

# 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](mailto:barbaral@saintpetermn.gov) or visit our Facebook page at [www.facebook.com/cityofsaintpeter](http://www.facebook.com/cityofsaintpeter)



10/02/2013

**CITY COUNCIL ACTIONS** – Action taken by the City Council at the regular meeting of September 23, 2013 included a public hearing and subsequent action to expand the gateway overlay district regulations to additional properties; authorization for David Drown Associates to provide for competitive sale of General Obligation Municipal State Aid bonds; approval for modifications to the Public Works Administrative Secretary job description; and a closed session to discuss real estate acquisition negotiations related to the Washington Avenue Link Improvement Project and future park land.

The next regularly scheduled City Council meeting will take place on Monday, October 14<sup>th</sup> in the Governors' Room of the Community Center. Copies of the City Council meeting packet are available online at the City's website ([www.saintpetermn.gov](http://www.saintpetermn.gov)). For more information on City Council meetings, please contact the City Administrator's office at 934-0663.



**MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE – Park Plan...What's that?**

Saint Peter has had a parks plan for many, many years. That plan was painstakingly

put together by a group of volunteers called the Parks and Recreation Advisory Board.

This group is always thinking about parks. Not just the parks you read a book in. Not just the parks where you play soccer or baseball. Not just the parks you run through on your morning jog. Not just the ones you hear the music played at, but all parks.

Their plan, which was approved by the City Council, has been in place since 2005. We don't talk about it at every meeting, but the Council and

School Board talked about it at a televised meeting a few weeks back. The Parks Board talks about it often and the City Council revisits the plan on a regular basis. It is a very important planning document and anyone can look at it on the City's website at <http://www.saintpetermn.gov/sites/default/files/documents/public-works/ParksMasterPlan2005Part1.pdf>.

If you look at the parks plan you will see many, many things. One of the things I want to highlight this time is the portion of the plan that looks forward to what we do as we grow. There are a number of maps that give us direction relative to where new parks should generally be and how much park space we should have. As we grow, more parks will be needed and we already feel the pressure of not enough ballfields, soccer fields and the like. The Council aims to work on fixing that.

How do they fix that? In the future, according to the plan, the City will acquire property to meet its park's needs. There are any number of ways that acquiring the property can take place. One of the easiest is to buy it when it comes up for sale. The challenge for the Council will be to plan well financially, which they have done, but also make sure they do not pay too much that use of legal means is much cheaper. It really is that balance between cost versus the hassle of a legal process.

As you look at the parks plan you will see areas where parks are likely to be placed. Please know that the City will be out there looking for the best ways to ensure that parks can continue to meet the needs of the community and continue the great history we have with wonderful parks.

Will you look at our parks plan? It makes me wonder....

**VOTER REGISTRATION** – The deadline to pre-register to vote for the November 5, 2013 general election

is Tuesday, October 15<sup>th</sup> at 5:00 p.m. Voters can register online at [www.mnvotes.org](http://www.mnvotes.org) or at the County Auditor/Treasurer's office.

Don't know if you are registered? Use the [www.mnvotes.org](http://www.mnvotes.org) website and find out! This helpful website can also be used for absentee voting information and to find out where your polling place is located. It's all part of the election website provided by the Secretary of State's Office.

And remember.....absentee ballots are now available for everyone in School District #508 through the County Auditor/Treasurer's office at 501 South Minnesota Avenue.

**HYDRANT FLUSHING** - The Public Works Department will be flushing hydrants beginning October 14<sup>th</sup> through approximately October 25<sup>th</sup>. Flushing will take place between 8:00 p.m. and 5:00 a.m. to minimize inconvenience to residents. Flushing could make water cloudy or discolored for a short time, so please check your water clarity before doing laundry.

There are numerous benefits from hydrant flushing including:

- Improved water quality. Hydrants are flushed at least twice yearly to remove residue from the main pipe system which helps keep City water clear.
- Fire safety and fire rating – The Water crew tests the flow at hydrants to ensure it is adequate to pump to the City's fire tanker truck. Hydrant flow is also important in helping control fire insurance costs.
- Economic development – Accurate flow information is made available to prospective businesses and industries that may consider locating in Saint Peter.



If you have any questions about this process, please contact the Public Works Department at 934-0670.

**FREE ROUTE BUS RIDES** - On Tuesday, October 8<sup>th</sup> the City's Transit system will be providing free rides on either of the ROUTE buses throughout Saint Peter. (The free rides are not available on the dial-a-ride buses.)

This promotion is being done as a thank you to all those riders who have made use of the route bus

and to promote use of the route bus to others who have not tried it as of yet.

The route buses stop at 16 locations within the community every hour from 10:00 AM to 6:00 PM, Monday through Friday. Current transit dial-a-ride passengers are encouraged to try riding the Route bus if they are near a bus stop. The route stops and times are listed below and are available on the

**Route Stops:**

South Loop (Route)	North Loop (Route)
Family Fresh Market ( <i>old Econofoods</i> ) (:00) top of hour	Family Fresh Market (:28)
Kwik Trip (:03)	Fairview Apartments-706 Ronell Street (:34)
Regional Treatment Center-RTC (:08)	Shopko (:36)
Parkview Manor Apt Parking Lot-1010 S. 4th St. (:13)	Holiday Gas Station (:38)
Gustavus Adolphus College-3 Flags (:16)	Maplewood Apt-1320 N 5th Street (:40)
Community Center-Door A (:19)	Sunnyvale Court Apt-1607 N 5th St. (:42)
Nicollet County Bank (:22)	Ecumen Sand Prairie-700 Knight St. (:48)
River Rock Cafe (:25)	Sunrise Meadows Apt-1435 Sunrise Dr. (:51)
Family Fresh Market (:28)	Rivers Edge Hospital-Main Entrance (:54)

transit section of the City's website at <http://www.saintpetermn.gov/transit>.

Pamphlets listing the stops and times are also available from Transit drivers or at the Finance Department at City Hall.

For more information on the City's transit system, please call the Transit office at 934-0668.

**CANCER PREVENTION STUDY-3** – River's Edge Hospital and Clinic has joined the American Cancer Society's (ACS) nation-wide cancer study.

Over 100 years ago the American Cancer Society began the fight of a lifetime – the fight to end cancer and the ACS is determined to make this cancer's last century. They are asking for volunteers to help finish the fight by enrolling in their research study called Cancer Prevention Study-3 or (CPS-3).



The study is open to anyone in the United States who is willing to commit to the study long-term which means completing periodic follow-up surveys at home for the next 20-30 years; is between 30-65 years old; and has never been diagnosed with cancer (not including basal or squamous cell skin cancer).

Enrollment takes two steps.....the first is done at River's Edge Hospital and Clinic where you will be asked to read and sign an informed consent form,

complete a brief written survey, and provide a waist circumference measurement and a small blood sample (7 teaspoons total...just like a doctor's visit). The blood sample will be taken by a certified, trained phlebotomist.

The next step takes place at home where you will complete a more detailed survey asking for info on lifestyle, behavioral, and other factors related to your health. Then periodically you will receive a survey at home to update the info.

Enrollment in Saint Peter takes place on Tuesday, October 29<sup>th</sup> from 3:30 – 7:30 p.m. at the conference room in the Rivers Edge medical office building. Appointments can be scheduled online at [www.222.cps2southernmn.org](http://www.222.cps2southernmn.org).

So, if you want to volunteer today for a cancer-free tomorrow, sign up! And remember to tell your friends, family, coworkers and everyone you know about this historic opportunity to save lives and finish the fight against cancer.

For more information please visit [www.cancer.org/cps3](http://www.cancer.org/cps3) or call 1-888-604-5888.

**HOSPITAL CEO RECEPTION** – The public is invited to join the Hospital Commission and staff of River's Edge Hospital and Clinic for a reception honoring retiring CEO Colleen Spike and welcoming incoming CEO George Rohrich.

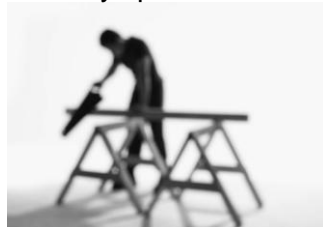
The reception will take place on October 31, 2013 from 4:00-6:00 p.m. Coffee and cake will be served at this open house event in the Medical Office Building Atrium at River's Edge Hospital and Clinic at 1900 North Sunrise Drive.

Please join us as we thank Colleen for her many years of service and welcome George to his new position.

**BUILDING DEPARTMENT PROCESS** – *This is the second installment in a series of articles following the building permit process. When we left off the first article, the Prafke's building permit had been approved.....*

Now that the permit has been issued, the contractor for the Prafke's can begin the job.

First, the contractor puts stakes in the ground where the addition will be placed on the home. In this rare instance, since the addition is not close to any City setback requirements and is located in a large back yard, a site inspection was not required for the job. If there had been any question at all regarding the setback requirements, a site inspection would be completed before any digging was allowed to be done.



On September 11<sup>th</sup>, a request was made for a footing inspection. During this inspection the Building Inspector was checking footing size (at two locations on this project the footings are bigger to help support a point load from the roof), rebar size and whether it was supported three inches above the bottom of the footing. The Inspector also looked at the type of soils the footings are on and that the soil is free of any debris. All looked correct, so the Building Inspector signed and dated the permit inspection sheet. The next inspection will be checking the foundation of the addition.

More information on the Prafke project and the City's inspection services will be provided in the next issue of the Hot Sheet.

### **CITY VEHICLE**

**SALE** - Looking for a used car? The City is now offering for sale four, white Ford Crown Victoria



vehicles. These ex-squad cars are model years 2000 (2), 2003, and 2004. The cars are on display west of City Hall (227 South Front Street) in the old Library lot. Cars are being sold through the State of Minnesota Department of Administration online auction at [www.minnbid.org](http://www.minnbid.org). Inspections of the vehicles can be scheduled through Community Service Officer (CSO) Thompson at the Police Department (931-1550).

**COLD WEATHER RULE NOTICE** - The Minnesota Cold Weather Rule stipulates that from October 15<sup>th</sup> through April 15<sup>th</sup>, a utility 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 15<sup>th</sup>.
- 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 electric utility; and
- The customer has filed a "declaration of inability to pay" form with the electric utility.

The City of Saint Peter adheres to these regulations and a lot of customers who are behind on their bills have been coming in to try and avoid being shut off before the deadline.

That doesn't mean that customers can go all winter without paying and use unlimited amounts of electricity. During the cold weather period October 15<sup>th</sup> to April 15<sup>th</sup>, the City installs limiting meters



rather than disconnecting service for a customer whose account has become delinquent. The limiting meter allows customers to run their furnace, refrigerator and approximately one or two lights. If they try to use any other electricity, the meter switches off (which means no electricity can be used) and the customer must go outside and reset it. This allows us to limit the electricity use without violating the law.

Customers who have limited service must pay all past due amounts plus a reconnection charge of \$70 prior to reconnection. The charge for reconnection on weekends and after 3:30 pm on weekdays is over \$300.

Can't make a payment? Customers with a delinquent account may request a payment arrangement. The payment arrangement will include paying the current month's bill and the arrears 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 or a limiting meter will be installed.

Some of those who need helping paying utility bills may qualify for state or federal fuel assistance. For complete qualifications and application information, customers should contact the local county social services office or Community Action Council.

The following organizations may also be able to provide assistance:

Nicollet County Social Services	931-6800
Minnesota Valley Action Council	934-5224
Salvation Army Heatshare	345-7840

If you need help paying your utility bill, don't wait until you get shut off for non-payment. Call the Finance Department (934-0664) and let City staff help find a solution.

**HELP WANTED** - The City is now accepting applications for the following position:

- **ADMINISTRATIVE SECRETARY** - in the Department of Public Works. Minimum qualifications include: Any combination of education and experience equivalent to a high school diploma, and three years of progressively responsible secretarial experience in an administrative office; Demonstrated experience in office procedures, filing systems, and record keeping procedures; Demonstrated experience with personal computer system operations using word processing, spreadsheet, PowerPoint and Microsoft scheduling software; Thorough knowledge of grammar, spelling, and punctuation; and experience working with the public. Desired qualifications include: More than three years of progressively responsible secretarial experience; previous experience working in an electric, water, wastewater, or stormwater utility; previous experience in a Public Works Department; demonstrable organizational skill; demonstrated experience in the use of social media in a work environment; demonstrated experience with website uploading or other web content preparation. Wage - \$17.03 per hour. Applicants are required to complete a City of Saint Peter application form available in the City Administrator's Office, 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 Wednesday, October 16, 2013. Faxed, e-mailed, or late applications will not be accepted. Interviews will be conducted on Friday, November 1, 2013. 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](http://www.saintpetermn.gov).

Monday	October 7	3:30 p.m.	Housing and Redevelopment Authority
Monday	October 7	5:30 p.m.	City Council Workshop
Tuesday	October 8	5:30 p.m.	Library Board
Monday	October 14	5:00 p.m.	Human Rights Commission
Monday	October 14	7:00 p.m.	City Council Meeting
Monday	October 21	5:30 p.m.	City Council Workshop Session

Monday	October 21	7:00 p.m.	Parks and Recreation Advisory Board
Thursday	October 24	12:00 noon	Economic Development Authority
Friday	October 25	8:00 a.m.	Tourism and Visitors Bureau
Monday	October 28	7:00 p.m.	City Council Meeting
Tuesday	October 29	5:30 p.m.	Heritage Preservation Commission
Wednesday	October 30	12:00 noon	Hospital Commission
Monday	November 4	3:30 p.m.	Housing and Redevelopment Authority
Monday	November 4	5:30 p.m.	City Council Workshop Session
Tuesday	November 5		ELECTION DAY