

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



12/04/19



DECEMBER NOTICES – This will be the last *Hot Sheet* for 2019, but never fear, it will return on January 8th.

Until then, if you need up-to-date info about the City, please check out the City's website at www.saintpetermn.gov;

Facebook page at <https://www.facebook.com/CityofSaintPeter/> or the City Administrator's office Twitter at <https://twitter.com/>.

But before we go for the year let's give you some advance notice of holiday closures....

All non-emergency City offices will be closed during the holidays as follows:

- Closing at 12:00 noon on December 24th
- Closed all day on Christmas Day (December 25th)
- Closed all day on New Year's Day (January 1st)

The Library will be closed as follows:

- Closed all day December 24-25
- New Year's Eve day closing at 1:00 p.m.
- Closed New Year's Day.

The Minnesota River Valley Transit buses will have the following schedule:

- Closing at 4:30 p.m. on Christmas Eve
- Closed all day on Christmas Day
- Closed New Year's Eve Day

Have a safe holiday season everyone!



RECYCLING CHANGES – The City's recycling program changed on December 1st and curbside recycling will now be every other week. There will NO be recycling the weeks of December 9th, December 23rd, January 6th and January 20th. The

January utility bills will include a calendar of collection dates for 2020.

Here's a reminder of things you CAN NOT recycle:

- NO plastics #3, 6 or 7 food and beverage containers
- NO plastic bags, wraps, films
- NO pizza delivery boxes
- NO Styrofoam packaging, containers, or cups
- NO ceramics, Pyrex dishes, drinking glasses
- NO auto or window glass, mirrors, light bulbs
- NO egg cartons, milk cartons (the plastic ones are okay, but not the paper waxy ones), and roll tubes
- NO wallpaper, gift wrap, tissue paper, sticker release paper
- NO coffee filters or tea bags
- NO candy/gum wrappers and plastic 4/6/8 pack holders
- NO oil, antifreeze or fuel containers
- NO photos, transparencies or slides
- NO razors, needles, or sharps
- NO yard waste, wood, weeds or brush
- NO pillow envelopes
- NO packing peanuts
- NO lawn chairs or furniture
- NO carpet
- NO flower pots
- NO clothing or blankets
- NO shredded paper
- NO holiday lights and extension cords
- NO batteries of any kind

AFTER CHRISTMAS TREE COLLECTION – Yup...we know, Christmas isn't even here yet and it seems silly to talk about getting rid of that expensive live tree already, but please note the



City's curbside collection of real trees is scheduled for Monday, January 6th and Tuesday, January 7th. Residents are asked to place trees on the curb (not in the street!) by 7:00 A.M. Monday, January 6th. Please remove all decorations from the trees and **do not have trees in plastic bags. Trees in bags will not be collected.** Only real trees will be collected (no artificial trees, garland, or wreaths which can be disposed of with regular garbage).

Can't wait for the curbside collection? Residents wishing to dispose of Christmas trees prior to or after January 6th may take trees to the brush drop-off site located at 1128 North Swift Street (southwest intersection of Gault Street and St. Julien Street) or consider donating your tree for feeding goats! (<https://goatdispatch.com/christmas-trees-goats/>)

RENTAL PROPERTY REGISTRATION RENEWALS – Owners of rental properties (last names beginning with A-L) are reminded of the need to relicense their rental units on or before December 31st to avoid a \$36/unit penalty.

The licensing period will cover 2020-2021. Landlords are responsible for scheduling the inspection with the City's Building Department. Applications for rental licenses are available on the City's website at www.saintpetermn.gov or by contacting the Building Department at 227 South Front Street. Questions on the rental program? Contact the Building Department at 507-934-0662.



WINTER TREE PRUNING – City crews will prune boulevard trees beginning in January. If you have decorated a boulevard tree please remove all decorations by the first of the year. For questions on this work please contact the Public Works Department at (507)934-0670.

CITY COUNCIL ACTIONS – Action at the City Council meeting held on November 25, 2019 included public hearings and subsequent actions to assess unpaid municipal utility and miscellaneous charges; approval for the sale of three refunding bonds that will save the City over \$250,000 through the life of the issuances; authorization for execution of a maintenance agreement with School District #508 for Community Spirit Park in 2020; approval for a renewal lease with Minnesota Valley Action Council for space at the Community Center; designation of polling places for calendar year 2020; preliminary engineering by the City's electric engineers DeWild

Grant and Reckert for work at the Broadway Electric Generation Plant; and preliminary engineering by Bolton and Menk, Inc. for a 2020 project along North Third Street from Skaro to Livermore Streets.

The next regular City Council meeting, and the last one for 2019, will be Monday, December 9th beginning at 7:00 p.m. in the Governors' Room of the Community Center.

UPCOMING HOLIDAY EVENTS – The Recreation and Leisure Services Department is hosting several holiday related events. Here's what you have to look forward to....

- Great Candy Cane Hunt - All ages with an adult. Join in "The Great Candy Cane Hunt!" Over 6,000 candy canes can be found while exploring the Community Center! Sat., Dec. 7th, Free, SPCC Gym Hunt Times: 9–9:10 a.m., 9:30–9:40 a.m., 10–10:10 a.m., 10:30–10:40 a.m.
- Library Holiday Open House - Thu., Dec. 5th, 2–4 p.m., Saint Peter Public Library. Treats, hot beverages and live music. In the afternoon enjoy music performed by St. Peter High School madrigal singers.
- Polar Express Storytime at the Mankato Barnes and Noble Book Fair benefiting the Friends of the Library! Hot Chocolate, reindeer crafts, jungle bells and a story! Fri., Dec. 6th, 6:30 p.m. River Hills Mall, Mankato
- Tour of Holiday Lights - Meet at the Senior Center to enjoy holiday lights at Sibley Park and leave the driving to the bus service! Reservations open Mon., Dec. 1st. Call the Saint Peter Police Department at 931-1550. Hosted by Saint Peter Police Reserves and 4.0 Bus Services. Tue., Dec. 11th, 6–8 p.m., Free.



NEWS FROM THE RECREATION DEPARTMENT – Winter hasn't even officially begun, but the Recreation and Leisure Services Department is already planning for next year. The winter/spring Recreation Department and Community and Family Education brochure will come out the first week in January with registration beginning at 8:00 a.m. on January 6th.

Have you registered as a user of the City's recreation programming in the past? If so, and beginning in January, you'll need to register as a user again due to a change in registration software. The link to do so will be included in the winter/spring brochure, posted on the City Facebook page, and sent out in a mass email after the first of the year to those previously registered. For questions on this information, or for anything else recreation related, please contact the Recreation and Leisure Services Department at 507-934-0667.

IMPORTANT WINTER REMINDERS – Guess what? It snowed....a lot! It's Minnesota and most of us are seasoned winter survivors, but we all can use a reminder.

- **Snow emergencies** – While not declared often, when one is called it will also be declared by 5:00 p.m. and take effect at midnight. Once a snow emergency has been declared, there is NO PARKING on any snow emergency route for 48 hours even if the street has been plowed curb-to-curb. In the downtown area, beginning at 2:00 a.m. there is no parking on downtown street between 2-6 a.m. for two days....even if the street has been plowed curb-to-curb. To find out more about snow emergency rules, check out our website at <http://www.saintpetermn.gov/city-snow-emergency-rules>.



- Want direct notice when a snow emergency has been declared? Sign up now for the City's community notification system at www.nixle.com. The service is free. Or you can call the City information line at 934-0675 and follow the prompts, but remember to wait until after 5:00 p.m. to do so.
- Want to save money as a taxpayer? Snow plowing goes faster and the crew does a better job when all vehicles are off the roadway. You can do your part by moving vehicles from the road each time there is a plowable amount of snow. This allows the clearing to be done in less time



which saves all of us money! Those who don't currently have off-street parking available should find it now.

- **Snow removal on sidewalks** – Property owners are responsible for removal of all snow and ice (including blowback snow) across the entire width of the sidewalk within 24 hours of a snowfall ending. Those who fail to do so run the risk of the City coming out and doing it for you at a cost starting at \$75. And don't forget those handicap accesses if you own property at a corner!
- **Private snow removal** – Lucky enough to have someone come and plow snow for you? Make sure to remind your contractor that it is illegal to plow snow out into the streets.
- **Help out your Meter Reader, Mail delivery person and newspaper person** – As the snow begins to accumulate, why not help out those people who walk door to door to your homes and shovel a path from your house to your neighbor and from the utility meter to your sidewalk? They will appreciate you for it!

And finally, let's all remember the reason we live in Minnesota and enjoy that snow while we can! Be safe out there.....

ADOPT A FIRE HYDRANT – Have you considered "adopting" your neighborhood fire hydrant?

As winter snows begins to deepen, residents can help out the Fire Department by keeping the area around the hydrant shoveled out as shown in the picture. In the event of a fire, this will save valuable time for the Firefighters and may even save a life.



DESIGNATED DRIVER – Recent news articles have reported the day before Thanksgiving is one of the most dangerous days to be on the roads. Some articles even called Thanksgiving eve "Blackout Wednesday" because of the high number of excessive drinking that goes on that evening. Whatever the reason for it, statistics show that a lot of folks over-indulge on Thanksgiving eve



and then get behind the wheel. It's a trend that starts that day and lasts through New Year's as people celebrate at holiday parties and other get-togethers.

If you are going to be drinking this holiday season, please remember to plan for a sober driver to get you home safe because law enforcement Officers will be working extra hard to find impaired drivers.

The Saint Peter Police Department, along with law enforcement agencies across the state, will be participating in an enforcement action looking for impaired drivers through December. As part of this Towards Zero Deaths initiative, extra Saint Peter Police Officers will be on patrol looking to stop impaired drivers before they injure or kill someone else.

So, remember, if you are going to drink, plan for a designated driver to get you home safe. You might be saving not only your life, but the life of someone you love.

And always remember to buckle up!



PROTECT YOURSELF FROM CHARITY SCAMS

– Before you make an end of the year donation to a charity,

make sure you protect yourself from a possible scam. Police Chief Peters offers the following suggestions to residents:

- Request written information. Ask for the name of the organization; its' mission, plans for achieving its' objectives; and how much of every dollar collected is used for charitable purposes.
- Call the beneficiary/organization. Find out whether they are aware of the solicitation and have authorized the use of their name.
- Find out how your donation will be distributed including how much will go to the program you want to support and how much will cover the charity's administrative costs.
- If the caller is a professional fund-raiser, ask them how much money they keep.
- Refuse high-pressure appeals. Legitimate fund-raisers won't push you to give on the spot.
- Consider the cost. When buying merchandise or tickets for special events, or when receiving free goods in exchange for giving, remember that these items cost money and are generally paid for out of the contributions.
- Avoid cash gifts because they can be lost or stolen. For security and tax record purposes, it

is best to pay by check. Make your check payable to the beneficiary, NOT the solicitor.

To check on a charity in Minnesota, call the Minnesota Charities Review Council at 1-800-733-4483 or the Charity Division of the Minnesota Attorney General's Office at 1-800-657-3787.

CITY MEETING SCHEDULES – The City uses many different ways of notifying the public



when and where City meetings take place. The one official spot is the legal notices bulletin board at City Hall. As required by the Open Meeting law, all official notices of meetings to be held by the City Council and its' advisory boards and commissions are posted on this bulletin board at least 72 hours before the meeting.

We also include a calendar in the Hot Sheet and have a calendar available on the City's website. Meetings are sometimes referenced on the City's Facebook page. While we try to be as accurate as we can be in these different locations, the meetings are usually posted on the website a year in advance and sometimes things get changed especially during the end of year holiday season.

Residents interested in attending a City Council meeting, or seeing what is on the agenda for an upcoming meeting, are encouraged to go directly to the Council packet for that meeting. The City Administrator's Office uploads copies of all City Council meeting agendas and packet to the City's website at www.saintpetermn.gov under the GOVERNMENT tab. Click on "current City Council agendas and packets" and you can see exactly the same notice and information that is provided directly to the Council.

And as always, if it is really important to ensure you are at the meeting, please feel free to contact the City Administrator's Office (507-934-0663) to verify the start time and location of any meeting. We are happy to help.



HOLIDAY LIGHTING REBATES – Is it time for you to replace your holiday lights with more energy efficient models? If so, the City is once again offering an LED holiday lighting rebate.

This holiday season, the City of Saint Peter is once again offering our electricity customers

rebates of up to \$12 for each plug-in LED string or decoration of energy-efficient LED holiday lighting they purchase through the end of the year. We are promoting LED lighting because it uses up to 90% less electricity than regular holiday lighting and lasts up to 10 times longer. A typical household can save up to \$50 during the holiday season.

While the financial savings alone are a big draw, LED Holiday Lights offer other benefits as well. The environmental benefits help make our community a little greener, and LEDs are cool to the touch - which reduces the risk of fire and personal injury.

Rebate coupons and additional information can be found at www.SaveEnergyInSaintPeter.com, and at some retailers. Rebate requests must be submitted by no later than December 21, 2019.

Please note that the city will no longer accept old Christmas lights for recycling although Arrow Ace Hardware will take them.

VOLUNTEERS WANTED – The City Council has numerous advisory boards and commissions that provide recommendations to the Council on topics as varied as Civil Service, to economic development, to parks and libraries. If you are interested in being considered for appointment to one or more of the boards, please contact the City Administrator's Office for an application form.

To be considered for appointment, candidates must live within the corporate limits of the City of Saint Peter; commit to the full term of appointment with most terms being for three years and some as long as five; and commit to making regularly scheduled monthly meetings.

The Mayor makes all recommendations for appointment and the recommendation is voted on by the full City Council.

For more information on the various boards and commissions, please check out our website at <http://www.saintpetermn.gov/boards-commissions> and for an application, please contact the City Administrator's office at barbaral@saintpetermn.gov or by calling 934-0663.

RV DUMP STATION CLOSED – The RV dump station located at the northern entrance to the Mill Pond has been closed for the season.

The dump site at the City's wastewater plant on St. Julien Street is still open for dumping however.

HELP WANTED – The City of Saint Peter is currently accepting applications for the following position(s):

- **MAINTENANCE SUPERINTENDENT** in the Department of Public Works. (This position has been re-opened for application.) Minimum

qualifications include a high school diploma and associates degree in construction, construction management, Public Works operations or equivalent, five years' experience in a related field may be substituted for post-secondary education; possession of a valid driver's license; demonstrated proficiency using Microsoft Word and Excel software. Desirable qualifications include more than five years of experience in construction, construction management, and/or Public Works operations; demonstrated personnel supervision experience of greater than one year; demonstrated experience in assisting in preparation of budgets and monitoring expenditures; demonstrated knowledge of approved methods, materials, and tools used in the construction, maintenance, and cleaning of streets, other public right-of-ways, parks, structures, and recreational facilities; knowledge of municipal forestry operations; knowledge of environmental services operation; knowledge of heavy and light equipment operations; knowledge of operating characteristics and servicing of equipment; knowledge of traffic laws and regulations governing equipment operations; knowledge of applicable regulatory codes and laws related to Public Works departmental operations; demonstrated ability to read and interpret engineering and landscaping plans and specifications; demonstrated knowledge of pavement management and planning practices; demonstrated knowledge of parks and forestry operations; demonstrated knowledge of OSHA regulations and safety policy; knowledge of Federal and State vehicle operation regulations. NOTICE: The successful candidate must complete and pass a pre-employment physical and drug test and is subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. Starting pay range \$73,206 - \$77,747 per year. 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 Friday, December 27, 2019. Faxed, e-mailed, and/or late applications will not be accepted. Interviews will be conducted Wednesday, January 8, 2020. AA/EOE

CITY MEETING CALENDAR – For questions on meeting dates/times, please contact the City Administrator's Office at 934-0663. Full calendar available at www.saintpetermn.gov.

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| Thursday | December 5 | 5:30 p.m. | Planning and Zoning Commission CANCELLED! |
| Monday | December 9 | 7:00 p.m. | City Council Meeting |
| Thursday | December 19 | 12:00 noon | Economic Development Authority |
| Friday | December 20 | 8:00 a.m. | Tourism and Visitors Bureau |
| Tuesday | December 24 |  | CITY OFFICES CLOSING AT NOON – CHRISTMAS EVE |
| Wednesday | December 25 | | CHRISTMAS DAY – CITY OFFICES CLOSED |
| Friday | December 27 | 12:30 p.m. | Hospital Commission |
| Monday | December 30 | 5:30 p.m. | Heritage Preservation Commission |
| Wednesday | January 1 |  | NEW YEAR'S DAY – CITY OFFICES CLOSED |
| Thursday | January 2 | 5:30 p.m. | Planning Commission |
| Monday | January 6 | 3:30 p.m. | Housing and Redevelopment Authority |
| Monday | January 6 | 5:30 p.m. | City Council Workshop |
| Monday | January 13 | 7:00 p.m. | City Council Meeting |
| Monday | January 20 |  | MARTIN LUTHER KING DAY HOLIDAY – City offices closed |
| Tuesday | January 21 | 5:30 p.m. | City Council Workshop |
| Tuesday | January 21 | 7:00 p.m. | Parks and Recreation Advisory Board |
| Wednesday | January 22 | 12:30 p.m. | Hospital Commission |
| Thursday | January 23 | 12:00 noon | Economic Development Authority |
| Friday | January 24 | 8:00 a.m. | Tourism and Visitors Bureau |
| Monday | January 27 | 7:00 p.m. | City Council Meeting |
| Tuesday | January 28 | 5:30 p.m. | Heritage Preservation Commission |

***SPECIAL NOTE – Due to the upcoming holidays several meetings will be rescheduled to other dates. If you are planning on attending a meeting, please contact City Hall prior to ensure the date/time have not been changed. Thank you.