

AGENDA
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – MAY 12, 2022
6:00 p.m.

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

ROLL CALL.

APPROVAL OF AGENDA.

PRESENTATION/AWARDS.

PERSONAL APPEARANCE.

CITY ADMINISTRATORS REPORT.

STAFF REPORTS.

- KENNY STEIGER – FIRE CHIEF
- DAVE BOVA – COMMUNITY DEVELOPMENT ADMINISTRATOR
- JEFF WIX – TOURISM DIRECTOR

COMMITTEE REPORTS.

PUBLIC COMMENTS.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Regular Session – April 28, 2022
- Minutes – Board of Aldermen – Work Session – April 28, 2022
- **RESOLUTION 2022-50.** A RESOLUTION RE-APPOINTING GARY ROTH TO THE STE. GENEVIEVE PLANNING & ZONING COMMISSION.
- **RESOLUTION 2022-51.** A RESOLUTION RE-APPOINTING KATHY WALTZ TO THE STE. GENEVIEVE PLANNING & ZONING COMMISSION.
- **RESOLUTION 2022-52.** A RESOLUTION RE-APPOINTING MARK BUCHHEIT TO THE STE. GENEVIEVE HERITAGE COMMISSION.
- Approval of a street closure request from SG Oktoberfest for the “Oktoberfest Festival” to be held September 16 & 17, 2022 and allow alcohol for sale on Main Street.

OLD BUSINESS.

BILL NO. 4490. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2022 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES. **2ND READING.**

BILL NO. 4491. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. **2ND READING.**

NEW BUSINESS.

APPROVAL OF THE ANNUAL LIQUOR LICENSE RENEWALS.

BILL NO. 4492. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING SCHEDULE III - PARKING RESTRICTIONS TABLE III – E “HANDICAPPED PARKING” AS SET FORTH BELOW. **1ST READING.**

BILL NO. 4493. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ACCEPT A CONTRACT PROPOSAL WITH MEINERSHAGEN ROOFING AND SHEET METAL, LLC. OF FARMINGTON, MISSOURI FOR THE “FIREHOUSE ROOF REPAIR PROJECT” IN AN AMOUNT OF \$11,400.00. **1ST & 2ND READING.**

BILL NO. 4494. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A SPECIAL WARRANTY DEED TO TRANSFER OWNERSHIP OF 59.60 ACRES ALONG PROGRESS PARKWAY TO THE STE. GENEVIEVE COUNTY CATHOLIC CHURCH REAL ESTATE CORPORATION. **1ST & 2ND READING.**

OTHER BUSINESS.

MAYOR/BOARD OF ALDERMEN COMMUNICATION.

ADJOURNMENT.

Any person requiring special accommodations (i.e. qualified interpreter, large print, hearing assistance) in order to attend the meeting please notify this office at 573-883-5400 no later than forty-eight hours prior to the scheduled commencement of the meeting.

Join us on the Zoom app at:

Meeting ID: 811 1389 4294, Passcode: 984664 or

by phone at 312-626-6799 Meeting ID: 811 1389 4294, Passcode: 984664

Find the Zoom Link at www.facebook.com/stegenevievecityhall/

And you can watch live on SGTV Spectrum Channel 991.

**Posted By: Pam Meyer, City Clerk
May 9, 2022**

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: April, 2022

Calls for Assistance:

- SGFD responded to **13** emergency calls in **April**
- Total so far this year are **71** calls, **up 17** calls from last year

Staffing:

- SGFD roster is down **4**. Due to the fireman being volunteer, openings will occur
- Volunteers are still needed to form an applicant list, contact any SGFD firefighter if Interested
- **We lost 1 last month due to family issues and the time commitment.**

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

- **Monthly Training was Interior search and rescue and SCBA emergencies**
- **Did our monthly preplanning meeting on the MFA Agribusiness**
- **We hosted along with Ste Genevieve County EMA and the National Weather Service "Weather Spotters Class"**
- **We had 1 go to Advanced Auto Extrication at Bonne Terre**

Meetings Attended

- Ozark Firefighters meetings – **Attended**
- Bi County Chiefs Meeting – **Cancelled**
- Planning Meeting for SG High School "Mock DWI Accident" - 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:

Roof Repairs

We advertised for sealed bids for the roof repairs on the firehouse. The specs were written using a combination of the three estimates received prior. All 3 of the previous venders were recontacted via email informing them of the request for sealed bids according to the new written specs. At the bid opening, we only received 1 bid (See attached). We are requesting approval of the bid so we can proceed with the repairs.

Apparatus & Equipment Maintenance:

The new brush truck switch over has begun.

Fire Radio

- Radio grant funding has been approved and released working on the purchase now. Radios have been ordered. **Hardware has come in still waiting on the radios**
- St Francis County 911 radio survey
Nothing to report

Grants

We received the Missouri Dept of Conservation Grant. This grant is a 50% match. Our Match for the grant is \$3,746.87. This amount is available in the Rural Fire Account. We have received some of the equipment and the rest is on order with no arrival ETA.

Community Foundation Grant

We have been informed there is some money left in the account and they will be accepting new grant applications by April 2, 2022. I plan to apply for a grant for the City Fire Department and for the Ste Genevieve County Tech Rescue Team. This is a “No Matching Fund Grant Application”

Applications have been made for the City Fire Department and the County Technical Rescue Team. **I have received verbal confirmation that both grants were approved. Still waiting on the letters to confirm and the checks.**

County Firefighters Assn.:

Nothing to report

Local & State Mutual Aid:

- Nothing new to report

Misc.

We participated in the Valle Schools Transportation Fair

KnoxBox Program

Boxes Approved, shipped and Waiting for installs

Ste. Genevieve Do It Center (still waiting for warehouse on Chadwell)

Mid State Wood Products for Trautman Building

American Custard

Buddy's Place

Donald CSGS LLC – Strip behind CVS

Recent Installs

None



Community Development May 2022 Staff Report 04/07/22 – 05/08/22

Historic Preservation – Heritage Commission

- Meeting – 4/18 – Approved 4 COA's; 5 Attestations approved administratively
- Next meeting – 5/16
- No updates on 2 Historic Preservation Fund grants - 1 Outreach & 1 Survey

Building Department / Code Enforcement

- Occupancy Permits / Inspections 29
- Building Permits Issued 13
- Demolition Permits 1
- Sign Permits 1
- Chicken Permits 2
- Special Use Permits 1 pending
- Continuing process to include Tiny Homes in zoning code

Comprehensive Plan Update

- Steering Committee established
 - Board reps are Alderman Raney & Alderwoman Johnson
 - Funnel public input through me, committee, or RPC
- Current stage of process is Data Collection
 - Land use survey complete
 - Reviewing current comp plan and demographic data
- Public Outreach meetings to be tentatively scheduled in June / July

Planning & Zoning

- Meeting – 5/5 – 1 Special Use Permit (guest lodging) approved
- Next meeting – 6/2

Board of Adjustment

- Nothing new to report

Floodplain Management

- Nothing new to report

Property Maintenance

- 2018 Focus Properties Remaining 4
- Nuisance Property Issues 12
- Vegetation Nuisance Issues 14

- Building Code Violation Issues 4
- Nuisance Code ordinance updates being written & reviewed

Training 2022

- Short Term Rentals and Government webinar – Granicus – completed 12/7
- Re-Districting Webinar – MML – completed 12/7
- Floodplain Development Permits Update – SEMA – completed 1/20
- Post-Disaster Responsibilities – SEMA – completed 2/10
- SEMA / FEMA Substantial Damage – completed 2/17
- Floodplain Forms – SEMA – completed 4/26
- Missouri ARPA State Funds – MO DED – completed 5/6



TOURISM REPORT

For Ste Genevieve Board of Aldermen

May 10, 2022

OVERVIEW

Current Events

- Living History Saturdays (*French Colonial Life*)
- Currently underway and continues through September
- Saturdays 11am - 3pm

Recent Events

- Celebrating Audubon's Legacy (*Ste Genevieve Art Guild*)
 - Friday, Saturday, and Sunday April 22- 24
- Ecole du Soldat (Felix Valle House)
 - Friday, Saturday, and Sunday April 22- 24

StG Gravel Classic

- Saturday April 9th
- Met with event organizers and area businesses on Friday May 6th for the purpose of feedback and input for next year's event
- One-day economic impact was estimated at \$45,000+ in the city
- Area retailers, museums and restaurants have confirmed residual tourism because of the event
- No date has been set for 2023

Tours/ Groups

- End-of-school-year group tours
 - One in April, three in May
 - Three are scheduled and are yet to visit this month
- Contacted tour directors from Nashville, TN
 - One tour director has visited and is expected to bring multiple tours this year

MDT Marketing Grant 2023

- Marketing Matching Grant (MMG) will revert to a 50% reimbursement of approved media projects



WELCOME CENTER

Visitors

- Comparison
 - 2021 April– **1390**
 - 2022 April– **1431**
- Clean up and remodeling at the Welcome Center
 - Overgrowth of vines, bushes, trees, etc. has been removed
 - National Park Service relocated the diorama and their desk
 - Tourism Dept is now utilizing a kiosk provided by NPS
 - Repainting and installation of TV monitor is to be scheduled by NPS

MARKETING

Social Media



Total Facebook Pages “Likes”= **13,651**

Total Facebook Pages “Followers”= **14,117**

Facebook comparisons

Category	Month (April 6 – May 3)	Week (April 27 – May 3)
Post Reach	154,427 (18%)	79,872 (37%)
Post Engagement	10,273 (-11%)	1878 (-48%)
New Page Likes	115 (3%)	35 (6%)
Page Views	698 (0%)	199 (-5%)

UPCOMING EVENTS

Master Gardener’s Garden Walk/ Pioneer Days

- May 14th

Missouri Tourism Road Show

- Reschedule due to weather in February May 24th
- Being held at the Community Center

Fourth Friday Art Walk

- May 27th

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
REGULAR MEETING
THURSDAY – APRIL 28, 2022**

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	
Alderwoman Susan Johnson	Alderman Mike Raney
Alderwoman Kristi Cleghorn	Alderwoman Ashley Armbruster
Alderman Mike Jokerst	Alderman Joe Prince
Alderman Robert Donovan	

Absent: Alderman Jeff Eydmann

APPROVAL OF AGENDA. A motion by Alderman Jokerst, second by Alderman Donovan to approve the agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

PRESENTATION/AWARDS.

At this time Mayor Hassler presented a proclamation to Frank Myers for his service and commitment to the City on various boards and committees as well as his hard work to preserve and protect historic properties throughout the City.

PERSONAL APPEARANCE. None.

CITY ADMINISTRATORS REPORT. (See Attached)

STAFF REPORTS.

ERIC BENNETT – POLICE CHIEF (see attached)

STEVE WILSON – ALLIANCE WATER (see attached)

COMMITTEE REPORTS. Alderwoman Armbruster reported on the recent Park Board Meeting and stated that the bathrooms at Valle Spring Park were recently vandalized. The Park Board discussed replacing the mulched trail with a crushed stone that would be ADA compliant as well as widening the trail to six feet. The Library would like to eventually use the trail for a “Story-Walk”.

Alderman Donovan reported that the health committee had met and discussed the renewal rates for the employee's health insurance. It is on the consent agenda for approval.

PUBLIC COMMENTS. None.

CONSENT AGENDA.

- Minutes – Board of Aldermen – Closed Session – March 24, 2022
- Minutes – Board of Aldermen – Regular Session – April 14, 2022
- Minutes – Board of Aldermen – Work Session – April 14, 2022
- TREASURER'S REPORT – MARCH 2022
- **RESOLUTION 2022-47.** A RESOLUTION BY THE BOARD OF ALDERMEN DECLARING CERTAIN SURPLUS PROPERTY.
- **RESOLUTION 2022-48.** A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A RENEWAL AGREEMENT FOR THE MISSOURI CHAMBER FEDERATION BENEFIT PLAN TRUST FOR THE CITY EMPLOYEE HEALTH INSURANCE PLAN FOR 2022 – 2023.
- **RESOLUTION 2022-49.** A RESOLUTION BY THE STE. GENEVIEVE BOARD OF ALDERMEN ESTABLISHING A BUDGET FOR AMERICAN RESCUE PLAN ACT FUNDS.
- Approval of a liquor license application from American Custard Company, 1055 Progress Parkway, Ste. Genevieve Missouri.
- Approval of a street closure request for the 2nd Annual Honey Festival & Market on Saturday, June 25, 2022 from 7:00 a.m. to 7:00 p.m.
- Approval of a street closure request for Master Gardeners for their annual Garden Walk on May 14 & 15, 2022 from 7:00 a.m. to 4:00 p.m.

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

OLD BUSINESS.

BILL NO. 4486. AN ORDINANCE VACATING ALL THAT PART OF THE TWELVE (12) FOOT ALLEY LOCATED WITHIN BLOCK NUMBER 2 OF ZIEGLER'S ADDITION TO THE CITY OF STE. GENEVIEVE, STE. GENEVIEVE COUNTY, MISSOURI, FROM THE NORTH RIGHT-OF-WAY LINE OF ZIGLER STREET EXTENDING NORTHWEST TO THE SOUTH RIGHT-OF-WAY LINE OF LAHAYE STREET. 2nd READING. A motion by Alderwoman Johnson, second by Alderman Raney, Bill No. 4486 was placed on its second and final reading, read by title only, considered and passed by a roll call vote as follows: Ayes: Alderman Raney, Alderwoman Armbruster, Alderwoman Johnson, Alderman Donovan, Alderwoman Cleghorn, Alderman Prince and Alderman Jokerst. Nays: None Absent: Alderman Eydmann. Motion carried 7-0-1. Thereupon Bill No. 4486 was declared Ordinance No. 4411 signed by the Mayor and attested by the City Clerk.

NEW BUSINESS.

BILL NO. 4490. AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2022 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES. 1ST READING. A motion by Alderman Jokerst, second by Alderwoman Johnson, Bill No. 4490 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 Eydmann absent.

BILL NO. 4491. AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW. 1ST READING. A motion by Alderman Jokerst, second by Alderman Donovan, Bill No. 4491 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 Eydmann absent.

OTHER BUSINESS. None.

MAYOR/BOARD OF ALDERMEN COMMUNICATION. None.

ADJOURNMENT. With no further business Mayor Hassler adjourned the meeting at 6:25 p.m.

Respectfully submitted by,

**Pam Meyer
City Clerk**

**MINUTES OF THE
STE. GENEVIEVE BOARD OF ALDERMEN
WORK SESSION
APRIL 28, 2022**

The work session of the Ste. Genevieve Board of Aldermen was called to order at 6:30 p.m. with the following members present:

Mayor Hassler	
Alderman Susan Johnson	Alderman Bob Donovan
Alderman Mike Raney	Alderman Mike Jokerst
Alderman Joe Prince	Alderman Kristi Cleghorn
Alderman Ashley Armbruster	

Absent: Alderman Jeff Eydmann

A motion by Alderman Donovan, second by Alderman Raney to approve the amended work session agenda as presented. Motion carried 7-0-1 with Alderman Eydmann absent.

BUSINESS ITEMS.

CITY HALL MURAL. Joy French presented a new design for the board to review for a new mural to be painted on the North side/east end of City Hall. The mural would be approximately 10' x 10' and the cost should be around \$375.00 for materials. Alderman Donovan asked approximately how long something like this would last and Ms. French estimated the lifespan of the mural at approximately 20 years. After some discussion it was unanimously decided to allow Ms. French to proceed with the painting of the mural.

CLOSING PARK RESTROOMS. Recent vandalism at the Valle Spring Park caused some concern and discussion at the recent Park Board Meeting. The Board directed Steve Wilson to look into purchasing video cameras and recording equipment for the facility and also requested locking the restroom doors at dusk. Alliance is willing to unlock the doors on weekdays that they work but it would require some assistance from the police department for the weekends and the days that Alliance does not work. They also suggested the same process be followed for the Main Street Park restrooms. Chief Bennett recommended trying the camera's and signage stating the facility is under surveillance and see if this helps the situation before resorting to having his department unlock and lock the facilities. The Board recommended that the camera's be bought, signage installed and the facilities remain unlocked.

ANY OTHER BUSINESS. None.

With no further business the work session was adjourned at 6:46 p.m.

Respectfully submitted by,

Pam Meyer
City Clerk

RESOLUTION 2022-50

**A RESOLUTION RE-APPOINTING GARY ROTH TO THE STE. GENEVIEVE
PLANNING & ZONING COMMISSION.**

WHEREAS, Gary Roth, has agreed to serve another term on the Ste. Genevieve Planning & Zoning Commission and his term will expire June, 2026.

WHEREAS, the Mayor advises the Board of Aldermen of his recommendation to re-appoint Mr. Roth.

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE DOES HEREBY CONSENT AND RESOLVE AS FOLLOWS:

Gary Roth is hereby re-appointed to the Ste. Genevieve Planning & Zoning Commission this 12th day of MAY, 2022.

The Mayor shall make this appropriate appointment to the Ste. Genevieve Planning & Zoning Commission and that the City Staff and officials are directed to take such actions as necessary to implement this Resolution.

Done and approved this 12th day of May, 2022.

Approved by:

Paul Hassler, Mayor

Mark Bishop, City Attorney

Attest:

Reviewed by:

Pam Meyer, City Clerk

Happy Welch, City Administrator

RESOLUTION 2022-51

**A RESOLUTION RE-APPOINTING KATHY WALTZ TO THE STE. GENEVIEVE
PLANNING & ZONING COMMISSION.**

WHEREAS, Kathy Waltz, has agreed to serve another term on the Ste. Genevieve Planning & Zoning Commission and her term will expire June, 2026.

WHEREAS, the Mayor advises the Board of Aldermen of his recommendation to re-appoint Ms. Waltz.

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE DOES HEREBY CONSENT AND RESOLVE AS FOLLOWS:

Kathy Waltz is hereby re-appointed to the Ste. Genevieve Planning & Zoning Commission this 12th day of MAY, 2022.

The Mayor shall make this appropriate appointment to the Ste. Genevieve Planning & Zoning Commission and that the City Staff and officials are directed to take such actions as necessary to implement this Resolution.

Done and approved this 12th day of May, 2022.

Approved by:

Paul Hassler, Mayor

Mark Bishop, City Attorney

Attest:

Reviewed by:

Pam Meyer, City Clerk

Happy Welch, City Administrator

RESOLUTION 2022-52

A RESOLUTION RE-APPOINTING MARK BUCHHEIT TO THE STE. GENEVIEVE HERITAGE COMMISSION.

WHEREAS, Mark Buchheit, has agreed to serve another term on the Ste. Genevieve Heritage Commission and his term will expire February, 2025.

WHEREAS, the Mayor advises the Board of Aldermen of his recommendation to re-appoint Mr. Buchheit.

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE DOES HEREBY CONSENT AND RESOLVE AS FOLLOWS:

Mark Buchheit is hereby re-appointed to the Ste. Genevieve Heritage Commission this 12th day of MAY, 2022.

The Mayor shall make this appropriate appointment to the Ste. Genevieve Heritage Commission and that the City Staff and officials are directed to take such actions as necessary to implement this Resolution.

Done and approved this 12th day of May, 2022.

Approved by:

Paul Hassler, Mayor

Mark Bishop, City Attorney

Attest:

Reviewed by:

Pam Meyer, City Clerk

Happy Welch, City Administrator



Street Closure Request

Date 5/6/22

Name Kara Burt Organization SG Oktoberfest

Address 150 Jefferson St City Ste Gen State MO Zip 63670

Phone Number and/or email information 513-631-2856 sgoktoberfest@gmail.com

Reason for closure Oktoberfest festival

Street(s) to be closed Main St from Market to Washington
as of now, maybe more in future

Date of event for closure 9/16-17

Time(s) for closure 9/16 @ 1pm - 9/17 @ 6pm

Office Use Only

Council Approval

Yes No

Date 05-9-22

Police Dept. Approval

Yes No

Date 05-9-22

Street Dept. Approval

Yes No

Date 05-9-22

Special Conditions _____

BILL NO. 4490

ORDINANCE NO.

AN ORDINANCE APPROVING A BUDGET AMENDMENT TO THE CITY OF STE. GENEVIEVE FOR THE FISCAL YEAR 2022 BUDGET RELATING TO VARIOUS REVENUE AND EXPENDITURE INCREASES.

WHEREAS, Section 67.040 RSMo provides that after any political subdivision has approved the budget for any year and has approved or adopted the orders, motions, resolutions, or ordinances required to authorize the expenditures proposed in the budget, the political subdivision shall not increase the total amount authorized for expenditure from any fund, unless the governing body adopts a resolution setting forth the facts and reasons making the increase necessary and approves or adopts an order, motion, resolution or ordinance to authorize the revenues and expenditures; and

WHEREAS, due to unforeseen increases in anticipated revenues and expenditures in the Fiscal Year 2022 Budget which was adopted in October 2021, the City of Ste. Genevieve has a need to amend the Fiscal Year 2022 Budget to acknowledge those additional revenues and expenditures as included with the attached exhibit.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AS FOLLOWS:

SECTION 1: The Board of Aldermen hereby approves the Budget Amendments to the Fiscal Year 2022 City Budget pursuant to Exhibit "A" attached hereto and made part of this ordinance.

SECTION 2: This ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATE OF FIRST READING: April 28, 2022.

DATE OF SECOND READING: _____.

PASSED AND APPROVED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI THIS ____ DAY OF _____, 2022 BY A ROLL CALL VOTE AS FOLLOWS:

VOTE

ALDERWOMAN KRISTI CLEGHORN	_____
ALDERWOMAN SUSAN JOHNSON	_____
ALDERMAN BOB DONOVAN	_____
ALDERMAN MIKE JOKERST	_____
ALDERMAN JEFF EYDMANN	_____
ALDERMAN MIKE RANEY	_____
ALDERMAN JOE PRINCE	_____
ALDERWOMAN ASHLEY ARMBRUSTER	_____

____ Yes ____ No ____ Absent

Approved as to form:

Paul Hassler, Mayor

Mark Bishop, City Attorney

SEAL

Reviewed by:

Pam Meyer, City Clerk

Happy Welch, City Administrator

"Exhibit A"

FY 2022
Proposed

FY 2022
Adopted
Budget

Budget
Amendment

Account Name	Account Number	Fund	FY 2022 Adopted Budget	FY 2022 Proposed Budget Amendment
Capital Lease Proceeds	10-04-4511	General	\$ -	\$ 91,120
ARPA - Water	10-13-8219	General	\$ -	\$ 377,774
ARPA - Street	10-13-8220	General	\$ -	\$ 140,150
Motor Vehicle Equipment	10-16-8045	General - Police Dept.	\$ 75,000	\$ 155,000
Salaries	20-20-5000	Park	\$ -	\$ 13,964
Social Security	20-20-5002	Park	\$ -	\$ 1,080
Lagers	20-20-5005	Park	\$ -	\$ 61
Uniforms	20-20-6602	Park	\$ -	\$ 328
Salaries	21-21-5000	Transportation	\$ -	\$ 12,802
Social Security	21-21-5002	Transportation	\$ -	\$ 997
Unemployment Insurance	21-21-5003	Transportation	\$ -	\$ 70
Hospitalization/Life Insurance	21-21-5004	Transportation	\$ -	\$ 1,496
Lagers	21-21-5005	Transportation	\$ -	\$ 159
Vehicle Repair & Mtce.	21-21-6220	Transportation	\$ 6,000	\$ 25,000
Uniforms	21-21-6602	Transportation	\$ -	\$ 1,036
Infrastructure	30-30-8000	Water	\$ 299,000	\$ 413,000
Capital Imp/Land Bldg	50-50-8010	Debt Service	\$ 100,000	\$ 267,000
Miscellaneous	60-04-4100	Rural Fire	\$ -	\$ 700
Education & Training	60-60-6021	Rural Fire	\$ 6,000	\$ 6,700
ARPA Funds	70-04-4432	Capital Improvement	\$ -	\$ 4,294
ARPA Cyber Security	70-70-8219	Capital Improvement	\$ -	\$ 80,000

BILL NO. 4491

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING THE PERSONNEL MANUAL AS SET FORTH BELOW.

WHEREAS, this ordinance is done pursuant to Chapter 120, Personnel, Section 120.010, Personnel Manual Adopted, to revise the Personnel Policy (Exhibits attached) for the City of Ste. Genevieve, Missouri (“City”), and;

WHEREAS, the Personnel Policy is the guide for all departments to follow for proper employment practices and is a guide for employment with the City, and;

WHEREAS, the Personnel Policy is a separate document detached from the codebook with a copy retained in the city clerk’s office, and;

WHEREAS, the amended changes proposed to the Personnel Policy have been reviewed by the Board of Aldermen who believe these changes are in the best interests of the City;

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AS FOLLOWS:

SECTION 1. Section 401 “Timekeeping” is hereby deleted in its entirety and replaced with Exhibit “A” attached hereto and made part of this ordinance.

SECTION 2. Section 405 “Overtime Pay Policy” is hereby deleted in its entirety and replaced with “Exhibit “B” attached hereto and made part of this ordinance.

SECTION 3. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its date of passage.

SECTION 4. REPEALER. All ordinance and parts thereof in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5. SEVERABILITY. The invalidity of any section, clause, sentence or provision of this ordinance shall be given effect without such invalid part or parts.

DATE OF FIRST READING: April 28, 2022.

DATE OF SECOND READING: _____.

PASSED AND APPROVED THIS ____ DAY OF _____, 2022 BY A ROLL CALL VOTE OF THE BOARD OF ALDERMEN AS FOLLOWS:

VOTE

**ALDERWOMAN KRISTI CLEGHORN
ALDERWOMAN SUSAN JOHNSON
ALDERMAN BOB DONOVAN
ALDERMAN MIKE JOKERST
ALDERMAN JEFFREY EYDMANN
ALDERMAN MICHAEL RANEY
ALDERWOMAN ASHLEY ARMBRUSTER
ALDERMAN JOE PRINCE**

YES NO ABSENT

Approved as to Form:

Paul Hassler, Mayor

Mark Bishop, City Attorney

SEAL

Reviewed by:

Pam Meyer, City Clerk

Happy Welch, City Administrator

401 Timekeeping.

The City's work week is Monday through Sunday.

Exempt Employees:

An exempt employee is an employee who is paid on a salary basis and meets the qualifications for exemption from the overtime requirements of the Fair Labor Standards Act ("FLSA"). For exempt employees, their salary is intended to cover all hours worked in a work week. Exempt employees are not eligible for overtime pay but may receive additional pay in qualifying situations in cases of a declared state of emergency when the pay would be reimbursable. Exempt employees are not eligible for compensatory time. Extended workdays may be required to accomplish the expected assignments of an exempt position, and exempt employees are expected to work the hours necessary to complete their work. However, because exempt employees are often required to work irregular and/or extended hours, they are provided certain latitude in occasionally being away from work during normal work hours. Due to exempt employees accruing paid time off for vacation leave, sick leave, bereavement leave, etc., time sheets shall be completed and reflect such paid time off when used.

Non-exempt Employees:

Accurately recording time worked is the responsibility of every nonexempt employee. Federal and state laws require all cities to keep an accurate record of time worked in order to calculate employee pay and benefits. Time worked is all the time actually spent on the job performing assigned duties. Nonexempt employees should accurately record the time they begin and end their work, as well as the beginning and ending time of each meal period. They should also record the beginning and ending time of any split shift or departure from work for personal reasons. Overtime work must always be approved before it is performed.

Altering, falsifying, tampering with time records, or recording time on another employee's time record may result in disciplinary action, up to and including termination of employment. Nonexempt employees should report to work no more than five (5) minutes prior to their scheduled starting time nor stay more than five (5) minutes after their scheduled stop time without expressed, prior authorization from their supervisor. It is the employees' responsibility to sign their time records to certify the accuracy of all time recorded. The supervisor will review and then sign the time record before submitting it for payroll processing to the City Clerk. In addition, if corrections or modifications are made to the time record, both the employee and the supervisor must verify the accuracy of the changes by initialing the time record.

405 Overtime Pay Policy.

When operating requirements or other needs cannot be met during regular working hours, employees may be scheduled to work overtime hours. When possible, advance notification of these mandatory assignments will be provided. All overtime work must receive the supervisor's prior authorization.

The City of Ste. Genevieve shall comply with the provisions of the Fair Labor Standards Act (FLSA) in the administration of overtime policy. The following exempt positions shall not qualify for overtime benefits:

City Administrator

City Clerk

Police Chief

Assistant Police Chief (Lieutenant)

Tourism Director

Community Development Administrator

Overtime compensation is paid to all nonexempt employees in accordance with federal and state wage and hour restrictions. Overtime pay is based on actual hours worked. Vacation time shall be counted toward overtime. Time off for sick leave, or any leave of absence will not be considered hours worked for purposes of performing overtime calculations. Overtime assignments will be distributed as equitably practical to all non-exempt employees qualified to perform the required work. Eligible non-exempt employees shall qualify for overtime benefits for each hour worked in excess of 40 hours in any given work week. Overtime pay shall be at a rate of one and one-half times the regular rate of pay.

The normal work schedule for Law Enforcement employees is twelve (12) hours a day in a 171 hour work period and a 28 day work cycle or eight (8) hours a day in an 86 hour work period and a 14 day work cycle. Law Enforcement employees do not qualify for overtime pay until after the employee has worked 171 hours within the 28 day cycle or 86 hours when assigned the 14 day cycle. An employee must be permitted to use compensatory time on the date requested unless doing so would "unduly disrupt" the operations of the City. All uses of compensatory time shall require the approval of the City Administrator.

Employees who work overtime without receiving prior authorization from the supervisor may be subject to disciplinary action, up to and including possible termination of employment. It is the intention of the City that the Department supervisors minimize all overtime hours within their departments.

2022/2023 LIQUOR LICENSE RENEWALS

**El San Felipe Mexican Grill
21454 Hwy 32**

**The Anvil Saloon
46 S. Third Street**

**Old Brick Restaurant
90 S. Third Street**

**Café Genevieve
950 Ste. Gen. Drive**

**The Orris/Sirros
265 Merchant Street**

**Show Me Shop
10 S. Main Street**

**The Point
797 Ste. Gen. Drive**

**Rollin on the River
291 Merchant Street**

**Brix Urban Winery & Market, LLC.
245 Merchant Street**

**Downtown Sandbar
299 Merchant Street**

**Country Mart
180 & 130 Plaza Drive**

**Mimi's Restaurant, LLC.
675 Ste. Gen. Drive**

**Oberle Meats
21529 State Hwy 32**

**Casey's General Store
21998 State Hwy 32**

**Rhodes 101 Stops
598 Ste. Gen. Drive**

**C-Barn
599 Ste. Gen. Drive**

**Week's Diner
675 Ste. Gen. Drive**

**Save-A-Lot
11306 Save-A-Lot Drive**

**Ste. Genevieve Parish
20 Fourth Street**

**Audubon's Grill & Bar
9 N. Main Street**

**Dollar General
21840 State Hwy 32**

**Harold's Famous Bee Company
234 Market Street**

**Pat's Pastries
123 Merchant Street Suite A**

**American Custard Company
1055 Progress Parkway**

BILL NO. 4492

ORDINANCE NO.

**AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI AMENDING
SCHEDULE III - PARKING RESTRICTIONS TABLE III – E “HANDICAPPED
PARKING” AS SET FORTH BELOW.**

WHEREAS, the City has had prior requests creating handicapped parking spots for individual residents;
and

WHEREAS, now those residents are no longer in need of the handicapped parking spots; and

WHEREAS, with the recommendation of City Staff it is in the best interest to amend Schedule III
Parking Restrictions Table III-E Handicapped Parking as set forth below to remove those handicapped
restrictions.

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF
STE. GENEVIEVE, MISSOURI AS FOLLOWS:**

SECTION 1: The Board of Aldermen hereby authorize the removal of the following handicapped
parking restrictions from the Ste. Genevieve Code of Ordinances, Schedule III Parking Restrictions Table
III-E:

Memorial Drive - in front of 799 Memorial Drive on the east side

25 N. Fourth Street – Handicapped Parking

SECTION 2 EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its
date of passage by the Board of Aldermen.

SECTION 3 REPEALER. All ordinances and parts thereof that are in conflict with this ordinance
are hereby repealed to the extent of such inconsistency.

SECTION 4 SEVERABILITY. The invalidity of any section, sentence or provision of this
ordinance shall not affect the validity of any part of this ordinance which can be given effect without such
invalid part or parts.

DATE OF FIRST READING: _____.

DATE OF SECOND READING: _____.

PASSED AND APPROVED BY THE BOARD OF ALDERMEN OF THE CITY OF STE.
GENEVIEVE, MISSOURI THIS ____ DAY OF _____, 2022.

VOTE

ALDERWOMAN KRISTI CLEGHORN
ALDERWOMAN SUSAN JOHNSON
ALDERMAN BOB DONOVAN
ALDERMAN MIKE JOKERST
ALDERMAN MIKE RANEY
ALDERMAN JEFF EYDMANN
ALDERMAN JOE PRINCE
ALDERWOMAN ASHLEY ARMBRUSTER

____ AYES ____ NAYS ____ ABSENT

Approved As To Form:

Paul Hassler, Mayor

Mark Bishop, City Attorney

Attest:

Reviewed By:

Pam Meyer, City Clerk

Happy Welch, City Administrator

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

Memorandum

To: Happy Welch, City Administrator
From: Ken Steiger, Fire Chief
Cc: File
Date: May 8, 2022

Subject: Request for Approval to proceed with repairs to the roof of the fire house

Happy,

This memo is to request BOA approval to proceed with the roof repairs on the firehouse. Specs were written from the 3 estimates received before the bidding process. We followed the city's bidding requirements by advertising and all 3 companies that gave prior estimates were contacted via email advising of the sealed bidding process and the deadline. Bids were received Friday May 6, opened and read aloud.

We only received 1 bid. I have reviewed the bid with my staff and recommend that we accept the bid and schedule the work. I have attached a copy of the bid. The only bid was received from Meinershaken Roofing and Sheet Metal for the sum of \$11,400.

Regards

Ken Steiger

Ken Steiger, Fire Chief

BILL NO. 4493

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF STE. GENEVIEVE AUTHORIZING THE MAYOR TO ACCEPT A CONTRACT PROPOSAL WITH MEINERSHAGEN ROOFING AND SHEET METAL, LLC. OF FARMINGTON, MISSOURI FOR THE “FIREHOUSE ROOF REPAIR PROJECT” IN AN AMOUNT OF \$11,400.00.

WHEREAS, the City of Ste. Genevieve (“City”) has a need to contract with a qualified contractor for the “**FIREHOUSE ROOF REPAIR PROJECT**”; and

WHEREAS, a bid notice was advertised in *The Herald* newspaper and the bid opening was on Friday May 6, 2022 with one bid received (Exhibit “A”); and

WHEREAS, the bid submitted was reviewed and is recommended by City staff; and

WHEREAS, the Board now wishes and believe it to be in the best interest of the City to enter into an Owner-Contractor Agreement with Meinershagen Roofing & Sheet Metal, LLC. for the “**FIREHOUSE ROOF REPAIR PROJECT.**”

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AS FOLLOWS:

SECTION 1. The Board of Aldermen of the City of Ste. Genevieve, Missouri hereby accepts the proposal submitted by Meinershagen Roofing & Sheet Metal, LLC. of Farmington, Missouri for the roof repair at the firehouse, 550 Pine Dr., and authorize an owner-contractor agreement in a total amount of **eleven thousand four hundred dollars (\$11,400.00)**; and is hereby approved in substantially the form of Exhibit “A” attached hereto.

Section 2. The Mayor is authorized and directed by the Board of Aldermen to execute and deliver the contract agreement on behalf of the City.

SECTION 3. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its date of passage.

SECTION 4. REPEALER. All ordinance and parts thereof in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

DATE OF FIRST READING: _____.

DATE OF SECOND READING: _____.

VOTE

**ALDERWOMAN KRISTI CLEGHORN
ALDERWOMAN SUSAN JOHNSON
ALDERMAN BOB DONOVAN
ALDERMAN MIKE JOKERST
ALDERMAN JEFF EYDMANN
ALDERMAN MICHAEL RANEY
ALDERWOMAN ASHLEY ARMBRUSTER
ALDERMAN JOE PRINCE**

___ YES ___ NO ___ ABSENT

APPROVED TO FORM:

Paul Hassler, Mayor

Mark Bishop, City Attorney

ATTEST:

REVIEWED BY:

Pam Meyer, City Clerk

Happy Welch, City Administrator



MEINERSHAGEN

ROOFING AND SHEET METAL

Exhibit "A"

1501 New Perrine Rd
Farmington, MO 63640

Phone: 573-756-5000

Fax: 573-756-9299

BID / PROPOSAL

May 6, 2022

To: City of Ste. Genevieve Attn:	Job Location: Ste Genevieve Fire Station
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We hereby agree to furnish all necessary labor and material for the performance of the following scope of work in connection with the above referenced project:

Scope: We purpose to furnish and install two new Downspouts on the lower roof one on either side, Remove approximately 80' of existing Apron and replace with new, creating positive slope away from wall to be achieved by cutting down the existing wall panel, all to shop fabricated from 24ga. standard Kynar colors, seal all seams on existing Ridge cap and two exhaust fan curbs with a clear roof coating (Drop Stop) , replace all dek-tites on existing vents and flue pipes with new, Tighten and or replace any missing screws on both the upper and lower roof.

Price: \$ 11,400.00

Exclusions: Any repair work to the interior of Building, and other repair work to existing Gutters, Downspouts or roof other than specified above,

Due to current market volatility and raw material shortages material availability and pricing for material can NOT be guaranteed.

Some materials for this project may be priced at time of shipment regardless of when they are ordered. In these cases, it will be necessary to execute an ESCALATION agreement at the time of the contract/sub-contract execution.

THIS PROPOSAL EXCLUDES ANY AND ALL TIME DELAYS AND COST INCREASES ARISING FROM OR RELATED TO THE COVID-19 VIRUS AND ANY GOVERNMENT OR THIRD PARTY ACTION IN RESPONSE THERETO

SUBJECT TO THESE CONDITIONS: This proposal supersedes all others previously given and no representations other than those included in this or attached sheets and drawings are binding upon this firm. Work will be executed promptly upon receipt of order subject to any conditions beyond our control such as strikes, acts of God, weather, etc. We reserve the right to correct any clerical error prior to acceptance. If this bid is not accepted within 30 days, we reserve the right to withdraw.

If all of said terms are agreeable, please indicate your acceptance by signing copy of the agreement in the space provided below and return the same to us.

Contract Acceptance

Date _____
Firm Name _____
Signature _____

Respectively Submitted
Meinershagen Roofing and Sheet Metal, LLC
BY Chris Robinette

** Proposal subject to change without notice until signed for by both parties. **

BID OPENING

FIRE DEPARTMENT ROOF REPAIR PROJECT

MAY 6, 2022 - 4:30 P.M.

PRESENT:

Pam Meyer, City Clerk
~~Yam~~

BIDS RECEIVED:

1. Mainershagen - \$11,400.⁰⁰

2. _____

3. _____

BILL NO. 4494

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF STE. GENEVIEVE MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A SPECIAL WARRANTY DEED TO TRANSFER OWNERSHIP OF 59.60 ACRES ALONG PROGRESS PARKWAY TO THE STE. GENEVIEVE COUNTY CATHOLIC CHURCH REAL ESTATE CORPORATION.

WHEREAS, City of Ste. Genevieve (“City”) has been working with the Chamber of Commerce Industrial Development Corporation (“IDC”) regarding land use and lack of subdivision development in the city limits; and

WHEREAS, the IDC contracted a study that showed limited new housing prospects in the city and how housing development positively impacts a community and

WHEREAS, the Ste. Genevieve Catholic Church (“Church”) owns vacant property east of the City’s property on Progress Parkway; and

WHEREAS, the City and Church have discussed a land swap with comparable cropable acreage for the Church to continue farming and the City making available developable property for single family dwellings; and

WHEREAS, the developable property would be in line with the Comprehensive Plan for future road and housing development; and

WHEREAS, upon the recommendation of City staff the Board of Aldermen after review and consideration believe it is in the best interest of the City of Ste. Genevieve to approve a Special Warranty Deed with the Church as part of a land swap.

BE IT THEREFORE ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI AS FOLLOWS:

SECTION 1. The Board of Aldermen hereby authorizes the City Administrator to sign a Special Warranty Deed for two parcels of property located on Progress Parkway known as Subdivision of Lot 1 of the “Re-Plat of Highway 32 Industrial Park” and Subdivision of Lot B of the “Subdivision of Lot 2 of the Re-Plat of Highway 32 Industrial Park” that will transfer property to the Ste. Genevieve County Catholic Church Real Estate Corporation.

SECTION 2. The City Administrator is directed to record said Special Warranty Deed upon approval of comparable property transfer from the Church.

SECTION 3. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its date of passage.

SECTION 4. REPEALER. All ordinances and parts thereof in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5. SEVERABILITY. The invalidity of any section, clause, sentence or provision of this ordinance shall be given effect without such invalid part or parts.

DATE OF FIRST READING: _____.

DATE OF SECOND READING: _____.

PASSED AND APPROVED THIS ___ DAY OF _____, 2021 BY A ROLL CALL VOTE OF THE STE. GENEVIEVE BOARD OF ALDERMEN AS FOLLOWS:

VOTE

- ALDERWOMAN KRISTI CLEGHORN**
- ALDERWOMAN SUSAN JOHNSON**
- ALDERMAN MIKE JOKERST**
- ALDERMAN BOB DONOVAN**
- ALDERMAN JEFF EYDMANN**
- ALDERMAN MIKE RANEY**
- ALDERMAN JOE PRINCE**
- ALDERWOMAN ASHLEY ARMBRUSTER**

__ YES __ NO __ ABSENT

APPROVED AS TO FORM:

Paul Hassler, Mayor

Mark Bishop, City Attorney

REVIEWED BY:

Pam Meyer, City Clerk

Happy Welch, City Administrator

SPECIAL WARRANTY DEED

This DEED, made and entered into by and between City of Ste. Genevieve, (“Grantor”), whose mailing address is 165 South Fourth Street, Ste. Genevieve, Missouri 63670, and the Ste. Genevieve County Catholic Church Real Estate Corporation, a Missouri nonprofit corporation, as Trustee under Indenture of Trust, Ste. Genevieve County Catholic Church Real Estate Trust dated June 23, 2003, (“Grantee”), whose mailing address is 20 Archbishop May Drive, St. Louis, MO 63119:

Witnesseth, for and in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged;

Grantor does hereby Sell and Convey to Grantee, and Grantee’s heirs and assigns, the following described real property in Jefferson County, Missouri, to-wit:

See attached “Exhibit A”

To have and to hold the same, together with all rights, immunities, privileges and appurtenances, unto Grantee and Grantee’s heirs and assigns, forever;

And the Grantor hereby covenants that it is lawfully seized of an indefeasible estate in fee simple to these premises, and may convey the same; that these premises are free from all encumbrances except as set forth above, and that Grantor will warrant and defend the title to these premises unto the Grantees, and Grantees’ heirs and assigns, forever, against the lawful claims of all persons claiming through the Grantor.

Witness the hand of the Grantor this ____ day of _____, 2022.

City of Ste. Genevieve

By: Happy Welch, City Administrator

STATE OF MISSOURI)
) SS.
COUNTY OF _____)

On this ____ day of _____, 2022, before me personally appeared Happy Welch, City Administrator for the City of Ste. Genevieve, Missouri, to me being personally known, who, being by me duly sworn, did say that he is the City Administrator of the City of Ste. Genevieve, Missouri, whose address is 165 S. Fourth St., Ste. Genevieve, Missouri, and that he has the authority to execute the foregoing instrument on behalf of the City of Ste. Genevieve, Missouri and acknowledged that he executed the same as his free act and deed and as the free act and deed of the City of Ste. Genevieve, Missouri.

Notary Public

My commission expires:

Ste. Genevieve County Catholic Church Real Estate Corporation, a Missouri nonprofit corporation, as Trustee under Indenture of Trust, Ste. Genevieve County Catholic Church Real Estate Trust dated June 23, 2003

By: Rev. Msgr. Dennis R. Stehly

STATE OF MISSOURI)
) SS.
COUNTY OF _____)

On this ____ day of _____, 2022, before me personally appeared Rev. Msgr. Dennis R. Stehly, to me being personally known, who, being by me duly sworn did say that he is the President of the Ste. Genevieve County Catholic Church Real Estate Corporation, a Missouri nonprofit corporation, as Trustee under Indenture of Trust, Ste. Genevieve County Catholic Church Real Estate Trust dated June 23, 2003, whose address is 20 Archbishop May Drive, St. Louis, Missouri, and that he has the authority to execute the foregoing instrument on behalf of the Ste. Genevieve County Catholic Church Real Estate Corporation, a Missouri nonprofit corporation, as Trustee under Indenture of Trust, Ste. Genevieve County Catholic Church Real Estate Trust dated June 23, 2003, whose address is 20 Archbishop May Drive, St. Louis, Missouri, and acknowledged that he executed the same as his free act and deed and as the free act and deed of the Ste. Genevieve County Catholic Church Real Estate Corporation, a Missouri nonprofit corporation, as Trustee under Indenture of Trust, Ste. Genevieve County Catholic Church Real Estate Trust dated June 23, 2003, whose address is 20 Archbishop May Drive, St. Louis, Missouri.

Notary Public

My commission expires:

EXHIBIT A

Subdivision of Lot 1 of the "Re-Plat of Highway 32 Industrial Park" & Subdivision of Lot B of the "Subdivision of Lot 2 of the Re-Plat of Highway 32 Industrial Park"

Lot 1-A Property Description

A tract of land located in Ste. Genevieve County, Missouri, lying in Part of U.S. Survey 100, Township 38 North, Range 6 East of the Fifth Principal Meridian, being further described as follows:

Beginning at a found iron rod marking the northwest corner of a parcel of land recorded in Document 2009-2927 in the Ste. Genevieve County, Missouri Recorder of Deeds Office; thence north 55°22'27" west 463.12 feet to a found iron rod; thence north 55°25'12" west 124.01 feet to a found pecan tree; then north 31°14'06" east 513.78 feet to a found iron rod; then north 82°53'19" east 1549.04 feet to a set iron rod; thence south 34°53'03" west 421.55 feet to a set iron rod; thence south 29°07'39" west 155.89 feet to a set iron rod; thence south 50°44'04" west 477.93 feet to a set iron rod: then south 57°00'20" west 366.72 feet to a set iron rod; then south 18°07'41" east 300.00 feet to a set iron rod at the north right of way of Progress Parkway; thence along said north right of way south 59°41'17" west 4.20 feet to a found iron rod; thence along said north right of way 95.86 feet along the arc of a curve to the right having a radius of 1402.00 feet and a chord that bears south 61°37'08" west 95.84 feet to a found iron rod; thence leaving said north right of way north 18°07'41" west 459.98 feet to a found iron rod; thence south 65°44'08" west 206.34 feet to the point of beginning, containing approximately 1,047,110 sq. ft. (24.04 acres).

Subject to all easements, conditions, restrictions and right of ways of record and those not of record.

Lot B-2 Property Description

A tract of land located in Ste. Genevieve County, Missouri, lying in part of U.S. Survey 100, Township 38 North, Range 6 East of the Fifth Principal Meridian, being further described as follows:

Commencing at a found iron rod at the south right of way of progress parkway marking the northeast corner of Lot B of the Subdivision of Lot 2 of the Re-Plat of Highway 32 Industrial Park as recorded in Plat Cab "C" at Page 199 & 200 in the Ste. Genevieve County, Missouri Recorder of Deeds Office; thence leaving said south right of way south 18°21'38" east 914.64 feet to a found aluminum monument; thence south 71°52'15" west 2109.64 feet to a set iron rod; thence north 18°08'31" west 523.81 feet to a set cotton picker spindle at the south right of way of Progress Parkway; thence along said south right of way 50.53 feet along the arc of a curve to the right having a radius of 4170.00 feet and a chord that bears north 60°39'03" east 50.53 feet to a found cotton picker spindle; thence along said south right of way north 61°00'18" east 931.51 feet to a found cotton picker spindle; thence along said south right of way 181.70 feet along the arc of a curve to the left having a radius of 4230.00 feet and a chord that bears north 59°47'31" east 181.69 feet to a found cotton picker spindle; thence along said south right of way north 58°32'59" east 643.47 feet to a found cotton picker spindle; thence along said south right of way 340.14 feet along the arc of a curve to the right having a radius of 970.00 feet and a chord that bears north 68°36'26" east 338.40 feet to the point of beginning, containing approximately 1,548,955 sq. ft. (35.56 acres).

Subject to all easements, conditions, restrictions and right-of-ways of record and those not of record.