

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. To request an email subscription to this newsletter, or for more information, please contact us at barbaral@saintpetermn.gov  www.facebook.com/cityofsaintpeter

09/11/19

CITY COUNCIL ACTIONS – Action at the City Council meeting held on September 9, 2019 included a public hearing and acceptance of Registered Land Survey #74; adoption of the 2019 preliminary levy payable in 2020; approval for modifications to the Maintenance Superintendent position description; authorization for renewal of the MMUA safety contract; and approval of a request for City assistance for Oktoberfest.

The next regular City Council meeting, will be Monday, September 23rd beginning at 7:00 p.m. in the Governors' Room of the Community Center.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – *More Budget info for your reading pleasure...Now I know that most people really don't think of reading budget information*

as "pleasure reading", but I thought I would build it up just a bit. Even though it's not your typical entertainment type read, it is important stuff and affects what you pay in City taxes. So if you have a few minutes and want to know more you can start by reading this excerpt from our 2020 budget memo. The list below talks about some of the "tools" we use as we look at the budget. If you want to know more, the link at the bottom of the article will get you to the entire memo (start on page 4).

Some of the tools used to provide for the 2020 budget year include:

- Enterprise Fund transfers have been estimated based on projected sales for the 2018 year. Transfers will remain at 6.5% of sales for the Electric, Water, Wastewater,



and Stormwater budgets. Please know that the transfers are based on percentage of gross revenue, so even though they are likely to change, we believe this assumption is appropriate as a starting point.

- Wage modifications for all union and non-union are 3%. We anticipate a few selected areas where market adjustments and Pay Equity compliance changes will be recommended.
- We will continue to make operational changes that we hope will reduce overtime and may mean changes when and how some activities are undertaken. We budgeted hours of overtime at the levels we have seen in the past.
- The budget includes the first debt payment for the new Pavilion of \$92,150.
- St. Peter Community Center 2009 debt is paid in full by February, 2020.
- Fire Relief Association levy remains at \$0 for the 2020 year. No additional funds are needed at this time.
- We continue to self-fund a higher deductible for property/casualty insurance coverage across all funds. We do not plan to transfer any funds to the insurance pool as the budget premium no longer offers a saving from the initial creation of this fund. After the claim deductibles are closed, the 2018 fund balance will be approximately \$150,000.
- 2020 Local Government Aid is planned to receive \$126,099 over the 2019 allocation. This is a total of \$3,170,444, putting us back to the 2002 LGA funding level.
 - The grant application for the fire truck was not approved and there is currently \$86,000 in that fund; therefore, no levy for this is planned. If a new grant application for the new fire truck is approved in

2020, a \$60,000 match will be funded by the \$86,000 with possible levy increases in future years to fund the remaining cost.

- Equipment Certificate (a type of City debt) in the amount of \$457,000 which includes:
 - \$28,250 net cost of a new squad car
 - \$72,000 for handheld radios (replacement for Police)
 - \$275,000 Road Grader (replacement Streets)
 - \$20,000 to replace heater at outdoor pool for the “main pool”
- There will be no system-wide increase in program recreation fees for 2020. We believe the increase in 2018 brings us closer to our 40/60 cost split goal between levy/fees support.
- The budget includes Coalition of Greater Minnesota Cities membership (\$21,000).
- The Council has also discussed other long-term projects for the future that are not funded as a part of this budget including most notably the Fire Hall, (land purchase and design fees have been paid with reserves in 2019 of approximately \$600,000), City Hall, other parks enhancements, field house and Township Road 361.
- The Electric Fund will not see a rate increase in 2020 however the Environmental Fund did have increases effective July 1, 2019.

If you have questions about any of this budget information, please give me a call or if you want to know more, please read the entire memo (nine pages) and look through all the numbers (about 100 pages with graphs and charts). You can see everything the Council sees and reads behind this link starting on page 4. [BUDGET](#) I hope you will have some time to check it all out.

Will you have some time to see what impacts your City taxes? It makes me wonder.....

SPECIAL HOSPITAL COMMISSION MEETING –

Following notice of River's Edge Hospital CEO George Rohrich's resignation, the Hospital Commission Chairperson has called a special meeting of the Hospital Commission for 12:30 p.m. today, September 11th. The agenda discussion will be on the process for replacement of the CEO.

FREE CAR SEAT SAFETY CLINIC – Do you have children who need to be in car seats but aren't quite sure how to install the device and fit it to your child? Join us Saturday, September



21st from 9 a.m.—Noon at the St. Peter Fire Department, 221 W. Mulberry Street, where certified car seat installation technicians will check and demonstrate how to correctly install your seat.

Appointments are encouraged to insure time slots, but walk-in checks will also be offered. Please call River's Edge Hospital at 931-2200 to schedule your time.

EXTRA OFFICERS ON PATROL –

The Saint Peter Police Department will join law enforcement Officers across the state in a special enforcement wave focusing on seat belt and child restraint violations. This extra enforcement effort will take place September 16th-28th.

If you are one of those who don't regularly buckle up and/or don't have your child placed in the proper car seats, you might want to change that pattern now before you receive a hefty fine. But even more important....you might just save the life of someone you love!



FALL YARD WASTE COLLECTION –

The City of Saint Peter will be collecting **branches/brush and garden waste** such as tomato plants, flowers, etc. at curbside the week of September 23rd. Please place

branches/brush and garden waste parallel/ adjacent to the curb (not in the street). One big pile is better than spreading the



materials out along the curb line. If you miss the curbside collection, these materials can be dropped off at the City's yard waste compost site at 1128 North Swift Street.

Leaves and grass clippings will be collected using a vacuum hose. Collection for properties **north of Broadway** begins at 7:00 A.M. Monday, October 21st. Collection for properties **south of Broadway** begins at 7:00 A.M. Monday, November 4th.

Tips to facilitate and speed up the leaf collection process:

- Place leaves parallel and adjacent to the curb (within six-feet (6') of the curb line).
- Please do not put leaves in the street, on a tarp, cover with tarp, or put in bags
- Please do not include animal wastes with the leaves, as the person using the vacuum hose

gets covered with a fine dust of whatever is in the leaves

- Please help us serve you better by placing brush and leaves away from curbs, light poles, mailboxes, signs, trees, posts, utility boxes/pedestals, etc.
- If possible, please do not put leaves on a curve in the street (the machine has a hard time picking up leaves that aren't in a straight line)
- Do not park in front of the yard waste until pick-up is complete (if possible, allow fifty feet (50') either side of the pile so the machine has enough room to collect the material)
 - If you live on a dead-end street, place material on the curb in front of the house, not on the dead-end.
 - If you live on a corner lot it is possible that one side will be picked up before the other as the trucks run north to south and then east to west to be more efficient in the collection process. (Suggestion: Place all leaves on the same side of the street if you want all your leaves picked up at the same time.)
 - Please share this information with your yard service company as different towns have different regulations.

The collection process is quite lengthy, (it took over 5 weeks in 2018), and in order to complete the process before it snows, crews sometimes have to start the collection before all the leaves have fallen. Collection dates for the areas north and south of Broadway are rotated each year.

Should you miss the collection dates, yard waste can be taken to the City's yard waste drop-off site.

Note: Snow may end the process prematurely but leaves, brush, and garden waste can be taken to the drop-off site.

DROP-OFF SITE OPEN 24 HOURS A DAY, 7 DAYS A WEEK - The brush and soft yard waste drop-off sites located at 1128 North Swift Street, (southwest intersection of St. Julien and Swift Streets) with access off North Swift Street are open year around for your convenience in dropping off brush and soft yard waste. Brush and tree trimmings need to be cut shorter than 6 feet. **Separate bunker now provided for dropping off fill (rocks, dirt, etc.).**

This service is provided and funded by the Environmental service fee on your utility bill.

MINNESOTA SQUARE PARK PAVILION UPDATE – Work on the new Pavilion at Minnesota Square Park is essentially complete. The City extends special thanks to members of the Pavilion Task Force and the Building Committee who put in so many hours on the project:

- Nate Idso
- Greg Seitzer
- Kris Higginbotham
- Ann Volk
- Ben Leonard
- Bob Sandeen
- Roger Nelson
- Dan Welp
- Charles Burgess
- Larry Potts
- Jennifer Leslie
- Dave Detlefson
- Doug Minter
- Lew Giesking
- Russ Wille
- Jane Timmerman
- Bob Lambert
- Keith Bense
- Dean Wahlund
- Mary Ann Harty
- Marit Kvamme
- Tim Kennedy
- Jerry Pfeifer
- Arnie Nimps
- Ryan Kupcho
- Pete Moulton
- Scott Umhoffer
- Eric Barts
- Eric Oleson
- Chuck Zieman

CITIZEN ACADEMY CANCELLATION – Due to a lack of interest the Citizen's Academy program has been cancelled for this fall. Keep an eye on the Hot Sheet this spring for information about a possible second try at the program. Special thanks to the handful of people who did sign up.

WINTER PARKING – Seems kind of early to be thinking about snowfall and where you'll park your car when the heavy snows come, but it's important to sort out your off-street parking now. Although the City rarely calls a snow emergency, being able to have all vehicles off the streets during plowing allows the crews to get closer to the curb and spend less time plowing. That saves all of us money and headaches.



So, if you don't have off-street parking available to you, please find a spot now, before those first snowflakes start to fall! Thank you for your cooperation.



ABSENTEE BALLOTS AVAILABLE – Absentee ballots for the November 5th general election are now available at the Nicollet County Property and Public Services Office in the Government Center (501 South Minnesota Avenue). This office will be providing absentee ballots for all eligible voters in School District #508 whether you live in Nicollet or Le Sueur Counties.

Voters no longer need an excuse to choose to vote by absentee and applications for absentee voting are available from the County or you can download an application from the Secretary of State's website at [ABSENTEE BALLOT APPLICATION](#).

Absentee balloting is available through Monday, November 4, 2019.

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

- **PART-TIME BUS DRIVER** - The City of Saint Peter is currently accepting applications for the position of Part-time Bus Driver for the Minnesota River Valley Transit system. Successful candidates for this position must have, at a minimum, a High school diploma or equivalent and a valid State of Minnesota CDL minimum of Class C Driver's License with passenger endorsement. Candidates will have thirty (30) days from the date of employment to obtain the required driver's license and the City will help the new employee train for the license test. Candidates who possess the following desired experience or education will qualify for additional points towards an interview: previous experience working with the public; training in vehicle mechanics; experience operating a two-way radio/phone; and prior bus driving experience. Starting wage \$16.23 per hour. Applicants are required to complete a City application form which is 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. September 30, 2019. Faxed, emailed, 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 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

- **PART-TIME BUILDING SUPERVISOR** - The City of Saint Peter is currently accepting applications for the position of part-time Building Supervisor at the Saint Peter Community Center. Minimum qualifications include: High school diploma or equivalent. CPR and First Aid training or ability to be certified within six months of employment. Experience working with the public. Desirable qualifications include: Experience in building maintenance functions. Current CPR and First Aid Certification. \$10.88 per hour. Applicants must complete a City of Saint Peter available from the City Administrator's Office at 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 September 30, 2019. Faxed, emailed or late applications will not be accepted. 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.

Wednesday	September 11	12:30 p.m.	Special Hospital Commission Meeting
Monday	September 16	5:30 p.m.	City Council Workshop
Monday	September 16	7:00 p.m.	Parks and Recreation Advisory Board
Monday	September 23	7:00 p.m.	City Council Meeting
Tuesday	September 24	5:30 p.m.	Heritage Preservation Commission
Wednesday	September 25	12:30 p.m.	Hospital Commission
Thursday	September 26	12:00 noon	Economic Development Authority
Friday	September 27	8:00 a.m.	Tourism and Visitors Bureau
Thursday	October 3	5:30 p.m.	Planning and Zoning Commission
Monday	October 7	3:30 p.m.	Housing and Redevelopment Authority
Monday	October 7	5:30 p.m.	City Council Workshop
Monday	October 14	7:00 p.m.	City Council Meeting
Monday	October 21	5:30 p.m.	City Council Workshop
Monday	October 21	7:00 p.m.	Parks and Recreation Advisory Board
Wednesday	October 23	12:30 p.m.	Hospital Commission
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 Commissions