

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
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The following information is a publication of the City of Saint Peter, City Administrator's Office, 934-0663, 227 South Front Street. Please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



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MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – *Checking out the competition on the World Wide Web....* A couple weeks after participating in a

discussion about possible changes to our website in 2017, I took a few minutes to check out some other City's websites. Please know that I am not a graphic design guy, nor am I really a big social media guy, but I understand the importance of both of those things in how we get our information out there and, more importantly, how you want to get or consume that information.

As I was checking out about a half dozen greater Minnesota city websites and Facebook pages, here are a couple things that I think I noticed. First, ours looks pretty good and certainly has a boat load of usable information on it. I think I noticed that each one has a different way of organizing the data or what you click to find certain things. I think I see that some communities are more formal and some more casual about how they reference their elected officials. We tend to use title and surname and some just say Jane (in one city Jane happens to be the Mayor).

I also noticed that compared to most, we have a lot of Facebook "Likes". I mean a lot more! One city that I viewed with a population of about 24,000 people had about 2,000 "Likes" where we have about 1,800 likes and or population is about 12,000.

Casual or formal? Like or not? Where do you get your information? Does what we do with our website or Facebook help you meet your needs? Do you have an idea for us on either of these? It makes me wonder.....

CITY COUNCIL ACTIONS – Action taken by the City Council on November 28, 2016 included authorization for purchase of a handheld communication system for River's Edge Hospital and Clinic; designation of "no parking" on Broadway Avenue from Sunrise Drive to the west corporate limits; authorization to execute a cooperative agreement with Nicollet County for Broadway Avenue improvements; authorization for purchase of a replacement backhoe/hammer for Public Works; authorization to execute a lease agreement and an interagency agreement with Minnesota River Valley Transit; acceptance of utility improvements at the Regional Treatment Center; and authorization to purchase a VHF radio system for the transit service.

The next City Council meeting is December 12th at 7:00 p.m. in the Governors' Room of the Community Center. (****Please note...this will be the last Council meeting in 2016!**) 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.

SISTER CITY VISITORS – Representatives from Saint Peter's Sister City of Petatlan, Mexico visited at the City Council meeting this week. Petatlan Mayor Arturo Gomez and his wife Leticia and Sister City Committee President Miguel Ademe and Representative Chaz Brown were in attendance at the meeting. Mayor Gomez presented the City with two gifts in recognition of the cooperative efforts and



friendship developing between the two communities.

THE GREAT CANDY CANE HUNT -

Here's a festive holiday event for the family. This year's Great Candy Cane Hunt will be held on Saturday, December 3rd at the Community Center. Meet in the gym just before one of the four scheduled hunt times: 9-9:10 am, 9:30-9:40 am, 10-10:10 am, or 10:30-10:40 am. All children accompanied with an adult are welcome. Over 8,000 candy canes will be hidden throughout the morning! This free event is sponsored by the Saint Peter Recreation Department



LIBRARY HOLIDAY OPEN HOUSE –

Please join us in the afternoon, Thursday, December 8th from 2–4 p.m., for live music performed by the St. Peter High School Madrigal Singers, sweet treats and refreshments. In the evening, 6–8 p.m., come for Cookies, Crafts and a Santa Sing-a-long. Sing-a-long with Santa at 6:30 p.m. Cookies and crafts available while supplies last.



HOLIDAY HOURS – The upcoming Christmas and New Year's holiday's means lots of changes in hours of service provided by the City. Here's what you need to know....

- All non-emergency offices of the City will be closed on Monday, December 26th and Monday, January 2nd for the Christmas and New Year's holidays.
- Holiday Hours for Community Center: The community center will be open from 8 a.m. to noon on Saturday, December 24 and closed on Sunday, December 25. New Year's Eve hours are 8 a.m.–5 p.m.; closed on New Year's Day. The community center will be open regular hours on Monday, January 2.
- Holiday Hours for the Saint Peter Public Library: Saturday, December 24, library hours will be 9 a.m. to noon; closed on Sunday, December 25. New Year's Eve hours are 9 a.m.–4 p.m. The library will be closed January 1 and 2, 2017.

- Open Gym at the community center during the holidays:
 - Fri., Dec. 23, 2–5 p.m.
 - Sat., Dec. 24, 8–11:30 a.m.
 - Mon., Dec. 26, 2–5 p.m.
 - Tue., Dec. 27, Noon–5 p.m.
 - Wed., Dec. 28, 2–5 p.m.
 - Thu., Dec. 29, Noon–5 p.m.
 - Fri., Dec. 30, 2–5 p.m.
 - Sat., Dec. 31, Noon–4 p.m.

HOT SHEET HIATUS – The last Hot Sheet of 2016 will be published the week of December 7th. Normal publication dates will resume in early January. Until then, for any news you need about the City, please visit our website at www.saintpetermn.gov.



CAMPAIGN SIGNS – If you are still sporting campaign signs in your yard, please note that they must be removed. State law allows campaign signage to be in place until 10 days after an election.

City regulations do not allow these signs outside of the period mandated in State law and they must now be removed. Signs which are in violation of the City's signage regulations may be removed by City staff without any further notification and they may be destroyed so if you want to save that little bit of election history, please remove the signs now.

VOLUNTEERS WANTED – The City Council will soon be considering appointments of City residents to advisory boards and commissions.



The various boards are tasked with topics ranging from planning for streets, parks, recreation activities, hospital and library services to considering loan requests and other financial matters.

If you live within the corporate limits of the City and are able to volunteer 1-2 hours a month to help the City Council, please consider applying. Application cards are available from the City Administrator's office at 227 South Front Street. Many openings will be available starting January 1st and more information on the various boards, including the dates/times of the meetings, is available on the City's website. Most terms are three years although some are up to five year terms.

For more information, or to apply to serve on an advisory board, please contact the City

Administrator's Office at 934-0663 or by email at barbaral@saintpetermn.gov.

HELP WANTED – The City of Saint Peter is now accepting applications for the following positions:

- **FULL-TIME AND PART-TIME TRANSIT SUPPORT SPECIALISTS.** The part-time positions will work mostly nights and weekends. Transit Support Specialists assist transit users in scheduling use, directing drivers to stops and pick-ups, provide clerical support for Transit Operations and Compliance Managers, and operate dispatching software. **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; demonstrated experience working with the public, demonstrated ability to operate a personal computer, ability to read, write, and speak the English language, ability to answer multi-line phone system. **DESIRED QUALIFICATIONS:** Experience operating a two-way radio/phone, 1+ year experience in an office setting, 1+ year of experience in a municipal or other transportation system providing logistical support for moving people or materials, demonstrated ability to read and navigate a map, 1+ year experience with dispatching or vehicle routing software and hardware, 1+ year experience in using social media such as Facebook or Twitter. Wage range \$15.00 to \$17.49 per hour depending on experience and qualifications. Applicants are required to submit a City application form available from the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. December 2, 2016. Faxed, emailed, and/or late applications will not be accepted. AA/EEO

- **FULL AND PART-TIME BUS DRIVERS** - The City of Saint Peter is currently accepting applications for the positions of Full-time and Part-time Bus Drivers. **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; possession of, or ability to obtain within 30 days of employment, a valid State of Minnesota CDL minimum of Class C Driver's License with passenger endorsement. **DESIRED QUALIFICATIONS:** Previous experience working with the public; training in vehicle mechanics; experience operating a two-way radio/phone; and prior bus driving experience. Starting wage \$14.93 per hour. Applicants are required to complete City application form available in the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. December 9, 2016. Faxed and/or late applications will not be accepted. ****NOTE:** The successful candidates for this position will be required to successfully complete and pass a pre-employment drug test. The position is also subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing as required by USDOT 49 CFR Part 655 (Federal Transit Administration) and USDOT 49 CFR Part 40. In addition, successful candidates for this position must have a vehicle driving record which is clear of revocations, suspensions and cancellations for the past three (3) years. Applicants may be required to submit to a criminal background check and be clear of convictions for crimes or anticipatory crimes (as defined in M.S. 609.17 and 609.175) within the previous fifteen (15) years. AA/EEO

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 or visit the City's website at www.saintpetermn.gov.

Wednesday	November 30	6:00 p.m.	Joint City Council/School Board Meeting
Thursday	December 1	5:30 p.m.	Planning and Zoning Commission
Monday	December 5	3:30 p.m.	Housing and Redevelopment Authority
Monday	December 5	5:30 p.m.	City Council Workshop
Monday	December 12	7:00 p.m.	City Council Meeting
Monday	December 19	7:00 p.m.	Parks and Recreation Advisory Board
Thursday	December 22	12:00 noon	Economic Development Authority

Friday	December 23	8:00 a.m.	 Tourism and Visitors Bureau
Monday	December 26		CHRISTMAS HOLIDAY – City Offices Closed
Tuesday	December 27	5:30 p.m.	Heritage Preservation Commission
Wednesday	December 28	12:30 p.m.	Hospital Commission
Monday	January 2		NEW YEAR'S HOLIDAY – City Offices Closed 
Tuesday	January 3	5:30 p.m.	City Council Workshop
Thursday	January 5	5:30 p.m.	Planning and Zoning Commission
Monday	January 9	7:00 p.m.	City Council Meeting
Tuesday	January 10	5:30 p.m.	Library Board
Monday	January 16		MARTIN LUTHER KING JR. DAY – City Offices closed
Tuesday	January 17	5:30 p.m.	City Council Workshop
Tuesday	January 17	7:00 p.m.	Parks and Recreation Advisory Board
Monday	January 23	7:00 p.m.	City Council Meeting
Wednesday	January 25	12:30 p.m.	Hospital Commission
Thursday	January 26	12:00 noon	Economic Development Authority
Friday	January 27	8:00 p.m.	Tourism and Visitors Bureau
Monday	January 30	5:30 p.m.	City Council Workshop
Tuesday	January 31	5:30 p.m.	Heritage Preservation Commission

Please note that due to the upcoming holiday season, some meetings may be rescheduled or cancelled. Please contact the City Administrator's office (934-0663), check out our website (www.saintpetermn.gov) or the City's Facebook page at [FACEBOOK](#) for up-to-date meeting information.