

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – OCTOBER 28, 2021**

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 Jeff Eydmann	Alderwoman Ashley Armbruster
Alderman Mike Jokerst	Alderman Bob Donovan
Alderman Mike Raney	Alderwoman Susan Johnson

Absent: Alderman Gary Smith
Alderman Joe Prince

APPROVAL OF AGENDA. A motion by Alderman Jokerst, second by Alderman Eydmann to approve the agenda as presented. Motion carried 6-0-2 with Alderman Prince and Alderman Smith absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached Report) Mr. Welch reported that he did not receive any bids on the repair of the Skylights at the Welcome Center. After some discussion Alderman Donovan suggested that instead of repairing the skylights they just be removed and the City consider looking into putting betting lighting at the Welcome Center.

STAFF REPORTS.

Jeffery Wix – Tourism Director (See Attached Report)
Eric Bennett – Police Chief (See Attached Report)
Steve Wilson – Alliance Water Resources (See Attached Report)

COVID DISCUSSION. None.

COMMITTEE REPORTS. Alderwoman Armbruster stated that there will be a movie in the Park on Saturday, October 30th along with pumpkin carving.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Approval of the Minutes of the October 14, 2021 Board of Aldermen Regular Meeting
- Approval of the Minutes of the October 14,, 2021 Board of Aldermen Work Session.
- Approval of a Liquor License Application from Old Brick House (Les Briques Rouges, LLC) 90 S. Third Street.
- **RESOLUTION 2022-08.** A RESOLUTION APPOINTING KRISTI CLEGHORN TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.
- **RESOLUTION 2022-09.** A RESOLUTION APPOINTING THOMAS HOOPER TO THE STE. GENEVIEVE HERITAGE COMMISSION.
- **RESOLUTION 2022-10.** A RESOLUTION BY THE STE. GENEVIEVE BOARD OF ALDERMEN APPROVING THE PURCHASE OF COMPUTER EQUIPMENT FOR CITY HALL AND THE POLICE DEPARTMENT AS PART OF A CYBERSECURITY UPGRADE.
- **RESOLUTION 2022-11.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT TO APPLY FOR A MISSOURI DEPARTMENT OF NATURAL RESOURCES GRANT FOR FY2022 FOR FUNDING FOR AN THEMATIC SURVEY.
- **RESOLUTION 2022-12.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT TO APPLY FOR A MISSOURI DEPARTMENT OF NATURAL RESOURCES GRANT FOR FY2022 TO HOST A HISTORIC PRESERVATION WORKSHOP.
- **RESOLUTION 2022- 13.** A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI ACCEPTING THE RECOMMENDED LOW BID OF H & R ALARMS FROM CAPE GIRARDEAU TO REPLACE THE BURGLAR & FIRE ALARMS AT THE WELCOME CENTER.

A motion by Alderman Donovan, second by Alderman Jokerst to approve the consent agenda as presented. Motion carried 6-0-2 with Alderman Smith and Alderman Prince absent.

PUBLIC HEARING.

The Mayor and Board of Aldermen will hold a public hearing to consider the re-zoning of the Northwestern corner of 175 Coyne Street. The parcel that is being requested to be rezoned is currently zoned as "R-1" Single Family Residential and sits between Coyne Street and Mary Ellen Street along Market Street and comprises approximately 1.5 acres of the 10.22 total acres of the lot. The 10.22 acres of the parcel is zoned "I-2" and used for manufacturing and warehousing and the applicants are asking for the entire parcel to be zoned as such. Mayor Hassler opened the public hearing at 6:19 p.m. and Community Development Administrator David Bova briefed the Mayor and Board of Aldermen of the 1.5 acres that sits in the Northwestern corner of 175 Coyne Street. With no further questions Mayor Hassler closed the public hearing at 6:20 p.m.

OLD BUSINESS. None.

NEW BUSINESS.

BILL NO. 4456. AN ORDINANCE APPROVING A ZONING CHANGE FROM AN "R-1" SINGLE FAMILY RESIDENTIAL TO AN "I-2" GENERAL COMMERCIAL DISTRICT FOR A PORTION OF 175 COYNE STREET. 1ST READING. A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4456 was placed on its first reading, read by title only, considered and passed by a 6-0-2 vote of the Board of Aldermen with Alderman Smith and Aldermen Prince absent.

BILL NO. 4457. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI APPROVING A TAX-EXEMPT EQUIPMENT LEASE PURCHASE AGREEMENT WITH FIRST STATE COMMUNITY BANK FOR THE PURCHASE OF TWO POLICE VEHICLES. 1ST & 2ND READING. A motion by Alderman Jokerst, second by Alderman Donovan, Bill No. 4457 was placed on its first reading, read by title only, considered and passed by a 6-0-2 vote of the Board of Aldermen with Alderman Smith and Alderman Prince absent. A motion by Alderman Eydmann, second by Alderman Donovan to proceed with the second and final reading of Bill No. 4457. Motion carried 6-0-2 with Alderman Smith and Alderman Prince absent. A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4457 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderwoman Susan Johnson, Alderman Bob Donovan, Alderman Mike Raney, and Alderwoman Ashley Armbruster. Nays: None Absent: Alderman Gary Smith, and Alderman Joe Prince. Motion carried 6-0-2. Thereupon Bill No. 4457 was declared Ordinance No. 4376 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. Alderman Donovan discussed two recent house fires that had occurred in the City within the last couple weeks and the number of firemen that responded to the fires. He is concerned with the departments staffing and would like to see a committee be formed to look further into the staffing situation. Alderwoman Armbruster, Alderman Raney and Aldermen Donovan volunteered to serve on the Committee.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting at 6:35 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

October 28, 2021 UPDATE 1

1. City offices will be closed November 11 and the next board meeting will be November 18, 6p here at city hall. I will be out of the office on Friday, November 12, 2021.
- ② We have a few more bid openings coming up: One for the skylights at the Welcome Center and the other for the asphalt seal of the walking trail along Progress Parkway. *NO bidders*
3. I had a discussion with Fish and Wildlife concerning the property conveyance and the issues regarding easements and rights of way. The FWS is mostly concerned with Audubon Lake, the borrow pit where the Corps of Engineers approved earthen materials exist to make repairs to the levee. FWS does not have any problems with other rights of way or easements, but the lake will need to be divided out until a suitable replacement area can be located. This will be discussed with Levee District III at their next meeting. This will help us proceed on the surveying that was not completed at the end of the last fiscal year.
4. The fiscal report will be in next month's board packet. With staff out of the office there was not time to produce the materials before we sent the packets out.
- ⑤ We will send letters to property owners next month who have deteriorated sidewalks explaining the new sidewalk reimbursement program and see if we can get them interested in repairing or replacing their sidewalk. We are compiling addresses right now to send to property owners. *Send letter to board*
6. Steve & I meet Friday, Nov. 5 with Cochran to finalize plans for the electric upgrade at the water plant. That puts us two weeks or less to put it out for bid.
7. There is legislation brewing in DC to allow up to 30% of ARPA money to be used for street and road infrastructure outside of the Revenue Loss section of the allowances for the Fiscal Recovery Funds. We can still use a portion of our funds and be in compliance with the current Treasury requirements but this would allow additional use if the board thought it was needed.



TOURISM REPORT

For Ste Genevieve Board of Aldermen

October 28, 2021

OVERVIEW

Saturday Oct. 16th - **Night of the Werewolf** (Centre for French Colonial Life/ Bolduc House Museum)

- Sold out in advance with a total attendance of **170**
- Attendance consisted almost entirely of visitors from STL and Cape Girardeau
- After party sold 25 advance tickets w/ an additional 12 at the door

Tuesday Oct. 19th - Tourism Tax Commission/ Tourism Advisory Council Meeting

- Approval to fund printing rack cards for target areas along I-55
- Approval to fund printing new brochures
- Approval for funding new and improved website
- Approval for flexible spending category

Saturday Oct. 23rd - **Rural Heritage Days**

- Early numbers estimated at approximately 250 persons, despite very heavy rains

Social media engagement, reach and likes continue to grow

WELCOME CENTER

Visitors

- 2021 September totals – **1,338**
- October to date – **2,005**
- YTD- **15,712**

National Park Service remodel project continues with a temporary counterspace for NPS. Merchandising displays have been relocated to create additional space to welcome an increased number of visitors at the entrance.

Front display case exhibits categorically, including historic tours, retail & restaurants, and lodging.



MARKETING

Social Media



Total Facebook "likes"= 3,673

Total Facebook "followers"=3,855

Facebook comparisons

Category	Month (September 24- October 21)	Week (October 15-21)
Post Reach	86,001 (+2%)	31,735 (+2%)
Post Engagement	6,673 (+6%)	1,759 (+11%)
New Page Likes	142 (-8%)	28 (-30%)
Page Views	436 (-13%)	114 (-12%)

All organic growth due to daily engagement

UPCOMING

Saturday November 6th - **Pecanapalooza**

November 7th-14th **Veteran's Day Celebrations** at the Ste Genevieve Museum and Learning Center w/ tours of WWII private collection

Saturday November 13th - **Cookie Crumb Trail**

Saturday November 27th - **Small Business Saturday**



Ste. Genevieve Police Department



Monthly Operations Report

Date: October, 2021

Calls for Service:

*SGPD responded to 409 calls for service in September, 2021.

UCR	Incident Type	Count
1059	ESCORT	19
1073	ALARM BURGLARY	10
8085	PERSON CHECK	1
8121	TRAFFIC STOP	74
A911	ABANDON OR OPEN 911 CALL	10
ANIM	ANIMAL CALL	6
ASSIP	ASSIST FOR POLICE	1
BURG	BURGLARY	2
CHEST	CHEST PAIN	1
CI	C AND I DRIVER	3
CUSTO	CHILD CUSTODY	1
CWB	CHECK WELL BEING	8
DIST	DISTURBANCE	13
DOMES	DOMESTIC DISTURBANCE	7
EXTRA	EXTRA PATROL	22
FALLS	FALLS	1
FIGHT	FIGHT	1
FOUND	FOUND PROPERTY	2
FRAUD	FRAUD	3
FUGI	FUGITIVE ARREST	3
HARA	HARASSMENT	3
INFO	INFORMATION ONLY	2
INVEF	INVESTIGATION FOR FIRE	1
INVEP	INVESTIGATION POLICE	29
MEDIC	MEDICAL ALARM SOUNDING	5
MISC	MISCELLANEOUS	90
MOTO	MOTORIST ASSIST	3
MVAN	MVA NON INJURY	7
OPEN	OPEN DOOR	1
ORDIN	ORDINANCE VIOLATION	3
PAPER	PAPERS SERVED	3
PEACE	PEACE DISTURBANCE	4
PICK	PICK UP	2
PROP	PROPERTY DAMAGE	1
PROWL	PROWLER	2
PSYCH	PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	5
RDHAZ	ROAD HAZARD	2
RESCU	RESCUE CALL	1
SEIZ	CONVULSIONS/SEIZURES	1
SHOTS	SHOTS FIRED	1
SICK	SICK PERSON	1
SUSPPE	SUSPICIOUS PERSON VEHICLE	32
THEFT	THEFT	7
THREA	THREATS	3
TRESP	TRESPASSING	4
TTC	TRY TO CONTACT	3
UNCON	UNCONSCIOUS	2
UTILI	UTILITY CREW	1
VAND	VANDALISM	1
VEHIC	VEHICLE FIRE	1

Total: 409

Staffing:

*We are fully staffed, but still have Officer Unverferth out on workers comp, with hopes of his return once we're in the remodeled building, in a Light Duty capacity.

Training:

*Nothing to report.

Meetings attended:

*I attended 2 BOA meetings in September.

Facility:

*The Police Department remodel is underway.

*We need to look at ventilation options for the maintenance building, to combat moisture and mold.

Equipment/Maintenance:

*Nothing to report.

Police Radio:

*St. Francois County is in the process of launching a radio study to locate and correct radio problems we've been experiencing the last several months. This may entail a new radio system, to which we will likely be expected to contribute.

Grants:

*Nothing to report

Miscellaneous:

*



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

September 2021

Water Treatment Plant

- The automatic Clay valve located in the water plant had failed. This is the original valve from 1994. We were able to get it rebuilt and back into service
- Staff replaced the gearbox for the primary peristaltic pump used for lime feed.
- We also found a bearing that was failing on the rollers for the peristaltic pump. We replaced all bearing in the unit.
- The chlorine levels were lower than normal, staff began looking for the cause. And found and repaired a small vacuum leak.
- All locations were inspected and cleaned.

Wastewater Treatment

- Heavy rains caused staff to bypass the UV System. Though its able to be submerged by design, we felt we could head off any further issues.
- Equalization basin has been drained and cleaned.
- All facilities were inspected for security and proper signage. Areas where signage was faded or missing a list has been compiled and replacement will resume
- Staff is preparing for the shutting down of the UV system for the off season.
- Routine maintenance and inspections were performed as scheduled.



OPERATIONS REPORT – Ste. Genevieve

WASTEWATER PLANT EFFLUENT QUALITY

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	2.3	3.4	7.7	140
Peak Day	3.3	4.1	8.0	211
Percent Removal	98.4%	97.7%		

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	.03
Monthly Average	.03

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- .940mgd September 5th, 2021
 Daily Maximum loading 947 lbs., September 9th, 2021

Collection/Distribution



OPERATIONS REPORT – Ste. Genevieve

Collections

- Staff jetted just over 4600ft of lines this month.
- Investigated a possible sewer backup on Parkwood. Also performed CCTV on this line as well. Findings were customer issues.
- Pulled pumps at Lift Station #3, problem wipes stuck in the pump.
- Ordered all manhole risers and valve boxes.
- All lift stations were cleaned, inspected.
- 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

- Water leak in Valle Spring was cause for excavating and pulling 2 new lines under the road.
- Staff set 8 new meter for the new apartments on Portis St.
- Called to Westwood for low pressure. This was due to internal plumbing of the resident.
- Numerous data logs were completed on meters, including the water park which had a leak of over 15,000 gallons a day they were unaware of.
- Dirty water in the St. Jude area. We flushed the area.
- All remote buildings were cleaned, inspected.

Customer Service

- Staff performed 49 line locates.
- Staff performed 72 work orders.
- Disconnects for non-payment 23.
- There were 5 loads of lime purchased.

Public Works

Streets and Parks

- All members of the Street Dept. have received their initial safety training.
- OSHA 10hr course will be completed by all that require it at the end of October.
- Different team members of the staff have been assigned individual assignments as part of employee development.
- Strategic planning is in place for an October 1 startup



OPERATIONS REPORT – Ste. Genevieve

Project Updates

- Cochran is preparing a proposal for the electrical project at the water plant.
- All manholes have been fitted for the risers that will be required for the street overlays.
- Street overlay project will begin Mid-October

Safety

- Staff reviewed Confined Space Awareness
- Covid Update for staff.

Regulatory

- All testing and reports were submitted on time.
- DNR has been updated on water system improvements, per the 5 year plan agreement

Training

- All new waterline data has been collected and the GIS system is being updated.
- Due to limited in person classes we have been taking online virtual classes for continuing education credits. This is required to maintain current state certifications by all licensed staff.

Concerns for the Month

- Waterline project.

Positive for the Month

Sign AWR contracts