

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – SEPTEMBER 28, 2023**

CALL TO ORDER. Mayor Brian 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 Joe Prince
Alderman Bob Donovan	Alderman Jeff Eydmann
Alderman Eric Bennett	Alderman Joe Steiger
Alderman Mike Raney	Alderman Patrick Fahey

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached)

STAFF REPORTS.

Ryan Pollock – Assistant Police Chief (see attached report)
David Bova – Community Development (see attached report)
Steve Wilson – Alliance Water Resources (see attached report)

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen - Regular Meeting – September 14, 2023
- Minutes – Board of Aldermen – Work Session – September 14, 2023
- Treasurer’s Report – August 2023.

- **RESOLUTION 2023-67.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT TO APPLY FOR A MISSOURI DEPARTMENT OF NATURAL RESOURCES GRANT FOR FY2024 TO DEVELOP A WALKING TOUR APP FOR HISTORIC STE. GENEVIEVE.

A motion by Alderman Bennett, second by Alderman Donovan to approve the consent agenda with the revised total for Resolution 2023-67 as presented. Motion carried 8-0.

OLD BUSINESS.

BILL NO. 4583. 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. 2nd READING. A motion by Alderman Eric Bennett, second by Alderman Jeff Eydmann, Bill No. 4583 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4583 was declared Ordinance No. 4504 signed by the Mayor and attested by the City Clerk.

BILL NO. 4584. AN ORDINANCE APPROVING A MEMORANDUM OF AGREEMENT WITH ALLIANCE WATER RESOURCES, INC., A MISSOURI CORPORATION TO MODIFY THE INITIAL PROFESSIONAL SERVICE AGREEMENT DATED AUGUST 12, 2010. 2nd READING. A motion by Alderman Bob Donovan, second by Alderman Joe Prince, Bill No. 4584 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4584 was declared Ordinance No. 4505 signed by the Mayor and attested by the City Clerk.

BILL NO. 4585. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2024 AND APPROVING AN EFFECTIVE DATE. 2nd READING. A motion by Alderman Eric Bennett, second by Alderman Joe Steiger, Bill No. 4585 was placed on its second and final reading, read by title only, considered, and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4585 was declared Ordinance No. 4506 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

APPROVAL OF QUOTE FROM GENASYS MASS NOTIFICATION SYSTEM FOR AN EMERGENCY ALERT TEXTING PROGRAM. A motion by Alderman Eric Bennett, second by Alderman Jeff Eydmann to approve the quote from Genasys Mass Notification System for an emergency alert texting program. Motion carried 8-0.

BILL NO. 4586. AN ORDINANCE APPROVING THE TASER 10 CERTIFICATION BUNDLE FROM AXON ENTERPRISE, INC. FOR THE PURCHASE/MAINTENANCE/REPLACEMENT OF TWELVE TASERS IN AN AMOUNT NOT TO EXCEED \$49,132.80 OVER A 60-MONTH CONTRACT FOR THE STE. GENEVIEVE POLICE DEPARTMENT. 1st & 2nd READING. A motion by Alderman Joe Seiger second by Alderman Joe Prince, Bill No. 4586 was placed on its first reading, read by title only, considered and passed by a 8-0 vote. A motion by Alderman Bob Donovan, second by Alderwoman Kristi Cleghorn to proceed with the second and final readying of Bill No. 4586. Motion carried 8-0. A motion by Alderman Bob Donovan, second by Alderman Eric Bennett, Bill No. 4586 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4586 was declared Ordinance No. 4507 signed by the Mayor and attested by the City Clerk.

BILL NO. 4587. AN ORDINANCE APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH JOKERST, INC. OF STE. GENEVIEVE, MISSOURI ON THE 2023 PAVING PROGRAM PROJECT IN AN AMOUNT OF TWENTY-ONE THOUSAND FIVE DOLLARS (\$21,005.00). 1st & 2ND READING. A motion by Alderman Eric Bennett, second by Alderwoman Kristi Cleghorn, Bill No. 4587 was placed on its first reading, read by title only, considered and passed by a 8-0 vote. A motion by Alderman Eric Bennett, second by Alderman Bob Donovan to proceed with the second and final reading of Bill No. 4587. Motion carried 8-0. A motion by Alderman Eric Bennett, second by Alderman Bob Donovan, Bill No. 4587 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderwoman Kristi Cleghorn, Alderman Bob Donovan, Alderman Jeff Eydmann, Alderman Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett, Alderman Patrick Fahey and Alderman Mike Raney. Nays: None. Motion carried 8-0. Thereupon Bill No. 4587 was declared Ordinance No. 4508 signed by the Mayor and attested by the City Clerk.

BILL NO. 4588. AN ORDINANCE PROVIDING FOR THE ISSUANCE AND COLLECTION OF SPECIAL TAX BILLS AND LEVYING A SPECIAL ASSESSMENT AGAINST THE LOTS, TRACTS AND PIECES OF LAND FOR SIDEWALK IMPROVEMENTS. 1st READING. A motion by Alderman Eric Bennett, second by Alderman

Mike Raney, Bill No. 4588 was placed on its first reading, read by title only, considered and passed by a 8-0 vote.

OTHER BUSINESS. Alderman Steiger asked about the status on filling the vacancies on numerous boards.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Keim adjourned the meeting at 6:34 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

September 28, 2023 UPDATE

1. We have 3 to 4 more interviews this week for the tourism marketing director position. We may have another interview next week depending on the results from our first 4 interviews. I hope to have someone hired the 2nd week of October.
2. I will be out of the office October 5 & 6. And there may be a work session on October 12 if I receive information soon enough to send out.
3. Demolition is complete at city hall with ceiling insulation & drywall installed and wall construction starting next week. We've worked out some on-the-fly adjustments but have not encountered any major issues with the demo.
4. The city hall committee met to review the single bid reply we had for the boardroom audio/video installation. The committee limited the expenditure to \$50,000. The bid came back at \$62,479 and the committee made some recommendations for reducing the costs to get it below \$50,000. The vendor replied that the finished product would not work satisfactorily and doesn't want to install a partial system.
5. We met with Cochran Engineering Monday morning (9/25) to discuss some issues with the 9th St. engineering plans they are drafting. The street has a 30 foot right of way so we determined that 24' of pavement would work best with current utility poles and home setbacks and install a concrete rolled curb for access to residential parking areas.
6. There is the potential government shut down starting Oct. 1 that will affect the Welcome Center. It is staffed Sunday and Monday with National Park Service personnel only and they are working on volunteer staffing to cover their desk. We have folks there Tuesday through Saturday. We will be closing the facility early so we can paint the front entranceway Monday, but if we don't have any staff for Monday we will close the facility and work on the ramp and steps earlier in the day.
7. Park Board approved the EV installation behind Main St. Park and I met with a certified installer yesterday to go over the specifics of the parking spaces and electric in the building. The charger has been delivered and we'll see what the cost for the charger installation is before we look at starting construction.
8. David & I are attending the MML Regional Conference in Cape Girardeau Tuesday and will be out of the office during the middle part of the day.
9. The Middle Mississippi River National Wildlife Refuge Final Land Protection Plan has been approved with all the necessary signatures and now the work has begun to begin the process to convey a section of the Ste. Genevieve Levee Commission property on the east side of the levee for recreation and education uses. The board approved the subdivided land in that area that will be conveyed after the federal government goes through its review and processes. Most of the work now is on Fish and Wildlife to fill out their paperwork, and I have been blessed to have Bob Mueller assist with the historical questions.



Ste. Genevieve Police Department



Monthly Operations Report

Date: September 2023

Calls for Service:

- 463 calls for service August 2023
- 64 O/I report's written
- 33 summons' issued.
- 74 warnings were issued.
- 23 Arrest made.

K9 Ozzy Reports

The K9 stats for August 2023 are as follows:

3 narcotics detection deployments
0 patrol deployments
0 alarm deployments
1 assist other agencies (Ste. Genevieve County Sheriff's Office)
0 Compliant surrender because of an arrest attempt
0 non-complaint surrenders (Apprehension)
2 arrests
5 public relations contacts (K9 demonstrations, civilian contact, and foot patrol at school)

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

Staffing:

- We are currently at full staff. I hired Jared Roark from Park Hills Police department. Jared has 13 years experience.

Training:

-

Meetings:

Facility:

- I contacted BT electric about an LED light that has stopped working in the lobby.

Equipment/Maintenance:

- The 2 new patrol cars will go up next week to have all the equipment installed.
- I have submitted a request to sign the contract for the new Tasers. Taser has notified us that the quote may increase by 10% on October 1, 2023 if it is not signed prior to that.

Police Radio:

Grants:

- Digital radios are on order.
- Officer Cusanelli applied for a grant with the Ten 8 Project that covers canine equipment. We were unofficially told the grant is approved and will be for all the equipment, related to the canine, for the new patrol car that is in the 2024 budget. The grant total is \$8,398.75.

Miscellaneous:

- We assisted with the homecoming parade.
- Due to the difficulties of finding and receiving patrol vehicles, I am requesting the city to approve the purchase agreement of a 2023 Dodge Durango that is in stock at Landmark Dodge in Independence Missouri for the purchase price of \$39,868.00



Community Development September 2023 Staff Report

8/8/23 – 9/22/23

Historic Preservation – Heritage Commission

- Meeting 9/18 (no mtg in Aug) – Approved 5 COAs & 6 Attestation
- Next meeting – 10/16
- Historic Preservation Grant – Date of event – 9/30-10/1; to be held at 167 S Gabouri
- Paul Bruhn Historic Revitalization Grant – not selected for funding
- 2024 HP grant application(s) – final apps due 10/12; resolution on tonight's agenda

Building Department / Code Enforcement

- Occupancy Permits / Inspections 37
- Building Permits Issued 10
- Demolition Permits 0
- Sign Permits 1
- Chicken Permits 1
- Special Use Permits 0
- New permitting software RFP – implementation of permitting module in progress
- Sidewalk violations – city property work completed; non-city properties prepped and update mailed to each; work completed (1 property left); invoices received & paid

Comprehensive Plan Update

- Steering Committee
 - Board rep is Alderman Raney
 - Funnel public input through Comm Dev Dept, committee, or RPC
- Current stage of process is Vision Development
- Meeting w/ RPC 10/9; tentative next public meeting end of October

Planning & Zoning

- No meeting this month
- Next meeting – 10/5

City / County Info

- Assistance with Tourism funding 2023 – budget of 5k; could consider more
- Assistance with Tourism / EcDev 2024 – discussion of poss. adding lodging tax to 2024 ballot
- Assistance with Tourism / EcDev 2024 - discussion of forming a CVB type organization with County & Chamber
- Progress Parkway property – pre-engineering complete; county assistance offered & in discussion

- FLAP Grant (N 4th Street) – remains on track for 2025
- 911 Tax – Board formed (includes City officer) – payments from City & Amb. Dist. to continue until new infrastructure installed and paid; potentially 4 – 5 years
- EV Charging – County will not be participating
- Improvements to Ferry Landing – beginning discussions w/ CoE, Port, UP, County

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are <50% chance of flooding in Sep-Oct-Nov.
- Current river stage (9/22) is 0.68'; expected to peak at 1.1' later this week.
- Ferry currently not operating.

Property Maintenance

- Nuisance Property Issues 12
- Vegetation Nuisance Issues 3
- Code Violation Issues 4
- Sidewalk Issues 2 (1 to be completed by owner)
- 42 S Main now boarded up & repointing completed
- 58 S Main – public nuisance hearing 10/12

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
- SEMA – Ransomware Table Top – attended 5/18
- Zywave – Anti-Bullying in Workplace – completed 6/2
- ICMA Budget Webinar Series – 3 sessions – completed 6/20
- HUD PRO Housing Webinar – completed 9/6
- Zywave – Multi-Factor Authentication – completed 9/25



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

August 2023

Water Treatment Plant

- All computers in the plant have received updates, and are operating as they should.
- Water plant staff was used for moving materials out of City Hall prior to renovations.
- BT Electric in to evaluate project and begin planning next phase of work.
- The tanker truck used for lime and sludge hauling has an increasing oil leak.
- Staff collected THHA and THM sampled required by the state.
- A round of PM's were conducted during this reporting period.
- All locations were inspected and cleaned.

Wastewater Treatment

- We received some more parts for the UV system and have begun completing repairs in preparation of the start up in April.
- HVAC unit annual inspection and service was completed.
- Normal operations without issue.
- Routine maintenance and inspections were performed as scheduled.



OPERATIONS REPORT – Ste. Genevieve

WASTEWATER PLANT EFFLUENT QUALITY

	<u>BOD Mg/l</u>	<u>TSS mg/l</u>	<u>pH</u>	<u>E. coli forming Colonies/100 ml</u>
Monthly Average	1.75	1.71	7.87	100
Peak Day	5.00	2.70	7.93	241
Percent Removal	97.6%	98.5%		

NPDES EFFLUENT LIMITATIONS

	<u>BOD Mg/l</u>	<u>TSS mg/l</u>	<u>pH</u>	<u>E coli forming Colonies/100 ml</u>
Monthly Average	30	30	6.5-9.0	206
Weekly Average	45	45		1030

AMMONIA MONTHLY LEVELS

	<u>Ammonia as Nitrogen</u>
Daily Maximum	.12
Monthly Average	.06

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- .881
 Daily Maximum loading 1358 lbs.



OPERATIONS REPORT – Ste. Genevieve

Alliance Year to Date Capped Expenses through June-2023			
	Actual(9 month)	Budget(9 month)	Over/Under budget
Repair	\$44,956	\$45,420	\$464.00

Collection/Distribution

Collections

- Staff jetted just over 3980ft of lines this month.
- Heavy rains caused minimal issues to the system during the rain event
- Ordered all manhole risers for the street overlay projects, that are coming up.
- All station were mowed, weedeated and sprayed.
- Met with Equipment Pro about issues with Virginia St Lift Station. These needed parts will not be available until late September.
- 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

- Hydrants Painting is scheduled to begin the week of October 3, 2023.
- Water main break on Progress Parkway. This was a 12” main that had a 6ft long crack that was caused by improper bedding during installation.
- Service line was leaking on Washington St. We replaced the line.
- Staff assisted Jokerst with a large tie in for the waterline project. This was a unexpected release of water caused by Jokerst hitting a 8” valve, causing it to come off the main.
- Staff flushed hydrants through the night ensuring everyone had water as normal.
- Staff was tasked with street washdowns after the creeks overflowed and left mud on roads.
- All remote buildings were cleaned, inspected.

Customer Service

- Staff performed 63 line locates.
- Staff performed 88 work orders.
- Disconnects for non-payment 23.
- There were 4 loads of lime purchased.



OPERATIONS REPORT – Ste. Genevieve

Public Works

Streets

- The front of the street dept received all new concrete and sidewalks..
- Staff completed painting crosswalks and directional arrows in the downtown areas.
- Provided barricades for the car show and roadblocks.
- Removed dead trees in the downtown area.
- Street sweeper is back on schedule.
- Routine items were also completed weekly. Trash, light checks, potholes, vandalism, etc....

Park

- Staff removed trees in front of the Park House.
- Parts list for mowing equipment was prepared and stock items will be ordered for the next mowing season.
- Facility checks were made daily now due to an incident.
- All mowing equipment is being maintained to ensure proper operation.

Project Updates

- Waterline Project continues on 9th St.
- Electrical Bldg. still on hold do to waiting on materials.
- Sidewalks that were include in Daves list have been completed.

Safety

- Lock out/Tag out was the topic of the safety meeting for this period.
- All overhead cranes were inspected by an outside company.

Regulatory

- DMR
- Groundwater report
- All samples as a result of the waterline project came back good.

Training

- 2 members of the staff completed flagger training in Cape.

Concerns for the Month

- Dump Truck

Positive for the Month

- Decreased grass growth due to minimal rain.