

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – MAY 13, 2021**

CALL TO ORDER. Mayor Hassler called the meeting to order at 5:30 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	
Alderman Gary Smith	Alderwoman Susie Johnson
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Jeff Eydmann	Alderman Mike Raney
Alderwoman Ashley Armbruster	

Absent: Alderman Joe Prince

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

PRESENTATION/AWARDS. None

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. See Attached Report.

STAFF REPORTS.

Dave Bova – Community Development Administrator (See Attached Report)

Kenny Steiger – Fire Chief (See Attached Report)

Toby Carrig – Tourism Director (See Attached Report)

Gary Roth – Field Operations Supervisor (See Attached Report)

COVID DISCUSSION. After a brief discussion of the Mayor and Board of Aldermen, it was decided to remove the “Covid Discussion” item from future agendas.

COMMITTEE REPORTS. Alderwoman Armbruster reported on the Movie in the park for Saturday, May 15th and hoping for good weather. The next scheduled Park Board meeting is May 24, 2021.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – April 22, 2021
- Minutes – Work Session – April 22, 2021
- Minutes – Work Session (closed) – April 22, 2021

- Approval of a street closure request from Cathy Grusling – Co-Chairman of the French Heritage Festival for Saturday, June 12, 2021.
- Approval of a Liquor License for Pat’s Pastries LLC, 123 Merchant Street.
- **RESOLUTION 2021-44.** A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A RENEWAL AGREEMENT FOR THE MISSOURI CHAMBER FEDERATION BENEFIT PLAN TRUST FOR THE CITY EMPLOYEE HEALTH INSURANCE PLAN FOR 2021-2022.

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

OLD BUSINESS.

BILL NO. 4427. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 2nd READING. A motion by Alderman Jokerst, second by Alderman Raney, Bill No. 4427 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Gary Smith, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney and Alderwoman Ashley Armbruster. Nays: None. Absent: Alderman Joe Prince Motion carried 7-0-1. Thereupon Bill No. 4427 was declared Ordinance No. 4349 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BIDS

Street Repaving Program 2021 – Cedar, LaPorte, Biltmore, N. Fourth, Hillside, Wehner & Parkwood Drive. A motion by Alderman Donovan, second by Alderman Jokerst to approve the recommended low bid of Vern Bauman Contracting for the 2021 Street repaving program and to go with the recommendation to remove Parkwood Drive and allow staff to negotiate the repair of the Park House Parking Lot and the short street from KSGM Drive to Matthews Drive. Motion carried 7-0-1 with Alderman Prince absent.

Dump Truck Bids Street Department. A motion by Alderman Smith, second by Alderman Donovan to approve the bid of Kranz Body, LLC. for the 10’ dump Truck Bed at a cost of \$16, 634.86. Motion carried 7-0-1 with Alderman Prince absent.

BILL NO. 4430. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 1st & 2nd READING. A motion by Alderwoman Johnson, second by Alderman Eydmann, Bill No. 4430 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Alderman with Alderman Prince absent. A motion was made by Alderman Smith, second by Alderwoman Johnson to proceed with the second and final reading of Bill No. 4425. Motion carried 8-0. A motion by Alderwoman Johnson, second by Alderman Smith, Bill No. 4430 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Gary Smith, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney and Alderwoman Ashley Armbruster. Nays: None. Absent: Alderman Joe Prince Motion carried 7-0-1 Thereupon Bill No. 4430 was declared Ordinance No. 4350 signed by the Mayor and attested by the City Clerk. After the passing of Bill No. 4430, Chief Bennett asked if there could be consideration to make this retroactive for the current employees that are on workman’s compensation? A motion by Alderwoman Johnson to reopen Bill No. 4430, second by Alderman Raney. Motion carried 7-0-1 with Alderman Prince absent. At this time a motion by Alderwoman Johnson to amend Bill No. 4430 to make it retroactive for 30 days prior to May 13, 2021 passage, (April 13, 2021) second Alderman Smith. Motion carried 7-0-1 with Alderman Prince Absent. A motion by

Alderwoman Johnson to proceed with the second reading of Bill No. 4430 as amended, second Alderman Smith. Motion carried 7-0-1 with Alderman Prince absent. A motion by Alderwoman Johnson, second by Alderman Smith, Bill No. 4430 was placed on its second and final reading as amended, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Gary Smith, Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Bob Donovan, Alderman Mike Raney and Alderwoman Ashley Armbruster. Nays: None. Absent: Alderman Joe Prince Motion carried 7-0-1 Thereupon Bill No. 4430 was declared Ordinance No. 4350 signed by the Mayor and attested by the City Clerk.

BILL NO. 4431. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE MUNICIPAL CODE OF ORDINANCES CHAPTER 405 ZONING REGULATIONS, AS SET FORTH BELOW. 1ST READING. A motion by Alderman Jokerst, second by Alderman Eydmann, Bill No. 4431 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Alderman with Alderman Prince absent.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. Mayor Hassler adjourned the meeting at 5:57 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

May 13, 2021 UPDATE #1

1. Notice to proceed has not been given yet for the police dept. remodel. We are waiting to hear about shipping dates for some of the items so Donze Construction can schedule when to start and have the equipment arrive on schedule. The police department has begun cleaning out files and work on getting some storage for evidence and equipment.
2. Fish and Wildlife and the Levee Commission are tentatively planning on installing the educational signage at the levee the last week of May or first week of June, depending on weather conditions. It will take about 2 days to complete the installation.
3. Plans are complete and will be published this week for the water line improvement on N. 4th St. You should have a bid to approve at the end of June.
4. The police cars and an old street/parks truck are online at Purple Wave.com. All the vehicles have had some initial bids and will be online to May 25. Anyone who wants to bid can go through that website.
5. You will see some additional faces soon as seasonal help begins cutting grass in the parks and assisting with street work. We will be hiring 3 seasonal individuals to help the street/parks department this year.
6. Our engineer passed along a warning today that PVC pipe is becoming scarce and may not be available this summer for our water main construction project on N. 4th St. Section 140.050 of our purchasing policy allows the immediate purchase of supplies or contractual services in the event of an apparent emergency. I discussed this issue with the mayor after it was brought to the attention of the water/sewer supervisor and we agreed this was necessary so our project could commence in July without interruption and not cause a problem with our asphalt paving in August. I will have more details for you at our next meeting.
7. Is there a board member who would like to be part of a committee to interview for tourism director? Sara Menard has volunteered for our Tourism Advisory Council and I was going to invite a member from TTC if they're interested. We have received 4 applications at this point.

CITY ADMINISTRATOR REPORT

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Community Development May 2021 Staff Report Activities for 4/2/21 – 5/7/21

Historic Preservation – Heritage Commission

- Meeting – April 19th ; next tentative meeting – Mon, May 17th
- Approved 4 COAs; 1 COA & 1 Attestation approved administratively
- SHPO Historic Preservation Grant – May 14, 15, 16 workshop details shared
- SHPO HP Grant – Agenda & flyers attached

Building Department / Code Enforcement

- Occupancy Permits / Inspections 39
- Building Permits Issued 15
- Demolition Permits 2
- Sign Permits 2
- Chicken Permits 0
- Special Use Permits 0
- Old plans organized – awaiting cabinet construction
- Beginning process to transition to 2018 (possibly 2021) ICC codes

Rental Housing Advisory Commission

- Nothing new to report – next tentative meeting July

Planning & Zoning

- No meeting in May; next tentative meeting June 3rd

Board of Adjustment

- Meeting – Wed, Apr. 21st – 1 Variance application
- Approved setback variance for 658 Portis Street

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 7
- Nuisance Property Issues 7
- Vegetation Nuisance Issues 2
- Building Code Violation Issues 4

Training

- Planning & Zoning UMSL Chancellor's Certificate – completed 12/9/20
- Missouri Humanities Council Webinar – attended 1/21 & 1/28/21
- Preservation Advocacy & 117th Congress Webinar – attended 1/28/21
- ICC Residential Building Code Webinar Series – 7 weeks completed
- ICC Deck Safety Codes & ICC Off-Site Construction – Gene completed
- SHPO HPF Grant Application Workshop – completed

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: **April, 2021**

Calls for Assistance:

- SGFD responded to **14** emergency calls in **April**
- Total so far this year **54** calls, **down 14** calls from last year

Staffing:

- SGFD roster is down **6**. 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 April 19th was Forcible Entry, and small engines**
- **Trained in an acquired house on search and rescue, ventilation and forceable entry on April 24th**

Meetings Attended

Ozark Firefighters meetings – **In Bonne Terre - Attended**
Bi County Chiefs Meeting – **At 911 building - Attended**

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

- Received notification of a successful grant application, equipment purchases will begin soon.
- **Have begun the purchasing of the equipment with the grant money**

Facility: LED Lighting

- Administration side complete. Almost complete, work has slowed due to covid distancing **Have 4 more lights to install and will be completed.**
- Have had several meetings with a local painter and paint supplier developing specs for painting the firehouse. **Out for bids. Bids Due May 13th**

Apparatus & Equipment Maintenance:

- Bids have been reviewed requesting to purchase from the MODOT State Contract for 1 ton pickup. Ordered
- Have a request to approve purchase of 4 sets of turnout gear thru the NPP.gov buying contract. Ordered

Fire Radio

Our base station radio went out at the fire house. Currently exploring options repair or replace. Received notification of successful grant application, new base will be purchased soon. **Ordered**

Grants

Community Foundation Grant deadline was February 5 this year. This is a “no matching fund grant”.

We applied as the Ste Genevieve Fire Department for a new base 2 way radio and emergency lighting for the new brush truck

We applied as the Ste Genevieve County Technical Rescue Team for 2 ice rescue suits and 2-1 hour scba/confined space air supply bottles

- Both grant applications were successful. **Purchasing will has begun.**
- **Found a Ozark Foundation grant for Covid relief and submitted an application for \$6,500 in equipment. Grant application was due April 1st. There is no matching money required. Application said will know if funded in 30 days.**

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

- **Participated in Officer Pete’s return escort with flag at city hall and I was in the escort from the hospital to his home.**

KnoxBox Program

Building department reposted our post about Knox Boxes earlier this month and we shared the post. My Facebook guy says it is better to share a post, that way it is linked to both Facebook pages FD and City

Approved Box for – Ste. Genevieve Do It Center (2 locations) – Waiting for installs

Boxes ordered and shipped to

- Angstrom MFG. for old Grandpas Building
- Mid State Wood Products for Trautman Building

Installed

- **Windcrest Apts – Installed – Trying to catch manager on site to put keys in**
Completed
- Golden Management – Small Building next to Lumberyard and Plaza Tire

We now have 36 installed boxes in the city and 4 waiting to be installed.

Tourism Report

For Ste. Genevieve Board of Aldermen (May 13, 2021)

GRANT OPPORTUNITIES

We were notified last Thursday that the Missouri Division of Tourism had released the finalized numbers for the Marketing Matching Grant program for Fiscal Year 2022, which begins for the state on July 1, 2021.

Ste. Genevieve is eligible to apply for up to \$70,000 on a 75/25 match, so we can budget \$23,333 into the co-op grant line to get three dollars for every one we spend in a total campaign of \$93,333.

The deadline for the application is May 28, so we have begun the process of analyzing our options for this funding.

We did also apply this month for the maximum Marketing Platform Development grant of \$5,000, which requires a 50 percent match, should the city choose to take on a website redevelopment project. The current look for the website was launched in 2016, so it could utilize a refresher that takes advantage of more of the tools that are out there these days such as phone apps, video, augmented reality and calendar organization. I am preparing a list for the city administrator and the Tourism Advisory Council of some other tourism websites for ideas.

RECENT MEETINGS/EVENTS

— I attended the New Bourbon Regional Port Authority's informal meeting (lack of a quorum) on April 28 to discuss the signage that Prairie du Rocher has erected and also the community care program PDR is implementing in an effort to reduce vandalism on those signs.

— We had 14 businesses or attractions represented on Tuesday, May 3, at a business walkabout through the downtown. It was worthwhile for the business owners who got to meet people they did not know and share some thoughts and ideas about social media and options for playing licensed music in businesses, among other things. We also got a peak inside some of the new businesses and attractions, including the Inn St. Gemme Beauvais, which the new owner is making available and softly opening this month.

— Also last week, the historic attractions and the Museum Learning Center took turns touring each other's facilities and getting an idea of what story is told at each location and how the interpretations are done.

UPCOMING MEETINGS

On Friday, May 14, there are three items on my agenda:

— David Simmons of Viking Cruise Lines will be coming in to visit Ste. Genevieve on a scouting mission ahead of their first excursions in 2022.

— We have representatives from Vincennes (Indiana) and Hot Springs (Arkansas) participating in the workshop related to having a national park as part of the downtown business district for the weekend program that community development administrator Dave Bova has put together.

— Dr. Charles Balesi and representatives of the French Heritage Society will be coming to Ste. Genevieve for lunch after a day of meetings in Illinois on Thursday to discuss the French Creole Corridor.

UPCOMING EVENTS

— The first movie in the park is set for this Saturday, May 15, with the county library and Museum Learning Center showing "Jurassic Park."

— The inaugural Pioneer Days event is scheduled for Saturday, May 22, and Sunday, May 23, at Sassafras Creek on St. Mary's Road. The event will include colonial-era craft and trade demonstrations as well as music and food.

— The Munny Band and Chamber of Commerce Summer Music Series will begin May 27 and June 4, respectively.

— On Memorial Day weekend, Saturday, May 29, the Felix Valle House State Historic Site is sponsoring a storybook stroll where families walk through town from 10 a.m. to 2 p.m. to hear a story.

— The French Heritage Festival is scheduled for Saturday, June 12, with a more compressed schedule. Dennis Stroughmatt's bands will play in the middle of the day and early in the evening at Lions Club Park. Adele Martin and Bluesette will play on North Main Street between those two performances.

— La Veillee at Felix Valle House State Historic Site will follow the French festival in the evening.

— The Big BAM cycling event will come to Ste. Genevieve on Friday, June 18. Cars will park long term on the Jefferson Street side of the Valle Desert for those riders who come here and shuttle down to Poplar Bluff on June 13. The semi truck and shuttle loading will be on the Quarry Workers' gravel lot across the street from city hall. We expect to have goodie bags for the riders to give them information about the town and discounts from the shops.

When riders arrive in Ste. Genevieve on June 18, Brix Urban Winery and Market will have live music and drink specials in the afternoon, there will be some activities at the finish line in Jour de Fete's Moses Austin Park, and then Crossroads will play on Merchant Street into the Audubon parking lot from 5 to 8 p.m., thanks to support from a Muny Band grant.

— Saturday, June 19, is the Spring for Down Syndrome event with the UTV ride and other activities.

— On Friday, June 25, there will be a Muny Band performance and fireworks in the Yanks Field/Pere Marquette Park area.

— The first Honey Festival and Market is set for Saturday, June 26, and Sunday, June 27. Amanda Hutchings of Harold's Famous Bee Co. is coordinating the event and will be approaching the board to ask permission to close sometime downtown streets — Market, Merchant, Second and Main — east of Third Street in order for vendors to set up for the weekend. She has about 50 vendors, food trucks. She planned to meet with the Lions Club this Tuesday to discuss the use of Lions Club Park for music and other activities.

WELCOME CENTER VISITORS

The Welcome Center saw 1,390 visitors in April, and the four-month total of 3,487 visitors is down 24 percent from the same period in 2019. Of the six years from 2014 to 2019, the current year's pace is ahead of only 2014. In addition to the pandemic and the lack of group tours in comparison to past years, some wet and some cold spring days have contributed. Notably, on a nice Sunday (April 25), we had 99 visitors following a not-so-nice Saturday that had 49 visitors. This past weekend, we had full rooms on Friday night but only 80 visitors to the Welcome Center on Saturday and Sunday.

Not all visitors to town make it to the Welcome Center. The Museum Learning Center had 1,945 people visit in the first two months of 2021 and 2,564 for the first quarter, surpassing the Welcome Center total.

Ste. Genevieve Welcome Center Visitors

	2014	2015	2016	2017	2018	2019	2020	2021
January	343	547	485	416	543	343	365	380
February	682	833	1,053	1,034	1,237	775	518	659
March	992	1,166	899	1,210	1,507	1,423	313	1,058
April	1,407	1,646	1,906	1,725	2,029	2,048	0	1,390
May	2,604	2,391	2,825	2,542	3,579	3,684	0	445*
June	1,970	1,828	2,002	2,299	2,765	1,950	1,119	0
July	2,225	1,784	2,044	2,291	1,912	1,724	1,101	0
August	3,303	3,342	2,535	3,746	2,531	3,253	1,367	0
September	1,973	2,091	2,608	2,703	2,557	1,647	1,360	0
October	3,087	3,168	3,343	3,004	2,850	1,871	1,569	0
November	977	1,321	1,572	1,302	1,633	1,040	1,042	0
December	943	1,021	781	1,905	1,314	933	860	0
TOTAL	20,506	21,138	22,053	24,177	24,457	20,691	9,614	3,487

*—Through Saturday, May 9

With some tours coming back on schedule, the seven-day stretch ending May 1 was the best calendar week of the year so far in terms of visitors at 408.

DAY, DATE	DAY	WK	DAY, DATE	DAY	WK	DAY, DATE	DAY	WK
Sunday, April 18	74		Sunday, April 25	99		Sunday, May 2	40	
Monday, April 19	20		Monday, April 26	15		Monday, May 3	14	
Tuesday, April 20	30		Tuesday, April 27	42		Tuesday, May 4	11	
Wednesday, April 21	25		Wednesday, April 28	18		Wednesday, May 5	18	
Thursday, April 22	29		Thursday, April 29	46		Thursday, May 6	48	
Friday, April 23	85		Friday, April 30	82		Friday, May 7	128	
Saturday, April 24	49	312	Saturday, May 1	106	408	Saturday, May 8	42	301
						Sunday, May 9	38	

WEBSITE VISITORS

We have social media and digital ad campaigns directing traffic toward our website through June 30 under the Marketing Matching Grant programs, which is one reason we're seeing March and April as two of the best months in terms of web traffic.

Ste. Genevieve Tourism Website Visitors

www.visitstegen.com monthly unique users

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	24	1,219	1,204	2,715	3,185	2,782	2,907	8	3,758	4,420	4,222	4,442
February	18	1,220	1,150	2,596	2,945	2,766	3,081	7	4,628	4,464	4,619	4,167
March	29	1,836	1,529	3,190	3,864	3,456	3,973	4,006	4,737	5,415	3,515	9,404
April	45	1,389	1,916	3,587	3,875	3,411	5,255	4,670	5,219	5,588	2,706	9,187
May	55	1,651	2,800	4,042	4,778	4,298	4,191	5,725	6,365	5,593	5,168	2,392
June	74	2,110	3,056	3,978	5,201	4,572	4,020	1,105	6,595	6,528	7,564	0
July	1,283	1,471	3,404	4,941	3,901	4,179	3,537	49	8,496	8,120	6,504	0
August	1,427	1,522	3,595	4,186	3,335	4,998	5,236	28	7,816	7,673	6,970	0
September	1,363	1,159	4,315	3,781	3,578	4,364	5,369	16	7,056	6,557	7,502	0
October	1,601	1,348	4,232	5,143	3,702	4,718	8,597	0	7,541	5,761	20,923	0
November	1,452	912	2,519	3,189	2,290	3,191	3,751	387	5,352	4,413	14,921	0
December	906	879	1,956	2,391	2,154	2,867	93	3,225	5,804	4,269	4,508	0
TOTAL	8,277	16,716	31,676	43,739	42,808	45,602	50,010	19,226	73,367	68,801	89,122	29,592



Street and Park April/ May

- Cleaned storm drains
- Trimmed trees at Crestlawn Cemetery
- Filled a hole in Memorial Cemetery
- Put a dirt berm on Cedar Lane to deflect water
- Installed crosswalk on Pine Street
- Did some sweeping
- Patched potholes
- Installed a dog waste station and bench on Buyout property on Main Street
- Mow and weed eat
- Cleaned ditch at 9th and Washington
- Installed a street plate on a collapsed storm drain at 9th and Washington