

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY - JANUARY 23, 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

Alderman Bob Donovan

Alderman Jimmie Jones

Alderman Joe Prince

Alderman Susan Johnson

Alderman Mike Jokerst

Alderman Mike Raney

Absent: Alderman Bryant Wolfin

**APPROVAL OF AGENDA.** Motion by Alderman Jokerst, second by Alderman Smith to approve the agenda as amended (Bill No. 4334 is second reading and Bill No. 4340 is for calendar year 2020) Motion carried 7-0-1 with Alderman Wolfin absent.

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** Dawn Bach would like to address the Mayor and Board of Aldermen concerning recent sewer back up in residents homes on Market Street. Ms. Bach was unable to attend and will reschedule at an upcoming meeting.

**CITY ADMINISTRATORS REPORT.**

Mr. Toma reported on the following items:

1. Recent meeting held with Lakenan Insurance regarding the options the City has to improve our cyber security.
2. Will be touching base with the auditors to see when they will be presenting the final audit report;
3. Completed the placement of the City Administrator and the Director of Tourism ads; The Mayor stated that he has asked individuals to sit on committees when it is time to review the applications for both positions.
4. Met with the City Treasurer and Audubon Development regarding the downtown TIF.

**STAFF REPORTS.**

Eric Bennett - Police Chief - See Attached Report

Steve Wilson - Alliance Water Resources Local Manager - See Attached Report

**COMMITTEE REPORTS.**

Alderman Raney reported on behalf of the building renovation committee that he had spoken with a company about how to mitigate the water that leaks into the basement. The firm can write a plan for a cost of around \$1,000 to mitigate the water that is leaking into the basement. The board was in agreement for Martin to send an engagement letter to the company to enter into a contract to get that report.

**PUBLIC COMMENTS.** None.

**PUBLIC HEARING.**

The Mayor and Board of Aldermen will hold a public hearing to consider the rezoning of 1000 Progress Parkway from an "I-1" Light Industrial District to a "C-1" General Commercial District. Mayor Paul Hassler opened the public hearing at 6:24 p.m. Dave Bova, Community Development Administrator stated that this is the property to be sold to Mr. Heisel and currently it is an I-1 Light Industrial that does not allow for residential use therefore rezoning is being recommended for future use of the property. With no further questions Mayor Hassler closed the public hearing at 6:25 p.m.

**CONSENT AGENDA.**

1. Minutes - Board of Aldermen - Regular Meeting - January 9, 2020
2. Minutes - Board of Aldermen - Closed Meeting - January 9, 2020
3. Treasurer's Report - December, 2019

Motion by Alderman Jokerst, second by Alderman Prince to approve the consent agenda as presented. Motion carried 7-0-1 with Alderman Wolfen absent.

**OLD BUSINESS.**

**BILL NO. 4337. AN ORDINANCE REPEALING AND REPLACING ARTICLE XII OFFENSES CONCERNING TOBACCO WITH ARTICLE XII OFFENSES CONCERNING TOBACCO, ALTERNATIVE NICOTINE PRODUCTS OR VAPOR PRODUCTS. 2<sup>nd</sup> READING** A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4337 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 Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince and Alderman Gary Smith Nays: None Absent: Alderman Bryant Wolfen. Motion carried 7-0-1. Thereupon Bill No. 4337 was declared Ordinance No. 4265 signed by the Mayor and attested by the City Clerk.

**NEW BUSINESS.**

**BILL NO. 4338. AN ORDINANCE APPROVING A ZONE CHANGE FROM AN I-1 LIGHT INDUSTRIAL ZONING DISTRICT TO A C-1 GENERAL COMMERCIAL ZONING DISTRICT FOR LOT A OF LOT 2 OF THE RE-PLAT OF HIGHWAY 32 INDUSTRIAL PARK. (1000 PROGRESS PARKWAY) 1<sup>st</sup> & 2<sup>nd</sup> READING.** A motion by Alderman Prince, second by Alderman Jones, Bill No. 4338 was placed on its first reading, read by title only, considered and passed by an 7-0-1 vote of the Board of Aldermen with Alderman Wolfen absent. A motion by Alderwoman Johnson, second by Alderman Prince to proceed with the second and final reading of Bill No. 4338. Motion carried 7-0-1 with Alderman Wolfen absent. A motion by Alderman Jokerst, second by Alderman Jones, Bill No. 4338 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 Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince and Alderman Gary Smith Nays: None Absent: Alderman Bryant Wolfen. Motion carried 7-0-1. Thereupon Bill No. 4338 was declared Ordinance No. 4265 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4339. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FISCAL YEAR 2020 BUDGET RELATING TO THE CAPITAL IMPROVEMENTS FUND #70. 1<sup>ST</sup> & 2<sup>ND</sup> READING.** A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4339 was placed on its first reading, read by title only, considered and passed by an 7-0-1 vote of the Board of Aldermen with Alderman Wolfin absent. A motion by Alderman Prince, second by Alderman Jokerst to proceed with the second and final reading of Bill No. 4339. Motion carried 7-0-1 with Alderman Wolfin absent. A motion by Alderman Donovan, second by Alderman Prince, Bill No. 4339 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 Bob Donovan, Alderman Jimmie Jones, Alderman Mike Raney, Alderman Joe Prince and Alderman Gary Smith Nays: None Absent: Alderman Bryant Wolfin. Motion carried 7-0-1. Thereupon Bill No. 4339 was declared Ordinance No. 4266 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4340. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF STE. GENEVIEVE AND STE. GENEVIEVE COUNTY REGARDING 911 DISPATCHING SERVICES FOR THE CALENDAR YEAR 2020. 1<sup>ST</sup> READING.** A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4340 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Wolfin absent.


**BILL NO. 4341. AN ORDINANCE ALLOWING THE 2020 SHOW ME GREEN SALES TAX HOLIDAY TO APPLY TO THE LOCAL SALES TAXES OF THE CITY OF STE. GENEVIEVE, MISSOURI BETWEEN APRIL 19 AND APRIL 25, 2020. 1<sup>ST</sup> READING.** A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4341 was placed on its first reading, read by title only, considered and passed by a 7-0-1 vote of the Board of Aldermen with Alderman Wolfin absent.

**OTHER BUSINESS.** None.

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

**ADJOURNMENT.** Mayor Hassler adjourned the meeting at 6:30 p.m.

Respectfully submitted by,

  
Pam Meyer  
City Clerk



**OPERATIONS REPORT – Ste. Genevieve**

**WASTEWATER PLANT EFFLUENT QUALITY**

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	4.6	2.2	6.8	n/a
Peak Day	5.6	2.5	7.38	n/a
Percent Removal	97.5%	98.5%		

**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	.20
Monthly Average	.11

**AMMONIA LIMITATIONS**

	<u>(April 1<sup>st</sup>- Sept 30<sup>th</sup>) Ammonia as Nitrogen</u>	<u>(Oct 1<sup>st</sup>-March 31<sup>st</sup>) Ammonia as Nitrogen</u>
Daily Maximum	4.2	11.8
Monthly Average	1.5	2.6

**PLANT HYDRAULIC AND ORGANIC LOADING**

Daily Maximum flow .954MG- November 30th, 2019  
 Daily Maximum loading 980lbs. – November 7th, 2019



## OPERATIONS REPORT – Ste. Genevieve

### Collection/Distribution

#### Collections

- Staff performed routine camera work on Picardy St. to verify there are no issues with the sewer repairs that were completed last year.
- Staff jetted the entire Pointe Base subdivision. This totals over 4000ft of sewer mains.
- Assisted the Street Department with work being completed to the sewer lateral serving their building.
- Lift Station #1 generator failed to start. The unit was inspected, and the batteries were replaced.
- Inspections of the lift station was showing a build up of grease. A floating degreaser was added to each affected station in an attend to resolve the issue.
- 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

- Assisted with a bore under Hwy 61 for a customer.
- Staff worked with Mississippi Lime to figure out what is supplied by city water in their plant.
- A complete inventory was completed by staff. All parts and supplies are documented and recorded to maintain adequate on hand materials.
- The city recently upgraded the mini excavator to a larger more useful piece of equipment.
- With the recent interest in the rebuilding of McDonalds, we acquired all pricing for time and materials for the new connections that will be needed with the new building.
- We have compiled and list of mains for replacement for the 2020 year.

#### Customer Service

- Staff performed 24 line locates
- Staff performed 66 work orders
- Staff performed 29 disconnects for non-payment.
- There were 4 loads of lime purchased



## **OPERATIONS REPORT – Ste. Genevieve**

### **Project Updates**

- After review of the RFQ submitted Cochran Engineering will be presented to the board for approval to perform work related to the water line replacements in 2020.

### **Safety**

- Staff was trained on Chlorine Safety and the Hazards it presents.
- Staff was given a review on safe driving and rules of the road.

### **Regulatory**

- All testing and reports were submitted on time.

### **Training**

- Staff completed the onsite training on the operations of the new excavator.

### **Concerns for the Month**

- Colder weather approaching and its effects on the system.

### **Positive for the Month**

- Took delivery of the new excavator



## **OPERATIONS REPORT – Ste. Genevieve**

**December 2019**

### **Water Treatment Plant**

- The water supply valve for the Chlorine feed system was replaced in house.
- Staff completed a thorough cleaning of the water plant facility.
- The heating and cooling unit for the lab went out. The heating element was replaced, and the unit was put back into service.
- Met with the engineers from Mississippi Lime to evaluate the electrical system for the lime silo.
- Staff will be acquiring pricing for the replace or repair to the chlorine scales.
- Transfer Pump #1 had a bearing failure. This pump is currently down and will be repaired when parts are delivered.

### **Wastewater Treatment**

- Remaining items on for the UV system were installed. We will complete a official startup in early January.
- The Distilled water unit located in the lab was serviced.
- Clarifier #2 was tripping out everything was checking good while running. Intermittent problem. We will continue to monitor until the problem is found.
- All old materials for the previous UV system have either been discarded or stored in a location that will not affect normal operations.



**OPERATIONS REPORT – Ste. Genevieve**

**Treatment**

**WASTEWATER PLANT EFFLUENT QUALITY**

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	5.0	1.8	6.81	n/a
Peak Day	7.2	2.6	7.33	n/a
Percent Removal	97.9%	98.8%		

**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	.02
Monthly Average	.02

**AMMONIA LIMITATIONS**

	(April 1 <sup>st</sup> - Sept 30 <sup>th</sup> ) <u>Ammonia as Nitrogen</u>	(Oct 1 <sup>st</sup> -March 31 <sup>st</sup> ) <u>Ammonia as Nitrogen</u>
Daily Maximum	4.2	11.8
Monthly Average	1.5	2.6

**PLANT HYDRAULIC AND ORGANIC LOADING**

Daily Maximum flow .954MG- December 2nd, 2019  
 Daily Maximum loading 1092lbs. – December 19th, 2019





## OPERATIONS REPORT – Ste. Genevieve

### Collection/Distribution

#### Collections

- Staff repaired 6" pump suction hose.
- We completed a sewer tap at 1119 Valle Spring Trail.
- The manhole that was previously paved over by Jokerst Paving was exposed and raised to grade. This includes the street repair around the manhole.
- Robinwood Lift Station had a bad capacitor. This was replaced by staff and the station was returned into normal service.
- A homeowner on Westwood Drive had a basement back up. This was not city related but was the result of Mississippi Lime discharging lime residuals which created a blockage and caused waters to enter the basement of the resident. Mississippi Lime is aware and has taken complete responsibility. We cleaned all of Westwood Drive with the use of a vac truck.
- 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

- A water main break on Park Drive. This was a 4" cast iron line with a crack around the pipe.
- All dewatering pumps were disassembled and inspected and then tested for optimal performance.
- We received numerous calls to turn water off and on for internal plumbing repairs.
- During our previous inventory we replenished our supply of available gravel on hand. We are looking into the construction of material holding areas. Made from concrete blocks.
- We have compiled a list of mains for replacement for the 2020 year.

#### Customer Service

- Staff performed 23 line locates
- Staff performed 62 work orders
- Staff performed 32 disconnects for non-payment.
- There were 4 loads of lime purchased



## OPERATIONS REPORT – Ste. Genevieve

### **Project Updates**

- After review of the RFQ submitted Cochran Engineering will be presented to the board for approval to perform work related to the water line replacements in 2020.

### **Safety**

- Staff was trained on Hazard Communication and the employees right to know.
- Ice cleated were issued to all staff
- Review of the locations of the SDS sheets at all locations.
- Staff was given a review on safe driving and rules of the road.

### **Regulatory**

- All testing and reports were submitted on time.

### **Training**

- We updated our training material.

### **Concerns for the Month**

- Transfer pump being down until repairs are completed.

### **Positive for the Month**

- Waterline project continues to move forward



# Ste. Genevieve Police Department



## Monthly Operations Report

Date: January, 2020

### Calls for Service:

\*SGPD responded to 360 calls for service in December, 2019.

UCR	Incident Type	Count
1059	ESCORT	16
1073	ALARM BURGLARY	9
8085	PERSON CHECK	2
8121	TRAFFIC STOP	95
A911	ABANDON OR OPEN 911 CALL	6
ALARM	FIRE ALARM	1
ANIM	ANIMAL CALL	6
ASSA	ASSAULT/SEXUAL ASSAULT WITH EMS AND FIRE	1
ASSIP	ASSIST FOR POLICE	2
ASSLT	ASSAULT CALL	1
BURG	BURGLARY	3
CI	C AND I DRIVER	6
COMME	COMMERCIAL FIRE	1
CWB	CHECK WELL BEING	9
DIFBR	BREATHING PROBLEMS	1
DIST	DISTURBANCE	6
DOMES	DOMESTIC DISTURBANCE	8
EXTRA	EXTRA PATROL	6
FALLS	FALLS	2
FUGI	FUGITIVE ARREST	7
HARA	HARASSMENT	4
INVEF	INVESTIGATION FOR FIRE	1
INVEP	INVESTIGATION POLICE	26
MEDIC	MEDICAL ALARM SOUNDING	1
MISC	MISCELLANEOUS	66
MISSA	MISSING ADULT	1
MOTO	MOTORIST ASSIST	4
MVAN	MVA NON INJURY	12
MVAU	MVA UNKNOWN INJURY	1
OVER	OVERDOSE/POISONING(INGESTION)	1
PAPER	PAPERS SERVED	1
PEACE	PEACE DISTURBANCE	2
PICK	PICK UP	1
PRISO	PRISONER TRANSPORT	1
PROP	PROPERTY DAMAGE	2
PROWL	PROWLER	3
PSYCH	PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	4
RDHAZ	ROAD HAZARD	1
SHOTS	SHOTS FIRED	1
STROK	STROKE(CVA)	1
SUSPPA	SUSPICIOUS PACKAGE ITEM	1
SUSPPE	SUSPICIOUS PERSON VEHICLE	31
THEFT	THEFT	14
THREA	THREATS	2
TRESP	TRESPASSING	2
TTC	TRY TO CONTACT	3
UNCON	UNCONSCIOUS	3
UNKNO	UNKNOWN PROBLEM	1
WARRAN	WARRANT CONFIRMATION	1
		380

**Staffing:**

\*We are fully staffed.

**Training:**

\*We completed our mandatory continuing education classes for 2019.

**Meetings attended:**

\*I attended 1 Board of Aldermen meetings in December.

**Facility:**

\*Still outdated and potentially dangerous.

**Equipment/Maintenance:**

\*Our new patrol vehicles are scheduled to arrive mid-February.

**Police Radio:**

\*Nothing to report.

**Grants:**

\*We applied for a grant from the Ste. Genevieve County Community Development board for optics for our patrol rifles, not to exceed \$2,700.00.

**Miscellaneous:**

\*Nothing to report.



## **OPERATIONS REPORT – Ste. Genevieve**

**November 2019**

### **Water Treatment Plant**

- Brought in Equipment Pro to assess the electric motors at the water plant.
- Mid-States worked on the back up generator. The generator was failing to exercise correctly.
- The variable frequency drive for the transfer pump will need to be inspected before startup of new system.
- Mississippi Lime still working on new lime feed system for the plant.
- Scales for the Chlorine cylinders is beginning to have issues. We have been in contact with the manufacturer about the issues.

### **Wastewater Treatment**

- Remaining materials for the new UV system have been delivered.
- The main channel for the new UV system was set into place. Further portions of the installation will be needed to complete the install.
- The motor for clarifier #2 rake drive was replaced.
- The new Ultraviolet System was delivered. All components are on site waiting installation.