

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – MARCH 14, 2024**

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
Alderman Bob Donovan
Alderman Eric Bennett
Alderman Mike Raney

Alderman Joe Steiger
Alderman Joe Prince

Absent: Alderman Patrick Fahey
Alderman Jeff Eydmann

Alderwoman Kristi Cleghorn

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. At this time Mr. Jimmie Donze, Municipal Band President will present the annual report for the Ste. Genevieve Municipal Band and answered any questions from the members.

CITY ADMINISTRATORS REPORT. (See Attached Reports)

STAFF REPORTS.

Aaron Smith – Tourism Director (See Attached Report)
David Bova – Community Development Administrator (See Attached Report)
Kenny Steiger – Fire Chief (See Attached Report)

PUBLIC COMMENTS. None.

PUBLIC HEARING.

At this time Mayor Brian Keim opened the Public hearing at 6:28 p.m. The public hearing is for the Board of Aldermen to consider a request from Bethany Noble for a special use permit that will allow guest lodging at 105 N. Second Street in an R-2 Residential District. David Bova, Assistant City Administrator briefed the Mayor and Board concerning the issue. With no further questions Mayor Keim closed the public hearing at 6:31 p.m.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – February 22, 2024
- Minutes – Board of Alderman – Work Session – February 22, 2024
- Board of Aldermen Work Session – Closed Session – February 22, 2024
- **RESOLUTION 2024-20.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH MARK E. TRAUTWEIN TO MAINTAIN FLOOD BUYOUT PROPERTY.
- **RESOLUTION 2024-21.** A RESOLUTION BY THE BOARD OF ALDERMEN APPROVING THE PURCHASE OF SIX HANDHELD RADIOS AND THREE MOBILE REPEATERS FOR THE FIRE DEPARTMENT FROM MOTOROLA INC. THROUGH WIRELESS USA IN AN AMOUNT NOT TO EXCEED \$72,187.28.
- **STREET CLOSURE REQUEST** – The City of Ste. Genevieve is requesting a street closure for the 2024 S & G Gravel Classic Bike Race for Saturday, April 27, 2024 from 5 a.m. to 5 p.m. The closure will include Main Street from Merchant to Washington.
- **STREET CLOSURE REQUEST** – The Foundation for Restoration of Ste. Genevieve is requesting a street closure on behalf of the Sons of the American Revolution for an event that will be held on Sunday, May 26, 2024 from 12:30 p.m. to 2:00 p.m. The closure will include Merchant from the West side of Fourth Street to Memorial Cemetery, Fifth Street from Market to the North Side of Memorial Cemetery Gate.
- **STREET CLOSURE REQUEST** – The City of Ste. Genevieve is requesting a street closure for the “Eclipse Jamfest” that will be held on Sunday, April 7, 2023 from 6:00 a.m. to 11:00 p.m. The closure will include Third Street between Market Street & Merchant Street and Merchant Street between Third Street and Fourth Street.
- **STREET CLOSURE REQUEST** – The French Colonial America is requesting a street closure for the “Eclipse” on Monday, April 8, 2024 from 10:30 a.m. to 3:30 p.m. The closure will include Market Street between Second Street and Main Street.

A motion was made by Alderman Prince, second by Alderman Donovan to approve the Consent Agenda as presented. Motion carried 5-0-3 with Alderman Fahey, Alderwoman Cleghorn and Alderman Eydmann absent.

OLD BUSINESS.

BILL NO. 4606. AN ORDINANCE AMENDING SECTION 200.015 CHIEF OF POLICE – APPOINTMENT – TERM – SALARY – REMOVAL. 1st READING. A motion by Alderman Steiger, second by Alderman Raney, Bill No. 4606 was placed on its first reading, read by title

only, considered and passed by a 5-0-3 vote of the Board of Aldermen with Alderman Eydmann, Alderman Fahey and Alderman Cleghorn absent.

BILL NO. 4607. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AMENDING MUNICIPAL CODE CHAPTER 715 USER CHARGE SYSTEMS; SPECIFICALLY, SECTION 715.040 USER CHARGE RATES SUBSECTIONS A. & B. BY REVISING THE WATER USE CHARGES. 2ND READING. A motion by Alderman Donovan, second, by Alderman Bennett, Bill No. 4607 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 Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Absent: Alderman Jeff Eydmann, Alderwoman Kristi Cleghorn and Alderman Patrick Fahey. Motion carried 5-0-3. Thereupon Bill No. 4607 was declared Ordinance No. 4527 signed by the Mayor and attested by the City Clerk.

BILL NO. 4608. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI, AMENDING MUNICIPAL CODE CHAPTER 715 USER CHARGE SYSTEMS; SPECIFICALLY, SECTION 715.140 SEWER CHARGES AND BILLING, SUBSECTION "D" BY REVISING THE SEWER USE CHARGES. 2ND READING. A motion by Alderman Bennett, second, by Alderman Prince, Bill No. 4608 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 Joe Steiger, Alderman Joe Prince, Alderman Eric Bennett and Alderman Mike Raney. Nays: None. Absent: Alderman Jeff Eydmann, Alderwoman Kristi Cleghorn and Alderman Patrick Fahey. Motion carried 5-0-3. Thereupon Bill No. 4608 was declared Ordinance No. 4528 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

APPROVAL OF THE LOW BID FROM KLUESNER CONSTRUCTION IN THE AMOUNT OF \$63,063.80 FOR THE MARQUETTE PARK TRAIL REHABILITATION PROJECT. A motion by Alderman Bennett, second by Alderman Donovan to approve the low bid of Kluesner Construction in the amount of \$63,063.80 for the Marquette Park Trail Rehabilitation Project. Motion carried 6-0-3 with Alderman Fahey, Alderwoman Cleghorn and Alderman Eydmann absent.

DISCUSSION OF LOW BID OF STAAT TUCKPOINTING IN THE AMOUNT OF \$29,680.00 FOR THE 58 S MAIN STREET REPOINTING AND MASONRY REPAIR PROJECT. A motion by Alderman Bennett, second by Alderman Prince to reject the low bid from Staat Tuckpointing due to the fact that only one bid was received, it is significantly higher than anticipated and over what was budgeted for the project. Motion carried 6-0-3 with Alderman Fahey, Alderwoman Cleghorn and Alderman Eydmann absent.

BILL NO. 4609. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH JOKERST PAVING FOR THE “N. 4TH STREET DRAINAGE/PAVING IMPROVEMENTS PROJECT” IN AN AMOUNT OF \$132,295.00. 1ST READING. A motion by Alderman Steiger, second by Alderman Raney, Bill No. 4609 was placed on its first reading, read by title only, considered and passed by a 5-0-3 vote of the Board of Aldermen with Alderman Eydmann, Alderman Fahey and Alderman Cleghorn absent.

BILL NO. 4610. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF STE. GENEVIEVE AND THE STE. GENEVIEVE MUNICIPAL BAND. 1ST READING. A motion by Alderman Steiger, second by Alderman Prince, Bill No. 4610 was placed on its first reading, read by title only, considered and passed by a 5-0-3 vote of the Board of Aldermen with Alderman Eydmann, Alderman Fahey and Alderman Cleghorn absent.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business, Mayor Keim adjourned the meeting at 6:44 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

March 14, 2024

1. Alliance Water Resource personnel are starting a 10 hour workday 4-day a week schedule starting Monday, March 11, 2024. They still have personnel on duty at the sewer plant, water plant, and one person at the street shed with other personnel available for call out emergencies.
2. The Southeast Missouri Regional Planning Commission is looking to update the 5 year Comprehensive Economic Development Strategy this month with in person or virtual attendance available for those wanting to give input. Go to the SEMO RPC website to find out more.
3. One major hurdle has been cleared for the ferry landing improvement that the Rotary Club is spearheading. The Corps of Engineers has determined that the work proposed (concrete flatwork improvement, marked parking spaces, retaining wall) does not require a Nationwide Permit from USACE. Any major deviation from that will require USACE review and permitting.
4. The electric installation is finished at the water plant with all new electric switchgear moved to a separate building adjacent to the plant. There will be some additional costs due to extended runs of electric conduit, an additional breaker, and replacement for an existing VFD that was going bad. Once BT electric started on the project in January they were at the plant everyday to finish.
5. We have 76 folks signed up to our Genasys Notification System for text/email/phone notifications.
6. We plan on having an open house on March 28 before the next board meeting from 4p to 5:30p. This is for folks who want to stop in and see the boardroom and offices. We are not providing food or sodas for this since we will be getting ready for that evening's board meeting. We need a couple of weeks to get the word out.

Tourism Report

Moving Toward Cohesion

Objective Overview

Ste. Genevieve has been hard to market because it operates in individual pieces and parts. The Tourism Director's job is to provide the vision of how these pieces work together and present that vision to tourists. Once we build the visual and conceptual framework, then we get these pieces to actually work together.

Date	Jan 25, 2024 - Feb 8, 2024
Marketing Plan	<p>Final Draft of Marketing Plan Submitted by McDaniels on 2/22</p> <p>McDaniels presented the plan at the last TTC - TAC meeting on February 20th.</p> <hr/> <p>Under plan, Ste. Gen will undergo a complete rebrand.</p> <p>I think this is necessary. I'm already playing a very active role. I have a vision for Ste. Gen and I want to make sure we set ourselves apart from other communities.</p>
Visit Kit	<p>A PDF document that reframes what Ste. Gen offers for prospective tourists</p> <p>In response to a request from Trailnet (Ste. Gen Gravel Classic). Will be useful for all prospective tourists. Allows me to help steer rebranding efforts by McDaniels. Establishes visual language I and the Social Media Coordinator will use to market events.</p> <p>Part of plan to communicate what's happening in Ste. Gen to our audience</p> <p>When it comes to scheduling, we struggle providing cohesive information across platforms. Our next step from after building the Visit Kit, will be building templates that show what's happening each weekend in Ste. Genevieve, and to post that information with enough time to allow tourists to act on it. I and the Social Media Coordinator will start to plan posts in advance that give us ample time to promote our events.</p>
Social Media Coordinator	<p>A candidate has been selected and has accepted the position</p> <p>When creating the job description for this position, there was really two separate directions to go. I wanted someone who's younger who has managed Instagram and TikTok accounts before. Someone who can help me take great photos and videos of the town and help me create content. I found that in Hannah Walker, who is going through the vetting process before taking the position. I also need someone in-house who can help me create templates for event calendars we can post on social media and our website that consolidate useful info for tourists. For that, I will be using Amanda Schwent on an as-needed basis to fulfill that role.</p>
MOFairs Convention	<p>To accept 2024 Horizons Grant, I had to attend the MOFairs Convention Feb 2-5</p> <p>Brought us to the convention to connect us with vendors for our festivals.</p> <p>There wasn't much that we could use, but I did get to start building relationships with MO Humanities as well as the Tourism Departments for similar small market towns. I feel great about maintaining those relationships and leveraging them in the future to help supplement our budget and harness extra promotional power</p>

My next mandatory convention is put on by MO Arts Council April 26th/27th

All three organizations involved in this grant are going to be crucial organizations in producing grants in the future.

Upcoming Events

Living in Ste. Genevieve House Tours

Eclipse - Dancin' in the Dark/Viewin' in the Park Weekend

Useful Thoughts

One of the most useful takeaways from the MO Fairs convention was a speaker talking on organizational structure. One thing he shared is that it's all of our jobs, as a community, to get the word out on our events. So, I urge you, the board, to get acquainted and re-acquainted with our events here in town, to attend if possible, and most importantly, to share our event with everyone you talk to. If you're not sure what's going on, then that's on me and my predecessors and we need to get that fixed. Tourism isn't going to become a success just coming from my perspective. It's a community effort.





National Park Service will unveil Harvard's LightSound device to help the visually impaired interpret the eclipse.

VisitSteGen



ECLIPSE 2024

SUNDAY 4/7 12pm -8pm

"Dancin' in the Dark"
Jamfest
GRAND ALLUSION
Crossroads Southern Gypsy
Dear Darla

MONDAY 4/8 10am -5pm

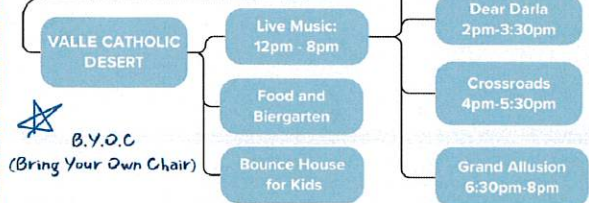
"VIEWN' IN THE PARK"
JamPacked Tailgating
- Free Setup for Eclipse Viewing
- Trolley Rides All Day
- Free Children's Activities!
- Food Vendors

ECLIPSE 2024:

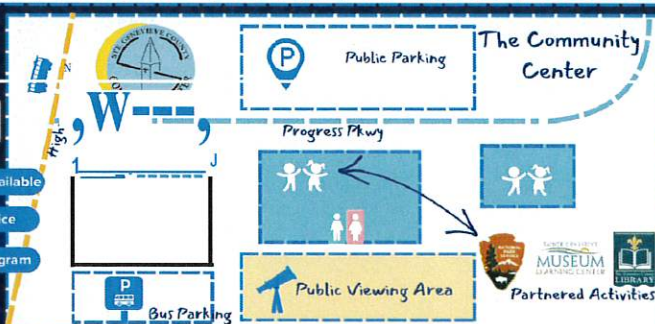
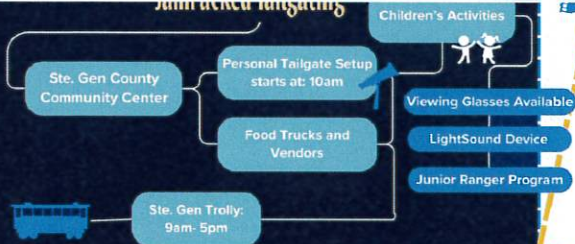


EVENT MAP

"Dancin' in the Dark"
JamFest



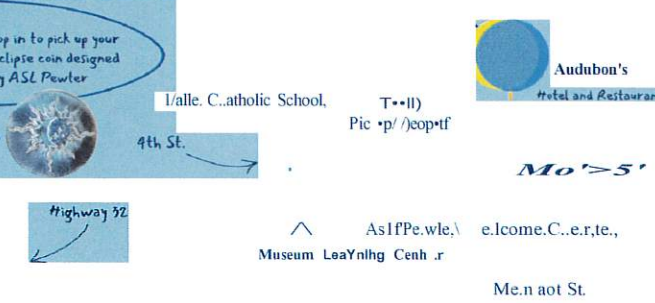
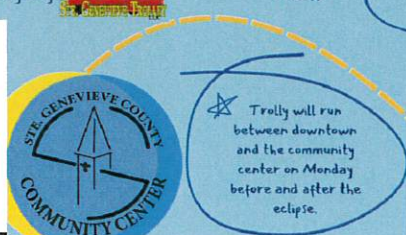
"VIEWN' IN THE PARK"
JamPacked Tailgating



Monday's Trolley Trail MAP

Brought to you by:

Don't forget to stop in to pick up your commemorative Eclipse coin designed and minted by ASL Pewter



FRENCH HERITAGE

FESTIVAL

JUNE 8-9, 2024



STE. GENEVIEVE, MO



Community Development March 2024 Staff Report

2/5/24 – 3/7/24

Historic Preservation – Heritage Commission

- Meeting 2/26 – Approved 2 COAs & 1 Administrative approval COA
- Next meeting – 3/18
- 2024 HP grant application(s) – mobile app walking tour – app submitted

Building Department / Code Enforcement

- Occupancy Permits / Inspections 30
- Building Permits Issued 7
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 1
- Special Use Permits 1 (pending approval)
- New permitting software – implementation planned this month
- Sidewalks – sidewalk reimbursement letters mailed out in Dec.

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 Draft Development
- Next Comm. Meetings – April

Planning & Zoning

- Meeting – no meeting in Feb
- Next meeting – 3/7 – 1 SUP to consider; 1 Minor Subdivision

City / County Info

- Assistance with Tourism / EcDev 2024 – Provided 5k in '23, discussion of poss. adding lodging tax to 2024 ballot / discussion of forming a CVB type organization with County & Chamber
- Progress Parkway property – county / IDC working together to possibly assist
- 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 (2027-28)
- EV Charging – County will not be assisting
- Improvements to Ferry Landing – USCOE will not require permits and have given permission to move forward; plans have been forwarded to Union Pacific & MLC for review

Board of Adjustment

- Nothing new to report

Floodplain Management

- Current long range forecasts are <50% chance of flooding in Mar-Apr-May.
- Current river stage (3/7) is 3.9'; expected to rise to 10.2' next week.
- Currently in Moderate Drought; Gov. Parson extended Drought Alert thru 5/1/24
- Ferry currently not operating.
- Floodplain preparation letters will be mailed out late March/early April

Property Maintenance

- Nuisance Property Issues 7
- Vegetation Nuisance Issues 0
- Code Violation Issues 3
- Sidewalk Issues 1
- 58 S Main – one bid received – on agenda for discussion
- 42 S Main – default hearing scheduled 3/12

Training 2024

- NAPC Webinar – Assessing & Rehabilitating Structures – completed 1/8
- MML Webinar – AI's Impact on Local Government – completed 1/29
- MDNR Webinar – Paul Bruhn Revitalization Grant Program – completed 2/1
- NPS Webinar – Use of Substitute Materials on Historic Buildings – attended 2/22

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: **February 2024**

Calls for Assistance:

- SGFD responded to **19** emergency calls in **January**.
- The total for this year is **44** calls, up 5 calls from last year.

Staffing:

- SGFD roster is down **3**. Due to the fireman being volunteer, openings will occur.
- **We lost 1 gained 2 in February**
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if interested
- **Have a new volunteer application in hand and working on background and reference checks.**

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

- **Monthly Training was annual CPR and AED certification.**
- **Preplan Training Community Counseling Center.**
- **I attended a Sprinkler System Class in High Ridge**

Meetings Attended

Bi County Chiefs Meeting – **Attended**
City Council Meeting – **Attended**
Ozark Fire Assoc. Meeting – **Attended**

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

- **After giving a Grain Bin Awareness Class to Bloomsdale, Kinsey and Zell FDs last month had to deploy technical rescue team for a “LONG FALL” in a grain bin under construction in our rural coverage area. This was the first actual deployment for our technical rescue team for a human victim.**

Apparatus & Equipment Maintenance:

- Nothing big to report – Normal Maintenance work

Fire Radio

- St Francis County 911 radio survey – Radio improvements project moving forward with 2025 anticipated completion. **New radio towers are out for bids.**
- **BI County AFG grant for all new handheld radios submitted. Will probably be 2-3 months before we know anything.**

Grants

DPS

2023 DPS Grant

Received notification that the grant program will open soon. I intend to apply again to try to get some of our handheld radios upgraded. This will be a no matching funds grant, the same as the last 2 DPS grants. Grant has been submitted for approximately \$72,000. Grant has been approved. **Have permission from the state to order the radios. Have a request to purchase on the agenda for tonight's meeting.**

ARP Grant

2023

All ordered equipment is in service and invoices have been turned over to Sue. Working on the closeout process.

2024

I will be applying for all new fire hose and 8 sets of turnout gear in this year's grant request. This is a 50% match which can be in the form of money or "in kind match". We have budgeted for 4 sets of turnout gear and replacement of our 4 inch large diameter hose. If I write these into the grant, the purchases we were planning to make can be used as our match and would only require additional funding of approximately \$6,000.00 that would be available from the rural fire fund. Grant has been submitted.

Missouri Department of Conservation Grant

2023

Has been completed

County Firefighters Assn.:

- Working on funding a Propane Truck Emergencies Class for the spring.

Local & State Mutual Aid:

- Nothing to report

Held our annual awards supper in February.

Awards were given to the following.

Retirement Axes

Bob Bonnell for 46 years of service

Charlie Wibbenmeyer for 44 years of service

Years of service pin

Jerry Staab – 20 years

Fire Chief's Award for extra service

Bill Holst, Justin Donovan, Gary Roth and Kate Breckenfelder

Firefighter of the Year

Bob Bonnell

Misc.

Did a fire extinguisher safety and usage class for the National Park Service.

KnoxBox Program

Boxes Approved, shipped and Waiting for installs

Ste. Genevieve Do It Center (still waiting for warehouse on Chadwell)

Mid State Wood Products for Trautman Building

Installed

National Parks Service Knox Box installed on headquarters building working on boxes for other properties.

Community Counseling installed