

We have been working with companies inquiring about utilities, annexation and development.



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 November 2022

Submitted by Alliance Water Resources, Inc. for the

December 2022

City Council Meeting

WATER SYSTEM OPERATIONS

- Well #1 produced 8,533,600 gallons.
- Well #2 produced 1,207,000 gallons.
- Well #4 produced 253,000 gallons.
- Well #5 is still off.
- Total Gallons Pumped 11,350,400.
- Wells 2 and 4 were tripped due to a power outage. We saw that well 1 was the only well running, but thought it was due to demand because of colder weather. When we received low pressure calls from the main break on Christine, we found that they were tripped out due to phase imbalance. They were reset and are functioning.
- BACT samples were taken. All came back good.

WATER SYSTEM MAINTENANCE AND REPAIR

- Operated wells 5 days per week
- AWR staff meters read.
- Repaired service leak at 5 Mary place.
- Repaired water main on Christine ave..
- 28 locates done.
- Flushed 14 hydrants.
- The leak trailer has been moved to well #2 for faster response to leaks.

WWTP OPERATIONS

- Lab NPDES permit testing received and met permit perimeters.
- Performed weekly and monthly testing at WWTP.
- Replaced belts on the rotors.
- Archer and Alliance staff winterized the UV system. I am getting prices for winter repairs.
- The plant Flow was 60,411,207 this month

- There is a leak in the force main on Anna st. This was originally reported as a water leak, but dried up. Later in cooler weather it did not evaporate and developed the sewer smell. We tried to use the city camera, but it was too big.

REGULATORY AGENCY, INSPECTION AND REPORTS

- EDMRs submitted

MISCELLANEOUS AND RECOMMENDATIONS

I would recommend an Engineering study of the wells and operating systems. Clean up the control panels, and the possibly a SCADA system so well operations are clear.



Water Resources Management
2300 W. Osage Suite 1
Pacific, MO 63069

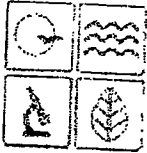
A. W. R. St. James

Report Date 11/15/2022

St. James Laboratory Analysis

Sample Date	11/09/2022		EFFLUENT	INFLUENT
TEST		UNITS	RESULTS	RESULTS
Biochemical Oxygen Demand		mg/L	3	106
Total Suspended Solids		mg/L	5	123.3
Ammonia Nitrogen		mg/L	0.83	23.55
Total Kjeldahl Nitrogen		mg/L	1.92	20.37
Total Phosphorus		mg/L	2.2	4.45
Nitrites + Nitrates		mg/L	9	0
Oil & Grease		mg/L	<1	*****

NOTE: All methods used were in accordance with the standard
Methods for the Examination of Water and Wastewater



MISSOURI
DEPARTMENT OF
NATURAL RESOURCES

Public Drinking Water Branch
P.O. Box 176
Jefferson City, MO 65102
(573)526-0135

Public Water System Bacteriological Report

PWS Name : ST JAMES PWS
Mail to : STEVE TIEFENBRUNN
16000 STATE RD B
ST JAMES, MO 65559

PWS ID : MO3010712

County : PHELPS

Please notify us of any
name and address changes

Date Collected : 11/09/2022
Collector : THOMPSON, JOSH

Sample Type :

Routine

Lab Sample ID : OE759720
Location Name : TOURIST CENTER 100 S
Location ID : 05

Lab Results :

A

Coliform absent. Sample considered safe.

Date Collected : 11/09/2022
Collector : THOMPSON, JOSH

Sample Type :

Routine

Lab Sample ID : OE759721
Location Name : STREET SHED
Location ID : 12

Lab Results :

A

Coliform absent. Sample considered safe.

Date Collected : 11/09/2022
Collector : THOMPSON, JOSH

Sample Type :

Routine

Lab Sample ID : OE759722
Location Name : UTILITY WAREHOUSE
Location ID : 16

Lab Results :

A

Coliform absent. Sample considered safe.

Date Collected : 11/09/2022
Collector : THOMPSON, JOSH

Sample Type :

Routine

Lab Sample ID : OE759723
Location Name : CITY HALL POLICE DEP
Location ID : 11

Lab Results :

A

Coliform absent. Sample considered safe.

These sample test results were analyzed by the Missouri State Public Health Laboratory.

Date Collected : 11/09/2022
Collector : TIEFENBRUNN, STEVE

Sample Type :

Routine

Lab Sample ID : OE759724
Location Name : SITE #13-CITY SHED 6
Location ID : 07

Lab Results :

A

Coliform absent. Sample considered safe.

These sample test results were analyzed by the Missouri State Public Health Laboratory.

Note to Public Water Systems:

Routine samples must be taken from the distribution system. Routine samples collected at the well will be invalidated, possibly resulting in your system receiving a monitoring violation for failure to collect enough valid routine samples.

Tuesday, November 15, 2022

LOCATES

District Detail Report

Date: Mon Dec 12 16:43:55 CST 2022

Begin Date: 11/01/2022. End Date: 12/01/2022. Districts: MO - ALLWT03

Ticket Stated Summary

Date	Statusable	Stated	% Stated
2022-11-01	2	2	100.00%
2022-11-03	3	3	100.00%
2022-11-04	1	1	100.00%
2022-11-07	1	1	100.00%
2022-11-09	3	3	100.00%
2022-11-10	2	2	100.00%
2022-11-11	1	1	100.00%
2022-11-14	3	3	100.00%
2022-11-15	2	2	100.00%
2022-11-16	2	1	50.00%
2022-11-17	1	1	100.00%
2022-11-18	1	1	100.00%
2022-11-20	1	1	100.00%
2022-11-21	1	1	100.00%
2022-11-22	2	2	100.00%
2022-11-29	2	2	100.00%
Total	28	27	96.43%

Statuses Posted

	0	1	2	3	4	5	6	7	Total
2022-11-01	0	1	1	0	0	0	0	0	2
2022-11-03	0	2	1	0	0	0	0	0	3
2022-11-04	0	0	1	0	0	0	0	0	1
2022-11-07	0	0	1	0	0	0	0	0	1
2022-11-09	0	1	2	0	0	0	0	0	3
2022-11-10	0	1	1	0	0	0	0	0	2
2022-11-11	0	0	1	0	0	0	0	0	1
2022-11-14	0	3	0	0	0	0	0	0	3
2022-11-15	0	2	0	0	0	0	0	0	2
2022-11-16	0	1	0	0	0	0	0	0	1
2022-11-17	0	0	1	0	0	0	0	0	1
2022-11-18	0	0	1	0	0	0	0	0	1
2022-11-20	0	1	0	0	0	0	0	0	1
2022-11-21	0	1	0	0	0	0	0	0	1
2022-11-22	0	0	2	0	0	0	0	0	2
2022-11-29	0	0	2	0	0	0	0	0	2

HYDRANT LIST

1-12-22 Industrial Dr - Shift to turn

1-12-22 Industrial Dr & Wilson Dr

1-12-22 Wilson Dr on right side - no water coming out

1-12-22 3rd of Industrial Dr.

1-12-22 Berge Summiton Dr. - want open up

1-12-22 Intersection of Wilson Dr & Industrial Dr. Big cap want open

1-12-22 Industrial Drive -

1-12-22 5 Industrial Dr.

1-12-22 St Ann & N Springfield

1-12-22 Well #5

Well #5 tower

Linda Cochran

From: Ron Jones
Sent: Thursday, December 8, 2022 1:28 PM
To: Linda Cochran
Cc: Mark Gray
Subject: Police Report for City Council

Linda,

We had 924 Calls for Service in the last 30 days. The Police Board met and we hired David Franks. He was given a conditional officer upon his graduation on 12/14/2022. He will start with us at the end of December, this will put us up to full staff.

Thank You



Ron Jones
Chief of Police

St. James Police Department

Office: 573-265-7012 Fax: 573-265-8182
200 North Bourbeuse St.
St. James, MO 65559
E: rjones@sjpolice.com W: www.sjpolice.com

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Linda Cochran

From: Michael Gray
Sent: Tuesday, December 13, 2022 9:31 AM
To: Linda Cochran
Subject: Re: Reports: Senior Center, Sanitation, IDA

Senior Center

Commodity Day is Thursday, December 15th from 7:30 am to 9:30 am. Must register with our office prior to the event. 265-2047 ask for Marilyn

Holiday Blow-Out sale in the Thrift Store Saturday, December 17th... Everything in the store is ½ price. Doors open at 9:00 am

Caring Center is still struggling to provide sufficient food during Commodity Day. Nation-wide shortages are affecting our deliveries. Please consider a food drive of non-perishable food.

Sanitation

This past week the MRPC Ozark Solid Waste Management District awarded the City of Saint James an Outstanding Achievement award for the growth of the curbside residential recycling program in 2021. The city had attained a 25% participation rate, up from 10% in 2020. Sanitation Superintendent Ron Fraser accepted the award on behalf of the City and Sanitation Department. I would like to congratulate Ron and his team on the achievement, and the people of the city for their participation.

On that note, the new sanitation employee is doing well, and there is one more spot left to fill. Recycling has resumed, and a good number of households are already participating again. We would like to ask all residents to participate in the curbside program, especially when it comes to heavier recyclables such as glass, metal and cardboard. Every pound kept out of the landfill is money saved for the city.

IDA

No IDA meeting occurred to my knowledge.

- The new Nelson Hart Park sign was unveiled and dedicated Saturday. Several members of Nelson Hart's family attended. Park staff will be placing two other signs in the park, one at the east entrance and the other at the west entrance.
- The Parks Department was awarded 200 daffodils from Meramec Regional Community Foundation. The daffodils have been planted around the new Nelson Hart sign, St. James Park, and will be around the two other Nelson Hart signs once they are installed.
- There are several programs still open for registration:
 - Winter Break Camp for Kids (runs December 19-30)
 - 3 on 3 adult basketball league (deadline is December 20)
 - Kids Craft Club (starts January 10)
 - Candy Construction (starts January 11)
 - Kinder Kraft (starts January 12)
 - Little Tigers Basketball (starts January 14)
 - 1st & 2nd Grade Basketball (starts January 21)

People can register for these programs on-line at stjparcs.recdesk.com.

- Offering Home School PE starting Friday, January 6. This will be held from 1-3 pm at the Rec Center. We are hosting a Home School Open Gym Day from 1-3 pm this Friday, December 16.
- The Puppy Plunge event September 25 at Tiger Shark Water Park raised \$270 for the Phelps County Animal Rescue. The check was presented to the Rescue a couple of weeks ago.
- Thank you to the Evening Star 4-H Club who put together the wreaths and decorated the front entrance at the Cemetery.
- A reminder on the Inclement Weather Policy for the Rec Center & Park programs, if the School district is closed due to inclement weather, the Rec Center will also be closed. Any youth programs we have scheduled will also be canceled. Adult activities scheduled before 9 am will be canceled and anything after 9 am we will reassess and make a decision will be made no later than an hour prior to the program start time.

City Administrator's Report 12-12-22

We have been working with Matt Woolsey to develop an application for the DED ARPA grant monies set aside for tourism. This might help us do some of the things we have wanted to fund to help our tourism efforts such as paving the TIC and re-roofing the building, installing the all inclusive playground and creating the respite areas downtown the Robert Tessaro had discussed at the last council meeting.

We have been trying to get staffed up in our departments and we now have a Utility Accounting Clerk. Melissa Stradt. She's been with us a week and is learning our software.

A lot of focus had been on being able to be more competitive with salaries to keep the people we have. We'll now turn the focus to the 2024 budget process.

We will be advertising for the City Administrator position after the first of the year and continuing that search.

We want to pick a day for the Mayme Osley Day. We're working with the Chamber of Commerce and the Schools for the right day.

Budget report –

The impact of the wage increase wasn't readily apparent in November. December will give us a better idea of the impact.

Total Revenue vs Budgeted Revenue is down by \$35,564. The good thing is we have held expensed down \$113,277 to compensate for it. We are solvent and in good shape.

The budget committee will meet sometime in January to look at preliminary budgets and I'd like to be able to present it to the full Council in February.

