

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY - NOVEMBER 8, 2018
6:00 p.m.**

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 John Mooney
Alderman Bob Donovan	Alderman Mike Jokerst
Alderman Jimmie Jones	Alderman Donald Stuppy
Alderman Joe Prince	Alderman Randy Ruzicka

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

PRESENTATION/AWARDS. None.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached Report) Mr. Toma reported that Emilia Grass Whitaker, whom had previously had water/sewer services at 316 Market, (What Nots & Oddities) is requesting a refund stating that she overpaid while she was a customer at this address. Mr. Toma stated that the building was a commercial building with apartments upstairs and a business on the main floor. The apartments were never renovated. She continued to receive charges on her water/sewer bill for the additional units that were not occupied. She is requesting a credit/refund for those charges which roughly amount to approximately \$900.00. A motion by Alderman Ruzicka, second by Alderman Mooney to approve the credit that is due to the customer for the previous overpayment at 316 Market Street upon the customer's request. Motion carried 8-0.

STAFF REPORTS.

Kenny Steiger, Fire Chief (See Attached Report) Not present.

Gary Roth, Field Operations Supervisor (See Attached Report)

Dave Bova, Community Development Administrator (See Attached Report)

COMMITTEE REPORTS. None.

PUBLIC COMMENTS. None.

PUBLIC HEARING. The Mayor & Board of Aldermen of the City of Ste. Genevieve, Missouri will hold a Public Hearing to consider the annexation of the following real estate in Ste. Genevieve County, Missouri: Southwest of the intersection of St. Marys Road and US Hwy 61 Parcel ID No. 07-8.0-027-03-007-0002.00. Mayor Hassler opened the public hearing a 6:25 p.m. At this time Dave Bova, Community Development Administrator stated that Mr. & Mrs. Raymond Ziegler wish to annex the property, currently an empty lot, with the intentions of putting a dog kennel and later a shed on the property. The annexation would allow him to hook onto the city water. The back of the property adjoins St. Jude Acres. Mr. Ziegler stated that right now he is clearing some trees that were on the property and in the process of getting a concrete pad poured for a dog kennel to house his three beagle dogs and eventually put up a small shed to put feed in for the dogs. Alderman Ruzicka asked community development administrator Dave Bova about the pertinent zoning restrictions. Mr. Bova stated that annexed property comes in as R-1 (Residential) and if the Ziegler's were going to put the shed on the property after annexation they would have to go through the rezoning process. The structures that are on it when it is annexed into the City will stay on it as. According to our zoning restriction Mr. Ziegler will not be allowed to build an accessory structure without a primary structure (House) being built after the property is annexed into the city limits. Mr. Bova reported that because the parcel is currently in the flood plain Mr. Ziegler wants to wait until after February 15th to put any structures on the property. The map will be updated by then and the parcel will not be included in the flood plain on the updated map.

CONSENT AGENDA.

Minutes - Board of Aldermen - Regular Meeting - October 25, 2018

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

OLD BUSINESS.

BILL NO. 4249. AN ORDINANCE CALLING FOR THE GENERAL ELECTION OF OFFICERS OF THE CITY OF STE. GENEVIEVE, MISSOURI TO BE HELD APRIL 2, 2019 AND PROVIDING NOTICE TO THE GENERAL PUBLIC. 2ND READING. A motion by Alderman Prince, second by Alderman Jones, Bill No. 4249 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Joe Prince, Alderman Randy Ruzicka, Alderman Jimmie Jones, Alderman Donald Stuppy, Alderman Gary Smith, Alderman John Mooney and Alderman Bob Donovan. Nays: None. Motion carried 8-0. Thereupon Bill No. 4249 was declared Ordinance No. 4181 signed by the Mayor and attested by the City Clerk.

BILL NO. 4250. AN ORDINANCE APPROVING A BID PROPOSAL FROM TURN-KEY MOBILE, INC. FOR THE PURCHASE OF TWO MOBILE DATA TERMINALS IN AN AMOUNT NOT TO EXCEED \$8,410.00. 2ND READING. A motion by Alderman Prince, second by Alderman Jones, Bill No. 4250 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Joe Prince, Alderman Randy Ruzicka, Alderman Jimmie

Jones, Alderman Donald Stuppy, Alderman Gary Smith, Alderman John Mooney and Alderman Bob Donovan. Nays: None. Motion carried 8-0. Thereupon Bill No. 4250 was declared Ordinance No. 4182 signed by the Mayor and attested by the City Clerk.

BILL NO. 4251. ORDINANCE APPROVING A TAX-EXEMPT EQUIPMENT LEASE PURCHASE AGREEMENT WITH FIRST STATE COMMUNITY BANK. 2ND READING. A motion by Alderman Prince, second by Alderman Donovan, Bill No. 4251 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Joe Prince, Alderman Randy Ruzicka, Alderman Jimmie Jones, Alderman Donald Stuppy, Alderman Gary Smith, Alderman John Mooney and Alderman Bob Donovan. Nays: None. Motion carried 8-0. Thereupon Bill No. 4251 was declared Ordinance No. 4183 signed by the Mayor and attested by the City Clerk.

BILL NO. 4252. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING SCHEDULE III PARKING RESTRICTIONS TABLE III - E "HANDICAPPED PARKING". 2ND READING. A motion by Alderman Jokerst, second by Alderman Stuppy, Bill No. 4252 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Joe Prince, Alderman Randy Ruzicka, Alderman Jimmie Jones, Alderman Donald Stuppy, Alderman Gary Smith, Alderman John Mooney and Alderman Bob Donovan. Nays: None. Motion carried 8-0. Thereupon Bill No. 4252 was declared Ordinance No. 4184 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BILL NO. 4253. AN ORDINANCE APPROVING A BID PROPOSAL FROM TURN-KEY MOBILE, INC. FOR THE PURCHASE OF TWO MOBILE DATA TERMINALS IN AN AMOUNT NOT TO EXCEED \$8,410.00 AND AMENDING THE GENERAL FUND BUDGET #10 - POLICE #16. 1ST READING. A motion by Alderman Prince, second by Alderman Jones, Bill No. 4253 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Alderman. A motion by Alderman Ruzicka, second by Aldermen Prince to proceed with the second and final reading of Bill No. 4253. Motion carried 8-0. A motion by Alderman Donovan, second by Alderman Stuppy, Bill No. 4253 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Randy Ruzicka, Alderman Joe Prince, Alderman Bob Donovan, Alderman Donnie Stuppy, Alderman John Mooney, Alderman Jimmie Jones and Alderman Gary Smith. Nays: None. Motion carried 8-0. Thereupon Bill No. 4253 was declared Ordinance No. 4185 signed by the Mayor and attested by the City Clerk.

BILL NO. 4254. AN ORDINANCE PROVIDING FOR THE ANNEXATION TO THE CITY OF STE. GENEVIEVE'S EXISTING CORPORATE LIMITS CERTAIN REAL ESTATE PROPERTY OWNED BY RAYMOND AND CAROL ZIEGLER. 1ST READING. A motion by Alderman Mooney, second by Alderman Ruzicka to table Bill No. 4254 until the next meeting. Motion carried 8-0.

BILL NO. 4255. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENT WITH BACON COMMERCIAL DESIGN IN AN AMOUNT NOT

TO EXCEED \$12,100.00 FOR THE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY HALL/POLICE DEPARTMENT REMODEL PROJECT. 1st READING. A motion by Alderman Ruzicka, second by Alderman Prince, Bill No. 4255 was placed on its first reading, read by title only, considered and passed by a 8-0 vote of the Board of Alderman. A motion by Alderman Jokerst, second by Aldermen Ruzicka to proceed with the second and final reading of Bill No. 4255. Motion carried 8-0. A motion by Alderman Prince, second by Alderman Mooney, Bill No. 4255 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Mike Jokerst, Alderman Randy Ruzicka, Alderman Joe Prince, Alderman Bob Donovan, Alderman Donnie Stuppy, Alderman John Mooney, Alderman Jimmie Jones and Alderman Gary Smith. Nays: None. Motion carried 8-0. Thereupon Bill No. 4255 was declared Ordinance No. 4186 signed by the Mayor and attested by the City Clerk.

OTHER BUSINESS. Consideration of establishing a period of time for open burning. A motion by Alderman Jokerst, second by Alderman Prince to set open burning from now until February 28, 2019. Motion carried 8-0.

MAYOR/BOARD OF ALDERMEN COMMUNICATION.

CLOSED SESSION. A motion by Alderman Jones, second by Alderman Mooney to enter into closed session to discuss personnel matters as authorized by Section 610.021(3), RSMO. Motion carried with the following roll call vote: Ayes: Alderman Mike Jokerst, Alderman Randy Ruzicka, Alderman Joe Prince, Alderman Bob Donovan, Alderman Donnie Stuppy, Alderman John Mooney, Alderman Jimmie Jones and Alderman Gary Smith. Nays: None. Motion carried 8-0. 6:56 p.m.

ADJOURNMENT. Mayor Hassler adjourned the meeting at 7:33 p.m.

Respectfully submitted by,

**Pam Meyer
City Clerk**

CITY ADMINISTRATOR'S REPORT

BOARD OF ALDERMEN

November 8, 2018

- Held public hearing on smoking regulations.
- Met with potential bidders on renovations. Delayed bid opening because the building code mandates sealed drawings for the renovations of commercial buildings and the fact that the prices would be high due to the uncertainty associated with bidding from incomplete plans.
- AT&T has verbally agreed to terms. They are currently doing the engineering to determine the exact height of the tower.
- Attended Heritage Commission meeting.
- Regarding the Downtown TIF, to date three owners of thirteen properties have requested to be sequestered. Property owners have until Nov 13 to request being sequestered.
- Mayor, Dave Bova and I attended a joint meeting of the Chamber regarding the Leadership Ste. Genevieve program. It will involve a group of 20-25 individuals nominated from the Chamber membership to meet on day a month for eight months to learn about various aspects of how the community works (Government, health care, education, courts, tourism, etc.) The City will make a presentation and tours February 20, 2019.
- Had continuing conversation with interested developer for the Progress Parkway land for subdivision development.
- Attended Community Television meeting
- Met with Auditors.
- Attended Chamber of Commerce quarterly membership meeting.
- Ribbon cutting for American Family Insurance Office at 884 Ste. Gen Dr.

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: **October 2018**

Calls for Assistance:

- SGFD responded to **28** emergency calls in **October**.
- Total Responses for the year 2018 are **206** calls, **up 22** call from last year.

Staffing:

- **SGFD signed up to new guys in October**
- SGFD roster is **down 1**. Due to the fireman being volunteer, openings will occur
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if interested(Facebook and web page are working well)
- **We have 2 more possible new fire fighters we are working on.**
- I wish to thank the Herald for their assistance in our recruiting efforts.

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

- **Monthly Training was on 10/15 on Moving and lifting heavy objects and rescue**

Meetings Attended

- Ozark Firefighters meeting – **October 26 Attended**
- Ste Genevieve County Fire Chiefs Meeting – **October 9 Attended**

Technical Rescue: (FYI, all Tech Rescue training is done after hours or on weekends in addition to regular monthly training)

- Working on getting a University of Missouri certified class on rope rescue.
- **Held Quarterly Training on October 2**

Facility:

- Nothing new to report

Apparatus & Equipment Maintenance:

- **Had several small repairs on trucks and tools.**

Fire Radio:

Nothing to report

Grants

- 1) **Conservation Grant request has been submitted**
- 2) **Assistance to Firefighters Federal Grant has been submitted**
- 3) **Working to put together Community Foundation Grants(Holcim) for board approval. Will have ready at next meeting.**

Ladder Truck Updates

- Preconstruction conference with Rosenbauer was completed October 25 and 26 at the plant in Minnesota.
- Time lines as given by Rosenbauer Plant are as follows
 1. Chassis complete – First Payment Made
 2. Aerial complete and attached around August 18th
 3. Truck is back in Minnesota for the last stage of construction - Second Payment Due (Was submitted on Tuesday to Sue)
 4. The manufacturer is running 45 – 60 days behind schedule
 5. I have expressed my displeasure in the amount of time it is taking to build the truck and our local rep has proposed some things to the manufacturer to try keep us happy
 6. Have not been able to pin them down on a revised schedule yet – still working on that.
 7. We will still need to do a “prepaint” inspection trip and shortly after that a final inspection trip.
 8. We are trying to post pictures as we get them on the Ste. Genevieve Fire Department facebook page so everyone can follow the progress.

County Firefighters Assn.:

- **Working on a Firefighter Survival Class**

Local & State Mutual Aid:

- Nothing to report

Miscellaneous Issues & Events:

- 1) This month’s Fire Fighter of the month is **Chief Ken Steiger. Ken has served the department for 33 years and has completed Firefighter 1 & 2, Hazmat Awareness and Operations certification. Ken has Degrees in Fire Science and Emergency Medical. Has been State Certified as Fire Investigator, Fire Service Instructor and Fire Officer 2. He also holds University of Missouri Fire Officer Certificate which consists of over 322 hours of education. Ken is a certified Technical Rescue team member of the Jefferson/Franklin County Technical Rescue Task Force. Ken has held the positions of Fire Fighter, Captain, Training Officer, Battalion Chief, and Assistant Chief prior to appointment as Chief.**

- 2) **We had our annual Fire Prevention Tour in October and the guys spoke to hundreds of local kids.**
 - 3) **Participated the “Light the Night” honoring a Marine who died in the line of duty by manning an Interstate over pass with a truck displaying the flag.**
- Web page and Facebook site continue to progress as my guy has time.
 - The 2 sites are being done by one of our fire fighters that knows how to build and maintain these, at no cost to the city.
 - I encourage people to check out both and check back often for updates.

KnoxBox Program

Approved a box for the new construction (accounting office) on Highway 32
Waiting on the install

Waiting on installation at the following location
Piva Building

The program is slowing building strength and has become a real asset to the department.



Street and Park Report

October

- **Repaired water patches on Washington, Park, LeFluer and South Fifth Street**
- **Worked on dismantling old bbq pits to replace them**
- **Burnt brush site**
- **Took the roofs off the dugouts on the north Corey League Fields**
- **Cleaned up brush by the police garage**
- **Asphalt patches on Oakwood, Parkwood, Jefferson and Fifth**
- **Helped Alliance by filling in a water repair**
- **Prepared the area off Washington to set the pump in**
- **Clean up for Heritage Days , Fourth Friday art walk and Band Festival**
- **Mowed and picked up leaves in the Memorial Cemetery**
- **Installed a riser on the manhole on Fourth Street at Seraphin**
- **Anchored fire hydrants to concrete slabs at the dog park**
- **Placed three benches at Pinkley Park**
- **Painted curbs on Pointe Basse Drive and installed signs**
- **Installed signs on Progress Parkway**
- **Poured patch on Market Street**
- **Did a cleanup of Crestlawn Cemetery for Veterans Day**
- **Doing a lot of sweeping**



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

November 2018 Staff Report

Activities for 10/12 – 11/7

Historic Preservation – Heritage Commission

- Meeting will be held Monday, November 19th

Building Department / Code Enforcement

- Occupancy Permits / Inspections 22
- Building Permits Issued 9
- Demolition Permits 0
- Sign Permits 0
- Chicken Permits 0
- Special Use Permits 0

Planning & Zoning

- Property owner at southwest corner of Hwy. 61 & St. Marys Road submitted Annexation Petition
- No meeting in November

Board of Adjustment

- Nothing new to report.

Floodplain Management

- New FIRM maps being issued in Feb '19, currently in pending status
- New maps will have to be adopted into Ordinance after review
- Recommending raising freeboard from 1' to 2', and adding Agricultural Structures section to Ordinance
- Public meeting to be held Nov. 29th, 6pm at City Hall

Property Maintenance Focus (6/25 – 11/7 Cumulative)

- Properties Reviewed 154 (59+/- remain)
- Courtesy Enforcement Letters 49
- Repairs Made / Nuisance Addressed 33
- No Issue 72
- Repair Plan from Property Owner 32
- Letters Being Prepared 0

-
- 20 of 33 “Repairs Made” were after receiving letter. Remaining 13 repairs were already done.
 - 72 total code enforcement or nuisance letters sent (from the original file)
 - 20/72 = 28% repaired; 32/72 = 44% plans in place; 17/72 = 24% pending
 - 7 of 17 or 41% “pending” were sent letter two weeks ago
 - Remaining 10 of 17 or 59% “pending” are within 30 days to comply or have been sent 2nd letter