

AGENDA

Work Session

STE. GENEVIEVE BOARD OF ALDERMEN

Thursday – July 27, 2023

STE. GENEVIEVE CITY HALL

Immediately Following 6:00 p.m. Regular Board Meeting

CALL TO ORDER

APPROVAL OF AGENDA

BUSINESS ITEMS

1. Fire Tags
2. Jefferson St. – No Parking Area
3. Texting Costs
4. CBIZ Salary Conclusions-Recommendations
5. Trash Hauler – Single Supplier in city

ANY OTHER BUSINESS

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:

<https://us02web.zoom.us/j/84811211564?pwd=VnR5QVppTEhYMWYxWGszT2xqTW1YZz09>

Or by phone at (312) 626-6799 Meeting ID: 848 1121 1564 Passcode: 808225

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

Posted 7/22/2023


Happy Welch

Happy Welch

From: Ken Steiger <sgfd7101@gmail.com>
Sent: Monday, July 17, 2023 3:23 PM
To: Bob Donovan; Bob Donovan; Brian Keim; Eric Bennett; Gary Smith; Happy Welch; Jeff Eydmann; Joe Prince; Joe Steiger; Kristi Cleghorn; Mike Raney; Mike Raney; Pam Meyer
Subject: Requested Fire tag information
Attachments: Summary 2023 7-17-23.xlsx

I have attached a spreadsheet to this email that was done in May of this year. There was one department that raised their tags in June but I have not heard what they raised it to. The current fire tag prices were set by Ordinance #3475 on December 8, 2005. The prices have remained the same for the last 17 years. Definition of a fire tag is "a voluntary purchase of subscription for fire protection by the city department outside the city limits within a 5 mile radius of the city". Outside the city there is no requirement for anyone to purchase a fire tag. Some insurance companies can require the tags or drop insurance coverage. If a tag is not purchased, there is no legal requirement for SGFD to respond to the call, but we will do the right moral thing and respond. If they do not have a fire tag they can be charged by the number of trucks, manpower, expenses incurred, for a tag and since they don't have a tag, the initiation fee also.

After discussing with my staff, we feel that we should follow the prices set by Bloomsdale FD. I believe the counsel should at least explore the possibility. If anyone wishes to discuss this, please feel free to contact me.

Ken Steiger, Fire Chief
Ste Genevieve City Fire Dept
165 South Fourth Street
Ste Genevieve, Mo. 63670
City Hall 573-883-5400
Fire House 573-883-5321


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Department	Residential Tags	Commercial Tags	Farm Tags	Multiple Family	Additional Property	Special fees
Bloomdsdale	\$100.00 1 - dwelling on less than 10 acres Additional Dwellings \$100.00 each	\$125.00 more than 1 operation on the property \$125.00 for each	\$125.00 1 - dwelling on more than 10 acres Additional Dwellings \$125.00 each	\$125.00 1 - dwelling Additional Dwellings \$125.00 each	\$75.00 without a dwelling	Just raised their tag prices \$50 signup fee
Kinsey	\$60.00	\$125.00 for small	N/A	N/A	N/A	Holcim & Brickeys \$650.00 each Considering raising all tag prices
Ozora	\$50.00	Based on fire hazard Tier 1 \$75.00 Tier 2 \$125.00 Tier 3 \$160.00 Tier 4 \$200.00 Non Operating \$50.00	\$75.00		\$25.00	Considering Raising Next January
Ste Gen	Initiation fee 2x tag fee \$50.00	Initiation fee 2x tag fee \$75.00	Initiation fee 2x tag fee \$75.00		Initiation fee 2x tag fee \$25.00	Tags not paid with in 60 days of due date require initiation Fee
Set by Ordinance in 2005	If within reach of City water system \$100.00	If within reach of City water system \$200.00	If within reach of City water system \$150.00		If within reach of City water system \$50.00	
St Mary	\$50.00	\$75.00	\$75.00	\$75.00	\$25.00	Outbuilding \$40.00
Weingarten	\$90.00	\$200.00	\$125.00		\$25.00	Just raised their tag prices
Zell	\$75.00	\$115 - \$165	\$100.00		\$25.00	Raising in June

Staff Report

July 27, 2023

To: Board of Aldermen

From: Happy Welch

Re: Jefferson St. No Parking Follow Up



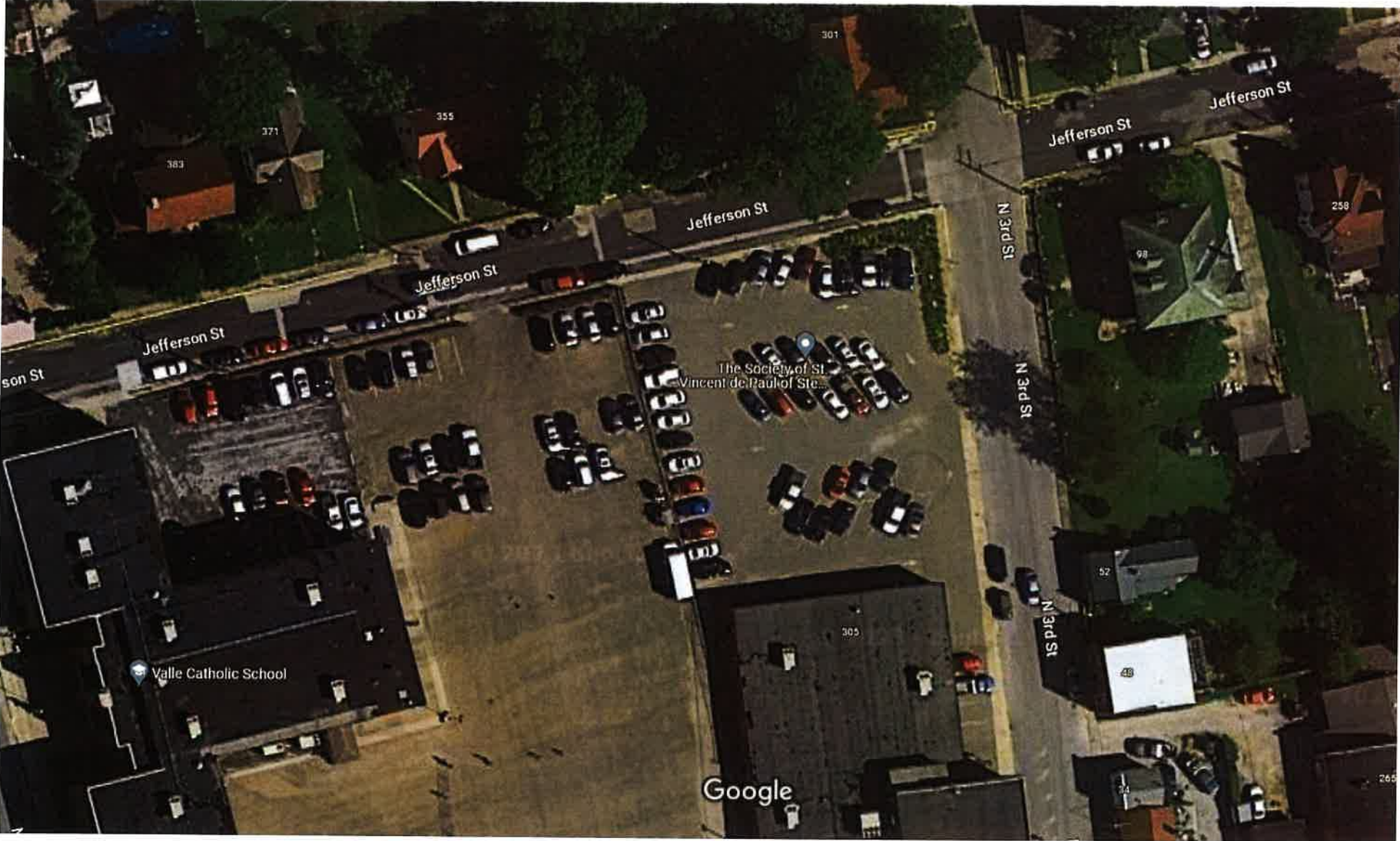
Issue:

The board discussed at the last meeting about adding no parking to certain sections of Jefferson St. due to injury accidents caused by visibility issues.

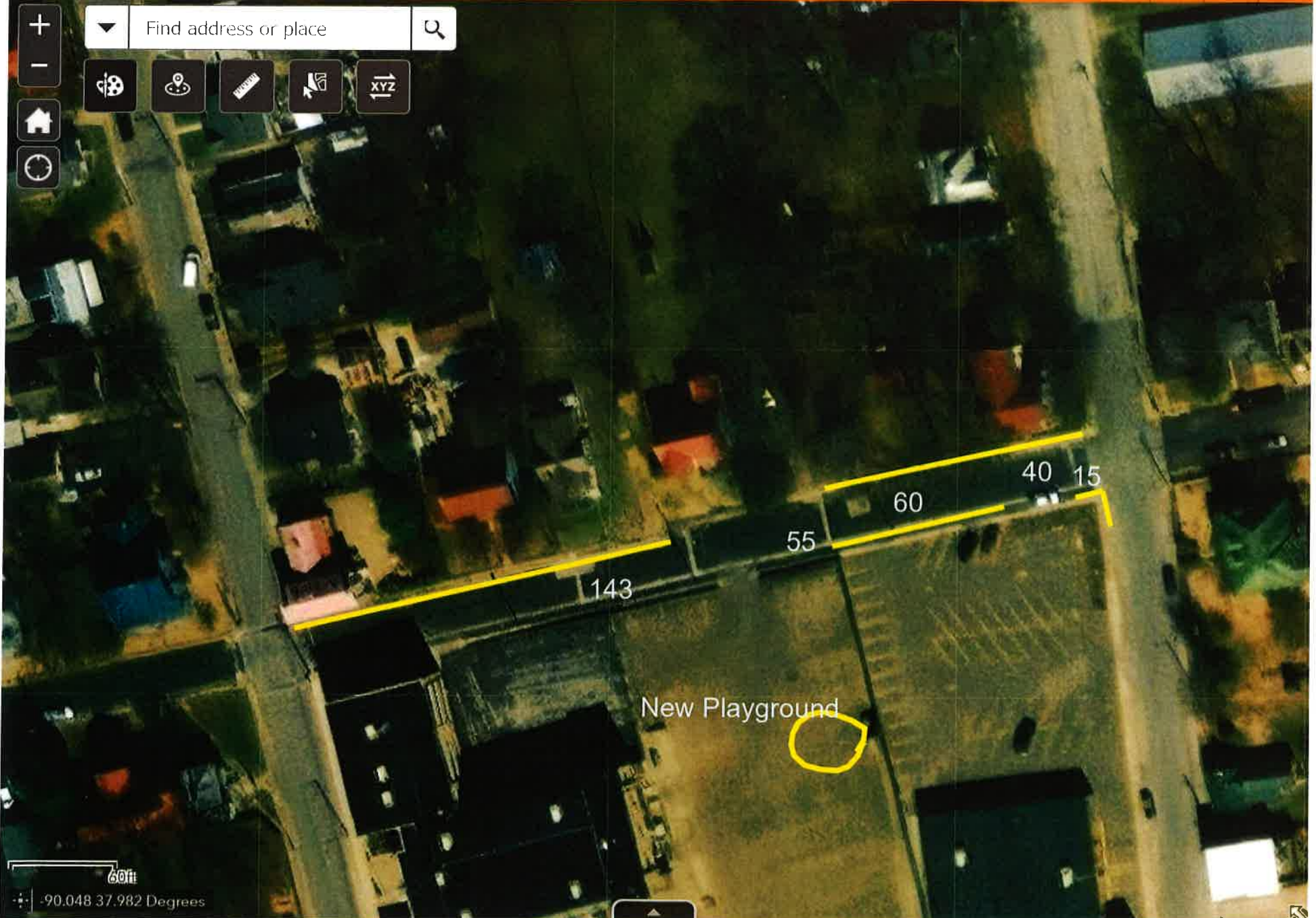
We were requested to get measurements and bring back for further review and discussion.

Recommendation:

Determine if a no parking zone needs to be added to the west of the entrance to the lower parking lot.



Map navigation controls including zoom in (+), zoom out (-), home, and refresh buttons. A search bar contains the text "Find address or place" with a magnifying glass icon. Below the search bar are icons for street view, location, ruler, and XYZ layers.



New Playground

60ft
-90.048 37.982 Degrees

Staff Report

July 27, 2023

To: Board of Aldermen
From: Happy Welch
Re: Texting Costs



Issue:

The mayor and board wanted to explore a texting notification system for residents and requested some costs.

TextCaster cost the city \$4,000 a year in 2020.

I have requests for quotes from Code Red and Everbridge but they have not responded as of the work session agenda posting. I will advise before the meeting.

Recommendation:

Determine if a texting notification system needs to be planned into the FY2024 budget.

Staff Report

July 27, 2023

To: Board of Aldermen
From: Happy Welch
Re: Salary Study



Issue:

At the May 11 meeting the board requested we add step increases for all staff to the survey as well as the police department that had been included with the original study.

We have included those increases and here are the amended results of the salary study for the board to decide if we are going to include the increases in the FY2024 budget and determine if there will be a cost of living increase or flat raise given. The Cost of Living Adjustment for 2023 was 8.7% according to the Social Security Admin and we gave a \$1.00 raise. For 2024 the estimate is around 3%.

Recommendation:

Determine if the board wants to adopt the CBIZ salary study and accept the recommendations for pay equalization and what kind of raise you wish to include for FY2024.

City of Ste. Genevieve
 Compensation Study Results
 Exhibit 4A-Jobs by Grade -Staff
 Data Effective August 1, 2023



Job Title	Minimum	Midpoint	Maximum
10 City Administrator	\$79,121	\$94,945	\$110,769
9 Police Chief	\$62,794	\$75,353	\$87,912
Fire Chief	\$62,794	\$75,353	\$87,912
8 City Clerk	\$53,216	\$63,859	\$74,502
Assistant City Admin/ Comm. Development	\$53,216	\$63,859	\$74,502
Tourism Marketing Director	\$53,216	\$63,859	\$74,502
Assistant Police Chief	\$53,216	\$63,859	\$74,502
7 City Treasurer	\$46,451	\$54,580	\$62,709
Lead Wastewater Treatment Plant Operator	\$46,451	\$54,580	\$62,709
Lead Water Plant Operator	\$46,451	\$54,580	\$62,709
Water-Sewer Supervisor	\$46,451	\$54,580	\$62,709
6 Building Inspector	\$41,474	\$48,732	\$55,990
Wastewater Plant Operator	\$41,474	\$48,732	\$55,990
Water Plant Operator	\$41,474	\$48,732	\$55,990
5 Water-Sewer-Street-Parks Maintenance	\$37,704	\$44,302	\$50,900
4 Associate Wastewater Plant Operator	\$35,021	\$40,275	\$45,528
3 Front Clerk/ Administrative Assistant	\$31,838	\$36,613	\$41,389
Utility Clerk	\$31,838	\$36,613	\$41,389
1 Welcome Center Assistant	\$29,200	\$31,390	\$33,580

City of Ste. Genevieve
 Compensation Study Results
 Exhibit 4B-Jobs by Grade -Police
 Data Effective August 1, 2023



Job Title	Minimum	Midpoint	Maximum
9 Police Chief	\$62,794	\$75,353	\$87,912
8 Assistant Police Chief	\$53,216	\$63,859	\$74,502
P3 Sergeant	\$52,195	\$58,719	\$65,243
P2 Coporal	\$45,387	\$51,060	\$56,733
P1 Police Officer	\$40,000	\$46,000	\$52,000



CBIZ Code	Annualized Average Base	Current Job Title	Proposed Job Title	Base Salary (MML)			Base Salary (Average)			Proposed Pay Grade	Market Total Cash Compensation Percentiles		
				25th	50th	75th	25th	50th	75th		25th	50th	75th
102	83,470	City Administrator	City Administrator	83,750	94,648	105,545	83,750	94,648	105,545	10	83,750	94,648	105,545
110	73,570	Police Chief - 2022	Police Chief	68,066	75,419	82,772	68,066	75,419	82,772	9	68,066	75,419	82,772
107		Fire Chief (Volunteer currently but	Fire Chief	64,194	71,686	79,178	65,728	72,250	82,231	9	65,728	72,250	82,231
100	67,995	Assistant Chief - 2022	Assistant Police Chief/Lieutenant	57,856	64,106	70,356	57,856	64,106	70,356	8	57,856	64,106	70,356
105	51,834	Community Development Administrator	Assistant City Admin/ Comm. Development	53,245	63,373	73,501	53,617	63,260	70,720	8	54,521	63,912	72,255
103	58,386	City Clerk - 2003	City Clerk	53,733	59,036	64,338		S		8		S	
122		Director of Public Works	Director of Public Works	59,346	69,607	79,868		S		8		S	
112		Tourism Director	Tourism Marketing Director					S		8		S	
111	56,410	Sergeant	Sergeant	50,138	57,255	64,372	50,138	57,255	64,372	P3	50,138	57,255	64,372
119		Water-Sewer Supervisor	Water-Sewer Supervisor				52,637	59,030	66,938	7	52,995	59,417	67,362
116		Water Plant-Chief Operator	Lead Water Plant Operator				49,012	55,458	63,177	7	49,325	55,832	63,592
121		Wastewater Treatment Plant Chief Operator	Lead Wastewater Treatment Plant Operator				47,824	54,877	61,977	7	48,137	55,251	62,392
104	50,398	City Treasurer	City Treasurer	44,644	51,875	59,107	44,644	51,875	59,107	7	44,644	51,875	59,107
106		Coporal	Coporal	43,483	49,956	56,428	43,483	49,956	56,428	P2	43,483	49,956	56,428
117		Water Plant-Plant Operator	Water Plant Operator				43,662	49,310	56,087	6	43,978	49,782	56,531
115		Wastewater Plant Operator A-B License	Wastewater Plant Operator				42,288	48,648	55,127	6	42,604	49,120	55,570
101	34,278	Building Inspector	Building Inspector	33,751	46,892	60,034	37,834	47,100	56,640	6	38,047	47,309	56,999
109	44,959	Officer	Police Officer	39,530	45,414	51,298	39,530	45,414	51,298	P1	39,530	45,414	51,298
118		Water-Sewer Maintenance	Water-Sewer-Street-Parks Maintenance				39,979	43,430	50,641	5	40,269	43,743	50,984
120		Wastewater Plant Operator C License	Associate Wastewater Plant Operator				36,419	40,647	48,383	4	36,764	40,955	49,111
113	33,280	Utility Clerk	Utility Clerk				33,331	36,939	41,374	3	33,584	37,302	42,015
108	29,120	Front Clerk/ Administrative Assistant	Front Clerk/ Administrative Assistant	31,602	37,184	42,766	31,703	36,039	40,785	3	31,898	36,287	41,106

Step Increases Admin

City of Ste Genevieve
 Compensation Study Results
 Exhibit 3A - Proposed Salary Ranges - Staff
 Structures Effective February 1, 2023 to January 31, 2024

Starting Year 2023 2024 0.00%
 Starting Min 29,200 2025 0.00%
 Ending Min 29,200 2026 0.00%
 2027 0.00%
 2028 0.00%



Salary Range - Annual								Steps																	
Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential	Steps	% Increase	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
1	\$29,200	\$31,390	\$33,580	15%		7	\$730	\$29,200	\$29,930	\$30,660	\$31,390	\$32,120	\$32,850	\$33,580											
2	\$30,819	\$33,901	\$36,983	20%	8.0%	9	\$770	\$30,819	\$31,590	\$32,361	\$33,132	\$33,903	\$34,674	\$35,445	\$36,216	\$36,987									
3	\$31,838	\$36,613	\$41,388	30%	8.0%	13	\$796	\$31,838	\$32,634	\$33,430	\$34,226	\$35,022	\$35,818	\$36,614	\$37,410	\$38,206	\$39,002	\$39,798	\$40,594	\$41,390					
4	\$35,021	\$40,275	\$45,528	30%	10.0%	13	\$876	\$35,021	\$35,897	\$36,773	\$37,649	\$38,525	\$39,401	\$40,277	\$41,153	\$42,029	\$42,905	\$43,781	\$44,657	\$45,533					
5	\$37,704	\$44,302	\$50,900	35%	10.0%	15	\$943	\$37,704	\$38,647	\$39,590	\$40,533	\$41,476	\$42,419	\$43,362	\$44,305	\$45,248	\$46,191	\$47,134	\$48,077	\$49,020	\$49,963	\$50,906			
6	\$41,474	\$48,732	\$55,990	35%	10.0%	15	\$1,037	\$41,474	\$42,512	\$43,549	\$44,586	\$45,623	\$46,660	\$47,697	\$48,734	\$49,771	\$50,808	\$51,845	\$52,882	\$53,919	\$54,956	\$55,993			
7	\$46,451	\$54,580	\$62,709	35%	12.0%	15	\$1,161	\$46,451	\$47,613	\$48,775	\$49,937	\$51,099	\$52,261	\$53,423	\$54,585	\$55,747	\$56,909	\$58,071	\$59,233	\$60,395	\$61,557	\$62,719			
8	\$53,216	\$63,859	\$74,502	40%	17.0%	17	\$1,330	\$53,216	\$54,547	\$55,878	\$57,209	\$58,540	\$59,871	\$61,202	\$62,533	\$63,864	\$65,195	\$66,526	\$67,857	\$69,188	\$70,519	\$71,850	\$73,181	\$74,512	
9	\$62,794	\$75,353	\$87,912	40%	18.0%	17	\$1,570	\$62,794	\$64,365	\$65,935	\$67,505	\$69,075	\$70,645	\$72,215	\$73,785	\$75,355	\$76,925	\$78,495	\$80,065	\$81,635	\$83,205	\$84,775	\$86,345	\$87,915	
10	\$79,121	\$94,945	\$110,769	40%	26.0%	17	\$1,978	\$79,121	\$81,100	\$83,079	\$85,058	\$87,037	\$89,016	\$90,995	\$92,974	\$94,953	\$96,932	\$98,911	\$100,890	\$102,869	\$104,848	\$106,827	\$108,806	\$110,785	

Salary Range - Hourly								Steps																
Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential	Steps	% Increase	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1	\$14.04	\$15.09	\$16.14	15%		7	\$0.36	\$14.04	\$14.39	\$14.74	\$15.09	\$15.44	\$15.79	\$16.14										
2	\$14.82	\$16.30	\$17.78	20%	8.0%	9	\$0.38	\$14.82	\$15.19	\$15.56	\$15.93	\$16.30	\$16.67	\$17.04	\$17.41	\$17.78								
3	\$15.31	\$17.60	\$19.90	30%	8.0%	13	\$0.39	\$15.31	\$15.69	\$16.07	\$16.45	\$16.84	\$17.22	\$17.60	\$17.99	\$18.37	\$18.75	\$19.13	\$19.52	\$19.90				
4	\$16.84	\$19.36	\$21.89	30%	10.0%	13	\$0.43	\$16.84	\$17.26	\$17.68	\$18.10	\$18.52	\$18.94	\$19.36	\$19.79	\$20.21	\$20.63	\$21.05	\$21.47	\$21.89				
5	\$18.13	\$21.47	\$24.81	35%	10.0%	15	\$0.46	\$18.13	\$18.58	\$19.03	\$19.49	\$19.94	\$20.39	\$20.85	\$21.30	\$21.75	\$22.21	\$22.66	\$23.11	\$23.57	\$24.02	\$24.47		
6	\$19.94	\$23.43	\$26.92	35%	10.0%	15	\$0.50	\$19.94	\$20.44	\$20.94	\$21.44	\$21.93	\$22.43	\$22.93	\$23.43	\$23.93	\$24.43	\$24.93	\$25.42	\$25.92	\$26.42	\$26.92		
7	\$22.33	\$26.24	\$30.15	35%	12.0%	15	\$0.56	\$22.33	\$22.89	\$23.45	\$24.01	\$24.57	\$25.13	\$25.68	\$26.24	\$26.80	\$27.36	\$27.92	\$28.48	\$29.04	\$29.59	\$30.15		
8	\$25.58	\$30.70	\$35.82	40%	17.0%	17	\$0.64	\$25.58	\$26.22	\$26.86	\$27.50	\$28.14	\$28.78	\$29.42	\$30.06	\$30.70	\$31.34	\$31.98	\$32.62	\$33.26	\$33.90	\$34.54	\$35.18	\$35.82
9	\$30.19	\$36.23	\$42.27	40%	18.0%	17	\$0.76	\$30.19	\$30.94	\$31.70	\$32.45	\$33.21	\$33.96	\$34.72	\$35.47	\$36.23	\$36.98	\$37.74	\$38.49	\$39.25	\$40.00	\$40.76	\$41.51	\$42.27
10	\$38.04	\$45.65	\$53.25	40%	26.0%	17	\$0.96	\$38.04	\$38.99	\$39.94	\$40.89	\$41.84	\$42.80	\$43.75	\$44.70	\$45.65	\$46.60	\$47.55	\$48.50	\$49.46	\$50.41	\$51.36	\$52.31	\$53.25

Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%										
2	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%									
3	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%								
4	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%				
5	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%		
6	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%		
7	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%		
8	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%	1.9%	1.8%
9	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%	1.9%	1.8%
10	-	2.5%	2.4%	2.4%	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%	1.9%	1.8%

Step Increases Police

City of Ste. Genevieve
 Compensation Study Results
 Exhibit 3B - Proposed Salary Ranges - Police
 Structures Effective February 1, 2023 to January 31, 2024

Starting Year	2023	2024	0.00%
Starting Min	40,000	2025	0.00%
Ending Min	40,000	2026	0.00%
		2027	0.00%
		2028	0.00%



Salary Range - Annual									Steps - Annual														
Grade	Job Title	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential	Steps	\$ Increase	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
P1	Police Officer	\$40,000	\$46,000	\$52,000	30.0%	11.0%	14	\$923	\$40,000	\$40,924	\$41,848	\$42,772	\$43,696	\$44,620	\$45,544	\$46,468	\$47,392	\$48,316	\$49,240	\$50,164	\$51,088	\$52,012	
P2	Corporal	\$45,387	\$51,060	\$56,733	25.0%	11.0%	12	\$1,032	\$45,387	\$46,419	\$47,451	\$48,483	\$49,515	\$50,547	\$51,579	\$52,611	\$53,643	\$54,675	\$55,707	\$56,739			
P3	Sergeant	\$52,195	\$58,719	\$65,243	25.0%	15.0%	12	\$1,186	\$52,195	\$53,381	\$54,568	\$55,755	\$56,942	\$58,129	\$59,316	\$60,503	\$61,690	\$62,877	\$64,064	\$65,251			

Salary Range - Hourly									Steps - Hourly														
Grade	Job Title	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential	Steps	\$ Increase	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
P1	Police Officer	\$19.23	\$22.12	\$25.00	30%	11%	14	\$0.44	\$19.23	\$19.68	\$20.12	\$20.56	\$21.01	\$21.45	\$21.90	\$22.34	\$22.78	\$23.23	\$23.67	\$24.12	\$24.56	\$25.01	
P2	Corporal	\$21.82	\$24.55	\$27.28	25%	11%	12	\$0.50	\$21.82	\$22.32	\$22.81	\$23.31	\$23.81	\$24.30	\$24.80	\$25.29	\$25.79	\$26.29	\$26.78	\$27.28			
P3	Sergeant	\$25.09	\$28.23	\$31.37	25%	15%	12	\$0.57	\$25.09	\$25.66	\$26.23	\$26.81	\$27.38	\$27.95	\$28.52	\$29.09	\$29.66	\$30.23	\$30.80	\$31.37			

Grade	1	2	3	4	5	6	7	8	9	10	11	12	13	14
P1	-	2.3%	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	1.9%	1.9%	1.9%	1.8%	1.8%
P2	-	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%	1.9%	1.9%	1.9%
P3	-	2.3%	2.2%	2.2%	2.1%	2.1%	2.0%	2.0%	2.0%	1.9%	1.9%	1.9%	1.9%	1.9%



SUMMARY OF FINDINGS

- Ste. Genevieve's average base salary compa-ratio is 93.2% at the 50th percentile. This indicates that on average base pay is approximately 6.8% below the published survey data market median, which is approximated by the salary range midpoints.
- As presented in Exhibit 6A, the initial cost to implement the new staff structure would be approximately \$11,809. The initial cost to implement the new police structure would be approximately \$4,041. This is the cost to bring all employees to the minimum of their respective proposed ranges or to their step rate, totaling \$15,850, and represents 1.9% of payroll.
 - Among the 18 employees included in the scope of the analysis, there are 5 below their respective salary grade minimums, and 7 are below their proposed step rate.
 - There are many reasons that an individual employee's pay may be above or below market median pay levels. New employees or poor performers should be paid below the market, while experienced employees with excellent performance should be paid well above the market.
- As presented in Exhibit 6B, the initial cost to implement the new step structures would be approximately \$38,950. This is the cost to bring all employees to their new step rate and represents 4.8% of payroll.
- As presented in Exhibit 7A, the initial cost to implement the compression adjustments would be approximately \$18,121. This cost represents 2.2% of payroll.





RECOMMENDATIONS

- Increase the compensation of all employees to the minimum of their respective proposed salary ranges. The range minimum represents the level at which entry-level pay can be considered market competitive.
- Consider adopting the compression-based pay adjustments. This will help to ensure that employee compensation is commensurate with experience and performance. It will also allow for enhanced flexibility to onboard new employees without creating pay inequities.
- Implementation of the compensation plan should occur uniformly across all positions. While different implementation scenarios may recognize budget constraints, partial or sporadic implementation can result in pay equity issues.
- Consider implementing a merit matrix tool (or concept) to reward performance. The merit matrix is a tool that rewards employees based on performance while accelerating pay to market-competitive levels.
- Annually update structures and evaluate annual employee pay increases based on market pay trends. In order to reduce the administrative burden associated with both, CBIZ will provide annual recommendations for structure updates and salary increase budgets for five years after the study.
- Conduct a comprehensive market review every three to four years to ensure that the ranges remain market competitive.



6B

Nearest Step or Current Pay Below Comparable Job

Job Title	Department	FTE %	Actual Salary	Actual Below Minimum	Actual Below Step
City Administrator	ADMIN.	100%	83,470		
Police Chief	POLICE	100%	73,570		
Assistant Police Chief/Lieutenant	POLICE	100%	67,995		
Assistant City Admin/ Comm. Development	BLDG.	100%	51,834	1,382	
City Clerk	ADMIN.	100%	58,386		
Sergeant	POLICE	100%	56,410		1,719
City Treasurer	ADMIN.	100%	50,398		
Building Inspector	BLDG.	60%	20,567	4,318	
Police Officer	POLICE	100%	43,139		557
Police Officer	POLICE	100%	46,509		883
Police Officer	POLICE	100%	46,342		126
Police Officer	POLICE	100%	46,779		613
Police Officer	POLICE	100%	46,696		696
Police Officer	POLICE	100%	40,290		634
Front Clerk/ Administrative Assistant	ADMIN WA/SW	100%	29,120	2,718	
Utility Clerk	WA/SW	100%	33,280		
Welcome Center Assistant	WEL. CTR	40%	9,984	1,696	
Welcome Center Assistant	WEL. CTR	40%	9,984	1,696	

7A

CBIZ Overall Increase Recommendation

Full Name	CBIZ Job Code	Job Title	Department	Hire Date	Total Increase \$	Total Increase %	Final Actual Salary	Final Range Penetration (Annualized)
Happy Welch	102	City Administrator	ADMIN.	4/1/20	\$835	1.0%	\$84,305	16.4%
Jasen Crump	110	Police Chief	POLICE	4/1/09	\$1,784	2.4%	\$75,353	50.0%
Timothy Pollock	100	Assistant Police Chief/Lieutenant	POLICE	11/1/16	\$0	0.0%	\$67,995	69.4%
Dave Bova	105	Assistant City Admin/ Comm. Development	BLDG.	6/1/18	\$6,704	12.9%	\$58,537	25.0%
Pam Meyer	103	City Clerk	ADMIN.	6/1/88	\$5,473	9.4%	\$63,859	50.0%
Sue Schweiss	104	City Treasurer	ADMIN.	6/1/98	\$4,182	8.3%	\$54,580	50.0%
Gene Kertz	101	Building Inspector	BLDG.	10/22/22	\$4,318	21.0%	\$24,885	0.0%
David Woods	108	Front Clerk/ Administrative Assistant	ADMIN WA/SW	9/22/22	\$2,718	9.3%	\$31,838	0.0%
Connie Beauchamp	113	Utility Clerk	WA/SW	8/22/22	\$0	0.0%	\$33,280	15.1%
Jan Trautman	114	Welcome Center Assistant	WEL. CTR	7/1/17	\$2,222	22.3%	\$12,206	30.0%
Mary Moss	114	Welcome Center Assistant	WEL. CTR	10/1/22	\$1,696	17.0%	\$11,680	0.0%

Staff Report

July 27, 2023

To: Board of Aldermen
From: Happy Welch
Re: City Contracted Trash Hauling



Issue:

The City looked at single contract residential trash hauling in 2001, 2011 and 2020. The Board of Alderpersons in each case did not pursue a single hauler contractor as allowed by state statute.

I have included the survey the City did in 2020 and the state statute relating to contracted trash service.

For the service the City would need to go out for RFP for a single hauler for residential customers. Commercial should remain the responsibility of the individual business or multi-family complex.

If adopted, there is a 2 year window before a City chosen contractor could start.

Advantages: Potentially less truck traffic, recycling available, bulk pick up, yard waste, bulk pickup days (all depending on the contract).

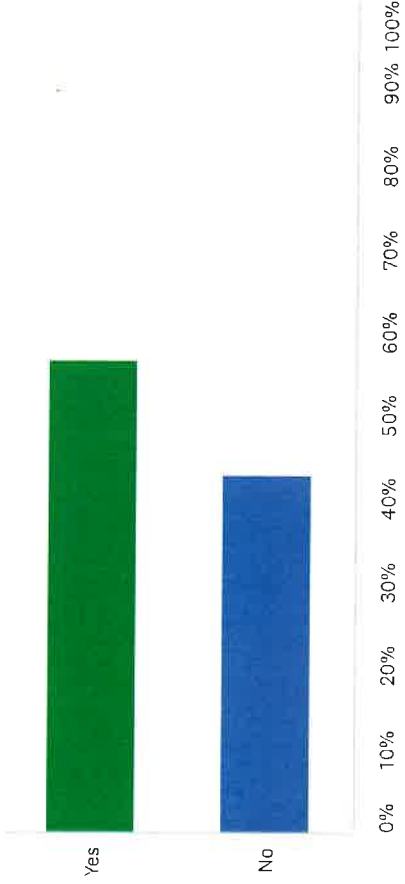
Disadvantages: All residences must be a part of it charged to the utility bill (no opt out), duplex (maybe 4-plex) and single-family homes only are recommended, individual homeowner does not have choice to who the hauler is.

Recommendation:

Review and discuss.

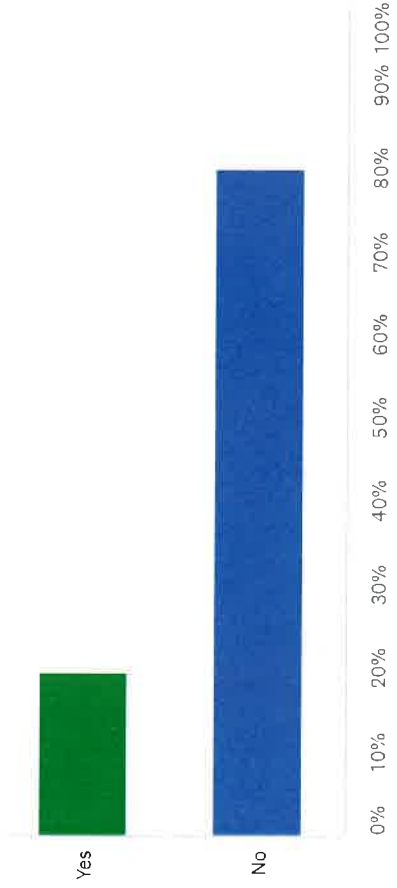
Q1 Should the City of Ste. Genevieve contract for trash service?

Answered: 51 Skipped: 0

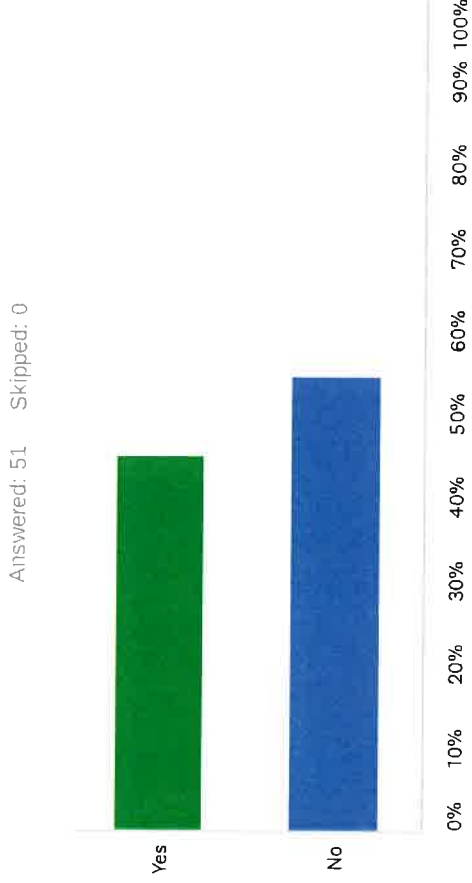


Q2 Should the City of Ste. Genevieve restrict your choice of a trash service company.

Answered: 51 Skipped: 0

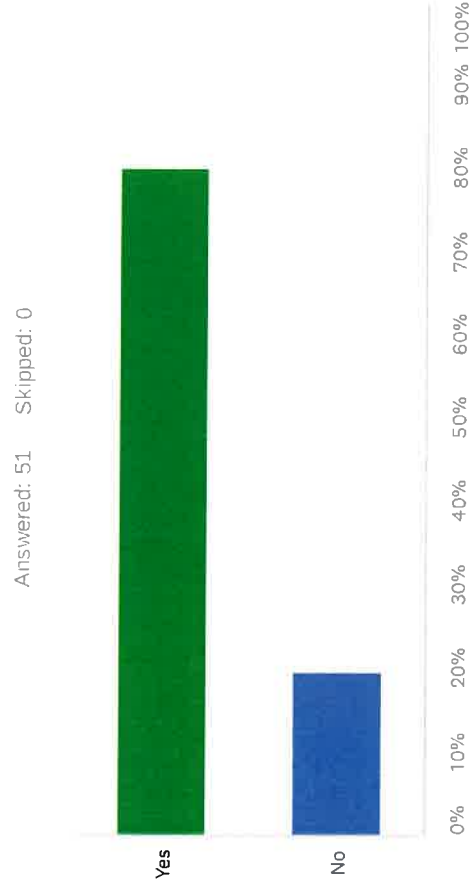


Q3 Should the City of Ste. Genevieve make trash service mandatory for 1 and 2 family dwellings if the City contracts for it.



ANSWER CHOICES	RESPONSES
Yes	23
No	28
TOTAL	51

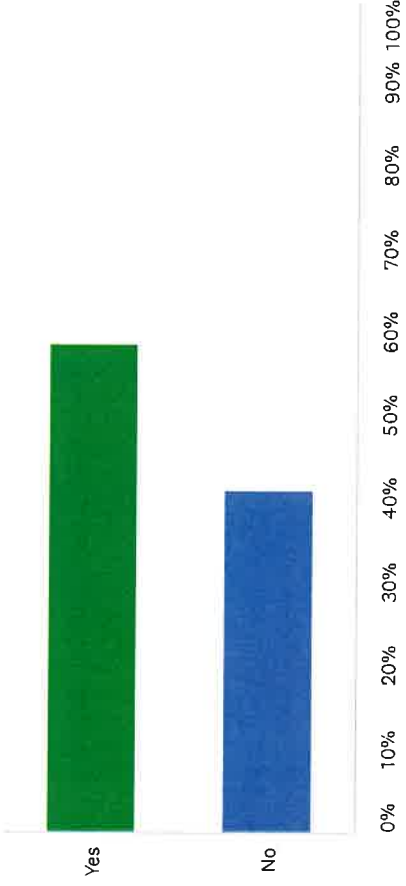
Q4 Should the City of Ste. Genevieve offer recycling, yard waste and bulk item pick up as part of a trash haul service.



ANSWER CHOICES	RESPONSES
Yes	41
No	10
TOTAL	51

Q5 Should the City of Ste. Genevieve Board of Aldermen look into contracting with a trash hauler for city residents.

Answered: 51 Skipped: 0



ANSWER CHOICES

Yes	RESPONSES	30
No	41.18%	21
TOTAL		51

Q6 Anything you would like to add.

Answered: 23 Skipped: 28

City of Ste. Genevieve Trash Service Survey

#	RESPONSES	DATE
1	Stay the hell out of the trash business. You've been down this road before. Let things the way they are. I see no outcry for this to be done. Much more important issues facing this city than this one.	10/3/2020 1:14 AM
2	Going to a city-wide contract for waste hauling removes every resident's freedom of choice. It also erodes away at the free market even further.	10/2/2020 11:24 AM
3	The trash/recycling should be paid for partially by taxes and the remainder added to the water/sewer bill.	9/25/2020 9:36 PM
4	This was applied for and the waiting period was announced and completed, then the board of alderman at that time thought it was a good idea to have less services from a contract carrier at higher prices!?! We would have less traffic, noise, wear and tear on streets, more services and better prices. Its a win win. I dont think you can make it mandatory for all houses, including those on fixed incomes or those that just dont want it.	9/22/2020 3:26 PM
5	I was under the impression there is already an ordinance that all dwellings must have trash pick up. Recycling would be great to offer. However I know many residence have already paid for years worth at a time for trash service. Not sure how those logistics would work.	9/17/2020 12:54 PM
6	Trump 2020	9/17/2020 12:43 PM
7	As a city resident, I would like to see recycling pickup. I have republic/Cwi now and have really never had any problem. As I have a recycling bin with them. But I think a lot of other trash services don't. If the city does contract it out, I hope it's at a good price too. And I believe it should be mandatory. Everyone needs todo their part recycling and keeping their home/neighborhood clean. If the city doesn't mandate it, ppl should have the right to choose which company they want to go with. Price is a big deal. But i wish more would offer recycling	9/17/2020 10:38 AM
8	I know this is something common in other cities but I believe that a business should be allowed to come in and compete for customers based on reasonable prices and quality service. I've heard of instances where quality of service declined after a company was awarded a city contract because there isn't incentive for them to do so. Could the city instead negotiate a group discount with a particular company to become the city's preferred waste disposal company?	9/17/2020 9:50 AM
9	I know the city of Peryville does this. I also lived in Festus for a few years and it was really nice to have trash and recycling built into everything. The yard waste and bulk pick up would be a really nice service as opposed to having to haul items to the dump. Thanks for asking for city residents input!	9/17/2020 9:44 AM
10	Top Tier is doing a great job and should be considered	9/16/2020 6:08 PM
11	I don't think u should tell people who need trash pick up who they choose to get they r all high .maybe talk to people who don't clean there yard have old couches on porches an all the grass that don't get mowed.	9/16/2020 4:34 PM
12	Who would be paying for this ?	9/16/2020 2:14 PM
13	We should worry about keeping our streets clean of trash a debris with our street sweeper. Let everyone choose who they want for there own trash service. If you make every home have a trash service you will see more and more people leaving the city limits	9/16/2020 1:35 PM
14	I'd be willing to trade my right to choose my own service provider for less truck traffic and a recycling program.	9/16/2020 12:59 PM
15	Free for Seniors	9/16/2020 11:59 AM
16	Time limit on how long a trash can can sit by the street. Before or after trash pickup.	9/16/2020 11:50 AM
17	Freedom of choice by the residents.	9/16/2020 11:43 AM
18	No	9/16/2020 11:06 AM
19	Thanks for giving first round approval to the renew of the contract with Ste. Genevieve Community Access Television. I depend on Channels 990 and 991 to learn what is happening in Ste. Genevieve.	9/16/2020 10:56 AM

City of Ste. Genevieve Trash Service Survey

20	I think the first question is more complicated than just a yes or no answer. Many things will go into any of us deciding about trash service through the city...cost most importantly. If it costs more than some of us get our service for now, I don't think anyone will go for it.	9/16/2020 10:07 AM
21	No	9/15/2020 2:51 PM
22	This was already considered several times to no avail.	9/13/2020 4:14 PM
23	No	9/13/2020 9:34 AM



• Effective - 19 Jun 1992, see footnote

260.215. Solid wastes, how handled — duties of cities and counties — exemptions — charges, how stated, how collected. — 1. Except as provided in subsection 4 of this section, each city and each county or a combination of cities and counties shall provide individually or collectively for the collection and disposal of solid wastes for those areas within its boundaries that are to be served by the solid waste management system; shall be responsible for implementing their approved plan required by section 260.220 as it relates to the storage, collection, transportation, processing, and disposal of their solid wastes; and may purchase all necessary equipment, acquire all necessary land, build any necessary buildings, incinerators, transfer stations, or other structures, lease or otherwise acquire the right to use land or equipment. Each city and county may levy and collect charges for the necessary cost of providing such services, and may levy an annual tax not to exceed ten cents on the one hundred dollars assessed valuation, as authorized by Article X, Section 11(c), of the Constitution for public health purposes to implement a plan for solid waste management, and to do all other things necessary to provide for a proper and effective solid waste management system; except that, the county may not levy a service charge or annual tax upon the inhabitants of any incorporated city, town or village that has an approved plan for solid waste management, unless the city, town or village contracts with the county for solid waste management and consents to the county service charge or tax levy. The tax or service charge authorized by this section shall not be levied if the tax or service charge is levied pursuant to some other provision of law, but if a tax is levied for the operation of a sanitary landfill and such tax is less than the maximum amount authorized by this section, a tax in an amount equal to the difference between such tax and that authorized in this section may be levied and collected.

2. Any city or county may adopt ordinances or orders, rules, regulations, or standards for the storage, collection, transportation, processing or disposal of solid wastes which shall be in conformity with the rules and regulations adopted by the department for solid waste management systems. Nothing in sections 260.200 to 260.245 shall usurp the legal right of a city or county from adopting and enforcing local ordinances, rules, regulations, or standards for the storage, collection, transportation, processing, or disposal of solid wastes equal to or more stringent than the rules or regulations adopted by the department pursuant to sections 260.200 to 260.245. Any county or city which adopts orders or ordinances for the management of solid waste shall ensure that such orders or ordinances provide for safe and adequate management of solid waste pursuant to an approved plan under section 260.220 and are not substantially inconsistent with the requirements of sections 260.200 and 260.245 and the rules and regulations promulgated pursuant thereto.

3. (1) Cities or counties may contract as provided in chapter 70 with any person, city, county, common sewer district, political subdivision, state agency or authority in this or other states to carry out their responsibilities for the storage, collection, transportation, processing, or disposal of solid wastes.

(2) The board of trustees of any common sewer district incorporated pursuant to sections 204.250 to 204.470 may petition the circuit court of the judicial circuit in which is located the county containing the largest portion of the land area in the district to amend the decree of incorporation to permit the common sewer district to engage in the construction, operation and maintenance of a solid waste disposal facility to serve properties within the common sewer district. The petition shall be filed by the board of trustees and all proceedings shall be conducted in the same manner as in an action for the initial formation of a common sewer district pursuant to sections 204.250 to 204.470, except that no vote of the residents of the district shall be required. The construction, operation and maintenance of a solid waste disposal facility by a common sewer district shall comply with the provisions of sections 204.250 to 204.470 in the same manner as they shall comply to like functions relating to sewer facilities, and comply with the provisions of this chapter relating to solid waste disposal.

4. (1) Nothing contained in this section and section 260.220 shall apply to any unincorporated area in all second, third and fourth class counties or any county of the first class with a population of less than one hundred thousand in accordance with the most recent decennial census or to any incorporated city having a population of five hundred or less located in such counties; except that any exempted city, village or county may, after public hearing held on not less than twenty days' public notice by publishing a copy of the notice in some newspaper qualified to publish legal notices under chapter 493 and having a general circulation within the city, village or county once each week for three consecutive weeks, elect through its governing body to purchase equipment, acquire land, build buildings, incinerators, transfer stations or other structures, lease or otherwise acquire the right to use land or equipment, levy and collect charges for services, levy an annual tax, and do all other things necessary to provide for a proper and effective solid waste management system, as provided in subsection 1 of this section, and may adopt ordinances, rules, regulations or standards as provided in subsection 2 of this section, and may contract as provided in subsection 3 of this section.

(2) No city or county shall be required itself to operate or contract for the operation of solid waste collection, transportation or disposal services, or to collect service charges therefor, except to the extent that the department finds after public notice and public hearing, that privately owned and operated services are not reasonably available on a voluntary basis by contract or otherwise, or that the use of or failure to use such privately owned services has substantially endangered the public health or has resulted in a substantial public nuisance. Upon such a finding by the department, such city or county

shall itself operate or contract for the operation of such solid waste collection, transportation and disposal services as may be reasonably necessary to remedy such danger to the public health or to abate such public nuisance, until such city or county, by its solid waste management plan, demonstrates that the storage, collection, transportation, processing and disposal of solid wastes will by other means be carried out in a manner which protects the public health, prevents the creation of public nuisances, and prevents the pollution of the land, air and water of the state. Any person aggrieved by the finding of the department, including any city or county or any privately owned or operated service, may appeal as provided in chapter 536.

5. Any city or county which establishes a service charge for solid waste collection services shall state the service charge separately from any other charge of any kind. No city or county shall withhold, or authorize the withholding of, any other utility service for failure to collect the separately stated service charge.

6. Any city or county may contract with any municipal utility, investor owned utility, REA co-op, public water supply district, county sewer district, or any other type of utility to collect monthly service fees for the collection of solid waste.

(L. 1972 S.B. 387 § 4, A.L. 1975 S.B. 98, A.L. 1986 S.B. 475, A.L. 1987 H.B. 384 Revision, A.L. 1988 H.B. 1207, A.L. 1992 H.B. 1732)

Effective 6-19-92


(1976) This section allows imposition of a "charge" in addition to a tax and a two dollar and forty-five cent charge made to persons not using the service is not a tax and does not require a vote. Craig v. City of Macon (Mo.), 543 S.W.2d 772.

(2000) Section allows counties to regulate the location of solid waste facilities. L.C. Development Company, Inc. v. Lincoln County, 26 S.W.3d 336 (Mo.App.E.D.).

---- end of effective 19 Jun 1992 ----

[use this link to bookmark section 260.215](#)

Click here for the **Reorganization Act of 1974 - or - Concurrent Resolutions Having Force & Effect of Law**

In accordance with Section **3.090**, the language of statutory sections enacted during a legislative session are updated and available on this website on the effective date of such enacted statutory section. 

► Other Information

► Other Links

◀ • **Effective - 01 Jan 2008, see footnote** ▶

260.247. Annexation or expansion of solid waste services by city, notice to certain private entities, when — city to contract with private entity, duration, terms. — 1. Any city or political subdivision which annexes an area or enters into or expands solid waste collection services into an area where the collection of solid waste is presently being provided by one or more private entities, for commercial or residential services, shall notify the private entity or entities of its intent to provide solid waste collection services in the area by certified mail.

2. A city or political subdivision shall not commence solid waste collection in such area for at least two years from the effective date of the annexation or at least two years from the effective date of the notice that the city or political subdivision intends to enter into the business of solid waste collection or to expand existing solid waste collection services into the area, unless the city or political subdivision contracts with the private entity or entities to continue such services for that period. If for any reason the city or political subdivision does not exercise its option to provide for or contract for the provision of services within an affected area within three years from the effective date of the notice, then the city or political subdivision shall renotify under subsection 1 of this section.
3. If the services to be provided under a contract with the city or political subdivision pursuant to subsection 2 of this section are substantially the same as the services rendered in the area prior to the decision of the city to annex the area or to enter into or expand its solid waste collection services into the area, the amount paid by the city shall be at least equal to the amount the private entity or entities would have received for providing such services during that period.
4. Any private entity or entities which provide collection service in the area which the city or political subdivision has decided to annex or enter into or expand its solid waste collection services into shall make available upon written request by the city not later than thirty days following such request all information in its possession or control which pertains to its activity in the area necessary for the city to determine the nature and scope of the potential contract.
5. The provisions of this section shall apply to private entities that service fifty or more residential accounts or any commercial accounts in the area in question.

(L. 1988 H.B. 1207 § 1, A.L. 2007 S.B. 54)

Effective 1-01-08