

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – DECEMBER 12, 2024**

CALL TO ORDER. Mayor Keim 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 Brian Keim	
Alderman Patrick Fahey	Alderman Amie Dobbs
Alderman Eric Bennett	Alderman Bob Donovan
Alderman Mike Raney	Alderman Joe Steiger
Alderman Joe Prince	

ABSENT: Alderman Jeff Eydmann

APPROVAL OF AGENDA. A motion by Alderman Steiger, second by Alderman Bennett to approve the amended agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

PRESENTATION/AWARDS.

At this time City Clerk Pam Meyer swore in the Newly appointed Police Chief Daniel Halek.

Mrs. Hele Dohr and Mrs. Sharon Grass presented Mayor Keim with a check from the Master Gardner's Club Presentation of check from Helen Dohr with the Master Gardner's Club.

PERSONAL APPEARANCE.

CITY ADMINISTRATORS REPORT. See attached report.

STAFF REPORTS.

Daniel Halek – Police Chief (see attached report)

Corey Litterst – Manager Alliance Water Resources (see attached report)

PUBLIC COMMENTS. Mr. Bob Browne, 498 Merchant Street thanked everyone for helping him with the stray dog.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – November 14, 2024
- Minutes – Board of Aldermen – Special Meeting – November 14, 2024
- Minutes – Board of Aldermen – Closed Session – November 14, 2024
- Minutes – Board of Aldermen – Regular Meeting – November 25, 2024
- Treasurer’s Report - November 2024

A motion by Alderman Bennett, second by Alderman Donovan to approve the consent agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

PUBLIC HEARING.

The Sté. Genevieve Board of Aldermen held a public hearing at which time citizens may be heard on the proposed water/sewer rates to be set by the Board of Aldermen. Mayor Keim opened the public hearing at 6:17 p.m. and announced the new rates compared to the old rates. With no further questions from the public the public hearing was closed at 6:20 p.m.

OLD BUSINESS. None.

NEW BUSINESS.

Approval of payment to Special Road District for \$11,829.28 for the paving of Wilder Street to come out of transportation fund as a future budget amendment. A motion by Alderman Bennett, second by Alderman Prince to approve the payment for \$11,829.28 to Special Road District. Motion carried 7-0-1 with Alderman Eydmann absent.

Approval of the low bid from MacQueen for the purchase of fire hose for the Fire Department in an amount of \$88,438.09 from the Rural Fire Fund. A motion by Alderman Bennett, second by Alderman Donovan to approve the low bid of MacQueen for the purchase of fire hose in an amount not to exceed \$88,438.09. Motion carried 7-0-1 with Alderman Eydmann absent.

Approval of McBride Homes as the proposed developer for the Progress Parkway 49 acres, directing the Mayor and staff to engage the City Attorney to begin the agreement negotiating process and allowing the expenditure of necessary funds for this purpose. A motion by Alderman Steiger, second by Alderman Raney to approve McBride Homes as the proposed

developer for the Progress Parkway 49 Acres. Motion carried 7-0-1 with Alderman Eydmann absent.

Creation of an annexation committee. Alderman Steiger would like to get an annexation committee together to discuss future new annexations. After some discussion the committee will consist of City Administrator Happy Welch, Alderman Steiger, Alderman Donovan, Assistant City Administrator David Bova and Mayor Keim.

BILL NO. 4651. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AMENDING MUNICIPAL CODE CHAPTER 715 USER CHARGE SYSTEMS; SPECIFICALLY, SECTION 715.040 USER CHARGE RATES SUBSECTIONS A. & B. BY REVISING THE WATER USE CHARGES. 1ST & 2ND READINGS. A motion by Alderman Bennett, second by Alderman Steiger, Bill No. 4651 was placed on its first reading, read by title only, considered and passed by an 7-0-1 vote of the Board of Alderman with Alderman Eydmann absent. A motion by Alderman Bennett, second by Alderman Prince to proceed with the second and final reading of Bill No. 4651. Motion carried with a 6-1-1 vote of the Board of Alderman with Alderman Steiger casting the No vote and Alderman Eydmann absent. A motion by Alderman Donovan, second by Alderman Bennett, Bill No. 4651 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Eric Bennett, Alderman Joe Steiger, Alderman Mike Raney, Alderwoman Amie Dobbs. Alderman Bob Donovan, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Jeff Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4651 was declared Ordinance No. 4573 signed by the Mayor and attested by the City Clerk.

BILL NO. 4652. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AMENDING MUNICIPAL CODE CHAPTER 715 USER CHARGE SYSTEMS; SPECIFICALLY, SECTION 715.140 SEWER CHARGES AND BILLING, SUBSECTION "D" BY REVISING THE SEWER USE CHARGES. 1ST & 2ND READINGS. A motion by Alderman Bennett, second by Alderman Steiger, Bill No. 4652 was placed on its first reading, read by title only, considered and passed by an 7-0-1 vote of the Board of Alderman with Alderman Eydmann absent. A motion by Alderman Bennett, second by Alderman Raney to proceed with the second and final reading of Bill No. 4651. Motion carried with a 6-1-1 vote of the Board of Alderman with Alderman Steiger casting the No vote and Alderman Eydmann absent. A motion by Alderman Donovan, second by Alderman Bennett, Bill No. 4652 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Eric Bennett, Alderman Joe Steiger, Alderman Mike Raney, Alderwoman Amie Dobbs. Alderman Bob Donovan, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Jeff Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4652 was declared Ordinance No. 4574 signed by the Mayor and attested by the City Clerk.

BILL NO. 4653. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH PLAYPOWER LT FARMINGTON, INC. FOR THE PURCHASE OF PLAYGROUND EQUIPMENT FOR PERE MARQUETTE PARK. 1ST & 2ND READINGS. A motion by Alderman Bennett, second by Alderman Donovan, Bill

No. 4653 was placed on its first reading, read by title only, considered and passed by an 7-0-1 vote of the Board of Alderman with Alderman Eydmann absent. A motion by Alderman Bennett, second by Alderman Prince to proceed with the second and final reading of Bill No. 4653. Motion carried with a 6-1-1 vote of the Board of Alderman with Alderman Steiger casting the No vote and Alderman Eydmann absent. A motion by Alderman Prince, second by Alderman Steiger, Bill No. 4653 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Eric Bennett, Alderman Joe Steiger, Alderman Mike Raney, Alderwoman Amie Dobbs, Alderman Bob Donovan, Alderman Joe Prince and Alderman Patrick Fahey. Nays: None. Absent: Alderman Jeff Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4653 was declared Ordinance No. 4575 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Keim adjourned the meeting at 6:42 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

December 12, 2024 **UPDATE**

1. The police department had another vehicle/deer accident in November that will cost around \$4,000 to repair. We received quotes and it is already under repair. Our insurance deductible for vehicles now is \$5,000. We had a similar incident earlier this year that cost us \$15,000.
2. City offices will be closed Tuesday and Wednesday, December 24 & 25, 2024 and January 1, 2025. I will be out of the office Friday, December 27.
3. RFQ packets are due Monday, December 16 for the MoDNR Sewer System Grant Study. I hope to have a recommendation to you by our January 9 meeting.
4. Cochran was out surveying S. 4th St. last week as they start on the engineering for the TAP sidewalk improvements.
5. We had an audit issue come up regarding the Progress Parkway water tower payment that turned out to be a discrepancy in the amortization schedule the City had in hand when we compared it to the actual payment schedule for the 10 year, \$1,000,000 dollar loan. Our schedule was based on a longer loan period but that is not what the actual schedule is. However, our payments start in June 2025 rather than December 2025.
6. I will be at the next Parkland REDI meeting tomorrow in Farmington.
7. We owe Carl Brown with GreatRates.com some additional customer information which will put us closer to the completion of the rate analysis study. We're hoping for January or February of 2025 with some rate models for you to review.



Ste. Genevieve Police Department



Monthly Operations Report

Date: December 2024

Calls for Service:

- 268 calls for service in November 2024
- 31 O/I report's written
- 82 Field Interviews Completed
- 11 summons' issued.
- 20 warnings were issued.
- 10 Arrests made.

K9 OZZY Reports

No K9 stats to report for November, Officer Isgriggs has completed training and is now a certified K9 handler. Officer Isgriggs completed the training and certification on schedule as planned.

Staffing:

- We had an employee tenure their resignation effective 11-22-2024. A police academy recruit has been offered a position and will tentatively start employment mid- January 2025.

Training:

- Nothing to report.

Meetings:

- Nothing to report.

Facility:

- Nothing to report on the facility.

Equipment/Maintenance:

- One vehicle was sent to Doza's Auto Body Shop for minor collision repairs.

Police Radio:

- Nothing to report.

Grants:

- We are currently looking to participating into upcoming traffic grants for 2025.

Miscellaneous:

- Nothing to report.

November 2024 Operations Report

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

SAFETY

In November, our safety training covered Hazard Communication and Safety Data Sheets (SDS). The training that we received explains the symbols associated with the chemicals that are handled by our team daily. They also cover the proper handling of the chemicals and what personal protective equipment is recommended to wear while doing so. Lastly, it explains what is included in the SDS sheets that are filed for the chemicals and solvents that we have onsite.

OPERATIONS BY THE NUMBERS

MEASURABLE	MONTHLY TOTAL
Potholes Repaired	4
Water Mains Repaired	0
Service Lines Repaired	0
Sewer Main Cleaning (ft)	500
Gallons of Water Produced*	0
	High: 0
	Low: 0
Water Loss*	
Gallons of Wastewater Processed	18,970,000
	High: 2,033,000
	Low: 259,000
Line Locates	29
Utility Billing Work Orders	70
Water Bill Disconnects	20
Mower Hours for Parks	32
Playground Equipment Repairs	0

*Table 1. AWR metrics. *SCADA computer temporarily inoperational*

WATER TREATMENT

- A new SCADA computer was ordered and delivered from MicroComm. We met with Forward Slash Technology and discussed our options to move the computer out of the chlorine atmosphere to prolong the life of the desktop. The old one was sent back to see if it can be repaired so we will have a backup on hand.
- We are getting quotes to move the peristaltic pump controls out of the plant to also prolong the life of the drives in the control panel.
- The outside chlorine eye wash station is installed and wired for heated water.
- The fence surrounding the water plant has been repaired in several spots. The replacement wood will be painted in the spring. The fence was also pressure washed.

WASTEWATER TREATMENT

- We pulled the UV bulbs out of the system to do winter maintenance on them. Disinfection season ended on October 31st.
- We did an inspection on the VFD's for the rotors to be sure they were functioning correctly after they both tripped out overnight. It was ruled to be a power surge.
- Pump 1 was pulled at lift station #1 because it was tripped out and running high amps when reset. The debris was removed from the volute and is operating correctly now.

WATER DISTRIBUTION

- The new infrared flashlights were delivered that are used for data logging.
- A 3" meter was found at the County jail that was not on the map. An updated meter has been ordered to replace the old one so we can use the software to data log it in the future.
- We raised 3-meter pits at a local business so they could pave their parking lot.
- We did the water tap for the new dog wash business that is being built on Portis Street.

SEWER COLLECTIONS

- An inspection of a new sewer lateral on Merchant Street was performed.
- The manholes along the creeks were checked to ensure all the lids were securely on them.
- We responded to several calls regarding people's sewers during the rain event.
- We camera'd our sewer main to locate a business' sewer lateral for repairs.

STREETS

- We put out barricades and monitored the creeks during the heavy rain event on November 4th. The water flooded several areas, and we did the cleanup after the water receded back in the creek banks.
- We put gravel along Chadwell Lane that was undermining the asphalt due to the excessive water running down the ditch.
- Met with a contractor to get pricing on raising the curb on 4th Street between Washington and LeCompte streets.
- We sealed the joints on the concrete culvert on Pointe Basse Drive. They were separating and causing the neighboring yard to settle. We will continue to monitor the joints and do any more necessary repairs.
- We cleaned out several storm inlet boxes downtown. The leaves were built up in some of them due to the leaves falling.
- We assisted the levee district by pulling their grates at the entrance of their pump station during the rain event.

PARKS

- We did all the digging and prepping of the holes so County Water could perform the water tap at the new bathrooms in Pere Marquette. We then dug the line and made all the connections. The sidewalk has also been poured tying into the walking trail.
- There was a church group workday at the Welcome Center. We provided the hand tools and delivered mulch to them so they could do the cleanup and beautification of the grounds.
- We fixed the exterior lighting at the Main Street bathrooms that was reported to be not working.
- All bathrooms and water fountains are closed for winter.

EQUIPMENT

- A snowplow motor was ordered for one of the pickup trucks. We attempted to repair it but the inside gears were destroyed causing it to fail.
- A new set of street sweeper brooms has been ordered.
- Two trucks have been outfitted with snowplows and spreaders for winter weather.

Tourism Report

Aaron Smith | Dec 12, 2024



The News

Year in Review

I completed my first year in the position on Dec. 4th. Joe Steiger asked me at the last TTC meeting to put together a report for their board to put together a sort of Year in Review. One of the graphics is sort of the big wins we've had during the year, from getting the Horizons Grant, to winning the Small-Town Showcase, to getting an organic article written in the Kirkwood Times, to completing our Marketing Plan, to things on the horizon that should improve our visibility and visitor experience here in Ste. Gen. Everything with a Kapow by it is something that was generated from outside interest in what we have here in Ste. Gen.

Placer AI

Received our first Placer AI report. I compared the fiscal years 2023 and 2024. We were up 5k visitors from 2023 which is a 9% increase. That's without a focused advertising campaign, which we now have

through our partnership with McDaniel's. We should also see an increase due to our revamped website launching in January which should make navigating a visit with us easier.

International Showcase

Went to Atlanta for the Travel South International Showcase. The state paid for the price of the booth and my hotel stay. It was a great event where I met with Tour Operators from Quebec, France, Germany, as well as Italy, the UK, and Australia. There was a lot of interest in our town. I'm working with operators from Quebec to make us a stop on their Missouri tour as well as send people directly for our French Heritage Festival. French tour operators will send an influencer from France this year. I also got great time with St. Louis's tourism department, and they've given me great leads like attending the two tour bus conferences help annually.

Continuing Projects

Met with MO Humanities with large group of community members to go over next steps for Small Town Showcase, and met one-on-one with Blacktop Sailor for next steps in our rebrand. Both projects are coming along nicely.

A Year in Review

Approach:

Ste. Genevieve needed someone to sit back and listen. I spent the first months visiting all the shops, historic sites, wineries, and other attractions. I joined the Ste. Gen Chamber's leadership program to get further knowledge of our community. I made a concerted effort to meetings for each organization with stock in Tourism, as well as each festival in town.

It was really a year to take in the town and find an identity on which to build a brand.



Met with McDaniels in December. Marketing plan completed in February.



Offered Horizons Grant in December for \$20,000 on behalf of French Heritage Festival.



National Geographic included La Guignolle in article on unique New Year's event across America.



Designed new rack cards.



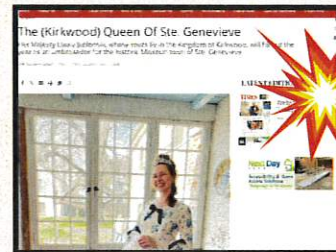
Hired Hannah as Social Media Coordinator. We are currently up 850 followers since her hiring.



Started tactical meetings to plan Eclipse events in January.



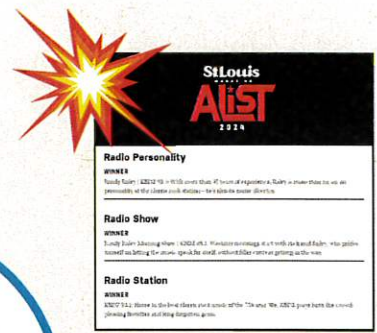
Designed Visit Kit PDF for visitors to download from our website. Started to integrate county and city attractions/lodging.



Reached out to Kirkwood Times in March to pick up story on Kirkwood resident becoming Queen of Ste. Genevieve. Made front page.



Nominated Ste. Gen for MO Humanities Small Town Showcase in May. Named one of the winners in October.



Donze Comm. clean sweep of radio awards in STL Mag in July.



Contracted with VisitWidget to improve website and create VisitSteGen app. Will launch in January.



Attended MO Mainstreet CEG workshop in August.



Started planning for next year's French Heritage Festival. Part of plan to improve history events.



Booked Riley Downing at The Orris in August. Followed with LePonds in November.



Released two national ads in Food and Travel and Taste, Tour, and Travel magazines.



Contracted with Placer AI and a dedicated grant writer for 2025



VisitMo.com

Attended State Conference on Tourism October 15-17



Taking advantage of state's incentives to promote abroad. Travelled to Atlanta for Travel South conference Dec. 1-5.



Contracted with Blacktop Sailor to guide our rebranding efforts for 2025. Had our kickoff/discovery meeting October 28-29. STL Mag has committed to writing an editorial for when we launch new brand.

Property Overview

Time Compare

Metrics

Metric Name	Downtown Ste. Gen Merchant St, Ste. Genevieve, MO	Downtown Ste. Gen Merchant St, Ste. Genevieve, MO
Visits	98.4K	104.6K
Visits / sq ft	0.06	0.07
Size - sq ft	1.6M	1.6M
Visitors	53K	58K
Visit Frequency	1.8	1.73
Avg. Dwell Time	105 min	94 min
Panel Visits	7.5K	8.9K
Visits YoY	+5.8%	+6.2%
Visits Yo2Y	+17.1%	+12.4%
Visits Yo3Y	+46.7%	+24.4%

Downtown Ste. Gen - Oct 1st, 2022 - Sep 30th, 2023

Downtown Ste. Gen - Oct 1st, 2023 - Sep 30th, 2024

Data provided by Placer Labs Inc. (www.placer.ai)





Community Development December 2024 Staff Report 11/9/24 – 12/9/24

Historic Preservation – Heritage Commission

- Nov. mtg – approved 5 COAs, denied 1 COA; admin. approval of 1 attestation, 1 COA
- Next meeting – 12/16
- Jan & Feb meetings will be moved back 1 week due to holidays
- 2024 HP grant application – mobile app walking tour – recommended for funding

Building Department / Code Enforcement

- Occupancy Permits / Inspections 21
- Building Permits Issued 20 (18 roof permits)
- Demolition Permits 0
- Sign Permits 1
- Chicken Permits 0
- Special Use Permits 0
- Sidewalks – 10 completed repairs; 2 on track to complete; 3 to get bids for abatement
- Building Code – have begun process to adopt 2021 codes

Comprehensive Plan

- Comp plan committee met – will meet again in January
- Items to discuss – overall strategic issues – housing, infrastructure, stormwater, annexation, economic development

Planning & Zoning

- No meeting in December
- Next scheduled meeting – 1/2

City / County Info

- Assistance with Tourism / EcDev 2024 – Provided 5k in '23, discussion of poss. adding lodging tax to 2024 ballot – ballot language not submitted – looking at April 2025 election / discussion of forming a CVB type organization with County & Chamber / County partnered with City for Parkland REDI membership/ statute must be passed to raise lodging tax – bill will be introduced in Mo. House in 2025 session
- Progress Parkway property – county provided assistance to IDC for infrastructure
- FLAP Grant (N 4th Street bridge) – remains on track for 2025 / cost has risen to approximately 950k (originally 750k) now & county has asked for assistance from city
- TAP Grant (Hwy 61 sidewalk) – County app. approved – on track for 2026
- 911 Tax – Board formed (includes City officer) – payments from City & Amb. Dist. to continue until new infrastructure installed and paid; potentially 4 – 5 years (2027-28)

- Improvements to Ferry Landing – USCOE will not require permits and have given permission to move forward; MLC has responded they have no issue with the project. UP has now given initial approval to move forward also. Drafting MOU for UP & MLC – UP has declined MOU and will draft their own (still awaiting).

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts show <5% chance of Minor Flooding in Dec-Jan-Feb
- Current long range forecasts also show <5% chance of Moderate flooding in Dec-Jan-Feb.
- Current river stage (12/9) is 1.3'; expected to remain near 1'+/- next week.
- Ferry is currently operating Fri – Sun, but could shut down this weekend

Property Maintenance

- Nuisance Property Issues 4
- Vegetation Nuisance Issues 1
- Code Violation Issues 2
- Sidewalk Issues 1
- 58 S Main – owner has contracted and presented paid contract on 5/13

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: **November 2024**

Calls for Assistance:

- SGFD responded to **17** emergency calls in **October**.
- The total for this year is **238** calls, **down 18** calls from last year.

Staffing:

- SGFD roster is down 4. Roster currently at 25 of 29.
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if interested
- Have a new volunteer application in hand and working on background and reference checks. Past everything, waiting for him to move to Ste Gen.

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

- **Monthly Training was Forcible Entry and Manual Rescue Tools**
- **Preplan Auto Zone and Plaza Tire**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
City Council Meeting – **Attended**
Ozark Fire Assoc. Meeting – **Attended**
SGFD County Chiefs Meeting – **Attended**
Dept Head 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:

- **No major breakdowns or repairs this month just the regular maintenance**

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion. **Still on schedule for improvements. Next major step RFQs on equipment. Completion date still December of 2025.**
- BI County AFG grant for all new handheld radios submitted. Will probably be 2-3 months before we know anything. The grant was not funded. **We were discussing trying to apply again this year. Grant writer said our chances were low due to the potential merging of the county depts. We will not be applying.**

Grants

DPS

2023 DPS Grant

Grant has been submitted for approximately \$72,000. Grant has been approved. Radios are in and being programmed, repeaters will need to be installed in trucks. **Closing out the process**

ARP Grant

2024

This is a 50% match which can be in the form of money or "in kind match". Will only require additional funding of approximately \$6,000.00 that would be available from the rural fire fund. **We went out for bids on the final part "the hose". I have a request in front of you to approve the low bid and order the hose.**

2024 Mo Department of Conservation Grant

The amount of the grant if approved is \$9,145.00 and is a 50% match, so our share would be \$4,572.50. The funding for our share is available in the rural fire account. **Grant was not funded. Traditionally you only receive every other year and we have had it last 2 years. I plan to reapply in next years process.**

Firehouse Subs Grant

In the process of gathering information to apply for Firehouse Subs Foundation grant. Will be applying for auto extrication equipment

County Firefighters Assn.:

- Nothing to report

Misc.

Nothing to report

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

Ste Genevieve Early Childhood Center

Ste Genevieve Elementary School

Vision Care on Highway 32

Sara's Ice Cream

Installed

2 boxes at Mississippi Lime Office and Trucking