

CITY OF SAINT PETER HOT SHEET



All the City news you need to know and a little bit more.

City Info Line 507-934-0675 TDD #711

The City of Saint Peter is an equal opportunity provider.



The following information is a publication of the City of Saint Peter, City Administrator's Office, 934-0663, 227 South Front Street. To request an email subscription to this newsletter, or for more information, please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



09/20/17

CITY COUNCIL ACTIONS – Action taken by the City Council on September 11, 2017 included adoption of the 2018 preliminary tax levy; approving City assistance for the high school homecoming parade (see attached story); directing staff to divest through attrition any City investments with Wells Fargo and Company; approval of a revolving loan request for Azure Skye, LLC (Tamika Bertram); authorization to execute a detour agreement with MnDOT for the 2018 Highway 169 project; approval for execution of a renewal safety program contract with the Minnesota Municipal Utilities Association; and approval of a contract with Nicollet County Public Health to perform health assessments related to the PALS program. Action to modify the City Code to allow the keeping of honey bees on private property under certain conditions did NOT get adopted and keeping of bees is still prohibited in Saint Peter.

The next City Council meeting is September 25, 2017 at 7:00 p.m. in the Governors' Room of the Community Center. For more information on City Council meetings, please contact the City Administrator's office at 507-934-0663. Copies of the Council packet are also available on the City's website at www.saintpetermn.gov/city.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – Taxes and Budgets (the series) ☺

The following is the second in a series of four columns about the

General Fund budget; that is to say the part of the City operations that your tax dollars go to support. Much of this is taken from the "budget memo" that the Council is provided as part of the Council meeting. You can find the budget memo, along with pages and pages of numbers, on our website at www.saintpetermn.gov.

The bullet points below show some of the specific changes in expenditures from 2017 to 2018. These are not prioritized, but rather are more of a "stream of consciousness" approach list.

- The Senior Center Coordinator contract with Nicollet County was terminated and the Recreation and Leisure Services Department was restructured. There isn't a financial significance to this change as we have \$10,000 additional revenue to offset the budget of \$40,587.
- The City has entered into an agreement with Ameresco to complete a project that will be funded by energy savings. This project will be a part of the Wastewater and Electric Fund budgets. Energy savings will be recorded by department within each budget, but the utility funds reimburse City buildings (except for the Library and 25% of the Community Center). The actual savings will end up in the Wastewater and Electric funds.
- Municipal Building maintenance in 2018 is proposed to include \$6,000 for building carpet, and \$20,000 in repair and maintenance items to improve the building.
- The sidewalk replacement plan that has been discussed with the City Council is not included in the 2018 plan. The change in plan is related to the additional expenditure of approximately \$48,000 that was approved in late July. It is our current plan to pick it up again in 2019. We will continue to pursue Safe Routes to School funds to help us with the program. Those funds would not be available in the next year or two.
- Street maintenance for 2018 is planned for an additional funding of \$39,453 over the 2017 budget. The ongoing street program provides maintenance on one of the City's biggest assets/investments that is very expensive to replace. This number

represents our best guess of inflationary impacts and a small increase in scope.

- Township Road 361 improvements are dependent on the State legislation opening up a township grant program again. No dollars are planned for this budget year, but there are maintenance expenses.
- Working with Damon Farber Consulting to address park planning, signage and branding is budgeted to complete the second year of their recommendations of \$10,000 in 2018. We anticipate much of this work to be in combination with the Minnesota Square Park Pavilion Project.
- The Fire Department budget includes \$7,500 which will contribute a fourth year to a replacement fund for equipment items that have certification expiration needs.
- The 2018 budget includes an allocation of \$2,500 for The Third Floor Youth Center. This is very much a wild card as District 508 reconfigures their space midway through our fiscal year. The current plan is that services will be provided on a more limited basis (fewer days of service) at the Middle School (the old high school).
- The insurance fund doesn't have any contributions funding for the 2018 year. The projected 2017 ending fund balance is \$216,000. The target here is \$300,000, but it will deplete without further funding. This area deserves a bit more discussion due to changes in rates over the last five plus years as we are no longer realizing savings that we planned to place in this fund.
- The 2018 revenue budget includes the anticipated building inspection revenues that have been discussed by the City Council in the past for some major projects in the community. We view this as "one time" money that can be available for one time projects, but should not be used to support year in/year out operations.
- A greater share of the cable franchise fee is being allocated into the Public Access Fund to purchase equipment, which means less into the General Fund. The number is about (\$35,000) which is a reduction to General Fund revenue.
- There will be a modest increase of \$10,000 across all programs in recreation program fees. Our hope is that this will bring us closer to our 40/60 cost split goal between fees/levy support.
- The 2017 and 2018 expenditures reflect no use of reserves to cover the expense of the

new Community Spirit Park. This deficit is still projected to be covered by the sale of the wastewater ponds and funds from the utility funds. A deficit of \$460,000 is still anticipated after the ponds are sold and the Utility funds chip in.

- Local Government Aid (LGA) increased \$76,201 in 2018. This is a total of \$3,039,687.
- Health insurance renewal is projected to have a 15.2% increase.

Remember this is just the list of significant changes from one year to the next. This does not represent all the other activities that are going on that your taxes pay for. So now you have read a number of the primary changes...does it make you wonder what the City's financial position is today?

Will you check out next week's HOT SHEET to find out? It makes me wonder.....

BE BRIGHT THIS FALL! Through December 31st, and while supplies last, City residential electric customers are eligible for reduced pricing on ENERGY STAR® qualified LED light bulbs at participating local and area retailers, including Arrow Ace Hardware, for as little as \$0.99 each (at select retailers).

ENERGY STAR-labeled LEDs use 80% less energy and last up to 25 times longer than incandescent light bulbs - but less watts doesn't mean less light. LEDs produce bright light for less cost because they use less electricity and last longer than incandescent and compact fluorescent bulbs - saving time and money on replacements.

By replacing the five most used bulbs in a home with energy-efficient LEDs, customers can save about \$40 in energy costs during the first year alone. LEDs also produce less heat than incandescent which improves safety.

While these financial savings are a big draw, LEDs also offer environmental benefits to help make the Saint Peter community a little greener.

Remember, supplies are limited, so get some discounted LEDs before they sell out! Visit SaveEnergyInSaintPeter.com/LED for the entire retailer list. Discounted LEDs purchased during this promotion are not eligible for the City's LED rebate program.



VOTER REGISTRATION – If you are not registered to vote....or if you moved or changed your name since the last time you voted....you still have time to pre-register to vote. Pre-registration will save you lots of time on Election Day.

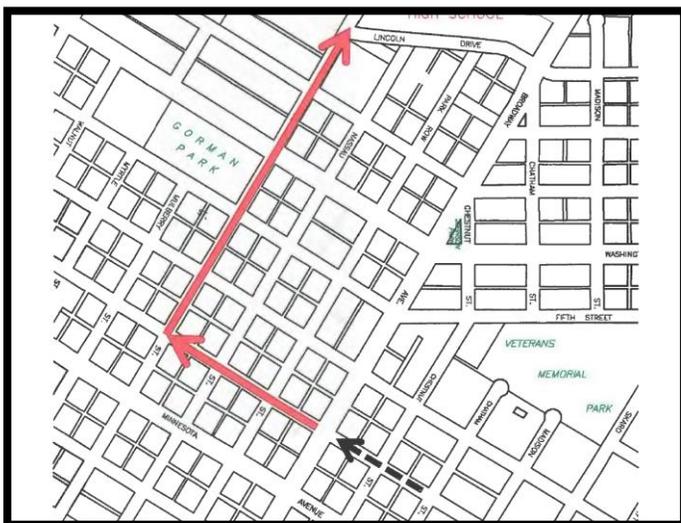


Voter pre-registration can be done online at [Voter Registration](#) or in person at the Nicollet County Government Center (501 South Minnesota Avenue). Voters have until 5:00 p.m. on Tuesday, October 17th to pre-register to vote.

For questions about voter registration, please feel free to call the City Administrator's Office at 507-934-0663 or check out the election portion of the City's website at [election information](#).

HOMECOMING PARADE ROUTE – The City Council has authorized City assistance for the homecoming parade on Friday, September 22nd beginning at 4:30 p.m. With the new location of the school, the parade route is changing from prior years. The new route will be as follows:

- Staging along the 100 and 200 blocks of North Third Street beginning at 3:30 p.m.
- Parade begins at the intersection of South Third Street and Broadway Avenue traveling south to Grace Street, then turning up Grace Street and ending at Lincoln Drive (the old high school).



COLD WEATHER RULE NOTICE - The Minnesota Cold Weather Rule provides that from October 15th through April 15th, the City of Saint Peter, the utility provider for Saint Peter residents, cannot disconnect a residential utility customer for nonpayment if **all** of the following four requirements are met:



- The account is current for the billing period immediately prior to October 15th.
- The electric disconnection would affect the customer's primary heat source.
- The customer's household income is less than 185% of the federal poverty level, as documented by the customer to the City.
- The customer has filed a "declaration of inability to pay" form with the City.

For the cold weather period October 15th to April 15th of each year the City of Saint Peter will install a limiting meter rather than disconnect service for a customer whose account has become delinquent.

The limiting meter will only allow customers to run their furnace, refrigerator and one or two lights. Customer's whose service is limited must pay all past due amounts plus a reconnection charge of \$70.00 plus tax prior to reconnection. The charge for reconnection after 3:30 pm or when the Finance Department is otherwise closed is \$300 plus tax.

What should a customer do if they can't pay their utility bill? A customer with a delinquent account may request a payment arrangement. The payment arrangement will require the customer to pay the current bill each month and make payments on the unpaid portion on a payment schedule limited to six (6) months. If payment is not made on the date agreed to by the customer and the current utility bill is not paid by the fifteenth of each month, service will be immediately disconnected. During the cold weather period, a limiting meter will be installed.

Customers needing help paying utility bills may qualify for state or federal fuel assistance. For complete qualifications and application information, please contact the Nicollet County Social Services office (934-8559) or the Minnesota Valley Action Council (934-5224). The Salvation Army Heat Share program may also be able to help and can be reached at 326-5017.



P.A.W.S. WALK - Are you ready for the 17th Annual P.A.W.S. Walk on Saturday, October 7th? Registration takes place beginning at 9:30 am - 10 am in the Mill Pond area of Riverside Park. The walk will start at 10:00 a.m.

As usual the walk will be a trick or treat walk through the downtown area with stops at participating businesses. Both pets and owners are encouraged to come in costume! (Prizes will be awarded!)

Concessions will be available at the Mill Pond with all funds going to Providing Animals With Shelter

(P.A.W.S.) Top donors and costume winners will be announced at 11:45 a.m.

Please help impounded animals by raising money for their care. Pledge forms are available at City Hall (227 South Front Street), the Police Department (207 South Front Street) or from the Kind Veterinary Clinic at 101 West Grace Street.

FALL YARD WASTE PICKUP – The City will be collecting branches/brush and garden waste such as tomato plants, flowers, etc. at curbside the week of September 25th. Please place branches/brush and garden waste parallel (one big pile is better than spread out along the curb line) and adjacent to the curb (not on the street). Brush or garden waste will not be collected after the week of September 25th but can be brought to the City’s drop-off site.

Leaves and grass clippings will be collected later in the fall. This work is done using a vacuum hose. Collection for properties north of Broadway Avenue will be starting at 7:00 A.M. Monday, October 23rd. Collection for properties located south of Broadway Avenue will begin at 7:00 A.M. Monday, November 6th.

To help speed up the collection process (which saves money for all of us), please keep the following tips in mind:

- Leaves must be placed within six feet (6') of the curb line and should be parallel to the curb. Please do not put the materials in the street or in bags and do not include animal wastes with the leaves. Do not place brush and grass clippings by trees, posts, etc. and please do not park in front of the yard waste until pick-up is complete.
- The collection process takes a long time to complete, (it took five weeks in 2015), and in order to complete the process before it snows, crews sometimes have to start before all the leaves have fallen. To be fair to all, the crews rotate which end of the community they start on each year.
- For those living on a corner lot, please note that it is possible that one side of your property will be picked up before the other as the trucks run north to south and then east to west to be more efficient in the collection process. If you want your materials collected on the same day, make sure to place the materials on the same side.
- Crews only go through an area once; so if your yard waste is not out by the dates and times mentioned above it will not be picked up but can be taken to the City’s yard waste drop-off site located at the intersection of North Swift Street and West St. Julien Street.

The collection process is quite lengthy, (it took five 5 weeks in 2016), and in order to complete the process before it snows, crews sometimes have to start the collection before all the leaves have fallen. Collection dates for the areas north and south of Broadway are rotated each year.

Should you miss the collection dates, yard waste can be taken to the City’s yard waste drop-off site. (See more information on the drop off site in the next article.)

And finally, please note.....Snowfall may end the process prematurely but leaves, brush, and garden waste can still be taken to the drop-off site.

This service, along with the drop-off site, is provided and funded by the Environmental Services fee on City utility customer bills.

DROP-OFF SITE OPEN 24 HOURS A DAY, 7 DAYS A WEEK - The brush and soft yard waste drop-off sites located at 1128 West Swift Street, (southwest intersection of St. Julien and Swift Streets) with access off West Swift Street are open year around for your convenience in dropping off brush and soft yard waste. Brush and tree trimmings need to be cut shorter than 6 feet. Separate bunker now provided for dropping off fill (rocks, dirt, etc.).

GOT JUNK? - Tri-County Solid Waste has organized a tire, appliance and electronics collection for residents of Nicollet, Sibley and Le Sueur Counties. If you have junk to get rid of, this is a great opportunity right in our own backyard (the Fairgrounds)!

Tire, Appliance, & Electronics Collection For Nicollet, Sibley & LeSueur County Residents

In St Peter - at the Nicollet County Fairgrounds
400 W. Union Street, St Peter, MN
Saturday, October 7th, 2017 9 am - 1 pm

This is a collection for Nicollet, Sibley & LeSueur County Residents only. Proof of county residency maybe requested.

NEW ITEMS
MATTRESSES
BOX SPRINGS
& KIDS CAR SEATS



Kids Car seats will be FREE Disposal
Mattress & Box springs will be \$10 per item
Mattresses & Box Springs WILL NOT be accepted if wet from being outside OR is deemed infested



Disposal cost for each appliance is \$10.00

The following appliances will be accepted: •clothes washers & dryers •dishwashers •hot water heaters •furnaces •garbage disposals •trash compactors •microwave ovens •ranges & stoves •dehumidifiers •freezers •refrigerators • air conditioners

The contractor has the right to reject any and all appliances that do not conform to their state permit requirements.
Extra fees will be charged for appliances that are not empty.

Car/ light truck tires	\$2.00 each
Semi/ small implement tires	\$5.00 each
Large Implement tires	\$10.00 each



Tires on rims will be charged double

Electronics accepted: TV, computer equipment, stereo, VCR/ CD/ DVD player, copier, cell phone, boombox, fax machine, etc.

 Electronics and TV's 19" and larger	\$10.00
Items smaller than a 19" TV	\$5.00
Computer hard drives w/ mouse & keyboard	\$5.00



For more information, call the Tri-County Solid Waste Office at 507-381-9196
www.co.nicollet.mn.us/180/Tri-County-Solid-Waste



HELP WANTED– The City of Saint Peter is currently accepting applications for the following part-time position:

- **PART-TIME BUILDING SUPERVISOR** - at the Saint Peter Community Center. Minimum qualifications include: High school diploma or equivalent. CPR and First Aid training or ability to be certified within six months of employment. Experience working with the public. Desirable qualifications include: Experience in building maintenance functions. Current CPR and First

Aid Certification. \$10.30 per hour. Applicants must complete a City of Saint Peter available from the City Administrator’s Office at 227 South Front Street, Saint Peter, Minnesota 56082-2538 or by calling (507) 934-0663. Completed applications must be received by the City Administrator’s Office no later than 5:00 p.m. on Friday, October 6, 2017. Faxed, emailed or late applications will not be accepted. AA/EOE

CITY MEETING CALENDAR - This calendar is subject to change. Should you have a question on a meeting date/time, please contact the City Administrator’s Office at 934-0663.

Thursday	September 21	2:00-5:00 p.m.	Senior Expo at Community Center
Monday	September 25	7:00 p.m.	City Council Meeting
Tuesday	September 26	5:30 p.m.	Heritage Preservation Commission
Wednesday	September 27	12:30 p.m.	Hospital Commission
Thursday	September 28	12:00 noon	Economic Development Authority
Friday	September 29*	8:00 a.m.	Tourism and Visitors Bureau
	*Rescheduled from September 22nd		
Monday	October 2	3:30 p.m.	Housing and Redevelopment Authority
Monday	October 2	5:30 p.m.	City Council Workshop
Thursday	October 5	5:30 p.m.	Planning and Zoning Commission
Monday	October 9	7:00 p.m.	City Council Meeting
Monday	October 16	5:30 p.m.	City Council Workshop
Monday	October 16	7:00 p.m.	Parks and Recreation Advisory Board
Tuesday	October 17	until 1:30 p.m.	CITY OFFICES CLOSED FOR STAFF TRAINING
Monday	October 23	7:00 p.m.	City Council Meeting
Wednesday	October 25	12:30 p.m.	Hospital Commission
Thursday	October 26	12:00 noon	Economic Development Authority
Friday	October 27	8:00 a.m.	Tourism and Visitors Bureau
Monday	October 30	5:30 p.m.	City Council Workshop
Tuesday	October 31	5:30 p.m.	Heritage Preservation Commission

*** Please contact the City Administrator’s office (507-934-0663) for up-to-date meeting information.***