

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. Please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



08/06/2014

WASTEWATER OPERATOR OF THE YEAR –

Congratulations to City of Saint Peter Wastewater Operator John Hank (seen in this photo on the left), who was recently named Class C “Wastewater Operator of the Year” by the Minnesota Wastewater Operators Association (MWOA).



Award winners must meet several excellence criteria including job performance, accomplishments; awards; education and training undertaken to further their performance; involvement in professional, community and civic activities; and involvement in the advancement of the MWOA.

John first had to be nominated for the award and compete against other Operators from the southwest section of MWOA. After being named the Southwest Section “Wastewater Operator of the Year” he became eligible for the State award and learned he had been selected the State winner during the MWOA annual meeting in July.

John has been employed by the City since 2011 and we congratulate him on a well-deserved honor!

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of July 28, 2014 included awarding the bid for the 2014 Old Minnesota Avenue Surface Improvements Project to OMG Midwest (dba Southern Minnesota Construction); rejection of both bids received for the 2014 TH 169 and Union Street Utility Improvements Project; approving the unbudgeted purchase of two computer servers; and approving minimum wage

modifications for certain seasonal and regular positions.

Action taken at the special City Council meeting of August 4, 2014 included denial of a request from the Minnesota Department of Transportation (MnDOT) to utilize Old Minnesota Avenue from the north intersection with Highway 169 to Union Street as a temporary detour of Highway traffic for MnDOT's Highway 169 improvement project. MnDOT still intends to detour the traffic and more information on the alternate detour route is expected to be provided by MnDOT when it has been finalized.

The next regular meeting of the City Council will be Monday, August 11th 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.

SEAT COATING WORK – The City's seal coat contractor is in town and has begun the annual seal coating project. This work is done by placing asphaltic oil on the roadway and then placing small red chip stones on top. Seal coating is done to “seal” the street which helps prevent moisture from getting under the asphalt surface. Water leaks, like in someone's home, can travel far and do a lot of damage, so the City's Streets crew works hard to make sure no moisture gets under the road surface.

During the process, there is no parking allowed on the roadway, but once the stones have been placed, parking is again allowed and motorists are allowed to drive on the road. The contractor has flag persons at major intersections to control traffic which allows the equipment to move quickly through each area. Residents are asked to comply

with the “no parking” restrictions and to drive slowly in and around this maintenance work.

The seal coating project is expected to be completed by Thursday, August 8th. Questions on seal coating? Please contact the Public Works Department at 934-0670.

WORK ZONE FINES INCREASE – *Update....Please use extra caution in the Highway 169 construction zone and any others you encounter. Monday evening a multi-vehicle accident occurred in/near the work zone and it's a good reminder of what can go wrong near construction activity with compressed space between vehicles and those who don't reduce their speed.***



With the many construction work zones that are currently in place in and around Saint Peter, motorists are reminded that beginning Friday, August 1st, a new law will take effect that sets the fine for violation of work zone speed limits at \$300 plus the cost of the ticket. The law also impacts

motorists who fail to obey directions given by flaggers.

Having this law in place provides added incentive for drivers to slow down and be aware of the work going on around them. This helps keep those working in the construction zones safe as they complete their work on the roadways.

The Minnesota Department of Transportation (MnDOT) has another initiative in place to help keep construction workers safe. This summer MnDOT and the Department of Public Safety and the Minnesota Department of Public Health joined together on a campaign called “Orange Cones. No Phones”. The campaign works to educate/remind drivers to hang up their phones and pay attention in work zones. This is a wonderful idea all of the time, but especially in and around construction areas.

So, give the workers and your wallet a break and obey the reduced speed limits in a construction zone and follow the direction given by the flag person.

TRAIL MAINTENANCE WORK – In an effort to protect City trails, a fog seal and seal coating program has been established and fog sealing work began August 4th on the City's pedestrian/bike trails. The goal is to complete the process by Thursday, August 7th, weather permitting. In the event of rain, work will be completed the following day. Work should be completed with as little inconvenience to trail users as possible; however, please observe the “Trail Closed” signs to eliminate the residue which is left on the trails from sticking to

shoes, bicycles etc. The residue will be completely dry within 24 hours and the trails will be reopened after that time. Those with questions on this work are asked to contact the Department of Public Works at 934-0670.

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



• **RECEPTIONIST/ACCOUNTS**

PAYABLE CLERK - in the Building Department. Minimum qualifications: High School Diploma or equivalent; Knowledge of office procedures and practices; Knowledge of use of office machines exemplified by personal computer; Experience with MS Word or Excel; One year experience in any position that provides direct contact with and service to customers. Desired qualifications: Two plus years of experience working in an office setting with similar duties; Advanced training in office skills exemplified by a certificate or AAS degree in office procedures or Administrative Assistant through an accredited post-secondary educational institution; Advanced use and knowledge of MS Word and Excel software exemplified by certification through an accredited post-secondary educational institution; Experience with a municipal accounting system; Knowledge of Use tax laws; Two or more years' experience working directly with municipal accounting, principles, practices and terminology; and post-secondary education in Accounting or related field. \$11.00-\$12.32 per hour plus benefits including insurance and retirement. 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 returned no later than 5:00 p.m., August 8, 2014. Faxed, emailed and/or late applications will not be accepted. AA/EOE

• **ELECTION JUDGES –** for November general Election only. To be eligible for appointment as an Election Judge, a candidate must be:

- eligible to vote in the State of Minnesota; and
- affiliated with a major political party; and
- able to read, write and speak English; and
- appointed by the City Council; and
- trained and currently certified as an Election Judge.

An Election Judge cannot be:

- a candidate in that election (i.e. be running for an office on the ballot used in that precinct); or
- the husband, wife, parent, step relative, child, brother, or sister of a candidate or another Judge in the same precinct; or
- a challenger.

All Judges must attend a mandatory training session before the election and are paid at the rate of \$8.75 per hour for their service. Most Judges work all day on Election Day and State law does allow individuals who serve as Judges to take time off from work. If you would like to be considered for appointment as an Election Judge for the November general election, or for more information on how you can serve your community in this way, please contact the City Administrator's office at 934-0663 or send an e-mail to barbaral@saintpetermn.gov.

- **POLICE PATROL OFFICER** - The City of Saint Peter Police Civil Service Commission is currently accepting applications to establish an eligibility rank for the position of Police Patrol Officer. Applicants must have a minimum of two year degree in Law Enforcement from 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 in 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 \$24.08. 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. August 8, 2014. Faxed and/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 or visit the City's website at www.saintpetermn.gov.

Monday	August 11	7:00 p.m.		City Council Meeting
Tuesday	August 12			PRIMARY ELECTION DAY
Monday	August 18	5:30 p.m.		City Council Workshop Session
Friday	August 22	8:00 a.m.		Tourism and Visitors Bureau
Tuesday	August 26	5:30 p.m.		Heritage Preservation Commission
Wednesday	August 27	12:00 noon		Hospital Commission
Thursday	August 28	12:00 noon		Economic Development Authority
Monday	September 1			LABOR DAY HOLIDAY – City Offices Closed
Tuesday	September 2	5:30 p.m.		City Council Workshop Session
Tuesday	September 2	5:30 p.m.		Planning and Zoning Commission
Monday	September 8	7:00 p.m.		City Council Meeting

Tuesday	September 9	6:00 p.m.	Library Board
Monday	September 15	5:30 p.m.	City Council Workshop Session
Monday	September 22	7:00 p.m.	City Council Meeting
Wednesday	September 24	12:00 noon	Hospital Commission
Thursday	September 25	12:00 noon	Economic Development Authority
Friday	September 26	8:00 a.m.	Tourism and Visitors Bureau
Monday	September 29	5:30 p.m.	City Council Workshop Session
Tuesday	September 30	5:30 p.m.	Heritage Preservation Commission