

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – May 14, 2020**

CALL TO ORDER. Mayor Hassler called the meeting to order 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
Alderman Bob Donovan
Alderman Jeff Eydmann
Alderman Joe Prince

Alderwoman Susan Johnson
Alderman Mike Jokerst
Alderman Mike Raney
Alderwoman Ashley Armbruster

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached)

STAFF REPORTS. The Fire Chief, Field Operations Supervisor and the Community Development Administrator all provided reports but the Mayor did not want them physically reporting to the meeting. (because of COVID 19)

COMMITTEE REPORTS. Alderwoman Armbruster asked the Mayor if the Park Board could have their May meeting and hold in at the Big Pavilion on May 26, 2020. The Mayor said that would be fine and liked the idea of it being held outside.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

1. Minutes – Board of Aldermen – Regular Meeting – March 12, 2020
2. Minutes – Board of Aldermen – Special Meeting – March 19, 2020
3. Minutes – Board of Aldermen – Emergency Meeting – March 26 , 2020 & April 30, 2020
4. Minutes – Closed Session – March 12, 2020 (2 sets) & March 19, 2020
5. Treasurer’s Report – February 2020 & March 2020
6. Resolution 2020-22. A RESOLUTION AUTHORIZING THE SALE OF A 2011 FORD CROWN VICTORIA AND A 2013 FORD TAURUS.

A motion by Alderwoman Johnson to amend the Minutes of the March 19, 2020 to add “motion carried 8-0” under the Mayoral Appointment of City Administrator and approve the consent agenda as amended, second by Alderman Donovan. Motion carried 8-0.

OLD BUSINESS.

Discussion of Employee Health Insurance Premiums. At this time the Board discussed the options of having the employee pay a portion of their health insurance premiums. After some discussion it was decided to form a committee consisting of Alderman Donovan, Alderman Eydmann and Alderman Jokerst and have this committee meet with the department heads and a representative from each department to discuss options.

NEW BUSINESS. None.

OTHER BUSINESS.

Approval of a liquor license request for Mimi's, 675 Ste. Gen. Drive.

Approval of the following annual liquor licenses: El San Felipe Mexican Grill, The Anvil Saloon, Old Brick Restaurant, Café Genevieve, The Orris/Sirros, Show Me Shop, The Point, Lewsi Winery, Brix Urban Winery & Market, LLC, Downtown Sandbar, Country Mart, Save-A-Lot, Oberle Meats, Casey's General Store, Rhodes 101 Stops, C-Barn, Week's Diner, Buddy's Place, Ste. Genevieve Parish, Audubon's Grill & Bar, Dollar General, Harold's Famous Bee Company, Mimi's and Chaumette, Inc.

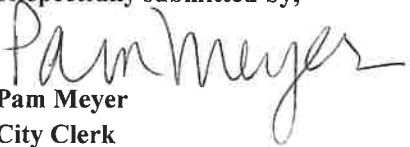
A motion by Alderman Donovan, second by Alderman Eydmann to approve the liquor license request for Mimi's as well as all the annual liquor licenses. Motion carried 8-0.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

EXECUTIVE/CLOSED SESSION. A motion by Alderman Eydmann, second by Alderman Donovan to enter closed session to discuss personnel matters as authorized by Section 610.021(3), RSMO. Motion carried 8-0 with the following roll call vote: Alderman Gary Smith, Alderwoman Susan Johnson, Alderman Bob Donovan, Alderman Mike Jokerst, Alderman Jeff Eydmann, Alderman Mike Raney, Alderman Joe Prince and Alderwoman Ashley Armbruster. 6:39 p.m.

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting at 6:55 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

May 14, 2020

1. I will be out of the office Friday, May 15, 2020 to attend the closing on my house in Harrisonville.
2. We are on track to open the lobby on Monday, May 18 to accept utility bill payments. All of the hardware is in and the new interior door is working properly. Only 3 people may be in the lobby at one time due to social distancing rules. We ask that those who need to meet with employees please make an appointment and not just drop by as we continue through the reopening phase of the COVID-19 pandemic.
3. The city is out of the tent erection business. The big top we owned recently tore during one of the storms that passed through town and caused a large hole in the fabric. At this point I don't wish to spend the funds to get it repaired and we can remove that responsibility from the public works dept.
4. I recently toured the Welcome Center and had a chance to look at the artwork and displays for visitors. Public Works will be working on some plastic barriers for the front desk as part of our COVID -19 preparations along with establishing cleaning schedules for staff around the visitor area and bathrooms as part of our plan to reopen June 1. I have been developing a plan for reopening and have sent it to the department heads for input.
5. Same for the parks and playground equipment. The public works department has purchased antibacterial spray for the equipment and bathrooms and we are working on a schedule that will reflect CDC guidelines. Equipment will open up June 1.
6. Cochran Engineering has been hired to work on replacement recommendations for the collapsing wall along Washington Street near N. 5th St. In connection with that, the homeowner at 199 N. 5th St. has filed a claim against the city seeking damages for hydrostatic related problems to her home's foundation. She says the walls have moved, the floor is cracking, and the walls are spalling (flaking off) because of the water from the street not being directed away from her home. I have passed that claim to our insurance carrier Midwest Public Risk for review.
7. I had a chance to meet representatives with the National Park Service, Missouri State Parks, and the Center for French Colonial Life as they work on a plan to move forward with tourism for the late spring and summer. We will meet again on May 21 with some finalized plans to attract tourists to the area even with the buildings closed temporarily to follow social distancing rules.
8. The latest sales tax numbers are in and they are down but not as significantly as expected. Our overall sales tax, capital improvement, and transportation tax revenue total is down 5% compared to last year, but not unlike last year's dip for the May report. On the other side local use tax revenue total for the year is up 4% over last year at this time. The

biggest impact from the Stay at Home order will probably be next month when we typically have a spike in sales tax reported.

9. There are some electrical circuits that are not working properly that are affecting about 6 street lights in the downtown area. Gary is aware and working on the problem.



Street and Park

April/ May

- Finished foyer in City Hall
- Finished mulch around town
- Mowed and weed eat
- Patched asphalt on
 - Fourth Street - Storm repair
 - Fifth Street - Sewer repair
 - Park Drive - Water repair
 - St. Marys Road - Culvert pipe repair
- Did repairs and service on mowers
- Burnt brush site
- Fixed a drainage problem on Fourth Street



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

May 2020 Staff Report

Activities for 4/9/20 – 5/12/20

Historic Preservation – Heritage Commission

- Meeting – No Meeting held in April; next meeting, Monday, May 18
- Approved 2 COA & 3 Ordinary Maintenance applications administratively
- SHPO Historic Preservation Grant – funds not dispersed yet, on hold pending release

Building Department / Code Enforcement

- Occupancy Permits / Inspections 38
- Building Permits Issued 4
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 1
- Special Use Permits 0

Rental Housing Advisory Commission

- Have returned to quarterly meetings
- Next possible meeting pushed to June

Planning & Zoning

- Meeting – Thursday, May 7 (held via Zoom)
- Recommended Approval to BOA for re-zoning of 21454 Highway 32 (El San Felipe property)

Board of Adjustment

- Nothing new to report.

Floodplain Management

- Nothing new to report

Property Maintenance Focus (6/25/18 – 5/12/20 Cumulative)

- Properties Reviewed 208
 - No Issue or Repairs Made 195
 - Repair Plan from Property Owner 13
 - Notice of Violation issued 11
 - Abatement by City 1
-

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: **March/April 2020**

Calls for Assistance:

- SGFD responded to **20** emergency calls in **March**.
- SGFD responded to **6** emergency calls in **April**. (**Not Running any EMS unless requested**)(**We anticipated calls would remain stable with increased people at home – more chances of cooking fires etc., not working out that way**)
- Total Responses for the year 2020 are **68** calls, **down 25** calls from last year.

Staffing:

- SGFD roster is **down 3**. Due to the fireman being volunteer, openings will occur
- **We have had contact with several interested persons but have halted any new people until things level out.**
- 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 3/16 on Small Engine Operations**
- **Monthly Training was on 4/20 online Fire Behavior**
- **Preplans have been cancelled until things get better**

Meetings Attended

Ozark Firefighters meetings – **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:

Have gotten the rough numbers in on the LED Light switch over at the fire house.

Cost \$8,500 My guys have agreed to do the install to save the city installation fees

Potential Rebate \$4,800

Actual cost after rebate \$3,700

Need guidance on how the board wants me to proceed. I have the funds in building maintenance to cover the cost, would have to put rebate funds back in the line item to get through the year and would tie up almost all of the line item for estimated several months to get rebate back. Would severely limit any other building maintenance until rebate would be received. To apply for the rebate the whole project must be submitted at the same time so we can't do half and wait for half of the rebate to come back before proceeding.

Finished up the specs to send out for bids (on hold)

Apparatus & Equipment Maintenance:

Annual oil change and maintenance on all mobile equipment and generator completed

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). I have been informed this may be the last year these grants will be available. To be determined.
Grant requests were submitted
Received a call from someone on the board that both grant requests were funded but have not received the "Official Call Yet"
Received information that the grant checks should be received in the next 2 weeks.

County Firefighters Assn.:

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

Local & State Mutual Aid:

- **Automatic mutual aid with neighboring fire departments is working well for all involved.**

Miscellaneous Issues & Events:

**Most non – emergency projects have been suspended.
Have participated in several PR – Emergency Services Parades for kids and put the ladder and flag up for Senior Night for schools.**

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 reported they are going to get a box
Box installed **LUNA Shaved Ice**