

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – APRIL 14, 2022**

**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	
Alderwoman Susan Johnson	Alderman Mike Raney
Alderman Jeff Eydmann	Alderwoman Ashley Armbruster
Alderman Mike Jokerst	Alderman Joe Prince

Absent: Alderman Gary Smith  
Alderman Robert Donovan

**APPROVAL OF AGENDA.** A motion by Alderman Jokerst, second by Alderwoman Johnson to approve the agenda as presented. Motion carried 6-0-2 with Alderman Donovan and Alderman Smith absent.

**CERTIFICATION OF ELECTION RESULTS.** A motion by Alderman Eydmann, second by Alderman Jokerst to approve the certification of the Election Results from County Clerk Sue Wolk for the April 5, 2022 General Municipal Election. Motion carried 6-0-2 with Alderman Donovan and Alderman Smith absent. (Copied attached to minutes.)

**SWEARING IN OF NEW MEMBERS.** At this time City Clerk Pam Meyer swore in the new members of the Board, Alderwoman Kristi Cleghorn, Alderman Jeff Eydmann and Aldermen Joe Prince. Alderman Donovan was absent and will be sworn in prior to the next regular scheduled Board of Aldermen meeting.

**ROLL CALL.** A roll call by City Clerk Pam Meyer showed the following members present:

Mayor Paul Hassler	
Alderwoman Susan Johnson	Alderman Mike Raney
Alderman Jeff Eydmann	Alderwoman Ashley Armbruster
Alderman Mike Jokerst	Alderman Joe Prince
Alderwoman Kristi Cleghorn	

Absent: Alderman Robert Donovan

**ELECTION OF PRESIDENT OF THE BOARD OF ALDERMEN.** A motion by Alderwoman Armbruster nominating Alderwoman Johnson for President of the Board. With no further nominations motion carried 7-0-1 with Alderman Donovan absent.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** None.

**CITY ADMINISTRATORS REPORT.** (See Attached Report)

**STAFF REPORTS.**

**Jeffrey Wix – Tourism Director** - At this time City Administrator Happy Welch presented the Tourism report on behalf of Mr. Wix. (copy attached)

**Dave Bova – Community Development Administrator** (copy attached)

**Kenny Steiger – Fire Chief** - At this time City Administrator Welch presented the fire departments report on behalf of Chief Steiger. (copy attached)

**COMMITTEE REPORTS.** None.

**PUBLIC COMMENTS.** At this

**CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Meeting – March 24, 2022
- **RESOLUTION 2022-43** – A RESOLUTION OF THE CITY OF STE. GENEVIEVE MISSOURI REVISING THE CREDIT CARD POLICY AND PROCEDURES MANUAL
- **RESOLUTION 2022-44** – A RESOLUTION APPOINTING WHITNEY TUCKER TO THE STE. GENEVIEVE HERITAGE COMMISSION.
- **RESOLUTION 2022-45** – A RESOLUTION APPOINTING AMANDA HUTCHINGS TO THE STE. GENEVIEVE PLANNING AND ZONING COMMISISON.

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

**OLD BUSINESS.** None.

**NEW BUSINESS.**

**BILL NO. 4486. AN ORDINANCE VACATING ALL THAT PART OF THE TWELVE (12) FOOT ALLEY LOCATED WITHIN BLOCK NUMBER 2 OF ZIEGLER'S ADDITION TO THE CITY OF STE. GENEVIEVE, STE. GENEVIEE COUNTY, MISSOURI, FROM THE NORTH RIGHT-OF-WAY LINE OF ZIGLER STREET EXTENDING NORTHWEST TO THE SOUTH RIGHT-OF-WAY LINE OF LAHAYE STREET. 1<sup>ST</sup> READING.** A motion by Alderman Jokerst,

second by Alderman Prince, Bill No. 4486 was placed on its first reading, read by title only, considered and passed by 7-0-1 vote of the Board of Aldermen with Alderman Donovan absent.

**BILL NO. 4487. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VERN BAUMAN CONTRACTING COMPANY FOR THE WATER MAIN REPLACEMENT – 4<sup>TH</sup> STREET & MAIN STREET CREEK CROSSING PROJECT IN AN AMOUNT OF \$526,794.00. 1<sup>ST</sup> & 2<sup>ND</sup> READING**

A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4487 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Donovan absent. A motion by Alderwoman Johnson, second by Alderman Prince to proceed with the second and final reading of Bill No. 4487. Motion carried 7-0-1 with Alderman Donovan absent. A motion by Alderman Eydmann, second by Alderman Prince, Bill No. 4487 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderman Eydmann, Alderwoman Johnson, Alderwoman Cleghorn, Alderman Prince and Alderman Jokerst. Nays: None Absent: Alderman Donovan. Motion carried 7-0-1. Thereupon Bill No. 4487 was declared Ordinance No. 4408 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4488. AN ORDINANCE AUTHORIZING THE TOURISM DIRECTOR TO EXECUTE A CONTRACT FOR OUTDOOR ADVERTIZING WITH ROBINSON OUTDOOR. 1<sup>ST</sup> & 2<sup>ND</sup> READING.**

A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4488 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Donovan absent. A motion by Alderwoman Johnson, second by Alderman Jokerst to proceed with the second and final reading of Bill No. 4488. Motion carried 7-0-1 with Alderman Donovan absent. A motion by Alderwoman Johnson, second by Alderwoman Armbruster, Bill No. 4488 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderman Eydmann, Alderwoman Johnson, Alderwoman Cleghorn, Alderman Prince and Alderman Jokerst. Nays: None Absent: Alderman Donovan. Motion carried 7-0-1. Thereupon Bill No. 4488 was declared Ordinance No. 4409 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4489. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A REVISED COOPERATIVE AGREEMENT WITH STE. GENEVIEVE COUNTY FOR THE COLLECTION OF CITY TAXES. 1<sup>ST</sup> & 2<sup>ND</sup> READING.**

A motion by Alderwoman Armbruster, second by Alderman Price, Bill No. 4489 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Donovan absent. A motion by Alderwoman Johnson, second by Alderman Prince to proceed with the second and final reading of Bill No. 4489. Motion carried 7-0-1 with Alderman Donovan absent. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4489 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderman Eydmann, Alderwoman Johnson, Alderwoman Cleghorn, Alderman Prince and Alderman Jokerst. Nays: None Absent: Alderman Donovan. Motion carried 7-0-1. Thereupon Bill No. 4489 was declared Ordinance No. 4410 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 Hassler adjourned the meeting at 6:33 p.m.

**Respectfully submitted by,**



**Pam Meyer  
City Clerk**

**Sue Wolk**  
**Ste. Genevieve County Clerk**

55 S. THIRD ST, ROOM 2  
 STE GENEVIEVE MO 63670  
 PHONE: 573-883-5589  
 FAX: 573-883-7202

**CERTIFICATION OF ELECTION RESULTS BY COUNTY CLERK**

TO: Pam Meyer, City Clerk for the City of Ste. Genevieve

The following is an Official Certification of Election Results of the **General Municipal Election** held in Ste. Genevieve County on **April 5, 2022**.

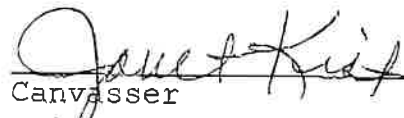
And having compared the record of the Precinct Returns and Tally Sheets made by the Election Judges and having corrected any discrepancies, do hereby certify the following Abstract of Votes Cast.

<u>Alderman Ward 1 - 2 yr. term</u>	<u>Votes</u>
Kristi Cleghorn	111
<u>Alderman Ward 2 - 2 yr. term</u>	
Robert "Bob" Donovan	112
<u>Alderman Ward 3 - 2 yr. term</u>	
Jeff Eydmann	174
<u>Alderman Ward 4 - 2 yr. term</u>	
Joseph D. (Joe) Prince	160

**Certificate of Election Results**

I, Sue Wolk, County Clerk/Election Authority of Ste. Genevieve County, Missouri, do hereby certify that the following is a full and accurate return of all votes cast for all issues at said election as certified to me by the duly qualified and acting judges of said election.

  
 Canvasser

  
 Canvasser

**Sue Wolk**  
**Ste. Genevieve County Clerk**

Certified this 8<sup>th</sup> day of April 2022.

(SEAL)

*Sue Wolk*

---

Sue Wolk  
County Clerk/Election Authority  
County Ste Genevieve, State of Missouri

## CITY ADMINISTRATOR REPORT

April 14, 2022 UPDATE 1

1. With our ACH option for water/sewer bill payments stopping, we have had to add another 350 allowable users on Front Desk to accommodate those who want to use the billing/payment software. Our initial setup was 500 users so now we are around 1/2 of bill payers at this point. Staff has been calling everyone that didn't respond to our letter last year to warn them that ACH will discontinue for free from our software company. We have about 60 customers we have not been able to contact (bad phone numbers) and they will not see a withdrawal from their account this month. We will be leaving notes at their homes to try and reach them.
- ~~2. The health committee has been unable to meet due to scheduling conflicts with our insurance provider. We hope to meet soon to review health insurance options if we need to make some adjustments and talk about the employee portion of the insurance premium.~~
3. We received over 2 inches of rain on May 30<sup>th</sup> over a 12-24 hour period and our system was able to maintain that to a point. Ditches were full next to Shuh's, on Scott Street, behind Pointe Basse Subdivision, and off Market Street, but not over. Stormsewer committee met with a prospective consultant and will meet with a second consultant on April 27 with a recommendation in May.
4. The building committee finalized the plan ideas for the board room so Mr. Bacon is moving forward with drafting plans for bid.
5. With our new email service through Office 365 I hope everyone has had a chance to sign in, change the password, try it out on a desktop or phone. It is important that board members use that email so we follow the Sunshine Law and Secretary of State's recommendation for email retention and archiving which was one of the goals set when I first arrived. Forward Slash highly recommends using this email for any and all city business and forwarding your other emails to the stegenevieve.org one.
6. More remodeling starting Monday at the Welcome Center for the National Park Service. They are redesigning the front counter by removing the glass cases and partial wall then moving the new desk area from the back to the front. Then there will be some reshuffling of displays as well as a new kiosk area for city information. I am working with Steve Bacon to get plans going for new lighting and covering the skylights, but he's been a little busy.
7. The health insurance committee will meet Monday 4/18 with Lakenan Insurance to review the rates for the health plan they will propose and the group will bring a recommendation to the board on April 28.
8. We will be part of the monthly Chamber of Commerce Leadership programs next Wednesday, 4/20. We'll tour the facility, have presentations from staff, go through the budget process and then I'll keep them longer with a work session. Our program will be in the afternoon.
9. I will be submitting the first year report this weekend as required by the Treasury Department for the ARPA State/Local Fiscal Recovery Funds (SLFRF). We have to obligate funds by the end of 2024 and expend the money by the end of 2026.



## TOURISM REPORT

*For Ste Genevieve Board of Aldermen*

April 10, 2022

### OVERVIEW

#### **Shop Hop**

- Saturday March 26<sup>th</sup>
- Sales & Discounts at local shops
- Live music, door prizes, raffles and the Easter Bunny

#### **Marketing Workshop**

- Wednesday March 30<sup>th</sup>
- Held at City Hall
- Attendees represented various categories
- Businesses outside the city participated

#### **Taste of Ste Genevieve**

- Hosted by Friends of *Ste Genevieve County Memorial Hospital*
- Community Center
- Saturday night April 9<sup>th</sup> 6 - 9:30pm
- Fundraiser which showcased food and beverages from Ste Genevieve and surrounding area

#### **StG Gravel Classic**

- *Ste Genevieve County Memorial Hospital* partnered with the tourism department to cross promote both events
- Friday April 8<sup>th</sup>, 5-8 pm participants picked up packets which included event information, tourism information and the opportunity to purchase tickets to the Taste of Ste Genevieve event
- StG Gravel Classic event start on Saturday April 9<sup>th</sup> at 8am
- Approximately 400 cyclists registered
- The event attracted an estimated 1,000 people directly related to the event
- Many area businesses opened early
- Area businesses donated items for baskets representing Ste Genevieve which were given to winners in 5 categories
- Area business were also vendors





**Missouri Tourism Road Show**

- Reschedule for May 24<sup>th</sup>
- Being held at the Community Center

**Publicity**

- Ste Genevieve is a finalist in a reader’s poll by *St Louis Magazine* called the **A List 2022**
  - Ste Genevieve is one of five (5) finalists for top weekend destination (Lake of the Ozarks, Big Cedar Lodge, Innsbrook, Hermann)
- More than 77,000 nominations for more than 200 categories
- Voting continues through April 18<sup>th</sup>

WELCOME CENTER

**Visitors**

- Comparison
  - 2021 March– **1058**
  - 2022 March total – **1263**
- Two staff members have submitted letters of resignation
  - National Park Service will cover daily duties (currently covering Sundays)
  - French Colonial Life staff and various others have volunteered, if needed

MARKETING

*Social Media*



Total Facebook Pages “Likes”= **13,565**

Total Facebook Pages “Followers”= **14,017**

Facebook comparisons

Category	Month (March 11 - April 7)	Week (April 1 -7)
Post Reach	131,012 (32%)	58,392 (45%)
Post Engagement	11,521 (8%)	3609 (-30%)
New Page Likes	112 (-13%)	33 (74%)
Page Views	698 (-10%)	210 (9%)



## UPCOMING EVENTS

### **Celebrating Audubon's Legacy**

- Sponsored by the Ste Genevieve Art Guild
- Friday, Saturday, and Sunday April 22- 24
- A musical titled "Hope Is A Shy Bird" by the Ste Genevieve Theatre Guild
- Exhibits of birdhouses made by local residents
- Bird Walk

### **Ecole du Soldat**

- Friday, Saturday, and Sunday April 22- 24
- Felix Valle House

### **Living History Saturdays**

- French Colonial Life
- Begins May 7<sup>th</sup> through September
- Saturdays 11am - 3pm



## Community Development April 2022 Staff Report 03/07/22 – 04/07/22

### *Historic Preservation – Heritage Commission*

- Meeting – 3/21 – Approved 4 COA's; 3 COA's approved administratively
- Next meeting – 4/18
- No updates on 2 Historic Preservation Fund grants - 1 Outreach & 1 Survey

### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 42
- Building Permits Issued 13
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0
- Continuing process to include Tiny Homes in zoning code
- Received 1 application for sidewalk repair reimbursement

### *Comprehensive Plan Update*

- Steering Committee established
  - Board reps are Alderman Raney & Alderwoman Johnson
  - Funnel public input through me, committee or RPC
- Current stage of process is Data Collection
  - Local collection (“on the ground”) near completion

### *Planning & Zoning*

- No April meeting – next scheduled meeting is May 5<sup>th</sup>

### *Board of Adjustment*

- Nothing new to report

### *Floodplain Management*

- Nothing new to report

### *Property Maintenance*

- 2018 Focus Properties Remaining 4
- Nuisance Property Issues 8
- Vegetation Nuisance Issues 0
- Building Code Violation Issues 2

***Training 2022***

- Short Term Rentals and Government webinar – Granicus – completed 12/7
- Re-Districting Webinar – MML – completed 12/7
- Floodplain Development Permits Update – SEMA – completed 1/20
- Post-Disaster Responsibilities – SEMA – completed 2/10
- SEMA / FEMA Substantial Damage – completed 2/17

# 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](mailto:sgfd7101@gmail.com)  
Cell Phone: 573-883-0615

---

## Monthly Operations Report

Date: **March, 2022**

### Calls for Assistance:

- SGFD responded to **22** emergency calls in **March**
- Total so far this year are **58** calls, **up 18** calls from last year

### Staffing:

- SGFD roster is down **3**. Due to the fireman being volunteer, openings will occur
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if Interested
- **We have signed on 2 new members.**

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

- **Monthly Training was Interior search and rescue with ladders**
- **Did our monthly preplanning meeting on the county jail**
- **We hosted the University of Missouri "Grain Bin Rescue Class"**

### Meetings Attended

Ozark Firefighters meetings – **Attended**  
Bi County Chiefs Meeting - **Cancelled**

### Technical Rescue: (FYI, all Tech Rescue training is done after hours or on weekends in addition to regular monthly training)

- Nothing to report

### Facility:

### Apparatus & Equipment Maintenance:

The new brush truck switch over has begun.

### Fire Radio

- Radio grant funding has been approved and released working on the purchase now. **Radios have been ordered. It appears that one of the other grant recipients was disqualified due to not following the rules for purchasing. The committee is looking into and will vote soon on dividing that grant among the rest of the recipients. This could mean an additional radio being purchased and installation being paid for.**
- St Francis County 911 radio survey  
Nothing to report

Building and Grounds

**Roof Repairs**

**We have written new specs for the repair and will be advertising for bids in the next week.**

Grants

We received the Missouri Dept of Conservation Grant. This grant is a 50% match. Our Match for the grant is \$3,746.87. This amount is available in the Rural Fire Account. We have received some of the equipment and the rest is on order with no arrival ETA.

Community Foundation Grant

We have been informed there is some money left in the account and they will be accepting new grant applications by April 2, 2022. I plan to apply for a grant for the City Fire Department and for the Ste Genevieve County Tech Rescue Team. This is a "No Matching Fund Grant Application"

**Applications have been made for the City Fire Department and the County Technical Rescue Team**

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

- **We had our annual awards supper and the following awards were presented.**
  - Fire Chief's Award for Extra Service**
    - Justin Donovan**
    - Charlie Wibbenmeyer**
    - Owen Roth**
  - Years of Service Awards**
    - Bill Holst 10 years**
    - Carl Bone 15 Years**
    - Gray Roth 30 years**
    - Ken Steiger 35 Years**
  - Fire Fighter of the Year**
    - Owen Roth**

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

American Custard

Recent Installs

None