

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. www.facebook.com/cityofsaintpeter



2/12/2014

CITY COUNCIL ACTIONS – ACTION taken by the City Council at the regular meeting of February 10, 2014 included authorization for execution of a purchase agreement and development agreement with Mike and Julie Drummer for development of the tax forfeited portion of the Welco West Subdivision, and approval for modification to the employee anniversary recognition program.

The next regular meeting of the City Council will be Monday, February 24th 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.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE - Partnerships... We've got a ton of them going on. We've got them in all shapes, sizes, and places. The list includes

other government entities and the private sector. It includes not-for-profits and many community based volunteer groups. The Council reviews our relationships with these partners on a regular basis at their goal setting session.

As we review these partnerships we often talk about goals, tasks, and ways to enhance communication. There are so many things that we partner on and while many are never seen by the general public, they can have a big impact on the quality of life that we have in our community.

Some examples of these relationships include the different sports associations, School District #508, Nicollet County, Gustavus, and so many more. The Council believes that a community is made stronger through cooperative efforts where many groups have opportunity to participate and develop

programs and projects that are a benefit to the community.

When we strategically think about opportunities to partner, it is important to make sure that common goals and objectives are shared with our potential partners. We hope to do that through ongoing and enhanced communication, opportunities to meet together and discuss the objectives, and through sharing of expertise and resources. We see examples of this throughout the community including work at Vet's field, enhancements that have been made to Gault Park, and the programs that teach our young people to play ball, develop Lego projects, and encourage volunteerism within Saint Peter.

Let me know if you have a favorite partnership that involves the City of Saint Peter and your group. Have you seen some of these great partnerships in action? It makes me wonder...

CITY OFFICE CLOSURES – All non-emergency City offices, including the Library, will be closed on Monday, February 17th in recognition of the President's Day legal holiday. The Community Center will be open; however the Recreation and Leisure Services Department will be closed.

The City Council workshop, which would normally take place on February 17th, will be held on Tuesday, February 18th at 5:30 p.m. in the Library meeting room.



UPCOMING ROADWAY CLOSURES – Starting at 7:00 a.m. tomorrow (Thursday, February 13th), City crews will be removing some trees along North Washington Avenue from Sumner Street to St. Julien Street.

This work is weather dependent, but when underway, the roadway will be closed to all traffic and detours will be put in place. The road

will be closed from 7:00 a.m. – 4:00 p.m. and an additional day of roadway closure will be scheduled sometime next week to complete the work.

Residents are asked to use caution in and around the work zone area and to watch the City's Facebook page (<https://www.facebook.com/CityofSaintPeter>) or website (www.saintpetermn.gov) for more information on when this work will continue next week.

WELCO WEST DEVELOPMENT – The City Council has now officially sold the tax forfeited portion of the Welco West Subdivision to Mike and Julie Drummer (Drummer Development of Mankato). The Drummer's will be developing this land for residential use. The plan submitted to the Council includes construction of 11 townhomes (similar to those already constructed in the subdivision), 32 single family homes and one 40-unit multi-family apartment building with an additional multi-family unit being able to be constructed after the City constructs a regional stormwater basin in the area.

Under the terms of the development agreement, building permits for all but the final multi-family unit must be applied for by no later than December 31, 2016 and the area must be re-plated to accommodate the new development.

CITY ADMINISTRATOR VIDEO BLOG – CITY Administrator Prafke has been creating a video blog for a couple of years now, but it is now available through even more electronic sites. In addition to being included on the City's Facebook page, the video blog is now shown on Public Access Channel 8, the City's website and on the City's You Tube channel (<http://www.youtube.com/channel/UCWK7-GhXlmDfaSTNs7yvwwq>)! Check it out for yourself and see what's happening in your City government.

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

- **WASTEWATER OPERATORS** - One entry level and one Class "C" or higher Wastewater Operator in the Department of Public Works. Both positions will have the opportunity to advance to an "A" license Wastewater Operator position. Minimum qualifications include a high school diploma or equivalent; possession of a State of Minnesota Class "D" Wastewater Treatment Facility Operator Certificate or ability to obtain within one year of the date of employment with the City OR Class "C" Wastewater Treatment Facility Operator Certificate; possession of a State of Minnesota

Type IV Biosolids Operator or ability to obtain within one year of the date of employment with the City; possession of a valid driver's license - State of Minnesota Class A driver's license with Air Brake Endorsement and Tanker Endorsement or ability to obtain within six months of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer or ability to obtain within six months. Desirable qualifications: Satisfactory completion of a technical school program related to wastewater systems operations; up to six years of responsible experience as a wastewater system operator with at least two years' experience in the operation of a Class A, B, or C system or facility, or similar industrial facility; knowledge of the principles, practices, chemicals, and equipment used in wastewater treatment, biosolids treatment and disposal, and pumping operations; ability to perform a wide variety of tests on raw and treated wastewater, raw and treated bio-solids; knowledge of the principles of plumbing and hydraulics; knowledge of and ability to operate Supervisory Control And Data Acquisition (SCADA) system; knowledge of the functions and service requirements of mechanical equipment and machinery; knowledge of OSHA regulations and safety precautions of the trade; demonstrated ability to operate a variety of wastewater plant pumping, treatment, and control equipment, biosolids treatment and disposal equipment; demonstrated ability to diagnose problems under emergency conditions and take corrective action; knowledge and experience in the operation of equipment including but not limited to backhoes, dump trucks, jet rodder machine, tanker trucks, main line TV cameras, and line locators. 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: Entry-Level Wastewater Operator \$18.44 - \$19.59 per hour. Starting pay range: Class "C" Wastewater Operator \$20.73 - \$24.41 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 April 3, 2014.

Faxed, emailed, and/or late applications will not be accepted. Interviews will be conducted April 16 -17, 2014. AA/EEO

- **SEASONAL POSITIONS** – The City of Saint Peter is accepting applications for seasonal positions for the 2014 summer season. These are positions for which an eligibility list will be maintained until August 31, 2014. Applications are available on the City's website at www.saintpetermn.gov or from the City Administrator's office between the hours of 8:00 am–Noon and 1:00–5 pm, 227 S. Front Street, or by calling 507-934-0663. **Completed applications must be received by the City Administrator's office by 5:00 pm on Friday, March 14, 2014.** Faxed, emailed, and/or late applications will not be accepted. A condition of employment shall be successful completion of a background investigation, and successful completion of pre-employment drug test. Employees will be subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing. Must be at least 16 years of age for Recreation and Leisure Services positions; 15 years of age for aquatics positions and 18 years of age for Public Works positions. The following seasonal positions are available:
 - PUBLIC WORKS SEASONAL LABORER: Duties include a variety of manual labor tasks associated with the care, maintenance, and cleaning of City facilities and equipment including, but not limited to, painting, washing, mowing, weeding, digging, cleaning and organizing; planting, trimming, and removal of trees and shrubs and mowing and trimming facilities. 40 hours/week. Applicants must possess a minimum valid Class C or D driver's license. Must pass pre-employment drug test; subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. Starting wage \$8.00/hour. Minimum age: 18.
 - SPORTS PROGRAM/SPECIAL EVENTS COORDINATOR: Train and supervise staff, organize and implement summer sports programs (Baseball, Soccer, etc.) and special events. Need strong organizational, motivational, planning and leadership skills. Experience with school age children. 35 –40 hours/week. Mid May–End of August. Starting wage: \$8.75/hour.
 - CREATE A CAMP COORDINATOR: Train, supervise staff, organize and implement

summer programs (Day Camps, Special Events) for 6 –10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$8.75/hour.

- SPECIALTY CAMP/PRESCHOOL COORDINATOR: Train and supervise staff organize and implement summer programs (Lil Rascals, Specialized Day Camps, Special Events) for 3–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$8.75/hour.
- VOLUNTEER IN THE PARK COORDINATOR: Recruit, train, assign and supervise youth volunteers. Strong organizational skills and previous work with youth required. Flexible hours. 30–40 hours/week. May–August. Starting wage: \$8.75/hour
- RECREATION LEADERS: Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 35–40 hours/week. Starting wage: \$7.25/hour.
- PART TIME RECREATION LEADERS: Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 20–25 hours/week. Starting wage: \$7.25/hour.
- HEAD LIFEGUARDS: Duties include supervision of aquatics personnel, pool patrons, and pool facility. Must have three years of lifeguard experience. Current WSI, LGT, First Aid and CPR certificates required. Strong leadership background. Minimum age: 18. Starting wage: \$9.75/hour.
- LIFEGUARD/WSI: Duties include teaching swim lessons and supervision of swimmers. Some maintenance. Full, part-time and substitute positions. Current WSI, LGT, First Aid and CPR Certificates required. Starting wage: \$7.75/hour.

- o LIFEGUARD (without WSI): Duties include supervision of swimmers and some maintenance. Full, part-time and substitute positions. Current LGT, First Aid and CPR Certificates required. Minimum age: 15. Starting wage: \$7.00/hour.

- o OUTDOOR POOL CASHIER: Duties include collection of pool fees, light bookkeeping, some maintenance and strong public relations skills. Minimum age: 15. Part-time. Starting wage: \$6.55/hour.

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	February 17		LEGAL HOLIDAY – PRESIDENT'S DAY City Offices Closed
Tuesday	February 18	5:30 p.m.	City Council Workshop
Tuesday	February 18	7:00 p.m.	Parks and Recreation Advisory Board
Monday	February 24	7:00 p.m.	City Council Meeting
Tuesday	February 25	5:30 p.m.	Heritage Preservation Commission
Wednesday	February 26	12:00 noon	Hospital Commission
Thursday	February 27	12:00 noon	Economic Development Authority
Friday	February 28	8:00 a.m.	Tourism and Visitors Bureau
Monday	March 3	3:30 p.m.	Housing and Redevelopment Authority
Monday	March 3	5:30 p.m.	City Council Workshop
Tuesday	March 4	5:30 p.m.	Planning and Zoning Commission
Monday	March 10	5:00 p.m.	Human Rights Commission
Monday	March 10	7:00 p.m.	City Council Meeting
Tuesday	March 11	6:00 p.m.	Library Board
Monday	March 17	5:30 p.m.	City Council Workshop
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