

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – NOVEMBER 18, 2021**

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 Jeff Eydmann	Alderwoman Ashley Armbruster
Alderman Bob Donovan	Alderman Mike Raney

Absent: Alderwoman Susan Johnson
Alderman Joe Prince
Alderman Mike Jokerst

APPROVAL OF AGENDA. A motion by Alderman Donovan, second by Alderman Eydmann to approve the amended agenda as presented. Motion carried 6-0-3 with Alderman Jokerst, Alderman Prince and Alderwoman Johnson absent.

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. See Attached Report.

STAFF REPORTS.

- Jeffery Wix – Tourism Director (See Attached Report)
- Eric Bennett – Police Chief (See Attached Report)
- Steve Wilson – Alliance Water Resources (See Attached Report)
- Kenny Steiger – Fire Chief (See Attached Report)
- Dave Bova – Community Development Administrator (See Attached Report)

COVID DISCUSSION. None.

COMMITTEE REPORTS. Alderwoman Armbruster reported that there will be a Park Board meeting on Monday, November 22nd at 7:00 p.m. at City Hall.

PUBLIC COMMENTS.

Ron Klein, 3 Boyer Place, addressed the Mayor and Board of Aldermen regarding the letter that he had recently submitted to the City and asked if they had any questions.

Rick Figge, 873 S. Gabouri addressed the Mayor and Board of Aldermen to see if there was a storm water report done on of the South Gabouri Creek over in the area of his house.

David Schwartz, owner of several properties in the City addressed the Mayor and Board of Aldermen concerning the drainage ditch by his property at 705 Ste. Genevieve Drive. There are two storm water outlets on the east side of the ditch that dump stormwater from Portis Street and the apartments: One is across from the south end of the building where there is erosion and the other on the north end. Mr. Schwartz stated he believes that these outlets are causing the erosion issues and believes that the City should be responsible based on the Maintenance Agreement that was signed in March, 2013. Mr. Schwartz will attend a work session at the next meeting to discuss the issue.

CONSENT AGENDA.

- Approval of the Minutes of the October 28, 2021 Board of Aldermen Regular Meeting
- Approval of the Minutes of the October 28, 2021 Board of Aldermen Work Session.
- Treasurer’s Report – September 2021
- Treasurer’s Report – October 2021
- **RESOLUTION 2022-14.** A RESOLUTION BY THE STE. GENEVIEVE BOARD OF ALDERMEN APPROVING THE PURCHASE OF BULK SALT AT \$92.00 PER TON FOR WINTER STREET DEICING FROM DBK SALT LLC OF PEVELY, MISSOURI.
- **RESOLUTION 2022-15.** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI TO EXTEND A PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH DONZE PARK PLANNING, LLC.
- **RESOLUTION 2022-16.** A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI ACCEPTING THE RECOMMENDED LOW BID OF JOKERST, INC. OF STE. GENEVIEVE, MISSOURI TO SEAL THE ASPHALT TRAIL ALONG PROGRESS PARKWAY FROM HWY M TO RIVERVIEW AT THE PARK IN AN AMOUNT OF \$9,220.00.
- **RESOLUTION 2022-17.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI APPROVING A COOPERATIVE BID PROPOSAL FROM PUBLIC SAFETY UPFITTERS, LLC FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION FOR TWO NEW POLICE VEHICLES IN AN AMOUNT NOT TO EXCEED NINETEEN THOUSAND THREE HUNDRED SIXTY ONE DOLLARS (\$19,361.00).

A motion by Alderman Eydmann, second by Alderman Raney to approve the consent agenda as presented. Motion carried 6-0-3 with Alderman Jokerst, Alderman Prince and Alderwoman Johnson absent.

PUBLIC HEARING.

The Mayor & Board of Aldermen will conduct a public hearing to consider a request from Jamison and Lindsey Walker for a Special Use Permit to allow guest lodging at 170 Seraphin Street in an R-2 General Residential District. Mayor Hassler opened the public hearing at 6:30. Dave Bova, Community Development Director briefed the Mayor and Board of Aldermen concerning the Special Use Permit application. With no further questions the hearing was closed by Mayor Hassler at 6:32 p.m.

The Mayor & Board of Aldermen will conduct a public hearing to consider a request from Marshall & Jinette Brautigam for a special use permit to allow guest lodging at 409 LeCompte Street in an R-1 Single Family Residential District. Mayor Hassler opened the public hearing at 6:32 p.m. Dave Bova, Community Development Director briefed the Mayor and Board of Aldermen concerning the Special Use Permit application. . With no further questions the hearing was closed by Mayor Hassler 6:34 p.m.

OLD BUSINESS.

BILL NO. 4456. AN ORDINANCE APPROVING A ZONING CHANGE FROM AN "R-1" SINGLE FAMILY RESIDENTIAL TO AN "I-2" GENERAL COMMERCIAL DISTRICT FOR A PORTION OF 175 COYNE STREET. 2ND READING. A motion by Alderman Donovan, second by Alderwoman Armbruster, Bill No. 4456 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderman Prince and Alderwoman Johnson. Motion carried 5-0-3. Thereupon Bill No. 4456 was declared Ordinance No. 4377 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BILL NO. 4458 . AN ORDINANCE CALLING FOR THE GENERAL ELECTION OF OFFICERS OF THE CITY OF STE. GENEVIEVE, MISSOURI TO BE HELD APRIL 5, 2022 AND PROVIDING NOTICE TO THE GENERAL PUBLIC. 1ST & 2ND READING. A motion by Alderman Smith, second by Alderman Eydmann, Bill No. 4458 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 Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Donovan to proceed with the second and final reading of Bill No. 4458. Motion carried 5-0-3 with Alderman Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4458 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderwoman Johnson and Alderman Prince. Motion carried 5-0-3. Thereupon Bill No. 4458 was declared Ordinance No. 4378 signed by the Mayor and attested by the City Clerk.

BILL NO. 4459. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO A LETTER OF AGREEMENT AND SCOPE

OF SERVICES WITH SEMO REGIONAL PLANNING COMMISSION FOR AN UPDATE TO THE STE. GENEVIEVE COMPREHENSIVE PLAN. 1ST & 2ND READING. A motion by Alderman Smith, second by Alderman Raney, Bill No. 4459 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 Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Eydmann, second by Alderman Smith to proceed with the second and final reading of Bill No. 4459. Motion carried 5-0-3 with Alderman Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4459 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderwoman Johnson and Alderman Prince. Motion carried 5-0-3. Thereupon Bill No. 4459 was declared Ordinance No. 4379 signed by the Mayor and attested by the City Clerk.

BILL NO. 4460. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR JAMISON & LINDSEY WALKER THAT WILL ALLOW GUEST LODGING AT 170 SERAPHIN STREET. 1ST & 2ND READING. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4460 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 Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4460. Motion carried 5-0-3 with Alderman Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4460 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderwoman Johnson and Alderman Prince. Motion carried 5-0-3. Thereupon Bill No. 4460 was declared Ordinance No. 4380 signed by the Mayor and attested by the City Clerk.

BILL NO. 4461. AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR MARSHALL & JINETTE BRAUTIGAM THAT WILL ALLOW GUEST LODGING AT 409 LECOMPTE STREET. 1ST & 2ND READING. A motion by Alderman Donovan, second by Alderman Smith, Bill No. 4461 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 Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4461. Motion carried 5-0-3 with Alderman Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Donovan, Bill No. 4461 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderwoman Johnson and Alderman Prince. Motion carried 5-0-3. Thereupon Bill No. 4461 was declared Ordinance No. 4381 signed by the Mayor and attested by the City Clerk.

BILL NO. 4462. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 1ST READING. A motion by Alderman Eydmann, second by Alderman Smith, Bill No. 4462 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 Jokerst, Alderwoman Johnson and Alderman Prince absent.

BILL NO. 4463. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH BACON COMMERCIAL DESIGN FOR THE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE REMODEL OF THE BOARD ROOM IN AN AMOUNT NOT TO EXCEED \$5,400.00.

1ST & 2ND READING. A motion by Alderman Smith, second by Alderman Raney, Bill No. 4463 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 Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Eydmann to proceed with the second and final reading of Bill No. 4463. Motion carried 5-0-3 with Alderman Jokerst, Alderwoman Johnson and Alderman Prince absent. A motion by Alderman Smith, second by Alderman Eydmann, Bill No. 4463 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Smith, Alderman Eydmann, Alderman Donovan, Alderman Raney, and Alderwoman Armbruster. Nays: None Absent: Alderman Jokerst, Alderwoman Johnson and Alderman Prince. Motion carried 5-0-3. Thereupon Bill No. 4463 was declared Ordinance No. 4382 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. Mayor Hassler adjourned the meeting at 6:44 p.m.

Respectfully submitted by,



Pam Meyer
City Clerk

CITY ADMINISTRATOR REPORT

November 18, 2021 UPDATE 1

1. Our next board meeting after this Thursday will not be until December 9, 2021. City offices will be closed for Thanksgiving and the day after, November 25 and 26.
2. ICMA is conducting a webinar Friday, Nov. 19 to review the new infrastructure bill that passed Congress. There will be discussion on how this may impact improvements for cities and counties.
3. We discussed stormwater with Cochran Engineering on November 5th and narrowed down two watershed areas to look at to begin with: The northwest part of town that eventually drains to the S. Gabouri Creek, and the International Subdivision that eventually drains to the sinkhole at Valle Springs Park. They will get us an estimate on the cost and that will give us an idea for the other watershed areas around town.
4. The Levee District agreed to allow the borrow pit to be pulled out of the future survey of the levee property on the east side and to move forward and complete the survey as approved in the last budget year by the board. We estimate approximately another \$2,500 to finish the survey and then bring to the Planning and Zoning Commission and to the board for approval. Completion will not be until 2022.
5. All street paving has been completed for the last budget year and we will firm up our choices for this budget year at the next work session in December.
6. Farm leases are coming due and I will contact the current lessees and see if they want to continue the current arrangements with a \$5.00 increase per acre next year outside the levee and \$2.50 inside the levee. The previous leases were for a 5 year term. The new leases will renew yearly with the city determining the per acre price each year prior to renewal with written notice to the lessee.
7. We sent out information about the new sidewalk reimbursement program to 13 residences and have not had any responses. We will send out information to our second group of areas that need sidewalks after Thanksgiving. We will work on a small advertising campaign when spring arrives and more outdoor construction will be starting.



UPDATED - TOURISM REPORT

For Ste Genevieve Board of Aldermen

November 18, 2021

OVERVIEW

Saturday Nov. 6th - **Pecanapalooza**

- Organization(s):
 - Centre for French Colonial Life
 - Harold's Famous Bee Company
- Second year event
- Attendance- approximately **4500**
- Vendors- **35**

Week of Nov. 7th-13th - **Veteran's Week Salute**

- Organization(s):
 - Ste Genevieve Museum Learning Center
- Inaugural event
- Private collection of WWII memorabilia tours
- Attendance- approximately **165**

Saturday Nov 13th - **Cookie Crumble Trail**

- Organization(s):
 - Downtown Ste Genevieve event
- Sold out three (3) days prior to the event
- **300** tickets sold
 - Approximately **500** total people attended including friends, children, etc.



WELCOME CENTER

Visitors

- 2021 October totals – **2,204**
- November to date – **819**
- YTD- **16,733**

MARKETING

November 1st

Social media animated ad campaign launched to promote “Shop Local. Shop Ste Genevieve.”
Runs through **Small Business Saturday** (Nov. 27th)

November 9th

Marketing campaign began promoting **37th Annual Holiday Christmas Festival**

- Radio ads written and produced for target markets
 - St Louis MO, Cape Girardeau MO, Carbondale/ Marion IL, Paducah KY, Sikeston MO, Poplar Bluff MO
- Video produced & scheduled for social media

Social Media



Total Facebook Page “Likes”= **3,812**

Total Facebook Page “Followers”= **4,062**

Facebook comparisons

Category	Month (October 18- November 15)	Week (November 8-15)
Post Reach	82,590 (-6%)	25,293 (-28%)
Post Engagement	6,947 (+6%)	1,868 (+5%)
New Page Likes	162 (+9%)	42 (-16%)
Page Views	503 (+9%)	126 (-8%)

UPCOMING

Saturday November 27th- **Small Business Saturday**

Saturday/ Sunday December 4th- 5th – **Holiday Christmas Festival**



Ste. Genevieve Police Department



Monthly Operations Report

Date: November, 2021

Calls for Service:

*SGPD responded to 472 calls for service in October, 2021.

UCR	Incident Type	Count
1055	INTOXICATED PERSON	2
1059	ESCORT	18
1073	ALARM BURGLARY	17
8121	TRAFFIC STOP	64
A911	ABANDON OR OPEN 911 CALL	7
ALARM	FIRE ALARM	3
ANIM	ANIMAL CALL	15
ASSIP	ASSIST FOR POLICE	2
ASSLT	ASSAULT CALL	2
ASSLTNP	ASSAULT CALL NOT IN PROGRESS	1
BURG	BURGLARY	2
BURGNP	BURGLARY NOT IN PROGRESS	1
CI	C AND I DRIVER	6
CUSTO	CHILD CUSTODY	2
CWB	CHECK WELL BEING	11
DFS	ASSIST DFS	1
DIST	DISTURBANCE	11
DISTNP	DISTURBANCE NOT IN PROGRESS	3
DOMES	DOMESTIC DISTURBANCE	6
DOMESNP	DOMESTIC DISTURBANCE NOT IN PROGRESS	1
EXTRA	EXTRA PATROL	6
FIGHT	FIGHT	5
FOUND	FOUND PROPERTY	5
FUGI	FUGITIVE ARREST	6
FULL	CARDIAC OR RESPIRATORY ARREST/DEATH	2
HARA	HARASSMENT	9
HOLD	HOLD UP ALARM	1
INFO	INFORMATION ONLY	1
INVEP	INVESTIGATION POLICE	38
MEDIC	MEDICAL ALARM SOUNDING	3
MISC	MISCELLANEOUS	100
MOTO	MOTORIST ASSIST	1
MVAN	MVA NON INJURY	16
MVAU	MVA UNKNOWN INJURY	1
OPEN	OPEN DOOR	1
ORDIN	ORDINANCE VIOLATION	5
OVER	OVERDOSE/POISONING(INGESTION)	1
PAPER	PAPERS SERVED	2
PEACE	PEACE DISTURBANCE	3
PICK	PICK UP	3
PRISO	PRISONER TRANSPORT	1
PROP	PROPERTY DAMAGE	2
PROWL	PROWLER	2
PSYCH	PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	4
PURSU	PURSUIT	1
RDHAZ	ROAD HAZARD	2
RESID	RESIDENTIAL FIRE	1
SHOTS	SHOTS FIRED	4
SICK	SICK PERSON	1
SUSPPE	SUSPICIOUS PERSON VEHICLE	29
THEFT	THEFT	7
THREA	THREATS	8
TRAUM	TRAUMATIC INJURIES	1
TRESP	TRESPASSING	7
TTC	TRY TO CONTACT	15
UNCON	UNCONSCIOUS	2
VAND	VANDALISM	1

Total: 472

Staffing:

*We are fully staffed, but still have Officer Unverferth out on workers comp, with hopes of his return once we're in the remodeled building, in a Light Duty capacity.

Training:

*Nothing to report.

Meetings attended:

*I attended 1 BOA meeting in October.

Facility:

*The Police Department remodel is underway.

*We are researching options for acquiring or purchasing office furniture commensurate of the new aesthetic of the police department. As previously mentioned, there is a moisture issue in the maintenance building which has affected all of our furniture being stored therein.

Equipment/Maintenance:

*Nothing to report.

Police Radio:

*St. Francois County is in the process of launching a radio study to locate and correct radio problems we've been experiencing the last several months. This may entail a new radio system, to which we will likely be expected to contribute.

Grants:

*Nothing to report

Miscellaneous:

*



OPERATIONS REPORT – Ste. Genevieve

October 2021

Water Treatment Plant

- The automatic Clay valve at the Maxwell Hill tank is now acting up. We will have a technician come look at it.
- The electrical panel at the Water Treatment Plant had malfunction causing an arc flash situation, destroying some components of the panel. Mid-States Energy has performed all needed repairs to make the panel operational, but this is only a temporary fix. Total replacement is recommended.
- Staff had begun performing a light assessment inside the Water Treatment Plant. This will likely be a upcoming project.
- The Carbon Dioxide Tank is showing signs of failure. We will be in contact with the service provider for repairs or replacement.
- All locations were inspected and cleaned.

Wastewater Treatment

- The Ultraviolet system is prepared to be taken out of service after the last day of the month. UV disinfection will resume on April 1st.
- The flowmeter was not working correctly. Staff performed a cleaning of the unit.
- All mowing equipment has been serviced and put away for the year.
- We have completed a thorough cleaning and inventory of the shop area.
- Routine maintenance and inspections were performed as scheduled.



OPERATIONS REPORT – Ste. Genevieve

WASTEWATER PLANT EFFLUENT QUALITY

	BOD Mg/l	TSS mg/l	pH	E. coli forming Colonies/100 ml
Monthly Average	3.4	3.0	7.7	74
Peak Day	8.1	4.3	8.0	102
Percent Removal	97.4%	98.3%		

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	.03
Monthly Average	.03

AMMONIA LIMITATIONS

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

PLANT HYDRAULIC AND ORGANIC LOADING

Daily Maximum flow MG- .679mgd October 25th, 2021
 Daily Maximum loading 633lbs., October 22nd, 2021



OPERATIONS REPORT – Ste. Genevieve

Collection/Distribution

Collections

- Staff jetted just over 5420ft of lines this month.
- Assisted a plumber on North Fourth with a sewer back up. Customer issue.
- Pulled pumps at the Lift Station in Robinwood, problem wipes stuck in the pump.
- Staff performed camera work on LaPorte St.
- Staff removed of sewer main that was exposed in the flowline of a stormwater ditch, near Sassafra Cabin on St Mary Road.
- All lift stations were cleaned, inspected.
- 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

- Water control valve was installed on 10th St.
- Staff completed several leaks this month. Chadwell Lane, Roberts St, 7th St.
- Water tap was completed at 349 Washington.
- Fire Hydrant was found damaged at the M rd. tower. We have ordered new parts and will repair it when they are received.
- The exposed 12" line in the ditch has been covered.
- All remote buildings were cleaned, inspected.

Customer Service

- Staff performed 55 line locates.
- Staff performed 74 work orders.
- Disconnects for non-payment 9.
- There were 4.5 loads of lime purchased.

Public Works

Streets

- Staff cleaned specific areas to ensure and safe clean route for Homecoming parades.
- The brush site was full disposed yard waste. We spent 3 days cleaning up this area. There is a large amount of burnt materials down there that will need to be moved and/or hauled away at some point.
- The street excavation permit is under review. The previous application was outdated and left some areas open and didn't protect the city as it should.
- Staff has completed street repairs on Chadwell Ln, 10th St, Market, Fourth St., and Wehner St. We will be completing more repairs as it is on the schedule.
- Put new tracks on the skid steer and replaced hydraulic lines
- The trailer that is used for the skid steer received new wiring harness for the lights, bearing and brake assemblies for all 4 tires. This trailer will also need new tires due to the bad bearings causing premature wear.
- Repaired the taillight on the dump truck prior to operating the vehicle.
- Strategic planning is in place for an October 1 startup



OPERATIONS REPORT – Ste. Genevieve

Park

- Performed an inspection of the park house garage and shop areas.
- Based on the inspection the staff was instructed to begin cleaning and compiling a list of needed items to complete their assignment.
- 3.5 tons of trash was collected from the 2 work areas.
- Geoff attended the park board meeting.
- Remains of a tree were removed from the pond.
- All remaining chemicals are being inventoried and ample supplies will be provided.
- Due to the dropping overnight temps, we are closing the bathrooms for the winter season. They will reopen as the weather allows.
- All mowing equipment will have damages repaired and will return in the spring, in normal working conditions.
- A tree that was down at Pinkley Park was cleaned up after 5 months.
- Striped soccer fields for Valle, a couple times.

Project Updates

- Cochran is preparing a proposal for the electrical project at the water plant.
- All manholes have been fitted for the risers that will be required for the street overlays.
- Street overlay project completed late October.

Safety

- Staff reviewed Confined Space Awareness
- Covid Update for staff.
- All members of the Street Dept. have completed the OSHA 10hr course.

Regulatory

- All testing and reports were submitted on time.

Training

- All new waterline data has been collected and the GIS system is being updated.
- All members of Public Works have completed the Traffic Flagger Certification Course.

Concerns for the Month

- In House cleaning and training

Positive for the Month

- Current staff adapting very well overall.

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: **September, 2021**

Calls for Assistance:

- SGFD responded to **17** emergency calls in **October**
- Total so far this year **170** calls, **down 14** calls from last year

Staffing:

- SGFD roster is down 6. Due to the fireman being volunteer, openings will occur
- Volunteers are still needed, contact any SGFD firefighter if interested.

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

- **Monthly Training October 18th was Auto Extrication**

Meetings Attended

- Ozark Firefighters meetings – **Cancelled**
- Bi County Chiefs Meeting – **Attended**
- **Ste Genevieve County Chiefs Meeting - Attended**

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

- Project completed.

Apparatus & Equipment Maintenance:

- Bids have been reviewed requesting to purchase from the MODOT State Contract for 1 ton pickup. Don Brown contacted GM has accepted the order and we are on the build list but still unsure of delivery date.
- Have a request to approve purchase of 4 sets of turnout gear thru the NPP.gov buying contract. Ordered Will call Monday and check on the progress, usually takes 3-4 months to manufacture. Gear came in with some minor problems, supplier is correcting the problems.

Fire Radio

Nothing to report

Grants

- Have heard that a Homeland security grant may be coming available this week. This is a no matching money grant. I will attempt to write this grant and replace our aging radios that are in the 10 year plan for replacement. Grant submitted for all new mobile radios. Grant request amount was \$58,000.00. Have been informed that we will be receiving about \$25,000 of the request. Have to jump thru some federal government hoops to receive the funds. Will be working with IT company to complete a NATIONAL CYBER SECURITY REVIEW FORM to reach the next step. **Review form has been forwarded to FORWARD SLASH – WAITING ON THEM TO COMPLETE**
- I am requesting permission to apply for the annual Missouri Dept of Conservation Grant. This grant is a 50% match. I would like to apply for some hose, nozzles, adapters and pagers. Our match, should we get the grant, would be \$3,746.87. This amount would be available in the Rural Fire Account. Grant request submitted

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

- **We had several members participate in the Annual Clayton 911 Memorial Stair Climb**
- **We participated in the Ste Gen Homecoming Parade**
- **Hosted the County Health Dept Annual Flu shot clinic**
- **Hosted County Health Dept annual prescription take back**
- **Attended a couple of Trunk or Treats**

KnoxBox Program

Boxes Approved, shipped and Waiting for installs

- Ste. Genevieve Do It Center (still waiting for warehouse on Chadwell)
- Angstrom MFG. for old Grandpas Building
- Mid State Wood Products for Trautman Building
- L & H Rental Properties for Old Biltbest Offices

Installed

- **Steiger Jewelers Complex**

Approved & Waiting on Install

- **Basler Business Enterprises**
- **Save A Lot**

We now have **41** installed boxes in the city and **4** waiting to be installed.



Community Development November 2021 Staff Report Activities for 10/9/21 – 11/12/21

Historic Preservation – Heritage Commission

- No meeting in October
- New member Thomas Hooper appointed 10/28 to replace Martha Patterson
- Meeting – Nov. 15th – 1 COA on agenda
- 1 COA approved administratively
- Applied for 2 Historic Preservation Fund grants - 1 Outreach & 1 Survey

Building Department / Code Enforcement

- Occupancy Permits / Inspections 35
- Building Permits Issued 8
- Demolition Permits 0
- Sign Permits 2
- Chicken Permits 0
- Special Use Permits 2 – pending approval
- Old plans organized – cabinet construction beginning
- Continuing process to transition to 2018 ICC codes

Rental Housing Advisory Commission

- Rental registration forms mailed out in October & posted in Herald
- Rental listing updated

Planning & Zoning

- Meeting – Nov. 9th – Approved recommendation for 2 SUPs for guest lodging – public hearings to be held at 11/18 BOA meeting

Board of Adjustment

- Additional Alternate member appointed 10/28 – Kristi Cleghorn
- Meeting – Nov. 10th
- Front setback variance granted to applicant

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 4
- Nuisance Property Issues 5
- Vegetation Nuisance Issues 0
- Building Code Violation Issues 3

Training

- Planning & Zoning UMSL Chancellor's Certificate – completed
- Missouri Humanities Council Webinar – attended 1/21 & 1/28/21
- Preservation Advocacy & 117th Congress Webinar – attended 1/28/21
- ICC Residential Building Code Webinar Series – 7 weeks completed
- ICC Deck Safety Codes & ICC Off-Site Construction – Gene completed
- SHPO HPF Grant Application Workshop – completed
- ICC Introduction to Off-Site Construction – Gene completed
- Social Media & The First Amendment Webinar – completed
- Lead The Way: PHA Governance refresher training – completed
- 2018 Residential Building Inspection Institute – Gene completed
- State of Missouri Update – Floodplain Dev. Permits Webinar - completed