

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – JUNE 13, 2024**

CALL TO ORDER. (6:00 p.m.) President of the Board Alderman Joe Steiger called the regular meeting of the Ste. Geneveive 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:

Alderman Eric Bennett	Alderman Bob Donovan
Alderman Patrick Fahey	Alderman Joe Steiger
Alderman Joe Prince	Alderman Mike Raney
Alderwoman Amie Dobbs	Alderman Jeff Eydmann

Absent: Mayor Brian Keim

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. Ms. Kara Burt, representing the Oktoberfest Festival updated the Board of Aldermen regarding the festival and street closures.

CITY ADMINISTRATORS REPORT. (See attached report.)

STAFF REPORTS.

- David Bova - Assistant City Administrator (see attached report)
- Aaron Smith – Tourism Director (see attached report)
- Kenny Steiger – Fire Chief (see attached report)

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – May 23, 2024
- Minutes – Board of Alderman – Work Session – May 23, 2024
- Approval of a Liquor License for Huasteca Potosina Mexican Restaurant, LLC., 634 Ste. Genevieve Drive.
- Approval of a Liquor License for Brix Urban Winery and Market – 245 Merchant St.

- **STREET CLOSURE REQUEST** – Ste. Genevieve Oktoberfest is requesting street closures for the Oktoberfest celebration that will be held September 14 & 15, 2024. The requested closure is Merchant Street from Front to Dubourg from Friday, September 13 @ 7 p.m. to Sunday, September 15 @ 6 p.m. (Cross Streets will remain open)
- **RESOLUTION 2024 – 29.** A RESOLUTION APPROVING POST PURCHASE - THREE DUMP TRUCKS FROM PURPLE WAVE FOR ONE HUNDRED THREE THOUSAND NINE HUNDRED FIFTY DOLLARS. (\$103,950.00)
- **RESOLUTION 2024 – 30.** A RESOLUTION DECLARING MULTIPLE VEHICLES AND EQUIPMENT FROM THE PUBLIC WORKS DEPARTMENT BE DECLARED SURPLUS PROPERTY AND DISPOSED OF.

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

OLD BUSINESS. None.

NEW BUSINESS.

Approval of a quote from Bader Land Surveying to create the rural coverage map boundaries for the Ste. Genevieve Fire Department in an amount not to exceed eight thousand (\$8,000) dollars. A motion by Alderman Donovan, second by Alderman Eydmann to approve the quote from Bader Land Surveying to create the rural coverage map boundaries for the Ste. Genevieve Fire Department in an amount not to exceed \$8,000.00. Motion carried 8-0.

BILL NO. 4622. AN ORDINANCE AUTHORIZING APPROVAL OF SUPPLEMENTAL AGREEMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT BETWEEN THE CITY OF STE. GENEVIEVE AND SC ENGINEERING, LLC DBA COCHRAN FOR PROFESSIONAL ENGINEERING SERVICES FOR THE ST. MARY’S ROAD SIDEWALK IMPROVEMENT PROJECT TAP-9900(096). 1st & 2nd READING. A motion by Alderman Bennett, second by Alderman Prince, Bill No. 4622 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Alderman. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4622 was placed on its second reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4622 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 Patrick Fahey, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried with an 8-0 vote. Thereupon Bill No. 4622 was declared Ordinance No. 4543 signed by the Mayor and attested by the City Clerk.

BILL NO. 4623. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH KLUESNER CONSTRUCTION, INC. OF KELSO MISSOURI FOR THE “MARQUETTE PARK TRAIL REHABILITATION PROJECT” IN AN AMOUNT OF \$63,063.80. 1st & 2nd READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4623 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Alderman. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4623 was placed on its second reading,

read by title only, considered and passed by an 8-0 vote of the Board of Aldermen. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4623 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 Patrick Fahey, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried with an 8-0 vote. Thereupon Bill No. 4623 was declared Ordinance No. 4544 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business, President of the Board Joe Steiger adjourned the meeting. 6:39 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

June 13, 2024

1. After talking to a couple of website developers about developing a website and then making changes if we adopt new branding from the tourism department, I can see a path for starting work on the city website now and rehauling the look a little whenever the tourism rebranding is completed in FY25. I'll be sending out RFQ's to multiple developers who have contacted us about redeveloping our website and then get a committee together to review their existing websites for government type uses and their statements of qualification. If anyone would like to be part of the future review committee let me know.
2. We were notified by Mississippi Lime on May 31 that MLC is not interested in selling the property for the proposed NW detention basin nor interested in sitting down to discuss an easement/participation in the project.
3. City offices will be closed on Wednesday, June 19, 2024 for the Juneteenth holiday. I will be out of the office the following two days, June 20 & 21.
4. The State sales tax report is out and Ste. Genevieve is a little over 2% ahead of 2023 for city/transportation/capital improvement taxes. The use tax also continues to exceed last year's totals.
5. Please fill out the questionnaire when you have time so I can pass along your thoughts and ideas for improvements to the departments, and other changes you would like to see.



Community Development June 2024 Staff Report 5/4/24 – 6/9/24

Historic Preservation – Heritage Commission

- Meeting – 5/20 – 2 COAs approved by HC; 4 COAs & 2 Attestations approved administratively; 2 COAs denied by HC
- Next meeting – 6/17
- 2024 HP grant application(s) – mobile app walking tour – recommended for funding

Building Department / Code Enforcement

- Occupancy Permits / Inspections 44
- Building Permits Issued 7
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0
- Sidewalks – sidewalk violation letters mailed out 5/24; 16 total properties

Comprehensive Plan Update

- Steering Committee
 - Board rep is Alderman Raney
 - Funnel public input through Comm Dev Dept, committee, or RPC
- Current stage of process is Final Draft
- 1st Draft of Final Plan to Steering Committee this month
- Final Draft to P & Z in July

Planning & Zoning

- No Meeting in June
- Next meeting – TBD (regularly scheduled mtg falls on 7/4)
- July meeting to include Comprehensive Plan

City / County Info

- Assistance with Tourism / EcDev 2024 – Provided 5k in '23, discussion of poss. adding lodging tax to 2024 ballot / discussion of forming a CVB type organization with County & Chamber
- Progress Parkway property – county provided assistance to IDC for infrastructure
- FLAP Grant (N 4th Street) – remains on track for 2025
- 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)
- EV Charging – County is not assisting

- Improvements to Ferry Landing – USCOE will not require permits and have given permission to move forward; plans have been forwarded to Union Pacific & MLC for review; MLC has responded they have no issue with the project; still awaiting UP

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are <50% chance of Minor Flooding in Jun-Jul-Aug
- Current river stage (6/10) is 24.8'; expected to fall to 22' next week.
- Currently Abnormally Dry; state extended Drought Alert thru 9/1/24
- Ferry currently operating

Property Maintenance

- Nuisance Property Issues 5
- Vegetation Nuisance Issues 2
- Code Violation Issues 2
- Sidewalk Issues 1
- 58 S Main – owner has contracted and presented paid contract on 5/13
- 42 S Main – tax sale to be held 8/26; continuing to have vegetation issues

Training 2024

- NAPC Webinar – Assessing & Rehabilitating Structures – completed 1/8
- MML Webinar – AI's Impact on Local Government – completed 1/29
- MDNR Webinar – Paul Bruhn Revitalization Grant Program – completed 2/1
- NPS Webinar – Use of Substitute Materials on Historic Buildings – attended 2/22
- Gordian Webinar – Adopting AI; Innovation in Gov't – attended 3/8

Tourism Report

Objective Overview

Taking action.

Date	June 10, 2024
Visit Widget	<p>Fixing traffic flow...</p> <ul style="list-style-type: none"> ○ Realized ad dollars are not as effective because of website ○ ads drive people to website. website leads to frustration ○ information is hard to update, no clear way to book a stay ○ Website should promote ad to booking conversion ○ Ad sends you to website, website directs you to things to do ○ Makes effectiveness easy to track <hr/> <p>Enter VisitWidget...</p> <ul style="list-style-type: none"> ○ Money already in the budget ○ Makes it easy to interact with all our community assets ○ Makes it easy for audience to interact with what we offer ○ Makes it easy to book a stay and fill up multiple days ○ Gives us a personalized app that can be shared with friends ○ Provides add-ons that are appealing to our history offerings
Content Library	<p>Brought in McDaniels Media Team...</p> <ul style="list-style-type: none"> ○ Media Team came to help us rebuild our photo/video library ○ Interviewed multiple community members from different sectors ○ Photographed models in the shops and taking tours <p>Helps us put best foot forward...</p> <ul style="list-style-type: none"> ○ Want people to see themselves here/relate to the people here ○ Product is vastly better than what we have ○ Adds romanticism
Horizons Grant	<p>French Heritage Festival was this weekend.</p> <p>Pros:</p> <ul style="list-style-type: none"> ○ Used grant money to run Trolley all day, hire a horse and buggy for rides, and brought in many acts to walk the streets and interact ○ The Queen was a hit and brought an entourage from Kirkwood ○ Hannah amassed a number of young people to dress up as well ○ Used grant money to hire videographer that will help us promote ○ Definitely a festival that embodies Ste. Genevieve. I see the pulse. ○ Easy to get grants to help because of cultural significance <p>Cons:</p> <ul style="list-style-type: none"> ○ Poorly attended ○ Feels stale ○ Needs to be reimaged

Upcoming Events

Promenade Des Arts

Honey Festival

Jour de Fete

PROMENADE DES ARTS
2024
STE. GENEVIEVE, MO

JOSEPH
P. VORST

MAKING
OF
AN
AMERICAN
SCENE
PAINTER

6 / 1 4 - 6 / 3 0

*Honey Bee Education
Food + Market Vendors
Honey + Mead Tastings
Costumes + Kid's Activities
Free Family Fun!*

Get ready for the sweetest event of the year! **Harold's Famous Bee Co.** proudly presents our **4th Annual Honey Festival + Market**, inviting nature lovers to immerse themselves in a day of education, shopping, food, music and fun!

Beekeeping Homesteading Sustainability

 **Saturday June 29th**
 **10am to 4pm**

Featuring Special Guest, **Creak Stewart**, Author and Television Host on The Weather Channel (SOS: How to Survive)

Buzzing Traditions. Blooming Wisdom.



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 2024**

Calls for Assistance:

- SGFD responded to **26** emergency calls in **May**.
- The total for this year is **120** calls, up **25** calls from last year.

Staffing:

- SGFD roster is down **5**. **Roster currently at 24 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.
- **Lost a senior firefighter. Moved to Festus.**

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

- **Monthly Training was in SCBA donning, doffing, inspections and emergency operations.**
- **Preplan Training Lutheran Church.**
- **Fire hose demo and training**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
City Council Meeting x2 – **Attended**
Ozark Fire Assoc. 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:

- **Starting into our annual testing of airpacks, pumps and ladders.**

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion. New radio towers are out for bids.
- BI County AFG grant for all new handheld radios submitted. Will probably be 2-3 months before we know anything.

Grants

DPS

2023 DPS Grant

Received notification that the grant program will open soon. I intend to apply again to try to get some of our handheld radios upgraded. This will be a no matching funds grant, the same as the last 2 DPS grants. Grant has been submitted for approximately \$72,000. Grant has been approved. **Radios on order anticipate delivery end of the month or first part of next month.**

2024 DPS Grant

Have started the application for no match required grant for truck intercom systems. This is the same grant that we received all of the radio upgrades from. Application is due June 14th.

ARP Grant

2023

All ordered equipment is in service, and invoices have been turned over to Sue. Working on the closeout process.

2024

I will be applying for all new fire hoses and 8 sets of turnout gear in this year's grant request. This is a 50% match which can be in the form of money or "in kind match". We have budgeted for 4 sets of turnout gear and replacement of our 4-inch large diameter hose. If I write these into the grant, the purchases we were planning to make can be used as our match and would only require additional funding of approximately \$6,000.00 that would be available from the rural fire fund. Grant has been submitted. **Marked as in progress working on hose and turnout gear specs to go for bids.**

County Firefighters Assn.:

- Working on funding a Propane Truck Emergencies Class for the spring. Date Set for June 1st at our station **Hosted the class well attended**

Misc.

PR – Valle Transportation Fair 2 trucks and 6 personnel

First Baptist Church Summer Camp – Wet down the kids 1 truck 2 personnel

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

Approved purchase for new SGPS Early Childhood Center

Installed

Waiting to install keys on Plaza Chiropractic Building on Pointe Basse