

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – OCTOBER 13, 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	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

STAFF REPORTS.

TOURISM – HAPPY WELCH (see attached)

COMMUNITY DEVELOPMENT ADMINISTRATOR – DAVID BOVA (see attached)

FIRE CHIEF – KENNY STEIGER (see attached)

COMMITTEE REPORTS. Aldерwoman Armbruster reported that there will be no more “Movies in the Park”.

PUBLIC COMMENTS. None.

PUBLIC HEARING.

Mayor Hassler opened the public hearing at 6:18 p.m. to consider a Special Use Permit request from Cheryl Land that will allow guest lodging at 260 N. Fourth Street in a R-2 General Residential District. Community Development Administrator David Bova briefed the Mayor

and Board of Aldermen on the Special Use Permit Application. With no further questions or comments the Mayor closed the public hearing at 6:19 p.m.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Session – September 22, 2022
- Minutes – Board of Aldermen – Closed Session – September 22, 2022
- Minutes – Board of Aldermen – Work Session – September 22, 2022
- **RESOLUTION 2023-01.** A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE PURCHASE OF A VAC TRUCK FROM COE EQUIPMENT, INC. IN AN AMOUNT NOT TO EXCEED \$325,617.10.
- **RESOLUTION 2023-02.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT FOR THE STE. GENEVIEVE FIRE DEPARTMENT TO APPLY FOR A 2022 MISSOURI DEPARTMENT OF CONSERVATION (MDC) GRANT IN THE AMOUNT OF \$6,200.00
- **RESOLUTION 2023-03.** A RESOLUTION AUTHORIZING THE STE. GENEVIEVE POLICE DEPARTMENT TO ENTER INTO AN AGREEMENT WITH LEXIPOL.

A motion by Alderman Jokerst, second by Alderwoman Johnson to approve the consent agenda. Motion carried 8-0.

OLD BUSINESS. None.

NEW BUSINESS.

BILL NO. 4515. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR AUDITING SERVICES WITH BEUSSINK, HEY, ROE & STRODER, LLC CERTIFIED PUBLIC ACCOUNTANTS. 1ST & 2ND READING. A motion by Alderwoman Johnson, second by Alderman Prince, Bill No. 4515 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderwoman Johnson, second by Alderman Prince, to proceed with the second and final reading of Bill No. 4515. Motion carried 8-0. A motion by Alderman Donovan, second by Alderman Eydmann Bill No. 4515 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, Alderman Eydmann and Alderman Jokerst. Nays: None. Motion carried 8-0. Thereupon Bill No. 4515 was declared Ordinance No. 4437 signed by the Mayor and attested by the City Clerk.

BILL NO. 4516. AN ORDINANCE APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH BT ELECTRIC, LLC, OF BLOOMSDALE, MISSOURI ON THE

ELECTRICAL IMPROVEMENTS – STE. GENEVIEVE WATER PLANT PROJECT IN THE AMOUNT OF \$63,000.00. 1ST & 2ND READING. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4516 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderman Prince, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4516. Motion carried 8-0. A motion by Alderman Eydmann, second by Alderman Donovan, Bill No. 4516 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, Alderman Eydmann and Alderman Jokerst. Nays: None. Motion carried 8-0. Thereupon Bill No. 4516 was declared Ordinance No. 4438 signed by the Mayor and attested by the City Clerk.

BILL NO. 4517. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A BILLBOARD PARTICIPATION AGREEMENT WITH THE STE. GENEVIEVE MUSEUM LEARNING CENTER. 1ST & 2ND READING. A motion by Alderman Donovan, second by Alderman Jokerst, Bill No. 4517 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderwoman Johnson, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4517. Motion carried 8-0. A motion by Alderwoman Johnson, second by Alderman Jokerst, Bill No. 4517 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, Alderman Eydmann and Alderman Jokerst. Nays: None. Motion carried 8-0. Thereupon Bill No. 4517 was declared Ordinance No. 4439 signed by the Mayor and attested by the City Clerk.

BILL NO. 4518. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR CHERYL LAND THAT WILL ALLOW GUEST LODGING AT 260 N. FOURTH STREET. 1ST & 2ND READING. A motion by Alderwoman Johnson, second by Alderman Donovan, Bill No. 4518 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 Alderwoman Johnson, second by Alderman Prince to proceed with the second and final reading of Bill No. 4518. Motion carried 8-0. A motion by Alderman Donovan, second by Alderman Jokerst, Bill No. 4518 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, Alderman Eydmann and Alderman Jokerst. Nays: None. Motion carried 8-0. Thereupon Bill No. 4518 was declared Ordinance No. 4440 signed by the Mayor and attested by the City Clerk.

APPROVE LOW BID OF VISU-SEWER FOR LEFLEUR STREET SEWER LINING PROJECT. A motion by Alderman Prince, second by Alderman Donovan to approve the low Bid of Visu-Sewer for the Lefleur Street Sewer lining project. Motion carried 8-0.


OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. Mayor Hassler reported that he has received information from the Red Cross that they could use volunteers in our area. Anyone interested can contact City Hall for more information.

EXECUTIVE/CLOSED SESSION. A motion by Alderman Donovan, second by Alderman Eydmann to go into closed session to discuss Real Estate matters as authorized by Section 610.021(2) and Personnel Matters as authorized by Section 610.02 (3). Motion carried 8-0 with the following roll call vote: Ayes: Alderman Raney, Alderwoman Armbruster, Alderwoman Johnson, Alderwoman Cleghorn, Alderman Prince, Alderman Donovan, Alderman Eydmann and Alderman Jokerst. Nays: None. 6:31 p.m.

ADJOURNMENT. With no further business, Mayor Hassler adjourned the meeting at 7:27 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

October 13, 2022

1. The official announcement list was published Monday, 10/3, that showed Ste. Genevieve as one of 93 projects approved for the Transportation Alternatives Program (TAP) that is funded through the IIJA. This is the sidewalk/trail install on St. Mary's Road from Seraphin to Hillside Lane \$247,758.58 in federal match funding with a total cost of \$310,948.22. We will be bringing an ordinance approving an agreement with MoDOT for the TAP grant at the next meeting.
2. TAC/TTC meet next week to finalize the job description for the tourism director so we can publish the job opening. I have one person to interview Friday to work at the Welcome Center as a part-time assistant.
3. I will be participating in a SGCMH workshop Tuesday and be out of the office a good chunk of that day.
4. Asphalt paving is all done on the selected streets for 2022. We will look at 2023 streets during the next work session.
5. We have not received official notification for our sidewalk/trail project yet from Missouri Dept. of Natural Resources but we have attended a few meetings to go over the application and the reporting requirements surrounding engineering and construction.

Tourism Report 10/23/2022

Night on the Werewolf, put on by French Colonial America is Saturday, Oct. 15. Spooktacular, Rural Heritage Days, and Déjà vu Spirit Reunion are Saturday, Oct. 22, starting at 1p with trick or treating and organized by Downtown Ste. Gen., the Foundation for Restoration and downtown groups. Then on Nov. 5th is Pecanapalooza also organized by French Colonial America and it starts at 10a with a 5k race.

Here are Website stats for September:

For year to year: Clicks down 42.9% with the highest amount of clicks on Friday, Sept. 23; Interactions down 8%, Viewed up 4.1%, Calls from online up 4.8%. August to September 2022 asked directions down 46%, profile views down 19% and searches down 26%. Selected search categories starting with highest searches: Wineries, Welcome Center, attractions, and Ste. Genevieve in general.

We continue to tweak the VisitSteGen website and we met with a citizen group last Thursday to start making changes to improve the looks and use. JAAD is still assisting with the more complicated plug ins that I don't know how to use. This volunteer group is really engaged and we will be meeting again after we make the current requested changes.

Facebook activity: We are up to 4,598 likes, our reach is down 23%, visits have increased 18.8%, new likes down 2.1%. In the last 90 days compared to the last 90 days post reach is down 59.4%, engagement down 64.4%. Highest reached post in the last 30 days is Oktoberfest with 289% more people liking than the median post.

I attended the Governor's Conference on Tourism last Wednesday and had a chance to talk to some of our partners with advertising and others in the tourism industry.

We will have a TTC/TAC meeting on October 18 to discuss the tourism director position with recommendations to review by a subcommittee that met 2 weeks ago. If we get approval of the job description we will then begin the search process and have someone in place by 2023.



Community Development October 2022 Staff Report

09/07/22 – 10/06/22

Historic Preservation – Heritage Commission

- Meeting – 9/19 – 1 COA approved & 3 Administrative approvals
- Next meeting – 10/17
- Historic Preservation Grants – The Planning & Outreach grant is proceeding but still awaiting federal funding.

Building Department / Code Enforcement

- Occupancy Permits / Inspections 22
- Building Permits Issued 3
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 1 (pending BOA approval)
- Continuing process to include Tiny Homes in zoning code
- Building safety inspections of city buildings now scheduled – all 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
 - RPC plans to have outreach survey available to public last week of Oct or first week of Nov.
 - Next stage is Vision Development (Nov – Feb)
- Timetable extended some – tentative completion Oct. '23

Planning & Zoning

- Meeting – 10/6 – approved SUP for guest lodging
- Guest Lodging stats (in City) – 21 addresses (23 units; 6 are shared units; 13 SUPs)
- Next meeting – 11/3

City / County Cooperation

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

Board of Adjustment

- Nothing new to report

Floodplain Management

- Nothing new to report

Property Maintenance

- Nuisance Property Issues 4
- Vegetation Nuisance Issues 4
- Building Code Violation Issues 2
- Code changes communicated – social media, letters

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
- Zywave – Ergonomic Basics for Employees – completed 10/5
- CDBG Consolidated Plan 2023 – MO DED – attended 10/6

sSte. 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: **September, 2022**

Calls for Assistance:

- SGFD responded to **18** emergency calls in **September**
- Total so far this year are **178** calls, **up 18** 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

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

- **Monthly Training was Fires in Electric Vehicles and Technical Resue**

Meetings Attended

- Ozark Firefighters meetings – **Doe Run 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:

- Nothing to Report

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. Checked with radio installers, will be about 30 days more before they will be installed waiting for additional parts. **Last radio is in and being programmed and then they will come install.**
- St Francis County 911 radio survey
Nothing to report

Grants

I am seeking approval to apply for the annual Missouri Dept of Conservation Grant. This grant is a 50% match. Our match for the grant would be \$3,200.00. This amount is available in the Rural Fire Account. The deadline to apply is Friday October 14th.

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. They have asked for some updated quotes and we should know something next week. I am encouraged with the wording of the email, sounds like we will be getting at least partial funding.

ARP Grant

Happy made me aware of a ARP Grant that will be opening on October 15th and closing on November 15th. His suggestion, and I agree is to try to get additional turnout gear. There is a maximum of \$20,000 and our match will be 50% of the amount requested. Which would be available from our rural fund.

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing to report

Misc.

- **We assisted with the Backstoppers Golf Tourney by raising the flag at the event**
- **Our fireman's funded a team in the tourney. Our team placed and was able to donate our winnings**
- **We participated in both school homecoming parades**

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

Installed Knox Boxes

American Custard