

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY - AUGUST 22, 2019**

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 Susan Johnson	Alderman Bob Donovan
Alderman Michael Jokerst	Alderman Jimmie Jones
Alderman Michael Raney	Alderman Bryant Wolfen
Alderman Joe Prince	Alderman Gary Smith

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached)

At this time discussion occurred regarding the use of the City's Social Media Policy by city personnel. Alderwoman Johnson suggested that the social media could be used more effectively whereas some postings have been irrelevant and others having incorrect information and the errors were not changed when pointed out. Alderwoman Johnson suggested that if the City wants to use their social media effectively things need to be posted that are accurate, relevant and someone needs to be replying to the comments and questions on the sites. Alderman Smith asked who the gatekeeper is for the City's social media pages. Administrator Toma said the department heads do their own pages and Meagan Huck, Special Events Project Coordinator monitors the City's page.

STAFF REPORTS.

Eric Bennett, Police Chief (See Attached)

Discussion occurred at this time regarding the City Hall/Police department remodeling and as far as city personnel doing some of the demolition. After some discussion it was agreed that no city employees should be involved with the demolition.

Sandra Cabot, Tourism Director (See Attached)

Steve Wilson, Alliance Water Resources (See Attached)

COMMITTEE REPORTS. Alderman Wolfin reported that he has been working along with Alderman Jones regarding auditing services for the City and will have a recommendation at the next meeting.

PUBLIC COMMENTS. None.

PUBLIC HEARINGS.

The Mayor and Board of Aldermen of the City of Ste. Genevieve will hold a public hearing to allow citizens to comment on the proposed property tax rates to be set by the City of Ste. Genevieve a political subdivision. The tax rates shall be set to produce revenues which the budget for the fiscal year 2020 shows to be required from the property tax. Mayor Hassler opened the public hearing at 6:47 p.m. At this time Mayor Hassler explained that the tax rate will remain the same with the exception of the public safety which was passed by the voters at .2684 and it could increase by .2693 however it is proposed in the ordinance at the .2684. This will make the total tax at one cent. With no further questions Mayor Hassler closed the public hearing at 6:48 p.m.

The Mayor and Board of Aldermen of the City of Ste. Genevieve will hold a public hearing to consider a request from Jason Stackle and Ashley Crowley-Stackle for a special use permit to operate a hair salon business at 996 Market Street. The property is currently located in an R-2 Residential District. Mayor Hassler opened the public hearing at 6:48 p.m. At this time Community Development Administrator David Bova briefed the Mayor and Board on the special use permit that will allow a hair salon business to be located at 996 Market Street. The Planning and Zoning Commission voted unanimously to recommend approval. The Stackle's future plans are to include a lodging establishment in the upstairs and are aware that they will need to come back to the City for a special use permit that will allow this. Mayor Hassler closed the public hearing at 6:52 p.m.

A motion by Alderman Smith, second by Alderman Jones to approve the Special Use Permit that will allow Heavenly Hair Boutique to operate out of 996 Market Street. Motion carried 8-0.

CONSENT AGENDA.

1. Minutes - Board of Aldermen - Regular Meeting - August 8, 2019
2. Minutes - Board of Aldermen - Closed Session - August 8, 2019
3. Approval of the Treasurer's Report - July 2019
4. RESOLUTION 2019-33. A RESOLUTION APPOINTING JULIE ROUSEY TO THE STE. GENEVIEVE HOUSING AUTHORITY BOARD.

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

OLD BUSINESS.

BILL NO. 4300 AN ORDINANCE APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH JOKERST, INC. ON THE CHADWELL LANE IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED TWENTY THOUSAND FOUR HUNDRED DOLLARS. (\$20,400.00) 2ND READING. A motion by Alderman Smith, second by Alderman Prince Bill No. 4300 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince, and Alderman Bryant Wolfin. Nays: None Motion carried 8-0. Thereupon Bill No. 4300 was declared Ordinance No. 4229 signed by the Mayor and attested by the City Clerk.

BILL NO. 4301. AN ORDINANCE AUTHORIZING THE COLLECTION OF MUNICIPAL COURT COSTS. 2ND READING. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4301 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince, and Alderman Bryant Wolfin. Nays: None Motion carried 8-0. Thereupon Bill No. 4301 was declared Ordinance No. 4230 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BILL NO. 4302. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A REAL ESTATE CONTRACT WITH PIVA GROUP REAL ESTATE, LLC FOR THE SALE OF 5 TRAUTMAN INDUSTRIAL COURT. 1ST & 2ND READING. A motion by Alderman Jokerst, second by Alderman Smith, Bill No. 4302 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen. A motion by Alderman Donovan, second by Alderman Prince to proceed with the second and final reading of Bill No. 4302. Motion carried 8-0. A motion by Alderman Jokerst, second by Alderman Donovan Bill No. 4295 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince, Alderman Gary Smith, and Alderman Bryant Wolfin. Nays: None Motion carried 8-0. Thereupon Bill No. 4302 was declared Ordinance No. 4231 signed by the Mayor and attested by the City Clerk.

BILL NO. 4303. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A REAL ESTATE CONTRACT WITH RYAN & JESSICA HUCK FOR THE SALE OF 2.16 ACRES ON PROGRESS PARKWAY. 1ST & 2ND READING. A motion by Alderman Prince, second by Alderman Smith, Bill No. 4303 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen. A motion by Alderman Prince, second by Alderman Smith to proceed with the second and final reading of Bill No. 4303. Motion carried 8-0. A motion by Alderman Donovan, second by Alderman Jones, Bill No. 4303 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince, Alderman Gary Smith, and Alderman Bryant Wolfin. Nays: None Motion carried 8-0. Thereupon Bill No. 4303 was declared Ordinance No. 4232 signed by the Mayor and attested by the City Clerk.

BILL NO. 4304. AN ORDINANCE LEVYING TAXES FOR THE YEAR 2019. 1ST & 2ND Reading. A motion by Alderman Wolfin, second by Alderman Smith, Bill No. 4304 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen. A motion by Alderman Smith, second by Alderman Wolfin to proceed with the second and final reading of Bill No. 4304. Motion carried 8-0. A motion by Alderman Jokerst, second by Alderman Jones, Bill No. 4304 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince, Alderman Gary Smith, and Alderman Bryant Wolfin. Nays: None Motion carried 8-0. Thereupon Bill No. 4304 was declared Ordinance No. 4233 signed by the Mayor and attested by the City Clerk.

BILL NO. 4305. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENT WITH JOKERST, INC. OF STE. GENEVIEVE, MISSOURI TO OVERLAY PORTIONS OF CEDAR LANE, SERAPHIN STREET, FOURTH STREET AND THIRD STREET IN AN AMOUNT NOT TO EXCEED \$74.10 PER TON. 1ST READING. A motion by Alderman Smith, second by Alderman Jokerst, Bill No. 4305 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. 4306. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING A 2% CONVENIENCE FEE BE CHARGED TO ALL CUSTOMERS WHO PAY FOR ANY FEES USING A DEBIT/CREDIT CARD.

1ST READING. A motion by Alderman Jones, second by Alderman Jokerst, Bill No. 4306 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. 4307. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A REVISED CO-OPERATIVE AGREEMENT WITH STE. GENEVIEVE COUNTY FOR THE COLLECTION OF CITY TAXES. 1ST

READING. A motion by Alderman Smith, second by Alderman Jokerst, Bill No. 4307 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. 4308. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AUTHORIZING A "NO PARKING" RESTRICTION ON BOTH THE EAST AND WEST SIDE OF SOUTH TENTH STREET. 1ST READING.


A motion by Alderman Smith, second by Alderman Jones to table Bill No. 4308 to allow staff to re-measure and come back at the next meeting with less area to be restricted. Motion carried 8-0.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. Mayor Hassler adjourned the meeting at 7:12 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR'S REPORT

BOARD OF ALDERMEN

August 22, 2019

- Met with Representatives of the National Park Service
- Secured start date for Chadwell Lane project
- Received the following bids for overlay work. Jokerst, Inc. – 3,010 tons @ \$74.10/ton = \$223,041.00; Vern Bauman Contracting Co. – 3,009 tons @ ~~\$74.80~~71.80/ton = 225,073.20. Prices were higher than estimated due to high traffic work conditions and need to keep Fourth St. open during construction.
- Received two responses to RFQs for auditing services. Reviewed RFQs with committee
- Discussed Social Media policy.
- Prepared and secure signature on contract for the purchase of 2.1 acres on Progress Parkway.
- Met with stakeholders on municipal court transfer.
- Met with County Collector regarding revised contract for tax collection.
- Attended Levy District meeting.
- Attended SEMO Regional Planning Commission meeting.
- Met with Eric Bennet, Dave Bova and Councilman Raney regarding code enforcement.
- Met with FEMA regarding flood damage. The City can file damages jointly with the Levy District for the April 29, 2019 to July 5, 2019 event.
- Attended Community Services Forum
- Met with Donze Construction regarding City Hall remodeling.

August 20, 2019

TOURISM/WELCOME CENTER

AUGUST REPORT

Welcome Center Metrics for July: 1442

We had a great weekend for Jour de Fete with great weather and record crowds. The Welcome Center had nearly 1,000 visitors on Saturday and over 600 on Sunday.

We hosted the Missouri 2021 Paint for A Cause Bicentennial mural, which allowed visitors to paint a triangle on the mural and leave their mark on history! We had 324 individuals ranging in age from just 12 days old to 99 years over the course of two days.

The city hosted US National Park Service Acting Director David Vela, Acting Director Patricia Trap, and St. Louis Arch National Park Service Superintendent Michael Ward on Friday, August 9th for a meeting with historic property owners and elected officials. Acting Director Vela had promised Senator Blunt that he would make it a priority and see the future National Historical Park Site first hand. No establishment date has been set yet, but Ste. Genevieve continues to be a top priority.

We recently updated the Tourism Website www.VisitSteGen.com to add several new businesses, including Harold's Famous Bee Co., and including information regarding living history demonstrations at several historic sites. We also added a link to the USA Today article on our homepage under the section Media Accolades.

Media coverage: in addition to the USA Today article, we had several articles in regional papers including: The Farmington Daily Journal, Webster-Kirkwood Times, Sun Times News on-line, 573 Magazine, STL Magazine and travel blog Travel Awaits.

We just completed a 60-day Pilot Program on the popular travel website TripAdvisor.com. Due to this and other advertising our website traffic has seen a significant increase over the summer months. The TripAdvisor Digital Media campaign targeted priority demographics in St. Louis, Columbia, Kansas City Metro and Chicago areas.

Upcoming: August 23rd Fourth Friday Art Walk

Sept 5th -7th We will host the Relay of Voices, which is a group of artists traveling the length of the Mississippi and documenting the cities along with way.



OPERATIONS REPORT – Ste. Genevieve

July 2019

Water Treatment Plant

- Sludge rake for the lime holding tank failed to start. We replaced the coil in the panel and resumed normal operation.
- Still waiting on the return of the high service pump motor. We have been operating on 1 pump for nearly 7 weeks.
- Staff made some repairs to the tool storage building located at the water plant.
- New Scada components have been shipped for the new tower. Install will likely be first part of August.
- Staff has been working on the Smart pump and preparing it for operation.

Waste Water Treatment

- The control panel for the clarifiers was ordered and delivered. The panel will be installed as contractor is available.
- The UV system has been ordered and will be delivered by the end of October.
- Staff continues to monitor and decant from the biosolids holding tank while waiting for the land application process to begin.
- Staff continues to work towards an aeration and mixing solution for the million-gallon tank.
- Staff completed a round of routine maintenance at the wastewater plant.



OPERATIONS REPORT – Ste. Genevieve

Treatment

WASTEWATER PLANT EFFLUENT QUALITY

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	2.9	1.8	7.26	1404
Peak Day	4.8	2.8	8.04	2420
Percent Removal	98.8%	98.3%		

NPDES EFFLUENT LIMITATIONS

	BOD Mg/l	TSS mg/l	pH	E coli forming Colonies/100 ml
Monthly Average	30	30	6.5-9.0	206
Weekly Average	45	45		1030

AMMONIA MONTHLY LEVELS

	<u>Ammonia as Nitrogen</u>
Daily Maximum	.02
Monthly Average	.02

AMMONIA LIMITATIONS

	(April 1 st - Sept 30 th) <u>Ammonia as Nitrogen</u>	(Oct 1 st -March 31 st) <u>Ammonia as Nitrogen</u>
Daily Maximum	4.2	11.8
Monthly Average	1.5	2.6



OPERATIONS REPORT – Ste. Genevieve

PLANT HYDRAULIC AND ORGANIC LOADING

Daily Maximum flow 1.550MG- July 21st, 2019

Daily Maximum loading 1113lbs. –June 13th, 2019

Collection/Distribution

Collections

- Staff performed routine jetting of 3000ft of sewer mains.
- Staff completed a sewer repair at 218 Riverview Drive. The site was repaired and seeded for grass by Cutting Edge Lawncare.
- The pump for the industrial Park Lift station has been delivered. Staff will install it accordingly.
- Community Center lift station continues to call out for a primary power fail, though when we respond there is no issue. We are currently working with Marzuccos and Citizens Electric to resolve.
- All lift stations were inspected at a minimum of 3 times per week. Staff inspects for grease build up, vandalism, and any electrical issues that would indicate issues with pumps, motors, or controls.

Distribution

- The systems hydrants were flushed for the year along with the flow data required for the ISO inspection.
- 3 taps were completed for new construction within city limits. There are also a few more scheduled for the upcoming dates.
- There were 76 meters returned to Neptune for warranty replacement.
- A new 4" water meter for Mississippi Lime has been installed.
- All GIS equipment has been updated.
- A water main break on 4th street and a service line at Valle Springs have been repaired.

Customer Service

- Staff performed 80 line locates
- Staff performed 165 work orders
- Staff performed 27 disconnects for non-payment.
- There were 4.5 loads of lime purchased



OPERATIONS REPORT – Ste. Genevieve

Project Updates

- The water tower has been excavated and the installation of the fence has begun.

Safety

- Staff was trained on excavation and trench safety.
- Staff review safety concerns dealing with their surrounding and how to identify them.
- All staff reviewed a heat exhaustion video with high temperatures and heat index expected.

Regulatory

- All testing and reports were submitted on time.

Training

- Staff received additional training concerning proper use of GIS equipment.

Concerns for the Month

- Staff working in excessive heat

Positive for the Month

- The fence installation has started along with receiving the SCADA system components.



Ste. Genevieve Police Department



Monthly Operations Report

Date: August, 2019

Calls for Service:

*SGPD responded to 463 calls for service in July.

UCR	Incident Type	Count
WARRANT	WARRANT CONFIRMATION	2
UNCON	UNCONSCIOUS	4
TTC	TRY TO CONTACT	2
TRESP	TRESPASSING	4
TRAUM	TRAUMATIC INJURIES	1
THEFT	THEFT	9
SUSP	SUSPICIOUS ACT	45
SICK	SICK PERSON	1
SEIZ	CONVULSIONS/SEIZURES	1
RESID	RESIDENTIAL FIRE	1
RDHAZ	ROAD HAZARD	4
PURSU	PURSUIT	2
PSYCH	PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	6
PROWL	PROWLER	1
PRISO	PRISONER TRANSPORT	1
POWER	POWER LINES	1
PICK	PICK UP	1
PEACE	PEACE DISTURBANCE	9
OVER	OVERDOSE/POISONING(INGESTION)	1
ORDIN	ORDINANCE VIOLATION	9
MVAN	MVA NON INJURY	9
MVAI	MVA INJURY	1
MOTO	MOTORIST ASSIST	1
MISSA	MISSING ADULT	2
MISC	MISCELLANEOUS	81
MEDIC	MEDICAL ALARM SOUNDING	1
INVEP	INVESTIGATION POLICE	22
INFO	INFORMATION ONLY	4
HARA	HARASSMENT	8
FULL	CARDIAC OR RESPIRATORY ARREST/DEATH	2
FUGI	FUGITIVE ARREST	2
FRAUD	FRAUD	2
FOUND	FOUND PROPERTY	3
FALLS	FALLS	6
EXTRA	EXTRA PATROL	2
EXPO	HEAT/COLD EXPOSURE	1
DOMES	DOMESTIC DISTURBANCE	3
DIST	DISTURBANCE	17
DFS	ASSIST DFS	4
CWB	CHECK WELL BEING	16
CUSTO	CHILD CUSTODY	5
CO	CO ALARM	1
CI	C AND I DRIVER	2
CHOK	CHOKING	1
BURG	BURGLARY	5
ASSLT	ASSAULT CALL	2
ASSIP	ASSIST FOR POLICE	2
ASSA	ASSAULT/SEXUAL ASSAULT WITH EMS AND FIRE	1
ANIM	ANIMAL CALL	11
A911	ABANDON OR OPEN 911 CALL	4
8121	TRAFFIC STOP	107
1073	ALARM BURGLARY	8
1059	ESCORT	21
1055	INTOXICATED PERSON	1
Total:		463

Staffing:

*We are fully staffed.

Training:

*We're completing our mandatory continuing education classes online.

Meetings attended:

*I attended 2 Board of Aldermen meetings in July.

Facility:

*We're waiting on value engineering numbers from Donze Construction. We have a meeting scheduled for Wednesday.

Equipment/Maintenance:

*Nothing to report

Police Radio:

*Nothing to report.

Grants:

*Nothing to report.

Miscellaneous:

*We finished Jour De Fete, without any major incidents.