

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – AUGUST 11, 2022**

CALL TO ORDER. Mayor 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 Clerk Pam Meyer showed the following members present:

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

Absent: Alderman Jeff Eydmann

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached Report) Mr. Welch also reported that Mr. Jeff Wix, Tourism Director had turned in his resignation.

STAFF REPORTS.

Happy Welch – Tourism Report (see attached report)
Kenny Steiger – Fire Chief (see attached)
David Bova – Community Development Administrator (see attached)

COMMITTEE REPORTS. None.

PUBLIC COMMENTS.

Lori Figge, 873 S. Gabouri Street, addressed the Mayor and Board regarding the article in the August 3, 2022 edition of the Ste. Genevieve Herald. Mrs. Figge state that she was misquoted and some of the information reported in the article was not correct. Mrs. Figge also requested a list of when the City addressed the properties that she questioned at the last meeting.

Jeff Giglierano, Executive Director of French Colonial America Center, addressed the Mayor and Board of Aldermen offer their help during this time without a Tourism Director.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Session – July 28, 2022
- Minutes – Board of Aldermen – Work Session – July 28, 2022
- Minutes – Board of Aldermen – Closed Session – July 28, 2022
- Approval of a liquor license request from Robert McKlin, Oliver’s Restaurant, 109 N. Main.
- **RESOLUTION 2022-63. A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A WORK ORDER FOR STORMWATER ANALYSIS SERVICES WITH C.B. ENGINEERING, INC. D/B/A COCHRAN FOR DESIGNATED AREAS OF THE CITY.**

A motion by Alderman Jokerst, second by Alderman Donovan to approve the Consent Agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

OLD BUSINESS.

NEW BUSINESS.

BILL NO. 4500. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF STE. GENEVIEVE AND THE STE. GENEVIEVE COMMUNITY ACCESS TELEVISION BOARD (CHANNEL 990/991). 1ST READING. A motion by Alderman Jokerst, second by Alderman Prince, Bill No. 4500 was placed on its first reading, read by title only, considered and passed by a 7-0-1 as amended by the vote of the Board of Aldermen with Alderman Eydmann absent.

BILL NO. 4501. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES CHAPTERS 405 ZONING REGULATIONS; 205 ANIMALS; AND 520 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES AS SET FORTH BELOW. 1ST READING. A motion by Alderwoman Johnson, second by Alderwoman Cleghorn, Bill No. 4501 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 Eydmann absent.

BILL NO. 4502. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES CHAPTER 500 BUILDINGS AND BUILDING REGULATIONS AS SET FORTH BELOW. 1ST READING. A motion by Alderman Jokerst, second by Alderwoman Cleghorn, Bill No. 4501 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 Eydmann absent.

BILL NO. 4503. AN ORDINANCE ACCEPTING AND APPROVING THE SUBDIVISION OF THE 500 BLOCK OF PROGRESS PARKWAY. 1ST & 2ND READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4503 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 Eydmann absent. A motion by Alderwoman Johnson, second by Alderman Raney to proceed with the second and final reading of Bill No. 4503. Motion carried 7-0-1 with Alderman Eydmann absent. A motion by

Alderman Prince, second by Alderman Donovan, Bill No. 4503 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderwoman Johnson,,Alderwoman Cleghorn, Alderman Prince, Alderman Donovan and Alderman Jokerst. Nays: None Absent: Alderman Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4503 was declared Ordinance No. 4421 signed by the Mayor and attested by the City Clerk.

BILL NO. 4504. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BACON COMMERCIAL DESIGN IN AN AMOUNT OF \$8,780.00 FOR THE MECHANICAL AND ELECTRICAL ENGINEERING SERVICES FOR THE CITY HALL/COUNCIL CHAMBERS REMODEL PROJECT. 1st & 2nd READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4504 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 Eydmann absent. A motion by Alderwoman Johnson, second by Alderman Raney to proceed with the second and final reading of Bill No. 4504. Motion carried 7-0-1 with Alderman Eydmann absent. A motion by Alderman Jokerst, second by Alderwoman Cleghorn, Bill No. 4504 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderwoman Johnson,,Alderwoman Cleghorn, Alderman Prince, Alderman Donovan and Alderman Jokerst. Nays: None Absent: Alderman Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4504 was declared Ordinance No. 4422 signed by the Mayor and attested by the City Clerk.

BILL NO. 4505. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES CHAPTER 215 NUISANCES AS SET FORTH BELOW. 1ST READING. A motion by Alderwoman Armbruster, second by Alderman Prince, Bill No. 4505 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 Eydmann absent.

APPROVAL OF THE LOW BID OF COUNTY HOME CENTER FOR WATER PLANT ELECTRIC BUILDING MATERIALS. A motion by Alderman Jokerst, second by Alderman Raney to approve the low bid of County Home Center for Water Plant Electric Building Materials. Motion carried 6-0-1-1 with Alderman Eydmann absent and Alderman Donovan abstaining.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting. 6:55 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

August 11, 2022 UPDATE 1

1. The water main improvements will move from N. 4th St. to Main St. at the bridge and begin work to replace that section of water main across North Gabouri Creek.
2. Jour De Fete is this weekend and public works will be concentrating on clean up and maintenance issues in the historic district. Contact me if there is a particular place we need to have them check. The weather forecast looks exceptional for a JDF weekend.
3. Our new Worker's Compensation insurer came by last Thursday and met with me and the police chief. He took a tour of the police department and had no recommendations. He does have a recommendation regarding seat belts for our personnel policy and I will be researching and bringing that to the board, if necessary.
4. I asked Dave Christensen to complete the PPMP with the limited \$250,000 budget and he will have that for us by the end of the month. This will stretch out the proposed 15 year turnaround but will give us a plan to start working with.
5. Joy French will finish work on the mural on the north side of city hall next week. Thanks to Chip Marzuco allowing us to use his lift.
6. A member of the Garden Club has requested we remove the locust tree adjacent/above the pergola at the corner of Main and Merchant. This is the corner we occasionally have bands playing.
7. The City will begin the search for a new tourism director in the near future. Jeff Wix submitted his resignation early this morning and those duties (however scatterbrained they are) will be continued by me.

Tourism Report 8/11/2022

Jour de Fete is scheduled for Saturday and Sunday, August 13 & 14 in the historic district and at Jour de Fete park.

The National Park Service is installing a new automated visitor counter to count individuals who come into the Welcome Center. See the last two months attendance below. NPS had 2 large buses full of visitors in July.

Our Google Ad account has been suspended and we have filed an appeal twice with Google to reinstate it. They don't seem to grasp our type of industry and keep asking for more information on the businesses.

Facebook has been an issue with administrative rights and we are working on figuring out the problem.

The new website is up and running and we'll be working on tweaks and additions after we learn how to navigate the system. The new event and booking programs were a challenge to get up and running and the design was updated with recommendations from TTC & TAC (there were some design requests that could not be done due to the original design parameters).

We have sent out 200 direct mail invitations in the last month inviting those looking to travel in the Midwest to visit Ste. Genevieve.

Welcome Center:

June – 2310

July - 1990

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: **July, 2022**

Calls for Assistance:

- SGFD responded to **29** emergency calls in **July**
- Total so far this year are **143** calls, **up 35** calls from last year

Staffing:

- SGFD roster is down **2**. 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 signed up 2 more new guys in the last month and released 1 that wasn't showing up. We now have 2 guys that moved here just to join our department. I think this speaks highly of our reputation.**

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

- **Monthly Training was Rural Water Supply and Drafting from ponds etc.**
-

Meetings Attended

Ozark Firefighters meetings – **Cancelled**
Bi County Chiefs 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

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). **Meinershagen has completed the repairs.**

Apparatus & Equipment Maintenance:

The new brush truck switch over has begun

Fire Radio

- Radio grant funding has been approved working on the purchase now. Radios have been ordered. **Hardware and radios are in and radios are being programmed. Got the official notice of additional funding on this grant and will be buying 1 more radio.**

- St Francis County 911 radio survey
Meeting was held July 19th on initial recommendations. Recommendations were made to keep the same type of system and make improvements with antennas. Dispatch is and their board are discussing the recommendations.

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. **Last of the equipment should be here before the end of September**

Community Foundation Grant

Holcim (CFG) Grant for the tech rescue team – rescue airbags on order no eta

Holcim (CFG) Grant for the Fire Department - waiting on a radio no eta

DPS Grant applications

I have applied for a \$43,000 no match grant for radio replacement

I have applied for a \$27,000 no match grant for equipment

Grant applications are out for review. Was told they have about \$250,000 in funds and over \$400,000 in requests. The usually will at least partially fund all requests. Same situation as last years grant, I requested \$52,000 and was funded for \$24,800

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- **Did a move up/mutual aid request on July 26 to assist Jefferson County due to a large portion of their trucks assisting in St. Louis and St Charles County during the flash flooding. We moved a truck to Antonia Fire District along with Farmington, Doe Run, Leadington and Bonne Terre. Did not run any calls and were released back to the city after 4 hours.**

Misc.

- **Did a standby for the Fireworks in the park**
- **Did a standby for the Demo Derby at the county fair**
- **Hosted part of the Chamber of Commerce “Leadership Series” on Emergency Services Day**

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

Recent Installs

Antique Mall



Community Development August 2022 Staff Report 07/12/22 – 08/05/22

Historic Preservation – Heritage Commission

- Meeting – No July Meeting
- Next meeting – 8/15
- Historic Preservation Grants – Both have now been approved by SHPO, but are awaiting NPS to confirm the Federal funding which should be done by the end of the summer. Also may have to change scope of survey grant – in discussion with HC & SHPO

Building Department / Code Enforcement

- Occupancy Permits / Inspections 28
- Building Permits Issued 9
- Demolition Permits 0
- Sign Permits 1
- Chicken Permits 0
- Special Use Permits 0
- Continuing process to include Tiny Homes in zoning code
- Building safety inspections of city buildings now scheduled – 5 completed

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 Public Outreach #1
 - Working with RPC to advertise meetings in Herald
 - We will promote on social media
 - Next stage is Vision Development (Oct – Jan)
- Public Outreach meetings scheduled for Mon., Aug. 29th, 6pm & Tue., Aug. 30th, 10am

Planning & Zoning

- Meeting – Aug. 4th – approved subdivision of PP property & election of officers
- Next meeting – 9/1

City / County Cooperation

- Basler Drive extension / New Subdivision development – meeting w/ IDC next week
- FLAP Grant (S 4th Street) – still awaiting determination of award
- BRO Funds Bridge replacement – (N Main Street) – applied for low water bridge imp.'s
- EV Charging Stations – still in discussion
- Assistance with tourism marketing funding - complete

Board of Adjustment

- Variance application received – tentative meeting Sept. 7th

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 3
- Nuisance Property Issues 4
- Vegetation Nuisance Issues 2
- Building Code Violation Issues 2
- Nuisance Code ordinance updates finalized – on tonight’s agenda

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
- HPF Grants – SHPO – completed 7/20
- Community Forum Conference – Mo Extension – attended 8/3