

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – SEPTEMBER 8, 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	Alderwoman Susan Johnson
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Mike Raney	Alderwoman Kristi Cleghorn
Alderwoman Ashley Armbruster	

Absent: Alderman Jeff Eydmann

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

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** At this time County Commissioner Randy Ruzicka addressed the Mayor & Board of Aldermen with the news that the County was awarded the Fourth Street Bridge “FLAP” Grant at that it will hopefully be ready to start with the project in the FY 2025.

**CITY ADMINISTRATORS REPORT.** (see attached report)

**STAFF REPORTS.**

Kenny Steiger, Fire Chief (see attached report)  
Dave Bova, Community Development Administrator (see attached report)  
Happy Welch, Tourism (see attached report)

**COMMITTEE REPORTS.** Alderwoman Armbruster reported that the Movie in the Park that was scheduled for September 3<sup>rd</sup> had to be canceled because of the weather with a makeup date to be decided later.

**PUBLIC COMMENTS.** Bob Browne, 498 Merchant Street addressed the Mayor and Board regarding traffic issues on Fifth Street. Mr. Browne stated that with school back in session cars are speeding all the time. Chief Bennett will address the issue.

## **CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Session – August 25, 2022
- Minutes – Board of Aldermen – Work Session – August 25, 2022
- Minutes – Board of Aldermen – Work Session/Closed Session – August 25, 2022
- Approval of a Street Closure Request from the Downtown Ste. Genevieve for their Spooktacular Event to be held October 22, 2022 from 2 p.m. to 7 p.m. which will allow the closer of Third Street between Market Street & Merchant Street (allowing for access to the County Lot) and will also include the Island of Flags.
- Approval of a Street Closure Request from Linda Carter to close Memorial Drive between Roberts & Lahaye Street for an Annual Neighborhood Block Party on Saturday, September 24, 2022 from Noon to 11 p.m.
- **RESOLUTION 2022 – 64.** A RESOLUTION APPOINTING BILL HART TO THE STE. GENEVIEVE HERITAGE COMMISSION.

A motion by Alderman Jokerst, second by Alderman prince to approve the consent agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

## **OLD BUSINESS.**

**BILL NO. 4508. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 2<sup>nd</sup> READING.** A motion by Alderman Raney, second by Alderwoman Johnson, Bill No. 4508 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. 4508 was declared Ordinance No. 4430 signed by the Mayor and attested by the City Clerk.

**EXECUTIVE/CLOSED SESSION.** A motion by Alderman Jokerst, second by Alderman Donovan to go into closed session to discuss personnel matters as authorized by RSMO Section 610.021(3). Motion carried with following roll call vote: 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. 6:26 p.m.

## **NEW BUSINESS.**

**BILL NO. 4509. 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. 1<sup>st</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4509 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. 4510. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2023 AND APPROVING AN EFFECTIVE DATE. 1<sup>st</sup> READING** A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4510 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.

**OTHER BUSINESS.** None.

**MAYOR/BOARD OF ALDERMEN COMMUNICATION.** None.

**ADJOURNMENT.** With no further business Mayor Hassler adjourned the meeting at 7:00 p.m.

**Respectfully submitted by,**



**Pam Meyer  
City Clerk**

## CITY ADMINISTRATOR REPORT

September 9, 2022 UPDATE 1

1. Our auditing firm Sikich has declined to continue auditing services for the price they listed in the agreement in 2020 and they have the right to do so. Sikich says inflation has increased the cost about \$4,000 over what our agreement called for. We will have to go out for RFP to engage with an auditing firm and it may reflect the inflation increase across the board.
2. PurpleWave bids were not as high as last time, but we had older vehicles to work with. The Chevy sold for \$1,850 but the buyer didn't pay for it and the Ford sold for \$3,100 and was picked up Tuesday.
3. City Hall/Boardroom plans are being sent to the engineer. We made a few corrections as far as data outlet locations and some walls but it looks like the architectural part is ready and now need plumbing/electrical/HVAC to work on their part.
4. Household Hazardous Waste Collection put on by Holcim is Saturday, September 24, at the Recycling Center on Highway 61 from 8a-12n. For a list of acceptable items check out our Facebook page.
5. Oktoberfest is Saturday and Sunday September 17 & 18 on Main St. German music, food, games, and much more on both days.
6. David Woods has been hired as our Front Clerk/Admin Assistant at city hall. He will start Monday, Sept. 19<sup>th</sup> and will be a good addition to our front office team with the experience he has working in St. Mary.
7. Cochran Engineering will be starting this month on the stormwater study and will be focusing on the Shuh area, northwest part of town and the International Subdivision. They hope to have a report to us by December.
8. With further study, Dean Bauman with Vern Bauman Contracting reviewed his study of the slopes needed on N. 4<sup>th</sup> St. to keep puddles from forming after a storm and determined that there is too much difference due to some elevation issues between the two points to get the road to slope correctly and with keeping the crown in the center of the road at a proper elevation. I have contacted Cochran Engineering to come down and discuss and gives us an option on how to proceed that may involve stormwater piping. VBC will begin paving streets in a week and we will hold off on this section of N. 4<sup>th</sup> St. from Washington to Lecompte.

# Ste. Genevieve Fire Department

Ken Steiger Fire Chief  
165 South 4<sup>th</sup>. 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](mailto:sgfd7101@gmail.com)  
Cell Phone: 573-883-0615

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## Monthly Operations Report

Date: **August, 2022**

### Calls for Assistance:

- SGFD responded to **17** emergency calls in **August**
- Total so far this year are **160** calls, **up 25** calls from last year

### Staffing:

- SGFD roster is down **1**. 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 are signing up 1 more new guy Wednesday night**

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

- **Monthly Training was City Water Supply and Relay pumping**

### Meetings Attended

Ozark Firefighters meetings – **In Irondale Attended**  
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

- Meinershagen has completed the repairs.
- **Found a couple of wet spots. Meinershagen was contacted and they returned the next day to reseal the areas of concern**

### Apparatus & Equipment Maintenance:

- The new brush truck switch over has begun
- **Annual testing and certification done on the ladder truck and all ground ladders. All passed with no problems.**
- **Annual pump testing and certification done on our big trucks. Had 1 slight problem with 1 truck. Was able to repair the problem and retest. All trucks passed inspection. Finding this problem is one of the reasons we have them tested by an outside party once a year to find any problems we might have missed.**

## 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. **Checked with radio installers, will be about 30 days more before they will be installed waiting for additional parts.**
- 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. **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.**

## County Firefighters Assn.:

Nothing to report

## Local & State Mutual Aid:

- Nothing to report

## Misc.

- **Did a PR appearance and presentation to the Community Center Summer Camp**
- **Hosted with County Emergency Director – POD (Point of Distribution) training/meeting for SEMA, FEMA and local EMA.**

## 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



## Community Development September 2022 Staff Report

08/06/22 – 09/06/22

### *Historic Preservation – Heritage Commission*

- Meeting – 8/15 – 7 Administrative approvals
- Next meeting – 9/19
- Historic Preservation Grants – Commission has decided to withdraw from survey grant due to SHPO requested change of scope. The Planning & Outreach grant is proceeding but still awaiting federal funding.
- New member, Bill Hart, on agenda for appointment this evening

### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 19
- Building Permits Issued 4
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 1
- Special Use Permits 1 (pending BOA approval)
- 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
  - Public outreach meetings were held 8/29 & 8/30
  - Results of those meetings help to develop a survey to get more feedback
  - Next stage is Vision Development (Oct – Jan)
- Timetable may be extended some slightly - TBD

### *Planning & Zoning*

- Meeting – Sept. 1 – approved SUP for self-storage facility
- Next meeting – 10/6

### *City / County Cooperation*

- Basler Drive extension / New Subdivision development – continues to move forward
- FLAP Grant (S 4<sup>th</sup> Street) – has been awarded! But in 2025
- EV Charging Stations – still in discussion
- Assistance with tourism marketing funding – complete

### ***Board of Adjustment***

- 2 variance applications received – meeting 9/7

### ***Floodplain Management***

- Nothing new to report

### ***Property Maintenance***

- 2018 Focus Properties Remaining : 3
- Nuisance Property Issues : 5
- Vegetation Nuisance Issues : 4
- Building Code Violation Issues : 2
- Communicating nuisance code changes to public

### ***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
- Zywave – Workplace Code of Conduct – completed 7/14
- HPF Grants – SHPO – completed 7/20
- Community Forum Conference – Mo Extension – attended 8/3



## **Tourism Report 9/8/2022**

Oktoberfest is coming up September 17 & 18. This is a new festival with German music, games, food, contests, and more.

Our online traffic shows that calls from internet searches were up 20%, 7% more website visits, 45% more searches, 37% needing directions, and 9% more profile views from July to August. Much of it was generated by Jour De Fete.

We continue to tweak the website and have received some requests for changes from our local vendors and businesses. It's a slow process for my learning how to navigate the website as well as I would like and we'll continue to tweak it as we go along.

Ste. Genevieve was featured in 573 Magazine this month and that can be found online or in the magazine. It features the Oktoberfest celebration, Sam Oberle's trolleys, the Bloomsdale Fun Farm and more. TTC funds were used to help advertise and to secure some great pictures from the magazine for future use.

We will have a TTC/TAC meeting on September 20 to discuss the tourism director position and also the Welcome Center staff and invite members of the community interested in that discussion.