

**Minutes of the
Ste. Genevieve Board of Aldermen
Regular Meeting
Thursday – March 25, 2021**

CALL TO ORDER. Mayor Hassler called the Ste. Genevieve Board of Aldermen regular 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 Susie Johnson
Alderman Mike Jokerst	Alderman Jeff Eydmann
Alderwoman Ashley Armbruster	Alderman Bob Donovan
Alderman Mike Raney	Alderman Gary Smith

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

PRESENTATION/AWARDS. None

PERSONAL APPEARANCE. None

CITY ADMINISTRATORS REPORT. (See attached report)

STAFF REPORTS.

Eric Bennett – Police Chief (see attached report)
Steve Wilson – Alliance Water – Local Manager (see attached report)
Toby Carrig- Tourism Director (see attached report)

COVID DISCUSSION. None.

COMMITTEE REPORTS. Alderwoman Armbruster reported that the Park Board meeting that was supposed to be held on Monday, March 22, 2021 was postponed till Monday, March 29, 2021. Alderman Smith reported on the Heritage Commission meeting and Alderman Jokerst stated that there will be a Community Television meeting on Tuesday, March 30, 2021. (This will be the first one in a very long time because of COVID.)

PUBLIC COMMENTS. Joe Rozier addressed the Mayor and Board of Alderman to let them know that he appreciates everything that the City employees do and the City is lucky to have such a great job force and to continue doing a great job. He also reminded the Board about how important it is to try and shop local and to give business to the local companies.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – March 11, 2021
- Minutes – Closed Session – March 11, 2021
- Minutes – Board of Aldermen – Work Session – March 11, 2021
- Treasurer’s Report – February 2021
- **RESOLUTION 2021-31.** A RESOLUTION APPOINTING JOAN TROEH TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.
- **RESOLUTION 2021-32.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH THE UNIVERSITY OF MISSOURI EXTENSION OFFICE TO MAINTAIN FLOOD BUYOUT PROPERTY.
- **RESOLUTION 2021-33.** A RESOLUTION ALLOWING THE CITY CLERK TO DISPOSE OF FILE RECORDS IN ACCORDANCE WITH THE RETENTION SCHEDULE ESTABLISHED BY THE MISSOURI SECRETARY OF STATE AND TO BE DESTROYED IN COMPLIANCE WITH THOSE GUIDELINES ESTABLISHED.
- **RESOLUTION 2021-34.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE MISSOURI REVISING AND ADDING SECTIONS TO THE ACCOUNTING POLICY AND PROCEDURES MANUAL.
- **RESOLUTION 2021-35.** A RESOLUTION BY THE BOARD OF ALDERMEN DECLARING CERTAIN SURPLUS PROPERTY.
- **RESOLUTION 2021-36.** A RESOLUTION BY THE BOARD OF ALDERMEN DECLARING CERTAIN SURPLUS PROPERTY.

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

OLD BUSINESS.

BILL NO. 4415. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND EXECUTE AN AGREEMENT WITH VIKING MISSISSIPPI, LLC TO ASSIST AND COORDINATE TOURS. 2ND READING. A motion by Alderman Jokerst, second by Alderman Smith, Bill No. 4415 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Gary Smith, Alderwoman Susan Johnson, Aldermen Joe Prince, Alderman Jeff Eydmann, Alderman Mike Raney, Alderwoman Ashley Armbruster, Alderman Bob Donovan and Alderman Mike Jokerst. Motion carried 8-0. Thereupon Bill No. 4415 was declared Ordinance No. 4344 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

Phase I Police Department Remodel Bid Discussion. At this time, City Administrator Welch reported that the bids for the remodel for Phase I of the Police Department were opened on March 18th and the City received a total of three bids ranging from \$312,000 to \$444,000. The apparent low bid is \$51,000 above the budgeted amount. The bids received were as follows:

1. Legacy Contracting Group - \$312,000 with a 17 week work window.
2. Donze - \$313,453 with a 12 week work window.
3. Kiefner Brothers - \$444,000 with a 20 week work window.

At this time discussion occurred to decide what route the Board thinks is in the best interest of the City. A motion by Alderman Smith, second by Alderman Raney to go with Donze Construction based on the fact that its within \$1,500 of the low bid but their estimated time of completion is 5 weeks sooner which means less time that the departments will be displaced. Motion carried 8-0. The Board also recommended review of the plans with the contractor to see if anything can be done to get us closer to the City's original budgeted amount.


OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

EXECUTIVE/CLOSED SESSION. A motion by Alderwoman Johnson, second by Alderman Eydman to go into closed session to discuss real estate acquisition matters as authorized by Section 610.021(2) RSMO. Motion carried 8-0 with the following roll call vote: Ayes: Alderman Gary Smith, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Joe Prince, Alderman Jeff Eydman, Alderman Bob Donovan, Alderman Mike Raney and Alderwoman Ashley Armbruster. Nays: None. 6:51 p.m.

ADJOURNMENT. With no further business that Mayor adjourned the meeting at 7:05 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

March 25, 2021 UPDATE 1

1. We will be advertising for the Street Repaving Program 2021 next week and I have included the streets that were approved by the board last September. I wanted to make sure there are no changes to the list. Work will not begin until August due to the water line improvements that need to be done first on North 4th St. I have included our approved list with this report.
2. Multiple department heads attended a webinar from ICMA about the American Relief Plan funding that will be sent to states, cities, and counties. Some of what we learned: Money must be spent by 12/21/2024; an official amount has not been published yet with our estimated amount around \$813, 000; if we have a fiscal hole then the funds used to fill that spot is unrestricted; can be used for water/sewer/broadband-may be eligible for stormsewers as well but waiting on clarification; can be used on tourism, travel, and hospitality; public health emergency impact relief for households, small businesses and non-profits; and can help with pay for essential workers. Treasury Dept. is responsible for publishing additional guidance.
3. City offices will be closed Friday, April 2 for Good Friday and Tuesday, April 6 for municipal election.
4. Lakenan will have health insurance numbers ready by the first full week of April and would like to meet with the Health Committee to review the numbers. They would like to meet Monday or Tuesday, April 5 or 6 and I need to find out if committee members can meet then or another date since municipal elections is April 6.
5. With all phases of the vaccination plan opening up in April and the reduced active cases in the county, I am planning on removing the mask requirement for city hall after April 30 and allow optional use of a mask when inside the facility. The mask requirement may be extended if there is a spike in active cases or an increase in hospitalizations in the area.
6. We received a check from the County CARES Act money for the docking stations that we recently purchased for the police cars. The check was for \$12,135.

Street Name	Cross Streets	Cost 2 1/2" (A)	Cost 3" (B)	Recommended	Approved
N. 4th St.	Riverview/Washington	\$ 111,444.00	\$ 133,747.00		
N. 4th St.	Wehner/Riverview	\$ 58,904.00	\$ 70,744.00	B	B
Hillcrest	Seraphim	\$ 20,054.00	\$ 23,828.00	A	A
Parkwood	Highway 32/end of street	\$ 43,348.00	\$ 52,096.00	B	B
Linn Dr.	Highway 32/Highway 32	\$ 87,986.00	\$ 105,595.00		
Little Rock	North to Modoc	\$ 32,560.00	\$ 36,704.00		
Wehner	Biltmore/N. 4th	\$ 9,028.00	\$ 10,888.00	A	A
Park House Parking Lot	Matthews	\$ 10,286.00	\$ 12,248.00		
LaPorte	Memorial/LaHaye	\$ 38,594.00	\$ 46,313.00	A	A
Biltmore	Riverview/Roberts	\$ 55,431.00	\$ 66,517.00	A	A
N. 8th St.	Market/Washington				
N. 9th St.	Market/Ridgeview				Engineering
			Total	\$ 245,947.00	
				Budget--\$175,000	

There is \$82,604 budgeted for the water main project underway. Cedar Ln. is a full pavement redo. What remains will be added to our total.
2" Pave



Ste. Genevieve Police Department



Monthly Operations Report

Date: March, 2021

Calls for Service:

*SGPD responded to 303 calls for service in February, 2021.

UCR	Incident Type	Count
1059	ESCORT	3
1073	ALARM BURGLARY	9
8121	TRAFFIC STOP	65
A911	ABANDON OR OPEN 911 CALL	10
ALARM	FIRE ALARM	2
ANIM	ANIMAL CALL	5
ASSIP	ASSIST FOR POLICE	3
BURG	BURGLARY	1
CHEST	CHEST PAIN	1
CHOK	CHOKING	1
CI	C AND I DRIVER	4
COMME	COMMERCIAL FIRE	1
CWB	CHECK WELL BEING	9
DFS	ASSIST DFS	3
DIFBR	BREATHING PROBLEMS	1
DIST	DISTURBANCE	12
DOMES	DOMESTIC DISTURBANCE	7
EXTRA	EXTRA PATROL	8
FALLS	FALLS	1
FIGHT	FIGHT	1
FOUND	FOUND PROPERTY	1
FRAUD	FRAUD	1
FUGI	FUGITIVE ARREST	1
FULL	CARDIAC OR RESPIRATORY ARREST/DEATH	1
HOLD	HOLD UP ALARM	1
INFO	INFORMATION ONLY	2
INVEP	INVESTIGATION POLICE	13
MEDIC	MEDICAL ALARM SOUNDING	1
MISC	MISCELLANEOUS	58
MOTO	MOTORIST ASSIST	11
MVAI	MVA INJURY	1
MVAN	MVA NON INJURY	5
MVAU	MVA UNKNOWN INJURY	1
OPEN	OPEN DOOR	1
PICK	PICK UP	3
PSYCH	PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	4
RDHAZ	ROAD HAZARD	5
STROK	STROKE(CVA)	1
SUSPPA	SUSPICIOUS PACKAGE ITEM	2
SUSPPE	SUSPICIOUS PERSON VEHICLE	18
TEST	TEST CALL DO NOT RESPOND	1
THEFT	THEFT	6
THREA	THREATS	6
TRAUM	TRAUMATIC INJURIES	1
TTC	TRY TO CONTACT	1
UNCON	UNCONSCIOUS	5
UNKNO	UNKNOWN PROBLEM	1
UTILI	UTILITY CREW	2
VEHIC	VEHICLE FIRE	1
WARRANT	WARRANT CONFIRMATION	1
		303

Staffing:

*We have been fully staffed since May of 2019. We would again like to extend our sincerest gratitude to all who supported our Proposition P tax, which has allowed us to retain officers, and continue to build relationships with the citizens of Ste. Genevieve.

Training:

*We have various trainings scheduled this month, both specialized and required continuing education classes.

Meetings attended:

*I attended 2 BOA meetings in February.

Facility:

*The bids were opened on March 18, and ranged from \$312,000 to \$444,000.

Equipment/Maintenance:

*We have installed the new docking stations in the patrol vehicles, and began replacing damaged printers in the cars. The MDT's for the Chief and Assistant Chief have arrived and are scheduled to be installed soon.

Police Radio:

*St. Francois County is in the process of implementing a Push-to-Talk feature in addition to their regular radio communication, allowing better opportunities to contact officers, even in poor reception areas.

Grants:

*We received the Missouri Block grant for which we applied, and will be purchasing (2) additional MDT's for administrative use.

Miscellaneous:

*Nothing to Report.



OUR MISSION

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management and financial oversight, and ensured regulatory compliance.

Alliance Water Resources, Inc.

**206 S. Keene St.
Columbia, MO
65201**

(573)-874-8080

OPERATIONS REPORT – Ste. Genevieve

February 2021

Water Treatment Plant

- Recent inspections of the city well provided information that proves the screens are becoming clogged and would need to be cleaned.
- Well cleaning was put out for bid and Flynn Drilling was selected. Work will begin later in March.
- The control power transformer was ordered for High Service pump #3. There will be a delay due to shortage on equipment available. Still waiting.
- Staff continues to work on painting in the plant as temps. allow.
- All locations were inspected and cleaned.

Wastewater Treatment

- A float for the Return Activated Sludge pit went bad. Staff replaced the unit with parts on hand and the unit was returned to normal service.
- Staff has begun to put the Ultraviolet system back together in preparation for the disinfection season.
- We repaired the deck on the walk behind mower. This mower will need to be replaced soon.
- Routine maintenance and inspections were performed as scheduled.



OPERATIONS REPORT – Ste. Genevieve

WASTEWATER PLANT EFFLUENT QUALITY

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	6.2	3.7	7.5	N/A
Peak Day	8.4	6.5	8.1	N/A
Percent Removal	96.8%	97.2%		

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	.16
Monthly Average	.10

AMMONIA LIMITATIONS

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

PLANT HYDRAULIC AND ORGANIC LOADING

Daily Maximum flow MG- .974mgd
 Daily Maximum loading 2020lbs.



OPERATIONS REPORT – Ste. Genevieve

Collection/Distribution

Collections

- Staff jetted over 3000ft of sewers during this reporting period.
- Staff replaced the bio safe at the Progress Prky lift station that is being used to control the amount of grease being discharged in that area.
- The pumps at the Progress Parkway Lift Station had to be pulled each week for rags stuck in the pumps. The meeting set with Riverview Nursing Facility has had to be rescheduled due to weather.
- Staff was called to numerous locations for sewer backups. Though they were not city issues, the staff clean the lines for precautionary measures.
- All lift stations were cleaned, inspected and de-winterized.
- Rags continue to be discharges to the sewer system from Progress Parkway area.
- 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

- Notified the Street Dept of the area where patching needs to be completed.
- The 2006 Chevy was surpliced and was stripped of all equipment.
- Staff found a hydrant on Progress Parkway that was knocked off by a tractor during mowing. We repaired the hydrant once the ordered parts were received.
- Main Break on Sainte Francis and a service line leak was repaired on Roberts Street.
- All remote buildings were cleaned, inspected.
- Service line leak in Valle Springs.
- Several frozen lines and numerous locations with busted plumbing inside the buildings.

Customer Service

- Staff performed 28 line locates.
- Staff performed 56 work orders.
- Disconnects for non-payment 18.
- There were 4.5 loads of lime purchased.



OPERATIONS REPORT – Ste. Genevieve

Project Updates

- Cochran was approved for the 2021 waterline project. Site work to begin early March.
- Central Power toured all generator sites and will be providing us a bid for complete service and load bank testing, for budgeting purposes.

Safety

- Staff received training on CPR requirement training and certifications will be next month for all staff.
- LOTO review.
- COVID-19 Briefing

Regulatory

- All testing and reports were submitted on time.
- DNR inspection was completed during the month of January. There was only one recommendation and it was corrected on time. We will be receiving our letter of Compliance shortly.

Training

- DNR is now offer exams quarterly at remote locations and monthly in Jeff City.

Concerns for the Month

- COVID-19

Positive for the Month

- All staff healthy
- Warmer weather coming

Tourism Report

For Ste. Genevieve Board of Aldermen (March 25, 2021)

TOURISM MEETINGS

The Tourism Tax Commission and Tourism Advisory Council met in a joint meeting last week to discuss some common items of interest, including exploring potential bylaw changes that would allow the two groups to meet as one on a regular basis, allowing the advisory process also to play a more direct role in decisions made by the commission regarding the allocation of funds from the lodging tax collections.

Notable among areas that both panels discussed was revisiting the priorities related to tourism in Ste. Genevieve. Tourism Advisory Council chair Sara Menard had raised the subject in an e-mail, and we revisited the priorities from a 2017 tourism-related visioning meeting, as some of those priorities remain.

The priority that received the most attention and was the most attainable was development of an app that could be used to better serve tourists via their mobile devices and offer the opportunity to get information about Ste. Genevieve at any time and any place, especially after hours or when a facility might be closed to them. Apps can incorporate audio tours and QR codes. I've been in the process of exploring this as part of a potential web-site-related project in fiscal year 2022, but given the potential for such a tool to support contact-less, social-distanced tourism, I am also hopeful there may be the potential to include this in pandemic-related funding.

Access to the Mississippi River was another area of much discussion. The development of the trail on the Urban Design Levee will help meet the desire among those who can hike to the areas that will be included in the project with the U.S. Fish and Wildlife Service. We typically make tourists aware of the ferry and the landing, and the beautification issues for that area and the access road also were discussed.

The Tourism Tax Commission allocated funds for distribution of our rack cards and event cards.

The commission also approved paying for the printing costs on a discount card program we are launching this summer that will allow hotel guests to purchase for \$1 a card that will allow them to have discounted admission for the Museum Learning Center and River Rapids Waterpark.

SHOP HOP THIS WEEKEND

At least 16 shops, restaurants and historic attractions will be participating this weekend in a Shop Hop promotion where customers will have the chance to get discounts and win prizes.

There will be a scavenger hunt conducted by one of the businesses.

People can look for details on the Facebook sites of the various participants.

FACEBOOK AD CAMPAIGN/WEB TRAFFIC

Attached are charts showing the reach related to our Facebook ad campaign launched in March and running through June. The campaign is being conducted by Madden Media through a state grant program with 90 percent from the Missouri Marketing Matching Grant program and 10 percent local.

We are getting reach of more than 6,000 impressions per day on those ads, which feature the variety of things to see in Ste. Genevieve.

As a comparison, we posted a photo of downtown Ste. Genevieve during the snow storm on President's Day and had 6,068 organic (unpaid) impressions, which was one of our highest-reaching posts of the last four months.

The campaign also directs people to the VisitSteGen.com website for more information, and the site is showing increased traffic this month.

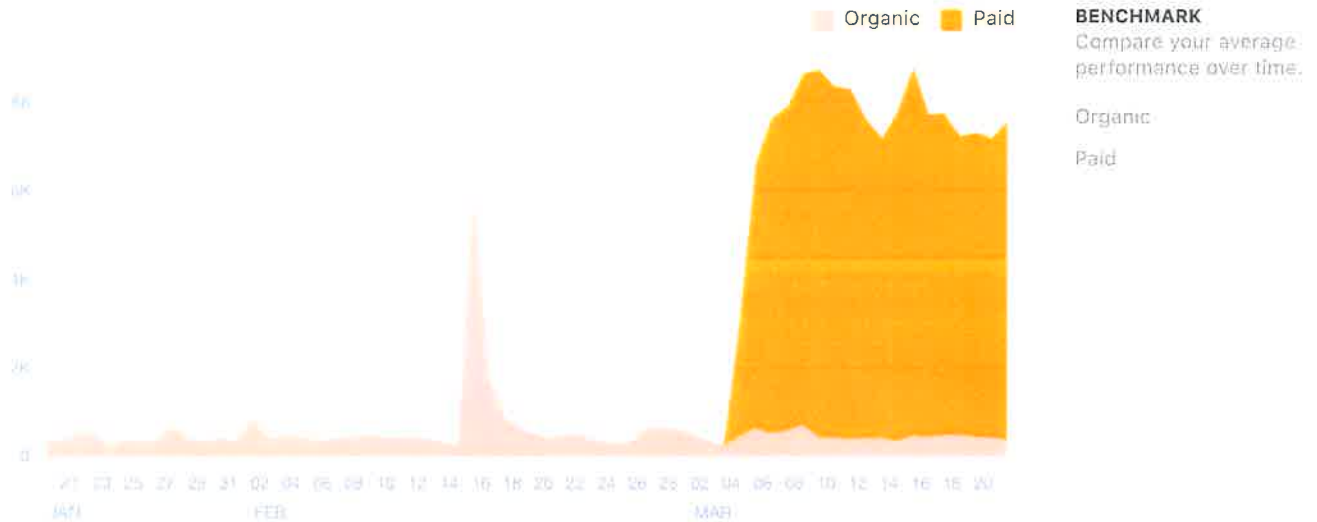
Through March 21, we have had 6,542 visitors to the website this month. Here are the website visits in March for the past eight years.

March 2020	3,523	March 2016	3,991
March 2019	5,435	March 2015	3,415
March 2018	4,766	March 2014	3,829
March 2017	4,030	March 2013	3,184

Post Reach

Create Post

The number of people who saw any of your posts at least once. This metric is estimated.



WELCOME CENTER VISITORS

The visitor totals for this March are not in line with typical past years. The rain had some impact but mid-week traffic was low.

	2014	2015	2016	2017	2018	2019	2020	2021
January	343	547	485	416	543	343	365	380
February	682	833	1,053	1,034	1,237	775	518	659
March	992	1,166	899	1,210	1,507	1,423	313	617
April	1,407	1,646	1,906	1,725	2,029	2,048	0	0
May	2,604	2,391	2,825	2,542	3,579	3,684	0	0
June	1,970	1,828	2,002	2,299	2,765	1,950	1,119	0
July	2,225	1,784	2,044	2,291	1,912	1,724	1,101	0
August	3,303	3,342	2,535	3,746	2,531	3,253	1,367	0
September	1,973	2,091	2,608	2,703	2,557	1,647	1,360	0
October	3,087	3,168	3,343	3,004	2,850	1,871	1,569	0
November	977	1,321	1,572	1,302	1,633	1,040	1,042	0
December	943	1,021	781	1,905	1,314	933	860	0
TOTAL	20,506	21,138	22,053	24,177	24,457	20,691	9,614	1,656

Monday	March 1	12	Sunday	March 7	47	Saturday	March 13	56	181	Friday	March 19	32
Tuesday	March 2	19	Monday	March 8	13	Sunday	March 14	27		Saturday	March 20	85
Wednesday	March 3	15	Tuesday	March 9	14	Monday	March 15	15		Sunday	March 21	66
Thursday	March 4	13	Wednesday	March 10	22	Tuesday	March 16	12				
Friday	March 5	27	Thursday	March 11	8	Wednesday	March 17	27				
Saturday	March 6	62	154	Friday	March 12	21	Thursday	March 18	24			

NOTES

- The ferry closed late last week and was down as of early this week due to the high river levels.
 - The Ste. Genevieve Art Guild will be hosting the exhibit related to Black Civil War veteran Moses Riney, who lived in St. Mary, through the end of April.
- We've had calls from members of the Riney family in the region who have inquired about the exhibit. The guild's museum and art center on the courthouse square is free to visit and open on weekends from 11 a.m. to 3 p.m.