

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – FEBRUARY 25, 2021**

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

Absent: Alderman Gary Smith

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 Smith absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. At this time Victoria Dailey with Hochschild, Bloom & Company, LLP presented the 2020 City of Ste. Genevieve financial report.

CITY ADMINISTRATORS REPORT. See Attached Report.

STAFF REPORTS.

Eric Bennett – Police Chief (See Attached Report)
Toby Carrig- Tourism Director (See Attached Report)
Steve Wilson – Local Manager Alliance Water (See Attached Report)

COVID DISCUSSION.

COMMITTEE REPORTS. Aldерwoman Armbruster updated the Board on the recent Park Board meeting.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – February 11, 2021
- Minutes – Board of Aldermen – Work Session – February 11, 2021
- Treasurer’s Report – January 2021
- Street Closure Request – Ste. Genevieve Gearheaz, LLC is requesting monthly street closure for their Monthly Car Cruise from May thru September 2021.
- **RESOLUTION 2021-28.** A RESOLUTION RE-APPOINTING ED JAMES TO THE STE. GENEVIEVE INDUSTRIAL DEVELOPMENT AUTHORITY BOARD.
- **RESOLUTION 2021-29.** A RESOLUTION RE-APPOINTING MARK FALLERT TO THE STE. GENEVIEVE INDUSTRIAL DEVELOPMENT AUTHORITY BOARD

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

OLD BUSINESS.

BILL NO. 4414. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A THREE YEAR CONTRACT FOR THE PROVISION OF CEMETERY LAWN MOWING AND MAINTENANCE SERVICES WITH K & J LANDSCAPING OF STE. GENEVIEVE, MISSOURI IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND FOUR HUNDRED DOLLARS (\$50,400.00) OVER 3 YEARS AND AMENDING THE CEMETERY FUND #27 LINE ITEM 7065--CONTRACT LABOR. 2nd READING. A motion by Alderman Jokerst, second by Alderman Prince, Bill No. 4414 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Aldermen Joe Prince , Alderman Jeff Eydmann, Alderman Mike Raney, and Alderman Mike Jokerst. Nays: Alderwoman Ashley Armbruster Absent: Alderman Gary Smith Abstain: Alderman Bob Donovan With motion passing 5-1-1-1 Bill No. 4414 was declared Ordinance No. 4337 signed by the Mayor and attested by the City Clerk.

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 Prince, second by Alderman Eydmann to table bill No. 4415. Motion carried 7-0-1 with Alderman Smith absent.

BILL NO. 4416. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND EXECUTE A TOUR AGREEMENT WITH FRENCH COLONIAL AMERICA TO COORDINATE TOURS. 2nd READING. A motion by Alderman Prince, second by Alderman Eydmann to table bill No. 4415. Motion carried 7-0-1 with Alderman Smith absent.

BILL NO. 4418. AN ORDINANCE OF THE BOARD OF ALDERMEN AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BADER LAND SURVEYING, INC, TO SURVEY A SECTION OF LEVEE PROPERTY FOR FUTURE CONVEYANCE. 2nd READING. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4418 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Aldermen Joe Prince , Alderman Jeff Eydmann, Alderman Mike Raney, Alderwoman Ashley Armbruster, Alderman Bob Donovan and Alderman Mike Jokerst. Motion carried 7-0-1 with Alderman Gary Smith absent. Thereupon Bill No. 4418 was declared Ordinance No. 4330 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

Discussion of Turnout Gear Bid with Fire Chief Steiger. At this time City Administrator Happy Welch addressed the Board regarding the recent turnout gear bid with the Fire Department. Due to the fact that only one bid was received and it exceeds the amount budgeted, Chief Steiger is requesting the Board reject the bid and allow him to pursue the purchase of the turnout gear through the HGAC or Sourcewell bidding system. A motion by Alderwoman Johnson, second by Alderman Prince to reject the turnout gear bid. Motion carried 7-0-1 with Alderman Smith absent.

BILL NO. 4420. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, DELETING ARTICLE III SAFETY COMMITTEE; SECTION 120.040 AND ARTICLE IV INFORMATION SYSTEMS USAGE POLICY; SECTION 120.050 OF THE MUNICIPAL CODE OF ORDINANCES. 1st READING. A motion by Alderman Donovan, second by Alderman Prince Bill No. 4420 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote with Aldermen Smith absent.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting. 6:40 p.m.

Respectfully submitted by,

A handwritten signature in blue ink that reads "Pam Meyer". The signature is written in a cursive, flowing style.

Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

February 25, 2021

1. Forward Slash will be here this week to set us up to start Monday and will be checking out each desktop/laptop/MDT that we have.
2. We made it through the snow and cold with a minimal amount of street complaints to city hall. The street department worked a bunch of hours to keep the street open and then Mother Nature helped with the rest when the sun popped out. We have had about 5 major residential/commercial water leaks due to the cold temperatures.
3. We have received some recommendations for revising our personnel manual from Lakenan Insurance. It was one of the requests of the board to have our manual reviewed for any updates that need to be included. I will bring these recommended changes to the board next month in a work session.
4. Due to the snow our review of the city streets was delayed and I hope to get with Gary in the next couple of weeks to get out and rate all of the streets.
5. Plans have been sent to local contractors, as well as being added to different plan rooms for the Phase 1 Remodel of City Hall. We will have a pre-bid conference on Thursday, March 11 with the bid opening at 4:00 p.m. on Thursday, March 18.



Ste. Genevieve Police Department



Monthly Operations Report

Date: February, 2021

Calls for Service:

*SGPD responded to 399 calls for service in January, 2021.

Incident Type	Count
	11
ESCORT	26
ALARM BURGLARY	5
TRAFFIC STOP	98
ABANDON OR OPEN 911 CALL	7
FIRE ALARM	1
ANIMAL CALL	8
ASSAULT/SEXUAL ASSAULT WITH EMS AND FIRE	1
ASSIST FOR POLICE	1
C AND I DRIVER	2
CHECK WELL BEING	17
DISTURBANCE	17
DOMESTIC DISTURBANCE	2
EXTRA PATROL	7
FALLS	3
FOUND PROPERTY	1
FRAUD	4
FUGITIVE ARREST	1
CARDIAC OR RESPIRATORY ARREST/DEATH	2
HARASSMENT	1
INFORMATION ONLY	2
INVESTIGATION POLICE	13
MEDICAL ALARM SOUNDING	1
MISCELLANEOUS	87
MISSING ADULT	1
MOTORIST ASSIST	2
MVA NON INJURY	12
MVA UNKNOWN INJURY	1
OPEN DOOR	1
ORDINANCE VIOLATION	1
PEACE DISTURBANCE	3
PROPERTY DAMAGE	4
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	4
PURSUIT	1
CONVULSIONS/SEIZURES	1
SICK PERSON	1
SUSPICIOUS PERSON VEHICLE	31
THEFT	11
THREATS	2
TRESPASSING	2
TRY TO CONTACT	1
UNCONSCIOUS	1
WARRANT CONFIRMATION	1

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:

*Nothing to Report.

Meetings attended:

*I attended 2 BOA meetings in January.

Facility:

*Waiting to put the project out to bid for remodel.

Equipment/Maintenance:

*Our new computers have arrived, and we're waiting for install until the remodel is complete. We have also started the installation of the docking stations for the MDT's in our cars.

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.

Tourism Report

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

WELCOME CENTER

Weather delayed two installations at the Welcome Center this month.

- The Jefferson National Parks Association postponed installation of another rack for the Welcome Center from February 17 to February 24 due to the snow on President's Day.
- The photo display for the Missouri Bicentennial was twice-delayed by weather and ultimately the trailer upon which the exhibit was loaded ended up buried in a pile of snow and was unable to make the trip to Ste. Genevieve. That exhibit has been rescheduled for Thursday, July 15, through Tuesday, July 27.

GRANTS

We turned in our application last week for the Missouri Division of Tourism's Marketing Matching Grant 2.0, with \$21,741 in proposed allocations that require no local match. It was approved on Tuesday afternoon.

The proposal includes:

- \$985 for a half-page in Missouri Life's Scenic Rides special publication.
- \$6,000 for 600,000 impressions of digital display ads managed by Missouri Life. (This component will go active in April through June and will include geofencing of certain locations and interests).
- \$6,791 for radio advertising through Entercom St. Louis stations KMOX and KEZK.
- \$8,000 for television advertising through WSIL for the Carbondale-Paducah-Cape market. (133 30-second commercials)

This will be in addition to more than \$9,000 in advertising that we will be doing through Instagram and Facebook this spring.

EVENTS

March

- Saturday, March 20: Living History programs begin on Saturdays at Bolduc and LeMeilleur houses.
- Saturday, March 27: Easter-themed **Shop Hop**, where shops will have random discounts and prizes for customers who spend a certain amount at participating stores.

April

- Saturday, April 24: Touch A Truck, at Ste. Genevieve County Community Center

May

- Saturday, May 8: Opening of exhibit at Centre for French Colonial Life, "Saving St. Louis: The Ste. Genevieve Militia and the Battle of Fort San Carlos."
- Saturday, May 15: "Jurassic Park in the Park" movie night in Pere Marquette Park (County library and Museum Learning Center)
- Saturday, May 22: Pioneer Day at Sassafra Creek Originals.
- Saturday, May 23: Pioneer Day at Sassafra Creek Originals.

June

- Saturday, June 12: French Heritage Festival (Foundation for Restoration of Ste. Genevieve)
- Saturday, June 12: Le Veillee at Felix Valle House State Historic Site
- Friday, June 18: Big BAM cycling event final stage finish line party (Brix Urban Winery and Market will host an after-ride event from 2 to 5 p.m.; more to be determined)
- Saturday, June 19: Spring for Down Syndrome event
- Saturday, June 26 and Sunday, June 27: Honey Festival and Market, presented by Harold's Famous Bee Co.

July

- Sunday, July 4: Freedom Celebration, with mid-day celebration, military timeline at French Colonial America, fireworks (?).
- Thursday, July 8 through Sunday, July 11: County Fair
- Saturday, July 17-Sunday, July 18: Artisan Craft Festival at ASL Pewter
- Friday, July 23: Moonlight Madness shopping event, 5 to 8 p.m.

August

- Tuesday, August 10: Missouri Bicentennial ice cream social
- Saturday, August 14 and Sunday, August 15: Jour de Fete
- Saturday, August 28: Civil War re-enactment of courthouse occupation

September

- Saturday, September 18: History Conference presented by Foundation for Restoration

October

- Saturday, October 16: Night of the Werewolf, at French Colonial America.

November

- Saturday, November 6: Pecanapalooza and Balloon Glow, presented by French Colonial America.
- Friday, November 26: Allee Allumee, night-time manger scene at French Colonial America
- Saturday, November 27: Shop Small Saturday

December

- Friday, December 3: Allee Allumee, night-time manger scene at French Colonial America
- Saturday, December 4: Holiday Christmas Festival
- Saturday, December 4: Le Reveillon at Felix Valle House State Historic Site
- Saturday, December 4: Allee Allumee, night-time manger scene at French Colonial America
- Sunday, December 5: Holiday Christmas Festival
- Friday, December 10: Allee Allumee, night-time manger scene at French Colonial America
- Friday, December 17: Allee Allumee, night-time manger scene at French Colonial America
- Friday, December 31: La Guignolee

TBD

- Museum Learning Center grand opening, April?
- Rural Heritage Day in October?
- French Colonial America Lecture Series, September?
- Plein Air art competition, September 22-26?
- Deja vu Spirit Reunion, October 23?
- Cookie Crumb Trail, November 13?

DAY	DATE	DLY	WKLY	DAY	DATE	DLY	WKLY	February figures
Sunday	Feb. 7	8		Monday	Feb. 15	0		2014 682
Monday	Feb. 8	1		Tuesday	Feb. 16	0		2015 833
Tuesday	Feb. 9	0		Wednesday	Feb. 17	3		2016 1,053
Wednesday	Feb. 10	0		Thursday	Feb. 18	2		2017 1,034
Thursday	Feb. 11	0		Friday	Feb. 19	11		2018 1,237
Friday	Feb. 12	2		Saturday	Feb. 20	29	49	2019 775
Saturday	Feb. 13	13	24	Sunday	Feb. 21	6		2020 518
Sunday	Feb. 14	4		Monday	Feb. 22	7		2021 475



OPERATIONS REPORT – Ste. Genevieve

January 2021

Water Treatment Plant

- Well #4 failed during the early part of the month. Flynn was called in to replace the motor under warranty.
- Addition paint has been ordered to complete the painting inside the plant while weather allows.
- The control power transformer was ordered for High Service pump #3. There will be a delay due to shortage on equipment available. Still waiting
- Peristaltic pump for the lime feed system was rebuilt. The bearings were showing signs of failure. Staff switched to the back up pump during the rebuild.
- All location were checked for proper weatherization.

Wastewater Treatment

- The furnace at the wastewater plant was not working. Staff found a seized bearing on the fan motor and replaced it.
- Upon arrival the operator notices the return pumps were not working properly. The staff investigated and found that the float system was not functioning properly. We ended up replacing a low level float and returned the unit to normal operation.
- Met with the generator inspection company, concerning the onsite power generators. He will be doing a walk through and giving us a estimated cost of inspection and testing fees for each units for budgeting purposes.
- Routine maintenance and inspections were performed as scheduled.



OPERATIONS REPORT – Ste. Genevieve

Treatment

WASTEWATER PLANT EFFLUENT QUALITY

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	5.1	3.0	7.1	N/A
Peak Day	5.5	3.4	7.4	N/A
Percent Removal	98.4%	98.0%		

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	.03
Monthly Average	.03

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- .1.545
 Daily Maximum loading 1415lbs.



OPERATIONS REPORT – Ste. Genevieve

Collection/Distribution

Collections

- Hwy 32 lift station had a busted line inside causing most of the fluid to recirculated. Staff found this during a routine inspection. Repairs were made immediately.
- 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.
- Lift Station #1 electrical drive #2 failed and has had to be replaced. This is the main lift station for the city and was deemed an emergency.
- Staff was called to numerous locations for sewer backups. Though they were not city issues, the staff cleaned the lines for precautionary measures.
- All lift stations were cleaned, inspected and winterized.
- Rags continue to be discharged 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.
- Staff replaced brakes on the 1 ton Chevy truck and complete service.
- Staff installed a hydrant extension on a hydrant on Builtmore St.
- Called to an address in Valle Springs for a leak. Not substantial and will be monitored.
- All remote buildings were cleaned, inspected and winterized.
- Estimates were submitted for the repairs needed to a driveway in St Jude due to a water main break.
- Staff checked heat tape on exposed fixtures to prevent freezing.

Customer Service

- Staff performed 20 line locates.
- Staff performed 51 work orders.
- Disconnects for non-payment 31.
- There were 4 loads of lime purchased.



OPERATIONS REPORT – Ste. Genevieve

Project Updates

- Request for Supervised program was submitted to DNR for approval. This was approved.
- Cochran to be on the agenda for approval for the water main replacement on North Fourth St.

Safety

- Staff received training on Hazard Communication and the Employees Right to Know
- SDS Sheets and their locations were reviewed.
- COVID-19 Briefing

Regulatory

- All testing and reports were submitted on time.
- DNR inspection was completed. The deficiencies include-up and down stream sample site locations(not previously required, but already corrected).

Training

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

Concerns for the Month

- COVID-19
- Colder temps coming

Positive for the Month

- All staff healthy
- Moving forward with water system improvements.