

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – June 9, 2022**

CALL TO ORDER. Mayor Paul Hassler called the meeting 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 Bob Donovan	Alderman Mike Jokerst
Alderman Jeff Eydmann	Alderman Mike Raney
Alderman Kristi Cleghorn	
Alderman Ashley Armbruster	

Absent: Alderman Joe Prince

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 Prince absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. See Attached Report.

STAFF REPORTS.

- David Bova – Community Development Administrator (see attached report)
- Jeff Wix – Tourism Director (see attached report) In the absence of Mr. Wix, City Administrator Happy Welch presented the tourism report and answered any questions.
- Ken Steiger – Fire Chief (see attached report)

COMMITTEE REPORTS. Alderman Armbruster reported that the first Movie in the Park had a low turnout and the next one will be July 1st.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Session – May 26, 2022
- Minutes – Board of Aldermen – Work Session – May 26, 2022
- **RESOLUTION 2022 – 53.** A RESOLUTION DECLARING TWO TASER X26 AS SURPLUS PROPERTY FOR THE POLICE DEPARTMENT.

A motion by Alderman Jokerst, second by Alderman Donovan to approve the Consent Agenda as presented. Motion carried 7-0-1 with Alderman Prince absent.

OLD BUSINESS.

BILL NO. 4495. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR CLARE BAUMAN & ARMANDO GUIZAR THAT WILL ALLOW GUEST LODGING AT 89 SERAPHIN STREET. **2nd READING.** A motion by Alderman Donovan, second by Alderwoman Johnson, Bill No. 4495 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Eydmann, Alderman Raney, Alderwoman Armbruster, Alderwoman Johnson, Alderman Donovan, Alderwoman Cleghorn, and Alderman Jokerst. Nays: None Absent: Alderman Prince Motion carried 7-0-1. Thereupon Bill No. 4495 was declared Ordinance No. 4417 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

- Appointment of City Clerk - A motion by Aldermen Jokerst, second by Alderman Raney to reappoint Pam Meyer as City Clerk. Motion carried 7-0-1 with Alderman Prince absent.
- Appointment of Chief of Police – A motion by Alderman Raney, second by Alderwoman Johnson to reappoint Eric Bennett as Chief of Police. Motion carried 7-0-1 with Alderman Prince absent.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting. 6:16 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

June 9, 2022 UPDATE 1

1. Concrete pouring is completed on Parkwood St. and now we wait for it to cure and the test core to break over 4000 psi. It should be fully open next week if everything tests out good. CE will next work on replacing soil adjacent to the curb that was dug out so forms could be installed, and then seed and straw.
2. I will be out of the office from June 17 through June 20. City offices will be closed June 20 for the Juneteenth federal holiday.
3. We will begin reviewing our 10 year capital plan next week with all of the department heads prior to start work on the budget in July.
4. I met with Tary Todd from Cochran Wednesday (6/8) and visited the site to begin the TAP grant review for the sidewalk along St. Mary's Road from the Green Tree Tavern to the Beauvais-Amoureux House. He will get a cost to me on the cost for the engineering drawings needed and assistance on the application form.
5. We will receive quotes this week from Lakenan Insurance for our yearly renewal for Liability/Casualty/Worker's Compensation insurance. Figure on the June 23rd meeting for approval. Also, there will not be a work session on 6/23.
6. The PurpleWave auction has completed with the following sales: The 2010 Explorer \$7,100, the 2013 Taurus \$6,900, the 2015 Taurus \$12,500, and the Macbook laptop \$1,200 for a total of \$27,700. Two items have been paid for.
7. We will be meeting with Cochran Engineering about applying for ARPA funds for Drinking Water Revolving Fund improvements that will piggyback off of our 5 year supervised improvement plan. We will be talking to them in the next couple of weeks. Applications are due middle of July.



Community Development June 2022 Staff Report

05/08/22 – 06/06/22

Historic Preservation – Heritage Commission

- Meeting – 5/16 – Approved 1 COA; 1 Attestation approved administratively
- Next meeting – 6/22 – changed from 6/20 due to City Holiday
- No updates on 2 Historic Preservation Fund grants - 1 Outreach & 1 Survey

Building Department / Code Enforcement

- Occupancy Permits / Inspections 27
- Building Permits Issued 10
- Demolition Permits 1
- Sign Permits 1
- Chicken Permits 0
- Special Use Permits 1 pending
- Continuing process to include Tiny Homes in zoning code

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 Data Collection
 - Reviewing current comp plan and demographic data
- Public Outreach meetings to be tentatively scheduled in June / July

Planning & Zoning

- No June meeting
- Next meeting – 7/7

Board of Adjustment

- Nothing new to report

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 4
- Nuisance Property Issues 8
- Vegetation Nuisance Issues 2
- Building Code Violation Issues 2

- Nuisance Code ordinance updates being written & reviewed

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



TOURISM REPORT

For Ste Genevieve Board of Aldermen

June 9, 2022

OVERVIEW

Recognition

- Smithsonian Magazine
- Ste Genevieve was listed as one of America's Top 15 Small Towns to Visit in 2022
- Primary factors
 - Dinosaur discovery
 - National Historical Park
 - Four (4) downtown unique businesses
 - *European Entitlements*
 - *Harold's Famous Bee Co.*
 - *Sara's Ice Cream*
 - *Quintessential Rivertown Spice & Tea*
 - Two (2) Ste Genevieve wineries
 - *Chaumette*
 - *Cave Vineyard*

Recent Events

Master Gardener's Garden Walk

Pioneer Days

- May 14th – 15th

Missouri Tourism Road Show

- Held at the Community Center/ Sports Complex
- Reschedule due to weather in February May 24th
- 25 attended from various location across the state (to learn about the impact of tourism and experience Ste Genevieve, which included representatives from the following:
 - Department of Tourism
 - Missouri Film Commission
 - Hotel owners
 - Wineries
 - Retailers
 - Other CVBs and Tourism Departments



Fourth Friday Art Walk

- May 27th

Continuing Events

- Living History Saturdays (*French Colonial Life*)
 - Continues through September
 - Saturdays 11am - 3pm
- Myny Band Concerts on Thursday evenings at 8 o'clock
- Movies in the Park
 - Ste Genevieve Parks and Recreation
 - Pere Marquette Park
 - Saturday evenings

WELCOME CENTER

Visitors

- Comparison
 - 2021 April– **2,346**
 - 2022 May– **2,254**

MARKETING

Social Media



Total Facebook Pages "Likes"= **13,790**

Total Facebook Pages "Followers"= **14,281**

Facebook comparisons

Category	Month <i>(May 10 – June 6)</i>	Week <i>(May 31 – June 6)</i>
Post Reach	94,337 (-39%)	38469 (-52%)
Post Engagement	10,359 (1%)	3472 (85%)
New Page Likes	184 (60%)	52 (49%)
Page Views	1081 (57%)	200 (1%)



UPCOMING EVENTS

French Heritage Festival

- Foundation for Restoration of Ste. Genevieve event
- June 11th - 12th

Honey Festival + Market

- June 25th
- 10 am – 6pm

Freedom Celebration Fireworks Display

- Foundation for Restoration of Ste. Genevieve event
- July 2nd (*Movies in the Park moved to Friday evening July 1*)

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: **May, 2022**

Calls for Assistance:

- SGFD responded to **18** emergency calls in **May**
- Total so far this year are **89** calls, **up 12** calls from last year

Staffing:

- SGFD roster is down **4**. 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 Ground and Aerial Ladders with hose advancement**
- **Did our monthly preplanning meeting on the MRV Bank**
- **I attended a 16 hour Incident Command 400 class and did a 6 hour Volunteer Management class on line**

Meetings Attended

Ozark Firefighters meetings – **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

We advertised for sealed bids for the roof repairs on the firehouse. The specs were written using a combination of the three estimates received prior. All 3 of the previous vendors were recontacted via email informing them of the request for sealed bids according to the new written specs. At the bid opening, we only received 1 bid (See attached). **I talked with Meinershagen on May 20 and they. anticipate starting on the roof project in 3 to 4 weeks**

Apparatus & Equipment Maintenance:

The new brush truck switch over has begun.

Fire Radio

- Radio grant funding has been approved and released working on the purchase now. Radios have been ordered. **Hardware has come in still waiting on the radios**
- St Francis County 911 radio survey
Will have an initial findings meeting Wednesday afternoon June 8th

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.

Community Foundation Grant

We have been informed there is some money left in the account and they will be accepting new grant applications by April 2, 2022. I plan to apply for a grant for the City Fire Department and for the Ste Genevieve County Tech Rescue Team. This is a “No Matching Fund Grant Application”

Applications have been made for the City Fire Department and the County Technical Rescue Team. I have received verbal confirmation that both grants were approved. **Still waiting on the letters to confirm and the checks.**

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

- **We had Ste Gen Elementary to the firehouse for safety training and tour**
- **We participated in the annual beginning of summer elementary school “wet down” at Ste Gen Elementary**
- **We had 4 members attend the annual FDIC fire expo in Indianapolis IN.**

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

Recent Installs

Buddy’s Place

Donald CSGS LLC – Strip behind CVS