

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – OCTOBER 10, 2024
CITY HALL - 165 S. FOURTH STREET**

CALL TO ORDER. Mayor Brian 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 Amie Dobbs	Alderman Bob Donovan
Alderman Eric Bennett	Alderman Joe Steiger
Alderman Jeff Eydmann	Alderman Mike Raney (by zoom)
Alderman Joe Prince	Alderman Patrick Fahey

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. None.

CITY ADMINISTRATORS REPORT. (See Attached)

STAFF REPORTS.

- DAVID BOVA – ASSISTANT CITY ADMINISTRATOR (See Attached)
- KENNY STEIGER – FIRE CHIEF (See Attached)
- AARON SMITH – TOURISM DIRECTOR (See Attached)

PUBLIC COMMENTS. Mr. Robert Browne, 498 Merchant Street presented a plaque to Chief Crump and wished him well with his new job.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – September 26, 2024
- Minutes – Board of Aldermen – Work Session – September 26, 2024
- Minutes – Board of Aldermen – Closed Session – September 26, 2024.
- **RESOLUTION NO. 2025-02.** A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, CLEAN WATER STATE REVOLVING FUND PROGRAM FOR AN ENGINEERING

SERVICES GRANT UNDER THE MISSOURI CLEAN WATER LAW (CHAPTER 644, RSMO.).

- **RESOLUTION 2025 – 03.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT FOR THE STE. GENEVIEVE FIRE DEPARTMENT TO APPLY FOR A 2024 MISSOURI DEPARTMENT OF CONSERVATION (MDC) GRANT IN THE AMOUNT OF \$9,145.00.

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

OLD BUSINESS.

BILL NO. 4640. AN ORDINANCE CALLING FOR THE GENERAL ELECTION OF OFFICERS OF THE CITY OF STE. GENEVIEVE, MISSOURI TO BE HELD APRIL 8, 2025 AND PROVIDING NOTICE TO THE GENERAL PUBLIC. 2nd READING. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4640 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 Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried with an 8-0 vote. Thereupon Bill No. 4640 was declared Ordinance No. 4561 signed by the Mayor and attested by the City Clerk.

BILL NO. 4641. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES WITH COCHRAN ENGINEERING FOR A CITY WIDE PAVING PROGRAM. 2nd READING. A motion by Alderman Bennett, second by Alderman Donovan, Bill No. 4641 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 Eric Bennett, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried with an 8-0 vote. Thereupon Bill No. 4641 was declared Ordinance No. 4562 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

JASON STACKLE IS APPEALING THE DECISION OF THE STE. GENEVIEVE HERITAGE COMMISSION TO REPLACE THE WOOD WINDOWS WITH VINYL WINDOWS AT 147 N. THIRD STREET. David Bova presented the information to the Mayor and the Board regarding the appeal by Mr. Stackle. Mr. Stackle's original request was to replace all the windows with vinyl. Since being denied by the Heritage Commission Mr. Stackle is willing to replace the front windows with wood windows and the rest of the windows would be vinyl. This would still preserve the character defining features of the historic building. A motion by Alderman Fahey, second by Alderman Steiger to deny Mr. Stackle's appeal based on the understanding that Mr. Stackle would make an amended request to the Heritage

Commission that would be for the wood windows in the front and the remainder of the windows vinyl. Motion carried 8-0.

Request from the Patrick Fahey to use Front St. City Property for food truck parking for the “Front Street Antique Festival” to be held on Saturday, October 26, 2024. A motion by Alderman Steiger, second by Alderman Prince to approve the request for the use of City property on Front Street. Motion carried 7-0-0-1 with Alderman Fahey abstaining.

RESOLUTION 2025-01. A RESOLUTION RE-APPOINTING BECKY WELCH TO THE STE. GENEVIEVE HOUSING AUTHORITY BOARD. A motion by Alderman Bennett second by Alderman Donovan to approve Resolution 2025-01 re-appointing Becky Welch to the Ste. Genevieve Housing Authority Board. Motion carried 8-0.

BILL NO. 4642. AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A ONE YEAR ORDER FORM WITH PLACER LABS, INC FOR VISITOR ANALYTIC DATA. 1ST READING. A motion by Alderman Steiger, second by Alderman Eydmann, Bill No. 4642 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

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. 1ST READING. A motion by Alderman Steiger, second by Alderman Donovan, Bill No. 4643 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

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. 1ST READING. A motion by Alderman Steiger, second by Alderman Prince, Bill No. 4644 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

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. 1ST READING. A motion by Alderman Donovan, second by Alderman Bennett, Bill No. 4645 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

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. 1ST READING. A motion by Alderman Ranye, second by Alderman Prince, Bill No. 4646 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

OTHER BUSINESS. Mayor Keim reported that the Riverdogs Baseball Club will be fixing up what is known as Betty's Field in Pere Marquette Park so that they can use it for games and practices. This will be at no cost to the City and it was approved by the Park Board at their last meeting. The city will continue to cut the grass but will not maintain the field itself.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Keim adjourned the meeting at 6:48 p.m.

Respectfully submitted by,

A handwritten signature in black ink that reads "Pam Meyer". The signature is written in a cursive style with a large, looping "M" and a long tail on the "y".

Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

October 10, 2024

1. We have started work with the Southeast Regional Planning Commission on the 5 year Hazard Mitigation Plan for City of Ste. Genevieve and other government jurisdictions. This will entail two more meetings with the final draft submitted to federal government. Without one we would not be able to apply for assistance in case of a disaster.
2. The Community Services Forum Drug Take Back collection day at the fire house is Saturday, October 26 from 9a to 12n.
3. City hall will be hosting the next candidate forum Wednesday, October 16 at 6p in the boardroom.
4. We have started meetings to create a new city hall website with no issues to report at this point. We're going to be choosing colors, styles, webpage layouts and more over the next couple of weeks and everything is well organized by Apptegy, our website developer and host.
5. I'm meeting with an engineer Thursday to look at the second phase of the trail at Pere Marquette Park. This section will include inclines that may require some different routing so we can keep within federal accessibility regulations.
6. Jokerst will be mobilizing to N. 4th St. on Monday and start road work.
7. We will get our skid steer back next week after it has been in the shop after an engine fire damaged it. Insurance has picked up the tab minus the deductible with a total cost of \$28,000.



Community Development October 2024 Staff Report

9/7/24 – 10/3/24

Historic Preservation – Heritage Commission

- Sept. mtg – approved 2 COAs & denied 1 COA; admin. approval of 1 COA & 4 attestations
- Appeal of SGHC035-24 decision – BOA 10/10
- Next meeting – 10/21
- 2024 HP grant application – mobile app walking tour – recommended for funding

Building Department / Code Enforcement

- Occupancy Permits / Inspections 22
- Building Permits Issued 36 (63 roof permits)
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0
- Sidewalks – 9 completed repairs; 2 on track to complete; 4 to get bids for abatement
- Building Code – have begun process to adopt 2021 codes

Comprehensive Plan

- Comp plan committee met – will meet again in 3 months
- Plans are to provide advice / guidance to staff / boards / commissions based on comp plan focus

Planning & Zoning

- No Oct meeting
- Next meeting – 11/7

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
- 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)
- EV Charging – County is not assisting

- 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 15% chance of Minor Flooding in Oct-Nov-Dec.
- Current long range forecasts also show 7% chance of moderate flooding in Oct-Nov-Dec.
- Current river stage (10/3) is 3.00'; expected to fall to 1.5' by end of next week.
- Ferry is currently operating but only Fri – Sun.

Property Maintenance

- Nuisance Property Issues 7
- Vegetation Nuisance Issues 9
- 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: **September 2024**

Calls for Assistance:

- SGFD responded to **25** emergency calls in **September**.
- The total for this year is **204** calls, **down 6** 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 Rural water supply and drafting**
- **Extra training on Water Rescue at the water park**
- **No Preplans due to holiday**
- **We had people attend a 16 hour advanced Auto Extrication Class**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
City Council Meeting x2 – **Attended**
Ozark Fire Assoc. Meeting – **Attended**
SGFD Officer's 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:

- **7161 our 2008 Rescue has 2 engine codes and has gone into limp mode several times in the last couple of weeks. Will be making an appointment with Tag Truck repair asap.**
- **7141 our 1993 pumper has an air leak on the pump transfer case. Repaired**

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion. New radio towers are being installed.

- BI County AFG grant for all new handheld radios submitted. Will probably be 2-3 months before we know anything. Nothing to report.

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 are in and being programed, repeaters will need to be installed in trucks. **Should be installed this week**

ARP Grant

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. Turnout gear on order. **Got all the information ready to go out for bids. Anticipate going out for bids in the next week or 2.**

2024 Mo Department of Conservation Grant

I have a request in for approval to apply for the annual conservation grant. If approved, we plan to apply for a premade skid unit for our atv. The current skid unit was pieced together with limited capabilities. This unit will improve our efficiency on brush fires and has a built-in stretcher carrier should we need to transport a victim. 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.

County Firefighters Assn.:

- Nothing to report

Misc.

Took a truck out to the golf course for the annual Backstopper's Golf Tourney. Our fireman's fund also sponsored a team in the tourney.

Tourism Report

Aaron Smith | Sep 10, 2024



The News

Small-Town Showcase Top Five

The results are in. Ste. Genevieve is one of the top-five communities in MO Humanities' Small Town Showcase. We will receive a video featuring our town, participation in a round-table style podcast, features in the MO Humanities publication as well as a highlight reel at their gala. Congratulations to everyone in the community. It really helps to have other organizations spread the word on the community and we'll use this platform to talk about the momentum we have as a city right now.

New Budget Year is Here

The new budget year is here and that means new partnerships with new organizations providing new services. Part of my budget pitch was to add Placer AI and a grant writer to the toolchest. Those contracts will be coming up for ratification this meeting. As a refresher, Placer AI is a phone-tracking software that gives you a more accurate count of visitors any given day, week, or year. You can tell

where they're coming from, where they started their trip, and can even show how many people were tracked in a specific area of town on a given day. It's going to be a very helpful metric for us to track the effectiveness of our tourism dollar. It'll add a level of transparency to my position we haven't had before.

For the grant writer, I was looking for someone that can help us not only identify grants we're missing out on locally, but grant funding from Nation-wide companies and the federal government. I reached out to a grant-writer I've worked with in the past, Stephen Dotson. He helped me in building the mission and the programming for the nonprofit I started in California. He's great at building the foundational language for the types of projects you're pitching that will make attaining a grant much easier, and he will help us implement and follow-through with all the reporting once we obtain one. Seeing as I have a lot of overlap with David Bova's department and being that the Comp Plan mentions grant funding multiple times as part of the strategy, I brought him in to interview Stephen with me. Stephen provided his professional qualifications, as well as work he's done in the past. We met with him twice. During the second meeting, he gave us a free consultation on several projects we could seek grant funding for. This contract would be for a preliminary 30 hours of work in which we can test the viability of having these services. After the year is up, we can reassess.

Beginning of 2025

By January of this budget year, we should have a new brand for the city, refreshed functionality and a new look to the website, and a visitor's app for tourists. Not only is it an exciting way to capture the new optimism spreading across town, but it will help us address many defects in our visitor experience. I keep hearing about information being misrepresented on our website. Two of the new features we're adopting will allow individual businesses to update their own listing on our website, and an "events" catalog that pulls from different internet sources, websites, Facebook, Eventbrite, to keep an accurate, up-to-date list of events that includes county entities as well.