

## **CITY OF ST. JAMES - CITY COUNCIL**

**June 14, 2021**

**6:00 PM**

### **AGENDA**

Public notice is hereby given that a Regularly Scheduled City Council meeting of the City of St. James, Missouri will be held at the St. James Golden Age Center Building, in St. James, Missouri beginning at 7:00 pm on Monday, June 14, 2021 to consider and act upon the matters of the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

#### **CALL TO ORDER**

- Call to Order
- Pledge of Allegiance
- Adoption of Agenda

#### **APPROVE MINUTES & BILLS**

- Approve Minutes – May 10, 2021
- Approve Bills
- Budget Update

#### **CITIZEN COMMENTS**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

- Resolution No. 21-326 – Kiowa Line Builders, Inc. Contract
- Resolution No. 21-327 – Vandevanter Engineering Contract
- Resolution No. 21-328 – Axon Enterprises
- Resolution No. 21-330 – Budget Amendments & Salary Changes
- Resolution No. 21-329 – Tuition Reimbursement Policy (Personnel Policy Change)
- Resolution No. 21-331 – St. James R-1 School Lease Agreement
  
- Ordinance No. 21-1199 – Atkins Addition
- Ordinance No. 21-1200 – Hofherr's Consolidation

#### **DEPARTMENT REPORTS**

- Public Works – Lyle Thomas
- Alliance – Billy Bowers
- Schools – Tracy Edwards
- Senior Center – Tracy Edwards
- MO Humanities – Tracy Edwards
- Park – Tyler Wagnon
- Library – Stephanie Swanson
- Street – David Watkins
- Sanitation – Michael Gray
- Police – Mark Gray
- Animal Shelter – Joe Boulware/Brittany Marston
- Chamber – Brittany Marston
- IDA – Michael Gray
- City Administrator – Jim Fleming
- Mayor – Rick Krawiecki

#### **ADJOURN**

*This meeting is open to the public.*

*Posted 06-11-2021*

**May 10, 2021**  
**Golden Age Center Building**  
**Nelson Hart Park**  
**Regular City Council Meeting**  
**7:00 pm**

**AGENDA ITEM: Call to Order**

Mayor Krawiecki called the meeting to order.

Councilmembers: Michael Gray, Stephanie Swanson, Tyler Wagon, David Watkins, Tracy Edwards, Mark Gray, and Brittney Marston were in attendance. Other in attendance were: Clerk Wheeler, Administrator Fleming and Public Works Director, Lyle Thomas and via Zoom were: Councilman Joe Boulware and Alliance Director Billy Bowers. Utility Board members in attendance were: Stephanie Hayes, Ric Palmer, Charles Armistead and Rodney Edwards.

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**UTILITY BOARD/CITY COUNCIL WORKSHOP**

The Utility Board discussed the purpose of have a utility board and how each department (electric, water, sewer, and natural gas) is handled. They discussed the reasoning behind the spike in the natural gas price increase in February and answered any questions. The workshop ended at 7:37 pm.

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**CALL TO ORDER REGULAR COUNCIL MEETING**

After a short break, Mayor Krawiecki called the meeting back to order at 7:46 pm. Mayor Krawiecki led in the Pledge of Allegiance; Administrator Fleming led in a word of prayer.

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**AGENDA ITEM: Adoption of Agenda**

Councilmember Tyler Wagon made a motion to adopt the agenda. Councilmember Brittney Marston seconded the motion. All councilmembers voted "aye".

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**AGENDA ITEM: Minutes**

Councilmember David Watkins requested an amendment to the minutes, that Ordinance No. 21-1197 have the title added to it. Councilmember Tracy Edwards made a motion to approve the minutes with the amendment. Councilmember Mark Gray seconded the motion. All councilmembers voted "aye".

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**AGENDA ITEM: Bills**

Councilmember Mark Gray made a motion to approve the bills to be paid. Councilmember Stephanie Swanson seconded the motion. All councilmembers voted "aye".

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## **AGENDA ITEM: Citizen Comments**

Gail Daniels discussed the opioid problem in our community and stated that her organization would be holding their 5<sup>th</sup> annual heroin seminar. She stated that drug overdoses were the leading cause of accidental deaths in the United States with over 88,000 deaths per year. The seminar would be this coming Saturday at 1:00 pm and would discuss the problems and how we can work together to fix it.

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## **AGENDA ITEM: Budget Update**

Administrator Fleming gave a year end budget update.

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## **AGENDA ITEM: Ordinance No. 21-1198 – No Parking St. Ann**

Clerk Wheeler read Ordinance No. 21-1198 aloud for the second and final reading. Councilmember Mark Gray made a motion to approve the ordinance as read. Councilmember Tracy Edwards seconded the motion. Upon roll call, the voting was as follows: Councilmember Michael Gray “aye”; Brittney Marston “aye”; Mark Gray “aye”; Tracy Edwards “aye”; Joe Boulware “aye”; Tyler Wagnon “aye”; Stephanie Swanson “aye” and David Watkins “aye”. The ordinance was passed as read.

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## **AGENDA ITEM: Resolution No. 21-325 – IDA Lease for Mowing**

Clerk Wheeler read Resolution No. 21-325 aloud for the first and only reading. Administrator Fleming mentioned that the IDA had went out for bid and received two bids for the hay mowing in the Industrial Park. The lowest bidder was Johnathan Pankey and would be for a three-year term. Councilmember Mark Gray made a motion to approve the Resolution as read. Councilmember Brittney Marston seconded the motion. Upon roll call, the voting was as follows: Councilmember Michael Gray “aye”; Brittney Marston “aye”; Mark Gray “aye”; Tracy Edwards “aye”; Joe Boulware “aye”; Tyler Wagnon “aye”; Stephanie Swanson “aye” and David Watkins “aye”. The resolution was passed as read.

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## **AGENDA ITEM: Food Truck Discussion**

Councilmember Joe Boulware had asked at the April meeting per Larry Karnes request for the council to look over the current food truck ordinance and discuss if any changes needed to be made. Councilmember Boulware stated that he did not feel like there was anything out of the normal being asked of the vendors in the ordinance. Mayor Krawiecki asked Clerk Wheeler to give an update on the food trucks in town. Clerk Wheeler mentioned that there were currently six food truck licenses and that all had complied with the current ordinance and she had not heard any complaints. She also mentioned that she had called around and talked to a couple local towns to see how they were handling the food trucks. It varied from town to town, some did not allow them at all, others had ordinances similar to St. James, the City of Eldon had also reached out to Clerk Wheeler and said they were in the process of passing our ordinance and wanted to know how it was going. Clerk Wheeler finally mentioned that per the ordinance for peddlers written in the 1980's those licenses had always had to comply with giving their

vehicle information before a city license was issued. Councilwoman Edwards mentioned that she did not have any issues with the ordinance the way it was written. Councilmember Tyler Wagnon stated that she did not agree with the VIN request as this should be left to the police department to handle. Larry Karnes stated that his only two issues with the ordinance was that he had to provide a menu when his changed from day-to-day and that he had to give his VIN for his trailer as this could be hacked and someone steal the information.

After a lot of discussion, Councilmember David Watkins made a motion to amend the ordinance with the following changes:

- \* Section 610.070 License Required; Application –
  - \* Remove #2 – a description of the intended menu.
- \* Section 610.710 Regulations –
  - \* Letter D amend to say: Separate freestanding signs are NOT limited to more than 4 foot in height and 3 foot in width and no more than two per food truck are permitted.
  - \* Letter F & I to become letter F only and to read as follows: Mobile food vehicles shall be parked at the Tourist Information Center only; unless written consent is first obtained from the owner of the private property where the food vehicle is to be parked. The written consent must be turned in with the business license application.

Councilman Michael Gray seconded the motion. Upon roll call, the voting was as follows: Councilmember Michael Gray “aye”; Brittney Marston “aye”; Mark Gray “aye”; Tracy Edwards “aye”; Joe Boulware “aye”; Tyler Wagnon “aye”; Stephanie Swanson “aye” and David Watkins “aye”. The ordinance will be amended and read for approval at the June council meeting.

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### **AGENDA ITEM: Attorney Appointment – Jonathan Downard**

Mayor Krawiecki let the council know that Justin Head had resigned as city attorney to take on other duties at the firm and spend more time with his family. Jonathan Downard from the same lawfirm, Hansen, Stierberger, Downard, Schroeder & Head LLC, will be stepping in for Attorney Head if confirmed by the council. Attorney Downard introduced himself to the council and gave a brief history of his career and firm. After the introduction the council voted unanimously to appoint Attorney Downard to the position of City Attorney.

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### **AGENDA ITEM: Tuition Reimbursement Policy**

Administrator Fleming mentioned that he is putting together a tuition reimbursement policy as an incentive for any employees that would want to go back to school to train for a position within the city. Fleming was unable to get the policy written before the council meeting so he let the council know that he would have something to present to them next month. His current thoughts were a reimbursement of \$3,000 per year. Councilman David Watkins made a motion to table until next month, Councilman Mark Gray seconded the motion. All councilmembers voted “aye”.

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### **AGENDA ITEM: Mayor Appointments**

Mayor Krawiecki presented a list of people to reappoint for the 2021-2022 fiscal year and some new names to appoint to open positions on boards and committees. Please see the list attached to the minutes. Councilman Mark Gray made a motion to approve the appointments. Councilwoman Stephanie Swanson seconded the motion. All councilmembers voted "aye".

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## **AGENDA ITEM: Department Reports**

Public Works – Lyle Thomas – Sanitation distributed 413 recycle bins to 206 households, still have approximately 800 bins left, they have also hired a new guy, so the department is back up to full staff. Recycle bins will be available for pick at the Municipal Center from here forward. The Street Department has been patching holes, installing culverts, and getting ready for Sip n Savor. The Electric Department is continuing with pole changeout, re-establishing an underground tie line from the alley by Muttley's to west of the alley near the Opera House. The Gas Department is working on the annual gas main surveys and continuing GIS mapping of Gas System.

Alliance – Billy Bowers – see attached report  
Schools – Tracy Edwards – see attached report  
MO Humanities – Tracy Edwards – see attached report  
Senior Center – Tracy Edwards – see attached report  
Parks – Stephanie Swanson – see attached report  
Library – Tyler Wagnon – see attached report

Sanitation – Michael Gray – would like to see the city address the dumpsters, how long residents are keeping them, how many times they are being dumped, etc.

Police – Mark Gray – the department has 2 applicants they have interviewed and are doing background checks on, would like to add another officer still.

Animal Shelter – Joe Boulware – the animal shelter was broken into, a laptop and dog were stolen, the shelter is working to replace the laptop as it had all their financial information on it. The shelter has had 30 adoptions this month.

IDA – Michael Gray – the IDA has a meeting later this week, so nothing new to report currently.

City Administrator – Jim Fleming – the parks department will begin picking up flowers in the cemetery this week to get ready for Memorial Day week, a plumber has been hired to fix the water leaks at the Train Depot, the city has started soliciting bids for an engineer to fix up the police station.

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## **AGENDA ITEM: Adjourn**

With no further business to discuss, Councilman David Watkins made a motion to adjourn. Councilman Mark Gray seconded the motion. All councilmembers voted "aye". The meeting was adjourned at 9:23 pm.