

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – JULY 9, 2020**

**CALL TO ORDER.** Mayor Hassler 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 Paul Hassler	
Alderman Gary Smith	Aldерwoman Susan Johnson
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Jeff Eydmann	Alderman Mike Raney
Aldерwoman Ashley Armbruster	Alderman Joe Prince

**APPROVAL OF AGENDA.** A motion by Alderman Prince, second by Alderman Smith to approve the agenda as presented. Motion carried 8-0.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** Ms. Nancy Cozean presented the Mayor and Board of Aldermen with information concerning the Highways of History Bicentennial Project. She is asking for the City to endorse the proposed plan.

**CITY ADMINISTRATORS REPORT.** (see attached report)

**STAFF REPORTS.**

Gary Roth – Field Operations Supervisor (see attached report)  
Kenny Steiger Fire Chief (see attached report)  
Dave Bova – Community Development Administrator (see attached report)  
Toby Carrig – Tourism Director (see attached report)

**COMMITTEE REPORTS.** None.

**PUBLIC COMMENTS.** None.

**CONSENT AGENDA.**

**Minutes – Board of Aldermen – Regular Meeting – June 25, 2020**

**Minutes – Board of Aldermen – Work Session – June 25, 2020**

**RESOLUTION 2020 – 30.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT FOR THE STE. GENEVIEVE WELCOME CENTER TO APPLY FOR A GRANT WITH THE STE. GENEVIEVE MUNICIPAL BAND GRANT PROGRAM.

**RESOLUTION 2020 - 31.** A RESOLUTION RE-APPOINTING JUSTIN DONOVAN TO THE STE. GENEVIEVE PLANNING AND ZONING COMMISSION.

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

**PUBLIC HEARING.**

**The Mayor and Board of Aldermen of the City of Ste. Genevieve, Missouri will hold a public hearing to consider a request from James Ferguson for a zoning amendment to allow operation of an RV Park within a C-1 General Commercial District and an I-1 Light Industrial District and consider a special use permit to operate such RV park in the parking lot at 30 N Main Street.** Mayor Hassler opened the public hearing at 6:30 p.m. At this time David Bova, Community Development Administrator briefed the Board on the background of the Special Use Permit. Mr. Mike Fallert, representing Audubon Redevelopment, LLC. answered any questions that the Board had concerning the RV Park. Some of the concerns of the Aldermen were the length of stay that they would allow, pets, open containers, noise and the route the RV's would take to get through town. With no further questions or comments from the public Mayor Hassler closed the public hearing at 7:03 p.m.

**OLD BUSINESS.**

**BILL NO. 4369. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING SCHEDULE III PARKING RESTRICTIONS TABLE III – E “HANDICAPPED PARKING” . 2<sup>nd</sup> READING.** A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4369 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4369 was declared Ordinance No. 4291 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4370. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE CODE OF ORDINANCES AMENDING CHAPTER 600 ALCOHOLIC BEVERAGES OF THE STE. GENEVIEVE CODE OF ORDINANCES AS SET FORTH BELOW. 2<sup>nd</sup> READING.** A motion by Alderman Smith, second by Alderwoman Johnson, Bill No. 4370 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster.

Nays: None Motion carried 8-0. Thereupon Bill No. 4370 was declared Ordinance No. 4292 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4371. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS. 2<sup>nd</sup> READING.** A motion by Alderman Prince, second by Alderman Smith, Bill No. 4371 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4371 was declared Ordinance No. 4293 signed by the Mayor and attested by the City Clerk.

#### **NEW BUSINESS.**

**BILL NO. 4372. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH STE. GENEVIEVE COUNTY FOR THE PURPOSES OF PROVIDING COVID 19 FUNDING AVAILABLE UNDER THE CARES ACT FOR ELIGIBLE REIMBURSEABLE EXPENSES. 1<sup>ST</sup> READING.** A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4372 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen.

**BILL NO. 4373. AN ORDINANCE APPROVING A BID PROPOSAL FROM SENTINEL EMERGENCY SOLUTIONS, ARNOLD, MISSOURI FOR THE PURCHASE OF FOUR (4) SETS OF TURN OUT GEAR IN AN AMOUNT NOT TO EXCEED \$9,108.00. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4373 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderwoman Johnson, second by Alderman Prince to proceed with the second and final reading of Bill No. 4373. Motion carried 8-0. A motion by Alderman Eydmann, second by Alderman Donovan, Bill No. 4373 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4373 was declared Ordinance No. 4294 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4374. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE CODE OF ORDINANCES CHAPTER 405: ZONING REGULATIONS AS SET FORTH BELOW. 1<sup>ST</sup> READING.** A motion by Alderman Prince, second by Alderwoman Johnson, Bill No. 4374 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen.

**BILL NO. 4375. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAMES FERGUSON – AUDUBON REDEVELOPMENT LLC, THAT WILL ALLOW THE OPERATION OF A RV PARK ON A PORTION OF THE PARKING LOT OF 30 N. MAIN STREET. 1<sup>ST</sup>**

**READING.** A motion by Alderman Smith, second by Alderman Prince to table Bill No. 4375 until the August 13, 2020 Board of Aldermen Regular Meeting. Motion carried 8-0.

**BILL NO. 4376. AN ORDINANCE ACCEPTING AND APPROVING THE SUBDIVISION PLAT OF LOT 2 OF THE RE-PLAT OF HIGHWAY 32 INDUSTRIAL PARK. 1<sup>st</sup> & 2<sup>nd</sup>**

**READING.** A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4376 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderman Eydmann, second by Alderwoman Johnson to proceed with the second and final reading of Bill No. 4376. Motion carried 8-0. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4376 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4376 was declared Ordinance No. 4295 signed by the Mayor and attested by the City Clerk.

**OTHER BUSINESS.** None.

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

**EXECUTIVE/CLOSED SESSION.** A motion by Alderman Donovan, second by Alderman Smith to enter into an executive closed session to discuss real estate acquisition matters as authorized by Section 610.021(2) RSMO. Motion carried 8-0 with the following roll call vote: Ayes: Alderwoman Susan Johnson, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None 7:08 p.m.

**ADJOURNMENT.** With no further business, Mayor Hassler adjourned the meeting. 7:35 p.m.

Respectfully submitted by,



**Pam Meyer**  
**City Clerk**

## CITY ADMINISTRATOR REPORT

July 9, 2020 UPDATE 1

1. The City Hall Remodel Committee met Tuesday afternoon to review proposed minor adjustments to the original plan as recommended by the committee. Mr. Bacon has revised the plan and will now work on establishing a budget for a 3 phase construction process that will start with the police department side and extend over the next 3 years or more. I will include the estimated construction costs in the upcoming budget.
2. If the board wants to be involved in changes to our IT system then I would recommend a committee be formed so I can determine how we want to approach the funding that I will be recommending for the next fiscal year. No more than 3 volunteers and I will meet on your schedule. Greg Lottes is prioritizing a review of our IT systems and will be working on that in concert with our advisory committee.
3. Meetings begin next week with department heads to start work on a 10 year capital plan.
4. We continue to advertise for a building inspector and ask that you pass it along to someone who you think might be qualified and interested in the position. We also are one fulltime and one seasonal short in the street/parks department.
5. Randy and Mark Trautman will be dedicating the section of ground on the north side of Valley Spring Park that has the fence and trail that includes about .10 acre of ground to the City. It will be a simple deed transfer of the acreage to the city.
6. With the dry weather public works has been working to catch up on grass cutting, trimming, and spraying weeds. We are still short 1 fulltime person and a seasonal and will be advertising for those positions again.
7. I have been discussing with Gary Roth about placing a street tree in a vacant opening in front of the funeral home and replacing the dead tree across the street in front of the candy shop. Redbud trees are one of my considerations and the other is Crepe Myrtle, either a bush or tree. We also have some empty spaces on N 3<sup>rd</sup> St. and Market St. according to a spreadsheet sent to me by Bob Mueller. I also want to mix up our tree selection but make sure they don't interfere with overhead or underground electric, or have roots cause a problem with the sidewalks. We have a couple of information sources that we are following for that part.



## June / July

### Street and Park Report

- Mow and weed eat
- Finish repair on storm drain in Valle Springs, seed and straw
- Leveled a few graves in Crestlawn and seeded
- Repaired bridges in Valle Springs Park
- Asphalt repairs on Hillcrest Street
- Worked on installation of playground at Pinkley Park. (95% complete)
- Repaired a couple street lights downtown
- Spray weeds
- Put rip rap in a ditch on Main Street

# 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  
Cell Phone: 573-883-0615

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## Monthly Operations Report

Date: **June** 2020

### Calls for Assistance:

- SGFD responded to **14** emergency calls in **June**.
- Total Responses for the year 2020 are **92** calls, **down 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(Facebook and web page are working well)

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

- **Monthly Training was on 6/15 on site Fire Hose Advancement**
- Preplans have been cancelled until things get better

### Meetings Attended

Ozark Firefighters meetings – **Wolf Creek - 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: LED Lighting

Finished up the specs to send out for bids (**out for bids/bids due in July 10th**)

### Apparatus & Equipment Maintenance:

Nothing new to report

### Fire Radio

Nothing to report

Grants

- 1) Federal Assistance to Firefighters Federal Grant.  
Starting to look into the needs for a 2019 grant attempt.  
Grant was written and submitted. No news yet.
- 2) Community Foundation Grants(Holcim).  
**All equipment to be payed for by grants is on order or in. Will begin training on soon.**

County Firefighters Assn.:

Waiting for Community Foundation Grants(Holcim) check to order the training prop.

Local & State Mutual Aid:

- Nothing new to report

KnoxBox Program

Approved Box for – THE POINT- Waiting for install  
Ultra Flow – Waiting for the install  
Ste. Genevieve Do It Center (2 locations) – Waiting for installs  
Windcrest Apts has ordered a box.

Box installed      **El San Felipe – Installed waiting to place keys**





# Community Development

David Bova  
Community Development Administrator  
165 S. Fourth Street  
Ste. Genevieve, MO 63670

Phone: 573-883-5400  
Fax: 573-883-8105  
Email: [dbova@stegenevieve.org](mailto:dbova@stegenevieve.org)

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## July 2020 Staff Report

### Activities for 6/10/20 – 7/7/20

#### *Historic Preservation – Heritage Commission*

- Meeting – last meeting Monday, June 15; next meeting, Monday, July 20
- Approved 1 COA. Approved 3 COAs and 1 Ordinary Maintenance applications administratively
- SHPO Historic Preservation Grant – working on draft RFP for submittal to HPF Grant Manager

#### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 39
- Building Permits Issued 4
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 2
- Special Use Permits 2 – awaiting BOA approval

#### *Rental Housing Advisory Commission*

- Nothing new to report – next tentative meeting in September

#### *Planning & Zoning*

- Meeting – Thursday, July 2; next meeting, Thursday August 6
- Approved 2 SUPs, 1 Zoning Amendment, & 1 Subdivision for recommendation to BOA

#### *Board of Adjustment*

- Nothing new to report.

#### *Floodplain Management*

- Nothing new to report

#### *Property Maintenance Focus (6/25/18 – 7/7/20 Cumulative)*

- Properties Reviewed 208
  - No Issue or Repairs Made 196
  - Repair Plan from Property Owner 12
  - Notice of Violation issued 11
  - Abatement by City 1
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Welcome Center Report  
(July 8, 2020)

The Welcome Center reopened on Monday, June 1, following guidelines to maintain a safe and clean environment for workers and for visitors.

Those steps include regular sprayings of contact surfaces, cleaning of restrooms, hand sanitizer located near the entrance/exit door as well as plexiglass over the information desk.

The attached chart shows the number of visitors by day and by week (from Sunday to Saturday), with the latter showing growth in visitors from 158 in the first week to 331 in the week ending on the Fourth of July.

The figures for June 2020 were down from previous years:

June 2014: 1,970  
June 2015: 1,828  
June 2016: 2,002  
June 2017: 2,299  
June 2018: 2,765  
June 2019: 1,950  
June 2020: 1,106

The Missouri Bicentennial Quilt was on display at the Welcome Center from June 12 to June 23. The quilt includes blocks representing all the counties of Missouri and the city of St. Louis. Linda Hermann created the block that was chosen to represent Ste. Genevieve County. Due to the coronavirus situation this spring, the quilt's appearance here served as its public debut anywhere in the state. We reached out to quilters in St. Francois and Perry counties to come see the quilt as well. It attracted 135 visitors during that span who visited the Welcome Center just to see the quilt.

In addition to the cleaning work inside the building, Mary Elise Okenfuss has been working on mulching the areas around our bushes and flowers. We are due for work trimming our bushes in the near future. A landscaping company was contacted in mid-June and was going to put us on their list. The company earlier this week said they would be here this week.

The Center for French Colonial Life hosted a military history timeline on Saturday, July 4. It was a first-time event and was finalized less than one week from the event. Despite short notice, it attracted 50 to 75 people.

ASL Pewter will host its annual Traditional Artisans Showcase and Sale on Saturday, July 18, and Sunday, July 19. The hours are 9:30 a.m. to 5 p.m. both days.

Visitors to the Welcome Center by day

DAY	DATE	DAY	WEEK	DAY	DATE	DAY	WEEK
Monday	June 1	19		Sunday	June 21	46	
Tuesday	June 2	15		Monday	June 22	25	
Wednesday	June 3	7		Tuesday	June 23	28	
Thursday	June 4	9		Wednesday	June 24	41	
Friday	June 5	21		Thursday	June 25	55	
Saturday	June 6	87	158	Friday	June 26	47	
Sunday	June 7	43		Saturday	June 27	71	313
Monday	June 8	20		Sunday	June 28	33	
Tuesday	June 9	9		Monday	June 29	26	
Wednesday	June 10	31		Tuesday	June 30	27	
Thursday	June 11	31		Wednesday	July 1	58	
Friday	June 12	48		Thursday	July 2	24	
Saturday	June 13	73	255	Friday	July 3	105	
Sunday	June 14	49		Saturday	July 4	58	331
Monday	June 15	18		Sunday	July 5	38	
Tuesday	June 16	17		Monday	July 6	23	
Wednesday	June 17	32					
Thursday	June 18	44					
Friday	June 19	57					
Saturday	June 20	77	294				