

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – May 25, 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	
Alderman Eric Bennett	Alderman Bob Donovan
Alderman Joe Steiger	Alderman Jeff Eydmann
Alderman Joe Prince	

Absent:	Alderman Kristi Cleghorn	Alderman Gary Smith
	Alderman Mike Raney	

**APPROVAL OF AGENDA.** A motion by Alderman Eydmann, second by Alderman Prince to approve the agenda as presented. Motion carried 5-0-3 with Alderman Smith, Alderman Cleghorn and Alderman Raney absent.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** None.

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

**STAFF REPORTS.**

Ryan Pollock – Assistant Police Chief (See Attached Report)

Steve Wilson – Alliance Water Resources - Steve reported that he has been checking with dealerships to get a new dump truck ordered and they are telling him that they are at least two years out. With being down to one dump truck because of issues with them he is requesting permission to try and find a used dump truck. A motion by Alderman Steiger, second by Alderman Prince to proceed with the process of locating a used dump truck. Motion carried 5-0-3 with Alderman Smith, Alderman Cleghorn and Alderman Raney absent. Alderman Mike Raney. (Monthly Report Attached)

**COMMITTEE REPORTS.** None.

**PUBLIC HEARING**

Mayor Keim opened the public hearing at 6:07 p.m. to consider a request from Jayne and Dustin Martin for a special use permit to allow guest lodging at 495 Jefferson Street in an R-1 Single Family Residential District. David Bova, Community Development Administrator briefed the Mayor and the Board of Aldermen on the special use permit request. With no further questions or comments, Mayor Keim closed the public hearing at 6:08 p.m.

Mayor Keim opened a public hearing at 6:09 p.m. to consider a request from the Knights of Columbus, Council 1037 for a special use permit to erect a 4' x 10' monument-type, internally illuminated, changeable sign at 600 Market Street in an R-2 General Residential District.. David Bova, Community Development Administrator briefed the Mayor and the Board of Aldermen regarding the special use permit request. With no further questions or comments, Mayor Keim closed the public hearing at 6:09 p.m.

**PUBLIC COMMENTS.** No Comments

**CONSENT AGENDA.**

- Minutes – Board of Aldermen - Regular Meeting – May 11, 2023
- Minutes – Board of Aldermen – Work Session – May 11, 2023
- Minutes – Board of Aldermen – Work Session – Closed – May 11, 2023
- Treasurer’s Report – April 2023
- Street Closure Request – Foundation for Restoration of Ste. Genevieve is requesting a street closure for Saturday, May 27, 2023 for Merchant Street from the West side of 4<sup>th</sup> Street to Memorial Cemetery, 5<sup>th</sup> Street from Market to North side of Memorial Cemetery Gate from 9:15 a.m. to 3:00 p.m.
- **RESOLUTION 2023 – 29. A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT A COST PROPOSAL FOR 2023 ASPHALT OVERLAY TESTING SERVICES WITH COCHRAN ENGINEERING.**
- **RESOLUTION 2023-39. A RESOLUTION APPOINTING ASHLEY HUCK TO THE STE. GENEVIEVE HOUSING AUTHORITY BOARD.**
- **RESOLUTION 2023 – 40. A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH KARI DAVIDSON TO MAINTAIN FLOOD BUYOUT PROPERTY.**
- **RESOLUTION 2023-41. A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT FOR A HISTORIC PRESERVATION WORKSHOP WITH PRESERVATION RESOURCES, INC.**

A motion by Alderman Bennett, second by Alderman Prince to approve the Consent Agenda as presented. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**OLD BUSINESS.**

**BILL NO. 4559. AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN REAL ESTATE OWNED BY STE. GENEVIEVE R-II SCHOOL DISTRICT INTO THE CITY OF STE. GENEVIEVE EXISTING CORPORATE LIMITS. 2<sup>nd</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4559 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince and Alderman Bennett. Nays: None. Motion carried 5-0-3 with Alderwoman Kristi Cleghorn, Alderman Gary Smith and Alderman Mike Raney absent. Thereupon Bill No. 4559 was declared Ordinance No. 4481 signed by the Mayor and attested by the City Clerk.

**NEW BUSINESS.**

**APPROVAL OF THE LOW BID OF BALES CONCRETE, LLC., IN THE AMOUNT OF \$62.83/LINEAR FOOT FOR THE INDIVIDUAL PROPERTY OWNER CONCRETE SIDEWALK REPLACEMENT PROJECT.** A motion by Alderman Prince, second by Alderman Bennett to approve the low bid of Bales Concrete, LLC for the individual property owner concrete sidewalk replacement project. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**APPROVAL OF THE LOW BID OF DONZE CONSTRUCTION IN THE TOTAL AMOUNT OF \$349,541.00 FOR THE CITY HALL/BOARDROOM REMODEL PROJECT.** A motion by Alderman Prince, second by alderman Eydmann to approve the low bid of Donze Construction for the City Hall/Boardroom remodel project. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**APPROVAL OF THE LOW BID OF JOKERST, INC. FOR THE WATER MAIN IMPROVEMENTS PROJECT NO. 23-9450.** A motion by Steiger, second by Alderman Bennett to approve the low bid of Jokerst Inc, with Option #2 for the Water Main Improvements Project No. 23-9450. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**BILL NO. 4560. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAYNE & DUSTIN MARTIN THAT WILL ALLOW GUEST LODGING AT 495 JEFFERSON STREET. 1<sup>st</sup> READING.** A motion by Alderman Donovan, second by Alderman Steiger, Bill No. 4560 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**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. 1<sup>ST</sup> READING.** A motion by Alderman Donovan,

second by Alderman Prince, Bill No. 4561 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**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. 1<sup>ST</sup> READING.** A motion by Alderman Bennett, second by Alderman Prince, Bill No. 4562 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**BILL NO. 4563. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE APPROVING A 12 MONTH LEASE AGREEMENT BETWEEN THE CITY OF STE. GENEVIEVE AND H & M GOLDENBERG, II, L.L.L.P. TO LEASE 44 PLAZA DRIVE AS TEMPORARY OFFICES FOR CITY HALL. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4563 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Prince, second by Alderman Bennett to proceed with the second and final reading of Bill No. 4563. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4563 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince and Alderman Bennett. Nays: None. Motion carried 5-0-3 with Alderwoman Kristi Cleghorn, Alderman Gary Smith and Alderman Mike Raney absent. Thereupon Bill No. 4563 was declared Ordinance No. 4482 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. 1<sup>ST</sup> READING.** A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4564 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**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. 1<sup>ST</sup> READING.** A motion by Alderman Bennett, second by Alderman Steiger, Bill No. 4565 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**BILL NO. 4566. AN ORDINANCE AMENDING THE PURCHASE OF NEW STATE APPROVED MOBILE RADIOS FOR THE FIRE DEPARTMENT FROM MOTOROLA SOLUTIONS/WIRELESS USA. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Bennett, second by Alderman Donovan, Bill No. 4566 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Bennett, second by Alderman Donovan to proceed with the second and final reading of Bill No. 4566. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4566 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince and Alderman Bennett. Nays: None. Motion carried 5-0-3 with Alderwoman Kristi Cleghorn, Alderman Gary Smith and Alderman Mike Raney absent. Thereupon Bill No. 4566 was declared Ordinance No. 4483 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4567. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND EXECUTE A SERVICE AGREEMENT WITH CLOUDPERMIT FOR THE BUILDING DEPARTMENT. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Steiger, second by Alderman Donovan, Bill No. 4567 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Prince, second by Alderman Donovan to proceed with the second and final reading of Bill No. 4567. Motion carried 5-0-3 with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4567 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince and Alderman Bennett. Nays: None. Motion carried 5-0-3 with Alderwoman Kristi Cleghorn, Alderman Gary Smith and Alderman Mike Raney absent. Thereupon Bill No. 4567 was declared Ordinance No. 4484 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. 1<sup>ST</sup> READING.** A motion by Alderman Steiger, second by Alderman Eydmann, Bill No. 4568 was placed on its first reading, read by title only, considered and passed by an 5-0-3 vote of the Board of Aldermen with Alderman Smith, Alderwoman Cleghorn and Alderman Raney absent.

**OTHER BUSINESS.** Alderman Bennett asked if it would be possible to adopt some type of policy regarding the awarding of bids to local contractors if the bids were close enough to the low bidder. City Attorney Mark Bishop suggested that it be done on a case by case basis, rather than adopting a policy and went in detail on the justification of doing it this way.

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

**ADJOURNMENT.** With no further business Mayor Keim adjourned the meeting at 6:45 p.m.

Respectfully submitted by,



Pam Meyer  
City Clerk

## CITY ADMINISTRATOR REPORT

May 25, 2023 UPDATE

1. Bids are due June 1 for crack sealing on Progress Parkway. Alliance completed filling the open sections with sand so we are ready for the crack sealing to be done. After that we will get the street striped. We will also be crack sealing the new sections of Parkwood and Claymont in June for maintenance.
2. City offices will be closed Monday, May 29 for the Memorial Day Holiday.
3. One activity in town this weekend with the Battle of Fort San Carlos Commemoration going on Saturday and Sunday with various activities.
4. The budget process kicks off next month with a 10 year capital review with department heads. We will be handing out a calendar schedule and budget questionnaire at the next meeting to give you time to review it and send it back. We will begin with department heads in July going through their individual department reviews and have a budget for the board to start looking at near the end of July, first of August.
5. I have a couple of more quotes coming in for the move to a temporary city hall during construction. It looks to be between \$2,000 and \$3,000 for the movers. I want to review our anticipated costs at the next work session after approving a contractor tonight.
6. Spectrum made some changes Thursday morning at their distribution center to their system and they will be working on our fiber over the next couple of weeks to make improvements.



# Ste. Genevieve Police Department



## Monthly Operations Report

Date: May 2023

### Calls for Service:

- 537 calls for service April 2023 (up 93 calls from last month)
- 59 O/I report's written
- 38 summons' issued.
- 29 Arrest made.

### K9 Ozzy Reports

The K9 stats for April 2023 are as follows:

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

3 grams of Methamphetamine  
0 grams of Heroin  
2 grams of Fentanyl  
0 grams of Cocaine  
0 grams of Mushrooms  
3 items of paraphernalia  
0 handguns  
0 evidence  
30 hours of training

### Staffing:

- We are currently conducting interviews for the last open position.

### Training:

- All Officers received training on the Intox breathalyzer machine. All Officers are now certified on the instrument.
- Held firearms qualifications this month at the Mineral Area College shooting range.



### **Meetings:**

- Attended the department head meeting.
- Attended all BOA meetings.

### **Facility:**

- We still need to get the water and ventilation issue fixed on the garage.

### **Equipment/Maintenance:**

- Had to replace 2 sets of tires this month due to normal wear.

### **Police Radio:**

- Nothing to report.

### **Grants:**

- The Homeland Security Grant has been completed and submitted. This grant was written for 6 mobile radios for the patrol cars for a total of just under \$41,000.

### **Miscellaneous:**

- Investigated a parking complaint on Jefferson Street between Fourth Street and Third Street. Spoke with Greg Miller at Valle School and will discuss further with the BOA during the work session.



## **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**

**April 2023**

### **Water Treatment Plant**

- The electrical building has been constructed and most of the electrical components have been installed. We still do not have a delivery date for the Transfer Switch. This continues.
- Completed excavating around the chlorine injection points with the vac-truck. This is needed for repairs to the site.
- Repaired and cleaned the white vinyl fencing around the water treatment plant after storms blew a few sections down again.
- Completed brush removal and creek clean up at the rear of the facility.
- Staff install a new flush hydrant and repaired the water line that was damaged during the installation of the electrical lines.
- All locations were inspected and cleaned.

### **Wastewater Treatment**

- Metro Ag removed bio-solids and land applied the residuals.
- The million-gallon tank will need the growth removed from the top, in the near future. We will budget for the removal.
- Staff was able to complete the cleaning of both clarifiers and the Return activated sludge tank.
- The recirculation pump for the million-gallon tank was repaired and put back into service.
- Staff replaced the wired that feed the clarifier drive system. The wires were broken in the ground.
- 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 1<sup>st</sup>- Sept 30<sup>th</sup>) Ammonia as Nitrogen</u>	<u>(Oct 1<sup>st</sup>-March 31<sup>st</sup>) Ammonia as Nitrogen</u>
Daily Maximum	4.2	11.8
Monthly Average	1.5	2.6



**OPERATIONS REPORT – Ste. Genevieve**

**PLANT HYDRAULIC AND ORGANIC LOADING**

Daily Maximum flow MG- 2.6  
 Daily Maximum loading 1738 lbs.

<b>Alliance Year to Date Capped Expenses through February-2023</b>			
	<b>Actual(5 month)</b>	<b>Budget(5month)</b>	<b>Over/Under budget</b>
<b>Repair</b>	<b>\$29,084</b>	<b>\$27,252</b>	<b>\$1832</b>

**Collection/Distribution**

**Collections**

- Staff jetted just over 5000ft of lines this month.
- Staff cleaned and vac-trucked numerous lines within that 5000ft, while vacking the material out instead of sending it further down the line.
- Met a property regarding city easement behind Eric Scott.
- 450 Merchant St has a collapsed sewer lateral. Customer is working with a couple plumbers regarding the repairs. We are assisting with line locations of the city utilities.
- Monitoring new construction sites located within city limits, awaiting utility taps.
- 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**

- New hydrant was installed on Chadwell Lane.
- 2 new sample stations were installed, Valley Springs Trail and Progress Parkway.
- Water main leak on North Fourth St was repaired.
- Hydrant Flushing has begun and will be an off and on process until completion.
- Relocated multiple meter pits, including the locating of the shut off for 170 Ste Gen Drive.
- All remote buildings were cleaned, inspected.

**Customer Service**

- Staff performed 47 line locates.
- Staff performed 43 work orders.
- Disconnects for non-payment 19
- There were 5 loads of lime purchased.



## OPERATIONS REPORT – Ste. Genevieve

### Public Works

#### Streets

- Street sweeping schedule has been created.
- The center sign on Pine Drive crosswalk was hit by a vehicle and had to be repaired.
- The evidence room construction was completed. Police Dept is lucky to have us.
- Remeasured all sidewalks that are city owned for replacement or repair.
- Street light inventory was completed. All non-working lights were documented and list was delivered to Pam.
- Tree trimming on 3<sup>rd</sup> and Washington, 4<sup>th</sup>, Veterans Dr.
- Street sweeper received and large amount of repaired and PM.
- Dump truck number 2 is down, truck discussion need to be a topic.
- Routine items were also completed weekly. Trash, light checks, potholes, vandalism, etc....

#### Park

- Valle Spring volunteer day cleanup has been scheduled.
- Tree trimming in the parks and mulch/chips were distributed.
- Received all mowing equipment.
- Facility checks were made daily now due to an incident.
- All mowing equipment is being maintained to ensure proper operation.

### Project Updates

- Waterline Project out for bid
- Electrical Bldg. still on hold do to waiting on materials.
- Sidewalks will be out for bid soon.

### Safety

- Arc Flash safety and hazards associated with it were the topic for the month.

### Regulatory

- DMR
- Groundwater report

### Training

- Colton and Corey are scheduled for certification exams.

### Concerns for the Month

- Dump Truck

### Positive for the Month

- Completion of numerous projects and job the were not achievable without the vac truck.