

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – AUGUST 10, 2023**

CALL TO ORDER. Mayor Brian Keim called the regular Board of Aldermen meeting to order at 6:00 p.m. and all stood for the Pledge of Allegiance.

ROLL CALL.

Mayor Brian Keim	
Alderwoman Kristi Cleghorn	Alderman Joe Prince
Alderman Bob Donovan	Alderman Jeff Eydmann
Alderman Eric Bennett	Alderman Joe Steiger
Alderman Mike Raney	

APPROVAL OF AGENDA. A motion by Alderman Donovan, second by Alderman Prince to approve the agenda as presented. Motion carried 7-0.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. At this time Kara Burt updated the Mayor and Board of Aldermen on the SG Oktoberfest that will take place on September 16 & 17, 2024 and answered any questions.

CITY ADMINISTRATORS REPORT. (See attached report.)

STAFF REPORTS.

- Kenny Steiger – Fire Chief (See attached report.)
- David Bova – Community Development Administrator (See attached report)

PUBLIC COMMENTS.

Gary Whitener, President for Ste. Genevieve Community Television Channel 990/991 thanked the Mayor & Board of Aldermen for their continued support and then presented a plaque to the Mayor.

CONSENT AGENDA.

- Minutes – Board of Aldermen - Regular Meeting – July 27, 2023

- Minutes – Board of Aldermen – Work Session – July 27, 2023
- **Street Closure Request** – Robert J. Mueller is requesting a street closure for Saturday, August 26, 2023 from 8 a.m. to 12:00 noon for the Sons of Union Veterans of the Civil War re-enactment. The requested closure is for Third Street from Market to Merchant.
- **Street Closure Request** – French Colonial America is requesting a street closure for Saturday, October 21, 2023 for the annual Night of the Werewolf Event from 6:30 p.m. to 9 p.m. The requested closure will be on Market Street from Second to Main Street.
- **Street Closure Request** - French Colonial America is requesting a street closure for Saturday November 4, 2023 for the Fourth Annual Pecanapalooza Street Festival from 7 a.m. to 4:30 p.m. The closure will include Market Street from Third to Main Street and Main from S.Gabouri to Market Street.
- **Street Closure Request** - Ste. Genevieve Oktoberfest is requesting a street closure from Friday September 15th @ 2 p.m. to 6 p.m. on Sunday, September 17th. The closure will include Merchant Street from Main to Front Street.
- **RESOLUTION 2023 – 59.** A RESOLUTION APPOINTING JIM FERGUSON TO THE STE. GENEVIEVE TOURISM TAX COMMISSION.
- **RESOLUTION 2023 – 60.** A RESOLUTION BY THE STE. GENEVIEVE BOARD OF ALDERMEN, STE. GENEVIEVE, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH FRENCH COLONIAL AMERICA, 167 S. GABOURI, FOR A HISTORIC PAINTING WORKSHOP AGREEMENT.
- **RESOLUTION 2023 – 61.** A RESOLUTION APPROVING A QUOTE FROM CAPE ELECTRICAL SUPPLY FOR THE PURCHASE OF A LEVEL TWO COMMERCIAL EV CHARGING STATION IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND ONE HUNDRED SEVENTY-THREE DOLLARS AND EIGHTY-SEVEN CENTS. (\$15,173.87)
- **RESOLUTION 2023-62.** A RESOLUTION APPROVING A PROPOSAL FROM SENTINEL EMERGENCY SOLUTIONS FOR TWENTY-EIGHT (28) MSA FIRE HELMETS IN AN AMOUNT NOT TO EXCEED EIGHT THOUSAND SIX HUNDRED SEVENTY-FIVE DOLLARS. (\$8,675.00)

A motion by Aldermen Steiger, second by Alderwoman Cleghorn to approve the consent agenda as presented. Motion carried 7-0.

OLD BUSINESS.

BILL NO. 4575. 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). 2ND READING. A motion by Alderman Eydmann, second by Alderman Prince, Bill No. 4575 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, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman

Mike Raney. Nays: None. Motion carried 7-0. Thereupon Bill No. 4575 was declared Ordinance No. 4496 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

APPROVAL OF THE LOW BID OF JOKERST, INC. FOR THE JEFFERSON STREET SIDEWALK/STORMWATER IN AN AMOUNT OF \$66,530.00. A motion by Alderman Bennett, second by Alderman Eydmann to approve the low bid of Jokerst, Inc. in the amount of \$66,530 for the “Jefferson Street Sidewalk/Stormwater Project”.

BILL NO. 4576. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION MUNICIPAL AGREEMENT FOR PUBLIC IMPROVEMENTS ALONG ROUTE M. (Job No. J9S3449B) 1ST READING. A motion by Alderman Bennett, second by Alderman Prince, Bill No. 4576 was placed on its first reading, read by title only, considered and passed by a 7-0 vote of the Board of Aldermen.

BILL NO. 4577. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS. 1ST READING. A motion by Alderman Bennett, second by Alderman Prince, Bill No. 4577 was placed on its first reading, read by title only, considered and passed by a 7-0 vote of the Board of Aldermen.

BILL NO. 4578. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AUTHORIZING A “NO PARKING” RESTRICTION ON THE SOUTH SIDE OF JEFFERSON STREET BETWEEN THIRD AND FOURTH STREET. 1ST READING. A motion by Alderman Bennett, second by Alderman Eydmann, Bill No. 4578 was placed on its first reading, read by title only, considered and passed by a 7-0 vote of the Board of Aldermen.

BILL NO. 4579. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING CHAPTER 203 FIRE PREVENTION AND PROTECTION OF THE STE. GENEVIEVE MUNICIPAL CODE AS SET FORTH BELOW. 1ST READING. A motion by Alderman Donovan, second by Alderman Raney, Bill No. 4579 was placed on its first reading, read by title only, considered and passed by a 7-0 vote of the Board of Aldermen.

OTHER BUSINESS. Alderman Steiger asked if the location of the EV Charging Station was going to remain at Front Street location behind the Main Street Park. Happy confirmed that is

the current plan. Alderman Bennett asked if it could be placed on the Jefferson Street side? Happy stated that there is not enough room for it to go there.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Keim adjourned the meeting at 6:23 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

August 10, 2023 UPDATE

1. MOVE DAY – August 15. City hall will be closed and computers will not be operating so we will not be accepting utility payments. The August due date has been pushed back to Friday, August 18, at 5:00 p.m.
DEMOLITION DAY – August 16. Construction demolition starts on the city hall side.
REOPEN DAY – Mid February 2024
2. Budget work session is Thursday, August 17, at 6p at the temporary city hall. This is when we look at all of the totals determine with input from department heads what capital items you wish to include for FY2024.
3. We will be talking to representatives from Mississippi Lime in a little over a week to discuss the proposed detention basin that could help the northwest corner of the city with severe stormwater flow during event rains. Alderman Donovan helped make arrangements.
4. I will be out of the office for a portion of the day August 18 for the chamber golf tournament.
5. We have bumped into a problem with the trail on St. Mary's Road. MoDOT is requiring that we do an environmental survey of the area within 100 feet of the proposed sidewalk project to check for "potential cultural resources that may be impacted..." I am working with Cochran to determine an environmental engineer that we should contract with for the work and will bring that back to the board and MoDOT for review.
6. I have attended various demos for a texting notification systems. Most are falling within the range we anticipated but I have a few more that need to get me a proposal.

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, 2023

Calls for Assistance:

- SGFD responded to **32** emergency calls in **July**
- Total for this year is **153** calls, **up 10** calls from last year

Staffing:

- SGFD roster is down **5**. 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 SCBA review and donning/Apparatus Placement for initial fire attack**
- **Preplan Training was Pettus Ford.**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
Ste Gen County Chiefs Meeting - **Attended**
City Council Meeting X2 – **Attended**
Ozark Fire Assoc. 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

Apparatus & Equipment Maintenance:

- **Working on our annual oil change and lubes for the fleet.**
- **Suburban insurance details have been worked out and it is supposed to be picked up soon.**

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion.
- Applying for a regional grant for radio replacement in the next AFG application period in progressing. Forwarded the first round of requested information on budgets, call load and personnel.

Grants

2022 DPS Grant application

I have applied for a \$43,000 no match grant for radio replacement
I received notification that the grant request for \$43,000 for radio equipment was fully funded. The State has given permission to order the radios. Radios have been ordered.

2023 DPS Grant

Received notification that the grant program will open soon. I intend to apply again to try to get some of our handheld radios upgraded. This will be a no matching funds grant, the same as the last 2 DPS grants. Grant has been submitted for approximately \$72,000.

Grant has been approved. Waiting for permission from the state to order.

ARP Grant

There is a maximum of \$20,000 and our match will be 50% of the amount requested. I am asking permission to proceed with the grant request with the amount not to exceed \$20,000 with a required match not to exceed \$10,000. The required match funding will be available from our rural fire fund. The turnout gear came in \$1,384.78 under budget. I have made an award adjustment request to the grant program to use that money to increase the number of helmets that we can purchase as long as we don't exceed the total amount of our awarded grant. **Received permission to increase the number of helmets to order. Request before the board to purchase 28 helmets for this grant. This is a 50% match and the money is available in the rural fire fund.**

County Firefighters Assn.:

- Still working on getting a Propane Emergencies Class scheduled. Scheduled for September 9th

Local & State Mutual Aid:

- Nothing to report

Misc.

- **Participated in the annual Chamber Leadership Program @ the firehouse**

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

Audubon's Hotel/Restaurant



Community Development August 2023 Staff Report 7/11/23 – 8/7/23

Historic Preservation – Heritage Commission

- Meeting 7/17 – Approved 1 COA & 1 Attestation
- Next meeting – 8/21
- Historic Preservation Grant – Date of event – 9/30-10/; to be held at 167 S Gabouri
- Paul Bruhn Historic Revitalization Grant – awaiting notification
- 2024 HP grant application(s) to be submitted this month

Building Department / Code Enforcement

- Occupancy Permits / Inspections 21
- Building Permits Issued 5
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0
- New permitting software RFP – implementation of permitting module in progress
- Sidewalk violations – city property work completed; non-city properties prepped and update mailed to each; plans to begin work next week

Comprehensive Plan Update

- Steering Committee
 - Board rep is Alderman Raney
 - Funnel public input through Comm Dev Dept, committee, or RPC
- Current stage of process is Vision Development

Planning & Zoning

- No meeting this month
- Next meeting – 9/7

City / County Info

- Assistance with Tourism funding 2023 – budget of 5k; could consider more
- Progress Parkway property – pre-engineering complete; county assistance offered & in discussion
- FLAP Grant (N 4th Street) – remains on track for 2025
- 911 Tax – Board formed (includes City officer) – payments from City & Amb. Dist. to continue until new infrastructure installed and paid; potentially 4 – 5 years
- EV Charging – County will not be participating at this time

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are <50% chance of flooding in Aug-Sep-Oct.
- Current river stage (8/7) is 13.95'; expected to peak at 14.5' later this week.

Property Maintenance

- Nuisance Property Issues 7
- Vegetation Nuisance Issues 4
- Code Violation Issues 2
- Sidewalk Issues 9(3 to be completed by owner)
- 42 S Main now boarded up; some work left to complete by end of month

Training 2023

- CLG Updates – Mo SHPO – completed 1/23
- Winter Walking Safety for Employees – Zywave – completed 2/6
- NPS Interpretation Workshop – attended 2/22
- NAPC – Preservation Planning – attended 3/23
- NAPC – Preservation Planning Pt. 2 – attended 4/13
- SEMA – Ransomware Table Top – attended 5/18
- Zywave – Anti-Bullying in Workplace – completed 6/2
- ICMA Budget Webinar Series – 3 sessions – completed 6/20