

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – JANUARY 11, 2024**

CALL TO ORDER. Mayor Keim called the meeting to order at 6:01 p.m. and all stood for the Pledge of Allegiance.

ROLL CALL. A roll call by City Clerk Pam Meyer showed the following members present:

Mayor Brian Keim

Alderman Patrick Fahey

Alderman Bob Donovan

Alderman Eric Bennett

Alderman Mike Raney

Alderwoman Kristi Cleghorn

Alderman Joe Steiger

Alderman Jeff Eydmann

Absent: Alderman Joe Prince

APPROVAL OF AGENDA. A motion by Alderman Steiger, second by Alderman Donovan to approve the agenda as presented. Motion carried 7-0-1 with Alderman Prince absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached Report)

STAFF REPORTS.

- David Bova – Community Development Administrator (See Attached Report)
- Kenny Steiger – Fire Chief (See Attached Report)

PUBLIC COMMENTS. None.

PUBLIC HEARING. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – December 14, 2023
- Minutes – Board of Aldermen – Work Session – December 14, 2023

- Minutes – Board of Aldermen – Closed Session – December 14, 2023

A motion by Alderman Eydmann, second by Alderman Steiger to approve the Consent Agenda. Motion carried 7-0-1 with Alderman Prince absent.

OLD BUSINESS. None.

NEW BUSINESS.

Approval of the Cortex style restroom bid of \$86,818.00 through the Missouri Cooperative Purchasing Program for the replacement of the restrooms located at the Big Pavilion in Pere Marquette Park. (does not include foundation, plumbing & electrical costs) A motion by Alderman Donovan, second by Alderman Raney to approve the bid from MO COOP Purchasing Program to replace the restrooms at the Big Pavilion in Pere Marquette Park. Motion carried 7-0-1 with Alderman Prince absent.

BILL NO. 4602. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A THREE YEAR CONTRACT FOR THE PROVISION OF CEMETERY LAWN MOWING AND MAINTENANCE SERVICES WITH K & J LANDSCAPING OF STE. GENEVIEVE, MISSOURI IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND FOUR HUNDRED DOLLARS (\$50,400.00) OVER 3 YEARS. 1ST READING. A motion by Alderman Bennett, second by Alderman Steiger, Bill No. 4602 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Prince absent.

BILL NO. 4603. AN ORDINANCE APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH JOKERST, INC. OF STE. GENEVIEVE, MISSOURI ON THE “JEFFERSON STREET SIDEWALK IMPROVEMENTS PROJECT” IN AN AMOUNT OF EIGHT THOUSAND ONE HUNDRED THIRTY EIGHT DOLLARS (\$8,138.00). 1ST & 2ND READING. A motion by Alderman Steiger, second by Alderman Bennett, Bill No. 4603 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Prince absent. A motion by Alderman Eydmann, second by Alderman Raney, to proceed with the second and final reading of Bill No. 4603. Motion carried 7-0-1 with Alderman Prince absent. A motion by Alderman Donovan, second by Alderman Bennett, Bill No. 4603 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Bob Donovan, Alderwoman Kristi Cleghorn, Alderman Joe Steiger, Alderman Jeff Eydmann, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Absent: Alderman Joe Prince. Motion carried 7-0-1. Thereupon Bill No. 4603 was declared Ordinance No. 4523 signed by the Mayor and attested by the City Clerk.

BILL NO. 4604. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH MCLINEY AND COMPANY AS

MUNICIPAL ADVISORS FOR THE CITY OF STE. GENEVIEVE. 1ST READING. A motion by Alderman Donovan, second by Alderman Raney, Bill No. 4604 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Prince absent.

BILL NO. 4605. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AMENDING CHAPTER 200 POLICE DEPARTMENT OF THE STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES BY ADDING SECTION 200.100 – MINERAL AREA MAJOR CASE SQUAD. 1ST READING. A motion by Alderman Bennett, second by Alderman Donovan, Bill No. 4605 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Prince absent.

OTHER BUSINESS.

- Alderman Donovan questioned if the City has seen a decrease in sales tax revenue? City Administrator Welch stated that we the City is currently above the figures we had budgeted.
- Alderman Bennett questioned the no turn on red stop light at the intersection at M & Hwy 61 going South and if it was City Ordinance or if MODOT ruling. City Administrator Welch reported that this is a MODOT ruling. Alderman Donovan said someone approached him about the number of accidents at the intersection at Hwy 61 & 32 and was wondering if the City can contact MODOT to meet with them to discuss what can be done. City Administrator Welch will look back and see how many accidents have taken place there and if there are good amount that have happened here a meeting can be set up with the area engineer for MODOT.
- Alderman Eydmann reported that a gentlemen in the community would like to install a new flag pole at City Hall. The Board was good with this gesture and appreciate the update to the pole.
- Alderman Steiger reported that he recently had 160 contacts in two hours for a rental property. (shows the need for housing in the community) Alderman Fahey brought up that the more Special Use Permits the City allows for VRBO's in the community, it is in fact taking away from individuals/residents who are looking to buy a house.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business the Mayor adjourned the meeting at 6:35 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

January 11, 2024 Update

1. The 2024 StG Gravel Classic is planned for Saturday, April 27, 2024. This will be the 3rd year for the gravel road bike race starting and ending in downtown Ste. Gen. This year it will be later in the month to avoid other bike races and maybe some warmer weather. This is in cooperation with Trailnet and they are working with Audubon's to have the activities centered in their parking lot and biergarten.
2. MoDOT awarded Putz Construction, LLC for sidewalk improvements on Highway M from Highway 61 to Progress Parkway. No dates have been determined for construction.
3. Office furniture delivery is set for Tuesday, January 16. This will be a two day process setting up desks, file cabinets, new chairs in the remodeled city hall and police department. Move in date is scheduled for February 19, 2024. We will start advertising next week to sell or donate the surplus office furniture.
4. The next work session will be closed as we discuss real estate and the financing associated with that.
5. Public works rebuilt the wall at Blain and Market that has been knocked down numerous times by large trucks turning on the street. If it is knocked down again we're going to remove all of the retaining wall blocks and install weed fabric with decorative plants.
6. We are advertising for bids to finish the paving on North 4th St. from Washington to LeCompte. This involved engineering the street and stormwater to eliminate the water ponding and will require some new sidewalks and curbing along with a new inlet in front of 280 N. 4th to get the deep dip to the existing inlet out of the driveway to the garage.
7. Staff did 2 hours of training Wednesday on the new Genasys Emergency Notification System. This will provide notifications via text, email, or voice. It was a lot to take in and we will have to start building our database so we'll post the Genasys logo on the main page of the website for residents to sign up and start promoting it next week.
8. MoDOT sent out a tentative calendar for their Call for Projects and they may open Transportation Alternatives Program (TAP) projects starting March 1. I met with Cochran last month to look at S. 4th St. from Gerard to Rozier for a sidewalk extension and I'm waiting on a cost estimate. This was the project the board decided to look into last year at a work session.



Community Development January 2024 Staff Report 12/9/23 – 1/8/23

Historic Preservation – Heritage Commission

- Meeting 12/18 – Approved 1 COA & 1 Administrative approval COA
- Moved Jan & Feb meetings back a week due to holidays
- Next meeting – 1/22
- 2024 HP grant application(s) – mobile app walking tour – app submitted

Building Department / Code Enforcement

- Occupancy Permits / Inspections 38
- Building Permits Issued 4
- Demolition Permits 0
- Sign Permits 1
- Chicken Permits 4 (renewals)
- Special Use Permits 0
- New permitting software RFP – implementation of land use module in progress
- Sidewalks – sidewalk reimbursement letters mailed out in Dec.

Comprehensive Plan Update

- Steering Committee
 - Board rep is Alderman Raney
 - Funnel public input through Comm Dev Dept, committee, or RPC
- Current stage of process is Vision Development
- Next Comm. Meetings – late January / early Feb

Planning & Zoning

- Meeting – no meeting in Jan
- Next meeting – 2/1

City / County Info

- Assistance with Tourism / EcDev 2024 – Provided 5k in '23, discussion of poss. adding lodging tax to 2024 ballot
- Assistance with Tourism / EcDev 2024 - discussion of forming a CVB type organization with County & Chamber
- Progress Parkway property – pre-engineering complete; county assistance offered & in discussion
- FLAP Grant (N 4th Street) – remains on track for 2025
- 911 Tax – Board formed (includes City officer) – payments from City & Amb. Dist. to continue until new infrastructure installed and paid; potentially 4 – 5 years

- EV Charging – County will not be participating
- Improvements to Ferry Landing – draft plans submitted to ACOE for examination; still need to discuss w/ UP & MLCO

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are <50% chance of flooding in Jan-Feb-Mar.
- Current river stage (1/8) is 4.2'; expected to rise to 6.7' by end of week.
- Currently in Moderate Drought; Gov. Parson extended Drought Alert thru 5/1/24
- Ferry currently not operating.

Property Maintenance

- Nuisance Property Issues 10
- Vegetation Nuisance Issues 0
- Code Violation Issues 4
- Sidewalk Issues 1
- 58 S Main – awaiting quotes for possible abatement
- 42 S Main – petition filed / legal proceedings continue

Training 2024

- NAPC Webinar – Assessing & Rehabilitating Structures – completed 1/8

Ste. Genevieve Fire Department

Ken Steiger Fire Chief
165 South 4th Street
Ste. Genevieve, Mo. 63670

Phone: 573-883-5400 City Hall
Phone: 573-883-5321 Fire House
Fax: 573-883-8081 Fire House
Email: sgfd7101@gmail.com
Cell Phone: 573-883-0615

Monthly Operations Report

Date: **December 2023**

Calls for Assistance:

- SGFD responded to **19** emergency calls in **December**.
- The total for this year is **274** calls, **up 50** calls from last year.
- I have submitted copies of calls by location and types

Staffing:

- SGFD roster is down **4**. Due to the fireman being volunteer, openings will occur.
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if interested
- **Signed up a new volunteer last Wednesday night.**

Training: (FYI, all monthly training is done after hours or on weekends)

- **Monthly Training was Small engines and forcible entry.**
- **Preplan Training was National Historic Park Buildings.**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
City Council Meeting – **Attended**
Ozark Fire Assoc. Meeting – **Attended**

Technical Rescue: (FYI, all Tech Rescue training is done after hours or on weekends in addition to regular monthly training)

- Nothing to report.

Apparatus & Equipment Maintenance:

- Suburban insurance details – 2019 Suburban Bought from Barley Auto. **At PSU (Public Safety Upfitters) for installation. Decals done waiting for paid receipt to submit for reimbursement from insurance company.**

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion.

Grants

2022 DPS Grant application

I received notification that the grant request for \$43,000 for radio equipment was fully funded. The State has given permission to order the radios. Radios have been ordered.
Grant complete and closed out.

2023 DPS Grant

Received notification that the grant program will open soon. I intend to apply again to try to get some of our handheld radios upgraded. This will be a no matching funds grant, the same as the last 2 DPS grants. Grant has been submitted for approximately \$72,000. Grant has been approved. Waiting for permission from the state to order. **Still waiting on permission to go out for bids (waiting for state to receive the funds)**

ARP Grant

2023

All ordered equipment is Inservice and invoices have been turned over to Sue. **Working on the closeout process.**

2024

I will be applying for all new fire hose and 8 sets of turnout gear in this year's grant request. This is a 50% match which can be in the form of money or "in kind match". We have budgeted for 4 sets of turnout gear and replacement of our 4 inch large diameter hose. If I write these into the grant, the purchases we were planning to make can be used as our match and would only require additional funding of approximately \$6,000.00 that would be available from the rural fire fund. **Grant has been submitted.**

Missouri Department of Conservation Grant

2023

Has been submitted. Per the grant program we should know if we were successful in the next couple of months. **Received notification of grant funding working on getting bids and starting the purchasing process.**

County Firefighters Assn.:

- Working on funding a Propane Truck Emergencies Class for the spring.

Local & State Mutual Aid:

- Nothing to report

Misc.

Participated in the Christmas Parade

KnoxBox Program

Boxes Approved, shipped and Waiting for installs

Ste. Genevieve Do It Center (still waiting for warehouse on Chadwell)

Mid State Wood Products for Trautman Building

Working with National Parks service to get some Knox boxes ordered and installed.

Run Location Summary for 2023

Location	2023 Calls	2022 Calls
C - 1 City North of North Gabouri Creek	23	12
C - 2 City Between the creeks	66	53
C - 3 City from South Gabouri to Highway 61	39	33
C - 4 City West of Highway 61	88	66
R - 1 Rural Highway 61 north to the river	9	8
R - 2 Rural Highway 61 north to Highway 32	6	5
R - 3 Rural Highway 32 to State Route M	6	8
R - 4 Rural State Route M to Highway 61 south	7	4
R - 5 Rural Highway 61 south to the river	2	1
M/A Mutual Aid to other departments	27	35

I do not have the stats on how many times departments came to help us but I'm sure it would be around the same number that we went out to help others.

Calls by Type Summary 2023

Type of Call	City	Rural	Mut Aid	2023	2022
Fires					
Structure	5	0	12	17	16
Brush	4	0	6	10	12
Vehicle	2	3	0	5	1
Misc.	8	0	0	8	3
EMS/MVC/Rescue					
EMS Assist	69	6	0	75	46
MVC -Motor Vehicle Collisions	5	4	1	10	13
Extrication	0	2	1	3	5
Animal Rescue	2	0	1	3	0
EMS Misc.	2	1	0	3	0
Hazards/Hazardous Materials					
Gas Leaks/Carbon Monoxide	9	1	0	10	6
Wires down	13	4	0	17	10
Assist Law Enforcement	2	1	0	3	8
Knox Box Assist	4	0	0	4	
Cancelled after dispatch	26	4	6	36	33
Fire/Sprinkler/Carbon Mon Alarr	61	1	0	62	49
Misc Calls	7	1	0	8	23
Anything not included in the above.					

Run Summary by Years

2012	156
2013	169
2014	176
2015	173
2016	191
2017	213
2018	229
2019	237
2020	220
2021	201
2022	224
2023	274

For the last 12 years we have averaged 205 calls per year.