

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY - May 12, 2022**

CALL TO ORDER. Mayor Paul Hassler called the meeting to order at 6:00 p.m. and all stood for the pledge of allegiance.

ROLL CALL. A roll call by City Treasurer Sue Schweiss showed the following members present:

Mayor Paul Hassler	
Alderwoman Susan Johnson	Alderwoman Kristi Cleghorn
Alderman Mike Jokerst	Alderman Bob Donovan
Alderman Mike Raney	Alderman Joe Prince
Alderwoman Ashley Armbruster	Alderman Jeff Eydmann

APPROVAL OF AGENDA. A motion by Alderman Jokerst, second by Alderman Donovan to approve the agenda as presented. Motion carried 8-0.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See attached report)

STAFF REPORTS.

Kenny Steiger - Fire Chief (see attached report)

David Bova - Community Development Administrator (see attached report)

Jeff Wix - Tourism Director (see attached report)

COMMITTEE REPORTS. None

PUBLIC COMMENTS. Dena Kreitler with the Ste. Genevieve Chamber of Commerce addressed the board. Ms. Kreitler would like to thank Happy and the City Administration Staff for speaking with the Leadership Group. They really enjoyed the tours and talking to members of the staff.

CONSENT AGENDA.

- Minutes - Board of Aldermen - Regular Session - April 28, 2022
- Minutes - Board of Aldermen - Work Session - April 28, 2022
- **RESOLUTION 2022-50.** A RESOLUTION RE-APPOINTING GARY ROTH TO THE STE. GENEVIEVE PLANNING & ZONING COMMISSION.
- **RESOLUTION 2022-51.** A RESOLUTION RE-APPOINTING KATHY WALTZ TO THE STE. GENEVIEVE PLANNING & ZONING COMMISSION.
- **RESOLUTION 2022-52.** A RESOLUTION RE-APPOINTING MARK BUCHHEIT TO THE STE. GENEVIEVE HERITAGE COMMISSION.
- Approval of a street closure request from SG Oktoberfest for the "Oktoberfest Festival" to be held September 16 & 17, 2022, and allow alcohol for sale on Main Street.

Motion by Alderman Donovan, second by Alderman Prince to approve the consent agenda as presented. Motion carried 8-0.

OLD BUSINESS.

BILL NO. 4490. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2022 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES. 2ND READING. A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4490 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Mike Raney, Alderman Joe Prince, and Alderwoman Ashley Armbruster. Nays: None. Motion carried 8-0. Thereupon Bill No. 4490 was declared Ordinance No. 4412 signed by the Mayor and attested by the City Clerk.

BILL NO. 4491. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 2ND READING. A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4491 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Mike Raney, Alderman Joe Prince, and Alderwoman Ashley Armbruster. Nays: None. Motion carried 8-0. Thereupon Bill No. 4491 was declared Ordinance No. 4413 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

APPROVAL OF THE ANNUAL LIQUOR LICENSE RENEWALS. Motion by Alderman Eydmann, second by Alderman Raney to approve the consent agenda as presented. Motion carried 8-0.

BILL NO. 4492. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING SCHEDULE III - PARKING RESTRICTIONS TABLE III - E "HANDICAPPED PARKING" AS SET FORTH BELOW. 1ST READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4492 was placed on its first reading, read by title only, considered, and passed by an 8-0 vote of the Board of Aldermen.

BILL NO. 4493. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ACCEPT A CONTRACT PROPOSAL WITH MEINERSHAGEN ROOFING AND SHEET METAL, LLC. OF FARMINGTON, MISSOURI FOR THE "FIREHOUSE ROOF REPAIR PROJECT" IN THE AMOUNT OF \$11,400.00. 1ST & 2ND READING. A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4493 was placed on its first reading, read by title only, considered and passed by an 8-0 vote. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4493 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Mike Raney, Alderman Joe Prince, and Alderwoman Ashley Armbruster. Nays: None. Motion carried 8-0. Thereupon Bill No. 4493 was declared Ordinance No. 4414 signed by the Mayor and attested by the City Clerk.

BILL NO. 4494. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A SPECIAL WARRANTY DEED TO TRANSFER OWNERSHIP OF 59.60 ACRES ALONG PROGRESS PARKWAY TO THE STE. GENEVIEVE COUNTY CATHOLIC CHURCH REAL ESTATE CORPORATION. 1ST & 2ND READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4494 was placed on its first reading, read by title only, considered and passed by an 8-0 vote. A motion by Alderman Donovan, second by Alderman Jokerst, Bill No. 4494 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Mike Raney, Alderman Joe Prince, and Alderwoman Ashley Armbruster. Nays: None. Motion carried 8-0. Thereupon Bill No. 4494 was declared Ordinance No. 4415 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. None

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting at 6:30 p.m.

Respectfully submitted by,

Sue Schweiss

**Sue Schweiss
City Treasurer**

CITY ADMINISTRATOR REPORT

May 12, 2022

1. The current elevated river level is stopping Bader Land Surveying from getting out into the field and installing rods to mark Audubon Lake and separate it from the rest of the property for the Fish and Wildlife conveyance. Mr. Bader will work on that as soon as the area dries up some while Fish and Wildlife presents the adoption of property to their officials. We're still a few months away from subdividing the property.
2. The surplus MacBook Pro and vehicles will be on Purple Wave for those who want to bid on it. The bid will end in June.
3. Parkwood Street concrete replacement starts next week. CE Contracting estimates 1 ½ to 2 weeks for reconstruction.
4. Bauman Contracting will start on the N. 4th St. water main project on May 31. They estimate 60 days to install the main, install the laterals and then patch the ditch. Then Bauman can start the overlay on N. 4th and other streets. That probably won't start until September.
5. The Stormwater Committee will be getting together Monday to review and make a recommendation to the board for a stormwater engineer firm. Both candidates scored well and the interviews also went well by both companies.

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: April, 2022

Calls for Assistance:

- SGFD responded to **13** emergency calls in **April**
- Total so far this year are **71** calls, **up 17** calls from last year

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
- **We lost 1 last month due to family issues and the time commitment.**

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

- **Monthly Training was Interior search and rescue and SCBA emergencies**
- **Did our monthly preplanning meeting on the MFA Agribusiness**
- **We hosted along with Ste Genevieve County EMA and the National Weather Service "Weather Spotters Class"**
- **We had 1 go to Advanced Auto Extrication at Bonne Terre**

Meetings Attended

Ozark Firefighters meetings – **Attended**
Bi County Chiefs Meeting – **Cancelled**
Planning Meeting for SG High School "Mock DWI Accident" - Attended

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

- Nothing to report

Facility:

Roof Repairs

We advertised for sealed bids for the roof repairs on the firehouse. The specs were written using a combination of the three estimates received prior. All 3 of the previous vendors were recontacted via email informing them of the request for sealed bids according to the new written specs. At the bid opening, we only received 1 bid (See attached). We are requesting approval of the bid so we can proceed with the repairs.

Apparatus & Equipment Maintenance:

The new brush truck switch over has begun.

Fire Radio

- Radio grant funding has been approved and released working on the purchase now. Radios have been ordered. **Hardware has come in still waiting on the radios**
- St Francis County 911 radio survey
Nothing to report

Grants

We received the Missouri Dept of Conservation Grant. This grant is a 50% match. Our Match for the grant is \$3,746.87. This amount is available in the Rural Fire Account. We have received some of the equipment and the rest is on order with no arrival ETA.

Community Foundation Grant

We have been informed there is some money left in the account and they will be accepting new grant applications by April 2, 2022. I plan to apply for a grant for the City Fire Department and for the Ste Genevieve County Tech Rescue Team. This is a “No Matching Fund Grant Application”

Applications have been made for the City Fire Department and the County Technical Rescue Team. **I have received verbal confirmation that both grants were approved. Still waiting on the letters to confirm and the checks.**

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

We participated in the Valle Schools Transportation Fair

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

American Custard

Buddy's Place

Donald CSGS LLC – Strip behind CVS

Recent Installs

None



Community Development May 2022 Staff Report 04/07/22 – 05/08/22

Historic Preservation – Heritage Commission

- Meeting – 4/18 – Approved 4 COA's; 5 Attestations approved administratively
- Next meeting – 5/16
- No updates on 2 Historic Preservation Fund grants - 1 Outreach & 1 Survey

Building Department / Code Enforcement

- Occupancy Permits / Inspections 29
- Building Permits Issued 13
- Demolition Permits 1
- Sign Permits 1
- Chicken Permits 2
- Special Use Permits 1 pending
- Continuing process to include Tiny Homes in zoning code

Comprehensive Plan Update

- Steering Committee established
 - Board reps are Alderman Raney & Alderwoman Johnson
 - Funnel public input through me, committee, or RPC
- Current stage of process is Data Collection
 - Land use survey complete
 - Reviewing current comp plan and demographic data
- Public Outreach meetings to be tentatively scheduled in June / July

Planning & Zoning

- Meeting – 5/5 – 1 Special Use Permit (guest lodging) approved
- Next meeting – 6/2

Board of Adjustment

- Nothing new to report

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 4
- Nuisance Property Issues 12
- Vegetation Nuisance Issues 14

- Building Code Violation Issues 4
- Nuisance Code ordinance updates being written & reviewed

Training 2022

- Short Term Rentals and Government webinar – Granicus – completed 12/7
- Re-Districting Webinar – MML – completed 12/7
- Floodplain Development Permits Update – SEMA – completed 1/20
- Post-Disaster Responsibilities – SEMA – completed 2/10
- SEMA / FEMA Substantial Damage – completed 2/17
- Floodplain Forms – SEMA – completed 4/26
- Missouri ARPA State Funds – MO DED – completed 5/6



TOURISM REPORT

For Ste Genevieve Board of Aldermen

May 10, 2022

OVERVIEW

Current Events

- Living History Saturdays (*French Colonial Life*)
- Currently underway and continues through September
- Saturdays 11am - 3pm

Recent Events

- Celebrating Audubon's Legacy (*Ste Genevieve Art Guild*)
 - Friday, Saturday, and Sunday April 22- 24
- Ecole du Soldat (Felix Valle House)
 - Friday, Saturday, and Sunday April 22- 24

StG Gravel Classic

- Saturday April 9th
- Met with event organizers and area businesses on Friday May 6th for the purpose of feedback and input for next year's event
- One-day economic impact was estimated at \$45,000+ in the city
- Area retailers, museums and restaurants have confirmed residual tourism because of the event
- No date has been set for 2023

Tours/ Groups

- End-of-school-year group tours
 - One in April, three in May
 - Three are scheduled and are yet to visit this month
- Contacted tour directors from Nashville, TN
 - One tour director has visited and is expected to bring multiple tours this year

MDT Marketing Grant 2023

- Marketing Matching Grant (MMG) will revert to a 50% reimbursement of approved media projects



WELCOME CENTER

Visitors

- Comparison
 - 2021 April– **1390**
 - 2022 April– **1431**
- Clean up and remodeling at the Welcome Center
 - Overgrowth of vines, bushes, trees, etc. has been removed
 - National Park Service relocated the diorama and their desk
 - Tourism Dept is now utilizing a kiosk provided by NPS
 - Repainting and installation of TV monitor is to be scheduled by NPS

MARKETING

Social Media



Total Facebook Pages “Likes”= **13,651**
 Total Facebook Pages “Followers”= **14,117**

Facebook comparisons

Category	Month <i>(April 6 – May 3)</i>	Week <i>(April 27 – May 3)</i>
Post Reach	154,427 (18%)	79,872 (37%)
Post Engagement	10,273 (-11%)	1878 (-48%)
New Page Likes	115 (3%)	35 (6%)
Page Views	698 (0%)	199 (-5%)

UPCOMING EVENTS

Master Gardener’s Garden Walk/ Pioneer Days

- May 14th

Missouri Tourism Road Show

- Reschedule due to weather in February May 24th
- Being held at the Community Center

Fourth Friday Art Walk

- May 27th