

CITY OF SAINT PETER HOT SHEET



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



02/18/2015



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) - *Did you see the white go-go boots?.....*A few weeks back the HOT SHEET contained my musings on a great

downtown. This week the Council and the Historic Preservation Commission had a joint discussion about the condition of buildings in our downtown and the concerns that were part and parcel of the Mom and Pop's building being demolished.

While the details of that issue are too numerous to get into here, I think it is important for our community to have a discussion about what do we want for our downtown and what the City's role should be in that. So, to that end we have worked to fashion a discussion that is logical and driven to not only better understand what the building owners and business operators want, but also what is good for the community as well. I don't expect this discussion to be solved after one meeting, nor do I expect that all will agree on every issue. What I hope for is a discussion based on the following questions:

- Is there a problem that can be defined?
- If so, what is the defined problem?
- Is the problem specific to a few or to many?
- Is there specific action that can be taken to address the few, or must broader action be taken to ensure that all are treated equally or that the problem is avoided in the future?
- Are there examples of rules that already exist that can help us in solving the problem? What are they?
- What other options or ideas can we brainstorm that could lead to a solution to the defined problem?



There are certainly many other questions that could be asked, but if a common definition to the problem can be defined and actionable steps can be articulated that address the problem, the next steps relate to projecting outcomes, defining if resources are needed, confronting tradeoffs, assembling a process to enact the solution, and then taking action to put a solution into place.

I believe it should be our goal to have a problem solving discussion. It seems clear that some action should be taken to prevent a repeat of the demolition that occurred. I think most would agree that the buildings we have downtown are an important part of our past and future. The challenge will be in determining the scope of the problem (i.e. the definition) and the amount of regulation that will be needed to avoid it in the future.

If you want to know more check out our February workshop packet on our website at www.saintpetermn.gov.

Will you check out all the info we distributed as a part of the workshop packet? It makes me wonder.....

DOG LICENSES DUE – Dog licenses are due this year. (The two-year licensing period rotates with cat licenses which are due in even years.) Licenses are due by April 30th and are available from the Community Development Department in City Hall (227 South Front Street).

Pet owners may purchase the licenses in person or by mail. Payment for the license fee and an updated rabies certificate must be provided at the time of purchase.

Dog license fees are as follows:

Spayed/Neutered	\$5
Unaltered	\$25

More information on pet licensing is available from the Community Development Department at 934-0661.

STORMWATER POLLUTION PREVENTION PLAN - Notice is hereby given that the City of Saint Peter Stormwater Utility will conduct a public meeting regarding the Stormwater Pollution Prevention Plan (SWPPP) on Wednesday, March 4, 2015, from 1:00 p.m. – 4:00 p.m. in the Senior Center at the Community Center at 600 South Fifth Street. At the meeting Stormwater Utility staff will provide the public with an opportunity to review the SWPPP, ask questions, and receive some additional literature on stormwater prevention.

Copies of the SWPPP are available for public inspection and review at the City Administrator's Office and Public Library.

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of February 9, 2015 included approval of Registered Land Survey #68; a public hearing and subsequent action to approve City sponsorship of a Small Cities Development Program grant application to fund a portion of Southwest Minnesota Housing Partnership's renovation of Maplewood Apartments; approval for transfer of excess General Fund reserves to the Park Land Dedication fund; and approval for a month to month lease by Quality Products of the City owned property at 430 Ritt Street.

The next regular meeting of the City Council will be Monday, February 23rd 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 934-0663. Copies of the Council packet are also available on the City's website at www.saintpetermn.gov/city.

ANOTHER CHANGE...PLANNING COMMISSION MEETING SCHEDULE – At the beginning of February the Hot Sheet contained information that the Planning Commission meetings were being changed to the first Wednesday of each month beginning at 5:30 p.m. in the Governors' Room of the Community Center.

Unfortunately, they have changed their dates to the first THURSDAY of each month. Same time and location, but the meetings will now be on Thursday. Sorry for the confusion. For more information on Planning Commission meetings, please contact the Community Development Department at 934-0661.

LIBRARY BOARD RESCHEDULED – The regular Library Board meeting in March has been rescheduled to March 4th at 5:30 p.m. in the Library meeting room. This change was required due to a conflict with the special election on March 10th and restrictions in State law that prohibits certain public meetings during voting hours. For more information on Library Board meetings, please contact the Recreation and Leisure Services Department at 934-0667.

ABSENTEE BALLOTS – Absentee ballots for the March 10th special election are available from the Nicollet County Auditor/Treasurer's office at 501 South Minnesota Avenue. All voters in School District #508, including those outside the Saint Peter corporate limits, will obtain absentee ballots from Nicollet County for this election.

Following a change in legislation, voters may now vote by absentee without providing one of the previously acceptable reasons for voting absentee. All absentee ballots must be received by Election Day to be counted.

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

- **PART-TIME UTILITY METER READER** - in the Finance Department. Minimum qualifications: high school diploma or equivalent; experience working with the public; and valid Class D driver's license. Desired qualifications: record keeping experience and previous meter reading experience. Position works over the first two weeks of each month. Meter Readers must work in all weather conditions. \$13.01 per hour without insurance or \$10.51 per hour with health insurance. Applicants are required to complete a City application form available in the City Administrator's office at 227 South Front Street between the hours of 8:00 a.m. - 12:00 noon and 1:00 p.m. - 5:00 p.m. or by calling (507)934-0663. **Completed applications must be received by the City Administrator's Office by 5:00 pm, February 27, 2015.** Faxed, emailed and/or late applications will not be accepted.
- **POLICE PATROL OFFICER** - Applicants must have a minimum of a two year degree in Law Enforcement from a P.O.S.T. accredited college or vocational school or five years' experience as a Police Officer; Possession of a valid Minnesota P.O.S.T. board license or eligibility to immediately receive a P.O.S.T. board license; possession of, or eligible for a Minnesota Class D Driver's license; and

satisfactory results on recruitment instruments designated by the Police Civil Service Commission, such as oral examinations, written examinations, physical examinations and psychological examinations. Desired qualifications include: four year Bachelor's Degree in law enforcement or related field; experience working with a law enforcement agency; and specialized training or certificate in a law enforcement related field; customer service oriented employment history. Probationary pay rate has been established at \$24.57. Applications may be obtained at, and must be submitted, along with a cover letter and résumé, to the Saint Peter Police Civil Service Commission, c/o Saint Peter Police Department, 207 South Front Street, Saint Peter, MN 56082, (507)931-1550, **by 5:00 p.m. February 27, 2015**. Faxed and/or late applications will not be accepted.

- **SEASONAL POSITIONS IN PUBLIC WORKS AND RECREATION:** The City of Saint Peter is accepting applications for seasonal positions for the 2015 summer season. These are positions for which an eligibility list will be maintained until August 31, 2015. Applications available beginning Wednesday, February 11, 2015 on the City's website (www.saintpetermn.gov – only for seasonal positions); from the City Administrator's office during the hours of 8 am–Noon and 1–5 pm, 227 S. Front Street; or by calling 507-934-0663. **Completed applications must be received by the City Administrator's Office by 5 pm on Friday, March 13, 2015.** Faxed and/or late applications will not be accepted.

- **PUBLIC WORKS SEASONAL LABORER:** Duties include a variety of manual labor tasks associated with the care, maintenance, and cleaning of City facilities and equipment including, but not limited to, painting, washing, mowing, weeding, digging, cleaning and organizing; planting, trimming, and removal of trees and shrubs and mowing and trimming facilities. 40 hours/week. Applicants must possess a minimum valid Class C or D driver's license. Must pass pre-employment drug test; subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. Minimum age: 18. A condition of employment shall be successful completion of a background investigation. Must be at least 18 years of age for Public Works positions. Starting wage - \$9.00/hour.

- **RECREATION/LEISURE SERVICES:**

- **SPORTS/SPECIAL EVENTS PROGRAM COORDINATOR:** Train & supervise staff, organize and implement summer sports and special event programs (Baseball, Soccer, Special Events etc.) and. Need strong organizational, motivational, planning and leadership skills. Experience with school age children. 35–40 hours/week. Mid May–End of August. Starting wage: \$11.00/hour.
- **CREATE A CAMP COORDINATOR:** Train, supervise staff, organize and implement summer programs (Day Camps, Special Events) for 6–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$11.00/hour.
- **SPECIALTY CAMP/PRESCHOOL COORDINATOR:** Train & supervise staff organize and implement summer programs (Lil Rascals, Specialized Day Camps, Special Events) for 3–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$11.00/hour.
- **VOLUNTEER IN THE PARK COORDINATOR:** Recruit, train, assign and supervise youth volunteers. Strong organizational skills and previous work with youth required. Flexible hours. 30–40 hours/week. May–August. Starting wage: \$11.00/hour.
- **RECREATION LEADERS:** Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 35–40 hours/week. Starting wage: \$9.50/hour.
- **PART TIME RECREATION LEADERS:** Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 20–25 hours/week. Starting wage: \$9.50/hour.
- **AQUATICS PROGRAM-** Aquatics Program candidates must pass pre-employment drug test; be subject to post-accident, random,

reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations.

- HEAD LIFEGUARDS: Duties include supervision of aquatics personnel, pool patrons, and pool facility. Must have three years of lifeguard experience. Current WSI, LGT, First Aid and CPR certificates required. Strong leadership background. Minimum age: 18. Starting wage: \$10.50/hour.
- LIFEGUARD/WSI: Duties include teaching swim lessons and supervision of swimmers. Some maintenance. Full, part-time and substitute positions. Current WSI, LGT, First

Aid and CPR Certificates required. Starting wage: \$9.50/hour.

- LIFEGUARD (without WSI): Duties include supervision of swimmers and some maintenance. Full, part-time and substitute positions. Current LGT, First Aid & CPR Certificates required. Minimum age: 15. Starting wage: \$9.00/hour.
- OUTDOOR POOL CASHIER: Duties include collection of pool fees, light bookkeeping, some maintenance and strong public relations skills. Part-time. Starting wage: \$7.25/hour.

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.

Monday	February 23	7:00 p.m.	City Council Meeting
Tuesday	February 24	5:30 p.m.	Heritage Preservation Commission
Wednesday	February 25	12:00 noon	Hospital Commission
Thursday	February 26	12:00 noon	Economic Development Authority
Friday	February 27	8:00 a.m.	Tourism and Visitors Bureau
Monday	March 2	3:30 p.m.	Housing and Redevelopment Authority
Monday	March 2	5:30 p.m.	City Council Workshop Session
Wednesday	March 4	5:30 p.m.	Planning and Zoning Commission
Wednesday	March 4	5:30 p.m.	Library Board
Monday	March 9	7:00 p.m.	City Council Meeting
Tuesday	March 10		SPECIAL ELECTION DAY
Monday	March 16	5:30 p.m.	City Council Workshop Session
Monday	March 23	7:00 p.m.	City Council Meeting
Wednesday	March 25	12:00 noon	Hospital Commission Meeting
Thursday	March 26	12:00 noon	Economic Development Authority
Friday	March 27	8:00 a.m.	Tourism and Visitors Bureau
Monday	March 30	3:00 p.m.	City Council Goal Session
Tuesday	March 31	5:30 p.m.	Heritage Preservation Commission

