

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – OCTOBER 24, 2024**

**CALL TO ORDER.** Mayor Brian Keim called the regular meeting of the Ste. Genevieve Board of Aldermen to order and all stood for the Pledge of Allegiance.

**ROLL CALL.** A roll call by City Clerk Pam Meyer showed the following members present:

Mayor Brian Keim	
Alderman Amie Dobbs	Alderman Bob Donovan
Alderman Jeff Eydmann	Alderman Joe Prince
Alderman Patrick Fahey	

Absent: Alderman Mike Raney  
Alderman Joe Steiger  
Alderman Eric Bennett

**APPROVAL OF AGENDA.** A motion by Alderman Donovan, second by Alderman Eydmann to approve the amended agenda as presented. Motion carried 5-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** None.

**CITY ADMINISTRATORS REPORT.** (See Attached Report) City Administrator Welch reported that there are extra costs on the North Fourth Street repaving project. The storm sewer pipe from the west side of the street has a leak so water is getting to the catch basin from around the pips. The pipe will need to be replaced. Also working on extending driveway access for residents to get into their yards or garages. A motion by Alderman Prince, second by Alderman Donovan to approve the change order from Jokerst Inc. on the Fourth Street Repaving Project. Motion carried 5-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**STAFF REPORTS.**

**TIMOTHY POLLOCK – POLICE LIEUTENANT** (See Attached Report)  
**COREY LITTERST – ALLIANCE WATER** (See Attached Report)

**PUBLIC COMMENTS.** None.

**CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Meeting – October 10, 2024
- Minutes – Board of Aldermen – Work Session – October 10, 2024
- Minutes – Board of Aldermen – Work Session - Closed Session #1 – October 10, 2024
- Minutes – Board of Aldermen – Work Session - Closed Session #2 – October 10, 2024
- **RESOLUTION 2025-05.** A RESOLUTION DECLARING FIVE VERTICAL FILING CABINETS FROM CITY HALL BE DECLARED SURPLUS PROPERTY AND DISPOSED OF.
- **RESOLUTION 2025-06.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH DORAL & LYNETTE PARMER TO MAINTAIN FLOOD BUYOUT PROPERTY.

A motion by Alderman Donovan, second by Alderman Prince to approve the consent agenda. Motion carried 6-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**OLD BUSINESS.**

**BILL NO. 4642. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A ONE YEAR ORDER FORM WITH PLACER LABS, INC FOR VISITOR ANALYTIC DATA. 2<sup>nd</sup> READING.** A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4642 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett, Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4642 was declared Ordinance No. 4563 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4643. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH STEPHEN W. DOTSON FOR GRANT WRITING ASSISTANCE FOR THE TOURISM & COMMUNITY DEVELOPMENT DEPARTMENTS. 2<sup>nd</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4643 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett, Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4643 was declared Ordinance No. 4564 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4644. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH SUGAROO! LLC OBO NEW WEST RECORDS FOR A MUSIC SYNCHRONIZATION LICENSE FOR AN ONLINE TOURISM VIDEO FOR TOURISM ADVERTISING. 2<sup>nd</sup> READING.** A motion by Alderman Eydmann, second by Alderman Prince, Bill No. 4644 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett,

Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4644 was declared Ordinance No. 4565 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4645. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, CREATING A “NO PARKING” RESTRICTION ON THE WEST SIDE OF FIFTH STREET BETWEEN MARKET STREET AND MERCHANT STREET. 2nd READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4645 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett, Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4645 was declared Ordinance No. 4566 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4646. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A FIVE-YEAR CONTRACT WITH OMNIGO SOFTWARE, LLC. OF PLANO, TEXAS FOR WEB BASED PUBLIC SAFETY SOFTWARE SERVICES. 2nd READING.** A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4646 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett, Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4646 was declared Ordinance No. 4567 signed by the Mayor and attested by the City Clerk.

#### **NEW BUSINESS.**

**Set November & December Board of Aldermen Meeting Dates.** A motion by Alderman Prince, second by Alderman Donovan to set the meeting dates as November 14<sup>th</sup> and December 12 and an extra date of Thursday, November 21<sup>st</sup> if another meeting is needed. Motion carried  
Motion carried 5-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**Take home car policy – Police Department.** The police department would like to amend the departments current policy that allows for take home vehicles within 30 miles of the department to increase the mileage to 35. A motion by Alderman Prince, second by Alderman Eydmann to approve the change to the policy and increase the mileage limit to 35. Motion carried 5-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**RESOLUTION 2025-04. A RESOLUTION APPOINTING ROSEANNE AHNE TO THE STE. GENEVIEVE TOURISM TAX COMMISSION.** A motion by Alderman Prince, second by Alderman Eydmann to approve Resolution 2025-04 appointing Roseanne Ahne to the Ste. Genevieve Tourism Tax Commission. Motion carried 5-0-3 with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**BILL NO. 4647. AN ORDINANCE APPROVING AN ASSIGNMENT OF REDEVELOPMENT AGREEMENT AND TIF NOTE AND AUTHORIZING CERTAIN ACTIONS RELATED THERETO. 1<sup>st</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4647 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Alderman with Alderman Bennett, Alderman Raney and Alderman Steiger absent.

**BILL NO. 4648. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2024 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES. 1<sup>st</sup> & 2<sup>nd</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4647 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Alderman with Alderman Bennett, Alderman Raney and Alderman Steiger absent. A motion by Alderman Eydman, second by Alderman Prince to proceed with the second and final reading of Bill No. 4648. Motion carried 5-0-3 vote of the Board of Alderman with Alderman Bennett, Alderman Raney and Alderman Steiger absent. A motion by Alderman Donovan, second by Alderman Eydman, Bill No. 4648 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Jeff Eydman, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Eric Bennett, Alderman Joe Steiger, and Alderman Mike Raney. Motion carried with a 5-0-3 vote. Thereupon Bill No. 4648 was declared Ordinance No. 4568 signed by the Mayor and attested by the City Clerk.

**OTHER BUSINESS.** None.

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

**PROGRESS PARKWAY RFQ** – At this time discussion occurred regarding the proposed Request for Quilifactions – for the Planned Housing Subdivision – Connector Road Extensions- 49 acres adjoining Progress Parkway. Happy asked for comments/suggestions before the final RFQ is sent out.

**ADJOURNMENT.** With no further discussion Mayor Keim adjourned the meeting. 7:00 p.m.

Respectfully submitted by,



**Pam Meyer**  
City Clerk

## **CITY ADMINISTRATOR REPORT**

October 24, 2024 **UPDATE**

1. We are looking at extra costs on the N. 4<sup>th</sup> St. repaving project. The storm sewer pipe from the west side of the street has a leak so water is getting to the catch basin from around the pipe so this pipe will need to be replaced with approval from the board. We are also working on extending driveway access for residents to get into their yards or garages. Jokerst started work on the sidewalks while we looked at the stormwater pipe issue.
2. The drug take back event organized by the Community Services Forum is Saturday from 9a to noon at the firehouse in Ste. Genevieve and the SGCMH clinic in Bloomsdale.
3. We begin interviewing this week for a utility clerk for city hall. Wednesday is the final day for applications.
4. Nothing to show yet on the new website for city hall, but we have chosen colors, page layout, calendar display, and other options that will be incorporated.
5. I will be out of the office a portion of Wednesday, October 30, for the SGCMH Community Health Improvement Plan work group.
6. We have a delay with the St. Mary's Road sidewalk project as we work through getting National Park Service approval for the sidewalk we have proposed. They are the final review at this point before we request temporary easements for construction.
7. I will be sending out RFQs this week for an engineering firm to draft plans to expand the cemetery plots at Crestlawn Cemetery with roadways and stormwater.
8. We have had two users total so far for the EV charging station at Main St. Park. We have promoted that it's available but not much need at this point from visitors.
9. This is a 5 Thursday month so there will not be another board meeting for 3 weeks.
10. The auditors will begin their yearly review starting Monday, November 4, and will be here the whole week. They will be set up in the conference room.



# Ste. Genevieve Police Department



## Monthly Operations Report

Date: October 2024

### Calls for Service:

- 374 calls for service September 2024
- 51 O/I report's written
- 166 Field Interviews Completed
- 40 summons' issued.
- 42 warnings were issued.
- 23 Arrest made.

### K9 Ozzy Reports

No K9 stats to report for September.

### Staffing:

- We recently hired Todd Inserra for a full-time patrolman position. His start date was 10-21-2024.

### Training:

- Lt. Pollock is scheduled for his next step in the LEEDA-FBI Trilogy. The final class is scheduled for January and his trilogy will be complete.
- We will start preparing for our fall time firearms qualification.

### Meetings:

- We had a first responders meeting at the Ste. Gen school district.

### Facility:

- Nothing to report on the facility.

### Equipment/Maintenance:

- All equipment is currently functioning as it should.

### Police Radio:

- We are still waiting to get our last 6 digital radios installed in the vehicles.

### Grants:

- We are still waiting to hear back on the grant for the Drone.

**Miscellaneous:**

- Officer Misuraca and Officer Isgriggs both showed interest in taking over as handler for K9 Ozzy. We used Master Trainer Dan Allen (employed by Ste. Genevieve County and assigned to homeland security) to work with both employees and Ozzy. Deputy Allen worked with both over a few weeks period and gave his recommendation that out of the two officers, Isgriggs would be the better choice. If the K9 is given to Isgriggs, it would require a 4-week training. This training would be everyday for 4 weeks, removing Isgriggs from the schedule for that time. It also requires 2 trainings a month once the officer is certified.
- I added a request to update the take home car policy.

# September 2024 Operations Report

For additional information, contact:  
**Corey Litterst, Local Manager**  
 (573) 883-5400 ext. 1112  
[clitterst@alliancewater.com](mailto:clitterst@alliancewater.com)

## SAFETY

In September, the safety topic covered was Back Injury Prevention in the workplace. This topic provided essential information for completing tasks successfully while ensuring that employees are reminded to use safe lifting procedures to prevent back injuries. This training also provided several stretches that are proven to eliminate unnecessary strains on the back while performing work.

## OPERATIONS BY THE NUMBERS

MEASURABLE	MONTHLY TOTAL
Potholes Repaired	15
Water Mains Repaired	0
Service Lines Repaired	1
Sewer Main Cleaning (ft)	775
Gallons of Water Produced	21,092,000 High: 808,000 Low: 500,000
Gallons of Wastewater Processed	10,017,000* High: 672,000 Low: 188,000
Line Locates	41
Utility Billing Work Orders	50
Water Bill Disconnects	30
Mower Hours for Parks	101
Playground Equipment Repairs	3

*Table 1. AWR metrics. \*flow meter was not operational for 3 days.*



## **WATER TREATMENT**

- The inspection of the lime ponds came back, and everything was up to standards per MoDNR.
- Stainless steel fittings were ordered for the plant to replace old, galvanized ones that failed due to the corrosive environment.
- Well #4 went out and was replaced by Flynn Drilling.
- Exhaust fan motors were ordered and delivered for the overhead fans. Installation is scheduled for the middle of October.
- We had a chlorine injector leaking. We fixed it and we will need to order new injectors in the near future.

## **WASTEWATER TREATMENT**

- 400,000 gallons of biosolids were removed and land applied to local fields by Metro-Ag. 503 samples were submitted to the lab.
- A new pump for the RAS pit was ordered for a backup at the plant.

## **WATER DISTRIBUTION**

- A service line leak was repaired on North Main Street.
- We attended GIS training with SEMORPC.
- The lead service line inventory was submitted to DNR.
- Infrared flashlights were ordered to replace the old ones. These are used when data logging meters to help determine high usage.

## **SEWER COLLECTIONS**

There were no sanitary sewer overflows (SSO) for the month.

- We camera'd three sewers to locate laterals for homeowners who are planning on doing work to fix issues on their end.
- Lift station #1 had a pump failure alarm. We pulled the pump and a jumpsuit was found wrapped up in the impeller. We removed it and the pump is back operating at normal amperage.

## STREETS

- Streetlights for the downtown area were delivered to replace the current ones for the Christmas season.
- We did 7 tons of asphalt on 5<sup>th</sup>, Kohm, Picardy, and Crestview Streets.
- The signpost at the EV station was replaced with a taller one. After everything was set, it was not visible.
- “Cross traffic does not stop” signs were removed from the intersection of Jefferson and Main Streets since it is a 4-way stop per Chief Crump.
- 3 loads of salt were delivered to prepare for the winter season.
- We assisted with getting trash barrels, t-posts, barricades, and safety fencing to the Oktoberfest event that took place downtown.
- Fire Chief Steiger contacted me about a downed tree on Chadwell Lane. We cleaned it up and removed it from an overhead communication line.
- The asphalt curbing on Rozier alley, 4<sup>th</sup>, and Wehner streets was completed. The total price was significantly less than the bid, due to them dropping the mobilization fee since they were already in the area.

## PARKS

- We ran a temporary water line to see if the existing one would supply enough volume to the new bathrooms. It will not, and we are awaiting the decision from PWSD to see what our next step is to increase the line size.
- We did some extra cleanup at Valle Springs Park for an event and the area will continue to be maintained going forward.
- Soccer fields were painted for Valle Catholic soccer league.

## EQUIPMENT

- The street sweeper was having issues. After further inspection, several issues were found. The parts were ordered and installed. The sweeper is back up and running.
- We had a demo on a Crafcro crack filling machine. After the demo we recommended the purchase, and the board approved it. The machine has been delivered and we are waiting for the new machine training which is expected in the middle of October.
- The Vactruck that was ordered two years ago was delivered.
- The wheel bearings on the job trailer were repaired by staff.



# Ste. Genevieve Police Department

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Date: October 2024

To: Board of aldermen/alderwomen

Ref: Take home car policy

The police department's current policy allows for take home vehicles within 30 miles of the police department. I would like to change the wording to read to the city limits since the officers are working as soon as they enter the city limits. We do not require them to report to the police department.

I would also ask the board to consider increasing the mileage to 35 miles. We had an officer just build a new home and move and it put him at 33 miles. This officer has been with our department for 2 years.

Respectfully,

Lt. Ryan Pollock