

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – APRIL 27, 2023**

CALL TO ORDER. Mayor Keim called the meeting 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 Eric Bennett |
| Alderman Joe Prince | Alderman Joe Steiger |
| Alderman Mike Raney | Alderman Bob Donovan |
| Alderman Gary Smith | |

Absent: Alderman Jeff Eydmann

APPROVAL OF AGENDA. A motion by Alderman Bennett, second by Alderman Donovan to approve the revised agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. See Attached Report

STAFF REPORTS.

David Bova – Community Development Administrator (See Attached Report)

Jasen Crump – Police Chief (See Attached Report)

Steve Wilson – Alliance Water Resources (See Attached Report)

COMMITTEE REPORTS. None.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen - Regular Meeting – April 13, 2023
- Treasurer’s Report – March 2023

- **RESOLUTION 2023 – 29. A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A COST PROPOSAL FOR 2023 ASPHALT OVERLAY TESTING SERVICES WITH COCHRAN ENGINEERING.**
- **RESOLUTION 2023 – 30. A RESOLUTION APPOINTING BILL HART TO THE STE. GENEVIEVE HERITAGE COMMISSION.**
- **RESOLUTION 2023 – 31. A RESOLUTION APPOINTING THOMAS HOOPER TO THE STE. GENEVIEVE HERITAGE COMMISSION.**
- **RESOLUTION 2023 – 32. A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH STEPHEN P. TUCKER, JR. TO MAINTAIN FLOOD BUYOUT PROPERTY.**
- **RESOLUTION 2023 – 33. A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A RENEWAL AGREEMENT FOR THE MISSOURI CHAMBER FEDERATION BENEFIT PLAN TRUST FOR EMPLOYEE HEALTH, DENTAL, & VISION INSURANCE PLANS FOR 2023-2024.**

A motion by Alderman Smith, second by Alderman Prince to table Resolutions 2023-30 & 2023-31. Motion carried 7-0-1 with Alderman Eydmann absent.

A motion by Alderman Donovan, second by Alderman Smith to remove Resolution 2023-29 from the consent Agenda. Motion carried 7-0-1 with Alderman Eydmann absent.

A motion by Alderman Bennett, second by Alderman Prince to remove Resolution 2023-33 from the Consent Agenda. Motion carried 7-0-1 with Alderman Eydmann absent.

A motion by Alderman Steiger, second by Alderman Smith to approve the consent agenda as amended. Motion carried 7-0-1 with Alderman Eydmann absent.

Discussion occurred regarding Resolution 2023-29. A motion by Alderman Donovan, second by Alderman Smith to table Resolution 2023-29. Alderman Donovan is requesting that a money amount be placed in the proposal so it is not “open -ended”. City Administrator Welch will request information from Cochran in regards to placing a dollar amount in the contract. Motion carried 7-0-1 with Alderman Eydmann absent.

Discussion regarding Resolution 2023-33. Alderman Bennett requested that during budget time that discussion occurs regarding implementing or reinstating the full benefit, or the majority of the full benefit of the City covering the cost of the Health Insurance monthly premiums. A motion to approve Resolution 2023-33 by Alderman Bennett, second by Alderman Prince, motion carried 6-1-1 with Alderman Donovan voting No and Alderman Eydmann absent.

OLD BUSINESS.

BILL NO. 4551. AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES WITH COCHRAN ENGINEERING FOR THE PERE MARQUETTE PARK TRAIL REHABILITATION PROJECT. 2nd READING. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4551 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, Alderman Prince, Alderman Steiger, Alderman Bennett, Alderwoman Cleghorn, Alderman Donovan and Alderman Smith. Nays: None. Absent: Alderman Eydmann. Motion carried 7-0-1.

Thereupon Bill No. 4551 was declared Ordinance No. 4476 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BILL NO. 4555. AN ORDINANCE AUTHORIZING THE CITY TREASURER TO WRITE OFF UNCOLLECTIBLES FROM THE WATER/WASTEWATER ACCOUNTS OF THE CITY OF STE. GENEVIEVE, MISSOURI. 1ST READING. A motion by Alderman Smith, second by Alderman Raney, Bill No. 4555 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 Eydmann absent.

BILL NO. 4556. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE MISSOURI AUTHORIZING THE MAYOR TO SIGN A DEED DEDICATING A PORTION OF DIVISION STREET TO THE CITY OF STE. GENEVIEVE. 1ST READING. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4556 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 Eydmann absent.

BILL NO. 4557. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A REVISED CO-OPERATIVE AGREEMENT WITH STE. GENEVIEVE COUNTY FOR THE COLLECTION OF CITY TAXES. 1ST & 2ND READING. A motion by Alderman Bennett, second by Alderman Smith, Bill No. 4557 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 Eydmann absent. A motion by Alderwoman Cleghorn, second by Alderman Smith, to proceed with the second and final reading of Bill No. 4557. Motion carried 7-0-1 with Alderman Eydmann absent. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4557 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, Alderman Prince, Alderman Steiger, Alderman Bennett, Alderwoman Cleghorn, Alderman Donovan and Alderman Smith. Nays: None. Absent: Alderman Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4557 was declared Ordinance No. 4477 signed by the Mayor and attested by the City Clerk.

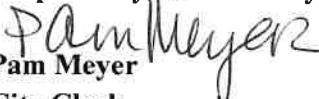
OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. At this time Mayor Keim asked for input on the appointment of City liaisons on the various City Boards. After discussion and input the following appointments were made:

| | |
|--|---------------------------------|
| Planning & Zoning – Alderman Smith | T.A.C./T.T.C – Alderman Steiger |
| Heritage Commission – Alderman Smith | Park Board – Alderman Bennett |
| Community Access Television – Alderman Eydmann | |

ADJOURNMENT. With no further business a motion by Alderman Steiger, second by Alderman Smith to adjourn the meeting. Motion carried 7-0-1 with Alderman Eydmann absent. 6:44 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

April 27, 2023 UPDATE

1. We will be looking at several temporary location options for city hall this week and seeing what fits best for our staff and equipment. Our plan for board meetings is to meet at the Fire House during the remodel. Bid opening for the remodel is Thursday, May 11, at 3p.
2. The Health Care Committee met Tuesday, 4/25, with recommendations included in the amended agenda. We have to approve health insurance choices before May 1.
3. I will be at the annual MCMA conference next Wednesday through Friday. I will be reachable by phone/text and will check email on occasion.
4. Sidewalk replacement bids are due next Tuesday, 5/2, for the city owned sidewalks along city property. Due to the conditions and square footage amount of the sidewalks, I expect the bid to exceed our sidewalk budget amount for FY2023.
5. We are revising our water main project priority this year based on estimated costs from Cochran. We budgeted \$315,000 for FY2023, and estimates have doubled what we had in the Consolidated Plan. We are prioritizing N. 9th St., and Rozier with Claymont and Oakwood #1 set up as ad alternates we can include if bids come in lower than expected. Bids are due Thursday, May 11, 2023 at 2p.
6. We had an ACH issue Tuesday with random deposits and withdrawals being made that we did not initiate. We worked closely with our bank to monitor the situation and assure customers we did not initiate the transactions on purpose. The situation was resolved by Wednesday morning. Thanks to one our employees making us aware of the problem.



Community Development April 2023 Staff Report 3/6/23 – 4/21/23

Historic Preservation – Heritage Commission

- Meeting – 3/20 – 2 COAs approved & 2 administrative approvals
- Meeting – 4/17 – 2 COAs approved; no administrative approvals
- Next meeting – 5/15
- Historic Preservation Grants – Planning & Outreach grant agreement is now signed; RFP as released on 4/4; bids are due by 5/2
- Paul Bruhn Historic Revitalization Grant – anticipated award notification date – May 15th

Building Department / Code Enforcement

- Occupancy Permits / Inspections 32
- Building Permits Issued 5
- Demolition Permits 2
- Sign Permits 0
- Chicken Permits 1
- Special Use Permits 2 (submitted, not approved yet)
- New permitting software RFP – recommending Cloudpermit – 1 yr w/ 2 addl yrs option
- Sidewalk violations – 2nd letters were sent out on 4/19

Comprehensive Plan Update

- Steering Committee
 - Board rep us Alderman Raney
 - Funnel public input through Comm Dev Dept, committee, or RPC
- Current stage of process is Vision Development
 - Public survey #1 was available 12/27 – 1/30
 - Steering Committee & Staff meetings held on March 29th
 - Next Public outreach will be in June/July

Planning & Zoning

- Meeting – no meeting in April
- Next meeting – 5/4

City / County Info

- Assistance with Tourism funding 2023 – budget of 5k; could consider more
- Basler Drive extension / New Subdivision possibility– pre-engineering complete
- FLAP Grant (N 4th Street) – has been awarded! But in 2025
- 911 updates – county passed 3/8 cent sales tax – predicted to produce \$600k annually

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are 62% chance moderate flooding in Apr-May-Jun

Property Maintenance

- Nuisance Property Issues 5
- Vegetation Nuisance Issues 0
- Code Violation Issues 1
- 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



Ste. Genevieve Police Department



Monthly Operations Report

Date: April 2023

Calls for Service:

- 444 calls for service March 2023
- 53 O/I report's written
- 18 summons' issued.
- 17 Arrest made.

K9 Ozzv Reports

13 narcotics detection deployments
1 patrol deployments
1 alarm deployments
9 assist other agencies (Ste. Genevieve County Sheriff's Office and Missouri State Highway Patrol)
0 Compliant surrender as a result of a successful track
0 Non-complaint surrenders (Apprehension)
2 arrests
4 public relations contacts (K9 demonstrations, civilian contact, and foot patrol at school)

1 gram of Methamphetamine
0 grams of Heroin
0 grams of Fentanyl
0 grams of Cocaine
0 grams of Mushrooms
2 items of paraphernalia
0 handguns
0 evidence recovery of a hoodie during a successful track
24.5 hours of training

Staffing:

- Hired Eli Isgriggs. Eli has 2 years law enforcement and came from Crystal City PD.
- I currently have 4 applicants that we are working on backgrounds for.

Training:

Meetings:

- Attended the Mineral Area Task Force Board Meeting.
- Attended the department head meeting.

Facility:

- The new evidence room is done. It is also equipped with a commercial grade air purifier. This should help with any odors and any liability concerns for the property officer. Want to big a “Thank You” to the Alliance employees for their work on the room.
- We still need to get the water and ventilation issue fixed on the garage.

Equipment/Maintenance:

Police Radio:

- Nothing to report.

Grants:

- Ordered the 2 additional MDTs from the block grant.
- The workshop is completed to receive reimbursement for the K9.
- The workshop is completed to start the purchasing of the 6 new mobile radios on the ARPA grant.
- Working on the Homeland security grant to get the rest of the mobile radios. If we receive this grant, all our mobile radios will be upgraded to be digital compliant.

Miscellaneous:

- The policy is in place and the take home car program has begun. I have not received any complaints and we’ve had no issues arise from the take home cars.



OUR MISSION

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management and financial oversight, and ensured regulatory compliance.

Alliance Water Resources, Inc.

**206 S. Keene St.
Columbia, MO
65201**

(573)-874-8080

OPERATIONS REPORT – Ste. Genevieve

March 2023

Water Treatment Plant

- The electrical building has been constructed and the majority of the electrical components have been installed. We still do not have a delivery date for the Transfer Switch. This continues.
- Completed a walk through with AWR's Safety crew and found that an eye wash station is required near the chlorine room per OSHA. At this time we do not have one and are in the process of looking into purchasing options.
- Peristaltic pump was repaired, and staff replaced the electrical supply components
- Staff completed a mid-year inventory and SDS sheet review of all chemicals on hand.
- Staff has begun cleaning the fence around the water treatment plant.
- All locations were inspected and cleaned.

Wastewater Treatment

- Pump 1 in the RAZ pit is unable to pump due to an unknown problem. The problem will be identified once we rent the vac truck.
- Metro Ag scheduled for next month for biosolids removal.
- Met with UV System parts supplier and have been notified that parts are now available.
- 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 | 6.5 | 5.4 | 7.9 | n/a |
| Peak Day | 8.0 | 7.1 | 8.1 | n/a |
| Percent Removal | 97.0% | 96.7% | | |

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 | 6.4 |
| Monthly Average | .4 |

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- 2.6
 Daily Maximum loading 1738 lbs.



OPERATIONS REPORT – Ste. Genevieve

| Alliance Year to Date Capped Expenses through February-2023 | | | |
|--|------------------------|-----------------------|--------------------------|
| | Actual(5 month) | Budget(5month) | Over/Under budget |
| Repair | \$22,139 | \$22,710 | \$571 |
| | | | |

Collection/Distribution

Collections

- Staff jetted just over 7600ft of lines this month.
- Staff was locating water and sewer mains and located a buried manhole near 32 and industrial.
- Removed, cleaned, and stored all snow removal equipment.
- Crews have begun identifying manhole that meet the rehabilitation criteria for rehab.
- Located and tapped sewer main for contractor in Valle Spring Estates.
- 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

- Replaced gaskets on the Challenger Baseball field meter. Faulty gaskets were provided.
- Repaired hydrants at St Gen Drive, Lynn Drive, Main Street, and Progress Parkway Lift Station.
- Replaced or repaired numerous meters located throughout the system.
- Additional hydrant parts have been ordered.
- Hydrant Flushing is scheduled for next month.
- All remote buildings were cleaned, inspected.

Customer Service

- Staff performed 35 line locates.
- Staff performed 46 work orders.
- Disconnects for non-payment 36
- There were 5 loads of lime purchased.



OPERATIONS REPORT – Ste. Genevieve

Public Works

Streets

- Street sweeping has resumed for the year.
- Cleaned creek banks, removing dead trees and other debris that was obstructing flow.
- We have begun to make upgrades to the office and storage areas of the street dept. This continues.
- Measured additional sidewalks that are city owned for replacement or repair.
- Island of Flags inventory was completed, and all flags were replaced.
- Brush site sign was ordered.
- Blain St wall was hit shortly after it was installed.
- Routine items were also completed weekly. Trash, light checks, potholes, vandalism, etc....

Park

- Valle Spring volunteer day cleanup has been scheduled.
- Trail project is on hold.
- New tires and blades were added to the inventory to limit down time on mowers.
- Facility checks were made daily now due to an incident.
- All mowing equipment is being maintained to ensure proper operation.

Project Updates

- CE contracting completed Claymont St.
- BT Electric still waiting on materials.

Safety

- Back injury prevention was addressed with all staff.

Regulatory

- DMR
 - Groundwater report
- All were submitted on time.

Training

- Steve and Corey attended the MRWA Conference.

Concerns for the Month

- Preparing for use of the vac truck.

Positive for the Month



OPERATIONS REPORT – Ste. Genevieve

- Warmer temp allowing for spring/summer preparations