

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – June 8, 2023**

**CALL TO ORDER.** Mayor Keim 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 Brian Keim	
Alderwoman Kristi Cleghorn	Alderman Gary Smith
Alderman Eric Bennett (ZOOM)	Alderman Bob Donovan
Alderman Joe Steiger	Alderman Jeff Eydmann
Alderman Mike Raney	Alderman Joe Prince

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

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** None.

**CITY ADMINISTRATORS REPORT.** (see attached report)

**STAFF REPORTS.**

David Bova – Community Development Administrator (see attached report). Alderman Smith requested a list of the property owners that are on the list by ward for the resident sidewalk replacement project along with the total of linear feet. Dave said he can compile it by Ward and leet

Kenny Steiger – Fire Chief (see attached report)

**COMMITTEE REPORTS.** None.

## **PUBLIC HEARING**

A public hearing to consider the Re-Zoning of 51 Ste. Genevieve Drive from and R-1 Single Family District to an R-2 General Residential District was opened at 6:14 p.m. by Mayor Keim. At this time David Bova, Community Development Administrator briefed the Board on the request. With no further questions Mayor Keim closed the public hearing at 6:16 p.m.

**PUBLIC COMMENTS.** None.

## **CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Meeting – May 25, 2023
- Minutes – Board of Aldermen – Work Session – May 25, 2023
- Minutes – Board of Aldermen – Work Session – Closed – May 25, 2023
- **RESOLUTION 2023 – 42.** A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE PURCHASE OF OFFICE FURNITURE FOR THE BOARDROOM FROM MISSOURI VOCATIONAL ENTERPRISES IN AN AMOUNT NOT TO EXCEED \$13,925.00.
- **RESOLUTION 2023-43.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A FARM LEASE AGREEMENT WITH MICHAEL NAEGER FOR AN AGRICULTURAL OPERATION ON CITY OWNED PROPERTY LOCATED ON PROGRESS PARKWAY.
- **RESOLUTION 2023-44.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT WITH J. RUDNY, LLC TO PROVIDE A MAINTENACE AND SUPPORT PACKAGE TO THE VISITSTEGEN.COM WEBSITE.
- **RESOLUTION 2023-45.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH MARK E. TRAUTWEIN TO MAINTAIN FLOOD BUYOUT PROPERTY.
- **RESOLUTION NO. 2023-46.** A RESOLUTION APPOINTING TAYLOR MARBERRY TO THE CITY OF STE. GENEVIEVE TOURISM TAX COMMISSION.
- **RESOLUTION NO. 2023-47.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE TO ESTABLISH ITS INTENT TO CONSTRUCT A ROADWAY EXTENSION OF BASLER DRIVE FROM ITS CURRENT END POINT TO PROGRESS PARKWAY.
- **RESOLUTION NO. 2023-48.** A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH CHARTER COMMUNICATIOANS OPERATING, LLC. TO PROVIDE PHONE SERVICE FOR THE CITY HALL AND POLICE DEPARTMENT.

A motion by Alderman Raney to approve the consent agenda with the removal of Resolution 2023-42 & Resolution 2023-47 for further discussion, second by Alderman Smith. Motion carried 8-0.

**RESOLUTION 2023 – 42. A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE PURCHASE OF OFFICE FURNITURE FOR THE BOARDROOM FROM MISSOURI VOCATIONAL ENTERPRISES IN AN AMOUNT NOT TO EXCEED \$13,925.00.** Alderman Donovan was concerned with the quality of the furniture. City Administrator Welch stated that the chairs were actually brought to City Hall and staff sat in them. Alderman Bennett clarified that this was just for the boardroom. A motion by Alderman Donovan second by Alderman Eydmann to approve Resolution 2023-42. Motion carried 8-0.

**OLD BUSINESS.**

**BILL NO. 4560. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAYNE & DUSTIN MARTIN THAT WILL ALLOW GUEST LODGING AT 495 JEFFERSON STREET. 2<sup>ND</sup> READING.** A motion by Alderman Prince, second by Alderman Smith, Bill No. 4560 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Bennett and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4560 was declared Ordinance No. 4485 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4561. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR THE KNIGHTS OF COLUMBUS COUNCIL 1037 THAT WILL ALLOW A 4' X 10' MONUMENT TYPE, INTERNALLY ILLUMINATED CHANGEABLE SIGN AT 600 MARKET STREET IN A R- 2 GENERAL RESIDENTIAL DISTRICT. 2<sup>ND</sup> READING.** A motion by Alderman Eydmann, second by Alderman Donovan, Bill No. 4561 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4561 was declared Ordinance No. 4486 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4562. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2023 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES. 2<sup>ND</sup> READING.** A motion by Alderwoman Cleghorn, second by Alderman Prince, Bill No. 4562 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4562 was declared Ordinance No. 4487 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4564. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VERN BAUMAN CONTRACTING COMPANY OF STE. GENEVIEVE, MISSOURI FOR THE "BLAIN STREET WATER TANK REMOVAL PROJECT" IN AN AMOUNT NOT TO EXCEED \$35,240.00. 2<sup>ND</sup> READING.** A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4564 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4564 was declared Ordinance No. 4488 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4565. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BALES CONCRETE OF STE. GENEVIEVE, MISSOURI FOR THE INDIVIDUAL PROPERTY OWNER CONCRETE SIDEWALK REPLACEMENT AGREEMENT IN AN AMOUNT OF \$62.83 PER LINEAR FOOT 2<sup>ND</sup> READING.** A motion by Alderman Smith, second by Alderman Prince, Bill No. 4565 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Abstain: Alderman Bob Donovan Motion carried 7-0-0-1. Thereupon Bill No. 4565 was declared Ordinance No. 4489 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4568. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES SECTION 715.050 B. BILLING AND DELINQUENCY AS SET FORTH BELOW. 2<sup>ND</sup> READING.** A motion by Alderman Donovan, second by Alderwoman Cleghorn, Bill No. 4568 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4568 was declared Ordinance No. 4490 signed by the Mayor and attested by the City Clerk.

**NEW BUSINESS.**

**APPROVAL OF THE LOW BID OF JOKERST, INC. FOR THE PROGRESS PARKWAY CRACK SEAL PROJECT IN AN AMOUNT OF \$5,963.00.** A motion by Alderman Prince, second by Alderman Smith to approve the bid of Jokerst, Inc. for the Progress Parkway Crack Seal Project. Motion carried 8-0.

**BILL NO. 4569. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH DONZE CONSTRUCTION, INC. OF STE. GENEVIEVE, MISSOURI FOR THE CITY HALL**

**REMODEL IN AN AMOUNT OF \$349,541.00. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Smith, second by Alderwoman Cleghorn, Bill No. 4569 was placed on its first reading, read by title only, considered and passed by a 7-0-0-1 vote with Alderman Donovan abstaining. A motion by Alderman Prince, second by Alderman Raney to proceed with the second and final reading of Bill No. 4569. Motion carried 6-1-0-1 with Alderman Steiger voting No and Alderman Donovan abstaining. A motion by Alderman Smith, second by Alderwoman Cleghorn, Bill No. 4569 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Gary Smith, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried 7-0-0-1 with Alderman Bob Donovan abstaining. Thereupon Bill No. 4569 was declared Ordinance No. 4491 signed by the Mayor and attested by the City Clerk

**BILL NO. 4570. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH JOKERST, INC. FOR THE WATER MAIN IMPROVEMENTS PROJECT NO. 23-9450 IN AN AMOUNT OF \$342,604.65. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4570 was placed on its first reading, read by title only, considered and passed by a 8-0 vote. A motion by Alderman Smith, second by Alderman Donovan to proceed with the second and final reading of Bill No. 4570. Motion carried 8-0. A motion by Alderman Steiger, second by Alderman Eydmann, Bill No. 4570 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Gary Smith, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4570 was declared Ordinance No. 4492 signed by the Mayor and attested by the City Clerk

**BILL NO. 4571. AN ORDINANCE APPROVING A ZONING CHANGE FROM AN "R-1" SINGLE FAMILY RESIDENTIAL TO AN "R-2" GENERAL RESIDENTIAL FOR 51 STE. GENEVIEVE DRIVE (TRACT 2). 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Smith, second by Alderwoman Cleghorn, Bill No. 4571 was placed on its first reading, read by title only, considered and passed by a 8-0 vote. A motion by Alderman Smith, second by Alderman Prince to proceed with the second and final reading of Bill No. 4571. Motion carried 8-0. A motion by Alderman Prince, second by Alderman Smith, Bill No. 4571 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Gary Smith, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4571 was declared Ordinance No. 4493 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4572. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND EXECUTE A COOPERATIVE AGREEMENT WITH THE STE. GENEVIEVE INDUSTRIAL DEVELOPMENT CORPORATION FOR THE PURPOSE OF OBTAINING FORMAL PROPOSALS FROM DEVELOPERS TO BE PRESENTED TO THE CITY WITH RESPECT TO PROPERTY OWNED BY THE CITY FOR FUTURE RESIDENTIAL DEVELOPMENT. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Donovan,

second by Alderman Smith, Bill No. 4572 was placed on its first reading, read by title only, considered and passed by a 8-0 vote. A motion by Alderman Donovan, second by Alderman Smith to proceed with the second and final reading of Bill No. 4572. Motion carried 8-0. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4572 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Gary Smith, Alderman Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4572 was declared Ordinance No. 4494 signed by the Mayor and attested by the City Clerk.

**RESOLUTION NO. 2023-47. A RESOLUTION OF THE CITY OF STE. GENEVIEVE TO ESTABLISH ITS INTENT TO CONSTRUCT A ROADWAY EXTENSION OF BASLER DRIVE FROM ITS CURRENT END POINT TO PROGRESS PARKWAY.** A motion by Alderman Smith, second by Alderman Donovan to approve Resolution 2023-47. Motion carried 8-0.

**OTHER BUSINESS.** None.

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

**ADJOURNMENT.** With no further business Mayor Keim adjourned the meeting at 6:38 p.m.

Respectfully submitted by,



**Pam Meyer**  
City Clerk

## CITY ADMINISTRATOR REPORT

June 8, 2023 UPDATE

1. Dave Van Leer with Cochran will be presenting their stormwater findings for areas 4 & 5 during the work session on July 13. Area 4 includes the Washington Street/N. Gabouri Creek watershed and area 5 is the sinkhole on the north side of Oakwood in the Pointe Basse Subdivision. Smith and Company, who are doing the subdivision drawings for the Progress Parkway subdivision, are responsible for Area 6 which is the sinkhole on the southside of Oakwood and covers that watershed. They have not given me a date for that study.
2. City offices will be closed Monday, June 19, for the Juneteenth federal holiday.
3. You will receive the budget questionnaire and calendar for the 2023-24 (FY2024) fiscal year at the next meeting. There are some open-ended questions about what you would like to see us focus on for the next budget year and a calendar of how we'll proceed putting the budget together for adoption in September.
4. A couple of engineering projects are getting closer to completion so we can look at bidding out for the work. One is N. 4<sup>th</sup> St. between Washington and LeCompte. There is a stormwater ponding issue we want resolved before we overlay the last section of that street. Plans are about ready for bidding the sidewalk/stormwater system on Jefferson next to N. 4<sup>th</sup> St. Cochran is working up the cost for construction and we can look at working that into our street budget.
5. We have been dealing with an email issue that is stopping our stegenevieve.org emails from going to gmail accounts. We have been pushing Forward Slash and CBSI to resolve the issue and have talked to both about the problem. Problem resolved.
6. Insurance coverage renewals will be coming to the board at the next meeting for liability/casualty/worker's compensation. We have a meeting Wednesday, 6/14, with Lakenan to look at the numbers. There are no savings with worker's compensation which is increasing about 7%.
7. We have begun requiring residential water customers to sign a waiver form for release of their information to a third party so we follow the requirements of protected personal information passed in 2022 by the State. This relates to title searches as well as assistance for water/sewer customers.



## Community Development June 2023 Staff Report 5/9/23 – 6/5/23

### *Historic Preservation – Heritage Commission*

- Next meeting – 6/26
- Historic Preservation Grant – Vendor contracted; Date of event – 9/30-10/1
- Paul Bruhn Historic Revitalization Grant – awaiting notification

### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 32
- Building Permits Issued 4
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 1
- Special Use Permits 0
- New permitting software RFP – begin implementation this week
- Sidewalk violations – city property work to begin this month; non-city properties will be prepped (mark sidewalk areas, walk w/ contractor) after city properties complete.

### *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 Vision Development

### *Planning & Zoning*

- Meeting – 6/1 – 1 Re-Zoning approved for recommendation
- Next meeting – 7/6

### *City / County Info*

- Assistance with Tourism funding 2023 – budget of 5k; could consider more
- Progress Parkway property – pre-engineering complete; county assistance offered & in discussion
- FLAP Grant (N 4<sup>th</sup> Street) – remains on track for 2025
- 911 updates – county passed 3/8 cent sales tax – predicted to produce \$600k annually – county establishing 911 Board who will oversee 911 tax dollars

### *Board of Adjustment*

- Nothing new to report



***Floodplain Management***

- Current long range forecasts are <50% chance of flooding in Jun-Jul-Aug.

***Property Maintenance***

- Nuisance Property Issues 7
- Vegetation Nuisance Issues 14
- Code Violation Issues 2
- Sidewalk Issues 16 (5 are City owned)

***Training 2023***

- CLG Updates – Mo SHPO – completed 1/23
- Winter Walking Safety for Employees – Zywave – completed 2/6
- NPS Interpretation Workshop – attended 2/22
- NAPC – Preservation Planning – attended 3/23
- NAPC – Preservation Planning Pt. 2 – attended 4/13
- SEMA – Ransomware Table Top – attended 5/18
- Zywave – Anti-Bullying in Workplace – completed 6/2

# Ste. Genevieve Fire Department

Ken Steiger Fire Chief  
165 South 4<sup>th</sup>. 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

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## Monthly Operations Report

Date: **May, 2023**

### Calls for Assistance:

- SGFD responded to **14** emergency calls in **May**
- Total for this year is **95** calls, **up 6** 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 Mayday and RIT Operations**
- **Preplan Training was Stay 'N' Play.**
- We have 4 in Fire Fighter 1 & 2 certification classes in Cape. They report everything is going well. **Passed all practical testing, will be taking the written test for state certification June 6th.**

### Meetings Attended

Bi County Chiefs Meeting – **Attended**  
City Council 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:

- **Because we are a government fire operation, we are except from annual vehicle inspections. We had a Mo State Highway Patrol officer (who is on our dept.) do an inspection on our vehicles and found some safety issues that have been fixed.**

### Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion.
- Applying for a regional grant for radio replacement in the next AFG application period in progressing. **Forwarded the first round of requested information on budgets, call load and personnel.**

## Grants

### 2022 DPS Grant application

I have applied for a \$43,000 no match grant for radio replacement

I received notification that the grant request for \$43,000 for radio equipment was fully funded. The State has given permission to order the radios. **Radios have been ordered.**

### 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. **Was able to complete the grant with about 3 minutes to spare. Grant has been submitted for approximately \$72,000**

### ARP Grant

There is a maximum of \$20,000 and our match will be 50% of the amount requested. I am asking permission to proceed with the grant request with the amount not to exceed \$20,000 with a required match not to exceed \$10,000. The required match funding will be available from our rural fire fund. **Have the permission from grant administrator to proceed with bids and approval. Working on bids now. Will bring to board for approval soon.**

### County Firefighters Assn.:

- Still working on getting a Propane Emergencies Class scheduled. Scheduled for September 9th

### Local & State Mutual Aid:

- Nothing to report

### Misc.

- **Participated in the annual "Mock Accident" at SG High School**
- **Did our annual "Hose down the kids" at the end of school SG Elementary.**

### 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

### Installed