



City Of
BOONVILLE

City of Boonville

May 15, 2023

7:00 PM

City Council Chambers

525 E. Spring Street

Boonville MO 65233

Meeting Live streamed <https://www.youtube.com/user/cityofboonvillemo> & Channel 3 with Suddenlink Cable TV

I. Call to order – Pledge and Prayer

A. Drew Davis

II. Roll Call

III. Hearing of Citizens' Comments

IV. Approval of Minutes

A. May 1 2023 council meeting minutes

V. Consent Items

VI. Presentation of Accounts and Claims

A. Appropriations

VII. Unfinished Business

VIII. New Business

A. Event Permit Discussion- Katie Gibson

B. First Reading of Bill No. 2023-018 Approving a Preliminary Site Plan for Quiktrip located at 2428 Ashley Road

C. Heritage Days Street Closure Request

D. Consider Resolution R2023-06 Authorizing an Application to the Department of Natural Resources for Lead Line Inventory Grant

IX. Reports of Standing Committees

A. Planning and Zoning Commission (Drew Davis)

X. Reports of City Officials

A. City Administrator

B. Mayor

- Committee appointment

C. City Clerk

XI. Miscellaneous

- A. Parks and Recreation Annual Report**
- B. Public Works Annual Report**
- C. City Hall Annual Report**

XII. Adjourn

- Alliance Water Report

Public Works Monthly Report April 2023

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.



May 1, 2023

7:00 PM

City Council Chambers

525 E. Spring Street

Boonville MO 65233

I. Call to order – Pledge and Prayer

A. Whitney Venable

Call to order – Pledge and Prayer The Boonville City Council met in Regular Session on April 11, 2023, at 7:00 p.m. in the Council Chambers located at 525 East Spring Street, Boonville, Missouri. The following officers were present; Ned Beach, Mayor; Amber Davis, City Clerk; Randy Ayers, Sergeant at Arms. Interim City Counselor, Doug Abele and Kate Fjell, City Administrator, were absent. The meeting was called to order. Whitney Venable led the prayer, after the pledge of allegiance.

B. Swearing in of Councilman Whitney Venable, Ward 3

City Clerk, Amber Davis, administered the Oath of Office to the newly elected official Whitney Venable (Ward 3) for 2023-2024:

II. Roll Call

The following Council representatives were present: Barry Elbert, Whitney Venable, Drew Davis, Brad Atkinson, Steve Young, Susan Meadows, Andrew Cowherd, and Sy Harvell.

III. Hearing of Citizens' Comments

None

IV. Approval of Minutes

A. April 17th council meeting minutes

The minutes stand as submitted

V. Consent Items

None

VI. Presentation of Accounts and Claims

A. Appropriations

Ms. Davis read the ordinance appropriating money, in its entirety, and a second time, by title only, since a copy of the ordinance had been made available prior to the meeting. Ms. Meadows moved, and Mr. Venable seconded the motion for approval of the ordinance. Mr. Venable asked about the large amount in the parks and water fund. Ms Davis stated that is the city's final soccer field payment.

Roll call was taken. Ayes: Whitney Venable, Drew Davis, Brad Atkinson, Steve Young, Susan Meadows, Andrew Cowherd, Sy Harvell, and Barry Elbert. Total (8) Opposed: None (0) Motion Carried.

VII. Unfinished Business

- A. None

VIII. New Business

- A. Consider Resolution R2023-05 Authorizing and Approving an Agreement with Midstate Pipeline Maintenance LLC for Sanitary Sewer Improvements Project 2023

Consider Resolution R2023-05 Approving an agreement with Midstate Pipeline Maintenance for Sanitary Sewer Improvements 2023. Mr. Cowherd moved, and Mr. Davis seconded the motion to approve the Resolution. Roll Call was taken. Ayes: Whitney Venable, Drew Davis, Brad Atkinson, Steve Young, Susan Meadows, Andrew Cowherd, Sy Harvell, and Barry Elbert. Total (8) Opposed: None (0). Motion Carried.

IX. Reports of Standing Committees

- A. Boonville Housing Authority
- B. Board of Public Works- Cancelled

X. Reports of City Officials

None

XI. Miscellaneous

- A. Fire Department Annual Report
- B. Tourism annual report
- C. Police Department Annual Report

XII. Adjourn

With no further discussion, Mr. Young moved, and Mr. Venable seconded the motion to Adjourn at 7:11 p.m. and the voice vote was unanimous.

Mr. Harvell stated he had several complaints about regular trash pickup being behind due to the bulk week pickup.

ORDINANCE APPROPRIATING MONEY

Be it Ordained by the Council of the City of Boonville as follows:

Section 1: For the purpose of paying salaries and various accounts against the City of Boonville, which have been allowed by the Council, at the regular meeting thereof on **May 15, 2023** the sum of **\$495,399.19**

General Fund	\$151,448.59
Sanitation	\$24,052.43
CIP Tax	\$53,576.80
Water Works	\$32,944.04
Capital Projects	\$0.00
Waste Water	\$46,931.24
Tourism	\$9,777.29
Gaming	\$175,216.40
Parks/Water	\$1,452.40
Kemper Sales Tax	\$0.00
Economic Development Projects	\$0.00

Section 2: The Accountant is hereby authorized and instructed to draw checks on the respective City bank accounts, in favor of the persons whose salaries and accounts have been allowed as above, amounting to **\$495,399.19** being the total amount of money above appropriated.

Section 3: This ordinance shall take effect and be in force from and after its passage. First reading on **May 15, 2023** read for the second time this **May 15, 2023** since a copy was made available prior to the meeting.

Approved **May 15, 2023**

Mayor

Endorsed **May 15, 2023** : I hereby certify that a sufficient sum of money stands to the credit of the City, unappropriated, in the various funds to meet the requirements of this ordinance.

Accountant

Date: May 15, 2023

To: Mayor and Council

From: Kate Fjell, City Administrator

Re: Event Permit Discussion- Katie Gibson

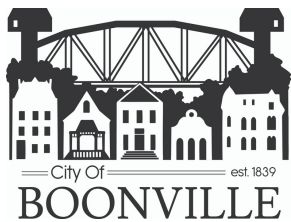
For some time, past City Councils and staff have worked to improve the process and requirements related to outdoor public events held on city streets, sidewalks, parking lots and parks. Some of the challenges with these events are ensuring that citizens affected by any street/sidewalk/parking closures are appropriately notified, securing business licenses from vendors attending public events, coordinating the various departments to provide supplies (i.e. cones, picnic tables, trash cans, etc) that are requested of the city, addressing open containers on streets/sidewalks/parking lots, and making the process efficient and streamlined for an event organizer. Some of these challenges have been addressed in a piecemeal fashion. However, we think it would be prudent to address all these challenges by creating a standardized event permit that addresses these issues.

Katie has been working on this standardized event permit in conjunction with the Boonslick Community Calendar that was launched last year. She asked several groups to “test run” the draft application and got feedback to make any necessary changes. The preliminary application is included in the packet for tonight’s Council meeting, and we would like to discuss moving forward with this change for future events.

A few highlights of this permit are:

- One stop shop for all events on City property or property leased by the City.
- The application provides event organizers with what assistance the city can or cannot provide.
- City Council and Staff will have a clearer idea of the scope of the event when considering an event permit.
- The event permit will eliminate the business license requirement for any one-time vendors.

If the City Council chooses to proceed with the event permit application, there will be several ordinance changes that will be required prior to adoption of this policy.



LICENSE NO: _____

Special Event Permit Application

Submit Completed Application to: 401 Main Street, Boonville MO 65233

Phone : 660-882-2332 / Fax: 660-882-6608 or e-mail

Application Instructions & Timeline

- Please fill out all information on this form as it pertains to your event
- Events that require street closures or other special requests are required to go before City Council for approval and to give the effected public the opportunity to address the council with any concerns. *Must submit 2 months prior to event
- Events on City property will require a \$1,000,000 liability insurance policy

EVENT INFORMATION

Event Name: _____

Event Start Date: _____ Event End Date: _____

Date of Set Up: _____ Times: _____

Date of Tear Down: _____ Times: _____

Proposed Location: _____

☐ Downtown Area

☐ Kemper Park

☐ Harley Park

☐ Second Street Area

☐ Depot District *State Park Permit required also

Expected Attendance: _____ # of Staff & Volunteers: _____

Are Vendors Expected? YES ☐ NO ☐ If YES, how many? 1-15 16-20 21-25 26+

- Vendors are defined as those selling goods, food and services at the event that do NOT have a current Merchant License with the City of Boonville
- Vendors that are already exempt such as non profit groups and agriculture based vendors for Farmer's Market do not count in the vendor total

Vendor License Fee: ☐ (1-15) \$50 ☐ (16-20) \$75 ☐ (21-25) \$100 ☐ (26+) \$125

EVENT ORGANIZER INFORMATION

Company/ Organization Name: _____

Organizer's Name: _____

Mailing Address: _____

Email Address: _____

Phone: _____ Cell Phone: _____

Phone: _____ Cell Phone: _____

WHAT CITY SERVICES WILL BE REQUESTED

<u>City Services-</u>	<u>Yes</u>	<u>or</u>	<u>No</u>	<u>Describe Your Needs-</u>
Electricity Hookup *AMEREN	☐		☐	_____
Water Hookup	☐		☐	_____
Dumpster / Trash Cans	☐		☐	_____
Picnic Tables	☐		☐	_____
Street Closure	☐		☐	_____

EVENT COMPONENTS (Check all that apply)

☐ Alcohol	☐ First Aid/ EMT	☐ Security
☐ Amplified Sound	☐ Fireworks	☐ Signage/Banners
☐ Animals/ Petting Zoo	☐ Food Service	☐ Sporting Event
☐ Bicycling	☐ Inflatables	☐ Stage
☐ Bleachers	☐ Parade / Floats	☐ Tent / Canopies
☐ Carnival Rides	☐ Portable Restrooms	☐ Traffic Control
☐ Concert / Live Music	☐ Race (timed event)	☐ Water -City Source
☐ Electricity / Generator	☐ Run (non-timed event)	☐ Vendors
☐ *Other Items Not Listed _____		

PARADE & STREET CLOSURE REQUEST

Event Date: _____ Number of Parade Entries: _____

Set up Time: _____ Start Time: _____

Parade Route: _____

Staging Location: _____

Request for Parking Restrictions: ☐ Yes ☐ No

Street Sweeper Requested: ☐ Yes ☐ No

Description of Parking Restriction Request: _____

SITE LAYOUT

For large events, please include a site map and layout of the event, and make sure to include the following information that will be presented to City Council:

Include: tents / canopies, temporary structures, stages, alcoholic beverage areas, locations of portable restrooms, vendors and food concessions, transportation & parking plans, loading zones, vendor access and parking, and emergency vehicle accesses and/or route or any other pertinent information that may be unique to your event.

Date: May 15, 2023

To: Mayor and Council

From: Kate Fjell, City Administrator

Re: First Reading of Bill No. 2023-018 Approving a Preliminary Site Plan for Quiktrip located at 2428 Ashley Road

The Planning and Zoning Commission considered the preliminary site plan for the QuikTrip convenience store located at 2428 Ashley Road. The proposed plan meets all corridor and development standards. This is the vacant lot adjacent to the high school. The preliminary site plan meets all of the design standards. However, there are a few related items I want to bring to the Council's attention.

- City-owned property to the north is impacted by this development. Specifically, the proposed grading plan goes onto city property and this will require an easement. Although some of the grading will be on city property, the affected property is unimproved ground and was the location where dirt was taken for fill when building the soccer fields.
- The proposed outer I-70 road touches the adjacent city-owned property and the right of way will fall onto City property. However, the outer road location was dictated by MoDOT. Once final plans and surveys are completed, the City will have to dedicate a small corner to the outer road right of way.
- QuikTrip is extending the water line south to ensure adequate fire protection to the entire parking lot
- Quiktrip is constructing a sidewalk and ADA crossing at the proposed I-70 N. Outer Road. This is important as the City intends to submit a TAP grant that will provide safe pedestrian access from the QuikTrip to the high school as well as a pedestrian crossing and sidewalk to Pilot.

BILL NO: 2023-18

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BOONVILLE, MISSOURI APPROVING THE PRELIMINARY SITE PLAN FOR QUIKTRIP, STORE 0681, LOCATED AT 2428 ASHLEY ROAD, BOONVILLE, COOPER COUNTY, MISSOURI; PROVIDING AN EFFECTIVE DATE THEREFORE AND REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE.

WHEREAS, QuikTrip is procuring an unimproved lot within the City limits, located at 2428 Ashley Road and desires to construct and operate a QuikTrip Convenience Store; and

WHEREAS, City staff met and communicated with Quiktrip staff and MoDOT to discuss the proposed development plan; and

WHEREAS, The preliminary plan was considered at the Planning and Zoning Commission meeting on May 9, 2023. The plans include **Exhibit A**, herein incorporated, and attached hereto this ordinance. The Commission has recommended their approval by the Council. Said site plans are incorporated herein as if set forth fully in this ordinance; and

WHEREAS, the City Council has evaluated the site plans for compatibility with the use of abutting sites, the safety and convenience of vehicle and pedestrian traffic and in view of the potential economic benefit to the City of Boonville and finds them to be appropriate to further economic development of the City of Boonville.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BOONVILLE, MISSOURI AS FOLLOWS:

SECTION 1: That the preliminary plan as shown and indicated in **Exhibit A**, attached hereto, and made a part hereof, located at 2428 Ashley Road in the City of Boonville, Cooper County, Missouri should be and is hereby approved.

SECTION 2: This ordinance shall take effect and be in full force from and after its passage; and be approval granted herein shall be valid for a period not to exceed 12 months thereafter.

READ FOR THE FIRST TIME 15th DAY OF MAY, 2023

READ FOR THE SECOND TIME AND PASSED THIS 5TH DAY OF JUNE, 2023, AFTER A COPY OF THIS ORDINANCE AND REFERENCED PLANS HAVE BEEN MADE AVAILABLE FOR PUBLIC INSPECTION PRIOR TO ITS READING.

PRESIDENT OF THE COUNCIL

APPROVED THIS 5TH DAY OF JUNE, 2023

Ned Beach, Mayor

ATTEST:

Amber Davis, City Clerk

Date: May 15, 2023

To: Mayor and Council

From:

Re: Heritage Days Street Closure Request

Requested Street Closures (See map)

The following events will impact the street closures for Heritage Days and exact locations of things may change slightly depending on in climate weather conditions:

Craft Booths – Will be placed on Spring Street between Main and 4th Street. The craft booths will be set up on Saturday morning by 8 am and will leave after 4 pm. (excluding the alley that goes through Spring Street. The alley will be left open for emergency personnel and other necessary vehicles to utilize).

Food Vendors - There will be some food vendors who will be selling food Friday and Saturday to help provide meals for people attending the various events to include the Wine & Beer Garden at the Hain House and other events during the weekend. Food Vendors will be strategically placed on designated closed streets. Also, requesting to locate a few Food Vendors along 3rd Street in front of the Kemper Campus lawn, where the Kid's Zone will be.

Requested street closure will be Chestnut Street, from 4th to Main Street (excluding the alley that goes through. The alley will be left open for emergency personnel and other necessary vehicles to utilize).

Car Show - The Heritage Days Car Show will take place Saturday, June 24, 2023 from 5:00 am to Saturday, June 24, 2022 at 6 pm. Requested street closures for this event are as follows:

Spring Street and Chestnut from Main Street to 3rd Street (excluding the alley that goes through Spring Street). The alley will be left open for emergency personnel and other necessary vehicles to utilize). We also are requesting 4th Street from Morgan Street to Vine Street.

Parade - The parade will be held on Saturday, June 24th at 10:00 am. The following street closures are requested for lineup purposes: High Street from Main to the cul-de-sac and 4th Street from Morgan Street down to the bridge on Water Street. The area around the Police Department will not be blocked but kept open until the parade starts. It will still be accessible for emergency use. Entry's will be directed up Morgan Street from 1st Street and 2nd Street areas where they will also be staged, once the parade starts. Sign in for registration will be in front of the Chamber and the Isle of Capri and street going to the Katy Trail Bridge will also be used for staging purposes for the parade.

The parade will travel down Main Street from High Street to Walnut Street. Viewing Stand will be set up Saturday, June 24, 2023 at 8 am at Main and Spring Streets on the East side of Main Street, blocking Spring Street from 8:00 am until approximately noon when the parade is anticipated to be over. (This is not shown on the map).

Shriners - They request for a street closure on June 24, 2023 from 6:00 am to 6:00 pm on Center Street from Main Street to 4th Street to accommodate their influx of participants to their lodge and for the parade.

We are also requesting the City Parking Lot East of the Hain House from Friday, June 23, 2023 from 3 pm until Sunday, June 24, 2023 at noon. This will be the entire lot.

BARRICADES REQUESTED

Chestnut Street from Main to 6th Street and from Main to the West side of 4th Street from Friday, June 24, 2022 at 3 pm for Food Vendors and additional events if deemed necessary. (Again, the alley way that runs through the area will remain open). This will be removed Sunday by 9 am.

City Parking Lot East of the Hain House from Friday, June 24, 2022 at 3 pm until Sunday, June 24th 2023 at noon.

Car Show - Saturday June 24th set out at 5:00 am and removed by Saturday, June 24th 2023 at 6:00 pm at 4th and Morgan Street Corner, 3rd and Spring Street Corner, Vine and 4th Street Corner, Spring and Main Street corner.

Additional barricades needed are: Corner of Chestnut and Main from Saturday, June 24th at 5:00 am and removed by Saturday, June 24th 2023 at 6:00 pm. Possible use may be the Car Show and additional Crafters.

Center Street from Main Street to 4th Street on Saturday, June 24th from 6:00 am until 6:00 pm for the Shriner's.

Parade - Corner of High Street on the West Side of Main Street from 6:00 am until noon.

Requested restricted parking - Saturday, June 24, 2023 at 5:00 am until Saturday, June 24, 2023 at noon on 2nd Street from F.T. Kemper Park to Morgan Street for Shriner's parade line up.

For Food Vendors in front of Kemper Campus on Third Street on Friday, June 23, 2023 at 3 pm and June 24, 2023 until 10 pm

OTHER ITEMS NEEDED FROM THE CITY

Electricity from the light posts on Main Street for the parade and the other locations as needed.

Use of F.T. Kemper Park for Kid's Zone, to be fenced off. Friday, June 23 and Saturday, June 24th, 2023

Use of space at F.T. Kemper Park for the Mutt Strutt on Thursday, June 22nd, 2023

Use of City Park next to Buerky's for picnic tables and Chamber information booth.

Picnic Tables --10 to be placed around food vendor locations to be determined later

Trash cans for the Wine Garden & Beer Garden (10), Car Show (6) and may need additional ones scattered up and down main street.

Two sets of bleachers at Thespian Hall for KWRT live remote on Friday morning.

To have the street sweeper follow at the end of the parade to clean up along the parade route.

To place the barricades out and to pick them up after the event (The Heritage Days Committee will help set out and remove the barricades.

Permission to have a parade along Main Street from High Street to Walnut Street on Saturday, June 24, 2023. The proper permit will be requested and approved by the Boonville Police Department.

Permission to have food booths set up in conjunction with Boonville Heritage Days.

Permission for Boonville Heritage Days to conduct a Wine & Beer Garden in the Hain House Gardens on Friday, June 23, 2023 through Saturday, June 24, 2023. Proper paperwork will be obtained and displayed according to the laws of Missouri.

Assistance with trash removal on Saturday as needed.

Permission to use golf carts, gators or personal ATVs for use of the steering committee, law enforcement and emergency personnel as a means of transportation and for moving of items as needed on the city streets and alleys as needed for the setup, tear down and during the event.

Help setting up and cleaning up through use of personnel from the Boonville Correctional Center.

Help setting up and taking down the tent at the Wine & Beer Garden through use of personnel from the Boonville Correctional Center.

Help delivering and setting up the stage through use of personnel from the Boonville Correctional Center at the Wine Garden and returning after the event.

Street cleaner to clean 4th street between Morgan and Vine on Friday, June 25, 2022 to clean the area for the car show.

Additional Request

The Heritage Days committee requests permission to inform all residents and business affected by the street closures with door cards, sample attached, which will be used if resident does not answer or is not home.

In addition, the Heritage Days Committee has made every effort to hold a festival for the residents of Boonville and the Citizens of the area in the least restrictive manor. It is not our intent to block commerce or inconvenience anyone. We have tried to take this into consideration when planning all the events. We know we can't please everyone, but it may happen in order to hold an event of this magnitude. Thank you for your help and consideration. We couldn't do this without your cooperation and assistance.

**SORRY
WE MISSED
YOU**

**ATTENTION ON
BEHALF OF THE
BOONVILLE AREA
CHAMBER OF
COMMERCE**

Boonville
area

Chamber of Commerce

full steam ahead

**SORRY
WE MISSED
YOU**

**ATTENTION ON
BEHALF OF THE
BOONVILLE AREA
CHAMBER OF
COMMERCE**

Boonville
area

Chamber of Commerce

full steam ahead

ATTENTION

The Boonville Area Chamber of Commerce, is planning the Heritage Days Parade on Saturday, June 24th.

This event includes closing 4th St from Morgan St to Vine St, Chestnut St from Main St to 4th St, and Spring St from Main St to 3rd St during the times of 5am to 6pm.

We wanted you to be aware of the request. If you have any questions about the event, you may contact the event

organizer at 660-882-2721. If

you have any concerns or opposition to the proposed street closure, The City

Council will take up the request on Monday, June 5th and you may attend that meeting and provide comments during the public comment portion. The City Council meets at 525 East Spring Street at 7pm.

Thank you in advance for your support of this event.

ATTENTION

The Boonville Area Chamber of Commerce, is planning the Heritage Days Parade on Saturday, June 24th.

This event includes closing 4th St from Morgan St to Vine St, Chestnut St from Main St to 4th St, and Spring St from Main St to 3rd St during the times of 5am to 6pm.

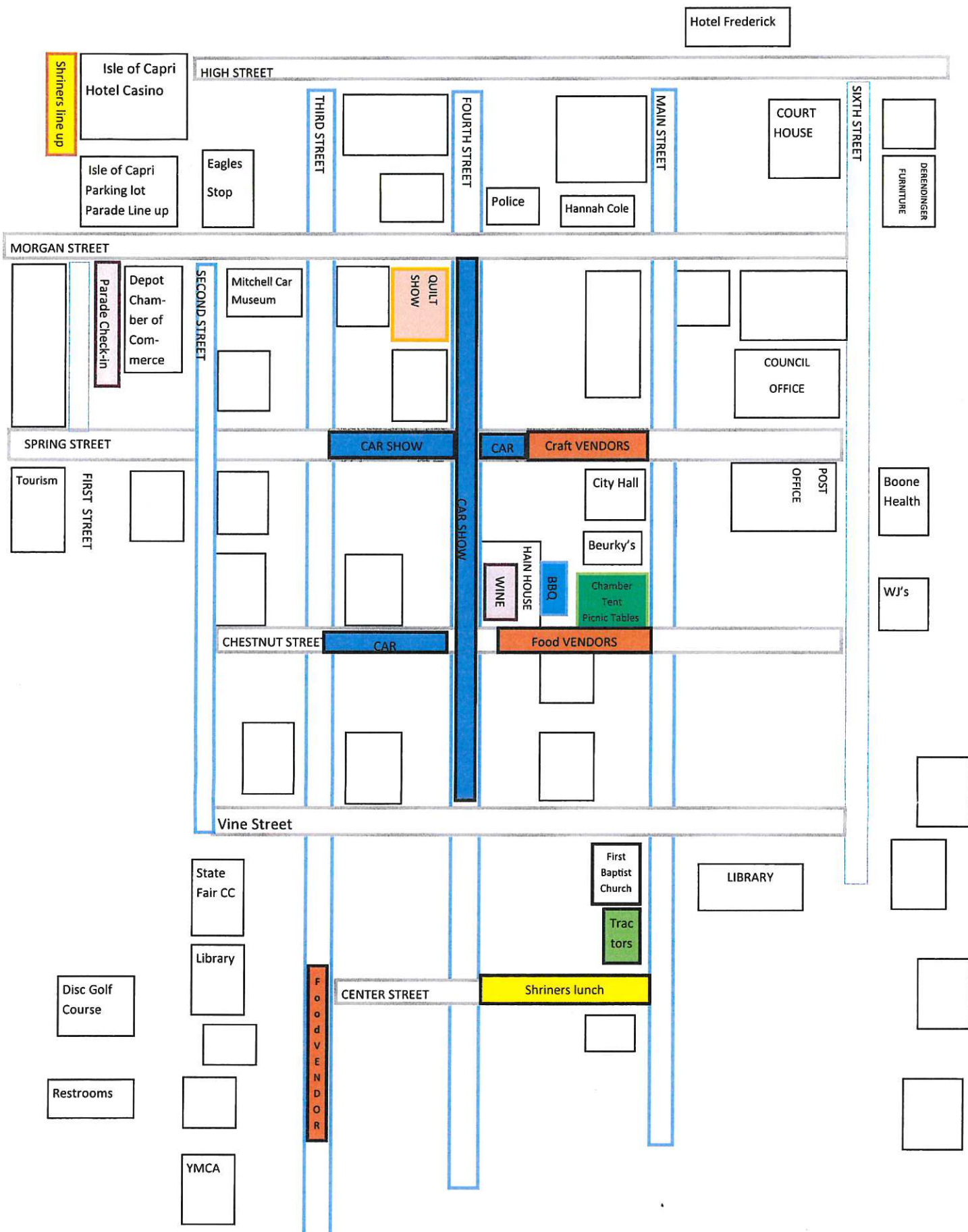
We wanted you to be aware of the request. If you have any questions about the event, you may contact the event

organizer at 660-882-2721. If

you have any concerns or opposition to the proposed street closure, The City

Council will take up the request on Monday, June 5th and you may attend that meeting and provide comments during the public comment portion. The City Council meets at 525 East Spring Street at 7pm.

Thank you in advance for your support of this event.



Date: May 15, 2023

To: Mayor and Council

From:

Re: Consider Resolution R2023-06 Authorizing an Application to the Department of Natural Resources
for Lead Line Inventory Grant

RESOLUTION NO. R2023-06

A RESOLUTION OF THE CITY OF BOONVILLE, MISSOURI, AUTHORIZING AND APPROVING THE FILING OF AN APPLICATION WITH THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, STATE REVOLVING FUND PROGRAM FOR LOANS UNDER THE MISSOURI CLEAN WATER LAW (CHAPTER 640, RSMO) AND PROVIDING AN EFFECTIVE DATE THEREFORE

WHEREAS, pursuant to the terms of the Missouri Clean Water Law, Chapter 640, Revised Statutes of Missouri, the State of Missouri has authorized the making of loans and/or grants to authorized applicants to aid in the construction of specific public projects.

NOW THEREFORE, be it resolved by the City Council of the City of Boonville, Missouri, as follows:

SECTION 1: That the City Administrator and the City Clerk be and is hereby authorized to execute and file an application on behalf of the City of Boonville with the State of Missouri for a loan and/or grant to aid in the construction of the Lead Service Line Inventory Project.

SECTION 2: That the City Administrator and the City Clerk are hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by law or regulation, and to receive payment on behalf of the applicant.

SECTION 3: This resolution shall take effect and be in full force from and after its passage and approval.

PASSED THIS 15TH DAY OF MAY 2023, BY THE CITY COUNCIL OF BOONVILLE, MISSOURI

Ned Beach, Mayor

ATTEST:

Amber Davis, City Clerk

CERTIFICATE OF RECORDING OFFICER

The undersigned, duly qualified and acting City Clerk of the City of Boonville, does hereby certify: That the attached resolution is a true and correct copy of the resolution adopted at a legally convened meeting of the City Council of the City of Boonville held on the 15th day of May, 2023; and further that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 16th day of May, 2023.

SEAL OF THE
CITY OF BOONVILLE

Amber Davis

City Clerk

**CITY OF BOONVILLE
PLANNING AND ZONING COMMISSION MEETING
MINUTES OF MAY 9, 2023**

VOTING MEMBERS PRESENT

- 1) Matt Billings
- 2) Steve Hage, Building Inspector
- 3) Ned Beach
- 4) Heather Overstreet
- 5) Drew Davis

VOTING MEMBERS ABSENT:

- 1) Zach Simpson
- 2) Clark Greis

STAFF/PRESENTERS/GUESTS

- 1) Jeff Ditto
- 2) Caitlynn Helsper
- 3) Scott Vogler

NOTICES AND EXHIBITS: Posted and available on May 5, 2023, at 3:55p.m. at City Hall.

1. **CALL TO ORDER:** Mr. Billings called the meeting to order at 6:00 p.m. Roll call was taken with six (5) of eight (8) members present constituting a quorum.
2. **MINUTES:** The Minutes stand as presented
3. **HEARING OF PUBLIC COMMENTS:** None
4. **OLD BUSINESS:**
None

5. **NEW BUSINESS:**

a. QuikTrip Preliminary Site Plan

Mr. Hage provided a brief synopsis of the project, stating that the project is on Hwy 5 adjacent to the soccer fields owned by the City. Mr. Hage stated that all the elevations look good, meeting the site corridor requirements, and that all requirements have been met. Mr. Hage stated that staff included in the packet the traffic study QuikTrip completed for MoDOT. Mr. Hage also stated that an outstanding issue that can be resolved between city staff and developers is that some of the grading work spills over onto City property, an easement will be necessary. Mr. Vogler mentioned a few key changes that have been made in the plans include: an extension of the sidewalk along N. Outer I-70 road to allow for the connection of a future sidewalk on I-70 and a water line extension to allow for better fire protection.

Ms. Caitlynn Helsper came before the Commission and introduced herself. She stated that QuikTrip has been working on this project for some time and the progress has been slowed due to the MoDOT approval process for access onto Ashley Road. Ms. Helsper stated that QuikTrip is a family owned and operated business and they just opened their 1000th store. She stated that QuikTrip donates 5% of their net profits back to the community.

Mr. Billings asked if there was a timeframe for the project. Ms. Helsper stated that the timeline is controlled by MoDOT as they are still working through the access proposal. Ms. Helsper stated that she hopes construction begins in the fall.

With no further discussion, Mr. Beach and Mr. Davis moved to approve the site plan as presented. Roll Call was taken. Ayes: Billings, Beach, Hage, Overstreet, Davis, (5). Nays: (0). Abstain: None (0) Absent: Simpson, Greis (2).

6. MISCELLANEOUS: None

7. ADJOURN: A motion was made to adjourn the meeting by Ms. Overstreet and seconded by Mr. Davis at 6:23PM.

Respectfully submitted,

Kate Fjell, City Administrator

Approved by:

Matt Billings, Chairman

Date: May 15, 2023
To: Mayor and Council
From:
Re: City Administrator

Date: May 15, 2023
To: Mayor and Council
From:
Re: Mayor

Date: May 15, 2023
To: Mayor and Council
From:
Re: Committee appointment

VACANT COMMITTEE POSITIONS & COMMITTEE APPOINTMENTS

Architectural Review Committee – 5 seats

Vacant – 0

Needs Renewed if they Choose – 0

Board of Adjustments – 5 Seats – TOTAL NEEDED 5

Vacant – 3

Needs Renewed if they Choose – 2

Board of Public Works – 4 Seats – TOTAL NEEDED 1

Vacant – 1

Needs Renewed if they Choose – 0

BOCA Board of Appeals—7 Seats – TOTAL NEEDED 7

Vacant – 1

Needs Renewed if they Choose – 6

Boonville Housing Authority Board – 6 Seats –

Vacant – 0

Needs Renewed if they Choose – 0

Fire Board – 5 Seats

Vacant – 0

Needs Renewed if they Choose – 0

Historic Preservation Commission – 7 Seats – TOTAL NEEDED 4

Vacant –1

Needs Renewed if they Choose – 3

Industrial Development Authority – 8 Seats

Vacant – 0

Needs Renewed if they Choose – 0

Local Agency Funding – 5 Seats

Vacant – 0

Needs Renewed if they Choose – 5

Kathy Sears

Lindsey Murphy

Mike Poindexter

Brent Bozarth

Morris Carter

Parks and Recreation Board – 5 Seats – TOTAL NEEDED 2

Vacant – 2
Needs Renewed if they Choose – 0

Planning and Zoning Commission – 5 Seats

Vacant – 0
Needs Renewed if they Choose – 0

Police Board – 5 Seats

Vacant – 0
Needs Renewed if the Choose – 0

Street, Alley, and Sanitation Board – 5 Seats – TOTAL NEEDED 1

Vacant – 0
Needs Renewed if the Choose – 1

Tourism Committee – 5 Seats – TOTAL NEEDED 3

Vacant – 0
Needs Renewed if the Choose – 3

Transportation Development District Committee – 5 Seats – TOTAL NEEDED 1

Vacant – 0
Needs Renewed if they Choose – 0

Date: May 15, 2023
To: Mayor and Council
From:
Re: City Clerk

Parks and Recreation

2022-2023

The Parks, Aquatic Center, Cemetery and Health Department budgets were all within our normal operating numbers for the year, except for the 2470 account in the Parks due to abnormal maintenance to mowers. With this being the first year overseeing the Health Department I think everything went smoothly.

Capital Projects:

Purchased the Remote Controlled Tracked Rotary Mower to help with mowing a lot of the steeper slopes. \$39,740.00

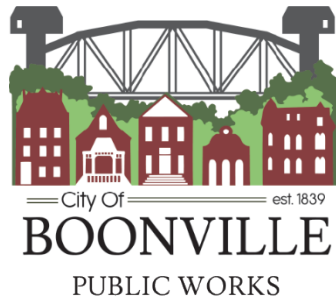
Completed the second half of the Disc Golf Course to give us a full 18 hole course.

There was a \$5,000 donation leaving the city to pay \$2,500.00

Purchased 2 more drinking fountains for the Parks \$6,500.00

Midway Electric replaced the Frequency Drive for the main pump at the pool \$12,865.00

Replaced both chlorine feeders at the pool \$2,500.00



The below items were accomplished in last year's budget:

Water Department

1. Inserta-Valve Setting Machine
2. New Sewer Camera Crawler
3. Installed 525 new Neptune Meters
4. Launched new Online Pay System

Sewer Department

1. Jetted Sewer Lines
2. Launched new Online Pay System
3. New Trailer (Water & Sewer)

Wastewater Treatment Plant

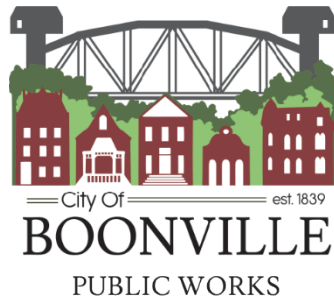
1. On 10-20-22 Paul with Alliance Pump installed the new # 1 Barnes Chopper Pump at Industrial Park Lift Station.
2. On 10-21-22 Paul also installed the new # 3 Ebara Pump at # 1 Lift Station.
3. Emergency repairs done at Lift Station #2 (billed to Ridenhour Directional Drilling)

Street Department

1. Installed sewer line in new Fox Hollow Subdivision
2. Installed water lines in Fox Hollow Subdivision for future hookup.

Water Treatment Plant (Alliance Water Resources)

1. There were no Missouri DNR violations for FY22-23.
2. 369,494,000 gallons of drinking water were provided to the citizens of Boonville.
3. The Hospital Water Tower was drained, cleaned, and inspected on the interior of the tank, and the exterior of the tank by Utility Services Group Water Solutions.
4. R.E. Pedrotti replaced the Program Logic Controller (PLC) and updated some SCADA computer programming, including intrusion alarms at 2 pump stations and 4 water towers.



FEMA Project Summary

Project #	Project Name	Project Total	Completed	Amount Paid	Paid
548536	Katy Trail	\$18,510.08	Yes	\$16,659.08	2/8/2022
437529	Reams Road/Animal Shelter	\$48,166.67	Yes	\$43,350.00	7/13/2022
437525	Morgan & Alpine Dr	\$390,569.56	Yes	\$351,512.61	11/28/2022
437527	Morgan St Bridge	\$259,776.77	Yes	\$233,799.10	2/8/2023
437528	IOC Access Bridge (\$49,383.54)	\$94,197.20	Yes	\$44,813.66	8/10/2022
437526	Golf Course	\$4,298.87	Yes	\$3,868.99	7/13/2022
	Final Management Costs	\$38,555.75	No	\$38,555.75	2/1/2023
-	Museum	\$2,823.13	Yes	NO-Dropped	N/A
-	Lookout Point	\$2,109.19	Yes	NO-Dropped	N/A
		\$859,007.22	\$773,106.50	\$732,559.19	

MEMORANDUM

DATE: May 11, 2023
TO: Mayor and City Council
FROM: Teresa Studley, Assistant to City Administrator
SUBJECT: ANNUAL REPORT FOR 2022-2023

As you may recall, the City of Boonville has been planning and budgeting for Security Cameras and Broadband Internet since 2018.

Socket has installed and maintains the City's Broadband Internet (Socket Fiber) at the following locations which is on our dark fiber ring:

- City Hall
- City Council Chambers
- City Services
- Police Department
- Tourism Department
- Fire Department
- Parks & Recreation Department
- Water Treatment Plant
- Kemper Campus Concession Stand
- Soccer Fields
- Animal Control Shelter
- Boonville Aquatic Center
- Wastewater Treatment Plant
- Jesse Viertel Memorial Airport
- Krohn Street Water Tower
- Caterpillar Water Tower
- Hospital Water Tower
- Main Street Boost/Pump Station
- Rolling Hills Park

With the fiber ring, it has given us the ability to move forward with completely changing phone providers. The City of Boonville is now with Socket and no longer a customer of AT&T.

The added fiber has also allowed us to be able to install security cameras system throughout the city buildings. The data will be stored for approximately 15 to 30 days at the police station on a Network Video Recorder (NVR).

We have been actively moving forward with the installation of our Security Camera System. We have installed an NVR System at the police station that records the data. We have installed Cameras at City Services, Tourism Center, Rolling Hills Park, and the Aquatic Center.

Just this week, I met with our contractor who is starting the process of mapping the Security Cameras for Lions Park and Kemper Campus.

Below, I have listed the estimated schedule for the remaining city buildings:

- Council Chambers and City Hall – FY 2024-2025
- Water Treatment Plant and Wastewater Treatment Plant – FY 2025-2026
- Airport, and Soccer Fields – FY 2026-2027
- Katy Bridge – FY 2027-2028

Once many more cameras have been installed at these locations, I anticipate the need to purchase a second NVR System to be able to maintain all of the data, which again, will be approximately 15 to 30 days for each camera installed.

We have also installed an intrusion system at Tourism which will work nicely with our camera system.

We are planning to upgrade our Fire Alarm system at City Hall and the Council Chambers for FY 2024-2025.



REPORT OF OPERATIONS

Boonville, Missouri

Wastewater Treatment Plant

April 2023

Submitted by Alliance Water Resources, Inc.

May 15, 2023

City Council Meeting

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, and ensured regulatory compliance.

Alliance Water Resources, Inc.

**206 S. Keene St.
Columbia, MO
65201**

(573)874-8080

April 2023

Administrative

- The City of Boonville and Alliance Water Resources entered into contract for the operations and maintenance of the Wastewater Treatment Plant and 15 lift stations, starting April 1, 2023.
- The staff members have started their OSHA 10 training.
- Russell Gerling attended Local Managers Training 101 in Columbia Mo.
- Larry Hinman passed his MoDNR Wastewater D exam.

Repair and Chemical Expense Report April 2023

Description	Budgeted	Actual Spent	Remaining
WWTP Repair Expense	\$40,000.00	\$577.70	\$39,422.30
LS Repair Expense	\$50,000.00	\$0.00	\$50,000.00
Chemicals	\$95,000.00	\$11,122.73	\$83,877.27

Treatment

- The staff performs weekly maintenance/housekeeping on the Bar Screen, Grit Collector, Oxidation Ditch, Clarifiers, Effluent Channel including the UV Disinfection System, and Digester Blowers.
- The staff investigated a problem with Clarifier #2 that stopped operating overnight. Jefferies Electric was contacted to assist. After some investigating, the clarifier started operating again. Jefferies Electric suspect there is an intermittent broken wire underground. We're maintaining surveillance.
- The staff replaced a broken shear pin in the Grit Collector.
- The staff received a High Wetwell Alarm at the Scenic Liftstation. It was discovered the air bubble system had a clogged filter. The filter was replaced and liftstation operates normal.
- The staff replaced the front shocks on the 2007 Dodge Dakota.
- The staff installed a new bulletin board for staff communication posters and Dept of Labor information.
- The staff installed a new motor on Clarifier #2
- The staff discovered a bad soft starter in Industrial Park Liftstation Pump #2. A new soft starter has been ordered.
- The staff installed a new scum box rubber scrapper on Clarifier #2.

Project Updates

- Smi-Co is repairing the Grit Collector, recoating the outside walls of both clarifiers, repairing a manhole inside the fence, and repairing cracks and damaged concrete in the Equalization (EQ) Basin.

- A new pump has been ordered to replace the #2 pump at Industrial Park Liftstation.

Safety

- The staff conducted its Monthly Safety meeting.

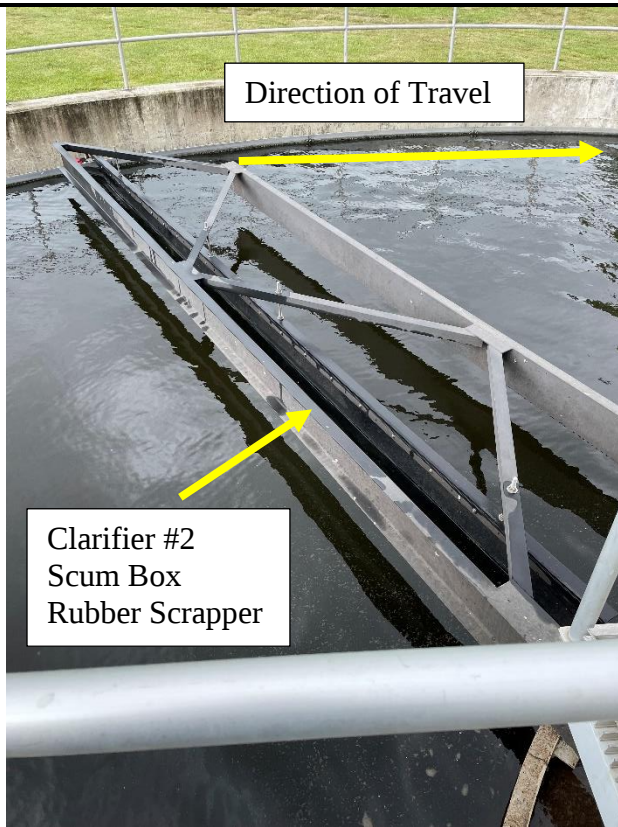
Regulatory

- The staff documents daily Flow through the Wastewater Treatment Plant, outside air temperature, rainfall, and weather conditions.
- The staff collected daily water samples throughout the Wastewater Treatment Plant for Dissolved Oxygen (DO) testing, temperature, and pH testing.
- The staff collected weekly water samples from the Effluent of the Wastewater Treatment Plant for E-Coli testing, Biochemical Oxygen Demand (BOD) testing, and Total Suspended Solids (TSS) testing.
- The staff collected monthly water samples from the Influent of the Wastewater Treatment Plant for Biochemical Oxygen Demand (BOD) testing, Total Suspended Solids (TSS) testing, and Ammonia testing. This is for monitoring purposes only and determining Wastewater Treatment Plant Percent Removal.
- The staff collected monthly water samples from the Influent of the Wastewater Treatment Plant for Total Phosphorus testing, Total Kjeldahl Nitrogen testing, and Nitrite+Nitrate testing. These water sample are transported to Inovatia Laboratories in Fayette, Mo. This is for monitoring purposes only.
- The staff collected monthly water samples from the Effluent of the Wastewater Treatment Plant for Ammonia testing.
- The staff collected monthly water samples from the Effluent of the Wastewater Treatment Plant for Oil & Grease testing, Total Phosphorus testing, Total Kjeldahl Nitrogen testing, and Nitrite+Nitrate testing. These water sample are transported to Inovatia Laboratories in Fayette, Mo. This is for monitoring purposes only.

Concerns for the Month.

- None at this time

Photos





Secondary Grit
Collector



Repaired Manhole



Equalization (EQ) Basin
Repairs



Equalization (EQ) Basin

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Permit Number	Outfall Number
MO0040738	001M
Monitoring Period	
4/1/23	4/30/23
NODI:	*****

Parameters	Reporting Requirements			Unit	Reporting Requirements		Unit
Flow, in conduit or thru treatment plant	*****	*****	*****	*****	0.870	0.705	Mgal/d
Mon. Location.: End of Pipe	*****:*****	*****:*****	*****:*****		Daily Max.:Monitoring Required	Monthly Avg.:Monitoring Required	
Sample Type: Total Measured							
Frequency: Monthly							
BOD, 5-day, 20 deg. C	*****	3.33	2.40	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	*****:*****	Weekly Avg.:45	Monthly Avg.:30		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Weekly							
Total Suspended Solids (TSS)	*****	4	2.47	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	*****:*****	Weekly Avg.:45	Monthly Avg.:30		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Weekly							
Escherichia coli (E. coli)	*****	20.1	2.4276	#/100mL	*****	*****	*****
Mon. Location.: End of Pipe	*****:*****	7 Day Geo.:1030	30 Day Geo. Mean:206		*****:*****	*****:*****	
Sample Type: Grab							
Frequency: Weekly							
Nitrite plus nitrate total (as N)	32.4	*****	32.4	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	Daily Max.:Monitoring Required	*****:*****	Monthly Avg.:Monitoring Required		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Phosphorus, total (as P)	4.31	*****	4.31	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	Daily Max.:Monitoring Required	*****:*****	Monthly Avg.:Monitoring Required		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrogen, Kjeldahl, total (as N)	<1.00	*****	<1.00	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	Daily Max.:Monitoring Required	*****:*****	Monthly Avg.:Monitoring Required		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

pH	7.0	*****	7.3	SU	*****	*****	*****
Mon. Location.: End of Pipe	Minimum:6.5	*****:*****	Maximum:9.0		*****:*****	*****:*****	
Sample Type: Grab							
Frequency: Weekly							
BOD, 5-day, percent removal	*****	*****	98.9	%	*****	*****	*****
Mon. Location.: End of Pipe	*****:*****	*****:*****	Monthly Avg. Min.:85		*****:*****	*****:*****	
Sample Type: Calculated							
Frequency: Monthly							
Suspended Solids, percent removal	*****	*****	98.7	%	*****	*****	*****
Mon. Location.: End of Pipe	*****:*****	*****:*****	Monthly Avg. Min.:85		*****:*****	*****:*****	
Sample Type: Calculated							
Frequency: Monthly							
Nitrogen, ammonia total (as N)	0.019	*****	0.019	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	Daily Max.: 8.4	*****:*****	Monthly Avg.: 2.1		*****:*****	*****:*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							

Comments:

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Permit Number	Outfall Number
MO0040738	INFIM
Monitoring Period	
4/1/23	4/30/23
NODI:	*****

Parameters	Reporting Requirements			Unit	Reporting Requirements		Unit
BOD, 5-day, 20 deg. C	*****	*****	228	mg/L	*****	*****	*****
Mon. Location.: Influent	*****.*	*****.*	Monthly Avg.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Total Suspended Solids (TSS)	*****	*****	190	mg/L	*****	*****	*****
Mon. Location.: Influent	*****.*	*****.*	Daily Max.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrogen, ammonia total (as N)	36.6	*****	36.6	mg/L	*****	*****	*****
Mon. Location.: Influent	Daily Max.:Monitoring Required	*****.*	Monthly Avg.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Phosphorus, total (as P)	5.51	*****	5.51	mg/L	*****	*****	*****
Mon. Location.: Influent	Daily Max.:Monitoring Required	*****.*	Monthly Avg.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrogen, Kjeldahl, total (as N)	43.6	*****	43.6	mg/L	*****	*****	*****
Mon. Location.: Influent	Daily Max.:Monitoring Required	*****.*	Monthly Avg.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrite plus nitrate total (as N)	<0.300	*****	<0.300	mg/L	*****	*****	*****
Mon. Location.: Influent	Daily Max.:Monitoring Required	*****.*	Monthly Avg.:Monitoring Required		*****.*	*****.*	
Sample Type: 24 Hour Composite							
Frequency: Monthly							

Comments:

Boonville WWTP
401 Main Street
BOONVILLE, MO, Cooper

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Northeast Regional Office
1709 Prospect Drive
Macon, MO, 63552

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

eSignature Bernita Bright	Submission Date May 5, 2023	User Phone Number (660)882-4024
------------------------------	--------------------------------	------------------------------------

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Permit Number	Outfall Number
MO0040738	001Q
Monitoring Period	
4/1/23	6/30/23
NODI:	*****

Parameters	Reporting Requirements			Unit	Reporting Requirements		Unit
Oil and grease	<5	*****	<5	mg/L	*****	*****	*****
Mon. Location.: End of Pipe	Daily Max.:15	*****.	Monthly Avg.:10		*****.	*****.	
Sample Type: Grab							
Frequency: Quarterly							

Comments:

Boonville WWTP
401 Main Street
BOONVILLE, MO, Cooper

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Northeast Regional Office
1709 Prospect Drive
Macon, MO, 63552

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

eSignature Bernita Bright	Submission Date May 5, 2023	User Phone Number (660)882-4024
------------------------------	--------------------------------	------------------------------------

Date: May 15, 2023
To: Mayor and Council
From: Jeff Ditto, Director
Re: Public Works Monthly Report April 2023

Public Works Monthly Report
April 2023

WWTP:

Total flow processed – 21,160,000 gallons
Average daily flow – 705,000 gallons
Sludge disposed – 41.36

WTP:

Gallons pumped from river – 29,296,000 gallons
Gallons pumped to customer – 30,284,000 gallons
Remarks:

Water Distribution / Sewer Collection:

Repaired 26' of 10" water main on Krohn Street.
Relocate waterline at Good Day Farms
Rebuild Fire Hydrant at end of Shamrock and Krohn Street
Camera several sewer lines at several locations
Installed 4 new meters.

Street Department:

Fixed Potholes
Repaired Water Department Street Cuts
Cleaned streets with Street Sweeper
Picked up yard waste
Fox Hollow Sewer Line

Central Garage:

Vehicles serviced and inspected – 13
Vehicle and equipment repairs – 9

Weather:

Average Temperature –61°
High Temperature – 88° April 5th, 2023
Low Temperature –40° April 7th & 24th, 2023
Total Rain –0.62"
Maximum Rain –0.43" April 16th, 2023