

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – OCTOBER 8, 2020**

**CALL TO ORDER.** Mayor Paul Hassler called the regular meeting of the Ste. Genevieve Board of Aldermen 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	Alderwoman Susan Johnson
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Jeff Eydmann	Alderman Mike Raney
Alderman Joe Prince	Alderwoman Ashley Armbruster

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

**PRESENTATION/AWARDS.** None.

**PERSONAL APPEARANCE.** Dena Kreitler, Executive Director with the Ste. Genevieve Chamber of Commerce addressed the Mayor and Board of Aldermen regarding the status of the opening of the license office. Ms. Kreitler reported that the chamber did receive the award of the office but one of the other contenders was protesting the decision and until that is figured out the office cannot be opened. Dena shared a phone number and urged residents to call and voice their support of the Chamber operating the local office.

**CITY ADMINISTRATORS REPORT.** (see attached report)

**STAFF REPORTS.**

Dave Bova – Community Development Administrator (see attached report)

Kenny Steiger – Fire Chief (see attached report)

Gary Roth – Field Operations Supervisor (see attached report)

Toby Caring – Tourism Director (see attached report)

**COVID DISCUSSION.** At this time Jeanette Wood, with Ste. Genevieve County Health Department addressed the Mayor and Board of Alderman concerning COVID and answered questions that the members had. The Board was in favor of the Mayor signing the Proclamation and also with the information regarding trick or treating.

**COMMITTEE REPORTS.** Alderwoman Armbruster briefed the Mayor and Board of Aldermen on the Parks and Recreation Board special meeting recently held and reminded them that the dedication of Pinkley Park will be on Saturday at 10:00 a.m.

**PUBLIC COMMENTS.** None.

**CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Meeting – September 24, 2020
- Minutes – Board of Aldermen – Work Session – September 24, 2020
- **RESOLUTION 2021-01.** A RESOLUTION APPOINTING GEOFFREY DUVALL TO THE STE. GENEVIEVE PARKS AND RECREATION BOARD.
- **RESOLUTION 2021-02.** A RESOLUTION APPOINTING AMIE DOBBS TO THE STE. GENEVIEVE PARKS AND RECREATION BOARD.
- **RESOLUTION 2021-03.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI TO ENTER INTO A PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH DONZE PARK PLANNING, LLC.
- **RESOLUTION 2021-04.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI TO ADOPT A FIVE YEAR SUPERVISED WATER PLAN.
- **RESOLUTION 2021-05.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A SOFTWARE AND PROFESSIONAL SERVICES AGREEMENT WITH GWORKS TO UTILIZE ONLINE BILL PAY FOR UTILITY CUSTOMER CONVENIENCE AND SAFETY.
- **RESOLUTION 2021-06.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI TO ENTER INTO A PAYMENT PROCESSING AGREEMENT WITH CSG FORTE PAYMENTS, INC.
- **RESOLUTION 2021-07.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI ADOPTING A TECHNOLOGY AND COMPUTER POLICY.
- **RESOLUTION 2021-08.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI STATING INTENT FOR THE STE. GENEVIEVE WELCOME CENTER TO APPLY FOR A GRANT WITH THE STE. GENEVIEVE MUNICIPAL BAND GRANT PROGRAM.
- **Street Closure Request** – French Colonial America is requesting a street closure for Saturday, October 17, 2020 5:30 – 9:00 p.m. for Main Street between Market and South Gabouri. (Night of the Werewolf Event)
- **Street Closure Request** – French Colonial America is requesting a street closure for November 7, 2020, 10:00 a.m. to 4:00 p.m. for Market Street, from Second Street to Main Street. (Fall Pecan Festival)

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

**OLD BUSINESS.** None.

**NEW BUSINESS.**

**BILL NO. 4388. AN ORDINANCE APPROVING A MEMORANDUM OF AGREEMENT WITH ALLIANCE WATER RESOURCES, INC., A MISSOURI CORPORATION TO MODIFY THE INITIAL PROFESSIONAL SERVICE AGREEMENT DATED AUGUST 12, 2010. 1<sup>ST</sup> READING.** A motion by Alderman Donovan, second by Alderman Eydmann, Bill No. 4388 was placed on its first reading, read by title only, considered and passed by an 8-0 vote of the Board of Aldermen.

**BILL NO. 4389. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH NB WEST CONTRACTING COMPANY OF PACIFIC MISSOURI FOR THE WASHINGTON STREET RETAINING WALL PROJECT (SC20-1128) IN AN AMOUNT OF \$58,190.00. 1<sup>ST</sup> & 2<sup>ND</sup> READINGS.** A motion by Alderman Smith, second by Alderwoman Johnson, Bill No. 4389 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 Jokerst, second by Alderman Smith to proceed with the second and final reading of Bill No. 4389. Motion carried 8-0. A motion by Alderman Smith, second by Alderman Prince, Bill No. 4389 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. 4389 was declared Ordinance No. 4310 signed by the Mayor and attested by the City Clerk.

**BILL NO. 4390. AN ORDINANCE APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH CE CONTRACTING, INC. OF STE. GENEVIEVE, MISSOURI ON THE WATER MAIN IMPROVEMENTS PROJECT (20-8099) IN AN AMOUNT OF SEVENTEEN THOUSAND TWO HUNDRED AND SIXTY THREE DOLLARS. (\$17,263.00) 1<sup>ST</sup> READING.** A motion by Alderman Jokerst, second by Alderman Prince, Bill No. 4390 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Aldermen.

**OTHER BUSINESS.** None.

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

**ADJOURNMENT.** With no further business Mayor Hassler adjourned the meeting at 6:52 p.m.

Respectfully submitted by,

  
Pam Meyer  
City Clerk

## **CITY ADMINISTRATOR REPORT**

October 8, 2020 UPDATE 1

1. The health department stopped by city hall Thursday October 8 to give flu shots for city employees. The health department gives flu shots at their facility during regular business hours by appointment only outside with the individual remaining in the vehicle.
2. I will be out of the office Friday afternoon for a half day of vacation.
3. I had advised the police department to order their next two vehicles in January 2021 but they have been told that orders are 8-10 months out so I advised them to go ahead and order the vehicles. Before we actually purchase the vehicles the board will have to approve the lease/purchase agreement with whichever loan group we determine gives the best rate and that will occur when we receive a shipping notification from the vendor. The Water/Sewer Dept. is ready to order their 1-ton truck from the state cooperative purchasing program but I understand the board gives approval before the order is made and truck orders are at least 12 weeks out. My fault I let the police purchase early if that is the case.
4. City Attorney Mark Bishop presented our case to Judge Poor to transfer title of the Welcome Center and the Highway M water tower to the City. The judge approved the order and once Mr. Bishop has the official copy he will take it to the Recorder of Deeds to have it recorded and the title will officially transfer from Fund for Progress to the City.
5. I will be sending out an RFQ for an IT Consultant in the next week with it being due by November 13 end of the business day. We will receive the RFQ's, score them and the possibly interview the top 2 or 3 candidates to see about their compatibility. I have talked to our current vendor and 2 others that are interested.
6. The monthly sales and use tax reports are out and our numbers are good again this month. Sales taxes are \$4,000 over last year and the use tax is almost \$7,000 more compared to 2019.
7. I will be participating in the Community Action Planning Workshop being conducted by Ste. Genevieve County Memorial Hospital. We completed a questionnaire about multiple issues regarding health and healthy lives in the community and there will be a 3 hour discussion next Wednesday afternoon via Zoom.



# Community Development

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Community Development Administrator  
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Ste. Genevieve, MO 63670

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## October 2020 Staff Report

### Activities for 9/9/20 – 10/6/20

#### *Historic Preservation – Heritage Commission*

- Meeting – last meeting Monday, September 21; next meeting, Monday, October 19
- Approved 4 COAs. Received 3 Attestations as to Material Replacement.
- SHPO Historic Preservation Grant –RFP received; negotiating contract; working w/SHPO
- Discussed beginning research on a Mural Ordinance

#### *Building Department / Code Enforcement*

- Occupancy Permits / Inspections 27
- Building Permits Issued 9
- Demolition Permits 1
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0

#### *Rental Housing Advisory Commission*

- Nothing new to report – next tentative meeting in December
- Rental Registration letters were sent out 2 weeks ago.

#### *Planning & Zoning*

- Meeting – last meeting Wednesday, October 7; SUP for Guest lodging on the agenda

#### *Board of Adjustment*

- Nothing new to report.

#### *Floodplain Management*

- Nothing new to report

#### *Property Maintenance*

- 2018 Focus properties remaining 9
  - Nuisance property Issues 5
  - Vegetation Nuisance Issues 1
  - Building Code Nuisance Issues 3
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# Ste. Genevieve Fire Department

Ken Steiger Fire Chief  
165 South 4<sup>th</sup>. Street  
Ste. Genevieve, Mo. 63670

Phone: 573-883-5400 City Hall  
Phone: 573-883-5321 Fire House  
Fax: 573-883-8081 Fire House  
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Cell Phone: 573-883-0615

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## Monthly Operations Report

Date: **September 2020**

Calls for Assistance:

- SGFD responded to **19** emergency calls in **September**
- Total Responses for the year 2020 are **161** calls, **down 28** calls from last year.

Staffing:

- SGFD roster is down **3**. Due to the fireman being volunteer, openings will occur
- Have 3 new firefighters **1 has already quit. Relaying stress due to full time work.**
- 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 9/19 on Rural water supply and drafting**

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

**Administration side complete. Will do the bay area weekend of October 24th.**

Apparatus & Equipment Maintenance:

**Had our newest pumper out of service for 3 days due to exhaust leak that required parts to be ordered. This truck is now 14 years old.**

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) **Missouri Department of Conservation Grant. The grant has been submitted.**

County Firefighters Assn.:

**The training prop has arrived**

Local & State Mutual Aid:

- Nothing new to report

Misc.

**Participated in the Annual Backstoppers Golf Tournament by raising the flag at the entrance to the golf club.**

**Participated in the funeral of a retired volunteer fire fighter. Jeff Gurley volunteered to protect the city and residents for 19 years.**

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 – Waiting on Install

Box installed

**El San Felipe – keys installed**

**New Museum – Keys installed**



## September/ October

Street/ Park

- Clean up creek from storm damage Chadwell
- Finished painting intersections , crosswalks and yellow lines
- Painted soccer fields
- Cut brush on North Fourth street
- Moved display cases and couch from welcome center
- Burnt the brush site
- Installed 2 sets of bike racks
- Planted 2 trees on Market Street
- Patched a few potholes
- Worked on parking lot at Pinkley Park
- Weed eated ditches



## **TOURISM REPORT**

**(Thursday, October 8)**

### **WELCOME CENTER UPDATE**

Lewis Pruneau completed repair work on the 1832 diorama of Ste. Genevieve this week, and National Park Service worker Josh Hepler will be placing the glass protective cover around it this week.

City workers helped move the diorama from the Bauvais-Amoureux House to the Welcome Center, and Mr. Pruneau spent about a week on the repair work. The city crew also installed the bicycle racks in the rear of the Welcome Center where a bench was formerly located. That project was completed Monday, October 5. Racks had previously been installed at the Main Street Park in a project coordinated by downtown Ste. Genevieve.

### **WAYFINDING SIGNS**

All orders have been placed for the next update of the downtown wayfinding signs.

Lawrence Myers of Downtown Ste. Genevieve is coordinating with Gary Roth on the number of blank signs we have on hand and a number of signs that need to be ordered for placement.

Mr. Myers then will work with the sign company on the production, and city workers will be involved in the installation.

New additions that I have been in contact with will include Lavender Moon; Silver Sycamore gallery; Music Art Love; Harold's Bee Company; and the Art Museum & Art Center.

### **FALL EVENTS**

A Fall Colors event organized initially by National Park Service staff with an untimed 5-kilometer run/walk took place this past Saturday (October 3). With the Welcome Center hosting a small vendor area on Market Street as well as the diorama unveiling and voting for the Chamber of Commerce's Scarecrow Spectacular event, we recorded 151 visitors that day, which was the highest number since the June 1 reopening.

Some advertising was done locally and regionally but this was kind of a last-minute organized event of what entities were willing to participate in serving food, providing entertainment and activities, mostly serving as entertainment for locals and for tourists who did happen to be coming through the city.

On that note, October 17 will be French Colonial America's Night of the Werewolf, which has a capacity limit in terms of the number of lantern-led tours they can offer in the Bolduc House.

However, a free concert will take place from 5 to 7 p.m. that evening with

fiddler and regional history and language expert Dennis Stroughmatt performing from the back porch of the Jean-Baptiste Valle House. Also that weekend, the Ste. Genevieve Museum Learning Center will be having a soft opening — something we've looked forward to for a while. On October 24, the Foundation for Restoration will host its annual Deja vu Spirit Reunion in Memorial Cemetery. The event is from 5 to 8 p.m. and proceeds benefit the efforts to restore the cemetery. Also that day, the park board is planning an event related to pumpkins at Main Street Park. On October 31, downtown merchants will be offering candy as part of the Halloween Spooktacular. On November 7, Pecanapalooza is taking shape with food, music, activities and demonstrations, and it will serve as a collection spot for the local Cub Scouts in their Scouting for Food project. In addition, funds will be collected for USO Missouri just ahead of Veterans Day, with those funds being used to help military families in need. There will be pecans for sale and a pecan baking contest. Downtown Ste. Genevieve is moving forward with plans on a modified Cookie Crumb Trail event in November, and the Holiday Christmas Festival will take place on the first weekend of December.

**ADVERTISING/GRANT PROGRAM**

We have been billed for approximately \$8,191.16 of the \$62,193 in marketing funds that we were approved for through the Missouri Division of Tourism program.

The Facebook components of the program just began with some advertising and remarketing programs. This will account for nearly half of the spending and will yield email addresses of subscribers for an electronic newsletter to allow people to keep in touch with events taking place in Ste. Genevieve. We are waiting for approval on a native advertising component as well.

The funds also will be utilized to advertise upcoming weekend events in regional print and radio.

**MONTHLY VISITOR TOTALS SINCE REOPENING**

JUNE	1,106
JULY	1,104
AUG	1,367
SEPT	1,312