

**September 14, 2020  
St. James Municipal Center  
City Council Meeting  
7:00 pm**

**AGENDA ITEM: Call to Order**

Mayor Krawiecki called the meeting to order. Councilmembers Anselm, Wagnon, and Gray were in attendance. Councilmembers Boulware and Swanson attended via Zoom. Councilmembers Edwards and Smith were absent.

Councilmember Keyes emailed Clerk Wheeler earlier in the day to hand in her resignation as she had moved out of town.

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**

Mayor Krawiecki asked to take of the no smoking ordinance from the agenda, it had not been passed the previous month, Clerk Wheeler had made the mistake and left it on for a second reading. Councilman Gray made a motion to approve the agenda as amended. Councilwoman Wagnon seconded the motion. All councilmembers voted “aye”.

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**AGENDA ITEM: Ward 4 Council Appointment**

Mayor Krawiecki asked the council to approve placing Brittney Marston in the seat for the Ward 4 opening. He mentioned that Brittney had ran in the last election and lost so he thought it was fitting to move her into the spot since she had already shown interest.

Councilman Anselm made a motion to approve Brittney Marston to take Seat 4 until the next election. Councilman Gray seconded the motion. All councilmembers voted “aye”

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**AGENDA ITEM: Mayor Pro-Tem Appointment**

Mayor Krawiecki asked to appoint Shane Anselm as the Mayor Pro-Tem to take the place of Beth Keyes. Councilman Gray made a motion to approve the appointment. Councilman Gray seconded the motion. All councilmembers voted “aye”.

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**AGENDA ITEM: Minutes August 10, 2020 & August 12, 2020**

Councilman Anselm made a motion to approve the minutes from the August 10<sup>th</sup> regular and August 12<sup>th</sup> special meetings. Councilman Gray seconded the motion. All councilmembers voted “aye”.

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## **AGENDA ITEM: Bills – August 2020**

Councilman Gray made a motion to approve the bills to be paid. Councilman Anselm seconded the motion. All councilmembers voted “aye”.

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## **AGENDA ITEM: Budget Review**

Administrator Fleming discussed the budget numbers until the end of August. The council did not have questions at this time.

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## **AGENDA ITEM: Citizen Comments**

Attorney Head discussed the PILOT per the Mayor’s request. He stated the PILOT was originally approved in April 2008 and was to be capped out at \$400,000; however, in December 2008 another ordinance was passed amending the first and changing the wording to 6% rather than putting a cap on the dollar amount. He stated that this is a common transfer for governments to do that own their own utilities. This serves as a repayment for resources spent that would normally be paid if the city dealt with a private entity rather than managing their own utilities.

The Mayor mentioned next that June Huster had called but would not be able to attend the meeting tonight. She asked the council to consider setting a limit on the number of dogs a citizen could keep.

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## **AGENDA ITEM: Ordinance No. 20-1177 – Burn Permit**

Clerk Wheeler read Ordinance No. 20-1177 for the second and final reading.

Councilman Gray made a motion to approve Ordinance No. 20-1177 as read. Councilwoman Swanson seconded the motion. Upon roll call, the voting was as follows: Councilman Anselm “aye”; Councilman Gray “aye”; Councilman Boulware “aye”; Councilwoman Swanson “aye”; Councilwoman Marston “aye”.

The ordinance was approved as read.

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## **AGENDA ITEM: Ordinance No. 20-1179 – Food Trucks**

Clerk Wheeler read Ordinance No. 20-1179 for the second and final reading.

Councilman Gray made a motion to approve Ordinance No. 20-1177 as read. Councilwoman Wagnon seconded the motion. Upon roll call, the voting was as follows: Councilman Anselm “aye”; Councilman Gray “aye”; Councilman Boulware “aye”; Councilwoman Swanson “aye”; Councilwoman Marston “aye”.

Ordinance No. 20-1174 was approved as read.

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## **AGENDA ITEM: Ordinance No. 20-1180 – Utility Deposit**

Clerk Wheeler read Ordinance No. 20-1180 for the first reading.

Councilman Anselm made a motion to approve Ordinance No. 20-1180 as read. Councilman Gray seconded the motion. Upon roll call, the voting was as follows: Councilman Anselm “aye”; Councilman Gray “aye”; Councilman Boulware “aye”; Councilwoman Swanson “aye”; Councilwoman Marston “aye”.

The ordinance was approved as read.

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## **AGENDA ITEM: Resolution No. 20-306 – WM Financial Strategies Contract**

Clerk Wheeler read Resolution No. 20-306 aloud for the first and only reading.

Councilman Gray made a motion to approve Ordinance No. 20-1180 as read. Councilwoman Marston seconded the motion. Upon roll call, the voting was as follows: Councilman Anselm “aye”; Councilman Gray “aye”; Councilman Boulware “aye”; Councilwoman Swanson “aye”; Councilwoman Marston “aye”.

Resolution No. 20-306 was approved as read.

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## **AGENDA ITEM: Animal Shelter – Cat Condos**

Mayor Krawiecki and Administrator Fleming explained that the city researched bids for cat condos at the animal shelter and came up with three different options. The one Phelps County Animal Shelter preferred was the bid from Shor-Line in the amount of \$11,549.

Councilman Boulware made a motion to approve the purchase of cat condos from Shor-Line in the amount of \$11,549. Councilman Anselm seconded the motion. All councilmembers voted “aye”.

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## **AGENDA ITEM: Trick or Treating**

Administrator Fleming discussed that he had spoken with the Phelps-Maries County Health Department and they are recommending to allow door to door trick or treating, but to discourage events such as trunk or treats, haunted houses and any gathering that would put a lot of people in the same location at the same time. Fleming also recommended that kids only trick or treat with family members they live with this year and to social distance from their friends. He stated that the school was working very hard to keep the spread of COVID down and we should follow suit. The Council agreed to not enforce these rules by ordinance but to make the recommendations known to the community to keep everyone safe.

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## **AGENDA ITEM: Memorial Heritage Tree Program**

Administrator Fleming stated that the city had a program set up where a person could make a donation to the city to plant a tree in the name of a loved one, and the name would also be put on a plaque that would hang in City Hall.

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### **AGENDA ITEM: Citizen Sidewalk Donation**

Administrator Fleming mentioned that a donation had been made by a citizen to fix the sidewalks on North Jefferson. He also mentioned that the city would be working to set up a program that would allow citizens to pay for the concrete if they wanted to get the sidewalk fixed by their house and the labor to fix the sidewalk would be done for free from city workers.

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### **AGENDA ITEM: Department Reports**

Public Works – Lyle mention the DRA paving and sewer project, the street department would begin working on gumball pickup and fixing curbing. The electric department had fixed 3 poles this week and there had been a power outage related to a broken insulator that effected 800 customers for 1 hour.

Alliance – Billy mentioned that numbers at the treatment plant had come back good this year, his crew had repaired water services at three locations. There had been an issue with the Well due to a storm, but it was fixed within three days and the pump had been out at the treatment plant but was fixed within a week and a half.

Schools – Mayor Krawiecki mentioned with Beth's resignation he would appoint Councilwoman Edwards over the schools. Administrator Fleming gave the report in Edward's absence. He mentioned the High School students had went back to in-school learning this week and that the school was still struggling with what do to for Halloween.

Parks – Councilwoman Swanson had no report. Administrator Fleming mentioned that the pool had finished up this week for the season and had come out with good numbers for a short season. He also mentioned that the Park was currently short staffed and only had two people working to keep up with the projects. The city was looking to hire someone for their department. Mayor Krawiecki thanked Zach Rogers for painting the tiger head in the park at the ballfields.

Library – Councilwoman Wagnon mentioned that the library had received their Chromebooks to lend out and that a memorial was being installed in the library.

Police – Chief Jones stated that they had taken 730 calls for the month, school traffic was getting better and the department was still in search to fill one position.

Street – Councilman Anselm mentioned that the street department was staying busy.

Sanitation – Councilman Anselm mentioned that the department had not ran recycling last week due to being short staffed. He also mentioned that the city was looking to fill a floater position that would give sanitation help when they were short handed or any other department that needed it.

Humane Society – Councilman Boulware gave a report.

Chamber – Robin mentioned that the Tourist Center had seen 660 visitors for the month of August. They were still wearing masks and cleaning after each group comes through to help with the spread of COVID. The farmers market was still running, and they were still in search of a carnival company for Grape and Fall Festival next year.

IDA – Councilman Gray mentioned the IDA meeting had been postponed until a later date.

City Administrator – Administrator Fleming stated the IDA would be meeting tomorrow, they will be discussing a Route 66 themed museum.

Mayor – Mayor Krawiecki thanked Beth Keyes for her service on the City Council and gave a welcome to Brittany. He stated that he had a meeting this week with someone that wanted to donate a pickle ball court to the city, and he thanked Zach Rogers for painting the tiger head at the ballfields to show our support for the schools.

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### **AGENDA ITEM: Adjourn**

With no further business to discuss, Councilman Anslem made a motion to adjourn the meeting. Councilwoman Wagnon seconded the motion. All councilmembers voted “aye”. The meeting was adjourned at 8:00 pm.

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Rick Krawiecki, Mayor

ATTEST:

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Sarah Wheeler, City Clerk

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Date