

November 14, 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 (via Zoom), David Bond, David Watkins, and Brittney Marston. Absent: Nathan Kemnitzer and Mark Gray.

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 Tyler Wagnon to adopt the agenda. All councilmembers present voted "aye". Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Minutes

Councilperson Brittney Marston made a motion to approve regular city council minutes of October 11, 2022, meeting, seconded by Councilperson Michael Gray. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Special Meeting

Councilperson David Watkins made a motion to approve special meeting minutes of November 7, 2022, seconded by Michael Gray. All councilmembers present voted "aye". Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Closed Session Minutes

Councilperson Michael Gray made a motion to approve closed session council minutes of October 11, 2022, seconded by Councilperson Tyler Wagnon. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

Councilperson David Watkins made a motion to approve closed session council minutes of November 7, 2022, seconded by Councilperson David Bond. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Review the Bills

Councilperson David Watkins made the motion to approve the review of bills, seconded by Councilperson Tyler Wagnon. All councilmembers voted "aye". Absent: Nathan Kemnitzer and Mark Gray.

CITIZEN COMMENTS

Robert Tessaro spoke to the council regarding the Streetscapes proposal.

Dan Hedrick spoke to the council regarding multiple stray animals.

NEW BUSINESS

RESOLUTION 22-366 Master Service Agreement with MPUA

City Administrator Jim Fleming stated the city has mutual aid agreements with other cities but in case they couldn't respond, the city could call MPUA for mutual aid. They have journeyman electricians they can send for \$98.00 per hour if a project agreement is made. MPUA has the bucket trucks to reach poles that the Cities can't. There is no cost associated with this agreement only if MPUA is called to assist. Councilperson David Watkins asked who would be making the call if necessary and City Administrator Jim Fleming stated he would be making the call. Discussion followed.

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

Absent: Nathan Kemnitzer and Mark Gray.

RESOLUTION 22-367 Designating Nathan Browne as alternate director for MAMU, MEC, MGC

City Administrator Jim Fleming stated he was the alternate director when Lyle Thomas left and Nathan Browne would be taking over for him.

Councilperson Tyler Wagnon made the motion, seconded by Councilperson Brittney Marston to approve the resolution. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

RESOLUTION 22-368 Landis & Gyr Agreement

City Administrator Jim Fleming stated this is the same agreement as in previous years for the automatic meter reading system for electric service, adding this is a 10-year contract and the cost has doubled. They did negotiate to reduce years three through ten by \$100.00 per year. Nathan Browne gave the council a brief overview of the necessity of the software. Discussion followed. Councilperson David Bond made the motion, seconded by Councilperson Michael Gray to approve the resolution. All councilmembers present voted "aye". Absent: Nathan Kemnitzer and Mark Gray.

RESOLUTION 22-369 Covid Personnel Sick Policy

City administrator Jim Fleming explained Governor Parsons passed the Emergency Powers Act in 2020 outlining the CDC guidelines and paying employees for time off due to Covid illness. The Emergency Powers Act ended in December 2020, but the city continued to pay the employees up until now. Since the vaccines and medications have helped considerably with Covid, there is no need to continue this policy. Mr. Fleming stated the City has a generous sick leave policy in place for employees. Councilperson Tyler Wagnon made the motion, seconded by Councilperson David Watkins to approve the resolution. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

MID-YEAR BUDGET CORRECTIONS

City administrator Jim Fleming gave a brief overview of the budget corrections and employees' salaries stating we are losing employees due to other employers offering higher starting pay. He presented a proposed raise increase for several employees. Discussion followed. Councilperson Tyler Wagnon made the motion, seconded by Councilperson Margaret Roberts to approve mid-year budget corrections and salary increases. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

HOLIDAY BONUS

Mayor Rick Krawiecki asked the council to approve \$150.00 holiday bonus for full time employees and a pro-rated bonus for part-time employees based on hours worked. Councilperson Tyler Wagnon made the motion, seconded by Councilperson Brittney Marston to approve holiday bonuses. All councilmembers present voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Department Reports

PUBLIC WORKS—City Administrator Jim Fleming

Report attached to minutes

ALLIANCE—BOB HATHCOCK

Mr. Hathcock stated they have been short staffed but have hired new employee pending drug testing. He went over the report attached to the minutes. Discussion followed.

SCHOOLS—NATHAN KEMNITZER-no report

SENIOR CENTER—MICHAEL GRAY

Councilperson Michael Gray stated commodity day is this Thursday from 7:30-9:30. Due to Thanksgiving, the birthday lunch is this Friday. Black Friday sale in the thrift store is November 25th from 9:00-5:00. There will be active shooter training, free, Tuesday November 15th at 1:30.

POLICE—MARK GRAY

Chief Jones reported that they had 882 Calls for service last month. This is 2 less than last month and 64 less than 2 months ago. That's a good trend. He also stated that they had two companies come in and look at the police department to possibly bid the remodel of the police department. So we are making progress on the remodeling project. The Chief reported that he has a police candidate in the background portion of the hiring process and will set up a police board interview for final portion of the hiring process. This will put the police department back at full staff. Later in the meeting, City administrator Jim Fleming stated a couple companies interested in the police station renovation and bid opening would be November 30, 2022.

MO HUMANITIES—No Report

PARK—TYLER WAGNON

Councilperson Wagnon stated Parks director Kristy Rich said the parks department was awarded a \$200.00 grant and 200 daffodils from MRPC. They are now offering birthday party packages and all park areas have been winterized. Leaf cleanup has started in the park and cemetery. Master naturalist had a workday at the park November 8, 2022.

LIBRARY—DAVID BOND

Councilperson Bond stated the library will be closed November 24 through November 26 for Thanksgiving. Santa will be at the library December 8 from 5:30 to 8:30 pm. They are looking at ways to replace the original shelving in the building.

STREET---DAVID WATKINS (report attached to minutes)

Councilperson Watkins stated the workers are very motivated. There is concern the department may not have enough CDL drivers during the winter. Mr. Watkins spoke with City Administrator Fleming regarding the backhoe that was replaced and possibly looking at selling the old backhoe and using the funds to fix the leak at the street department building.

SANITATION—MICHAEL GRAY

Councilperson Michael Gray thanked the council for the recent raises and Mayor Rick Krawiecki stated the recycling program would resume as soon as another employee is hired.

PCAR---DAVID BOND

Councilperson Bond stated the anniversary party open house was well attended. The shelter has been very busy with the intake of animals. They are currently in need of everything including volunteers, maintenance repairs and food

CHAMBER-BRITTNEY MARSTON

The quarterly dinner was held at Meramec Springs Park and approximately 40 in attendance. December 3 is the Christmas parade, and the theme will be "Favorite Christmas Movie" and Santa will also be at the gazebo.

IDA---MICHAEL GRAY—No Report

UTILITIES—MARGARET ROBERTS

Mayor Rick Krawiecki read the report attached to these minutes. Councilperson David Watkins asked how much longer utilities has to pay the bill from Spire. City administrator Jim Fleming stated they started paying in 2021 and so it will be a couple more years. Mr. Watkins confirmed that that once the bill is paid the extra charge on the utility bills will be deleted from the residents' bills and the Mayor stated yes those fees would disappear.

CITY ADMINISTRATION—JIM FLEMING

Report attached to minutes

MAYOR----RICK KRAWIECKI—No report

AGENDA ITEM: Close Regular Session

With no further business to discuss in open session Councilperson Michael Gray made a motion seconded by Councilperson Brittney Marston to adjourn. Roll call: Councilmembers Tyler Wagnon, David Bond, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

Absent: Nathan Kemnitzer and Mark Gray.

Public Works Director Report. 11-14-22

Street Department has hired 4 people:

Matthew Sapp – has experience driving a snowplow and some other heavy equipment

Curt Cattau

Jarrett Thomas

Kyle Sanders

We lost Adam Moorland and Michael Smallwood to better paying companies. That leaves Justin Hackworth and Danny Scheel as our experience operators. Michael Tanner will be retiring on December 2nd. That leaves the Street Department with three people that have plowed snow before. Matt hasn't used the spreader setup we use.

Electric – We continue to trim trees out on the main 34500 volt line. The first feeder line is completed and we're working on the second line. These two feeder lines are a total of 16 miles. The Electric Department is trimming trees in town.

The electric outage was caused by an insulator at the Phelps Sub-station that failed. This insulator was from the 1950 and the team came up with insulators that would work on this old transformer. This is one of the issues we run into due to the age of our equipment.

We sent Nathan Browne and Ryan Thompson to the Supervisor training class that MPUA put on last week.

Water/Wastewater – We submitted our first payment request to DNR for \$111,000 worth of materials. We will be holding our next construction meeting at the Treatment Plant to coordinate what construction can start.

A issue of power to the Lift Station 1 was corrected by our electric department.

We have a pump system that replaces our Ras/Was (Return Activated Sludge and Wasting Activated Sludge) pump system. This is not dependable and has to be monitored each day during the weekends and holidays. We have ordered a more permanent solution that we will install in a few weeks. The controls and pump drawings have been submitted for engineering review.

The wells have been operating and we pumped 11.5 million gallons last month. Our water comes from an aquifer and it clean enough that we don't have to chlorinate or treat our water in any way.

Eric Happle was able to repair the vacuum pump for the sludge truck. We have ordered new pumps and they won't be here until February. This allows us to continue spreading sludge

AGENDA ITEM: Closed Session

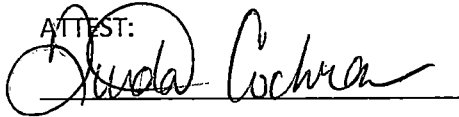
Councilperson Tyler Wagnon made a motion to go into closed session as allowed under RSMO Chapter 610.021 to discuss personnel issues as allowed, seconded by Councilperson Mark Gray. Roll call: Councilmembers Tyler Wagnon, David Bond, Mark Gray, Nathan Kemnitzer, Brittney Marston, Michael Gray, Margaret Roberts, and David Watkins voted "aye".

AGENDA ITEM: Back to Open Session

Councilperson Brittney Marston motioned seconded by Councilperson Margaret Roberts to call open session back to order. Motion was approved unanimously. Absent: Nathan Kemnitzer and Mark Gray.

AGENDA ITEM: Adjourn

With no further business to discuss Councilperson Michael Gray made a motion seconded by Councilperson Tyler Wagnon to adjourn. The meeting was adjourned at 8:20 pm.

ATTEST:


Linda Cochran, City Clerk



Rick Krawiecki, Mayor

12-12-22

Date

Natural Gas – We are developing a plan to continue mapping the gas system and they have been loaning personnel to help in Sanitation. We are working on a three year plan to complete the mapping, assist in other departments such as installation of the AMI water meters and sending units.

Sanitation –

The search continues for employees. We have been borrowing from other departments to maintain our schedule but we still don't have enough staff to start recycling.

The Recycling program has been nominated for an award with the Ozark Rivers Solid Waste Management System, for the increased participation. This award will be presented at their December 6th banquet.

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

Month of October 2022 for the November meeting

Submitted by Alliance Water Resources, Inc. for the
August
City Council Meeting

SUMMARY OF FACILITY OPERATIONS

Laboratory results September 2022

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			1.9 MGD
BOD	99.9%		3.0
TSS	94.5%		6.4
pH			7.85
NH3 as N			11.87
(April 1-Sept 30)			
(Oct 1- March 31)			
Phosphorus			3.56
Nitrogen			2.4
Oil & Grease			<1
E. Coli			100
Nitrate			7.0
Nitrite			.024
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 1.9 million gallons per day.

BIOSOLIDS APPLICATION AND INVENTORY

14 loads were applied to field #3, before the vac pump went out on the sludge truck. We still have room in the sludge holding cells to get us through the repair time.

WATER SYSTEM OPERATIONS

- Well #1 (Downtown) produced 1,039,000 gallons.

- Well #2 (Football field) produced 3,507,000 gallons.
- Well #4 (Parker LN) Well #4 cannot be run at the same time as well #5. Well # 4 was turned on in October. It produced 5,582,000 gallons.
- Well #5 (N Springfield) produced 1,398,800 gallons before it was shut down to exercise well 4. That gives us a total of 11,526,800 gallons pumped.

WATER SYSTEM MAINTENANCE AND REPAIR

- Operated wells 7 days per week
- AWR Staff started meters on October 3 and completed reading before the 10th.
- There were 50 locates completed.

WWTP OPERATIONS

- Lab NPDES permit testing received and met permit perimeters.
- All rotors #1 are operational.

WWTP/COLLECTION SYSTEM MAINTENANCE AND REPAIR

- Lift stations operated 7 day per week.
- Maintenance jetting at the wastewater treatment plant was performed, as well as 11 other sewer jettings.

PROJECTS

- Plant upgrades are being directed by Archer, and some piping and conduit have been delivered.

REGULATORY AGENCY, INSPECTION AND REPORTS

- EDMRs submitted

MISCELLANEOUS AND RECOMMENDATIONS

Budget Committee Summary.

General Fund – Estimate an additional \$65,000 in sales tax

Add \$7500 for Trail Grant reimbursement

Additional Insurance Expense of \$9000

Additional Health Reimbursement of \$9000

Additional IT (Fiber Cable) \$9,000

Additional payment to Utilities for City Hall Due to missed payment in 2021 \$17,452

Police support \$603,466 from \$580,325

Court support \$32,229 from \$31,242

Park support \$8636 from \$11,943

Pool Support \$562.82

NET GENERAL FUND - \$14,837.67

Police - Additional \$23,142 having SRO

Additional \$25,000 Use Tax

Expenses

Adjust for Gasoline additional \$20K,

Adjust for Salaries and benefits additional \$39,864.

Adjust equipment and IT expenses down.

Court – Additional \$1000

Adjust for an additional \$1000 taking longer to meet OSCA requirements for
Record storage.

Park – Actually reduce shortfall from \$11,942 to \$8,636

Income

Adjust Storm Water from \$95,000 to \$131,813

Expense

Adjust expense for Parks from \$271,373 to \$316,735

(Labor for Recreation activities being lumped into park labor)

Adjust Recreation income down \$82K to \$63K

(Programs less than estimated)

Street – Income

Reduce General Sales tax revenue by \$43K

Expense

Additional for Engineering of bridges - \$18,820

Additional for Gas and Oil \$2,000.

Make up difference with TST Funds.

TST – Expenses

Include the two bridges for \$111,250 not budgeted.

Include the new tractor \$12,821 not budgeted.

Include additional transfer to Street of \$36,491

Pool – Slight deficit of \$562

Sanitation – Expenses

Adjust downward the employee cost from \$284,012 to \$258,480.

Increase fuel by \$2000

Add \$4K for CDL training

Add \$1000 for Repair and maintenance

Cemetery – Transfer (\$10,295.81) from Reserves to cover shortfall. Will leave \$5,000 in reserve without

Adjustment to the Perpetual Care fund.

Reduce income by \$4500

Increase Labor cost by \$3300

Increase Gas and Oil by \$4700

Street Department Report

we've been in the process of leaf pickup since mid October and are continuing so to clear the streets and storm drains. we're ready for winter weather with plenty of mix and salt on hand and all equipment ready, but only have 3 cdl drivers on staff at this time so please bare with us this winter. I have just hired 4 new employees in the last 2 weeks but have lost Adam Morland who was my assistant street supervisor and main equipment operator. Pankey is done for the year and will be returning in the spring And Mike Tanner will be retiring December 2

Utilities

There were some questions about our water supply - determined it was good.

There are 19 AMIs installed, but having some issue getting other equipment that will tell us what happens when the power goes out. There is a backup system, but they are placing it some distance away to see how it performs.

The budget appears to be well ahead and they are hoping not to have to touch reserves. Brown tree trimming will cost \$50,000 when all is said and done

- Natural gas is going up, but that has been anticipated
- No rate increase on water
- Sewer is down - there have been expenses on the pump truck
- There is still a \$300,000 surplus

There are salary changes in the budget in order to hire and maintain personnel. Tim has offered to stay an additional 3 years in order to train someone for the gas department, dependent on a salary increase. There was a lot of discussion on this. I believe they ultimately approved the increase.

First Name	Last Name	Address	Ward (if known)
ROBERT	TESSARO	17520 HWY 8 ST. JAMES	OUTSIDE
	STREETSCAPES PROPOSAL		
Dan Hedrick	Multiple Stray Animals	206 Rhoda Street	