

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



04/17/2013

## THIS IS SEVERE WEATHER AWARENESS WEEK!

*\*\*Note....most of this week's Hot Sheet is a repeat from last week to make sure we get the word out about severe weather awareness. If you haven't already done so, please take time this week to review this information with your family or employees and to practice your emergency plan. Let's make this a safe severe weather season in Saint Peter.*

This is Minnesota Severe Weather Awareness Week. Two statewide tornado drills will occur on Thursday, April 18th (1:45 p.m. and 6:55 p.m.) and the Police Department will be testing emergency sirens at each of those times. (See more information on this event later in today's Hot Sheet.)

As we enter into the severe weather time of the year, it is important to remember the terms that are used when advisories are issued:

\* Tornado/Severe Thunderstorm **"WATCH"** - means that conditions are favorable for the development of tornadoes or severe thunderstorms. When a watch is issued for Nicollet County, pay close attention to the weather and make sure that everyone in your family knows the correct action to take if the weather gets worse.

\* Tornado/Severe Thunderstorm **"WARNING"** - means a tornado or severe thunderstorm has been reported or is indicated by weather radar. Warning information includes the tornado or storm's location, direction and speed. If the warning is issued for Nicollet County **TAKE SHELTER IMMEDIATELY.**

\* Warning sirens are tested on the first Wednesday of each month at 1:00 p.m. to assure that the sirens will work in the event of an actual emergency. If you hear the steady tone of a siren at any other time, it means that severe weather has been sighted in our area and you should take shelter immediately.

\* There is no all clear siren, so take a battery powered radio with you to the shelter so

you can monitor when it is safe to emerge.

\* When the sirens sound, please don't call the City or the Police Department to ask why the sirens are going off. Emergency personnel will be busy tracking the storm and dealing with emergency calls and other City employees will be directed to



emergency shelters. Take shelter immediately and save your questions for later!

\* If the sirens sound, don't stand outside looking for the storm. Don't climb on your roof to get a better viewpoint and don't drive around trying to track the storms. Some storms move so quickly and are so unpredictable you might not have time to get to your shelter before the storm strikes or changes direction. Leave the storm spotting and tracking to the professionals.

\* Identify your storm shelter now....before you need it. When people change residences, identifying a storm shelter is not something that usually is discussed before moving in, but it's important to think about exactly where you will go in the event of a storm warning and discuss it with your family. If you live in a mobile home community, make sure the storm shelter they provide is accessible, clear of debris and stored materials and unlocked so that you can get in it in the event of an actual emergency.

\* If you are traveling in bad weather take note of the county you are in so you can take action in a severe storm warning. If you don't know you are in Fillmore or Brown or Jackson County and a warning is issued over the radio for that county, you won't know to take shelter!

If you would like more information about severe storms preparedness please call the Saint Peter Police Department (931-1550) or Denise Wright at Nicollet County Emergency Management (934-0412). Additional information is also available through the State of Minnesota Division of Homeland Security website at <https://dps.mn.gov/divisions/hsem/Pages/default.aspx>. The severe weather information contained in today's Hot Sheet includes information from the Minnesota Division of Homeland Security website.

**PAVILION TASK FORCE UPDATE** - It has now been about several months since the Mayor's Pavilion Task Force ended their work and made recommendation to the City Council about the future of the Minnesota Square Park pavilion.

Although you may not have heard a lot about it since that time, work is ongoing in the search for money to help make this project become a reality. Research is being done by staff and interns to find alternative funding sources such as grants and possible State assistance.

If you want more information or have ideas for funding sources for this project, please call the City Administrator's office at 934-0663 or send an email to [barbaral@saintpetermn.gov](mailto:barbaral@saintpetermn.gov).

**CITY COUNCIL ACTIONS** – Action taken by the City Council at the regular meeting of April 8, 2013 included approval for modifications to Fire Department policies; approval for modifications to the FTA Drug and Alcohol Testing Policy covering transit employees; approval for modifications to the position descriptions for Bus Driver and Transit Coordinator; approval of an updated social media policy; approval for purchase of "blankets" for the outdoor swimming pool funded by the 2013 equipment certificate; approval for purchase of a replacement mobile pump; and approval for modification to the balloon payment due date for the revolving loan provided to St. Peter Community Childcare.

The Council also held a special meeting on April 15<sup>th</sup> during which they went into closed session, as allowed under Minnesota law, to discuss land acquisition negotiations. No action on the issue was taken when the Council returned to open session.

The next regular meeting of the City Council will be Monday, April 22<sup>nd</sup> 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. A copy of the Council packet is also available on the City's website at <http://www.saintpetermn.gov/city-council-minutes-agendas-packets>.

**TORNADO SAFETY INFORMATION** - Would you know what to do in a tornado if you are at home? What about if you were at work or in your car? The Minnesota Department of Homeland Security provides these tips...

- In a house with a basement - avoid windows. Get in the basement and under some kind of sturdy protection (heavy table or work bench), or cover yourself with a mattress or sleeping bag. Know where very heavy objects rest on the floor above (pianos, refrigerators, waterbeds, etc.) and do not go under them. They may fall down through a weakened floor and crush you.
- In a house with no basement - Avoid windows. Go to the lowest floor, small center room (like a bathroom or closet), under a stairwell, or in an interior hallway with no windows. Crouch as low as possible to the floor, facing down; and cover your head with your hands. A bathtub may offer a shell of partial protection. Even in an interior room, you should cover yourself with some sort of thick padding



(mattress, blankets, etc.), to protect against falling debris in case the roof and ceiling fall.

- In an apartment, dorm or condo - If you live in an apartment that is on an upper floor, get to the lowest level of the building that you can immediately. This could be an underground parking garage or a neighbor's first floor apartment. Then move to the most interior area possible, away from windows.
- If you live in a high-rise apartment building - You may not have enough time to get to a lower level, so picking a place in the hallway in the center of your building (such as a stairwell) is the best idea. If that is not available, then a closet, bathroom or interior hall without windows is the safest spot in your apartment during a tornado. Power loss during a tornado is common, so avoid elevators and keep a flashlight handy.
- In an office building, hospital or store - Follow instructions from facility managers. Go directly to an enclosed, windowless area in the center of the building -- away from glass and on the lowest floor possible. Then, crouch down and cover your head. Interior stairwells are usually good places to take shelter, and if not crowded, allow you to get to a lower level quickly. Stay off the elevators; you could be trapped in them if the power is lost.
- In a mobile home - Get out! Even if your home is tied down, you are probably safer outside,



even if the only alternative is to seek shelter out in the open. Most tornadoes can destroy even tied-down mobile homes; and it is best not to play the low odds that yours will make it. If your community has a tornado shelter, go there fast.

If there is a sturdy permanent

building within easy running distance, seek shelter there. Otherwise, lie flat on low ground away from your home, protecting your head. If possible, use open ground away from trees and cars, which can be blown onto you.

- At a school - Follow the drill! Go to an interior hallway or room in an orderly way. Crouch low, head down, and protect the back of your head with your arms. Stay away from windows and large open rooms like gyms and auditoriums.
- In a car or truck - Vehicles are extremely dangerous in a tornado. If the tornado is visible, far away, and the traffic is light, you may be able to drive away from its path by moving at right angles to the tornado. Otherwise, park the car as quickly and safely as possible -- out of

the traffic lanes. Get out and seek shelter in a sturdy building. If in the open country, run to low ground away from any cars (which may roll over on you). Lie flat and face-down, protecting the back of your head with your arms. Avoid seeking shelter under bridges, which can accelerate the wind while offering little protection against flying debris.

- In the open outdoors - If possible, seek shelter in a sturdy building. If not, lie flat and face-down on low ground, protecting the back of your head with your arms. Get as far away from trees and cars as you can; they may be blown onto you in a tornado.
- In a shopping mall, large store or stadium - Listen for instructions from building security. Watch for others. Move as quickly as possible to an interior bathroom, storage room or other small enclosed area, away from windows. Move away from any glass.
- In a church or theater - If possible, move quickly but orderly to an interior bathroom or hallway, away from windows. Crouch face-down and protect your head with your arms. If there is no time to do that, get under the seats or pews, protecting your head with your arms or hands.

**TORNADO DRILL DAY** - For more than 20 years, the State of Minnesota has conducted a Severe Weather Awareness Week in partnership with the National Weather Service and local governments. A statewide tornado drill is part of that event.



Want to participate in the drill but don't know how? Check this list of suggested ideas for your home, community or business.

Schedule - The National Weather Service, Wisconsin Emergency Management, the Minnesota Division of Homeland Security and Emergency Management, and other state, county and local agencies have come together to host Severe Weather Awareness Week activities. On Thursday April 18, 2013 simulated tornado watches and warnings will be issued to test the statewide warning and communications systems. All counties in Minnesota normally participate in the first drill at 1:45 p.m. unless actual severe weather is expected. (All events and times are subject to change or cancellation due to actual weather conditions.) The schedule is as follows:

- 1:00 PM: The National Weather Service will issue a simulated tornado watch
- 1:45 PM: The National Weather Service will issue a simulated tornado warning for

Minnesota counties (except those in the northwestern part of the state). Note that most cities and counties will activate outdoor warning siren systems.

- 2:00 PM: The National Weather Service will issue an "End of Test" message. It should be noted that outdoor warning sirens will not be sounded again for this all clear, nor will there be any warning tone on NOAA Weather Radio.
- 6:55 PM: The National Weather Service offices will also issue another simulated tornado warning. Participation in the second drill at 6:55 p.m. is voluntary by each county. **Saint Peter WILL be participating in the second drill.**
- Siren Activation Information - Counties and cities own, operate and maintain all local sirens, and set their own policy on how and when to activate them. The National Weather Service does not operate them.

There are many different policies regarding siren activation that are used by the various cities and counties. Some will activate sirens across the entire county for tornado warnings only. Others activate sirens countywide for tornado warnings and all severe thunderstorm warnings. Some activate sirens across the entire county for tornado warnings and severe thunderstorms that have winds of at least 70 or 75 mph. Others activate sirens only for portions of counties. Local officials may also sound the sirens anytime they believe severe weather is a threat, even if there is no warning from the National Weather Service.

Sirens normally sound for about three minutes and then go silent. It is very rare to keep the sirens sounding for the entire warning, since that would cause the backup battery to run out, which would be critical in the event that power goes out. Furthermore, the siren motor will fail much more quickly if the siren sounds continuously. Some jurisdictions may repeat siren activation every few minutes. Note: There is no such thing as an all-clear siren.

- Afternoon Tornado Drill April 18, 2013 - 1:45 p.m. - The drill traditionally occurs on Thursday afternoon at 1:45 p.m., when jurisdictions across Minnesota sound their outdoor warning sirens. Schools, businesses and other facilities are encouraged to conduct a tornado drill at this time to practice their tornado sheltering plans.
- Evening Tornado Drill April 18, 2013 - 6:55 p.m. - The reason for a 6:55 p.m. drill is that severe weather, including tornadoes, occurs most often between 3:00-8:00 p.m.. This also allows

second-shift workers and families an opportunity to practice sheltering plans.

**SPRING YARD WASTE COLLECTION** - The Public Works Department will be collecting brush, garden waste, and grass clippings at curbside the week of May 6th. Leaves will NOT be picked up.

Brush and garden waste must be separated and placed parallel and adjacent to the curb (do not put it on the street or in bags) by 7:00 A.M. Brush and tree trimmings should be cut to lengths no longer than eight feet.

While it does take more than one day to pick up all the materials, the City will only go through an area once and if the material is not out by 7:00 A.M. Monday, May 6th, it will not be picked up, but can be taken to the brush drop-off site. There will be no alley pick up.

Please help us serve you better by not placing brush and grass clippings by trees, posts, etc.; not parking in front of the yard waste until pick-up is complete; and not putting animal waste (dog, cat, rabbit, etc.) in soft yard waste piles as it will NOT be picked up.

This service is provided and funded by the Environmental Service Fee on City utility bills.

The brush and soft yard waste drop-off sites located across the street from the Department of Public Works facility, 405 West St. Julien Street, at the southwest intersection of St. Julien and Swift Streets, are open year around for residents to drop off brush and soft yard waste. A separate bunker is now provided for dropping off fill (rocks, dirt, etc.).

FREE woodchips and sifted compost material, when available, will be at the site for Saint Peter residents. The material is free to residents, but you will have to bring your own shovels, bags and/or containers. Please refrain from placing foreign material in this area.

Please call the Department of Public Works at 934-0670 if you have any questions on these services.



**HYDRANT FLUSHING** -

The Public Works Department will be flushing hydrants beginning April 15th through approximately April 26th. 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.

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

- **STREETS CONSTRUCTION/MAINTENANCE WORKER** - in the Department of Public Works. Minimum qualifications include a high school diploma and two years of responsible construction experience in carpentry and masonry; possession of or ability to obtain a valid certified chemical applicator's license (for street right-of-ways) within six months of the date of employment with the City; possession of a valid State of Minnesota Class A Driver's License with Air Brake Endorsement and Tanker Endorsement or to obtain within one month of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or obtain within six months. Desirable qualifications: knowledge of practices, methods, tools, and equipment used in the construction trades; skill in use of construction tools and equipment; ability to read and interpret blue prints, diagrams, and engineering sketches; ability to make moderately complex mathematical calculations; knowledge of state and local building codes; and knowledge of OSHA regulations and safety precautions of the trade and of equipment operation. **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 \$15.33 - \$21.84 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, April 17, 2013. Faxed, e-mailed, or late applications will not be accepted. Interviews will be conducted Friday, May 3, 2013.

- **HOSPITAL CHIEF EXECUTIVE OFFICER** - River's Edge Hospital and Clinic in Saint Peter, Minnesota. River's Edge Hospital and Clinic is a 17 acute care bed facility with two clinic locations in St. Peter and Le Center. Successful candidates will have leadership, long range strategic planning skills and have experience in managing a budget process, planning net revenue and cash flow to ensure financial viability. Interested candidates are asked to visit the Hospital's website at [www.riversedgehealth.org](http://www.riversedgehealth.org) and click on the career tab, CEO Position Profile. All applicants must submit an online application via the Hospital website and submit a resume to [barbaral@saintpetermn.gov](mailto:barbaral@saintpetermn.gov). Applications and resumes will be accepted through May 31, 2013. For more information contact Jackie Kimmet, Director of Human Resources at 507-934-7604 or Todd Prafke, Saint Peter City Administrator at 507-934-0663.
- **PART-TIME CIRCULATION CLERK** - Minimum qualifications: Experience working with public in customer service setting. Desired qualifications: Experience in provision of library services; ability to operate a PC and use internet and related programs including on-line cataloging system. Up to 13 hours per week. (M-F days plus some Saturdays.) Wage \$7.84/hour. Applicants are required to complete 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 1-5:00 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 pm on May 3, 2013. Faxed, late, and/or emailed applications will not be accepted.
- **TRANSIT COORDINATOR** - **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; Possession of a valid State of Minnesota Class C or D driver's license; Basic knowledge of vehicle mechanics and functions; One year of management experience; Knowledge of word processing and spreadsheet operations; Experience working with the public.

DESIRED QUALIFICATIONS: Training in vehicle mechanics; Previous bus driving experience in municipal or educational setting; Previous computer experience. Starting wage \$17.79 per hour. Applicants are required to complete 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 1-5 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. May 10, 2013. Faxed, emailed, and/or late applications will not be accepted.

radio/phones; training in vehicle mechanics; previous bus driving experience. Starting wage \$13.52 per hour. Applicants are required to complete 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 1-5 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. May 10, 2013. Faxed, emailed, and/or late applications will not be accepted.

- **PART-TIME BUS DRIVER** - MINIMUM QUALIFICATIONS: High school diploma or equivalent; possession of valid State of Minnesota Drivers' license. DESIRED QUALIFICATIONS: Experience working with the public; experience operating two-way

**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	April 22	7:00 p.m.	City Council Meeting
Tuesday	April 23	6:00 p.m.	Board of Appeal and Equalization Meeting
Wednesday	April 24	12:00 noon	Hospital Commission Meeting
Thursday	April 25	12:00 noon	Economic Development Authority
Friday	April 26	8:00 a.m.	Tourism and Visitors Bureau
Monday	April 29	5:30 p.m.	City Council Workshop
Tuesday	April 30	5:30 p.m.	Heritage Preservation Commission
Monday	May 6	3:30 p.m.	Housing and Redevelopment Authority
Monday	May 6	5:30 p.m.	City Council Workshop
Tuesday	May 7	5:30 p.m.	Planning and Zoning Commission
Monday	May 13	5:00 p.m.	Human Rights Commission
Monday	May 13	7:00 p.m.	City Council Meeting
Tuesday	May 14	6:00 p.m.	Library Board
Wednesday	May 15		POLICE OFFICER'S MEMORIAL DAY
Monday	May 20	5:30 p.m.	City Council Workshop Session
Thursday	May 23	12:00 noon	Economic Development Authority
Friday	May 24	8:00 a.m.	Tourism and Visitor's Bureau

Monday	May 27		MEMORIAL DAY HOLIDAY – City Offices Closed
Tuesday	May 28	7:00 p.m.	City Council Meeting
Wednesday	May 29	12:00 noon	Hospital Commission
Wednesday	May 29	5:30 p.m.	Heritage Preservation Commission