

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – AUGUST 13, 2020**

CALL TO ORDER. Mayor Paul 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 Susan Johnson
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Jeff Eydmann	Alderman Mike Raney
Alderman Joe Prince	Alderman Ashley Armbruster

APPROVAL OF AGENDA. A motion by Alderman Jokerst, 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 Report)

STAFF REPORTS.

Toby Carrig – Tourism Director (See Attached Report)
Gary Roth – Field Operations Supervisor (See Attached Report)
Dave Bova – Community Development Administrator (See Attached Report)
Kenny Steiger – Fire Chief (See Attached Report)

COMMITTEE REPORTS.

Alderwoman Armbruster reported on the Park Board special meeting that was held on August 3, 2020 at the Fire Department. Nick and Mary Donze presented ideas taken from the survey and board input and included them in a master plan which is about seventy five percent complete. They will present the completed plan at the next regular meeting which is August 25, 2020. There will also be a sanctioned disc golf tournament held on Sunday, July 23, 2020.

PUBLIC COMMENTS.

Herb Fallert, 1146 Valle Spring Trail, and with Audubon Redevelopment addressed the Mayor and Board of Aldermen concerning their request on the agenda for the approval of the special use permit that will allow the operation of a RV Park on a portion of the parking lot located at 30 N. Main Street directly across from Audubon's.

Mr. Fallert reported that they held an informational meeting at Audubon's to allow citizens and property owners the opportunity to ask questions regarding the proposed RV Park and they had both positive and negative feedback. The last meeting the Board of Aldermen were presented with a petition with signatures of people in support of the RB park and then this week there was a petition with signatures of those in opposition to the park. Mr. Fallert urged the Board to table the issue until more information can be brought back to them to properly make a decision to approve their Special Use Permit to allow the RV Park.

Jim Ferguson with Audubon Redevelopment told the Board that even though they are asking for it to be tabled that it is not a dead issue. They would just like to regroup and move forward with a nice project.

William Robinson, 73 N. Main Street, John Stuppy, 900 Market Street, Yvonne Lemire, 20 S. Main, Guy Luttrell, 399 N. Main Street and Bo Caldwell, 163 S. Main Street all spoke in opposition of the RV Park.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Meeting – July 23, 2020
- Minutes – Board of Aldermen – Work Session – July 23, 2020
- **RESOLUTION 2020-33. A RESOLUTION OF THE CITY OF STE. GENEVIEVE MISSOURI ADOPTING ACCOUNTING POLICES AND PROCEDURES.**

A motion by Alderman Jokerst, second by Alderman Donovan to approve the consent agenda as presented. Motion carried 8-0.

OLD BUSINESS.

BILL NO. 4379. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAYNE & DUSTIN MARTIN THAT WILL ALLOW GUEST LODGING AT 288 SOUTH MAIN STREET. 2ND READING. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4379 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 Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4379 was declared Ordinance No. 4301 signed by the Mayor and attested by the City Clerk.

BILL NO. 4375. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAMES FERGUSON – AUDUBON REDEVELOPMENT LLC, THAT WILL ALLOW THE OPERATION OF A RV PARK ON A PORTION OF THE PARKING LOT OF 30 N. MAIN STREET. 1ST READING. A motion by Alderman Smith, second by Alderman Jokerst to deny the Special Use Permit Application as submitted. Motion carried 8-0 with all in favor of the denial. (City Attorney Mark Bishop recommended the denial based on the proposed RV Park being located in two different zoned areas C-1 and I-1.)

NEW BUSINESS.

BILL NO. 4380. AN ORDINANCE AMENDING THE CITY OF STE. GENEVIEVE CODE OF ORDINANCES CHAPTER 115 CITY OFFICIALS; ARTICLE VI CITY ADMINISTRATOR, SECTION 115.210 POWERS AND DUTIES AND CHAPTER 140 - COMPETITIVE BIDDING POLICY AS SET FORTH BELOW. 1ST READING. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4380 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen.

BILL NO. 4381. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AMENDING THE CITY OF STE. GENEVIEVE'S PERSONNEL MANUAL AS SET FORTH BELOW. 1st READING. A motion by Alderman Prince, second by Alderman Eydmann, Bill No. 4381 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen.

BILL NO. 4382. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NATIONAL PARK SERVICE TO ASSIST IN THE ESTABLISHMENT OF THE PARK SERVICE IN STE. GENEVIEVE AND TO COORDINATE TRANSFER OF THE WELCOME CENTER LOCATED AT 66 SOUTH MAIN STREET TO THE NATIONAL PARK SERVICE. 1st READING. A motion by Alderman Prince, second by Alderman Smith, Bill No. 4382 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen. A motion by Alderman Smith, second by Alderman Prince to proceed with the second and final reading of Bill No. 4382. Motion carried 8-0. A motion by Alderman Prince, second by Alderman Eydmann Bill No. 4382 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 Jeff Eydmann, Alderman Joe Prince, Alderman Bob Donovan, Alderman Mike Raney, Alderman Gary Smith and Alderwoman Ashley Armbruster. Nays: None Motion carried 8-0. Thereupon Bill No. 4382 was declared Ordinance No. 4302 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION.

Alderwoman Armbruster requested that all future meetings be zoomed to allow the public who do not want to come to the meetings because of COVID the opportunity to inter act at the meetings via zoom if they so wish. After some discussion it was a unanimous consensus that all future meetings will be zoomed while COVID numbers are going up and preventing residents from coming to meetings to voice their opinions on City issues.

ADJOURNMENT. Mayor Hassler adjourned the meeting at 7:05 p.m.

Respectfully submitted by,


Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

August 13, 2020 UPDATE 1

1. The Water/Sewer Department recently had an onsite inspection from the Missouri Department of Natural Resources. Nothing was noted during the visit and we are waiting for the final written report.
2. There was a vehicle damaged on Market Street on July 30 when the driver drove over a manhole lid that popped up flattening the front right tire and damaging the front bumper of the car. Our crew had not been working on that manhole recently so we're not sure why the manhole lid was loose, but it has been secured since.
3. Ste. Genevieve Abstract continues to put together title work for the 5 acres on Progress Parkway for the sale to Mark Heisel. As soon as we close I will let you know.
4. We have had multiple lightning strike damages to water related pumps over the last couple of months. One was a drinking supply well pump in early July that had to be replaced. The other is a pump at the Point Basse booster station. We are going to have the other pumps at the booster station checked for damage as well.
5. I had some inquiries directed to me about allowing open burning and waiving the permit fee requirement due to the high amount of limbs that fell from the July 23 storm like what the board does in March and November. However, that is restricted to those months by ordinance, and after reviewing the ordinance all residents have to do is pick up a burning permit for \$1 and follow the rules mandated for open burning. The application is available online and we have a drop box available on the south side of the front wall to city hall and with an email address we can get the permit back to them pretty quickly during the week. I have an amended ordinance from Mark Bishop to bring to a work session for your review.
6. We have had a couple of Downtown TIF inquiries over the last month or so. One project didn't pan out due to the cost of building remodel and the other was just outside the redevelopment district. As you will see in the budget report it is generating some revenue that is distributed to the qualified participants.
7. We submitted our request for COVID-19 funds expense reimbursement from the county on Friday 8/7 and hope to be approved this week.
8. We received our latest sales tax report from June and the numbers are up over last year's numbers for all of the sales tax lines. We are lucky to be opposite the trend of other cities. We are not predicting this trend will last through the next budget year and again will stay with conservative numbers.

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Tourism Report

August 13, 2020, Board of Aldermen meeting

STE. GENEVIEVE SUMMER SHOWCASE

The downtown historic properties organizations joined forces with the Ste. Genevieve County Community Center and Ste. Genevieve County Library in coordinating a weekend of activities that will allow residents and visitors both to enjoy some of the things that Ste. Genevieve has to offer.

This event includes activities at the downtown historic attractions and on the community center campus. Businesses in the downtown have been invited to participate and some are taking part with special events and promotions.

The main events associated with the Summer Showcase are largely outdoors, so social distancing is encouraged.

List of Events

Friday, August 14

10:30 a.m. — Walking Tour: Creating a Creole Way of Life, from the Ste. Genevieve Welcome Center, 66 S. Main St.

11 a.m. to 5 p.m. — Silver Sycamore artists will be on site at their gallery, 302 Market St.

2 to 6 p.m. — Artist Suzanne Thompson at Lewsi Winery, 57 N. Main St.

4 to 6 p.m. — Open house at Guibourd-Valle House, 1 N. Fourth St.

6 p.m. — Walking Tour: Ste. Genevieve's Historically Documented Scandals, from the Ste. Genevieve Welcome Center, 66 S. Main St.

8 p.m. — Movies Under the Stars: "The Wizard of Oz," presented by the Ste. Genevieve County Library at the Ste. Genevieve County Community Center, 21388 Highway 32

8 p.m. — Concert: Chattahoochee, a tribute to Alan Jackson, part of the Ste. Genevieve Chamber of Commerce Summer Music Series, at the Orris Theatre, 265 Merchant Street. Doors open at 6:30 p.m. Admission \$20 per person.

Saturday, August 15

10 a.m. to 3 p.m. — Make and Take Moravian Star, every hour at Sassafras Creek, 311 St. Mary's Road.

10:30 a.m. — Walking Tour: Natural Disasters, from the Ste. Genevieve Welcome Center, 66 S. Main St.

11 a.m. to 1 p.m. — German Band performance at the pergola, Main and Merchant streets.

11 a.m. to 3 p.m. — Tomahawk-throwing contest at Hands-On House, 125 S. Main St.

11 a.m. to 5 p.m. — Silver Sycamore artists will be on site at their gallery, 302 Market St.

Noon to 5 p.m. — Tea and lemonade in the garden of the Guibourd-Valle House, 1 N. Fourth St.

1:30 p.m. — Ste. Genevieve Stompers clogging dancers, at Sweet Things Sweet Shop, 242 Market St.

2 to 6 p.m. — Luau on Main, at the Jean-Baptiste Valle House, 99 S. Main St., presented by the National Park Service in conjunction with Missouri State Parks.

2 to 6 p.m. — Food truck: Kenny's Flipping Burgers on Market Street, between Main and Second streets.

2 to 6 p.m. — Artist Brenda Thompson at Lewsi Winery, 57 N. Main St.

3 p.m. — Ste. Genevieve Stompers clogging dancers, at Sweet Things Sweet Shop, 242 Market St.

4 to 6 p.m. — Food truck: Luna's Shaved Ice, on Market Street, between Main and Second streets.

4 to 9 p.m. — Twilight Swim at River Rapids Waterpark. (Twilight rates are \$2 off daily rates: \$5 for 62 and over, \$6 for ages 13 to 61; \$5 for ages 3 to 12; and free for under 2.)

5 to 9 p.m. — Ste. Genevieve Gear HeadZ car cruise, on Third Street between Market and Merchant streets.

6 p.m. — Walking Tour: Cradle to Grave, departing from the Guibourd-Valle House, 1 N. Fourth St.

6:30 p.m. — Ste. Genevieve County Racing Series, at Ste. Genevieve County Fairgrounds, Grandstand opens at 5 p.m.; hot laps at 5:30 p.m., \$3 admission to grandstand.

7 p.m. — Concert: Brianna Moore, at Music Art Love, 199 N. Main St., \$5 admission.

Sunday, August 16

10:30 a.m. — Walking Tour: Enlightened Women of Ste. Genevieve, from the Ste. Genevieve Welcome Center, 66 S. Main St.

11:30 a.m. — Walking Tour: The Story of Pelagie Amoureaux, from the Ste. Genevieve Welcome Center, 66 S. Main St.

GRANT UPDATE

The Missouri Department of Tourism has suspended the Marketing Matching Grant (MMG) program and instead is awarding federal funds through a Show Me Strong program that encourages traveling responsibly in the age of COVID-19.

We have been approved for some print advertising related to the Summer Showcase weekend that includes the proper messaging, and we are working on a short-term campaign that will continue to emphasize responsible travel while making people aware that events are taking place in Ste. Genevieve. The Show-Me Strong program covers appropriate marketing efforts through the fall, and all paperwork must be completed by November 20. The Division of Tourism will provide reimbursement for qualifying expenses. Our plan will include some print advertising related to pop-up events such as what we did this week. It will include traditional print that we have utilized in the past and a digital campaign through Facebook that also will be utilized to build an email newsletter subscription list.

We are submitting items for pre-approval as they are prepared. The actual grant application will be submitted by Friday, August 21.

SOCIAL MEDIA AND WEBSITE

I would summarize my first couple of weeks as getting an inside look at what we do, where we spend our money and how we handle both our marketing and our customer service. Some of the emphasis in recent weeks has included trying to increase our presence on social media, reposting items to let people know about things going on throughout the county.

In the near future, I would like to work with our web management company to try to incorporate some of the things I want to do to make the website more essential for trip planning with blogs, the email newsletter, and some widgets of informational elements. Having a blog on the site would be another tool to provide updated information about developing items such as the Summer Showcase event.

In addition, we will be developing a page on the website that helps reinforce coronavirus safety measures as part of the campaign to utilize grant funds.

CTM RACK CARD PROGRAM

The Tourism Tax Commission met on August 4 and approved a rack card program with distribution through CTM Media.

The contract is August 1 through March 31 (eight months) and has a cost of \$3,190.

The commission was able to examine the four distribution routes we had been utilizing (St. Louis businesses, St. Louis attractions, St. Louis hotels, Interstate 55 hotels) and two additional options (Interstate 44 hotels and Interstate 70 Illinois hotels). The commission opted not to renew the St. Louis business rack locations but instead utilize I-44 in Missouri.

Initial discussions in July sought to examine Southern Illinois locations. No distribution company serves the Interstate 57 corridor, however.

I traveled to Chester, Sparta, Carbondale and Marion on August 1 and was able to distribute rack cards at eight hotels — one in Chester, three in Marion and four in Carbondale. This also gave me a chance to check out the presentation in various areas, some of which are better (Carbondale, Chester) than others.

Also, the Misselhorn Museum in Sparta, which could be a good partner for cross-promotion given our collection at the Welcome Center, is closed due to COVID-19. The museum is staffed by volunteers who believe that is the best route for safety at this time, but we did have a phone conversation about building a relationship in the future when they reopen.



Chester's Welcome Center also looks to be closed at this time.

DISTRIBUTION/AWARENESS OPPORTUNITIES

The Challenger Baseball field at the Ste. Genevieve County Community Center has youth tournaments on the weekends of August 21, September 11, September 18, September 25, October 2, October 16 and October 23 — all being organized by a Jefferson County organization.



Working with Robbie Pratte of French Colonial America/Centre for French Colonial Life, we have located a blue box to include information about downtown Ste. Genevieve at the ballfield and the waterpark.

When we develop additional brochures and flyers in the future, we will include information at these locations.

WELCOME CENTER VISITORS

Saturdays are proving to be the big-draw days, as we are probably seeing many weekend day-trip travelers from the St. Louis area, outstate Missouri or Southern Illinois.

Saturday, August 8, tied July 3 as the largest single-day number for the Welcome Center since reopening on June 1. While this would have been the first day of Jour de Fete and some people may have already planned to come here, it doesn't seem many visitors arrived that day expecting Jour de Fete.

Some did arrive on Sunday saying Jour de Fete was still listed on an online event calendar for a publication in southeast Missouri.

DAY	DATE	DAY	WEEK
Sunday	July 26	33	
Monday	July 27	30	
Tuesday	July 28	25	
Wednesday	July 29	42	
Thursday	July 30	21	
Friday	July 31	42	
Saturday	August 1	74	267
Sunday	August 2	27	
Monday	August 3	34	
Tuesday	August 4	22	
Wednesday	August 5	32	
Thursday	August 6	39	
Friday	August 7	41	
Saturday	August 8	105	300
Sunday	August 9	17	
Monday	August 10	18	
JUNE	1106		
JULY	1104		



July/ August

Street/ Park

- Clean up storm damage Chadwell and Rozier addition
- Patch asphalt on LaPorte, Roberts, Fourth and Third Streets
- Removed collapsed culvert pipe on North Main
- Brush hog the detention basin on Progress Parkway
- Finished putting the playground together and put the timbers around it. All that remains is putting the pea gravel in.
- Worked on and serviced mowers
- Cleaned storm drains
- Sprayed weeds
- Did some sweeping after the storm
- Made the handicap spot on Roberts street
- Cleaned up rock at Main and Riverview



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

August 2020 Staff Report

Activities for 7/8/20 – 8/11/20

Historic Preservation – Heritage Commission

- Meeting – last meeting Monday, July 20; next meeting, Monday, August 17
- Approved 6 COAs. Approved 1 Attestation as to Material Replacement administratively
- SHPO Historic Preservation Grant – draft RFP completed; will be posted this week

Building Department / Code Enforcement

- Occupancy Permits / Inspections 38
- Building Permits Issued 10
- Demolition Permits 4
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 1 – awaiting BOA approval

Rental Housing Advisory Commission

- Nothing new to report – next tentative meeting in September

Planning & Zoning

- Meeting – no meeting in August; next tentative meeting September 3

Board of Adjustment

- Nothing new to report.

Floodplain Management

- Nothing new to report

Property Maintenance Focus (6/25/18 – 8/11/20 Cumulative)

- Properties Reviewed 208
 - No Issue or Repairs Made 199
 - Repair Plan from Property Owner 9
 - 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: **July 2020**

Calls for Assistance:

- SGFD responded to **33** emergency calls in **June**.
- Total Responses for the year 2020 are **125** calls, **down 11** calls from last year.

Staffing:

- SGFD roster is down **5**. Due to the fireman being volunteer, openings will occur
- **Had to resign 1 and is moving and 1 said it was more commitment than he expected**
- **Have 3 new applications that are going thru background checks now**
- 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 7/20 on City Water Supply**
- **Did a walk thru preplan of El San Felipe**

Meetings Attended

Ozark Firefighters meetings – **Cancelled**
Bi County Chiefs Meeting - **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: LED Lighting

Finished up the specs to send out for bids (**out for bids/bids due in July 10th**)
Receiving the new lights at the firehouse on Tuesday 8/11

Apparatus & Equipment Maintenance:

Nothing new to report

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).
All equipment to be payed for by grants is in. Will be training on this month.

County Firefighters Assn.:

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

Local & State Mutual Aid:

- Nothing new to report

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 ordered a box.

Box installed **El San Felipe – Installed waiting to place keys**