

**AGENDA**  
**STE. GENEVIEVE BOARD OF ALDERMEN**  
**REGULAR MEETING**  
**THURSDAY – APRIL 13, 2023**  
**6:00 p.m.**

**CALL TO ORDER.**

**PLEDGE OF ALLEGIANCE.**

**ROLL CALL.**

**APPROVAL OF AGENDA.**

**CERTIFICATION OF ELECTION RESULTS.**

**SWEARING IN OF NEW MEMBERS.**

**PRESENTATION/AWARDS.**

**CONGRATULATORY RECEPTION**

**ROLL CALL.**

**ELECTION OF PRESIDENT OF THE BOARD OF ALDERMEN.**

**PERSONAL APPEARANCE.**

**CITY ADMINISTRATORS REPORT.**

**STAFF REPORTS.**

- Tanalyn Dollar – Tourism Director
- Kenny Steiger – Fire Chief

**COMMITTEE REPORTS.**

**PUBLIC COMMENTS.** Please identify yourself for the record and please try and keep comments to 5 minutes. (The Board will not interact during public comments and will have staff investigate any city related issues brought forward and contact the individual later with a response.)

**CONSENT AGENDA.**

- Minutes – Board of Aldermen - Regular Meeting – March 23, 2023
- Minutes – Board of Aldermen - Work Session – March 23, 2023
- Approval of a street closure request from the Ste. Genevieve Master Gardeners for their Annual Garden Walk & Plant Sale on May 20<sup>th</sup> & 21<sup>st</sup> that will include Market Street East of Main – 1 Block; from 7 a.m. till 4 p.m.
- **RESOLUTION 2023 – 23.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH SCOTT BECKERMANN TO MAINTAIN FLOOD BUYOUT PROPERTY.
- **RESOLUTION 2023 – 24.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH MARY JO HOLLAND TO MAINTAIN FLOOD BUYOUT PROPERTY.
- **RESOLUTION 2023 – 25.** A RESOLUTION APPOINTING SABRINA FORD TO THE CITY OF STE. GENEVIEVE TOURISM TAX COMMISSION.
- **RESOLUTION 2023-26.** A RESOLUTION AUTHORIZING CERTAIN CITY OFFICIALS TO CONDUCT BANKING AND FINANCIAL BUSINESS FOR THE CITY OF STE. GENEVIEVE.
- **RESOLUTION 2023-27.** A RESOLUTION APPOINTING CLAYTON GEGG TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.
- **RESOLUTION 2023-28.** RESOLUTION RE-APPOINTING JOAN HUCK TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.

**OLD BUSINESS.**

**NEW BUSINESS.**

**PROGRESS PARKWAY PROPERTY BID REVIEW**

**APPROVAL OF BID FROM VERN BAUMAN CONTRACTING FOR THE REMOVAL OF THE BLAIN STREET WATER TANK.**

**APPROVAL OF THE PURCHASE OF PARTS FOR THE WASTEWATER UV SYSTEM FROM DE NOR WATER TECHNOLOGIES, LLC.**

**BILL NO. 4551.** AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES WITH COCHRAN ENGINEERING FOR THE PERE MARQUETTE PARK TRAIL REHABILITATION PROJECT. **1<sup>ST</sup> READING.**

**BILL NO. 4552.** AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI ACCEPTING A PROPOSAL FROM METRO-AG, INC. AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR THE REMOVAL AND LAND UTILIZATION OF LIME RESIDUALS FROM THE WATER TREATMENT PLANT. **1<sup>ST</sup> & 2<sup>ND</sup> READING.**

**BILL NO. 4553.** AN ORDINANCE OF THE CITY OF STE. GENEVIEVE, MISSOURI ACCEPTING A PROPOSAL FROM METRO-AG, INC. AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR THE REMOVAL AND LAND UTILIZATION OF RESIDUALS FROM THE WASTEWATER TREATMENT PLANT. **1<sup>ST</sup> & 2<sup>ND</sup> READING.**

**BILL NO. 4554.** AN ORDINANCE APPROVING THE PURCHASE OF NEW STATE APPROVED MOBILE RADIOS FOR THE FIRE DEPARTMENT FROM WIRELESS USA. **1<sup>ST</sup> & 2<sup>ND</sup> 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: 848 1121 1564 Passcode: 808225

Mobile: (312) 626-6799 US (Chicago)

Meeting ID: 848 1121 1564 Passcode: 808225

**Find the Zoom Link at [www.facebook.com/stegenevievecityhall/](https://www.facebook.com/stegenevievecityhall/)**

**And you can watch live on SGTV Spectrum Channel 991.**

*Posted By: Pam Meyer, City Clerk  
April 10, 2023*

Sue Wolk  
Ste. Genevieve County Clerk

55 S. THIRD ST, ROOM 2  
STE GENEVIEVE MO 63670  
PHONE: 573-883-5589  
FAX: 573-883-7202

**CERTIFICATION OF ELECTION RESULTS BY COUNTY CLERK**

TO: Pam Meyer, City Clerk for the City of Ste. Genevieve

The following is an Official Certification of Election Results of the **General Municipal Election** held in Ste. Genevieve County on **April 4, 2023**.

And having compared the record of the Precinct Returns and Tally Sheets made by the Election Judges and having corrected any discrepancies, do hereby certify the following Abstract of Votes Cast.

| <u>Mayor</u>  | <u>Votes</u> |
|---|--------------|
| Susie Johnson   | 231          |
| Brian Keim  | 462          |
| <b><u>Alderman Ward 1</u></b>   |              |
| Gary Smith  | 124          |
| <b><u>Alderman Ward 2</u></b>   |              |
| Sidney M. Strzelczyk  | 63           |
| Eric P. Bennett   | 87           |
| <b><u>Alderman Ward 3</u></b>   |              |
| Joe Steiger   | 91           |
| Ashley Armbruster   | 87           |
| <b><u>Alderman Ward 4</u></b>   |              |
| Mike Raney  | 139          |
| <b><u>Proposition M:</u></b>  |              |
| Shall the City of Ste. Genevieve, Missouri, impose a sales tax of three percent (3%) on all retail sales of adult use marijuana sold in the City of Ste. Genevieve, Missouri? |              |
| YES   | 468          |
| NO  | 213          |

Sue Wolk  
Ste. Genevieve County Clerk

**Certificate of Election Results**

I, Sue Wolk, County Clerk/Election Authority of Ste. Genevieve County, Missouri, do hereby certify that the following is a full and accurate return of all votes cast for all issues at said election as certified to me by the duly qualified and acting judges of said election.

Carol Stergin  
Canvasser

Opal Kirt  
Canvasser

Certified this 10<sup>th</sup> day of April 2023.

(SEAL)

Sue Wolk  
Sue Wolk  
County Clerk/Election Authority  
County Ste Genevieve, State of Missouri

## **CITY ADMINISTRATOR REPORT**

April 13, 2023

1. Follow up letters will be going out soon for those who have not responded to the 2 rounds of letters advising property owners to repair their sidewalks. These official letters will advise them that the city will be performing the replacements and seeking reimbursement through an invoice or a lien. Property owners have been given 2 months to respond with questions or advising us they have a contractor lined up to do the work and advising us of their schedule.
2. Bids are out for the City owned sidewalk concrete replacement with bids due May 2. We will have a pre-bid meeting and walk through on Tuesday, April 18.
3. We still have seats available for board members/city staff at a Ste. Gen. City table to join us at the Chamber of Commerce Gala Friday, April 21, at 6p at Baetje Farms.
4. We are still waiting for the engineering on the city hall/boardroom remodel and once those have been submitted we can go out for bid. The committee met and reviewed the final architectural plans, along with proposed furniture, seating, board table, and phone system replacements.
5. We will review the Salary Study during the work session with CBIZ representatives at the next meeting on April 27.



## TOURISM REPORT

*Board of Aldermen*

Thursday APRIL 13, 2023

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### HIGHLIGHTS

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- MTD Grant Renewals – pending submissions
- Website contracting services - vendor in review
- Google Workspace – contacting key group leaders for roll-out late spring
- Creating 5 learning modules (training video with reference material)

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### PAST EVENTS

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- Plantfest: collaboration between City and STG Master Gardeners planting 800 flowers downtown district
- \$500 grant presented to Tourism from STG Master Gardeners for summer planting

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### UPCOMING EVENTS

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- April 15<sup>th</sup> -Taste of St Gen (sponsored by Ste Gen County Hospital)
- April 16<sup>th</sup> – Ste Gen Gravel Classic (sponsored by STGH, STG City, Trailnet.org)
- April 14, 15, 16 - Ecole du Soldat
- May 6-7 Pioneer Days

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### GRANTS

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- MPD award amount 50/50 up to \$10,000 per DMO
- New change: ALL DMO and regional partners eligible for funding. (More competition)
- Our application in preparation
- Awards announced by June 15<sup>th</sup>, if not sooner

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### WELCOME CENTER

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- No news

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### MARKETING

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- Three areas of focus: website, GW, digital campaigns
- Re-evaluating and tracking all past media costs and outcomes to share in GW



- Securing graphic support/estimates for digital/printed maps (visitor guide, calendar, trails, themed events)
- Email communication: verification of calendar dates/details with group leaders prior to printing/publishing
- Creating Style Guide for comprehensive STG branding (fonts, colors, images)

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#### SOCIAL CHANNELS – FB, IG, YT

- Creating campaign grid sheet to support integrating all channels with master calendar for specific posting dates, hashtags, images
- New criteria and measurements

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(The content of this report may be updated closer to the meeting date.)

#### **Comments/Questions:**



# Ste. Genevieve Fire Department

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

Phone: 573-883-5400 City Hall  
Phone: 573-883-5321 Fire House  
Fax: 573-883-8081 Fire House  
Email: [sgfd7101@gmail.com](mailto:sgfd7101@gmail.com)  
Cell Phone: 573-883-0615

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## Monthly Operations Report

Date: **March, 2023**

Calls for Assistance:

- SGFD responded to **20** emergency calls in **March**
- Total for this year is **59** calls, **up 2** 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

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

- **Monthly Training was Hose loads, advancement on stairs and ladders**
- **Preplan Training was Basler Funeral Home**
- **I completed 60 Hours of Fire Service Leadership Enhancement Series through the University of Missouri**
- We have 4 in Fire Fighter 1 & 2 certification classes in Cape. They report everything is going well.
- **We hosted the "Life on the Nozzle Class" 8 hours with live fire training we had 5 in the class and had students from as far away as Gerald MO.**

Meetings Attended

Bi County Chiefs Meeting – **Attended**  
SG County Fire Chiefs Meeting – **Attended**  
City Counsel Meetings – **Attended X2**  
Sgfd Officers Meeting – **Attended**  
Sgfd Recruitment 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

Apparatus & Equipment Maintenance:

- **The new brush truck switch over is complete**

Fire Radio

- St Francis County 911 radio survey -**Will be meeting Wednesday Night with bi county chiefs and 911 to discuss updates on the radio survey improvements**
- **Will be meeting Wednesday Night with Bi-county chiefs to discuss applying for a regional grant for radio replacement in the next application period.**

## Grants

### Community Foundation Grant

Holcim (CFG) Grant for the Fire Department – **started upgrades on some current radios.**

#### 2022 DPS Grant application

I have applied for a \$43,000 no match grant for radio replacement

I received notification that the grant request for \$43,000 for radio equipment was fully funded. **The State has given permission to order the radios. There is a request to the board for approval to order the radios.**

#### 2021 DPS Grant

The grant was for Radios for \$32,964.83. Radios have been installed in all of our big trucks and the new brush truck. Still working on closing out the grant now. Have experienced some technical discrepancies on the invoices that we are working out. **2021 Grants is complete and closed out.**

#### ARP Grant

There is a maximum of \$20,000 and our match will be 50% of the amount requested. I am asking permission to proceed with the grant request with the amount not to exceed \$20,000 with a required match not to exceed \$10,000. The required match funding will be available from our rural fire fund. **Have been notified that the grant has been funded. Have to attend a webinar on April 21<sup>st</sup> to meet the requirements to purchase. Once the requirements are met, we will get quotes and bring them to the board for permission to purchase.**

#### 2023 DPS Grant

**Received notification that the grant program will open soon. I intend to apply again to try to get some of our handheld radios upgraded. This will be a no matching funds grant, the same as the last 2 DPS grants.**

### County Firefighters Assn.:

- Still working on getting a Propane Emergencies Class scheduled. **Tentative schedule for September 9th**

### Local & State Mutual Aid:

- Nothing to report

### Misc.

- **We assisted with the annual Polar Plunge. This is a fund raiser for the Special Olympics**

### 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

Ste Genevieve Catholic Parish – 3 boxes

Ordered and Installed

**Basler Funeral Home**

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
REGULAR MEETING  
THURSDAY – MARCH 23, 2023**

**CALL TO ORDER.** Mayor Hassler called the regular meeting of the Ste. Genevieve Board of Aldermen to order at 6:00 p.m. and all stood for the Pledge of Allegiance.

**ROLL CALL.** A roll call by City Clerk Pam Meyer showed the following members present:

|                          |                              |
|--------------------------|------------------------------|
| Mayor Paul Hassler       |                              |
| Alderwoman Susan Johnson | Alderwoman Ashley Armbruster |
| Alderman Joe Prince      | Alderman Mike Jokerst        |
| Alderman Mike Raney      | Alderwoman Kristi Cleghorn   |

Absent: Alderman Bob Donovan  
Alderman Jeff Eydmann

**APPROVAL OF AGENDA.** A motion by Alderman Jokerst, second by Alderwoman Johnson to approve the amended agenda as presented. Motion carried 6-0-2 with Alderman Donovan and Alderman Eydmann absent.

**PRESENTATION/AWARDS.** At this time Mayor Hassler presented an appreciation plaque to Mick Schwent, former Fire Chief of the City of Ste. Genevieve for 50 years of service to the Ste. Genevieve Community.

**PERSONAL APPEARANCE.** Mrs. Donna Marler, 649 St. Marys Road asked for the Boards permission that would allow an exemption from the City's Vegetation Code to allow the grass to grow to be bailed for hay for the parcel of land that she owns along Hwy 61. Mrs. Marler stated a local farmer is planning on mowing it twice a year for hay. After some discussion a motion by Alderman Prince, second by Alderman Jokerst to allow this parcel of property to be allowed to be cultivated for hay twice a year. Motion carried 6-0-2 with Alderman

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

**STAFF REPORTS.**

Jasen Crump – Police Chief (see attached)  
Steve Wilson - Alliance Water Resources (see attached)

**COMMITTEE REPORTS.** None.

**PUBLIC COMMENTS.** None.

**CONSENT AGENDA.**

- Minutes – Board of Aldermen – Regular Session – March 9, 2023
- Minutes – Board of Aldermen – Work Session – March 9, 2023
- TREASURER’S REPORT – FEBRUARY 2023
- **Street Closure Request** – 3<sup>rd</sup> Annual Honey Festival & Market - Saturday June 24<sup>th</sup> from 7 a.m. to 6 p.m. (Market Street from S. Third to S. Main and S. Third from S. Gabouri to Market Street)
- **RESOLUTION 2023-19.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A SOFTWARE AND PROFESSIONAL SERVICES AGREEMENT WITH GWORKS TO UTILIZE CREDIT CARD AND ACH PAYMENTS FOR CUSTOMER BILL PAYING SERVICES.
- **RESOLUTION 2023-20.** RESOLUTION ADOPTING THE MOBILE PHONE STIPEND POLICY.
- **RESOLUTION 2023-21.** A RESOLUTION RE-APPOINTING NICHOLE FRENCH TO THE STE. GENEVIEVE TOURISM TAX COMMISSION.
- **RESOLUTION 2023-22.** A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A HOLD HARMLESS AGREEMENT.

A motion by Alderman Jokerst, second by Alderman Prince to approve the consent agenda as presented. Motion carried 6-0-2 with Alderman Eydmann and Alderman Donovan absent.

**OLD BUSINESS.** None.

**NEW BUSINESS.** None.

**OTHER BUSINESS.** None.

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

**ADJOURNMENT.** Mayor Hassler adjourned the meeting at 6:14 p.m.

**Respectfully submitted by,**

**Pam Meyer  
City Clerk**

**MINUTES OF THE  
STE. GENEVIEVE BOARD OF ALDERMEN  
WORK SESSION  
March 23, 2023**

The work session of the Ste. Genevieve Board of Aldermen was called to order by Mayor Paul Hassler at 6:15 p.m. with the following members present:

|                              |                            |
|------------------------------|----------------------------|
| Mayor Paul Hassler           |                            |
| Alderwoman Susan Johnson     | Alderwoman Kristi Cleghorn |
| Alderman Mike Raney          | Alderman Mike Jokerst      |
| Alderwoman Ashley Armbruster | Alderman Joe Prince        |

Absent: Alderman Bob Donovan  
Alderman Jeff Eydmann

A motion by Alderman Raney second by Alderwoman Johnson to approve the work session agenda. Motion carried 6-0-2 with Alderman Donovan & Alderman Eydmann absent.

**BUSINESS ITEMS.**

**POLICE TAKE HOME VEHICLE.** Chief Crump addressed the Mayor & Board of Aldermen regarding the consideration to allow the officers to take home patrol vehicles as an incentive to retain officers and also to attract new hires. Chief Crump is proposing allowing take home vehicles to officers that live within a 30 mile radius of the police department and west of the Mississippi River. Chief Crump has estimated that with the department being at full staff it would be an estimated additional expense of approximately \$34,665. Chief Crump stated that there will be certain policy and procedures that will have to be followed for the officers if this benefit is allowed and it will be strictly enforced. A motion by Alderman Jokerst, second by Alderman Prince to approve the Chief Crump's recommendation to allow officers to take home their patrol cars. Motion carried with a 6-0-2 with Alderman Donovan and Alderman Eydmann absent. Chief Crump will proceed with implementing this policy change.

**BILL FISCHER – ZONING ISSUE.** Mr. Bill Fischer purchased three trailers located on Triangle Drive and removed the trailers with the envision to build three non-connecting single family dwellings in the same location. The property is located in a R-1 Single Family Residential District which only allows single family or two family housing and does not allow separate individual structures. Mr. Fischer's preference is to put the three individual units that are not connected which would require a change in the City's zoning code. If the Board would opt to change the zoning code it would apply for all parcels located in the City limits, not just this

particular one. After discussion it was a consensus to keep the zoning code as it is, as this would set a precedent for all property inside the City Limits. The Board urged Mr. Fischer to consider the duplexes which is allowed at this location.

**SALARY STUDY – QUICK OVERVIEW (PRESENTATION April 27 – WORK SESSION).** City Administrator Happy Welch briefed the Board regarding the salary study. CBIZ went through a preliminary look of the salary study and Happy had a few recommendations that they are reviewing and modifying. CBIZ will be on the work session agenda for April 27<sup>th</sup> to present information to the Board of Aldermen.

**ANY OTHER BUSINESS.** None.

With no further business the work session was adjourned at 6:51 p.m.

**Respectfully submitted by,**

**Pam Meyer  
City Clerk**



## Street Closure Request

Date 3/24/2023

Name HELEN DOHR Organization Ste Genevieve MASTER GARDENERS

Address 16989 STATE RT B City STE GEN State MO Zip 63670

Phone Number and/or email information 314 315 0069 hdohr5877@gmail.com

Reason for closure ANNUAL GARDEN WALK & PLANT SALE

Street(s) to be closed MARKET EAST OF MAIN - 1 BLOCK

Date of event for closure 5/20 + 5/21, 2023

Time(s) for closure 7 AM - 4 PM

### Office Use Only

Council Approval Yes  No  Date \_\_\_\_\_

Police Dept. Approval Yes  No  Date \_\_\_\_\_

Street Dept. Approval Yes  No  Date \_\_\_\_\_

Special Conditions \_\_\_\_\_



**RESOLUTION 2023 - 23**

**A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH SCOTT BECKERMANN TO MAINTAIN FLOOD BUYOUT PROPERTY.**

**WHEREAS**, the City of Ste. Genevieve, Missouri wishes to enter into a Property Maintenance Agreement with Scott Beckermann, 501 N. Third Street for Flood Buyout Property located at 620 N. Fourth Street for the purpose of maintenance and upkeep.

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

**SECTION ONE:** The Mayor of the City of Ste. Genevieve, Missouri is hereby authorized and directed by the Board of Aldermen to execute and enter into the property maintenance agreement with Scott Beckermann in substantially the form attached as “Exhibit A” and incorporated herein by reference.

**SECTION TWO:** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED AND APPROVED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI THIS 13<sup>TH</sup> DAY OF APRIL, 2023.**

Approved as to form:

\_\_\_\_\_  
Brian Keim, Mayor

\_\_\_\_\_  
Mark Bishop, City Attorney

SEAL

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator

## Property Maintenance Agreement

This Agreement is entered into by and between the City of Ste. Genevieve, a municipal corporation (the "City"), and **SCOTT BECKERMANN**, a resident of the City of Ste. Genevieve ("Caretaker"), for the maintenance and upkeep of municipal properties owned by the City, located at **620 N. FOURTH STREET**, City of Ste. Genevieve, Ste. Genevieve, Missouri ("Property"). (Attachment "A")

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the City and Caretaker hereby agree as follows:

1. **Maintenance:** This Agreement shall permit the Caretaker to maintain the Property consistent with the regulations associated with floodplain management law and the 404 Hazard Mitigation Grant Program ("HMGP") pursuant to regulations issued by the Federal Emergency Management Agency ("FEMA"). The Caretaker shall only be entitled to maintain and utilize the Property for purposes permitted by FEMA, under the terms of the HMGP and consistent with all applicable laws, regulations and ordinances. The City shall retain title and ownership to the Property at all times.

2. **Liability & Indemnification:** Caretaker shall be solely responsible for all liability related to the Property. To the fullest extent permitted by law, Caretaker shall indemnify, hold harmless and defend City, and its employees and agents, from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, resulting from any negligent act, misconduct or omission in the part of Caretaker, its employees, agents, assigns or contractors, with regard to the maintenance of the Property.

3. **Term of Agreement:** This Agreement shall be effective for a period of one (1) year from the effective date of this Agreement and may be extended for additional one (1) year terms if both City and Caretaker agree to that extension in writing. The City reserves the right to terminate this Agreement for any reason upon thirty (30) days' written notice being provided to Caretaker.

4. **Compliance with Federal, State and Local Laws:** The Caretaker shall comply with all federal, state and municipal law. If it is determined by the City that Caretaker is not in compliance with federal, state or municipal law, then the City shall notify Caretaker that Caretaker must come into compliance with federal, state and municipal law within seven (7) days. If the violation is not timely corrected, this Agreement shall be terminated automatically and with no further action by either party.

5. **Maintenance and Uses Allowed:** Caretaker shall be entitled to maintain and utilize the Property for all purposes permitted by FEMA, under the terms of the HMGP and consistent with federal, state and municipal law. Prior to any structures being placed on the Property, Caretaker must seek approval of the City. That approval shall only be granted if the structure would be in compliance with federal, state and municipal law. Gardens may be planted and maintained at the Property. Other customary residential yard landscaping shall be permitted. The placement of structures, gardens and other landscaping shall be installed and maintained on

the Property at Caretaker's sole risk and in no event shall the City be liable for any damage, destruction or loss that may be caused to any structures, gardens or landscaping on the Property for any reason whatsoever. Caretaker has submitted a written plan for his/her use of the Property, which is attached, incorporated herein by reference and marked as Exhibit 1. Caretaker shall limit his/her use of the Property to this written plan. The use of the Property by Caretaker can be modified, altered or changed only by agreement in writing between City and Caretaker.

6. **Notices:** In the event any notices are to be given to City, they should be mailed by United States mail, postage prepaid, and shall be addressed to: City Clerk, City of Ste. Genevieve, 165 South 4<sup>th</sup> Street, Ste. Genevieve, Missouri 63670. In the event any notices are to be given to Caretaker, they should be mailed by United States mail, postage prepaid, and shall be addressed to: **501 N. Third Street, Ste. Genevieve, Missouri 63670**. For the purposes hereof, the date of mailing shall be deemed to the date notice is given.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

CITY OF STE. GENEVIEVE

By: \_\_\_\_\_  
Mayor

Caretaker

By:  \_\_\_\_\_

Date: \_\_\_\_\_

Date: 3-30-23

ATTEST:

By: \_\_\_\_\_  
Pam Meyer, City Clerk

**RESOLUTION 2023 - 24**

**A RESOLUTION OF THE CITY OF STE. GENEVIEVE, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE A PROPERTY MAINTENANCE AGREEMENT WITH MARY JO HOLLAND TO MAINTAIN FLOOD BUYOUT PROPERTY.**

**WHEREAS**, the City of Ste. Genevieve, Missouri wishes to enter into a Property Maintenance Agreement with Mary Jo Holland, 488 Roberts Street for Flood Buyout Property located at 500 Roberts Street for the purpose of maintenance and upkeep.

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

**SECTION ONE:** The Mayor of the City of Ste. Genevieve, Missouri is hereby authorized and directed by the Board of Aldermen to execute and enter into the property maintenance agreement with Mary Jo Holland in substantially the form attached as “Exhibit A” and incorporated herein by reference.

**SECTION TWO:** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED AND APPROVED BY THE BOARD OF ALDERMEN OF THE CITY OF STE. GENEVIEVE, MISSOURI THIS 13<sup>TH</sup> DAY OF APRIL, 2023.**

Approved as to form:

\_\_\_\_\_  
Brian Keim, Mayor

\_\_\_\_\_  
Mark Bishop, City Attorney

SEAL

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator

## Property Maintenance Agreement

This Agreement is entered into by and between the City of Ste. Genevieve, a municipal corporation (the "City"), and MARY JO HOLLAND a resident of the City of Ste. Genevieve ("Caretaker"), for the maintenance and upkeep of municipal properties owned by the City, located at 500 Roberts Street, City of Ste. Genevieve, Ste. Genevieve, Missouri ("Property"). (Attachment "A")

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the City and Caretaker hereby agree as follows:

1. **Maintenance:** This Agreement shall permit the Caretaker to maintain the Property consistent with the regulations associated with floodplain management law and the 404 Hazard Mitigation Grant Program ("HMGP") pursuant to regulations issued by the Federal Emergency Management Agency ("FEMA"). The Caretaker shall only be entitled to maintain and utilize the Property for purposes permitted by FEMA, under the terms of the HMGP and consistent with all applicable laws, regulations and ordinances. The City shall retain title and ownership to the Property at all times.

2. **Liability & Indemnification:** Caretaker shall be solely responsible for all liability related to the Property. To the fullest extent permitted by law, Caretaker shall indemnify, hold harmless and defend City, and its employees and agents, from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, resulting from any negligent act, misconduct or omission in the part of Caretaker, its employees, agents, assigns or contractors, with regard to the maintenance of the Property.

3. **Term of Agreement:** This Agreement shall be effective for a period of one (1) year from the effective date of this Agreement and may be extended for additional one (1) year terms if both City and Caretaker agree to that extension in writing. The City reserves the right to terminate this Agreement for any reason upon thirty (30) days' written notice being provided to Caretaker.

4. **Compliance with Federal, State and Local Laws:** The Caretaker shall comply with all federal, state and municipal law. If it is determined by the City that Caretaker is not in compliance with federal, state or municipal law, then the City shall notify Caretaker that Caretaker must come into compliance with federal, state and municipal law within seven (7) days. If the violation is not timely corrected, this Agreement shall be terminated automatically and with no further action by either party.

5. **Maintenance and Uses Allowed:** Caretaker shall be entitled to maintain and utilize the Property for all purposes permitted by FEMA, under the terms of the HMGP and consistent with federal, state and municipal law. Prior to any structures being placed on the Property, Caretaker must seek approval of the City. That approval shall only be granted if the structure would be in compliance with federal, state and municipal law. Gardens may be planted and maintained at the Property. Other customary residential yard landscaping shall be permitted. The placement of structures, gardens and other landscaping shall be installed and maintained on

the Property at Caretaker's sole risk and in no event shall the City be liable for any damage, destruction or loss that may be caused to any structures, gardens or landscaping on the Property for any reason whatsoever. Caretaker has submitted a written plan for his/her use of the Property, which is attached, incorporated herein by reference and marked as Exhibit 1. Caretaker shall limit his/her use of the Property to this written plan. The use of the Property by Caretaker can be modified, altered or changed only by agreement in writing between City and Caretaker.

6. **Notices:** In the event any notices are to be given to City, they should be mailed by United States mail, postage prepaid, and shall be addressed to: City Clerk, City of Ste. Genevieve, 165 South 4<sup>th</sup> Street, Ste. Genevieve, Missouri 63670. In the event any notices are to be given to Caretaker, they should be mailed by United States mail, postage prepaid, and shall be addressed to: **488 Roberts Street, Ste. Genevieve, Missouri 63670**. For the purposes hereof, the date of mailing shall be deemed to the date notice is given.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

CITY OF STE. GENEVIEVE

By: \_\_\_\_\_  
Mayor

By: Mary Jo Holland  
Caretaker

Date: \_\_\_\_\_

Date: 4-8-2023

ATTEST:

By: \_\_\_\_\_  
Pam Meyer, City Clerk

**RESOLUTION 2023 - 25**

**A RESOLUTION APPOINTING SABRINA FORD TO THE CITY OF STE.  
GENEVIEVE TOURISM TAX COMMISSION**

**WHEREAS**, Sabrina Ford of Ste. Genevieve County has agreed to serve the remaining term of Dee Patel on the Ste. Genevieve Tourism Tax Commission as the Tourism Industry representative and her 1<sup>st</sup> term will expire June, 2025.

**WHEREAS**, the Mayor advises the Board of Aldermen of his recommendation to appoint Ms. Ford.

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

Sabrina Ford, 995 Cedar Ridge Lane of Bloomsdale, MO, is hereby appointed to the Ste. Genevieve Tourism Tax Commission this 13<sup>th</sup> day of April 2023, as the Hotel Industry Representative.

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

Done and approved this 13<sup>th</sup> day of April, 2023.

Approved by:

\_\_\_\_\_  
Paul Hassler, Mayor

\_\_\_\_\_  
Mark Bishop, City Attorney

Attest:

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator

**RESOLUTION 2023-26**

**A RESOLUTION AUTHORIZING CERTAIN CITY OFFICIALS TO CONDUCT BANKING AND FINANCIAL BUSINESS FOR THE CITY OF STE. GENEVIEVE**

**NOW, THEREFORE** The Mayor and Board of Aldermen of the City of Ste. Genevieve does hereby determine and resolve as follows:

**(1) THAT** the following individuals are authorized to conduct banking and financial business on behalf of the City of Ste. Genevieve, including access to bank account information, periodic statements, online banking, and other necessary information.

| <u>Name</u>         | <u>Title</u>              | <u>Signature</u> |
|---------------------|---------------------------|------------------|
| <u>Sue Schweiss</u> | <u>City Treasurer</u>     | _____            |
| <u>Pam Meyer</u>    | <u>City Clerk</u>         | _____            |
| <u>Brian Keim</u>   | <u>Mayor</u>              | _____            |
| <u>Happy Welch</u>  | <u>City Administrator</u> | _____            |

Done and approved this 14<sup>th</sup> day of **April, 2023**.

Approved by:

\_\_\_\_\_  
Brian Keim, Mayor

\_\_\_\_\_  
Mark Bishop, City Attorney

ATTEST:

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator



**RESOLUTION 2023-27**

**A RESOLUTION APPOINTING CLAYTON GEGG TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.**

**WHEREAS**, Clayton Gegg, 11 St. Jude Drive, has agreed to serve a five year term on the Board of Zoning Adjustment which will expire April, 2028 and replace outgoing appointee Kathy Waltz; and

**WHEREAS**, the Mayor advises the Board of Aldermen of his recommendation to appoint Mr. Gegg.

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

**Section 1.** Mr. Clayton Gegg is hereby appointed to the Board of Adjustment.

**Section 2.** The Mayor shall make this appropriate appointment to the Ste. Genevieve Board of Adjustment and that the City Staff and officials are directed to take such actions as necessary to implement this Resolution.

**Done and approved this 13<sup>th</sup> day of APRIL, 2023.**

Approved by:

\_\_\_\_\_  
Brian Keim, Mayor

\_\_\_\_\_  
City Attorney, Mark Bishop

Attest:

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator

**RESOLUTION 2023-28**

**A RESOLUTION RE-APPOINTING JOAN HUCK TO THE STE. GENEVIEVE BOARD OF ADJUSTMENT.**

**WHEREAS**, Joan Huck, 619 Wilder Street, has agreed to serve another five year term on the Ste. Genevieve Board of Adjustment that will expire in April, 2028; and

**WHEREAS**, the Mayor advises the Board of Aldermen of his recommendation to appoint Mrs. Huck.

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

**Section 1.** Ms. Joan Huck is hereby appointed to the Board of Adjustment.

**Section 2.** The Mayor shall make this appropriate appointment to the Ste. Genevieve Board of Adjustment and that the City Staff and officials are directed to take such actions as necessary to implement this Resolution.

**Done and approved this 13<sup>th</sup> day of APRIL, 2023.**

Approved as to form by:

\_\_\_\_\_  
Brian Keim, Mayor

\_\_\_\_\_  
City Attorney, Mark Bishop

Attest:

Reviewed by:

\_\_\_\_\_  
Pam Meyer, City Clerk

\_\_\_\_\_  
Happy Welch, City Administrator

## Staff Report

April 13, 2023

To: Board of Aldermen  
From: Happy Welch  
Re: Progress Parkway Property Bids



### Issue:

Prior to 2020 the Ste. Genevieve Chamber of Commerce Industrial Development Corporation conducted a survey to see what business owners and residents felt was an important issue in Ste. Genevieve County. The answer was a lack of new housing available in the City of Ste. Genevieve and ground available to start a development. Local businesses were hiring new employees that were finding it difficult to locate in or around the city due to the lack of available housing.

The IDC contracted with the Southeast Regional Planning Commission in 2021 to survey the housing situation in Ste. Genevieve to show the data on the lack of new housing available in the city and the impact that a development would create. The RPC compared new single-family housing to multi-family housing demonstrating the tax impact each would have on the community and the economy. The study clearly showed the need for new housing.

The IDC then determined where there was available property and began brokering a deal to make property available. They began a dialogue with the Ste. Genevieve Catholic Church and the City of Ste. Genevieve. The Ste. Genevieve Catholic Church Real Estate Corporation owns property on both sides of Progress Parkway going west to the electric line. The City owned property east of the senior center and splash park, again on both sides of Progress Parkway. The IDC brokered a deal where the Church and City could swap properties that contained the same amount of croppable acreage creating an even swap of either land to continue as an income source for farming or it would be developable for housing units.

The section of Church property best suited for development abutted Basler Dr. and Parkwood Dr. on the north and Progress Parkway on the south that totals around 49 acres. The City's property for swapping had more overall acreage but equaled the croppable amount that could continue as that for the Church with almost 57 acres.

In 2022 the swap was made through the St. Louis Diocese and the Board of Alderpersons. It was now up to the Board to determine the best way to sell the property. An RFQ was issued but only 1 real estate broker submitted their qualifications so the Board rejected the RFQ process and decided to put the property up for bid in February 2023, and advertisements were placed in The Herald and The Daily Journal and packets were mailed to known area developers. Packets were also handed out when requested to individuals/groups.

The bid opening occurred at 10:00 a.m. on April 5, 2023, in the board room at city hall. There were no bids submitted.

### Recommendation:

Schedule closed session at April 27<sup>th</sup> work session and invite IDC to attend and give input.

**Progress Parkway Property Bid Opening**  
**4/5/2023 10a**

| Name    | Address | Bid Amount |
|---------|---------|------------|
| No Bids |         |            |
|         |         |            |
|         |         |            |
|         |         |            |
|         |         |            |
|         |         |            |

Those present for the bid:

- Jeff Welch
- David Bora
- Brad Arnold
- Sue Schwabo
- 
-

**Water Tank Removal Bid Opening**  
**3/28/2023 10a**

| Name                       | Address      | Bid Amount                       |
|----------------------------|--------------|----------------------------------|
| Vern Bauman<br>Contracting | 21471 Hwy 32 | 1. - 35,240.00<br>2. - 39,440.00 |
|                            |              |                                  |
|                            |              |                                  |
|                            |              |                                  |
|                            |              |                                  |

Those present for the bid:

Ram Meyer, City Clerk  
~~\_\_\_\_\_~~  
\_\_\_\_\_  
\_\_\_\_\_ AWR  
Dennis Benth AWR  
\_\_\_\_\_

*Proposal*

**Vern  
Bauman  
Contracting**

21471 Hwy 32, Ste. Genevieve, Mo. 63670  
Office: (573) 883-7444 Fax: (573) 883-7445



Hauling  
Excavation  
Site Utilities  
Asphalt Paving

**Proposal Submitted To:** City of Ste. Genevieve

**Street:**

**City/State/Zip:**

**Date:** March 27, 2023

**Job Name:** Tank Demolition

**Job Location:** Blain St. Water Tank

DEMOLITION: (contractor keeps salvaged materials) \$ 35,240.00

Demolish and remove tank from site  
Remove fence and posts  
Import soil to cover concrete pad  
Grade site to drain  
Seed and straw all disturbed areas

DEMOLITION: (city keeps salvaged materials) \$ 39,440.00

Demolish and remove tank from site  
Transport salvaged steel to owners' property  
Remove fence and posts  
Import soil to cover concrete pad  
Grade site to drain  
Seed and straw all disturbed areas

A handwritten signature in black ink, appearing to read "Brad Bauman". The signature is written in a cursive, flowing style.

BRAD BAUMAN PRESIDENT

|                           |                    |                        |             |
|---------------------------|--------------------|------------------------|-------------|
| <b>QUOTATION</b>          | NUMBER<br>20033184 | DATE<br>03/23/2023     | Page 1 of 2 |
| <b>CUSTOMER REFERENCE</b> |                    | <b>CURRENCY</b><br>USD |             |



|  |  |                              |
|--|--|------------------------------|
| <b>SHIPPING METHOD</b>                 | <b>END OF VALIDITY</b><br>04/24/2023   |                              |
| <b>PAYMENT TERMS</b><br>Net 30 days    | <b>SHIPPING POINT ADDRESS</b><br>DE NORA MARINE TECHNOLOGIES, LLC.<br>2000 McClaren Woods Road<br>Coraopolis, PA 15108 USA | <b>PACKAGING</b><br>Included |
| <b>INCOTERMS</b><br>FCA - Free Carrier |  |                              |

|   |  |
|---|--|
| <b>DE NORA CONTACT</b><br>Gerald Bianco<br>ph: +14123524565<br>mail: gerald.bianco@denora.com | <b>SOLD TO PARTY</b> 30011314<br>CITY OF STE GENEVIEVE |
| <b>SHIP TO PARTY</b> 30011314   | 80 MARKET STREET<br>ST GENEVIEVE, MO 63670<br>USA      |

| ITEM / CODE / DESCRIPTION   | U.M | QTY | PRICE  | CURRENCY | AMOUNT   |
|---|-----|-----|--------|----------|----------|
| 10 45054097<br>LAMP ASSY', C3-500, W/PIN CONNECTOR<br>Legacy Part Number: W300110         | PC  | 18  | 317.96 | USD      | 5,723.28 |
| 20 45054147<br>QUARTZ SLEEVE, 37MMID X 40MMOD, C3-500D<br>Legacy Part Number: W300246     | PC  | 18  | 116.18 | USD      | 2,091.24 |
| 30 45053947<br>LAMP SUPPLY CABLE ASSY',C3-500, 500W LMP<br>Legacy Part Number: W110089N04 | PC  | 18  | 101.82 | USD      | 1,832.76 |
| 40 45053911<br>BALLAST ASSEMBLY, C3-500, (UL)<br>Legacy Part Number: W110056              | PC  | 3   | 638.06 | USD      | 1,914.18 |
| 50 45053968<br>LEVEL PROBE ASSY, W/25FT CABLE, DETAIL<br>Legacy Part Number: W110100      | PC  | 1   | 555.74 | USD      | 555.74   |

De Nora and Customer agree that the General Terms and Conditions of Sale set forth at <https://www.denora.com/info/Sales-Terms—Conditions.html> (the "Terms") shall exclusively govern the transactions described or contemplated in this Purchase Order or Proposal, as applicable, and any other sales or related transaction between the parties herein, and such Terms are expressly incorporated by reference herein and to any related agreements between the parties. Any additional or different terms or conditions which may appear in any communication from Customer, including, without limitation, in any printed form provided, are hereby expressly objected to and rejected in full and shall not be effective or binding in any capacity unless expressly accepted in an authorized writing by

|                 |                         |                      |                        |               |
|-----------------|-------------------------|----------------------|------------------------|---------------|
| <b>TAX BASE</b> | <b>SALES TAX AMOUNT</b> | <b>TOTAL PRODUCT</b> | <b>TOTAL SALES TAX</b> | <b>TOTAL</b>  |
| 12,117.20 USD   | 0.00 USD                | 12,117.20 USD        | 0.00 USD               | 12,117.20 USD |

|                           |                           |                           |                        |
|---------------------------|---------------------------|---------------------------|------------------------|
| <b>QUOTATION</b>          | <b>NUMBER</b><br>20033184 | <b>DATE</b><br>03/23/2023 | Page 2 of 2            |
| <b>CUSTOMER REFERENCE</b> |                           |                           | <b>CURRENCY</b><br>USD |



De Nora, regardless of, and fully notwithstanding, De Nora's supply of any goods and services or the execution of any document or acceptance by any person other than an officer or authorized agent of De Nora.

| <b>TAX BASE</b> | <b>SALES TAX AMOUNT</b> | <b>TOTAL PRODUCT</b> | <b>TOTAL SALES TAX</b> | <b>TOTAL</b>         |
|-----------------|-------------------------|----------------------|------------------------|----------------------|
| 12,117.20 USD   | 0.00 USD                | <b>12,117.20 USD</b> | <b>0.00 USD</b>        | <b>12,117.20 USD</b> |



**BILL NO. 4551**

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES WITH COCHRAN ENGINEERING FOR THE PERE MARQUETTE PARK TRAIL REHABILITATION PROJECT**

**WHEREAS**, an RFQ was advertised for Professional Engineering & Design Services for the Recreational Trails Program grant for 671 feet of trail rehabilitation at Pere Marquette Park; and

**WHEREAS**, Cochran Engineering (“Cochran”) submitted the best qualifications for the project; and

**WHEREAS**, the Missouri Department of Parks has approved the submitted contract by Cochran to be entered into with the City of Ste. Genevieve; and

**WHEREAS**, Cochran has submitted the attached engineering services contract (Exhibit A) to provide professional design services for the Pere Marquette Park Trail Rehabilitation Project; and

**WHEREAS**, Cochran will do the topographic survey and design of the desired improvements; and

**WHEREAS**, the Board of Aldermen believe it to be in the best interests of the City of Ste. Genevieve to accept the engineering services contract (Exhibit A) attached hereto and made part of this ordinance.

**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 and direct the Mayor to execute and deliver the attached proposal on behalf of the City with Cochran Engineering of Union, Missouri; the proposal hereby accepted and approved in substantially the form of Exhibit “A” attached hereto.

**SECTION 2.** The portions of this ordinance shall be severable. In the event that any portion of this Ordinance is found by a court of competent jurisdiction to be invalid, the remaining portions of this Ordinance are valid, unless the court finds the valid portions of this Ordinance are so essential and inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board of Aldermen would have enacted the valid portions within the invalid ones, or unless the court finds that the valid portions standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.